

Guide to Enrollment for Fall 2020 Schedule of Classes



University of Pittsburgh at Johnstown

IMPORTANT FALL TERM 2020 (2201) REGISTRATION INFORMATION
ENROLLMENT APPOINTMENT PERIOD
MARCH 23 - APRIL 3, 2020

ADVISING INFORMATION

All students will be required to meet with their academic advisor prior to enrolling for their Fall Term 2020 classes. You can find the name of your academic advisor on your Student Center page.

An **Advising Hold** has been assigned to all current students that will stop you from scheduling for fall classes until you meet with your academic advisor. **Schedule an advising appointment at least a few days before enrollment opens to discuss your fall class selections.**

GENERAL QUESTIONS ABOUT ADVISING AND SELF-ENROLLMENT

Please direct any questions to upjreg@pitt.edu or stop in the Registrar's Office located in 279 Blackington Hall. Drop in help is also available in the Registrar's Office for any student needing assistance with the Self-Enrollment process Monday through Friday from 8:30 am to 4:30 pm.

BEFORE YOUR ADVISING APPOINTMENT

- ✓ View/Print the Fall Term Schedule of Classes
- ✓ Print an enrollment worksheet (available at www.pitt-johnstown.pitt.edu/en/academics/registrar)
- ✓ Review major and general education requirements – This information is available in your division office, the Office of Adult Education, on the Academic Success Center webpage, and for most majors by accessing your Degree Progress report available through the self-service menu in the student (my.pitt.edu) system. The Academic Source Book 2015-2016 is available on the Registrar's Web Page.
- ✓ List your course selections on the enrollment worksheet
- ✓ Pay close attention to courses that have restrictions, pre and/or co-requisites, and those that require instructor or department permission.
- ✓ Make a list of any questions you may have for your advisor about your course selections.

AFTER YOUR ADVISING APPOINTMENT

- ✓ Contact the Registrar's Office (**prior to your enrollment appointment**) if any of your course selections required an override signature on your enrollment worksheet. The Registrar's Office staff will provide you with a class permission number that will allow you to self-enroll in the course requiring the override.
- ✓ Courses offered at the other four Pitt campuses may require a class permission number. Check with the Registrar's Office.
- ✓ Check course availability using the Class Search option available through the Self-Service menu on the student (my.pitt.edu) system.
- ✓ Check that you do not have any holds that will stop you from enrolling for fall classes.
- ✓ Submit your fall term course selections on-line when your enrollment appointment period opens.

Information and a video on self service enrollment is available at www.pitt-johnstown.edu/en/academics/registrar and in the University Services & Information portal community Student Center page to assist students with Self Service Enrollment. Students navigate to University Services & Information > Student Center.

Pitt – Johnstown Enrollment Worksheet

STUDENT NAME (Last, First)	STUDENT ID	MAJOR	TERM	YEAR
			FALL	2020

	CRN	SUBJECT	CATALOG NBR	CR	DAYS	TIME	INSTRUCTOR'S SIGNATURE for Override	REASON FOR OVERRIDE (See Below)
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								

ALTERNATIVE COURSES:

<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								

Days, Times, and Locations are subject to change; please check your schedule online at <https://my.pitt.edu>

STUDENT SIGNATURE	DATE	TOTAL CREDIT HOURS	Reasons for Override Signature <small>(Must accompany all Override Signatures)</small>
			Closed Class Program Waiver Time Conflict Instructor Consent Pre and/or Co Requisite
I, the student, by signing this form, agree and promise to pay the University all tuitions and fees resulting from this registration. I have reviewed my schedule and verified its accuracy; I understand that I am to register for only advisor-approved courses. I also understand that I am ultimately responsible for my course selections and their relevance to my program of study.			

Writing Competency Courses Fall 2020

Note: Courses may have Pre-Requisites or be Restricted to Particular Majors

Primary Writing Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Instructor Name
22683	ENGWRT	0050	INTRO TO CREATIVE WRITING	Schwerer, Frederick
16325	ENGWRT	0050	INTRO TO CREATIVE WRITING	Schwerer, Frederick
28170	ENGWRT	0053	INTRO TO PROFESSIONAL WRITING	Landrigan, Marissa K
15570	ENGWRT	0053	INTRO TO PROFESSIONAL WRITING	Landrigan, Marissa K
15502	ENGWRT	1130	GRAMMAR, USAGE, AND STYLE REVIEW	Cox,Michael W
18277	ENGWRT	1192	TECHNICAL WRITING	Sheets,Scott Albert
15575	ENGWRT	1192	TECHNICAL WRITING	Sheets,Scott Albert
25501	ENGWRT	1192	TECHNICAL WRITING	Sheets,Scott Albert
15576	ENGWRT	1192	TECHNICAL WRITING	Cox,Michael W
15589	ENGWRT	1192	TECHNICAL WRITING	Cox,Michael W
23913	ENGWRT	1192	TECHNICAL WRITING	Cox,Michael W
31210	JOURNL	1132	REPORTING 1	Kuhn, Lynne

Writing Enhanced Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Instructor Name
25787	CET	1199	SENIOR PROJECT	ALL CET Faculty
22591	COMMRC	1124	RHETORICAL CRITICISM	Lucas,Paul A
18709	ENGLIT	0598	BIBLE AS LITERATURE	Cox,Catherine S
31186	FA	0521	AMERICAN PAINTING OF 19TH CENTURY	Grash, Valerie
15559	FDSED	0001	HIST/PHIL OF ED: AMER EMPHSS	Previte,Mark A
15902	HIST	1002	WRITING SEMINAR FOR MAJORS	Newman,Paul Douglas
15457	MET	1199	SENIOR DESIGN PROJECT	ALL MET Faculty
31147	PS	1206	FREE SPEECH IN AMERICA	Alexander Jr,James R
15513	PS	1700	POLITICAL SCIENCE RESEARCH	Alexander Jr,James R
15835	PSY	1031	RESEARCH METHODS	Stern,Steven E

Speaking Competency Courses Fall 2020

Note: Courses may have Pre-Requisites or be Restricted to Particular Majors

Primary Speaking Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Instructor Name
25495	COMMRC	0052	PUBLIC SPEAKING	Johansson, Catherine S
15515	COMMRC	0052	PUBLIC SPEAKING	McGinley, Maryl
15551	COMMRC	0052	PUBLIC SPEAKING	Miller, Kimberly
22678	COMMRC	0052	PUBLIC SPEAKING	McGinley, Maryl
24134	COMMRC	0052	PUBLIC SPEAKING	Lucas, Paul
28165	COMMRC	0052	PUBLIC SPEAKING	Lucas, Paul
25496	COMMRC	0052	PUBLIC SPEAKING	Flanders, Kimberly J
25494	COMMRC	0052	PUBLIC SPEAKING	Flanders, Kimberly J
21870	COMMRC	0052	PUBLIC SPEAKING	Flanders, Kimberly J
27105	COMMRC	0052	PUBLIC SPEAKING	Nicodemus, Diane
15540	COMMRC	0052	PUBLIC SPEAKING	Nicodemus, Diane
22677	COMMRC	0052	PUBLIC SPEAKING	Inuzuka, Ako
15584	COMMRC	0052	PUBLIC SPEAKING	Inuzuka, Ako
15532	COMMRC	0052	PUBLIC SPEAKING	Lucas, Paul
31199	THEA	1500	VOICE AND MOVEMENT 1	Thomas, Bethany
22705	THEA	1502	ACTING 1	Thomas, Bethany

Speaking Enhanced Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Instructor Name
25566	ACCT	1120	INTERMEDIATE ACCOUNTING 1	Zakrzwski, Deborah Smiach
25568	ACCT	1140	AUDITING	Zakrzwski, Deborah Smiach
25570	ACCT	1190	ACCOUNTING INFORMATION SYSTEMS	Zakrzwski, Deborah Smiach
28227	ACCT	1325	FINANCIAL STATEMENT ANALYSIS	DeDiana, Cristina Marie
25597	ACCT	1325	FINANCIAL STATEMENT ANALYSIS	DeDiana, Cristina Marie
25787	CET	1199	SENIOR PROJECT	Mash, Jason A
26634	COMMRC	0030	INTRODUCTION TO COMMUNICATION	Wharton, Patty J
15530	COMMRC	0030	INTRODUCTION TO COMMUNICATION	Wharton, Patty J
28164	COMMRC	0030	INTRODUCTION TO COMMUNICATION	Wharton, Patty J
26885	COMMRC	0083	INTERCULTURAL COMMUNICATION	Inuzuka, Ako
28166	COMMRC	0083	INTERCULTURAL COMMUNICATION	Inuzuka, Ako
24488	COMMRC	0320	MASS COMMUNICATION PROCESS	Nicodemus, Diane M
28171	ENGWRT	0531	POETRY WRITING	Schwerer IV, Frederick Carl
25492	ENGWRT	0541	PLAYWRITING	Hartland, Frederick
15575	ENGWRT	1192	TECHNICAL WRITING	Sheets, Scott Albert
18277	ENGWRT	1192	TECHNICAL WRITING	Sheets, Scott Albert
15576	ENGWRT	1192	TECHNICAL WRITING	Cox, Michael W
15589	ENGWRT	1192	TECHNICAL WRITING	Cox, Michael W
15516	FSED	0001	HIST/PHIL OF ED: AMER EMPHSS	Previte, Mark A
15480	MATH	1117	HISTORY OF MATHEMATICS	Thompson, John W
17726	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	Katrancha, Elizabeth Dawn
23070	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	Katrancha, Elizabeth Dawn
31147	PS	1206	FREE SPEECH IN AMERICA	Alexander Jr, James R
15465	RESCA	1034	CLINICAL PRACTICUM 2	Price, Terri D
15497	SCED	1191	STDNT TEACHING IN THE SEC SCHL	Girard, Nina
15506	SCED	1191	STDNT TEACHING IN THE SEC SCHL	Previte, Mark A

Quantitative Reasoning Courses Fall 2020

Note: Courses may have Pre-Requisites or seats restricted to particular majors

Catalog Number	Subject Description	Catalog Number	Class Title	Instructor Name
15509	CS	0015	INTRO TO COMPUTER PROGRAMMING	Sarma-Weierman, Stephen
26667	EDPSY	1121	EDUC ASSESS FOR INCLSN CLSSR	Vuckovich, Michael
15541	EDPSY	1121	EDUC ASSESS FOR INCLSN CLSSR	Wilson, Elaine
15541	MATH	0002	COLLEGE ALGEBRA	Staff
15444	MATH	0002	COLLEGE ALGEBRA	Hoffman,Elizabeth M
27109	MATH	0002	COLLEGE ALGEBRA	Thompson, Anita
15531	MATH	0002	COLLEGE ALGEBRA	Girard, Nina
15529	MATH	0071	STRUCTR OF THE REAL NUMBR SYS	Baird, Jacqueline R
27080	MATH	0080	FUNDAMENTALS OF MODERN MATH	Baird, Jacqueline R
18668	MATH	0080	FUNDAMENTALS OF MODERN MATH	Baird, Jacqueline R
18668	MATH	0401	DISCRET MATHEMATIC STRUCTURES	Marchegiani,Sandro Raniero
26684	MATH	0401	DISCRET MATHEMATIC STRUCTURES	Marchegiani,Sandro Raniero
28192	PHIL	0501	INTRODUCTION TO LOGIC	Leben, Derek
28191	PHIL	0501	INTRODUCTION TO LOGIC	Leben, Derek

Literature in Translation Courses Fall 2020

Note: Courses may have Pre-Requisites or seats restricted to particular majors

Catalog Number	Subject Description	Catalog Number	Class Title	Instructor Name
16709	ENGLIT	0598	BIBLE AS LITERATURE	Cox,Catherine S
31188	FR	0640	MEDIEVAL FRENCH COURTLY ROMANCE	Petrosky,David
26663	SPAN	1841	DON QUIXOTE AND THE NOVEL	Bernal-Reyes,Alvaro Antonio

Fall 2020

Courses with Course Related Fees

BIOL	0111	GENERAL BIOLOGY LABORATORY 1
BIOL	0121	GENERAL BIOLOGY LABORATORY 2
BIOL	0341	ECOLOGY LABORATORY
BIOL	0361	CELL BIOLOGY LABORATORY
BIOL	0951	ANATOMY AND PHYSIOLOGY LAB 1
BIOL	1123	HUMAN ANATOMY LABORATORY
BIOL	1241	MICROBIOLOGY LABORATORY
BIOL	1275	ORNITHOLOGY LABORATORY
CHEM	0151	GENERAL CHEMISTRY 2 ENGINEERS
CHEM	0325	ANALYTICAL CHEMISTRY
GEOL	0015	PHYSICAL GEOLOGY
GEOL	1110	STRUCTURAL GEOLOGY
GEOL	1202	INTRODUCTION TO PALEONTOLOGY
GEOL	1406	INTRO TO SOLID-ERTH GEOPHYSICS
NUR	0080	FOUNDATIONS OF NURSING PRACT 1
NUR	1066	NUR CARE CLIENTS PMH PROB CLIN
PEDC	0018	DIRECTED STUDY
PSY	0270	INTRODUCTORY STATISTICS
PSY	1031	RESEARCH METHODS

Academic Policies and Procedures

Course Repetitions

Required courses in a student's major must be repeated if the grade of F is received. If the grade of D is earned in a sequence course such as mathematics or language and the student intends to continue in that discipline, the course should be repeated. Other courses in which a C-/D/F is earned may be repeated at the discretion of the student. Course repetitions are subject to the following limitations:

1. No sequence course completed with a grade of C-/D/F may be repeated for credit after a higher-numbered course in that sequence has been passed with a C or higher grade.
2. Courses for which a C-/D/F has been earned cannot be repeated using the S/U grade option.
3. The grade earned by repeating a course replaces the grade originally earned. The originally earned grade will not be counted in the computation of the GPA; it does not increase the number of credits unless an F grade is replaced by a passing grade.
4. No course may be repeated at any institution other than the University of Pittsburgh or its regional campuses.
5. Except as noted in the course descriptions, a particular course may be taken for credit only once.
6. Courses passed with a grade of C or higher may be repeated only after consultation with a student's advisor.
7. A student may not take any course more than three times.

Physical Education

A student may take no more than 2 credits of physical education per term, for a career total of 8 credits. Only the first 4 credits of physical education are considered as arts and sciences credits.

Termination of Registration/Resignation (Dropping all Classes)

Students may resign any time after the end of the add/drop period but no later than the close of business on the 60th calendar day of the term or the 30th calendar day of the session by notifying the Office of the Registrar of their intention to terminate their registration for all classes by mail, phone, or in person. Registration and term tuition charges will be adjusted in accordance with the official University Title IV Refund Policy. Students must do this even if they are only registered for one course or credit. If they have housing and/or food service charges, they must notify the appropriate offices immediately.

After the 60th calendar day of the term or the 30th calendar day of the session, students can only terminate their registration by withdrawing through the Office of the Registrar.

Students who wish to drop all of their courses before the official end of add/drop period should do so by contacting the Office of the Registrar, 279 Blackington Hall. If students drop all of their courses, they will not be liable for their term tuition and fees, and their registration will become void.

If students resign after the last day of the add/drop period, they are liable for a percentage of their charges and will be issued R grades, denoting resignation on transcripts. R grades do not count toward a degree, grade point average, or academic progress for the purposes of financial aid eligibility.

Failing to attend the classes for which a student is registered or failing to notify the appropriate academic and administrative offices of nonattendance is not considered an official resignation. Students who fail to follow proper procedures for termination of their registration are responsible for all tuition and fees assessed for the term or session.

The effective date of resignation is determined by: (1) the date of in-person contact with the Office of the Registrar; (2) the date of the postmark on the letter of intent to resign (or the date of receipt if no postmark exists); (3) the date of notification by telephone; and (4) the date of last attendance.

R grades are assigned for all courses for which registration is terminated after the add/drop period but prior to the resignation deadline for the term or session.

W grades are assigned for all courses for which registration is terminated after the 60th calendar day of the term or the 30th calendar day of the summer session.

Fall 2020 (221-1) FINAL EXAM SCHEDULE (REVISED SCHEDULE)

University of Pittsburgh at Johnstown

Exam Date	Monday Nov 23	Tues Nov 24	EXAM DATE	Monday Nov. 30	Tuesday Dec. 1	Wednesday Dec. 2	Thursday Dec 3	Friday Dec 4	
IN PERSON ONLY			IN PERSON ONLY		REMOTE	REMOTE	REMOTE	REMOTE	REMOTE
EXAM TIME			EXAM TIME	REGULAR CLASS MEETING TIMES					
Administered during the usual scheduled class meeting time & day.	In person Exams will be scheduled at the discretion of the Division Offices	In person Exams will be scheduled at the discretion of the Division Offices	8:00AM - 10:00AM	MWF 8:00 - 8:50	T-TH 9:30 - 10:50	MWF 9:00 - 9:50	T-TH 8:00 - 9:20	MWF 10:00 - 10:50	
			10:30AM - 12:30PM	MWF 11:00 - 11:50	T-TH 12:30 - 1:50	MWF 12:00 - 12:50	T-TH 11:00 - 12:20	MWF 1:00 - 1:50	
			1:30PM - 3:30PM	MWF 2:00 - 2:50	T-TH 3:30 - 4:50	MWF 3:00 - 3:50	T-TH 2:00 - 3:20	MWF 4:00 - 4:50	
			4:00PM - 6:00PM	Nat Sci Common Exam Time #2	Common Exam JBE (Time #1) / Engr (Time #1)	Nat Sci Common Exam Time #2	Common Exam JBE (Time #2) / Engr (Time #2)	Soc Sci Common Exam Time #1	
			7:00PM - 9:00PM	Mondays 6PM-8:40PM	Tuesdays 6PM-8:40PM	wednesdays 6PM-8:40PM	Thursdays 6PM-8:40PM		

Note: Final Exams during the Common Exam Time periods will be scheduled at the discretion of the Division Chairs