La Salle University Summer Sessions Undergraduate Course Offerings 2000

La Salle University

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SUMMER SESSIONS 2000

Session I:
Monday, May 15 to Thursday, June 22
(Holiday make-up day is Friday, June 2)

Session II:
Monday, June 26 to Thursday, August 3
(Holiday make-up day is Friday, July 7)

Class Times:
Day classes: Monday to Thursday/morning period
Day lab classes: Two days per week/morning period
Evening classes: Two nights per week, 6-9:15 PM

REGISTRATION FORM INCLUDED ON LAST PAGE
Important Telephone Numbers

Office of Continuing Studies, Benilde Hall, First Floor
  Main Number 215/951-1234
  Fax Number 215/951-1960
Admissions Office, Administration Center, Second Floor
  Main Number 215/951-1500
  Fax Number 215/951-1656
Financial Aid Office, Administration Center, Second Floor
  215/951-1070
Registrar’s Office, Administration Center, Third Floor 215/951-1020
Bursar’s Office, Administration Center, First Floor 215/951-1055
Campus Store, Wister Hall, First Floor 215/951-1395
Connelly Library 215/951-1292
ID/Gold Card Office, La Salle Union, Lower Level 215/951-1LSU
Safety and Security Department, Security Headquarters
  General Information 215/951-1300
  Emergency 215/951-1111
Parking Decals, Safety and Security Department 215/951-1066

Application/Admissions
If you have never attended La Salle University, please submit an
application for admission to:
La Salle University
Office of Admission and Financial Aid
1900 West Olney Avenue,
Philadelphia, PA 19141-1199
To request application materials, please call 215/951-1500 or
FAX your request to 215/951-1656.
Applications can also be filled out on-line at www.lasalle.edu
Hours of operation:
8:30-4:30 Monday and Friday;
8:30-6 Tuesday, Wednesday and Thursday.
Weekend hours can be set by appointment.

Office of Continuing Studies
Benilde Hall, First Floor
Philadelphia, PA 19141
Telephone Number: 215/951-1234
Fax Number: 215/951-1960
E-mail: contstd@lasalle.edu
Web Address: www.lasalle.edu/continuingstudies.html

Hours of operation for the summer:
8:30 a.m. to 7:00 p.m. Monday through Thursday;
8:30 a.m. to 4:30 p.m. Friday
Information for New Students

Educational Opportunities
As the first university in Pennsylvania to offer Bachelor degrees that could be completed entirely in the evening, La Salle University has long been recognized for its dedication to the adult learner. Over the years, as more adults have chosen part-time college programs in order to meet work and family obligations during the day, La Salle has responded with more flexible programs and schedules. Courses are offered in the evening and on weekends at La Salle's main campus. Evening classes are also offered at our sites in Bucks County and Northeast Philadelphia. Part-time baccalaureate students at La Salle receive the same quality instructors and support services that full-time students receive—the same quality education that has ranked the University near the top of nearly every national survey.

Academic Advising
A range of counseling services is available to students and prospective students as they pursue their academic and career goals. If you have questions about your possible enrollment at La Salle, or if you wish to discuss how the program offerings could benefit you, please arrange an interview with an admission counselor by calling the Office of Admission and Financial Aid at (215) 951-1500.

Advisors in the Office of Continuing Studies are available to discuss academic programming and course registration. Each advisor specializes in particular majors and can help you tailor an educational plan. You can meet with your advisor each semester to facilitate course registration.

College Credit through the College Level Examination Program
The College Level Examination Program (CLEP) offers more than 50 examinations through which adults can demonstrate their knowledge of college level subjects learned outside the classroom. The University is a CLEP test center and encourages students to consider this option for earning credits in their degree programs. Students interested in more information about CLEP should contact the Continuing Studies Office at (215) 951-1234.

Admission Policies
To apply for admission to La Salle's evening and weekend programs, complete an application and return it to the Office of Admission and Financial Aid, La Salle University, 1900 West Olney Avenue, Philadelphia, PA 19141. Applicants with previous college credit must provide copies of their official transcripts from all institutions previously attended. Applicants for non-matriculated (non-degree) status may present unofficial records. With your application, please include a $35.00 check payable to La Salle University. Students who have previously attended La Salle do not need to apply; simply contact the Office of Continuing Studies at (215) 951-1234. The application fee will be waived for students who apply on-line at www.lasalle.edu.

Tuition and Fees/Academic Year 2000-2001

<table>
<thead>
<tr>
<th>Tuition per credit hour</th>
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<tbody>
<tr>
<td>Science Lab, Nursing, Communications, and Business Course fee</td>
<td>$ 40.00</td>
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<tr>
<td>Registration Fee</td>
<td>$ 15.00</td>
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<tr>
<td>Instructional Technology Fee:</td>
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</tr>
<tr>
<td>Full-time student (12 credits or more)</td>
<td>$ 45.00</td>
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<tr>
<td>Part-time student (11 credits or less)</td>
<td>$ 10.00 (per course)</td>
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<tr>
<td>Vehicle Registration Fee</td>
<td>$ 10.00</td>
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</tbody>
</table>
Summer Session News

Digital Arts and Multimedia Design Programs

La Salle is introducing a DArt major for evening and weekend students who want to make the most of their computers in the workplace. The degree combines technical training with English and fine arts courses to prepare graduates for careers in computer-aided design. Course instructors are experienced web users who actively develop web applications for industry professionals.

At the same time, we will continue to offer the five-course DArt program – a fast-paced and hands-on 10-month certificate program that uses the latest equipment and software available. Each course runs separately, meeting twice weekly over abbreviated semesters we call Fast Track scheduling.

For more information, please contact Peg McCoe, DArt Director, at 215/951-1136.

Organizational Dynamics

There's been a change in business philosophy in recent years. Employers are looking for professionals who think beyond their own desks; they want people who can see the relationship between their work and the rest of the company – and between the company and the rest of the world.

This new style of thinking is why La Salle University has created its Organizational Dynamics Degree Completion Program, which combines a strong liberal arts background with key business courses.

Organizational Dynamics students will acquire the concepts and skills needed to adjust to a rapidly changing organizational setting, whether in private industry, government or the non-profit sector. One of the goals is to teach students to be more productive both personally and in group settings. The program is being offered exclusively at La Salle's Bucks County Center in Newtown. And, all courses are held in the evening or on weekends for the convenience of working professionals.

Students must accrue a minimum of 30 college credits (at La Salle or elsewhere) before being accepted. Because the program was created for working people, students can gain college credit for proven professional experience. Flexible formats, such as on-line learning and accelerated courses, are under development. Contact the Office of Admission for more information.

Criminal Justice/Sociology

The LaSalle University Bucks County Center is now offering a new criminal justice degree completion program that makes it convenient for future or current criminal justice professionals to develop their knowledge – and their careers.

Administrators at La Salle's Newtown site are working with local community college officials to provide a transfer option for their criminal justice students who want to earn a Bachelor degree with a dual major in Criminal Justice and Sociology.

Community college students who complete a 60-credit Associate's Degree in correctional administration or police administration can transfer those credits to the La Salle Bucks County campus and earn another 60 credits toward their Bachelor's Degree. They can also take classes at the Northeast Philadelphia campus at Archbishop Ryan High School, or on La Salle's main campus in NorthWest Philadelphia. Contact the Office of Admission for more information.

BSN Program for the Licensed Practical Nurse

La Salle's School of Nursing has introduced a bachelor of science in nursing program designed for the licensed practical nurse who's balancing work and family/life obligations. It's one of only two programs of its kind in the area.

Program administrators know most LPNs come to the program with previous work and educational experience, and are willing to recognize it in several ways. Students can obtain advanced placement credit through direct articulation of five credits for basic nursing studies, and challenge examinations. Students can obtain up to 58 credits for basic nursing studies and nursing courses.

Flexibility is provided by allowing the LPN student to complete the program of study at their own pace. Courses are offered during the day, evening, and weekend, and can be taken at our main campus in NorthWest Philadelphia, the Northeast campus at Archbishop Ryan High School, or the Bucks County Center in Newtown, Pa.

For more information, contact Mary Laky Dorr, Assistant Dean, at 215/951-1646, e-mail lpnbsn@lasalle.edu or fax: 215/951-1896.
### Main Campus

#### Summer I Day

<table>
<thead>
<tr>
<th>Number</th>
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<td>Oceanography</td>
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<td>35030</td>
<td>HIS 340</td>
<td>Baseball &amp; American Cult</td>
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<td>35069</td>
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<td>35077</td>
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<td>Shurina R</td>
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**KEY**

A, B, or C denotes course sections on Main Campus / BA: courses at the La Salle Bucks County Center.
<table>
<thead>
<tr>
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<th>Time</th>
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<td>35032</td>
<td>150</td>
<td>A 3 Mod Eur Lat Am Wrt</td>
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<tr>
<td>35023</td>
<td>201</td>
<td>A 3 Org Behav</td>
<td>Goldberg-Brodsky M</td>
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</tr>
<tr>
<td>35068</td>
<td>201</td>
<td>BA 3 Mgmt Info Systems</td>
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<tr>
<td>35005</td>
<td>201</td>
<td>A 3 Prin Of Marketing</td>
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<tr>
<td>35020</td>
<td>117</td>
<td>A 3 Single-Variable Calculus</td>
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<td>35021</td>
<td>120</td>
<td>A 4 Calc &amp; Anal Geo I</td>
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*Course meets through both Summer I & II*

<table>
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<td>35009</td>
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<td>A 3 Art of Listening</td>
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<tr>
<td>35043</td>
<td>408</td>
<td>A 3 Nursing Research</td>
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<tr>
<td>35047</td>
<td>432</td>
<td>BA 3 Seminar in Nursing Hist</td>
<td>Zurakowski T</td>
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<tr>
<td>35044</td>
<td>472</td>
<td>A 3 Perioperative Nursing</td>
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<td>35045</td>
<td>476</td>
<td>A 3 Families in Jeopardy</td>
<td>Miller M</td>
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<tr>
<td>35046</td>
<td>477</td>
<td>A 3 Human Sexuality in Health &amp; Illness</td>
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*Course meets for 10 evenings through both Summer Sessions I & II*

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<td>35036</td>
<td>267</td>
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<tr>
<td>35037</td>
<td>350</td>
<td>A 3 Business Ethics</td>
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<tr>
<td>35023</td>
<td>201</td>
<td>BA 3 Developmental Psych</td>
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<td>35006</td>
<td>213</td>
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<td>35017</td>
<td>260</td>
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<tr>
<td>35017</td>
<td>260</td>
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*Course meets through both Summer I & II*

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**Summer I II Day**

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<td>112</td>
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<tr>
<td>45013</td>
<td>202</td>
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<tr>
<td>45010</td>
<td>112</td>
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<td>45012</td>
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<td>04 Organic Chemistry II</td>
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<td>45040</td>
<td>218</td>
<td>01 3 Geography</td>
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<td>Leibiger S</td>
<td>MTWR</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>45030</td>
<td>PHIL 151</td>
<td>Concep Of Humanity</td>
<td>STAFF</td>
<td>MTWR</td>
<td>9:00 AM - 10:35 AM</td>
</tr>
<tr>
<td>45031</td>
<td>PHIL 264</td>
<td>Critical Thinking</td>
<td>STAFF</td>
<td>MTWR</td>
<td>10:45 AM - 12:20 PM</td>
</tr>
<tr>
<td>PHYSICS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45024</td>
<td>PHY 106</td>
<td>General Physics II</td>
<td>Blum T</td>
<td>MTWR</td>
<td>8:30 AM - 10:05 AM</td>
</tr>
<tr>
<td>45025</td>
<td>PYL 106</td>
<td>Laboratory</td>
<td>Blum T</td>
<td>TR</td>
<td>10:15 AM - 1:05 PM</td>
</tr>
<tr>
<td>RELIGION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45035</td>
<td>REL 110</td>
<td>The Bible</td>
<td>Miller E</td>
<td>MTWR</td>
<td>10:45 AM - 12:20 PM</td>
</tr>
<tr>
<td>45034</td>
<td>REL 215</td>
<td>Gospels</td>
<td>Dolan A</td>
<td>MTWR</td>
<td>9:00 AM - 10:35 AM</td>
</tr>
</tbody>
</table>

Summer II Evening

ACCOUNTING
45001  ACC 102  A  3  Prin Of Acct II  Johnson J  MW  6:00 PM - 9:15 PM

ART
45007  ART 250  A  3  Oil Painting I  Williams J  MW  6:00 PM - 9:15 PM
45043  ART 270  A  3  Special Topic - Art/Music  STAFF  MW  6:00 PM - 9:15 PM

BIOLOGY
45009  BIO 154  A  3  Ecol-Environ Issues  STAFF  TR  6:00 PM - 9:15 PM

COMMUNICATION
45014  COM 202  A  3  Interpersonal Comm  Staff  MW  6:00 PM - 9:15 PM
45015  COM 461  A  3  Internship I  STAFF  TBA

COMPUTER SCIENCE
45019  CSC 151  A  3  Intro CscPackages  STAFF  TR  6:00 PM - 9:15 PM

ECONOMICS
45048  ECN 201  A  3  Intro Microeconomics  Staff  MW  6:00 PM - 9:15 PM
45049  ECN 333  A  3  Econ of International Business  Staff  TR  6:00 PM - 9:15 PM
45050  ECN 150  BA  3  Intro Macroeconomics  Staff  TR  6:00 PM - 9:15 PM

EDUCATION
45041  EDC 302  A  3  Instr Media & Tech  STAFF  MW  6:00 PM - 9:15 PM

ENGLISH
45023  ENG 201  A  3  Exper Of Poetry  Kling V  MW  6:00 PM - 9:15 PM

FINANCE
45002  FIN 201  A  3  Intro Fin Mkt & Inst  O'Halloran M  MW  6:00 PM - 9:15 PM

GEOL OGY
45047  GEO 154  A  3  Astronomy  STAFF  MW  6:00 PM - 9:15 PM

GERMAN
45021  GER 150  A  3  German Conv & Culture  Blumenthal B  TR  6:00 PM - 9:15 PM

HISTORY
45027  HIS 150  A  3  Global History  Stow G  TR  6:00 PM - 9:15 PM
45028  HIS 202  A  3  Europe 1400 To 1800  STAFF  TR  6:00 PM - 9:15 PM
45052  HIS 324  A  3  His of Philadelphia  STAFF  TR  6:00 PM - 9:15 PM

LAW
45004  LAW 202  A  3  Legal Environ Bus  Gembala J  TR  6:00 PM - 9:15 PM

MANAGEMENT
45005  MGT 200  A  3  Present Skill For Bus  Goldberg-Brodsky  TR  6:00 PM - 9:15 PM
45006  MGT 300  A  3  Prod & Oper Mgr  Rappaport J  TR  6:00 PM - 9:15 PM

MANAGEMENT INFORMATION SCIENCE
45003  MIS 201  A  3  Mgmt Info Systems  Condon  MW  6:00 PM - 9:15 PM

MATHEMATICS
45020  MTH 118  A  3  Multi-Variable Calc  STAFF  MW  6:00 PM - 9:15 PM

MUSIC
45008  MUS 110  A  3  Jazz  STAFF  MW  6:00 PM - 9:15 PM

KEY
A, B, or C denotes course sections on Main Campus / BA: courses at the La Salle Bucks County Center.
Number Credits Title Instructor Day Time

NURSING
45039 NUR 301* A 2 Prof Port Devi Seminar Serembus J R 5:00 PM 7:50 PM
45038 NUR 475 A 3 Adv Perioperative Nur Beitz J TBA

PHILOSOPHY
45032 PHL 151 A 3 Concp Of Humanity STAFF MW 6:00 PM 9:15 PM
45031 PHL 222 BA 3 Love & Human Sexuality Ballisty A MW 6:00 PM 9:15 PM
45033 PHL 269 A 3 Work & Culture STAFF TR 6:00 PM 9:15 PM

PSYCHOLOGY
45029 PSY 270 A 3 Special Topic - Human Sexuality Lucas B TR 6:00 PM 9:15 PM

RELIGION
45036 REL 101 A 3 Dynamics Of Religion McGovern J MW 6:00 PM 9:15 PM
45037 REL 250 A 3 Contemporary Moral Issue Monaco P TR 6:00 PM 9:15 PM

SOCIOLOGY
45016 SOC 150 BA 3 Prin Of Sociology STAFF MW 6:00 PM 9:15 PM

SPANISH
45022 SPN 102 A 3 Elem Spanish II STAFF MW 6:00 PM 9:15 PM

SOCIAL WORK
45017 SWK 160 A 3 Intro Swk & Soc Welfare STAFF MW 6:00 PM 9:15 PM
45018 SWK 331 A 3 Social Welfare Policy II STAFF TR 6:00 PM 9:15 PM

Bucks County Center — Silver Lake Executive Campus, Newtown

Summer I Evening

ENGLISH
35026 ENG 150 BA 3 The Lit Experience STAFF MW 6:00 PM 9:15 PM

MANAGEMENT INFORMATION SCIENCE
35068 MIS 201 BA 3 Mgmt Info Systems Condon E TR 6:00 PM 9:15 PM

NURSING
35047 NUR 432 BA 3 Seminar in Nursing Hist Zurakowski T M 6:00 PM 9:30 PM

RELIGION
35042 REL 243 BA 3 Rel & Contemporary Lit Conway T MW 6:00 PM 9:15 PM

Summer II Evening

ECONOMICS
45050 ECN 150 BA 3 Intro Macroeconomics STAFF TR 6:00 PM 9:15 PM

PHILOSOPHY
45032 PHL 222 BA 3 Love & Human Sexuality Ballisty A MW 6:00 PM 9:15 PM

SOCIOLOGY
45016 SOC 150 BA 3 Prin of Sociology STAFF MW 6:00 PM 9:15 PM

KEY
A, B, or C denotes course sections on Main Campus / BA: courses at the La Salle Bucks County Center.

6
ART 270 ART/MUSIC
Art/Music serves as an introduction to painting, sculpture, and architecture, with emphasis on major materials & techniques, styles & traditions and as an exploration of the ways & means of musical composition as a denominator for experiencing music from different time periods and cultures. (Course designed for ESE majors or as a free elective.)

ART 273 AMERICAN ARCHITECTURE
This course presents the major trends which mark the architectural history of the United States from roughly the second half of the nineteenth century through the present. Emphasis will be on architects and styles which have had a significant and lasting impact on the urban landscape of America, with particular attention to such centers as Chicago, New York, and Philadelphia. Architects to be discussed include Frank Lloyd Wright, Mies van der Rohe, Philip Johnson, Robert Venturi, and Frank Gehry. Where appropriate, we will consider related topics such as urban planning and interior design. A field trip to view architectural landmarks in downtown Philadelphia will be scheduled during the course.

CRJ 386 VICTIMOLOGY
Victimology is the study of the role of the victim in criminal behavior and in the criminal justice system. Topics include the concepts of victim and victimization; the history of the victim’s role and the rise of victimology as a discipline; the fear of crime and the actual volume and seriousness of victimization; victim facilitation, precipitation and provocation; the victim at the various stages of criminal justice procedure and such new societal responses to victimization as restitution, compensation, victim services, mediation, self-help programs and vigilantism. This course number, with a different topic heading may be repeated for credit.

HIS 340 BASEBALL & AMERICAN CULTURE
This course studies the relationship between baseball and developments in American History since 1840. It traces the emergence of baseball, professional & amateur, and the sports connections with key developments in American history. Topics covered include: the Link with the Civil War, Immigration, the Rise of the City, the Impact of the World Wars, and the Transformation of American Society in the last half of the 20th century. Through reading, lectures and videos, the course shows how baseball has been an almost perfect mirror of every major development in United States history.

NUR 472 PERIOPERATIVE NURSING
This is an elective clinical course that explores the concepts and processes of health care delivery for clients in the perioperative environment. The nursing process will be directed toward clients requiring significant nursing interventions for the promotion and restoration of health. The course provides an introduction to the diversified role of the professional nurse in the operating room and post anesthesia recovery room. The experience allows opportunities for students to refine nursing process skills in the identification of biopsychosocial needs and with faculty/staff clinician assistance, the implementation of appropriate nursing intervention systems. Throughout the course, emphasis is placed on the following dimensions of professional nursing: client/family, teaching/learning activities, technical skill development, nurse/client/family communication, priority determination/resource management, and health care trends. During the clinical component, the student will participate in various nursing activities designed to meet client/family needs in the perioperative milieu.

NUR 475 ADV PERIOPERATIVE NURSING
This course continues the exploration of concepts and processes of health care delivery for clients in the perioperative environment that commences in Nur 472. It is designed to allow students interested in perioperative care to expand their knowledge of and develop their repertoire of skills for the surgical client. The course introduces students to more complex surgical nursing theory and permits students to have clinical contact with complicated surgical specialty interventions. Sample topics will include: laser therapy, total joint replacement and internal/external fixation, advanced anesthetic concepts and monitoring, use of specialized surgical equipment (cusa, pulsavac, rapid infusion systems), pediatric surgery, ambulatory surgery, quality assurance and perioperative nursing research and perioperative case management. Selected surgical procedures will be examined via a general systems theory and nursing process approach.

NUR 476 FAMILIES IN JEOPARDY
This course explores the public health resources and challenges of urban families and their children. Utilizing models suitable for vulnerable populations, the impact of social, economic and educational factors on the well being of urban populations is investigated. Students examine urban communities as complex physical and social environments. Selected threats to quality of life and the effects of common high-risk behaviors on family health are assessed. The course recognizes the family unit as the basis for community health. Students engage family members and community organizations as partners in positive family health strategies. Experiential and service learning projects emphasize both family and community assessments.

NUR 477 HUMAN SEXUALITY IN HEALTH & ILLNESS
PSY 270 – HUMAN SEXUALITY
Human Sexuality will address the conceptualization of sexual behavior that goes beyond reproduction. Students are encouraged to explore the contribution of the socio-biological perspective of human sexual functioning. A brief survey of the historical approaches with respect to understanding values, beliefs and accepted behaviors will be covered.
Summer 2000 Academic Calendar

<table>
<thead>
<tr>
<th>Session</th>
<th>Prereg. Deadline</th>
<th>In-Person Reg. &amp; Roster Change</th>
<th>Classes Begin</th>
<th>Pass/Fail Option By</th>
<th>Withdraw By</th>
<th>Final Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer I</td>
<td>May 5</td>
<td>May 15, 16</td>
<td>May 15</td>
<td>May 26</td>
<td>June 2</td>
<td>June 21, 22</td>
</tr>
<tr>
<td>May 15-June 22</td>
<td>(Note: There are no classes on Monday, May 29. The make-up day is Friday, June 2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summer II</td>
<td>June 16</td>
<td>June 26, 27</td>
<td>June 26</td>
<td>July 7</td>
<td>July 14</td>
<td>Aug. 2, 3</td>
</tr>
<tr>
<td>June 26-Aug. 3</td>
<td>(Note: There are no classes on Tuesday, July 4. The make-up day is Friday, July 7)</td>
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<td></td>
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</tr>
</tbody>
</table>

Pre-Registration – When & Where

Pre-registration begins Monday, March 6, 2000. Day students should submit their pre-registration forms directly to the Office of the Registrar after receiving the written permission of their advisor. Evening student pre-registration forms may be faxed to 215/951-1960, dropped off, or mailed to:

La Salle University
Office of Continuing Studies - Benilde Hall
1900 West Olney Avenue
Philadelphia, PA 19141-1199

Pre-register early in order to ensure placement in the class of your choice.

In-Person Registration – Where & When

<table>
<thead>
<tr>
<th>Session</th>
<th>Place</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer I-Day</td>
<td>Office of the Registrar</td>
<td>May 15, 16</td>
<td>9:00 AM to 10:30 AM</td>
</tr>
<tr>
<td>Summer I-Eve</td>
<td></td>
<td></td>
<td>5:30 PM to 6:30 PM</td>
</tr>
<tr>
<td>Summer II-Day</td>
<td>Office of the Registrar</td>
<td>June 26, 27</td>
<td>9:00 AM to 10:30 AM</td>
</tr>
<tr>
<td>Summer II-Eve</td>
<td></td>
<td></td>
<td>5:30 PM to 6:30 PM</td>
</tr>
</tbody>
</table>
General Information

Financial Aid
Although students are responsible for meeting their own financial obligations to the University, there are a variety of financial aid options, including grants and loans, to assist students. Students are encouraged to contact the Financial Aid Office as early as possible in the pre-registration process, in order to explore these options. Students should note that it normally takes four to six weeks to complete the financial aid process. Filing late or submitting requested documentation after the deadline may cause a reduction in the financial aid award or a delay in having aid credited to the account. If financial aid is not in place at the start of the summer term, students must be prepared to pay their charges in full themselves, or use the Deferred Payment Plan as it is available. The telephone number to the Financial Aid Office is 215/951-1070 and the e-mail address is finaid@lasalle.edu.

Tuition Reduction for Catholic School Teachers
Persons employed as full-time teachers in any of the parish or archdiocesan schools or in any private Catholic school in the Delaware Valley may receive a 30 percent tuition reduction for undergraduate courses taken on a part-time basis. A letter from the principal verifying full-time employment is required for each session of attendance at La Salle University, and must be submitted to the Office of Continuing Studies for further processing.

Identification Cards
All students are required to have an ID card, once they enroll at the University. ID cards are necessary in order to use the Connelly Library, Hayman Center and computer laboratories. Photo identification cards are available at the University ID and Gold Card Account Office, located in the lower level of the Union Building. Students at the Bucks County Center or the Northeast Campus may obtain a photo identification card at specified dates during the beginning of each summer session. The telephone number for the ID and Gold Card Office is 215/951-1578.

Parking and Vehicle Registration
In order to use the University’s on-campus parking facilities, vehicles must be registered with the Security and Safety Department. Parking in the Good Shepherd Lot is free if your vehicle is registered, and a fee is charged for the use of all other parking lots on Main Campus. There is no fee or vehicle registration required at the Bucks County Center or the Northeast Campus. Currently enrolled students, who had a parking permit for the previous spring semester, are not required to pay the summer parking fees. New students, and returning students who did not attend the previous spring, must register their vehicle and pay the summer parking fee of $10. For more information, students should contact the Parking Manager at 215/951-1066.
Registration Information

Pre-Registration
Students are encouraged to register early by mail or fax in order to assure they will receive the classes of their choice. Early registration also allows for students to roster courses without having to make tuition payment immediately. Upon completion of registration, the student is officially enrolled in the courses rostered and is financially responsible for tuition and fees.

In-Person Registration
In-Person Registration is held on selected nights during the first week of classes start each session (see page 8). Students must attend In-Person Registration if:

• they do not register by the pre-registration deadline;
• they wish to make any changes to their pre-registration;
• they have not submitted tuition payment yet.

Changes of Roster
After their initial registration has been processed, students may add or drop courses only during the first two days of each summer session (see page 8). If students are unable to continue with the class(es) they have registered for, they must officially drop or withdraw from the class(es), using the appropriate form available in the Office of Continuing Studies or the appropriate dean’s office. Students who do not officially drop or withdraw from their classes may be liable for the tuition and fees associated with the courses, and may receive failing grades for the courses. In the case of a withdrawal, the pro-rated tuition refund schedule will apply.

Cancelled Courses
Courses included in this roster will run if student enrollment is sufficient. Decisions to cancel courses for insufficient enrollment are made either after the Pre-Registration or In-Person Registration process is completed. The Office of Continuing Studies and the School of Nursing will make every effort to contact students who have registered for courses that are cancelled, either in writing or over the telephone. If tuition payment has been made for the course, and the student does not wish to make a substitution, a full refund will be generated.

Evening Students Taking Day Courses
Students in this situation are encouraged to contact their adviser, and pre-register as early as possible in the process. Day classes often fill up quickly, and evening students who typically register late in the cycle may find these classes closed. Evening students should expect to pay the day student rate for these classes. Contact the Continuing Studies Office for additional information.

Payment Procedures
Students who pre-register will be mailed an invoice, prior to the beginning of the session, and the Payment Due Date will be approximately 15 days from the date of the invoice. Payment may be mailed using the return envelope included with the invoice, and should be in the form of a check, bank draft, cashier’s check, money order, or VISA or Master Card authorization. Cash should not be sent through the mail. Payment may also be dropped in the DROP BOX located outside the Bursar’s Office on the first floor of the Administration Building on the Main Campus. Payment is also accepted over the telephone if it is through credit card, or in person during the In-Person Registration process. Students enrolling in courses at our Bucks County Center are encouraged to process tuition payments through the mail, or credit card payments over the telephone.

Third Party Billing Arrangements
At the beginning of the summer session, students who have a recognized third party (employer, labor union, foundation, etc.) paying all or part of their tuition directly to La Salle University should send a copy of the “official notification” to the Office of the Bursar, along with the invoice. Credit will be applied to the invoice for the authorized amount of the sponsor’s award, and students are expected to pay for any balance due. The “official notification” must be from a recognized organization, and
must clearly indicate the amount that will be paid, give all necessary billing instructions, and be signed by an authorized representative.

If the third party requires the receipt of grades for the session prior to paying the tuition, the student must pay the tuition at the beginning of the session and be reimbursed by the third party at the end of the session.

**Withdrawing from Classes**

Students are considered in attendance until formal notice of withdrawal is received by the appropriate Dean or Office of Continuing Studies. Non-attendance of classes and verbal messages conveyed to instructors do not constitute official notification. Formal notice of withdrawal requires the student complete and sign the University's Withdrawal form, available from the Office of Continuing Studies or the Dean's Offices. In cases where students are not present on Main Campus to process this, the Withdrawal form may be faxed to the student for signature, and then faxed back for further processing.

It is the student’s responsibility to check with the Office of Financial Aid regarding the effect withdrawing from class(es) may have on their financial aid.

**Refund Policy**

Refunds of tuition will be based on the date on the official Withdrawal Form, and students will be considered to be in continuous enrollment until that date. Weeks of the session are defined beginning with the first official day of the session, rather than the first day on which a particular class is held, or the first day on which a student actually attends class.

<table>
<thead>
<tr>
<th>Time of Drop/Withdrawal</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before first day of the session</td>
<td>100% (tuition and fees)</td>
</tr>
<tr>
<td>During first week of the session</td>
<td>60% (tuition only)</td>
</tr>
<tr>
<td>After first week of session</td>
<td>None</td>
</tr>
</tbody>
</table>
Undergraduate Pre-Registration Form
Summer 2000 Session

Evening Students should fax, mail or hand-deliver form to Office of Continuing Studies.
Day Students should hand-deliver form to Office of the Registrar after obtaining signature from advisor.

La Salle ID # or S.S.#

Last name_____________________________First name_____________________________Middle

Address_____________________________City_____________________________State______Zip____________

Home phone____________________________Work phone____________________________

Advisor's signature____________________________Major

I am a regularly matriculated student in the:  □ Day Division  □ Evening Division

Visiting Summer Students Only:

I am a regularly matriculated student at another institution  □ yes Institution____________________________

Have you previously been enrolled at La Salle?  □ no  □ yes Semester__________Year________

Students from other academic institutions must provide the approval of a proper Academic Officer. This is to certify that the above-named student has permission to take the course(s) listed:

Signature________________________________Title____________________________

School____________________________Date Submitted____________________________

ALL Students please complete:

Summer I Day
CRN#   Dept.   No.   Section   Day/Time

Summer I Evening
CRN#   Dept.   No.   Section   Day/Time

Summer II Day
CRN#   Dept.   No.   Section   Day/Time

Summer II Evening
CRN#   Dept.   No.   Section   Day/Time
La Salle University
Evening and Weekend Programs
Summer 2000

**Academic Majors**

**SCHOOL OF ARTS AND SCIENCES**
Associate Degree Programs
- Liberal Arts
- BUSCA
  (Bilingual Undergraduate Studies for Collegiate Advancement)

Bachelor Degree Programs
- Computer and Information Science
- Criminal Justice
- Digital Arts and Multimedia Design
- Education
  - Elementary/Special
  - Secondary
- English
  - Professional Writing
  - Literature
- General Studies
- History
- Organizational Dynamics
- Psychology
- Public Administration
- Religion
- Social Work
- Sociology

**SCHOOL OF BUSINESS ADMINISTRATION**
Bachelor Degree Programs
- Accounting
- Business Administration

**SCHOOL OF NURSING**
- L.P.N.: Bachelor of Science in Nursing
- R.N.: Bachelor of Science in Nursing
- R.N.: Master of Science in Nursing

**CERTIFICATE PROGRAM**
- Digital Arts and Multimedia Design

Philadelphia, Pennsylvania 19141
215/951-1500
E-mail: kline@lasalle.edu