

SUMMER/FALL 2016 COURSE SCHEDULE

SUCCESS DISCOVERED.

UAF COMMUNITY & TECHNICAL
COLLEGE
UNIVERSITY *of* ALASKA FAIRBANKS

SUCCESS DISCOVERED.

your life, your career

UAF CTC SERVES THE NEEDS
OF A **DIVERSE STUDENT
POPULATION**, INCLUDING

FIRST-GENERATION COLLEGE STUDENTS,
**TRADITIONAL AND NON-TRADITIONAL
STUDENTS, THE MILITARY AND THOSE SEEKING
JOB-TRAINING.**

Gain the knowledge and skills for the jobs of the future.
Alaska-sized benefits.

Inspiring. Supportive. Hands-on. Flexible.

CTC has a network of industry partnerships, programs and world-class facilities
to help you discover success.

FALL 2016 ACADEMIC CALENDAR

dates to remember

Fall 2016 course list available at UAOnline	Monday, March 21
Begin registration and fee payment for degree students for fall 2016 semester	Monday, April 4
Begin registration and fee payment for non-degree students for fall 2016 semester	Monday, April 11
Deadline to apply for admission for fall semester (UA Scholars).....	Sunday, May 1
Deadline to apply for admission for fall semester (graduate students).....	Wednesday, June 1
Deadline to apply for admission for fall semester (undergraduate students).....	Wednesday, June 15
Residence halls open, 8 a.m.....	Thursday, Aug. 25
Orientation for new students	Thursday-Sunday, Aug. 25–28
First day of instruction; late registration begins	Monday, Aug. 29
Deadline to apply for admission for spring semester (international students)	Thursday, Sept. 1
Labor Day (offices closed — no classes, registration or fee payment)	Monday, Sept. 5
Deadline for adding classes and late registration; 5 p.m. in person, midnight at UAOnline	Friday, Sept. 9
Last day for student- and faculty-initiated drops (course does not appear on academic record)	Friday, Sept. 9
Deadline for tuition and fee payment and refunds; 5 p.m. in person, midnight at UAOnline	Monday, Sept. 12
Early progress reports due	Sunday, Oct. 12
Deadline to apply for admission for spring semester (graduate students).....	Saturday Oct. 15
Deadline to apply for fall 2016 graduation.....	Monday, Oct. 17
Spring 2017 course list available at UAOnline.....	Monday, Oct. 31
Deadline to apply for admission for spring semester (undergraduate students).....	Tuesday, Nov. 1
Last day for student- and faculty-initiated withdrawals (W grade appears on academic transcript)	Friday, Nov. 4
Begin registration and fee payment for degree students for spring 2017 semester and WINTERmester 2017.....	Monday, Nov. 14
Begin registration and fee payment for non-degree students for spring 2017 semester and WINTERmester 2017.....	Monday, Nov. 21
Thanksgiving holiday (no classes, most offices closed).....	Thursday–Sunday, Nov. 24–27
Last day of instruction.....	Saturday, Dec. 10
Final examinations	Monday–Saturday, Dec. 12–17
Residence halls close, noon.....	Sunday, Dec. 18
Deadline for faculty to post grades, noon.....	Wednesday, Dec. 21
Winter holiday (no classes, most offices closed; reopen Wednesday, Jan. 4, at 8 a.m.).....	Saturday, Dec. 24–Tuesday, Jan. 3

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IMPORTANT DATES & DEADLINES

Tuition and fees can be paid immediately upon registration; the last day to register and pay tuition and fees without incurring late fees is Monday, Sept. 12, 2016.

Web registration and fee payment are available every day through the last day of registration/fee payment, except during system maintenance (typically Fridays at 9 p.m.).

REGISTRATION / FEE PAYMENT AT UAONLINE OR IN PERSON

April 4 - Sept. 9, 2016 (Late add fee may apply after this date except for late start classes)... Open for all degree seeking students

April 11 - Sept. 9, 2016 (Late add fee may apply after this date except for late start classes).....Open for non-degree students

UAF COMMUNITY AND TECHNICAL COLLEGE - EXTENDED REGISTRATION/FEE PAYMENT

Monday, Aug. 29 - Thursday Sept. 1 8:00 a.m. - 6:00 p.m.

Friday, Sept. 9 & Monday, Sept. 12..... 8:00 a.m. - 6:00 p.m.

PAYMENT DEADLINES

Semester tuition and fees	Due Monday, Sept. 12, 2016 (including ANY LATE-START CLASSES added before Jan. 22, 2016)
Late add/late registration	Due within 5 business days of adding the class
Waitlisted classes	Due within 5 business days of getting into class
Late start classes added after fee payment deadline	Due by first day of class
One day/shortened	Due by first day of class
Early Start	Due by first day of class
Employee tuition waivers	Due by Monday, Sept. 12, 2016
Senior citizen tuition waivers	Due on day of enrollment (cannot enroll before the first day of class)
Audited classes	Due by Monday, Sept. 12, 2016 -- all tuition/fees apply
International taxes.....	Due within 30 days of notification
Financial aid repayment	Due within 5 business days of aid being reversed (if balance remains)

LATE FEES WILL BE ASSESSED IF ACCOUNTS ARE NOT PAID IN ACCORDANCE WITH THE ABOVE DEADLINES. Payment is due by the published deadline even if a bill is not received. Other than tuition and fees, which are due according to the schedule above, any charges owed to the university are due within 30 days. You will be dropped from your classes if your account is not paid or other payment arrangements have not been made. It is your responsibility to periodically check your account to ensure you are in good standing.

CTC NEWS

**SUCCESS
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Live online tutoring!

ONLINE WRITING LAB

Our Online Writing Lab is LIVE! Work with a tutor online. Weekend sessions available.

To get started, visit www.ctc.uaf.edu/LC/

Questions?

**Contact Jennifer Tilbury
to schedule an online tutorial -
455-2860, jtilbury@alaska.edu**

CTC Room 120: 604 Barnette Street

CTC Writing Center

**Room 120, CTC Building, 604 Barnette St.
OPEN WEEKDAYS AND WEEKENDS!**

The Writing Center is an excellent resource for students needing assistance in writing papers and assignments. It is staffed by highly qualified English tutors who can assist in all phases of the writing process.

- Brainstorming and generating topics
- Organizing ideas
- Developing research strategies
- Use of citation styles
- Editing guidance
- Improving grammar, mechanics, and punctuation

**Questions? Contact Jennifer Tilbury -
455 - 2860, jtilbury@alaska.edu**

DELTA Classes SUCCESS DISCOVERED.

UAF Community & Technical College classes at the Delta Career Advancement Center

UAF CTC has classes in Delta!

- Access
- Computer Technologies
- Certified Nurse Aide Training
- Culinary Arts
- Desktop Publishing
- English
- English as a Second Language
- Excel
- Facility Maintenance
- Medical Terminology
- Microsoft Word
- Natural Resource Management
- Powerpoint
- Russian
- Welding

Did you know?

We also provide

- Aleks & Accuplacer Placement Testing
- Test Proctoring
- UAF Registration Services

Call for more information or to schedule an appointment!

For the most up-to-date information,
find UAF CTC-Delta on Facebook!



The Delta Career Advancement Center is located
at 1696 North Clearwater Avenue.
Call 895.4605 for more information.

OFFICE HOURS:
Mon.-Thurs. 12:00 pm - 4:00 pm
Fri. 8:00 am - 12:00 pm

GETTING AROUND

For transportation between UAF Campus and **Fairbanks Pipeline Training Center**, call 479-2436. For transportation between UAF Campus and **CTC Aviation Hangar**, call 455-2809. Culinary Arts students, for transportation between UAF Campus and **Hutchison Institute of Technology**, call 455-2902.

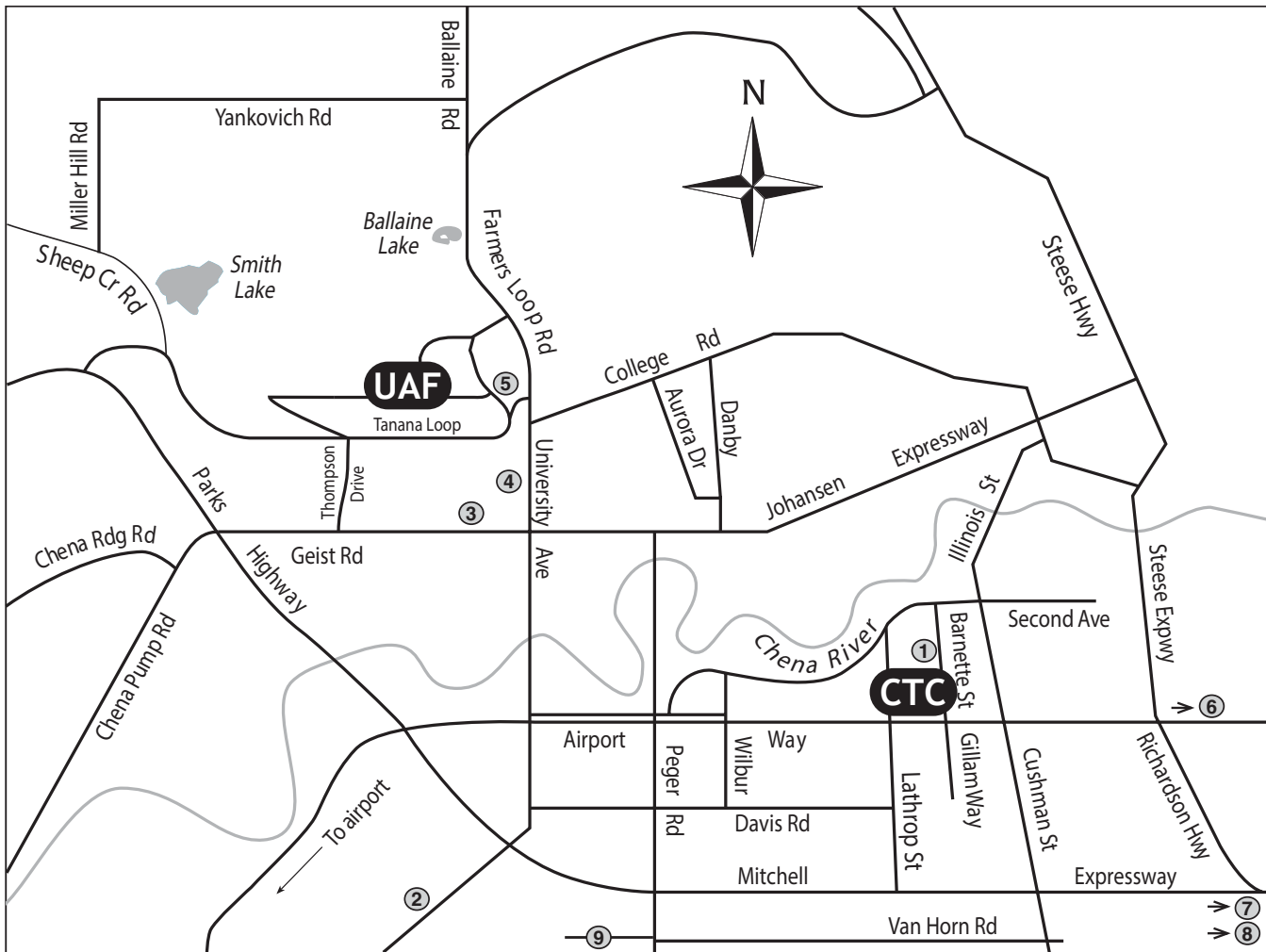
The **Fairbanks North Star Borough bus system (MACS)** is a great option for transportation not only to and from main campus, but throughout town.

Transportation on any of the MACS buses is free to anyone holding a current PolarExpress card.

Ride the **MACS Blue Line** to go to and from UAF main campus.

For more information call 474-RIDE for campus shuttle, or visit www.co.fairbanks.ak.us/Transportation

UAF COMMUNITY & TECHNICAL COLLEGE LOCATIONS



- 1. UAF Community & Technical College
604 Barnette St.
- 2. CTC Aviation Hangar
3504 University Ave., South
East Ramp - Airport
455-2809
- 3. Hutchison Institute of Technology
3750 Geist Rd.
Auto, Diesel and Welding, Culinary Arts

- 4. University Park
1000 University Ave.
EMS/Fire/Law Enforcement
- 5. Bunnell House Lab School
703 Chatanika Dr.
Early Childhood Education Lab
- 6. Fort Wainwright UA Office
Army Education Center
4391 Neely Rd.
Fort Wainwright

- 7. Eielson AFB UA Office
2623 Wabash Avenue, Room 05
- 8. Delta Career & Advancement Center
1696 N. Clearwater Ave.
- 9. Fairbanks Pipeline Training Center
3600 Cartwright Court
479-2436

**BE THE FIRST TO KNOW,
GET SOCIAL WITH UAF CTC.**



facebook.com/uafctc

twitter: @uafctc

OTHER GOOD PAGES TO FOLLOW:

UAF Student Activities Office

- Concerts, traditions, social events

University of Alaska Fairbanks

- Student life, main campus happenings

Alaska Nanooks

- Everything about UAF Nanooks Athletics

KSUA 91.5FM

- Award-winning college radio, local music

Downtown Association of Fairbanks

- Downtown events, promotions, deals

CTC *Testing Center*

Student Advising & Registration Center
Room 110, CTC Building, 604 Barnette St.

AVAILABLE TESTING:

English Placement - Accuplacer - Monday thru Friday, 8:00 a.m. to 3:00 p.m. - No appointment needed during these hours. For other times, call for appointment. - No Charge.

Math Placement - ALEKS - Take from home at www.uaf.edu/admitted/aleks - can take at CTC if needed. Monday thru Friday - 8:00 a.m. to 3:00 p.m. - No appointment needed - \$25.00 charged to your UAF account.

Test Proctoring Services

GED Testing - Register for GED at www.ged.com - 4 Test \$30.00 each - Testing Center open every Friday from 9:00 a.m. - 2:00 p.m.

PearsonVue Testing - Register at www.pearsonvue.com - able to proctor most test offered through pearsonvue - Testing Center open every Friday from 9:00 a.m. to 2:00 p.m.

Prometric ASE testing Service - Register for test at www.prometric.com - Once registered call 907-455-2851 to schedule to take test. Test days and times very for each semester.

GET ACTIVE IN A STUDENT CLUB

UAF has over 100 active student organizations! Joining an organization is a great opportunity and fun way to meet new people, share interests, develop leadership skills, and impact student life here at UAF.

While academics are the primary focus of your education, student organizations play an integral role in UAF's complete academic program. They provide a valuable service to the UAF campus, the Fairbanks community, and students by facilitating and promoting career development, public service, social and cultural interaction, activism, and leadership development.

CTC students have organized student clubs in process technology, human services and culinary arts and hospitality. These organizations are focusing on professional networking, volunteering and social connections to help further students during school and after graduation.

Contact the UAF Leadership Program at 907-474-1170 or visit www.uaf.edu/leadership/ for more information on how to join a club or start a new organization.

**Looking for a
QUIET PLACE TO STUDY?**

**Need COMPUTER HELP
or TUTORING?**

Visit Room 314, the
**CTC 3RD FLOOR
COMPUTING LAB**

COMPUTING LAB SERVICES

- Computers are configured with all the software you are using in your CTC classes.
- Scanners and basic computer accessories are available
- Computer Tutoring and Technical Support services are also available

COMPUTING LAB HOURS

Monday - Thursday 9:30 a.m. - 7:00 p.m.
Friday - Saturday 11:00 a.m. - 3:00 p.m.

CTC Room 314: 604 Barnette Street



UAF CTC IS PROUD to be on the coveted Military Friendly Schools® list. We strive to do our very best to embrace America's military service members, veterans, and spouses as students and ensure their success on campus.

WELCOME TO SUMMER 2016 AT THE UAF COMMUNITY AND TECHNICAL COLLEGE!

To learn more about our summer offerings, make your way to our website, www.ctc.uaf.edu, where you will find a flipbook version of our Summer Course Schedule, and links to registration pages. Please refer to <http://www.uaf.edu/coursefinder/> for more information on course prerequisites, fees and special course notes.

AIRFRAME AND POWERPLANT - AFPM

AFPM F244	Lubricating Systems	1.5 CR
52029 T01 MTWRF	07:35A-11:35A HANGAR 121 TBA	07/28-08/12
AFPM F245	Ignition Systems	2.0 CR
52031 T01 MTWRF	07:35A-11:35A HANGAR 121 Alexander, K	05/27-06/30
AFPM F252	Propellers	2.0 CR
52030 T01 MTWRF	07:35A-11:35A HANGAR 121 Osterhoudt, R	07/01-07/27
AFPM F253	Transport Catagory	1.0 CR
52032 T01 MTWRF	12:15P-04:15P HANGAR 121 TBA	08/04-08/12
AFPM F254	Ice and Rain Control Systems	0.5 CR
52035 T01 TWR	12:15P-04:15P HANGAR 121 TBA	06/28-06/30
AFPM F256	Communications and Navigation Systems	0.5 CR
52034 T01 MTWRF	12:15P-04:15P HANGAR 121 Weggel, R	07/01-07/13
AFPM F260	Aircraft Landing Gear Systems	1.5 CR
52036 T01 MTWRF	12:15P-04:15P HANGAR 121 Weggel, R	05/25-06/27
AFPM F266	Assembly and Rigging	1.5 CR
52033 T01 MTWRF	12:15P-04:15P HANGAR 121 Osterhoudt, R	07/14-08/03
AFPM F267	Airframe Inspections	0.5 CR
52039 T01 MTWRF	12:15P-04:15P HANGAR 121 TEAM TAUGHT	08/15-08/23
AFPM F270	Airframe Testing	0.5 CR
52038 T01 WRFM	12:15P-04:15P HANGAR 121 TEAM TAUGHT	08/24-08/29
AFPM F271	Powerplant Inspections	0.5 CR
52040 T01 MTWRF	07:35A-11:35A HANGAR 121 TEAM TAUGHT	08/15-08/23
AFPM F272	Powerplant Testing	0.5 CR
52037 T01 WRFM	07:35A-11:35A HANGAR 121 TEAM TAUGHT	08/24-08/29

AMERICAN SIGN LANGUAGE - ASLG

ASLG F101	American Sign Language I	3.0 CR
52229 T01 TWR	03:00P-05:30P 604B 303 Harrigan, K	05/23-07/01
ASLG F202	American Sign Language II	3.0 CR
52228 T01 TWR	03:00P-05:30P 604B 303 Carey, M	07/06-08/12

APPLIED BUSINESS - ABUS

ABUS F101	Principles of Accounting I	3.0 CR
50878 TX1 NA	NA DIST BLKBD Anger, A	05/23-08/12
ABUS F141	Payroll Accounting	3.0 CR
51987 TX1 NA	NA DIST BLKBD Ward, K	05/23-08/12
ABUS F154	Human Relations	3.0 CR
52225 TL1 MW	06:00P-09:00P EIE Watson, J	05/23-07/13
50879 TX1 NA	NA DIST BLKBD Cummings, N	05/23-08/12
ABUS F155	Business Math	3.0 CR
50880 TX1 NA	NA DIST BLKBD Heusinkveld, J	05/23-08/12
ABUS F161	Personal Business and Finance	3.0 CR
50881 TX1 NA	NA DIST BLKBD Anger, A	05/23-08/12
ABUS F175	Customer Service	3.0 CR
50882 TX1 NA	NA DIST BLKBD Young, M	05/23-08/12

ABUS F179	Fundamentals of Supervision	3.0 CR
50884 TX1 NA	NA DIST BLKBD McGill, S	05/23-08/12
ABUS F203	Accounting Capstone	3.0 CR
50885 TX1 NA	NA DIST BLKBD Ward, K	05/23-08/12
ABUS F210	Income Tax	3.0 CR
50886 TX1 NA	NA DIST BLKBD Kuss, H	05/23-08/12
ABUS F220	Microcomputer Accounting: QuickBooks	3.0 CR
50887 TX1 NA	NA DIST BLKBD Claxton, J	05/23-08/12
ABUS F241	Applied Business Law I	3.0 CR
50888 TX1 NA	NA DIST BLKBD Young, J	05/23-08/12
ABUS F263	Public Relations	3.0 CR
50889 TX1 TBA	NA DIST BLKBD McCrea, S	05/23-08/12
ABUS F271	Business Communications	3.0 CR
50890 TX1 TBA	NA DIST BLKBD McCrea, S	05/23-08/12

COMMUNICATION - COMM

COMM F141X	Fundamentals of Oral Communication: Public Context	3.0 CR
TBA TD1 TR	06:00P-09:00P DCAC TBA Vander Zwaag, K	06/02-07/21
52226 TF1 MW	06:00P-09:00P FTWW TBA Barnett, D	05/23-07/13
52224 TL1 TR	06:00P-09:00P EIE TBA Barnett, D	05/24-07/14

COMPUTER AND INFORMATION TECHNOLOGY SYSTEMS - CITS

CITS F204	Introduction to Network Support and Administration	3.0 CR
52221 TXA NA	NA DIST BLKBD McDonald, R	05/23-08/12
CITS F222	Website Design	3.0 CR
50919 TXA NA	NA DIST BLKBD McMahan, J	05/23-08/12

DEVELOPMENTAL MATHEMATICS - DEVM

DEVM F105	Intermediate Algebra	3.0 CR
52227 TF1 TR	06:00P-09:00P FTWW TBA Krohe, T	05/24-07/14

EARLY CHILDHOOD EDUCATION - ECE

ECE F101	Introduction to Early Childhood Profession	3.0 CR
50929 TX1 NA	NA DIST BLKBD Meritt, P	05/23-08/12
ECE F104	Child Development I: Prenatal, Infants and Toddlers	3.0 CR
50930 TX1 NA	NA DIST BLKBD Meritt, P	05/23-08/12
ECE F170	Practicum I	3.0 CR
52295 T01 TBA	TBA TBA TBA TBA Mattacchione, A	05/23-08/12
ECE F235	Screening, Assessment & Recording	2.0 CR
51988 TX1 NA	NA DIST BLKBD Russell, J	05/23-08/12
ECE F242	Child and Family Ecology	3.0 CR
51990 TX1 NA	NA DIST BLKBD Meritt, P	05/23-08/12
ECE F270	Practicum II	3.0 CR
52296 T01 TBA	TBA TBA TBA TBA Mattacchione, A	05/23-08/12

ENGLISH - ENGL

ENGL F111X	Introduction to Academic Writing	3.0 CR
52214	T01 MTWRF 11:30A-03:00P 604B 306 Wagaman, J	05/09-05/20
52219	T02 TR 11:00A-01:00P 604B 303 Tilbury, J	05/24-06/30
52222	TF1 MW 06:00P-09:00P FTWW TBA LeFlore, K	05/23-07/13
ENGL F213X	Academic Writing about the Social and Natural Sciences	3.0 CR
52215	T01 MW 11:00A-01:00P 604B 303 Tilbury, J	05/23-06/29
52223	TF1 TR 06:00P-09:00P FTWW TBA Johns-Robinson	05/24-07/14

FIRE SCIENCE - FIRE

FIRE F131	Firefighter I, Series I	3.0 CR
52288	T01 MTWRF 09:00A-06:00P UPARK 151 George, J	07/11-08/19
FIRE F133	Firefighter I, Series II	3.0 CR
52287	T01 MTWRF 09:00A-06:00P UPARK 151 George, J	07/11-08/19
FIRE F135	Firefighter I, Series III	3.0 CR
52289	T01 MTWRF 09:00A-06:00P UPARK 151 George, J	07/11-08/19
FIRE F137	Firefighter I, Series IV	3.0 CR
52290	T01 MTWRF 09:00A-06:00P UPARK 151 George, J	07/11-08/19
FIRE F195	Fire Camp	3.0 CR
TBA	TBA MTWRF TBA UPARK 151 Cottle, J	05/09-05/20

HEALTH - HLTH

HLTH F106	Human Behavior in Health Care	3.0 CR
52208	T01 MTWRF 09:00A-02:00P 604B 411 Rud, J	05/09-05/20
HLTH F107	Nurse Aide Training	9.0 CR
52041	T01 MTWRF 08:00A-04:30P 604B 412 Winfree, C	05/24-06/24
HLTH F116	Mathematics in Health Care	3.0 CR
52206	T01 TWR 09:00A-01:00P 604B 419 Brown, A	05/24-06/15
HLTH F203	Science of Nutrition	3.0 CR
52220	TE1 TR 05:30P-08:30P 604B 411 Havens, L	05/19-06/30
HLTH F247	Introduction to Pharmacology	2.0 CR
52207	TXA T 06:00P-08:00P DIST BLKBD Havens, L	07/06-08/12

HUMAN SERVICES - HUMS

HUMS F125	Introduction to Addictive Processes	3.0 CR
51738	TX1 NA NA DIST BLKBD Daku, M	05/23-08/12

MINING APPLICATIONS AND TECHNOLOGIES - AMIT

AMIT F129	Surface Mine Safety	1.0 CR
TBA	T01 MTWRF 08:30A-11:30A FPTC Khamkhash	06/13-06/17
AMIT F130	Surface Mining Operations	3.0 CR
TBA	T01 MTWRF 08:30A-03:30P FPTC Ellingson/Ghosh	07/18-07/29
AMIT F135	Introduction to Mining Systems and Equipment	4.0 CR
TBA	T01 MTWRF 12:30P-03:30P FPTC Ghosh, T	05/23-06/24
AMIT F145	Introduction to Mineral Beneficiation	3.0 CR
TBA	T01 MTWRF 12:30P-03:30P FPTC Ghosh, T	06/27-07/15

PROCESS TECHNOLOGY - PRT

PRT F110	Introduction to Occupational Safety, Health and Environmental Awareness	3.0 CR
TBA	T01 MTWRF 08:30A-11:30A FPTC Ellingson, B	05/23-06/10
PRT F140	Industrial Process Instrumentation I	3.0 CR
TBA	T01 MTWRF 08:30A-11:30A FPTC Ellingson, B	06/27-07/15

RECREATION - RECR

RECR F120C	Beginning Yoga	1.0 CR
52212	T01 TR 12:00P-01:30P 604 B 116 Gard, D	05/23-08/12
RECR F120H	Multi Fitness Conditioning: Bands & Balls	1.0 CR
52213	T01 MWF 12:00P-01:30P 604B 116 Colbert, A	05/23-08/12
RECR F120H	Multi Fitness Conditioning: Fusion Fitness	1.0 CR
52028	T01 MWR 06:15A-07:30A ARTISN Hasting, R	05/23-08/12
RECR F160E	Beginning Archery	1.0 CR
52047	TE1 MT 06:00P-09:00P ARCHERY FIELD Weggel, R	05/23-06/28

WELDING AND MATERIALS TECHNOLOGY - WMT

WMT F103	Welding I	3.0 CR
52043	TE1 MTWRF 05:30P-09:00P HUTCH 139 Colby, S	06/06-07/01
WMT F105	Welding II	3.0 CR
52042	TE1 MTWRF 05:30P-09:15P HUTCH 139 Conner, K	07/05-07/29

DEGREE INFORMATION

SUCCESS
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UAF COMMUNITY & TECHNICAL COLLEGE DEGREES AND PROGRAMS

Accounting, Applied, AAS
 Accounting Technician, CERT
 Administrative Assistant, OE
 Airframe, CERT
 Airframe & Powerplant, CERT
 Apprenticeship Technologies, AAS
 Associate of Arts, AA
 Automotive Technology, CERT
 Aviation Maintenance, AAS
 Bookkeeping Technician, OE
 Business, Applied, AAS
 Business Management, Applied, CERT
 Child Development and Family Studies, BA
 Construction Management, AAS
 Culinary Arts & Hospitality, CERT, AAS
 Dental Assistant, CERT, AAS
 Diesel/Heavy Equipment, CERT
 Drafting Technology, CERT, AAS
 Early Childhood Education, CERT, AAS
 Financial Services Representative, OE
 Fire Control, Municipal, AAS
 Fire Control, Wildland, AAS, OE
 Healthcare Reimbursement, CERT

Human Services, AAS
 Information Technology Specialist, CERT, AAS
 Instrumentation Technology, CERT
 Law Enforcement Academy, OE
 Medical Assistant, CERT, AAS
 Medical Billing, OE
 Medical Coding, OE
 Medical /Dental Reception, CERT
 Medical Office Reception, OE
 Mining Mill Operations, OE
 Nurse Aide, OE
 Nursing, Registered, AAS
 Paralegal Studies, AAS
 Paramedic, Training Program
 Paramedicine, AAS
 Phlebotomy, Training Program
 Piloting, Professional, AAS
 Powerplant (Aviation), CERT
 Process Technology, AAS
 Radiologic Technology, AAS
 Safety Health and Environmental Awareness, CERT
 Welder, Entry Level, OE

WHAT'S IN A DEGREE

OCCUPATIONAL ENDORSEMENT

Occupational endorsements (OE) are designed to provide students training for a specific field.

CERTIFICATE PROGRAM

Certificate (CERT.) programs are designed for students who are preparing for entry-level employment or upgrading in a specific occupation.

ASSOCIATE OF APPLIED SCIENCE DEGREE

The associate of applied science (AAS) focuses on specific occupational fields with an emphasis on entering the job market. This degree, usually seen as a terminal degree, can serve as the basis for additional education and students planning on continuing to a bachelor's degree should work closely with their advisor.

ASSOCIATE OF ARTS DEGREE

The associate of arts (AA) degree represents the completion of broad-based college study. This degree may serve as a starting point for your career or as a stepping-stone to a bachelor's program.

BACCALAUREATE DEGREE

The baccalaureate degree requires at least four years of broad study with students choosing an emphasis in the arts, business administration, emergency management, fine arts, music, science and technology.

MASTERS DEGREE

Master degree programs are designed to provide education past the baccalaureate level to prepare students to better accomplish their goals or meet employment criteria.

DOCTORAL DEGREE

Doctoral degrees are granted in recognition of scholarly attainment and proven ability for a specific topic.

HOW TO APPLY TO THE UAF COMMUNITY & TECHNICAL COLLEGE

ADMISSION TO A DEGREE PROGRAM

If you are seeking a degree at UAF, you must be admitted to a certificate or degree program. If you have not enrolled in a college or university before, you must have your official high school transcript sent to the admissions office. Check with your CTC advisor to see if this applies to you. If you have attended other colleges and/or universities, you must request official transcripts from each college or university you attended. There is no need to request transcripts from other campuses in the University of Alaska system. The transcripts must be sent directly to the UAF admissions office by the schools. Transcripts will not be accepted if you submit them. If you are a transfer applicant with fewer than 30 semester hours of credit, you must submit your high-school transcript as well as college transcripts.

HOW TO APPLY

You may apply online at www.uaf.edu/admissions/apply/ or get an application form from the Office of Admissions and the Registrar on the first floor of Signers' Hall or the UAF Community and Technical College Student Advising and Registration Center, 604 Barnette Street, Suite 110.

A non-refundable processing fee is due at the time of application:

\$40 for a certificate, or associate degree application

\$50 for a baccalaureate application

There is no charge to apply for an OE

Application deadline

For fall semester: June 15

For spring semester: November 1

READMISSION OF FORMER DEGREE STUDENTS

As a former undergraduate degree student, you must notify UAF in advance when you plan to resume your studies. You remain eligible to register for classes in your degree program if you have not been academically disqualified, you have not attended a non-UA institution since you were last enrolled at UAF, your lapse in enrollment is less than five years, and you are continuing with the same degree program. If you do not meet these requirements or have a lapse of over five years in enrollment, you must reapply for admission.

For more information on the admissions process contact the Office of Admissions and the Registrar at 907-474-7500 or toll-free at 800-478-1823 or go to www.uaf.edu/admissions/.

FINANCIAL AID

Many UAF students use some kind of financial aid to help pay for their university education. Types of financial aid include scholarships, loans, grants and more. Financial aid can help pay

for tuition and fees, books and supplies, and living expenses. It provides access to higher education by offering a way to meet the costs, and it allows students to persist in completing their educational objectives.

In order to be considered for financial aid students must complete the FAFSA (Free Application for Federal Student Aid) online at www.fafsa.ed.gov; the application process may take up to six weeks. Federal, state and most other funding agencies require you to be enrolled in a degree program if you are receiving financial aid. Admission applications received after the published deadlines are not guaranteed admission to a degree program before the first day of instruction and this may affect financial aid packages.

Contact the UAF Community and Technical College Financial Aid Officer at 907-455-2832.

PLACEMENT TESTING

The ACCUPLACER covers basic skill areas of reading and writing. It is used to help determine your readiness for specific course work. All entering associate degree students, certificate students and students planning to take a 100-level written communications or mathematics course are required to provide scores from the ACCUPLACER, ALEKS, ACT or SAT tests.

Assessment tests can be taken, Monday - Friday, 8:30 a.m. - 2:30 p.m. on a walk-in basis at UAF Testing Services, 211 Gruening (474-5277), Rural Student Services, Brooks Building (474-7871) or at the UAF Community and Technical College. Special appointments for CTC can be made by calling 455-2800.

ADVISING

Academic advisors help students select, plan and complete their academic goals. If you have declared a major, your advisor will be a faculty member from your academic department. For general associate of arts students, the UAF Community and Technical College Student Advising and Registration Center will place you with a general academic advisor.

All undergraduate degree students must obtain their advisor's signature and return their registration form to the UAF Community and Technical College Student Advising and Registration Center at 604 Barnette Street or the Office of Admissions and the Registrar in Signer's Hall every semester for permission to register.

To schedule an advising appointment call 907-455-2800 or 877-882-8827.

CTC STATE AND NATIONAL ACCREDITATIONS/CERTIFICATIONS

AUTOMOTIVE

National Automotive Technicians Education Foundation (NATEF) Certification covers general service technician for electricity/electronics, brakes, suspension and alignment, and engine performance.

AVIATION MAINTENANCE TECHNOLOGY

Federal Aviation Administration (FAA) certified. It is one of the only FAA-certified, Part-147 school programs in the nation that can be completed in just 12 months. All full-time faculty are designated by the FAA to administer Oral and Practical exams for mechanics.

CERTIFIED NURSE AIDE

State approved by the Alaska Board of Nursing and successful completion qualifies students to take the state certification exam.

EMERGENCY SERVICES-FIRE SCIENCE

Accredited by the State of Alaska Training and Education Bureau to instruct Firefighter I, Firefighter II, Fire Instructor I and Rapid Intervention Technician (how to rescue trapped firefighters). The State of Alaska is accredited by the International Fire Service Accreditation Congress (IFSAC). All students who pass Firefighter I, Firefighter II and Fire Instructor I receive a certification from the State of Alaska that has an IFSAC seal. The curriculum follows the US Fire Administrations, National Fire Academy, Fire and Emergency Services Higher Education (FESHE) model. Students can receive internationally recognized certifications for their profession. Most states and the Department of Defense will recognize or give direct reciprocity for IFSAC fire certifications.

HUMAN SERVICES

Prepares students for state certification as a chemical dependency counselor technician.

IT SPECIALIST

Provides coursework that can help students prepare for industry certifications in CompTIA A+, CompTIA Network+, CompTIA Security+, Cisco Certified Entry-level Network Technician (CCENT), Cisco Certified Network Associate (CCNA), and/or Microsoft Certified IT Professional (MCITP).

INSTRUMENTATION TECHNOLOGY

Prepares students to take the nationally recognized Control System Technician (CST associate) exam administered by the International Society of Automation (ISA).

LAW ENFORCEMENT

Training approved by Alaska Police Standards Council.

MEDICAL ASSISTANT CERTIFICATE

Nationally accredited through the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assistant Education Review Board (MAERB). Commission on Accreditation of Allied Health Education Programs: 1361 Park Street, Clearwater, FL 33756 (727) 210-2350.

PARAMEDIC ACADEMY

Nationally accredited through Commission on Accreditation of Allied Health Education Programs (CAAHEP). It is the only nationally accredited paramedic program in Alaska.

PARALEGAL STUDIES

Approved by the American Bar Association (ABA). Less than 25% of the Paralegal programs in the country are approved by ABA.

PROCESS TECHNOLOGY

Adheres to the Alaska Process Industries Careers Consortium (APICC) standards and the Center for the Advancement of Process Technology (CAPT) standards.

SAFETY, HEALTH & ENVIRONMENTAL AWARENESS

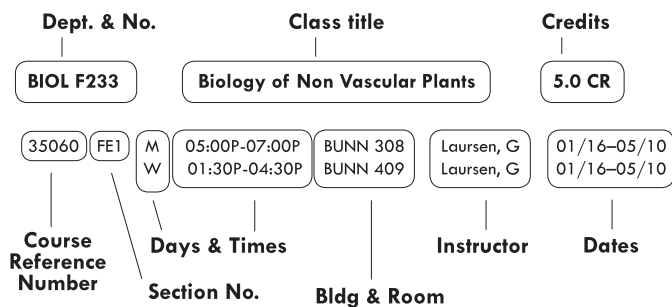
Aligns with and prepares students to take the nationally recognized Occupational Health Safety Technologist (OHST) exam administered by the Board of Certified Safety Professionals.

FALL COURSES

2016

SUCCESS
DISCOVERED.

HOW TO READ THE SCHEDULE



DEPT. AND NO.—Department and course number of the class.

COURSE NUMBERING SYSTEM

- 001–049: Community interest; pre-college level or developmental (non-credit) courses.
- 050–099: Developmental courses; earned credits don't apply toward Associate, Baccalaureate or Graduate degrees.
- 100–299: Lower division courses (freshman and sophomore level).
- 300–499: Upper division courses (junior and senior level).
- 500–599: Post-baccalaureate professional courses; does not apply to any degree or certificate program.
- 600–699: Graduate courses.

SECTION NUMBERS

FIRST CHARACTER:

- F: Main Campus courses
- T: UAF Community & Technical College courses

SECOND CHARACTER:

- C: Clear Air Force Base
- D: Delta Junction
- E: Evening
- F: Fort Wainwright
- G: Fort Greely
- H: Honors*
- L: Eielson Air Force Base
- M: Audio or Video Conference
- P: North Pole
- W: Weekend
- X: Internet course

THIRD CHARACTER: Sequential number or letter

*Enrollment in Honors courses is by invitation only. For information, contact the Honors Program, 474-6612.

CREDIT HOURS—The number of credits for which a course is offered. If the credits are to be arranged (TBA), the minimum and maximum number of credits will be indicated (e.g., 1.0 to 5.0 indicates that you may register for as few as one credit and as many as five credits). Credits indicated as (2.0 or 4.0) means that the credit for the course is either two credits or four credits.

COURSE REFERENCE NUMBER (CRN)—A five-digit number used as a unique identifier for each class.

DAYS—(MTWRFSSu): Days of the week a course will meet. R indicates Thursday, Sa is Saturday, Su is Sunday.

TIME—Beginning and ending times of the course on the day or days indicated. If TBA is indicated, the meeting time for the course is to be arranged. Check with the course instructor for further information.

BLDG AND ROOM—The place where the course will be held. If no building and room number is indicated, contact the instructor of the course for further information.

INSTRUCTOR—Some courses may list TBA which indicates that the instructor was not identified before this publication was printed.

BUILDING CODES AND LOCATIONS

Abbreviation / Location

- AKA Akasofu Building*
 - ANCH Anchorage course, location TBA
 - AHRB Arctic Health Research Building*
 - ART Art Wing, Fine Arts Complex*
 - ARTISN Artisan's Courtyard
 - BUNN Bunnell Building*
 - BUTRO Butrovich Building*
 - BRKS Brooks Building*
 - CHAP Chapman Building*
 - DELTA Delta Career Advancement Center
 - DIST Distance
 - DTF Dance Theatre Fairbanks, 656 Seventh Ave
 - DUCK Duckering Building*
 - EIEL Eielson Building*
 - EIFB Eielson Air Force Base, Family Support Building
 - ELVE Elvey Building (Geophysical Institute)*
 - FMH Fairbanks Memorial Hospital, 1650 Cowles St.
 - FPTC Fairbanks Pipeline Training Center, 3600 Cartwright Court
 - FTC Fire Service Training Center, 30th and Lathrop
 - FTGR Fort Greely
 - FTWW Fort Wainwright, Army Education Center, 4391 Neely Rd.
 - GRUE Gruening Building*
 - HANGAR CTC Aviation Hangar, East Ramp, Fairbanks Int'l Airport
 - HTCH Hutchison Center, 3750 Geist Road
 - IRVI Irving I Building*
 - IRVII Irving II Building*
 - LTHBLD Lathrop Building, 516 2nd Avenue, #219
 - MURIE Murie Building*
 - MUSI Music Wing, Fine Arts Complex*
 - NPHS North Pole High School, 601 NPHS Blvd.
 - NPFD North Pole Fire Department
 - OFF Offsite
 - ONEI O'Neill Building*
 - PATT Patty Center*
 - PLMR Palmer course, location TBA
 - RASM Rasmuson Library*
 - REIC Reichardt Building*
 - SKIHUT West Ridge Ski Hut*
 - SRC Student Recreation Center*
 - THEA Theater Wing, Fine Arts Complex*
 - TILLY Lola Tilly Commons*
 - TBA To Be Announced-see instructor or department
 - 604B UAF Community & Technical College, 604 Barnette St.
 - UPARK UAF University Park Building, 1000 University Ave.
 - WOOD Wood Center*
 - WRRB West Ridge Research Building*
- *building located on UAF campus

AIRFRAME AND POWERPLANT - AFPM

A \$70 fee for state-of-the-art equipment, instructional aids and supplies will be assessed for every AFPM class. This fee is in addition to fees listed.

AFPM F145 Basic Mathematics 1.0 CR

Prerequisites: Admission to A & P program; or permission of instructor.

Review of applied and technical mathematics related to the construction and engines of aircrafts. Common, decimal, fractions and mixed numbers; extracting square roots and raising numbers to a given power; solving ratios, proportions and percentage problems; fundamental algebraic operations.

73283 T01 MTWRF 12:15P-04:15P HANGAR 121 Weggel, R 09/09-09/19
For Section T01: Instructor Approval Required

AFPM F146 Basic Electricity 2.0 CR

Special Fees: \$40.00

Prerequisites: Admission to A & P Program; or permission of instructor.

i Electrical theory and concepts for the aviation mechanic. Ohm's law, electrical circuits, diagrams, batteries and a variety of electrical components.

73284 T01 MTWRF 07:35A-11:35A HANGAR 121 Osterhoudt, R 09/27-10/21
For Section T01: Instructor Approval Required

AFPM F147 Physics for Mechanics 0.5 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Applications of mechanics; levers, sound, fluid and heat dynamics. Basic aircraft structures and aerodynamics. (Course does not fulfill natural science requirements for any degree.)

73285 T01 MTWRF 07:35A-11:15A HANGAR 121 Osterhoudt, R 09/19-09/26
For Section T01: Instructor Approval Required

AFPM F148 Aircraft Drawing 1.0 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Basic drafting. Drawings, symbols and schematic diagrams, sketches of repairs and alterations, blueprint information, graphs and charts.

73286 T01 MTWRF 12:15P-04:15P HANGAR 121 Weggel, R 09/20-09/30
For Section T01: Instructor Approval Required

AFPM F149 Fluid Lines and Fittings 0.5 CR

Special Fees: \$45.00

Prerequisites: Admission to A & P Program; or permission of instructor.

i Rigid and flexible fluid lines and fittings, fabrication and installation.

73287 T01 MTWRF 07:35A-11:35A HANGAR 121 Osterhoudt, R 10/24-10/31
For Section T01: Instructor Approval Required

AFPM F150 Materials and Processes 2.0 CR

Special Fees: \$75.00

Prerequisites: Admission to A & P Program; or permission of instructor.

i Basic shop practices, including selection, identification and installation of aircraft hardware and materials, precision measuring tools and operations, basic heat treating processes, forms of nondestructive inspections.

73288 T01 MTWRF 12:15P-04:15P HANGAR 121 Weggel, R 10/03-10/28
For Section T01: Instructor Approval Required

AFPM F151 Cleaning and Corrosion Control 1.0 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Basic aircraft cleaning materials, methods and corrosion control.

73289 T01 MTWRF 07:35A-11:35A HANGAR 121 Weggel, R 11/07-11/15
For Section T01: Instructor Approval Required

AFPM F152 Federal Aviation Regulations 1.0 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

Federal Aviation Regulations for maintenance of aircraft. Maintenance forms and records, publications, privileges and limitations of aircraft mechanics.

73290 T01 MTWRF 07:35A-11:35A HANGAR 121 Alexander, K 08/31-09/16
For Section T01: Instructor Approval Required

AFPM F153 Weight and Balance 1.0 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Weighing procedures, weight, arms, moments, center of gravity computations and placarding. Aircraft loading, required forms, weighing.

73291 T01 MTWRF 12:15P-04:15P HANGAR 121 Osterhoudt, R 11/11-11/23
For Section T01: Instructor Approval Required

AFPM F154 Ground Operations and Servicing 0.5 CR

Special Fees: \$55.00

Prerequisites: Admission to A & P Program; or permission of instructor.

Starting, moving, servicing, securing and fueling aircraft.

73292 T01 MTWRF 12:15P-04:15P HANGAR 121 Weggel, R 08/31-09/08
For Section T01: Instructor Approval Required

AFPM F240 Turbine Engines 2.0 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Development, theory and operation of turbine engines. Engine design, performance, accessories and subsystems. Engine maintenance and overhaul.

77144 T01 MTWRF 07:35A-11:35A HANGAR 121 Weggel, R 11/28-01/10

AFPM F251 Fuel Systems 1.5 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Inspection, servicing, troubleshooting and repair of aircraft and engine fuel systems and components.








73294 T01 MTWRF 12:15P-04:15P HANGAR 121 Alexander, K 10/31-11/10
For Section T01: Instructor Approval Required

AFPM F255 Fire Protection Systems 0.5 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Inspection, servicing, troubleshooting and repair of aircraft and engine fire detection and extinguishing systems.

73295 T01 MWF 07:35A-11:35A HANGAR 121 Osterhoudt, R 11/01-11/04
For Section T01: Instructor Approval Required

							
ICON KEY:	DELTA CLASS	NORTH POLE CLASS	EVENING CLASS	ON-BASE CLASS	ONLINE CLASS	WEEKEND CLASS	LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

FALL COURSE SCHEDULE

AFPM F257 Instrument Systems 0.5 CR

Prerequisites: Admission to A & P Program; or permission of instructor.

i Inspection, troubleshooting, removal and replacement of aircraft and engine instruments and indicating systems.

73296 T01 MTWRF 07:35A-11:35A HANGAR 121 Alexander, K 11/16-11/23
For Section T01: Instructor Approval Required

AFPM F264 Sheet Metal Structures 3.0 CR

Special Fees: \$130

Prerequisites: Admission to A & P Program; or permission of instructor.

i Aircraft sheet metal fabrication, inspection and repair, including rivets and fasteners.

77147 T01 MTWRF 12:15P-04:15P HANGAR 121 Osterhoudt, R 11/28-01/13
For Section T01: Instructor Approval Required

AMERICAN SIGN LANGUAGE - ASLG

ASLG F101X American Sign Language I 3.0 CR

Course Attributes: UAF Core Language Requirement, UAF Degree Humanities Req.

m Visual-gestural language used by most deaf Americans. Acquisition of receptive and expressive conversational skills. Cultural aspects of everyday life experiences of deaf people.

77446 T01 TR 09:45A-11:15A GRUE 405 Harrigan, K 08/29-12/17
77447 TE1 MW 05:20P-06:50P 604B 118 Hanson, E 08/29-12/17
77448 TH T MTRF 01:00P-02:00P MCHS TBA Harrigan, K 08/29-12/17

ASLG F110 American Sign Language Practice 1.0 CR

Grade Mode: Pass/Fail Grades.

Course Attributes: UAF Degree Humanities Req.

Skill development in use of American Sign Language. Conducted entirely in sign language with aspects of deaf culture included. All skill levels. May be repeated twice for credit.

76593 T01 TR 05:20P-06:20P DUCK 344 Dohner, K 09/08-12/17

ASLG F202X American Sign Language II 3.0 CR

Prerequisites: ASLG F101; or permission of instructor.

Course Attributes: UAF Core Language Requirement, UAF Degree Humanities Req.

Expressive and receptive conversational skills. Understanding the culture that is an integral part of the language. Continuation of American Sign Language I.

77452 T01 TR 03:40P-05:10P DUCK 344 Dohner, K 08/29-12/17
77453 T02 TR 02:00P-03:30P DUCK 344 Dohner, K 08/29-12/17

ASLG F203 American Sign Language III 3.0 CR

Prerequisites: ASLG F202; or permission of instructor.

Course Attributes: UAF Core Language Requirement, UAF Degree Humanities Req.

Grammar, conceptual structure and lexical items of American Sign Language. Cultural awareness and expressive and receptive signing skills for communicating and understanding American Sign Language in diverse contexts. Continuation of ASLG F101 and ASLG F202.

73423 T01 TR 03:40P-05:10P DUCK 354 Carey, M 08/29-12/17

FALL COURSE SCHEDULE

PROGRAM PROFILE

The UAF Community & Technical College offers a certificate in airframe and powerplant (A & P), and an associate in applied science degree in aviation maintenance technology. This program is one of the only twelve-month Federal Aviation Administration (FAA) approved programs in the nation that provides you with the skills and knowledge needed to succeed as an aviation maintenance technician, aircraft service technician or provide maintenance on your personal aircraft.

The certificate in airframe and powerplant gives you the skills necessary to gain employment in aircraft maintenance, repair, overhaul, modification and other maintenance related fields. The associate of applied science degree provides you with communications, human relations and other necessary skills to advance in the aircraft maintenance and related fields. The curriculum is delivered by faculty who have years of experience in the aviation field. Sixty percent of the instruction is delivered in a newly renovated 12,000 square foot shop, at Fairbanks International Airport, where you will receive specialized hands-on instruction.

AVIATION MAINTENANCE

This program prepares you to take the FAA examination for the A & P rating qualifying you for positions in aircraft maintenance, repair, overhaul and modification. The aviation field offers a broad range of job opportunities throughout Alaska and the world.

Arvid Weflen, Director

455-2867 awweflen@alaska.edu

Kevin Alexander, Associate Professor, Program Head

455-2921 kwalexander@alaska.edu

Roger Weggel, Assistant Professor

455-2847 rfweggel@alaska.edu

Robert Osterhoudt, Assistant Professor

455-2900 raosterhoudt@alaska.edu

Kathy Toohey, Administrative Assistant

455-2809 kltoohy2@alaska.edu

VISIT THE AVIATION MAINTENANCE WEBSITE AT WWW.CTC.UAF.EDU/AMT

ASLG F205 American Sign Language V 3.0 CR

Prerequisites: ASLG F204; or permission of instructor.
 Course Attributes: UAF Core Language Requirement, UAF Degree Humanities Req.

Highly advanced analysis of American Sign Language, including classifiers, grammar and lexicon. Expanded receptive and expressive skill development based in extensive cultural knowledge of the Deaf community in America.

73424 TE1 TR	05:20P-06:50P	DUCK 354	Carey, M	08/29-12/17
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ANTHROPOLOGY - ANTH

ANTH F100X Individual, Society and Culture 3.0 CR

Prerequisites: Placement in ENGL F111X or higher or permission of instructor.

Course Attributes: UAF Core Indv, Soci & Culture, UAF Degree Social Sciences Req.

An examination of the complex social arrangements guiding individual behavior and common human concerns in contrasting cultural contexts.

73323 TE1 T	06:00P-09:00P	604B 311	Lukaszek, D	08/29-12/17
73324 TE2 W	06:00P-09:00P	GRUE 202	Ellicott, M	08/29-12/17
73325 TE4 M	06:00P-09:00P	GRUE 206	Ellicott, M	08/29-12/17

APPLIED BUSINESS - ABUS

Note: ABUS classes that indicate "Office Skills Lab" are open entry, independent study classes that provide flexibility by permitting you to proceed at your own pace throughout the semester. Registration is open throughout the semester. Last date(s) to enroll follow:

3 credit courses: September 30, 2016

1 credit courses: November 4, 2016

BA F151X Introduction to Business 3.0 CR

Course Attributes: UAF Degree Social Sciences Req.

Business organization, business theory and the nature of major business functions such as management, finance, accounting, marketing and personnel administration are the main components of this course. This course will also focus on the methods and data required to research and analyze good business practices and decisions while developing these major business functions. Additionally, this course will review opportunities and requirements for professional business careers.

77688 T01 TR	09:00A-12:00P	604B 303	Young, M	10/18-12/06
77695 TE1 MW	05:30P-08:30P	604B 303	Young, M	08/29-10/17
77696 TX1 NA	NA	DIST BLKBD	Brown, M	08/29-12/17
77697 TX2 NA	NA	DIST BLKBD	Young, M	08/29-12/17
77698 TX3 NA	NA	DIST BLKBD	Brown, M	08/29-12/17
77700 TX4 NA	NA	DIST BLKBD	Oba, S	08/29-12/17
77701 TX5 NA	NA	DIST BLKBD	Amegashie, A	09/26-12/17

For Section TX1, TX2, TX3, TX4 and TX5: Distance Delivery Fee: \$25 per credit hour

For Section TX5: Late start online course

ABUS F101 Principles of Accounting I 3.0 CR

Accounting concepts and procedures for service businesses and for merchandising businesses owned by a single proprietor. A preparer's approach emphasizes the use of debits and credits to account for the details of business transactions.

73233 T01 TR	09:00A-12:00P	604B 305	Robinson, P	08/30-10/13
73234 TE1 W	05:30P-08:30P	604B 306	Heusinkveld, E	08/29-12/17
75280 TX1 NA	NA	DIST BLKBD	Anger, A	08/29-12/17
75281 TX2 NA	NA	DIST BLKBD	Anger, A	08/29-12/17

For Section TX1 and TX2: Distance Delivery Fee: \$25 per credit hour

ABUS F102A Keyboarding: Touch Typing 1.0 CR

Grade Mode: Pass/Fail Grades.

Instruction in the mastery of alphabetic keyboard touch typing, skill building and document formatting. Skills mastered can be applied to typewriters, CRTs, computer terminals, or other equipment with a keyboard. May be repeated twice for credit.

73237 TE1 M	05:30P-08:00P	604B 106	Pihlaja, K	08/29-12/17
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ABUS F102B Keyboarding: Skill Building 1.0 CR

Grade Mode: Pass/Fail Grades.

Instruction in the mastery of alphabetic keyboard touch typing, skill building and document formatting. Skills mastered can be applied to typewriters, CRTs, computer terminals, or other equipment with a keyboard. May be repeated twice for credit.

73239 TE1 M	05:30P-08:00P	604B 106	Pihlaja, K	08/29-12/17
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ABUS F102C Keyboarding: Document Formatting 1.0 CR

Grade Mode: Pass/Fail Grades.

Instruction in the mastery of alphabetic keyboard touch typing, skill building and document formatting. Skills mastered can be applied to typewriters, CRTs, computer terminals, or other equipment with a keyboard. May be repeated twice for credit.

73241 TE1 M	05:30P-08:00P	604B 106	Pihlaja, K	08/29-12/17
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ABUS F108 Keyboarding II/Intermediate Typewriting 3.0 CR

Prerequisites: One year high school typing or permission of instructor.

Instruction and training to attain at least minimal typing skill, experience and knowledge necessary for a typist beginning an office career. Lab arranged.

73243 TE1 M	05:30P-08:00P	604B 106	Pihlaja, K	08/29-12/17
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ABUS F116 Using 10-Key Calculators 1.0 CR

Using the efficient 10-key touch method to solve business problems on a calculator. Emphasis is placed on developing occupational proficiency in the use of calculating machines for initial job placement.

73244 TE1 M	05:30P-08:00P	604B 106	Pihlaja, K	08/29-12/17
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ABUS F134 Alphabetic Filing 1.0 CR


Mastery and use of ARMA filing rules as they apply to alphabetic, subject, numeric and geographic filing.

73246 TE1 M	05:30P-08:00P	604B 106	Pihlaja, K	08/29-12/17
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ICON KEY:	DELTA CLASS	NORTH POLE CLASS	EVENING CLASS	ON-BASE CLASS	ONLINE CLASS	WEEKEND CLASS	LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16



ABUS F141 Payroll Accounting**3.0 CR**

 Payroll records and laws. Methods to compile and calculate payroll information, earnings, deductions and net wages. City, state and federal tax report forms. For payroll personnel.

77085 TE1 R 05:30P-08:30P 604B 211 Heineken, H 08/29-12/17
75282 TX1 NA NA DIST BLKBD Ward, K 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour


ABUS F154 Human Relations**3.0 CR**

  Attitudes, self-concepts, personal communication styles, motivation, interactions, positive reinforcements, team building and leadership development.

73248 T01 MW 09:00A-12:00P 604B 119 Dexter, C 10/19-12/05
73249 TE1 TR 05:30P-08:30P 604B 119 Dexter, C 10/18-12/06
75283 TX1 NA NA DIST BLKBD Brown, M 08/29-12/17
77090 TX2 NA NA DIST BLKBD McGill, S 08/29-12/17

For Sections TX1 and TX2: Distance Delivery Fee: \$25 per credit hour



ABUS F155 Business Math**3.0 CR**

 Review of basic math computation skills applied to various business areas. Emphasis on applications.

73250 TE1 M 06:00P-09:00P 604B 211 Stickel, T 08/29-12/17
75284 TX1 NA NA DIST BLKBD Heusinkveld, J 08/29-12/17


For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F160 Principles of Banking**3.0 CR**

  Banking in today's economy. Language and documents of banking, check processing, teller functions, deposits, credit and payment functions, loans, investments, trust, the Federal Reserve System and other regulatory agencies.

73252 TE1 TR 05:30P-08:30P 604B 311 Versandi IV, A 10/18-12/06

ABUS F161 Personal and Business Finance**3.0 CR**


 Explores the management of personal and family finances, including financial planning, budgeting, time value of money, consumer buying, personal credit, savings and investment, home ownership and mortgages, insurance, estate planning, retirement, consumer fraud, and laws.

73253 TE1 TR 05:30P-08:30P 604B 311 Versandi IV, A 08/30-10/13
75285 TX1 NA NA DIST BLKBD Anger, A 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F170 Business English**3.0 CR**

Recommended: DEVE F104; DEVS F104; placement into ENGL F111X; or departmental/instructor permission.

 Comprehensive review of grammar, punctuation, capitalization and spelling, with emphasis on business and office occupations.

73254 TE1 W 05:30P-08:30P 604B 106 Pihlaja, K 08/29-12/17

PROGRAM PROFILE

The UAF Community & Technical College offers a certificate and an associate of applied science degree in applied business and in applied accounting. In fact, the CTC ABUS associate degree can take you places by providing an easy path to pursue a bachelors degree at UAF, the University of Hawaii, and beyond. These degrees provide you with a solid foundation giving you the skills and knowledge you need to be successful as a business owner and a competitive edge if you plan on entering into the business world.

The applied business program covers a wide range of business related subjects, including: emerging technologies, advanced business procedures, interpersonal skills, principles of accounting, applied management, human relations, math, communications, customer service, business law, finance and logic. You can choose from one of twelve concentration areas: administrative management, applied management, computer applications, entrepreneurship, finance, healthcare management, human resources, management, marketing, public management, recreation and guiding management, and tourism. Students who complete a certificate can go on to complete their associate's degree. This degree program is now available entirely on-line.

The applied accounting program gives you a strong foundation in payables and/or receivables, bookkeeping and payroll accounting. This program will prepare you for a successful career in the accounting profession and establishes a gateway to more advanced degrees.

APPLIED BUSINESS ACCOUNTING

Whether you are pursuing a one-year applied business management certificate or a two-year associate of applied science degree, the instructors offer a practical understanding of the marketplace. Classes are taught by full-time faculty and adjunct instructors from the local business community who bring real-world business insight and experience to the classroom. Many of the classes are available on-line, in the evening, or on weekends.

Careers for applied business graduates include entrepreneurship and entry-level positions in business management, tourism, human resources and public administration. Careers for applied accounting graduates include payables and/or receivables, bookkeeping and accounting positions at small and large corporations, non-profit and government agencies, and small businesses.

Andy Anger, Professor, Program Head
455-2862 apanger@alaska.edu

Melissa Brown, Associate Professor
mcbrown@alaska.edu

Jean Heusinkveld, Associate Professor
455-2815 jean.heusi@alaska.edu


Mark Young, Assistant Professor
455-2861 myoung3@alaska.edu

Susan Doren, Administrative Assistant
455-2852 msdoren@alaska.edu

VISIT THE APPLIED BUSINESS AND ACCOUNTING WEBSITE AT WWW.CTC.UAF.EDU/ABUS

ABUS F175 Customer Service 3.0 CR

Recommended: BA F151; ABUS F154.


 Presents customer service as integral to business success. Preparation for effective interaction with customers. Includes trends, interpretation of trends and development of fundamental skills necessary to achieve excellence.

73255 TE1 TR 05:30P-08:30P 604B 119 Harris, J 08/30-10/13
75286 TX1 NA NA DIST BLKBD McCrea, S 09/26-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

Late start online course


ABUS F178 Professionalism 3.0 CR

 Presents professionalism and personal effectiveness as integral to success in business, professional and entrepreneurial environments. Emphasizes conscious competency and ongoing self-development not only as a speaker and presenter but also as a leader in the workplace and community.

75287 TX1 NA NA DIST BLKBD McGill, S 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour


ABUS F179 Fundamentals of Supervision 3.0 CR

 Effective supervisory concepts including planning, organizing and staffing functions. Communicating and delegating effectively, morale, productivity, decision making, positive position discipline and performance goals development.

73257 TE1 MW 05:30P-08:30P 604B 305 Cummings, N 08/29-10/17
75288 TX1 NA NA DIST BLKBD McGill, S 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour


ABUS F182 Office Procedures 3.0 CR

 Duties and responsibilities of general office employees including filing, processing mail, telephone communication, meeting the public, office supplies, banking, employment procedures and grooming.

73258 TE1 M 05:30P-08:00P 604B 106 Pihlaja, K 08/29-12/17

ABUS F183 Advanced Job Readiness Skills 3.0 CR

Recommended: Job readiness. This class is designed for students embarking into the job market.

 Practical information necessary to help students choose meaningful employment as well as build their own employment portfolio. Materials used will allow students to learn more about themselves, engage in personal assessment and learn how this information relates to different careers. Students will complete target resumes, cover letters, follow-up letters, applications, job search strategies, mock job interviews and a professional portfolio.

75289 TX1 NA NA DIST BLKBD Ferree, C 09/26-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

Late start online course

ABUS F199 Practicum in Applied Business 1.0-3.0 CR


Prerequisites: Permission of instructor.

Supervised training and work experience. Analysis of work experience and relationship of the job to career and academic goals. Managerial concepts, problems of working with groups and individuals, organizational structures, communications and planning.

73260 T01 TBA TBA TBA TBA Anger, A 08/29-12/17

ABUS F201 Principles of Accounting II 3.0 CR

Recommended: Math placement at F100-level or above.


 Introduction to accounting concepts and procedures for a business. Emphasis is on the accounting cycle and the recording, summarizing and interpretation of accounting data.

73261 T01 TR 09:00A-12:00P 604B 305 Robinson, P 10/18-12/06
75290 TX1 NA NA DIST BLKBD Anger, A 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F202 Principles of Accounting III 3.0 CR


Prerequisites: ABUS F201 or permission of instructor. Recommended: Math placement at F100-level or above.

 Continuation of elementary accounting concepts and procedures with the introduction of cost accounting principles for manufacturing and service operations. Job order costing, process costing, cost-volume profit, budgeting and variances are introduced.

73263 TE1 T 05:30P-08:30P 604B 216 Heineken, H 08/29-12/17

ABUS F203 Accounting Capstone 3.0 CR


Recommended: ABUS F101; ABUS F141; concurrent enrollment or completion of ABUS F201; ABUS F220.

 Accounting procedures in retail, service and trade businesses. The complete accounting cycle, including record keeping, posting and preparation of financial statements, bank reconciliation, payroll computations and closing books. Accounts receivable, accounts payable, purchasing, credit and other accounting requirements.

75291 TX1 NA NA DIST BLKBD Ward, K 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F210 Income Tax 3.0 CR


 Income tax fundamentals. Includes how to complete basic income tax forms/schedules for individuals and small business owners. Covers taxable income, deductions, credits, exemptions, computation, record keeping methods, new tax laws and strategies to reduce taxes.

73264 T01 TR 12:15P-01:45P 604B 119 Robinson, P 08/29-12/17
75292 TX1 NA NA DIST BLKBD TBA 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F220 Microcomputer Accounting: QuickBooks 3.0 CR


Prerequisites: ABUS F101 or permission of instructor.

 Basic microcomputer principles. Includes entering transactions, analyzing results, correcting errors and organizing business finances. QuickBooks is a widely used accounting software application.

73265 TE1 M 05:30P-08:30P 604B 113 Heineken, H 08/29-12/17
75293 TX1 NA NA DIST BLKBD Claxton, J 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F231 Introduction to Personnel 3.0 CR

 Company organizational structure, job analysis, staffing and organization, employee growth and development, employee supervision and developing leadership skills.

75294 TX1 NA NA DIST BLKBD Unruh, A 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour


ICON KEY:  **DELTA CLASS**  **NORTH POLE CLASS**  **EVENING CLASS**  **ON-BASE CLASS**  **ONLINE CLASS**  **WEEKEND CLASS**  **LATE-START CLASS**

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

FALL COURSE SCHEDULE


ABUS F232 Contemporary Management Issues 3.0 CR

Prerequisites: BA F151 or permission of instructor.

 Management functions, including planning, organizing, staffing, directing and controlling, human aspects of management, and decision making.
73266 TE1 MW 05:30P-08:30P 604B 305 Unruh, A 10/19-12/05


ABUS F233 Financial Management 3.0 CR

Recommended: BA F151; ABUS F101 or ACCT F261.

 Internal financial controls, fraud, and internal audit.
75295 TX1 NA NA DIST BLKBD TBA 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour


ABUS F235 Fund Accounting for Nonprofits 3.0 CR

Prerequisites: ABUS F101.

 Accounting for nonprofit organizations, governmental units, health care providers, voluntary health and welfare organizations, public schools, colleges, universities and other organizations using fund accounting.
75296 TX1 NA NA DIST BLKBD Ward, K 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour


ABUS F241 Applied Business Law I 3.0 CR

Prerequisites: BA F151.


 Legal aspects of business problems. Principles, institutions and administration of law in contracts, agency, employment, personal sales and property ownership.
75297 TX1 NA NA DIST BLKBD Young, J 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F242 Employment Law 3.0 CR

Recommended: BA F151.

 Labor and employment law with emphasis on case analysis.
73267 TW1 Sa 09:00A-05:00P 604B 211 Eberhart, J 10/22-10/22
Sa 09:00A-05:00P 604B 211 Eberhart, J 10/29-10/29
Sa 09:00A-05:00P 604B 211 Eberhart, J 11/05-11/05
Sa 09:00A-05:00P 604B 211 Eberhart, J 11/12-11/12
Sa 09:00A-05:00P 604B 211 Eberhart, J 11/19-11/19
Sa 09:00A-05:00P 604B 211 Eberhart, J 12/03-12/03


ABUS F260 Marketing Practices 3.0 CR

 Designed to give students a real-world view of basic marketing principles and practices. Emphasizes planning strategy and application of marketing concepts in analysis of case studies. Examines nature of marketing and its environment, selecting target markets and developing a market mix: product, price, promotion and distribution.

77086 TE1 MW 05:30P-08:30P 604B 303 Young, M 10/19-12/05

ABUS F263 Public Relations 3.0 CR


Recommended: BA F151.

 Public relations is image making, repairing and promoting. PR involves promotion, selling, advertising and creating public, corporate, government, church and other institutional images. Public relations professionals need skills in psychology, writing, mass media theory, image construction, persuasion and audience analysis. Introduces public relations and the role it plays in our world and society.

75299 TX1 NA NA DIST BLKBD McCrea, S 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F264 Filing/Records Management 3.0 CR

 Instruction in basic alphabetic storage with filing rules and cross-referencing and procedures for retrieving records manually. Includes adaptations of the alphabetic storage method including geographic, numeric and subject; storing and retrieving special records (card files, visible records, microrecords); organization and operation of records management programs and control of records systems.

73268 TE1 M 05:30P-08:00P 604B 106 Pihlaja, K 08/29-12/17

ABUS F271 Business Communications 3.0 CR

Prerequisites: ABUS F170 or permission of instructor.

Composition and evaluation of various kinds of common communications between a business person and associates, customers and dealers. Included are interoffice memos, letters, reports and oral communications.

73269 T01 MW 09:00A-12:00P 604B 306 Heusinkveld, E 08/29-10/17

PROGRAM PROFILE

The UAF Community & Technical College offers a certificate in automotive technology. This program is accredited by the National Automotive Technicians Education Foundation (NATEF) and gives you the education and training needed to become an entry-level automotive technician. The automotive service industry is one of constant change as cars become more complicated. Skilled technicians who can diagnose and repair modern automobiles are in high demand.

You will learn through lecture and hands-on lab exercises that follow NATEF standards. Classes are taught in a state-of-the-art facility that is equipped with the latest technology used in the automotive industry. The curriculum covers electricity and electronics, brakes, suspension and alignment, and engine performance. Instruction is delivered by experienced faculty. In addition to classroom instruction, students complete a 280 hour internship in an automotive repair facility.

AUTOMOTIVE TECHNOLOGY

Successful graduates from the program go on to careers in dealerships, independent shops, service/maintenance, fleet repair facilities, and aviation ground support. Salaries vary depending on job placement and the student's skill level.

A valid drivers license and a clean driving record are required for admission to this program.




Shawn Conell, Assistant Professor
455-2917 sconell@alaska.edu

Megan Huerd, Administrative Assistant
455-2932 mmhuerd@alaska.edu

VISIT THE AUTOMOTIVE TECHNOLOGY WEBSITE AT WWW.CTC.UAF.EDU/AUTO

ABUS F272 Small-Business Planning 3.0 CR

 Elements of small-business planning processes including the components of a written business plan.

73270 TX1 NA NA DIST BLKBD Brown, M 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

ABUS F299 Practicum in Applied Business 1.0-9.0 CR

Prerequisites: Permission of instructor.

Supervised training and work experience (local or foreign study abroad). Analysis of work experience and relationship of the job to career and academic goals. Managerial concepts, problems of working with groups and individuals, organizational structures, communications and planning.

73271 T01 TBA TBA TBA TBA Anger, A 08/29-12/17

ART - ART

ART F105 Beginning Drawing 3.0 CR

Special Fees: \$50.00

Course Attributes: UAF Degree Humanities Req.


 Basic elements in drawing. Emphasis on a variety of techniques and media.

73352 TE1 MW 06:00P-08:30P ART 317 Quinn, M 08/29-12/17

ART F127 Introduction to Weaving 3.0 CR

Special Fees: \$75.00

Course Attributes: UAF Degree Humanities Req.

 Fundamentals of weaving taught through basic techniques and processes for four-shaft loom woven structures. Includes loom terminology and function, warping and threading, basic pattern drafting and designing, color and texture. Introduces tapestry techniques.

73353 TE1 TR 06:30P-09:00P LTHBLD 219 Wakefield, D 08/29-12/17


For section TE1: CTC self support fee \$75.00. Students pay \$275 (includes material fees) to Weaver's Guild on first night of class. Class meets at Lathrop Bldg., 516 2nd Ave No. 219.

ART F200X Aesthetic Appreciation: Interrelation of Art, Drama, and Music 3.0 CR

Prerequisites: placement in ENGL F111X or higher; sophomore standing; or permission of instructor.

Cross-listed with FLPA F200X; MUS F200X.

Course Attributes: UAF Core Aesthetic Appreciation, UAF Degree Humanities Req.

 Understanding and appreciation of art, drama, and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends.

76592 T02 WF 11:30A-01:00P 604B 419 Lively, C 08/29-12/17

73362 TE1 T 06:00P-09:00P GRUE 208 Boyer, N 08/29-12/17

73363 TE2 W 06:00P-09:00P DUCK 354 Horstman Ingram 08/29-12/17


73364 TE3 R 06:00P-09:00P 604B 306 Horstman Ingram 08/29-12/17

ART F227 Woven Fabric Design: RUGS with R.A.G.S 3.0 CR

Special Fees: \$75.00

Prerequisites: ART F127.

Course Attributes: UAF Degree Humanities Req.

 Continuation of ART F127. Exploration of color and texture in loom structures. Includes basic fiber technology and color theory. Topics vary each semester and include blocks, units, laces, twills and R.A.G.S. recycle. Course may be repeated for credit when topic changes.

73373 TE1 TR 05:30P-08:00P LTHBLD 219 Wakefield, D 08/29-12/17

For section TE1: CTC self support fee \$75.00. Students pay \$275 (includes material fees) to Weaver's Guild on first night of class. Class meets at Lathrop Bldg., 516 2nd Ave No. 219.

AUTOMOTIVE - AUTO

AUTO F102 Introduction to Automotive Technology 3.0 CR

Special Fees: \$40.00

Provides career information in the automotive industry. Shop safety, hand tools, fasteners, fittings, and an introduction to the major automotive systems.


73435 T01 MTWRF 03:00P-08:30P HTCH 147 Conell, S 09/01-09/22

For Section T01: Department Approval Required

AUTO F122 Engine Theory and Diagnosis 3.0 CR

Special Fees: \$123.00

Prerequisites: AUTO F102 or instructor permission. Recommended: AUTO F110.

 Introduction to fundamental aspects of engine design, general diagnosis and engine related service, to include combustion process, engine noise, basics of exhaust emissions, vacuum/pressure, compression, intake and exhaust systems, valve and ignition timing.


73436 T01 MTWRF 03:00P-08:30P HTCH 147 Conell, S 09/26-10/14

For Section T01: Department Approval Required

AUTO F150 Brake Systems 4.0 CR

Special Fees: \$90.00

Prerequisite: AUTO F110.


 Theory, diagnosis and servicing of light- and heavy-duty vehicle hydraulic break and traction control systems. Includes discussion and tasks on disc brakes, drum brakes, power assist systems and anti-lock/traction controls.

73437 T01 MTWRF 03:00P-08:30P HTCH 147 Conell, S 10/17-11/04

For Section T01: Department Approval Required

AUTO F162 Suspension Alignment 4.0 CR

Special Fees: \$90.00

 Theory, diagnosis and repair of suspension, steering and wheel alignment of automobiles and trucks.

73438 T01 MTWRF 03:00P-08:30P HTCH 147 Conell/Thacker 11/07-12/06

For Section T01: Department Approval Required.

ICON KEY:



NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16;

T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

AUTO F190 Automotive Practicum I**4.0 CR**

Prerequisites: Advisor approval required.

Provides supervised workplace experience in selected industry settings. Integrates knowledge and practice to achieve competencies in basic skills. A maximum of 6 credits may be earned.

73439 T01 TBA TBA TBA TBA Conell, S 09/01-12/09

For Section T01: Department Approval Required

AVIATION TECHNOLOGY - AVTY**AVTY F100 Private Pilot Ground School****4.0 CR**

Study of aircraft and engine operation and limitations, aircraft flight instruments, navigation, navigation computers, national weather information and dissemination services. Federal aviation regulations, flight information publications, radio communications and navigation. Preparation for FAA private pilot-airplane written exam.

73440 T01 MW 03:30P-05:30P HTCH 202 Coady/Zulkanycz 08/29-12/17

75313 TX1 NA NA DIST BLKBD Dyen, F 08/29-12/17

For Section T01: Department Approval Required

For Section TX1: Distance Delivery Fee: \$25 per credit hour

AVTY F101 Private Pilot Flight Training**2.0 CR**

Prerequisites: Department approval required.

Flight instruction is arranged by student through approved pilot school or independent flight instructor. Training will meet federal aviation regulations. Course completion requires awarding of private pilot certificate.

73441 TE1 M 06:00A-08:00A TBA TBA Weggel, R 08/29-12/17

For Section TE1: Department Approval Required

AVTY F103 Commercial Flight Training**2.0 CR**

Prerequisites: Private Pilot certificate, AVTY F102 or concurrent enrollment, or passing score on FAA Commercial Pilot written exam, department approval required.

Flight instruction is arranged by student through approved pilot school or independent flight instructor. Training will meet federal aviation regulations. Course completion requires awarding of commercial pilot certificate.

73442 TE1 T 06:00A-08:00A TBA TBA Weggel, R 08/29-12/17

For Section TE1: Department Approval Required

AVTY F105 Seaplane Flight Training**1.0 CR**

Prerequisites: Private pilot certificate or higher, department approval required.

Flight instruction is arranged by student through approved pilot school or independent flight instructor. Training will meet federal aviation regulations. Course completion requires awarding of single-engine sea rating.

73443 TE1 W 06:00A-08:00A TBA TBA Weggel, R 08/29-12/17

For Section TE1: Department Approval Required

AVTY F107 Multi-Engine Flight Training**1.0 CR**

Prerequisites: Private pilot certificate or higher, department approval required.

Flight instruction is arranged by student through approved pilot school or independent flight instructor. Training will meet federal aviation regulations. Course completion requires awarding of multi-engine rating.

73444 TE1 R 06:00A-08:00A TBA TBA Weggel, R 08/29-12/17

For Section TE1: Department Approval Required

PROGRAM PROFILE

The UAF Community & Technical College offers an associate of applied science in professional piloting for students whose objective is flying. Ground schools and related courses are taken in residence, while your flight training is taken through local flight schools of your choice.

With a shortage of pilots predicted in the coming years and more pilots and aircraft per capita than any other state, the importance of aviation to the Alaska economy and life-style is unparalleled. Aviation technology is both interesting and challenging and, if you are motivated and qualified, it can be a career to last a lifetime. This is one field of study that's opportunity driven.

PROFESSIONAL PILOTING

Class size is limited, so you'll receive individual help and attention. Your instructors are all experienced aviation professionals. Not only do they have excellent technical skills and knowledge, they know how to communicate that knowledge to you.


If you are a rated pilot or military aviator, you may be eligible for credit based upon previous training and experience. Contact the program coordinator below for more information.

Roger Weggel, Assistant Professor, Program Head**455-2847****rfweggel@alaska.edu****Kathy Toohey, Administrative Assistant****455-2809****kltoohy2@alaska.edu**VISIT THE PROFESSIONAL PILOTING WEBSITE AT WWW.CTC.UAF.EDU/AMT

AVTY F109 Glider Flight Training

1.0 CR

Prerequisites: Department approval.

 Flight instruction is arranged by student through approved pilot school or independent flight instructor. Training will meet federal aviation regulations. Course completion requires awarding of glider and private or commercial pilot certificate with a glider category rating.


73445 TE1 F 06:00A-08:00A TBA TBA Weggel, R 08/29-12/17
For Section TE1: Department Approval Required

AVTY F155 Preventive Maintenance

3.0 CR

Special Fees: \$45.00

Prerequisites: Pilot's Certificate or enrollment in Aviation program. Proof required first day of class.


 Mechanics of the airplane, its powerplant and systems to enable the student to evaluate malfunctions and make maintenance decisions. Designed for the pilot-owner.

73446 TE1 W 06:30P-09:30P HANGAR 121 Henrys, K 08/29-12/17
For Section TE1: Department Approval Required

AVTY F200 Instrument Ground School

4.0 CR

Prerequisites: Pilot's Certificate or enrollment in Aviation program. Proof required first day of class.


 Instrument flight operations in detail, altitude instrument flying, air traffic control and navigation facilities, pilot responsibilities. IFR enroute charts, instrument approach procedures. Federal Aviation Regulations, flight planning, human factors and meteorology. Includes optional visits to FAA, RAPCO and ARTCC facilities.

73447 TE1 TR 06:30P-08:30P HANGAR 121 Cranor, C 08/29-12/17

AVTY F202 Flight Instructor Ground School

3.0 CR

Prerequisites: Commercial pilot certificate or permission of instructor.


 Preparation for the FAA certified flight instructor or advanced ground instructor written exam.

73448 TE1 M 06:00P-08:00P TBA TBA Weggel, R 08/29-12/17
For Section TE1: Department Approval Required

AVTY F203 Flight Instructor Flight Training

2.0 CR

Prerequisites: Commercial pilot certificate with instrument rating; AVTY F202; or concurrent enrollment; or passing score on FAA flight instructor written exams; department approval.


 Flight instruction is arranged by student through approved pilot school or independent flight instructor. Training meets federal aviation regulations. Course completion requires awarding of certified flight instructor certificate.

73449 TE1 S 06:00A-08:00A TBA TBA Weggel, R 08/29-12/17
For Section TE1: Department Approval Required

AVTY F205 Instrument Instructor Flying

3.0 CR

Prerequisites: Commercial flight instructor certificate and department approval.


 Preparation for certification as an instrument flight instructor.

73450 TE1 S 08:00A-10:00A TBA TBA Weggel, R 08/29-12/17
For Section TE1: Department Approval Required

AVTY F207 ATP Flying

2.0 CR

Prerequisites: Commercial pilot certificate, 1500 hours of flight time as pilot or equivalent as described in FAR 61.155; AVTY F206 or passing score on FAA airline transport pilot written exam; current FAA first class medical certificate.

 Qualification for single- or multi-engine FAA airline transport pilot certificate.

73451 TE1 S 06:00P-08:00P TBA TBA Weggel, R 08/29-12/17


AVTY F231 Arctic Survival

3.0 CR

Special Fees: \$50.00

Cross-listed with EMS F257.

Course Attributes: UAF U Arctic Consortium Course.

 Use of principles, procedures, techniques and equipment to survive extreme Arctic conditions and assist in safe recovery. Lab required.

73452 TE1 M 07:00P-10:00P HTCH 202 Wood, L 08/29-12/17
For Section TE1: Department Approval Required

BIOLOGY - BIOL

A \$35 per semester fee will be assessed for one or more BIOL courses. This fee is in addition to any materials fees.


BIOL F100X Human Biology

4.0 CR

Special Fees: \$20.00

Prerequisites: Placement in ENGL F111X or higher; placement in DEVM F105 or higher; or permission of instructor. Offered through UAF Community and Technical College, eLearning & Distance Education, Northwest and Rural campuses as demand warrants.

Course Attributes: UAF Core Natural Sci Breadth, UAF Degree Natural Sci w/ Lab.

 Introduction to scientific methodology and biological principles with a focus on humans as biological organisms. Topics include organization of the human body, human genetics, human development and the relationship between our bodies and health. Includes lecture, discussion, lab and projects. May not be used as biology elective credit for a major in biological sciences. Note: Intended for non-science majors and those seeking preliminary instruction before beginning study in health-related areas.

73475 TE1 S 10:00A-01:00P MURIE 303 TBA 08/29-12/17
W 06:00P-09:00P MURIE 107 TBA 08/29-12/17

ICON KEY:


DELTA CLASS


NORTH POLE CLASS


EVENING CLASS


ON-BASE CLASS


ONLINE CLASS


WEEKEND CLASS


LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16;
T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16


BIOL F103X Biology and Society

4.0 CR

Special Fees: \$50.00

Prerequisites: Placement in ENGL F111X or higher; placement in DEVM F105 or higher; or permission of instructor.

Course Attributes: UAF Core Natural Sci Breadth, UAF Degree Natural Sci w/ Lab.

 Fundamental principles of biology; emphasis on their application to humans in the modern world. Lectures, laboratory demonstrations, experiments and discussions of contemporary biological topics. For non-science majors; cannot be used as a biology elective by biological science majors.


73476 TF1 MW 06:00P-09:00P FTWW TBA Barnett, D 08/29-12/17

CHINESE - CHNS

CHNS F101 Elementary Chinese I

5.0 CR

Course Attributes: UAF Core Language Requirement, UAF Degree Humanities Req.

 First year spoken and written Chinese. Emphasis on the basic elements of the language to acquire skills in listening, speaking, reading and writing. About 300 characters will be taught. Cultural aspects will be presented.


73650 TE1 M 05:20P-07:00P GRUE 306 Kan, R/Qiao, T 08/29-12/17
TR 05:20P-07:00P GRUE 301 Kan, R/Qiao, T 08/29-12/17

CHNS F201 Intermediate Chinese I

4.0 CR

Prerequisites: CHNS F102 or equivalent.

Course Attributes: UAF Core Language Requirement, UAF Degree Humanities Req.

 Continuation of CHNS F102. Continue to gain language skills by learning more characters/vocabulary and broadened sentence patterns. About 200 characters and 700 vocabulary words will be taught.

73651 TE1 WF 05:20P-07:20P GRUE 303 Kan, R/Qiao, T 08/29-12/17

PROGRAM PROFILE

The UAF Community & Technical College offers a certificate and associate of applied science degree in information technology. This program is designed to prepare you to implement, support, and troubleshoot computer and information technology systems. Individual courses of interest and professional development are also available through this program.

The certificate program will equip you with the foundation-level skills required to effectively use and troubleshoot computer and information technology systems. You will be prepared for entry-level IT support positions and, in addition, you will be prepared to continue your education in the IT specialist associate of applied science degree program.

The associate of applied science degree program prepares you to implement, support, and troubleshoot computer and information technology systems and obtain employment as an IT professional. The following concentrations are offered through the associate degree program:

- Computing technology
- Network and cybersecurity
- Network and system administration

The IT specialist program also provides you the opportunity to select courses that meet degree requirements and prepare for the following industry certifications:

- CompTIA-A+, Network+ Security+
- Cisco Systems-CCENT, CCNA
- Microsoft Certified Technology Specialist

INFORMATION TECHNOLOGY SPECIALIST

Students not interested in pursuing the degree program may enroll in these courses for personal or professional development, as well as to prepare for industry certifications.

Graduates enter the workforce with the skills and knowledge required to support and troubleshoot computer and information technology systems within a wide range of computing environments. Graduates are prepared to obtain entry-level employment in IT positions such as, desktop support technician, help desk specialist, computer support specialist, network support specialist, network works and information security specialist, and network and computer systems administrator.

Bill Barnes, Associate Professor, Program Head
455-2854 bill.barnes@alaska.edu

Appointments can be made at wcbarnes.youcanbook.me

Rick McDonald, Associate Professor
455-2934 ramcdonald@alaska.edu

Mel Denning, Assistant Professor
455-2957 mrdenning@alaska.edu

Appointments can be made at mrdenning.youcanbook.me


Martha Westphal, Administrative Assistant
455-2886 mmwestphal@alaska.edu

VISIT THE INFORMATION TECHNOLOGY SPECIALIST WEBSITE AT WWW.CTC.UAF.EDU/ITS

COMMUNICATION - COMM

COMM F131X Fundamentals of Oral Communication: 3.0 CR Group Context


Course Attributes: UAF Core Oral Communication.

 Presentational speaking skills: individual and group. Includes verbal and nonverbal skills, critical thinking in selecting and organizing materials, audience analysis and speaking presentation. Group skills include task and relational interaction, required interdependence, working across cultural differences, group decision-making and shared logistics of presentation. Student evaluations are based on nationally normed speaking competencies.

73727 TE1 M 06:00P-09:00P 604B 208 Uppal, C 08/29-12/17

COMM F141X Fundamentals of Oral Communication: 3.0 CR Public Context

Course Attributes: UAF Core Oral Communication.

 Speaking skills for individual presentation. Includes verbal and nonverbal skills, critical thinking in selecting and organizing materials, audience analysis, informative and persuasive speaking, and actual presentations. Student evaluations are based on nationally normed speaking competencies.

73739 TE1 T	06:00P-09:00P	604B 211	Norris, A	08/29-12/17
73740 TE2 W	06:00P-09:00P	HTCH 201	Bailey, M	08/29-12/17
73741 TE3 R	06:00P-09:00P	604B 212	Denhalter, B	08/29-12/17
73744 TL1 TR	06:00P-09:00P	EIFB TBA	Barnett, D	08/30-10/18
73745 TW1 SaSu	10:30A-03:30P	604B 311	Strohmaier, M	10/22-12/17
73746 TXA TBA	TBA	DIST BLKBD	Uppal, C	08/29-12/17
	Sa 10:00A-01:00P	604B 305	Uppal, C	09/03-09/03
	Sa 10:00A-01:00P	604B 305	Uppal, C	09/10-09/10
	Sa 10:00A-01:00P	604B 305	Uppal, C	10/01-10/01
	Sa 10:00A-01:00P	604B 305	Uppal, C	10/22-10/22
	Sa 10:00A-01:00P	604B 305	Uppal, C	11/12-11/12
	Sa 10:00A-01:00P	604B 305	Uppal, C	12/03-12/03

For Section TXA: Web-based and classroom based course.


Class includes six prearranged dates for mandatory attendance by students for delivery of graded presentations. Students must contact instructor at cuppal@alaska.edu prior to the first day of class.

COMPUTER AND INFORMATION TECHNOLOGY SYSTEMS - CITS

A \$25 per semester fee will be assessed for one or more CITS courses. This fee is in addition to any materials fees.

CITS F203 Information Technology Support Fundamentals 4.0 CR


Recommended: CIOS F150 or equivalent skills.

 Overview of skills and knowledge required by professional computer support technicians to support and troubleshoot computer operating systems and computer hardware, including the purpose and function of the internal components of a computer, how to assemble a computer system, install an operating system and the basic skills and knowledge required to connect to and share resources in a network environment. Course covers objectives defined for CompTIA A+ certification.

73671 TE1 TR 06:00P-08:00P 604B 308 Moneymaker, K 08/29-12/17

CITS F204 Introduction to Network Support and Administration 3.0 CR

Recommended: CITS F203 (may be taken concurrently) or equivalent skills.


 Features and functions of networking components and the knowledge and skills needed to install, configure and troubleshoot basic networking hardware, protocols and services. Develop technical ability in the areas of media and topologies, protocols and standards, network implementation and basic network administration and support. Course covers objectives defined for CompTIA Network+ certification.

73675 TE1 M 06:00P-09:00P 604B 308 Anderson, B 08/29-12/17
73676 TXA NA TBA DIST BLKBD McDonald, R 08/29-12/17

For section TXA: Students must contact instructor at ramcdonald@alaska.edu prior to the first day of class.

CITS F212 Server Operating Systems 3.0 CR


Prerequisite: CITS F204 (may be taken concurrently) or equivalent skills.

 Fundamentals in installing, configuring and maintaining server operating systems. Learn how to configure and administer network accounts, resources, and common services deployed on server operating systems. Course covers foundation server operating system knowledge required for Microsoft Certified Technology Specialist (MCTS) certification exams related to server technologies.

73681 TE1 W 06:00P-09:00P 604B 308 Magill, T 08/29-12/17

CITS F219 Microcomputer Operating Systems: Topics 3.0 CR

Prerequisites: CITS F201 or equivalent skills.


 In-depth and comprehensive technical class covering operating system skills and concepts. Course may be repeated for credit.

73684 TXA NA TBA DIST BLKBD Okinczyc, J 08/29-12/17

For Section TXA: First of two courses introducing system configuration, command-skills and understanding of operating system features that are common to major distributions of Linux. The course objectives are aligned to the Linux Professional Institute (LPI.org) LPIC-1 101 and CompTIA Linux+TM Powered by LPI LXO-103. If you have taken CITS F219 in the previous years, you may want to take this new version which covers many new topics (may be repeated for credit). Please check with your advisor or Jeanette at jmckinzyc@alaska.edu.

CITS F221 Graphics and Multimedia for the Web 3.0 CR

Recommended: CIOS F150; or equivalent skills.


 Creating graphics and multimedia content for the Web. Graphic topics include formats, size and resolution, optimization and design fundamentals. Multimedia topics include animation, interactivity and combining sound, speech, graphics, photographs and video.

75339 TX1 NA NA DIST BLKBD Bouffard, C 08/29-12/17








For Section TX1: Distance Delivery Fee: \$25 per credit hour

CITS F222 Website Design 3.0 CR

Recommended: CIOS F150 or equivalent skills.

 Comprehensive survey of professional website design and authoring tools used to create Internet websites. Topics include: website design and planning; HTML, XHTML and CSS.

73687 TE1 M 06:00P-09:00P 604B 306 Partee, D 08/29-12/17


						
DELTA CLASS	NORTH POLE CLASS	EVENING CLASS	ON-BASE CLASS	ONLINE CLASS	WEEKEND CLASS	LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

FALL COURSE SCHEDULE

CITS F240 System and Network Services Administration 3.0 CR

Prerequisites: CITS F212 (may be taken concurrently) or equivalent skills.


 Implement and administer the core network services operating within a network environment. Topics include: DHCP, DNS, remote access, file and print, security and network management services. Develop a conceptual understanding of each network service and learn how to plan, implement and administer each service. Course covers system and network services objectives required for Microsoft Certified Technology Specialist (MCTS) certification exams related to server technologies.

73692 TE1 W 06:00P-09:00P 604B 316 Denning, M 08/29-12/17

CITS F241 Networking and LAN Infrastructure Basics 4.0 CR

Special Fees: \$125.00

Recommended: CITS F201; CITS F202; or equivalent skills.

 Design and implementation of networks in small- to medium-sized environments. Focuses on network terminology and protocols, local-area networks (LANs), wide-area networks (WANs), open systems interconnection model, cabling, cabling tools, routers, router programming, Ethernet, Internet protocol addressing and network standards.

73695 TE1 TR 05:20P-09:20P 604B 316 Barnes Jr, W 08/29-10/18
73698 TXA NA TBA DIST BLKBD McDonald, R 08/29-10/18


For Section TE1: Instructor Approval Required. Contact instructor at bill.barnes@alaska.edu.

For Section TXA: Instructor Approval Required. Contact instructor at ramcdonald@alaska.edu.

CITS F242 Routing & Switching Essentials 4.0 CR

Special Fees: \$125.00

Prerequisites: CITS F241 or permission of instructor.

 This course teaches students the architecture, components, and operations of routers and switches in a small network. Students learn to configure routers and switches for basic functionality as well as troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single-area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks. This course is the second of four courses that cover objectives required for the Cisco Certified networking Associate (CCNA) certification.


73699 TE1 TR 05:20P-09:20P 604B 316 Barnes Jr, W 10/20-12/31
73701 TXA NA TBA DIST BLKBD McDonald, R 10/20-12/31

For section TE1: Instructor Approval Required. Contact instructor at bill.barnes@alaska.edu.

For section TXA: Instructor approval required. Contact instructor at ramcdonald@alaska.edu

CITS F261 Computer and Network Security 3.0 CR

Prerequisites: CITS F204 or equivalent skills.

 The fundamental concepts of computer and network security. Course topics include: understanding threats to a computing infrastructure, understanding encryption technologies, securing network communications and applications, security policies and responding to incidents. Course covers objectives defined for CompTIA Security+ certification.

73705 TXA NA TBA DIST BLKBD Denning, M 08/29-12/17

For section TXA: Students must contact instructor at mrdenning@alaska.edu prior to the first day of class.

PROGRAM PROFILE

The UAF Community & Technical College offers an associate of applied science degree in construction management. This degree program trains new entry-level construction managers and provides continuing education to individuals currently working in the construction industry, including those in skilled craft and management positions.

This program prepares students to lead construction projects throughout Alaska. Courses cover many aspects of construction projects including: cost estimating, bidding, negotiating, scheduling, procurement, subcontracting, quality assurance, safety, and environmental. Construction Managers collaborate with other construction project participants, including owner and designer representatives, to establish, track and control project schedule, cost and quality objectives while ensuring compliance with a myriad of other agency requirements which apply to most present day construction activities.

Upon graduation, you will understand the basic principles of the construction contracting business and be able to work

CONSTRUCTION MANAGEMENT

effectively with senior management staff to plan, direct, monitor and control construction management processes; including documentation and communication of critical issues with representatives of project owners, designers, users, government agencies, subcontractors, suppliers, inspectors, technicians and other specialists. Graduates will be able to apply these skills in either an office or job site environment for a wide variety of construction organizations which are presently experiencing a shortage of qualified construction management help.

Galen Johnson, Associate Professor, Program Head
455-2846 gjohns55@alaska.edu

Thane Magelky, Associate Professor
455-2845 temagelky@alaska.edu

Martha Westphal, Administrative Assistant
455-2886 mmwestphal@alaska.edu

VISIT THE CONSTRUCTION MANAGEMENT WEBSITE AT WWW.CTC.UAF.EDU/CM

CITS F262 Cybersecurity Defense and Countermeasures 3.0 CR

Prerequisites: CITS F261 or equivalent skills.

This course focuses on network and information systems security from a defensive point of view. Students will learn how to analyze internal and external security threats, develop security policies, and implement security measures to protect information within an enterprise. Topics include risk assessment, security policies and procedures, incident response, cryptographic services, network and host-based security.

73706 T01 W 02:00P-05:00P 604B 316 Denning, M 08/29-12/17

CITS F263 Network Security Penetration Testing 3.0 CR

Prerequisites: CITS F261 or equivalent skills.

This course focuses on network and information systems security from an offensive point of view. Students will learn technical testing and examination techniques used to identify, validate and assess technical vulnerabilities within an enterprise. Topics include penetration testing methodology, footprinting and reconnaissance, scanning and enumeration, vulnerability validation, data collection and reporting.

76662 TXA NA TBA DIST BLKBD Denning, M 08/29-12/17

CITS F281 Professional Practices in IT 3.0 CR

Prerequisites: 24 credits in CITS courses or permission of instructor.

Prepares students for work as an IT professional. Topics include: providing computer technical support, user support management, soft skills in IT, resume writing and career exploration, diagnosing problems, researching and documenting solutions, meeting user needs, developing training materials and giving workshops and lessons.

73708 TXA NA TBA DIST BLKBD Barnes Jr, W 08/29-12/17

COMPUTER INFORMATION AND OFFICE SYSTEMS - CIOS

CIOS F135 Microcomputer Spreadsheets 3.0 CR

Recommended: CIOS F150 or equivalent skills.

Comprehensive exploration of topics related to using microcomputer spreadsheets. Includes creating, formatting and revising spreadsheets; creating formulas, graphics and charts; and using spreadsheets to organize, analyze and query information.

73656 TXA NA TBA DIST BLKBD Heusinkveld, E 08/29-12/17

CIOS F150 Computer Business Applications 3.0 CR

Designed to develop computer literacy in the use and understanding of computer systems, office productivity applications and the Internet. Topics include operating system fundamentals, file management, word processing and spreadsheet fundamentals and safe, secure and effective use of Internet technologies.

73658 T01 F 02:00P-05:00P 604B 306 TBA 08/29-12/17
73659 TE1 W 06:00P-09:00P 604B 306 Puterbaugh, D 08/29-12/17
75336 TX1 NA NA DIST BLKBD Pihlaja, K 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

CIOS F240 Microcomputer Databases: Access 2013 3.0 CR

Recommended: CIOS F135 or equivalent skills.

Comprehensive introduction to microcomputer databases. Includes basic database concepts; how to maintain and update databases; how to build and use queries and forms; and how to build reports. Introduction to database design.

75337 TX1 NA NA DIST BLKBD Adams, S 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

CIOS F255 Microcomputer Graphics: Adobe Photoshop 3.0 CR

Recommended: CIOS F150 or equivalent skills.

Comprehensive survey of microcomputer graphics using a graphics application. Includes use of professional-level graphics programs to create sophisticated graphics for a variety of uses.

75338 TX1 NA NA DIST BLKBD Moss, J 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

CIOS F258 Digital Photography 3.0 CR

Recommended: CIOS F150 or equivalent skills.

Comprehensive survey of tools and methods to create and edit digital images using microcomputer tools. Includes the use of professional-level digital photography applications.

76661 T01 M 02:00P-05:00P 604B 306 Paris, T 08/29-12/17

CONSTRUCTION MANAGEMENT - CM

A \$50 per semester fee for upgrade of equipment, instructional aids and supplies will be assessed for one or more CM courses. This fee does not apply to CM F299. This fee is in addition to any materials fees.

CM F102 Methods of Building Construction 3.0 CR

Introduces basic knowledge of building materials, technical specifications, techniques, and systems. Outlines structural systems, construction processes, and assemblies. Includes a field project student team research of current Alaskan building type.

73711 TE1 M 06:00P-09:00P 604B 311 Johnson, G 08/29-12/17

CM F123 Codes and Standards 3.0 CR

Prerequisites: CM F102; DRT F170.

Provides an introduction and overview of the fundamental provisions of the building codes used for plan review, life-safety evaluation of buildings, and community development.

73712 T01 MW 03:00P-04:30P 604B 311 Falke, C 08/29-12/17

CM F201 Construction Project Management 3.0 CR

Prerequisites: CM F102; DRT F170.

Examines construction project management methods and processes. Includes project delivery systems, contract agreements, contract general and supplementary conditions and contract administration procedures.

73713 TE1 R 06:00P-09:00P 604B 322 Johnson, G 08/29-12/17

ICON KEY: DELTA CLASS NORTH POLE CLASS EVENING CLASS ON-BASE CLASS ONLINE CLASS WEEKEND CLASS LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

CM F213 Civil Technology**3.0 CR**

Prerequisites: CM F102; DRT F170.

☾ Outlines elements of civil design, including soils and soil mechanics, foundations, roads, and utilities using local, state and federal regulations. Students will also be introduced to elements of construction surveying.

73714 TE1 M 06:00P-09:00P 604B 322 Geraghty, S 08/29-12/17

CM F231 Structural Technology**3.0 CR**

Prerequisites: CM F102; DRT F170.

☾ Examines structural theory and the physical principles that underlie structural behavior. Includes the use of materials in a manner to maintain structural stability against such natural forces as gravity, wind, snow and earthquakes. Covers connection detailing and code requirements for wood, steel and reinforced concrete.

73715 TE1 T 06:00P-09:00P 604B 322 Johnson, G 08/29-12/17

CM F299 Construction Management Internship**3.0 CR**

Prerequisites: Department approval.

Grade Mode: Pass/Fail Grades.

Places students in building construction offices related to student's educational program and occupational objectives. Direct supervision by contractor professional, program faculty and Career Services coordinator.

73716 T01 TBA TBA TBA TBA Johnson, G 08/29-12/17

For Section T01: Department Approval Required

CULINARY ARTS AND HOSPITALITY - CAH**CAH F101 Introduction to the Culinary Field****1.0 CR**

Provides an overview of the many facets of the food industry and begins the student portfolio. Students will learn culinary related math concepts; topics include basic math principles, weights and measures, recipe conversion and baking formulas. These lessons will be used throughout the culinary program.

73534 T01 MTWRF 12:30P-02:00P HTCH 100 Walklin/Ewig 08/15-08/26

CAH F117 Art in Cake Icing**2.0 CR**

Special Fees: \$40.00

Grade Mode: Pass/Fail Grades.

☾ The preparation of cakes for icing and decorating. Topics include borders, clowns, flowers, leaves, pattern transfer, frozen buttercream, confectionery coating, royal icing, plus designing cakes, and rolled buttercream. Use of an airbrush, flow in techniques and tiered cake assembly covered.

73535 TE1 M 06:00P-10:00P HTCH DINING TBA 09/12-12/05

CAH F140 Culinary I--Principles and Techniques**4.0 CR**

Special Fees: \$770.00

Prerequisite/co-requisite: CAH F101; CAH F150.

ⓘ The student learns concepts of sanitation and safety as they relate to the foodservice industry. Areas addressed include: tools, equipment, knife skills, kitchen safety, food and plate presentation, food evaluation, basic cooking principles to include moist and dry heat methods, seasonings, flavorings and aromatics, fats, emulsions, dairy products, eggs and palate development.

73536 T01 WF 08:30A-03:45P HTCH 100 Walklin, S 08/31-10/14

73537 T02 WF 08:30A-03:45P HTCH 100 Walklin, S 10/19-12/09

CAH F146 Introduction to Baking and Pastry**4.0 CR**

Special Fees: \$225.00

Prerequisite/co-requisite: CAH F101; CAH F140; CAH F150.

ⓘ Students learn to apply fundamental baking skills in preparing yeast breads, quick breads, cookies, pies, pastries, cakes, custards, creams and sauces. Students will gain confidence in their abilities while learning in a professional bakery setting.

73538 T01 WR 08:30A-03:45P HTCH DINING Martinez, L 08/31-10/13

73539 T02 WR 08:30A-03:45P HTCH DINING Martinez, L 10/19-12/08

PROGRAM PROFILE

Choose the Culinary Arts, or Baking & Pastry certificate, or the associate of applied science in Culinary Arts and achieve the foundational skills and knowledge necessary to be a productive professional within the industry. Studies expose students to various facets in the field to include cooking, baking, table service and management. The program provides a comprehensive education focused on student centered learning and industry endorsed outcomes. Instruction will include exploration of the culinary field and different specialty areas. Students learn about the many diverse opportunities available within the industry. Depending on their area of interest, students will receive hands-on practical experience in the kitchen and bakery. In an effort to provide real world experience, students will be part of a full service luncheon within our student operated Borealis Bistro.

CULINARY ARTS & HOSPITALITY

Students who complete a certificate or associate of applied science degree from the Culinary Arts and Hospitality Department will find that the skills and knowledge learned in class will increase their marketability within the industry. Graduates may choose from numerous career paths including restaurants, bakeries, food production, hotels, hospitals, catering companies, mining camps, or any other facility that requires food service as part of its operation. Recent statistics show that there is a growing demand for food service within the State of Alaska.

For more information, contact the CAH Advisor: 455-2902**Keith Swarner, Program Head****455-2820 keith.swarner@alaska.edu****Kristi Gaikowski, Office Manager****455-2902 kgaikows@alaska.edu**VISIT THE CULINARY ARTS & HOSPITALITY WEBSITE AT WWW.CTC.UAF.EDU/CAH

CAH F150 Food Service Sanitation 2.0 CR

Designed for entry-level through supervisory personnel of food service establishments. Basic microbiology, safe food handling techniques, good hygienic practices, pest control, employee training, and the Alaska laws governing food service establishments. Upon successful completion the student can earn ServSafe Managers Certification from the National Restaurant Association Education Foundation; the course also satisfies a requirement for certification with the American Culinary Federation.

73540 T01 MTWRF 09:00A-12:00P HTCH 100 Martinez, L 08/15-08/26

CAH F160 Principles of Nutrition 2.0 CR

Basic principles of nutrition with emphasis on nutrients and their function in relation to human health.

73541 T01 T 03:30P-05:30P HTCH 201 Walklin, S 08/29-12/17

CAH F171 Gourmet Baking 2.0 CR

Special Fees: \$100.00

Grade Mode: Pass/Fail Grades.

Preparation of a wide range of breads, pastries, fancy desserts, French pastry and simple tortes. Recipes represent traditional methods of baking along with current trends in home entertainment.

73542 TE1 W 06:00P-10:00P HTCH DINING Ginnaty, R 09/14-12/07

CAH F172 Gourmet Asian Cooking 2.0 CR

Special Fees: \$125.00

Grade Mode: Pass/Fail Grades.

Preparing and serving Asian dishes. Study and use of proper cooking methods will be emphasized. Students prepare and enjoy a full meal

73543 TE1 R 06:00P-10:00P HTCH 100 Martinez, L 09/15-12/08

CAH F175 Protein Fabrication 3.0 CR

Special Fees: \$150.00

Study focuses on the identification and fabrication of protein items to include poultry, beef, veal, pork, lamb, shellfish, and finfish. Students will be introduced to the concepts of protein cookery. Emphasis is on product fabrication to practical industry applications.

73544 T01 T 08:30A-01:30P HTCH 100 Martinez, L 08/29-12/17

CAH F176 Techniques of Healthy Cooking 2.0 CR

Special Fees: \$75.00

Grade Mode: Pass/Fail Grades.

Demonstrations of healthy cooking techniques employing limited quantities of salt, sugar and fat. Participants will explore the use of fresh herbs, acidity, seasonings and cooking methods to provide flavor in a healthy and nutritional way. Basic cooking skills and recipe utilization will be taught through the semester.

73545 T01 T 11:00A-03:00P HTCH 100 Walklin, S 09/13-12/06

73546 TE1 T 06:00P-10:00P HTCH 100 Martinez, L 09/13-12/06

CAH F177 Understanding Brewing and Fermentation 1.0 CR

Special Fees: \$85.00

Prerequisites: Students must be 21 years of age to enroll.

Grade Mode: Pass/Fail Grades.

The student will receive an introduction to the history, science and process of brewing. Focus will be on the importance of sanitation for the home brewery, brewing traditional styles with an introduction to specialty brews. Attention will be given to the pairing of beer styles to food.

73547 TE1 T 06:00P-10:00P HTCH DINING Novak, S 10/11-11/15

CAH F180 Artisan Breads 2.0 CR

Special Fees: \$75.00

Learn the fundamentals of bread making. Take simple ingredients and transform them into handcrafted fresh-baked bread. Learn how to mix, ferment, proof, and bake like a skilled artisan baker. Explore the world of breads starting with crusty French baguettes to sourdough, ciabatta, focaccia, multigrain and much more.

73548 TE1 RF 06:00P-10:00P HTCH DINING Redmond, C 10/28-12/10

CAH F193P Italian Regional Cuisine 2.0 CR

Special Fees: \$125.00

An introduction to the regional differences in modern and historical Italian cooking, beginning in Northern Italy and finishing in Sicily. Contemporary cooking fundamentals and techniques will be explored as well.

77905 TW1 S 01:00P-5:00P HTCH 100A Walklin, S 09/03-12/10

CAH F242 Culinary III--Vegetables and Starch 4.0 CR

Special Fees: \$225.00

Prerequisites: CAH F140.

Students study and apply cooking methods of scratch cookery through small batch assignments. Areas of study include rice and grains, potato products, wheat based products to include pastas, dumplings, beans and soy products, fruits, vegetables, salads, center-of- the plate items and sandwiches. Students will continually be given the opportunity to express themselves through the art of plate presentation and garnishing.

73551 T01 R 08:30A-03:45P HTCH 100 Allan, D 08/29-12/17

CAH F253 Storeroom Purchasing and Receiving 2.0 CR

Purchasing and receiving methods and specifications in a variety of food operations are covered in this course. Students will gain exposure to purchasing specifications for a variety of foods, using general purchasing methods, requirements, procedures and ethics.

73552 T01 T 02:00P-04:00P HTCH DINING Ewig, V 08/29-12/17

CAH F257 Introduction to Wine Appreciation 1.0 CR

Special Fees: \$85.00

Prerequisites: Students must be at least 21 years of age to enroll.

Grade Mode: Pass/Fail Grades.

This is a foundation wine course with a focus on learning systematic professional tasting techniques, identifying the classic grape varietals, understanding the characteristics of wine, learning the language of wine, and beginning to identify how to pair wine with food. Proper service techniques and how to navigate an extensive wine list will also be explored.

73554 TE1 M 06:00P-09:30P HTCH 100 Lavelle, K 10/10-11/14

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FALL COURSE SCHEDULE

DENTAL ASSISTING - DA**DA F132 Administrative Procedures for the Dental Assistant 2.0 CR**

Prerequisites: High school graduation, GED, or permission of instructor.

Administrative responsibilities performed by dental assistants in dental facilities. Includes duties of the office assistant, receptionist or secretary, and insurance coordinator. Focus on reception, telephone procedures, scheduling, public relations, insurance and professionalism.

73813 T01 R 10:00A-12:00P 604B 306 Graves, J 08/29-12/17
For Section T01: Department Approval Required

DA F151 Dental Infection Control 2.0 CR

Principles and practices of infection control in the dental office. Includes knowledge of disease, microbiology, transmission prevention and methods of compliance with OSHA and CDC regulations. Prepares students for the Dental Assisting National Boards infection control examination.

73814 T01 TBA TBA 604B 440 TBA 08/29-12/17
For Section T01: Department Approval Required

DA F153 Anatomy for Dental Assistants 3.0 CR

Study of anatomy as it applies to the field of dental assisting. Includes basic body systems and an in-depth examination of dental embryology, histology, morphology and head/neck anatomy.

73815 T01 R 01:30P-04:30P 604B 440 Thrasher, M 08/29-12/17
For Section T01: Department Approval Required

DA F251 Clinical Chairside I for Dental Assistants 6.0 CR

Special Fees: \$200.00

Prerequisites: Permission of program coordinator.

Introduction to dental assisting. Beginning skills necessary to function as a chairside dental assistant in a general dentistry practice. Emphasis on developing clinical skills in four-handed dentistry techniques.

73816 T01 MWF 01:30P-04:30P 604B 440 Filotei, J 08/29-12/17
For Section T01: Department Approval Required


DESIGN TECHNOLOGY - DSGN

See related courses in **DRAFTING TECHNOLOGY - DRT**, page 34.

DSGN F193 Modeling, Assembly & 3D Animation with Autodesk Inventor 3.0 CR


Special Fees: \$60.00

Prerequisites: Students should have developed basic computer knowledge and skills prior to enrollment in this course. Recommended: CIOS F1 50.

 An intermediate level 3D modeling course develops skills and knowledge needed to quickly and accurately create three dimensional parts, assemblies and printed models. Students will develop skills that can later be utilized professionally or in advanced coursework.

77644 TE1 F 05:30P-08:30P 604B 307 McDermott, A 08/29-12/17

DSGN F293 Advanced Techniques in Modeling and Analysis with Autodesk Inventor 3.0 CR

 Advanced level 3D modeling course further developing the skills and knowledge needed to quickly and accurately create three dimensional parts, assemblies and printed models.

77726 TE1 05:30P-08:30P 604B 307 McDermott, A 08/29-12/17

DEVELOPMENTAL ENGLISH - DEVE**DEVE F068 College Writing Skills 1.0 CR**

Grade Mode: Pass/Fail Grades.

Individualized instruction in written language skills. Open entry/open exit, one credit modules in spelling/vocabulary, writing and grammar usage. Enrollment in one or more modules based on diagnosed need or student decision; may be repeated. Does not fulfill degree requirements in written communications or humanities.

73820 R01 W 10:30A-11:30A EIEL TBA TBA 08/29-12/17
73821 T01 T 01:30P-02:30P 604B 305 Tilbury, J 09/06-12/17

For Section R01: Instructor Approval Required. Students must be enrolled in ENGL F111X F12 CRN 76741. Please see instructor or English Composition Director for placement.

For Section T01: Instructor Approval Required. Students must be enrolled in ENGL F111X T05 CRN 74094.

PROGRAM PROFILE

The developmental education program at the UAF Community & Technical College is committed to the success of students at all levels of academic preparation. The department provides educational opportunity, making academic success possible for every student and develops the skills and attitudes necessary for achieving academic, career, and life goals. The developmental education courses fall under three categories: English (DEVE), math (DEVM), and reading/study skills (DEVS).

Tutoring labs are located inside the Learning Center at 604 Barnette Street, Room 120, on the UAF main campus and online using the Live Online Writing Lab. The Labs provide tutoring

DEVELOPMENTAL EDUCATION

and small group instruction for students taking developmental, academic or vocational math, English, or reading courses. Stop by the Learning Center to learn of the many resources available to students.

Developmental Math

455-2869

Jennifer Tilbury, Assistant Professor Developmental English

455-2860 jtilbury@alaska.edu

Administrative Assistant

455-2869

VISIT THE DEVELOPMENT EDUCATION WEBSITE AT WWW.CTC.UAF.EDU/DEVS

DEVE F094 Basic Writing and Reading 4.0 CR

Special Fees for R Sections: \$15.00

Prerequisites: Appropriate placement test scores.

A course in basic college writing and reading. Focus on writing and revising paragraphs and one short essay, sentence and paragraph structure, and revision techniques. Focus on vocabulary and comprehension skills necessary for successful reading in college courses. A C or higher in this course qualifies students for DEVE 194 or DEVE 104.

76462 R01	TR	11:30A-12:30P	GRUE 401	Greci, D	08/29-12/17
	MW	11:45A-12:45P	DUCK 344	Greci, D	08/29-12/17
76979 R02	TR	09:45A-10:45A	BRKS 104B	TBA	08/29-12/17
	MW	10:30A-11:30A	BUNN 313	TBA	08/29-12/17
76980 T01	MW	10:00A-12:00P	604B TBA	TBA	08/29-12/17

DEVE F104 Preparatory College Writing III 3.0 CR

Special Fees for R Sections: \$25.00

Prerequisites: C or better in DEVE F060; or appropriate placement test scores. Recommended: C or better in DEVS F052.

Intensive intermediate work in the process of writing and revising short academic papers. Focus on complex sentence and paragraph structure, major revision techniques, and critical reading in the academic context. Preparation for DEVE F109 and ENGL F111X.

73823 R01	MWF	11:45A-12:45P	BUNN 410	Hardy, C	08/29-12/17
73825 T01	MW	04:00P-05:30P	604B 118	Tilbury, J	08/29-12/17

DEVE F109 Preparatory College Writing III 3.0 CR

Special Fees for R Sections: \$25.00

Prerequisites: C or better in DEVE F104; or appropriate placement test scores. Recommended: C or better in DEVS F105.

Intensive preparatory work in the college writing skills needed for ENGL F111X, including research, writing and revising, and critical reading skills.

73826 R01	TR	02:00P-03:30P	MOOR 107	Simons, D	08/29-12/17
73827 R02	TR	11:30A-01:00P	BRKS TBA	Hardy, C	08/29-12/17
73828 R03	MWF	02:15P-03:15P	BRKS 103	Greci, D	08/29-12/17
73829 TE1	TR	05:20P-06:50P	604B 208	Rafson, S	08/29-12/17

DEVE F194 Writing and Reading Strategies 4.0 CR

Prerequisites: Appropriate placement test scores, or C or higher in DEVE 094, or DEVE 060.

A course in college writing and reading strategies. Building on the sentence and paragraph level work done in DEVE 094, or DEVE 060 and DEVS 052, it includes work on writing and revising essays. The course focuses on complex sentence and paragraph structure, essay revision techniques, and critical reading skills. It emphasizes reading and study skills that increase comprehension of written materials typically encountered in college courses, such as textbooks, websites, research articles, etc. A C or higher in this course qualifies students for DEVE 109.


76463 R01	MW	10:30A-11:30A	BUNN 122	Greci, D	08/29-12/17
	TR	11:30A-01:00P	DUCK 347	Greci, D	08/29-12/17
76464 R02	TR	11:30A-12:30P	GRUE 304	Simons, D	08/29-12/17
	MW	11:45A-12:45P	BUNN 122	Simons, D	08/29-12/17

DEVELOPMENTAL MATHEMATICS - DEVM

DEVM F054 Prealgebra 3.0 CR

Special Fees for R Sections: \$25.00


Prerequisites: Appropriate placement scores.

 Basic concepts of prealgebra mathematics. Topics include operations and applications of whole numbers, integers, fractions, decimals, ratios and proportions, percents, geometry and measures, evaluation of algebraic expressions and applications.

73831 R01	MWF	10:30A-11:30A	GRUE 405	Wildfeuer, S	08/29-12/17
73832 R04	TR	11:30A-01:00P	GRUE 307	Wildfeuer, S	08/29-12/17
73833 TE1	TR	05:20P-06:50P	604B 118	Krohe, T	08/29-12/17

DEVM F055 Elementary Algebra 3.0 CR

Special Fees for R Sections: \$25.00


 Topics include evaluation and simplifying algebraic expressions, polynomials, factoring, integer exponents, rational expressions, solutions of linear equations and inequalities, quadratic equations and graphs of lines. Special fees apply. Prerequisites: DEVM F054; ABUS F155; or appropriate placement scores. Prerequisite courses and/or placement exams must be taken within one calendar year prior to commencement of the course.

73834 R02	TR	11:30A-01:00P	GRUE 305	Maier, J	08/29-12/17
73835 R03	MWF	10:30A-11:30A	GRUE 305	Maier, J	08/29-12/17
73836 R04	TR	09:45A-11:15A	GRUE 205	Barry, T	08/29-12/17
73837 R06	MWF	09:15A-10:15A	BRKS 302	Owens, G	08/29-12/17
73838 R08	MWF	11:45A-12:45P	GRUE 305	Maier, J	08/29-12/17
73839 R09	TR	02:00P-03:30P	GRUE 305	Wildfeuer, S	08/29-12/17
73840 TE1	TR	07:00P-08:30P	604B 118	Hackett, D	08/29-12/17
73841 TF1	M	06:00P-09:00P	FTWW TBA	Medvedeva, N	08/29-12/17

DEVM F105 Intermediate Algebra 3.0 CR

Special Fees for R Sections: \$25.00

Prerequisites: Grade of C- or better in DEVM F055; or DEVM F062; or appropriate placement test scores. Prerequisite courses and/or placement exams must be taken within one calendar year prior to commencement of the course.

 Topics include expressions, equations and applications involving linear, quadratic, rational and radical functions; graphs of linear and quadratic functions; functions and their inverses; introduction to exponential and logarithmic functions; and systems of linear equations. To matriculate to MATH F151X from DEVM F105 a grade of B or higher is required.

73846 R01	TR	08:00A-09:30A	GRUE 305	Atkinson, J	08/29-12/17
73847 R02	TR	09:45A-11:15A	GRUE 305	Weber, J	08/29-12/17
73848 R03	MWF	02:15P-03:15P	GRUE 305	Barry, T	08/29-12/17
73849 R04	MWF	01:00P-02:00P	GRUE 307	Barry, T	08/29-12/17
73850 R06	MWF	11:45A-12:45P	GRUE 410	Atkinson, J	08/29-12/17
76439 R07	TR	02:00P-03:30P	BUNN 313	Maier, J	08/29-12/17
73852 R09	MWF	09:15A-10:15A	GRUE 305	Maier, J	08/29-12/17
73853 R10	MWF	10:30A-11:30A	GRUE 205	Barry, T	08/29-12/17
73854 TE1	TR	05:20P-06:50P	604B TBA	Hackett, D	08/29-12/17
73855 TF1	M	06:00P-09:00P	FTWW TBA	Krohe, T	08/29-12/17

ICON KEY:	 DELTA CLASS	 NORTH POLE CLASS	 EVENING CLASS	 ON-BASE CLASS	 ONLINE CLASS	 WEEKEND CLASS	 LATE-START CLASS
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NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

DEVM F105N Intensive Intermediate Algebra 4.0 CR

Special Fees for R Sections: \$25.00

Prerequisites: DEVM F055; or DEVM F055F; or DEVM F062; or DEVM F105; or DEVM F105J; or appropriate placement scores. Prerequisite courses and/or placement exams must be taken within one academic year prior to commencement of the courses.

Includes exponents, radicals, graphing, systems of equations, quadratic equations and inequalities, logarithms and exponentials and complex numbers using alternative teaching styles.

73859 R02 MWF 01:00P-02:00P GRUE 413 Owens, G 08/29-12/17
 R 02:00P-03:30P GRUE 205 Owens, G 08/29-12/17

DEVELOPMENTAL STUDIES - DEVS

DEVS F101 Skills for College and Career Success 3.0 CR

▶▶ A diverse menu of study skills for the student entering the college environment. Skills include active listening, effective reading, taking usable notes, test taking, communication, time and money management. Students learn personal development skills that assist in addressing intrusive issues that impact the learning process, increasing self-esteem, and relating these skills to the classroom and later to a career. Class sessions offer diverse learning experiences.

73861 TW1 Sa 02:30P-04:30P 604B 303 Tilbury, J 09/10-12/17
 For Section TW1: This is a hybrid online/in-class course and additional time will be required on the computer.

DEVS F105 Academic Reading for College 3.0 CR

Special Fees for R Sections: \$25.00

Prerequisites: C or better in DEVE F060/DEVS F052 or appropriate placement test scores.

Strengthens academic and critical reading and literacy skills required for college-level courses. Emphasizes practice and transfer of reading and study skills that increase comprehension and retention of narrative and expository materials typically encountered in college courses, e.g. textbooks, websites, research articles, etc.

76981 R01 MWF 10:30A-11:30A BRKS 302 Hardy, C 08/29-12/17

PROGRAM PROFILE

The UAF Community & Technical College offers a certificate in diesel and heavy equipment. This program is designed to prepare you to perform maintenance and repair on heavy equipment, trucks and buses.

Classes are taught in a fully modernized shop with state-of-the-art tools and equipment and according to industry standards. Class size is limited to give you individualized help and attention by experienced faculty. The curriculum emphasizes hands-on training and experience. You will conduct preventative maintenance inspections, diagnose equipment problems and make repairs and adjustments from tune-ups to complete engine and equipment overhauls. You will work on heavy equipment and large trucks, electrical and air systems, diesel engines, engine electronics, transmissions, differentials, crawler tractor

DIESEL/HEAVY EQUIPMENT

undercarriages, steering and final drives. You will learn how to diagnose, repair, weld, and fine-tune the working parts of buses, trucks, construction machinery, and generators.

Demand is on the rise for highly skilled diesel and heavy equipment mechanics. Graduates of this program are qualified to work for independent diesel and heavy equipment repair businesses, dealerships and contractors as well as larger companies in need of on-site diesel and heavy equipment mechanics.

Tony Simko, Assistant Professor

455-2843 asimko@alaska.edu

Megan Huerd, Administrative Assistant

455-2932 mmhuerd@alaska.edu

VISIT THE DIESEL/HEAVY EQUIPMENT WEBSITE AT WWW.CTC.UAF.EDU/DSL

DIESEL TECHNOLOGY - DSLT

MECN F103 Starting and Charging Systems 3.0 CR

i Basic Writing and Reading Starting and charging systems, diagnostic methods and specifications that are standard in the industry. Volt, amperage and load tests on a battery.

74578 T01 MTWR 03:00P-08:30P HTCH 149 Simko, A 10/24-11/17
For Section T01: Department Approval Required

DSLTF101 Safety Including Rigging and Lifting 1.0 CR

Special Fees: \$60.00

Materials covered will be the importance of and proper use of personal protective gear and air ventilation systems; how to identify harmful chemicals in a shop atmosphere and how to use them in a safe manner; the importance of identifying the weight of an item before lifting with lifting equipment or by hand, and proper lifting procedures of heavy items when using a lifting device.

73885 T01 MTWR 03:00P-08:30P HTCH 149 Simko, A 08/29-09/01
For Section T01: Department Approval Required

DSLTF103 Basic Equipment and Truck Operation 1.0 CR

Special Fees: \$60.00

Basic operation of heavy equipment and diesel trucks to include: starting, clutching, braking, and steering procedures. Basic forklift operation to include: lifting weight, calculation and point of balance of machine versus lifting load.

73886 T01 MTWR 03:00P-08:30P HTCH 149 Simko, A 09/05-09/08
For Section T01: Department Approval Required

DSLTF105 Preventive Maintenance 3.0 CR

Special Fees: \$128.00

Prerequisites: DSLTF101; DSLTF103.

Perform scheduled preventive maintenance on vehicles and heavy equipment. Gain knowledge of lubricants, filters, lubrication points and proper fluid levels and understanding of what to look for when performing a visual inspection.

73887 T01 MTWR 03:00P-08:30P HTCH 149 Simko, A 09/12-09/29
For Section T01: Department Approval Required

DSLTF107 Basic Electrical Systems and Electronic Fuel Injection 3.0 CR

Special Fees: \$103.00

i DC voltage and amperage, fuses, circuit breakers, relays and junction boxes will be covered along with an understanding of wiring schematics and identification of and repair of lighting.

73888 T01 MTWR 03:00P-08:30P HTCH 149 Simko, A 10/03-10/20
For Section T01: Department Approval Required

DSLTF110 Basic Industrial Fabrication 2.0 CR

Special Fees: \$150.00

Prerequisite: Department or Instructor approval required.

Students will learn the concepts of industrial fabrication. When working with heavy equipment, things can break. This class will teach the basics of how to fabricate and repair heavy equipment in and out of the field using various techniques.

73889 T01 F 03:00P-08:30P HTCH 149 Maier, S 09/02-12/16
For Section T01: Department Approval Required

DSLTF123 Heavy Duty Braking Systems 3.0 CR

Special Fees: \$107.00

Prerequisites: DSLTF101; DSLTF103.

i Braking systems for commercial trucks and heavy equipment applications; compressor testing and overhaul, relay valves, actuators, wear limits, acceptable tolerances, brake lining replacement, government regulations and pneumatic controls; evolving technologies such as anti-lock brakes. Remove and replace brake shoes, drums, hardware, S-cams and air chambers. Includes the inspection, preventive maintenance and overhaul of a commercial truck or heavy equipment braking system. Special fees apply.

77881 T01 MTWR 03:00P-08:30P HTCH 149 Simko, A 11/21-12/15

ICON KEY:



NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16;

T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

DRAFTING TECHNOLOGY - DRT

See related courses in **DESIGN TECHNOLOGY - DSGN**, page 30.

DRT F101 Introduction to Drafting 3.0 CR

Special Fees: \$60.00

Introduction to basic drafting skills necessary to communicate in the building, construction, design and process technology industries for freshman-level students and for certificate or associate degree-seeking students. Limited manual drafting techniques will be used to gain basic skills and to contrast the speed and accuracy to that of computer-aided drafting (CAD).

73869 TE1 MW 06:00P-09:00P 604B 307 VanderPlas, B 08/29-10/26

DRT F155 Mechanical and Electrical Drafting 3.0 CR

Special Fees: \$60.00

Prerequisites: DRT F170 or permission of program coordinator.

Introduces technical analysis, theory, code requirements, and CAD techniques to produce construction drawings for mechanical and electrical building systems. Includes drafting conventions, drawing symbols, terminology, and research methods for residential and commercial building systems and equipment.

73876 TE1 R 06:00P-09:00P 604B 307 TBA 08/29-12/17

DRT F170 Beginning CAD 3.0 CR

Special Fees: \$60.00

Instruction in basic working knowledge of CAD software and its applications in drafting. Topics covered include an introduction to CAD software applications, basic CAD skills and tools, through plotting finished drawings. Practical applications.

73877 TE1 T 06:00P-09:00P HTCH 146 Bergman, K 08/29-12/17
73878 TE2 MW 06:00P-09:00P 604B 307 Fox, W 10/31-12/17

DRT F210 Intermediate CAD 3.0 CR

Special Fees: \$60.00

Prerequisites: DRT F170 or enrolled as a CE Major or permission of the program coordinator.

Techniques for construction and drafting output using CAD. Emphasis will be on the construction drawings produced for a building project and the software tools used in this process.

73882 TE1 T 06:00P-09:00P 604B 307 Fox, W 08/29-12/17

DRT F260 Drafting Internship 1.0-6.0 CR

Special Fees: \$60.00

Prerequisites: Permission of program coordinator.

Supervised work experience in process organizations. Assignments will be individually arranged with cooperating organizations from the private and public sectors. A maximum of 6 credits may be earned.

73883 T01 TBA TBA TBA TBA Magelky, T 08/29-12/17

PROGRAM PROFILE

The UAF Community & Technical College offers a certificate and an associate of applied science degree in drafting technology. Drafters develop clear, complete and accurate plans and detailed drawings based on rough sketches and specifications furnished by engineers, architects, or designers. Computer-aided drafting (CAD) systems are the principal tool drafters use to prepare technical drawings.

The certificate program offers a choice of six areas of emphasis: architectural drafting; civil drafting; information technology; mechanical and electrical drafting; process technology; or structural drafting. It provides focused, specific education for someone who has experience in a field and needs to know CAD, or has a specific set of job skills they need to obtain. The two-year associates degree is a broad program focused on preparing a student for work as a drafter in the design and construction industry. A student receives a comprehensive education about construction projects, from the architect's first sketch of a concept to the contractor pounding the last nail; and what important role a drafter plays in that process.

DRAFTING/DESIGN TECHNOLOGY

Students in the drafting technology program take courses taught by professionals from the architectural, engineering, and construction communities. Skills are developed in mathematics, drawing and lettering, building concepts and design, and construction techniques utilizing conventional drawing techniques, computer aided drafting (CAD), and building information modeling (BIM). Most classes are held in the evening to meet the needs of students who are currently employed.

Drafters can work for architectural, engineering or construction firms, government agencies, mining firms and manufacturing industries. Certificate completion is possible in two semesters.

Thane Magelky, Associate Professor, Program Head
455-2845 temagelky@alaska.edu

Galen Johnson, Associate Professor
455-2846 gjohns55@alaska.edu

Martha Westphal, Administrative Assistant
455-2886 mmwestphal@alaska.edu

VISIT THE DRAFTING WEBSITE AT WWW.CTC.UAF.EDU/DRT

EARLY CHILDHOOD EDUCATION - ECE

ECE F101 Introduction to Early Childhood Profession 3.0 CR

Includes historical foundation, current issues and trends, exposure to a variety of developmentally appropriate programs, contemporary needs of children and families, the importance of being an advocate, professional standards and career opportunities, introduction to NAEYC and the code of ethical conduct.

73897 T01 MW 09:15A-11:15A 604B 213 Meritt, P 09/07-12/14
Books may be purchased at UAF Bookstore www.uaf.bkstr.com.

ECE F104X Child Development I: Prenatal, Infants and Toddlers 3.0 CR

Course Attributes: UAF Degree Social Sciences Req.

Foundation in child development prenatal to age 3. Includes anticipating the emerging development during the rapid growth of these critical years. Focuses on domains, theories, cultural perspectives and multiple influences on development, with an emphasis on prenatal development, healthy childbirth, the importance of relationships, and meaningful environments. Includes observation, reflection, early intervention and labs.

77702 T01 M 12:30P-03:30P 604B 213 Mattacchione, A 09/12-12/12

ECE F107 Child Development II: The Preschool and Primary Years (s) 3.0 CR

Recommended: ECE F104.

Foundation in development for the study of children ages 3-8, including developmental domains, theories, milestones and cultural influences, including indigenous and traditional practices. The emphasis is on helping students use their knowledge of child development to predict and promote optimal growth in children. Practical experiences, such as observations and laboratory participation, will be included.

75350 TX1 NA NA DIST BLKBD TBA 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour

ECE F110 Safe, Healthy, Learning Environments 3.0 CR

Establishing and maintaining safe, healthy and inclusive environments for children ages 0-8. Emphasis is on environments that are developmentally and culturally appropriate and encourage play, exploration and learning. Topics include common illnesses, preventative health care, safety aspects in indoor and outdoor settings as well as on field trips. Laws and regulations relative to course content are included. Lab required.

73901 T01 W 12:30P-03:30P 604B 213 Mattacchione, A 08/31-12/14
Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

ECE F119 Curriculum I: Principles and Practices 3.0 CR

Methods of creating and facilitating individually and culturally appropriate curriculum for young children. Establishing integrated, meaningful and relevant experiences applied to the area of language and literacy. Includes a balance of individual and small group experiences, child-centered curriculum and teacher-directed times, as well as transitions. Focus on emergent curriculum, active learning and play. The use of local materials and resources is incorporated. Labs required.

73903 TW1 Sa 09:00A-12:00P 604B 213 Mattacchione, A 09/03-12/17
Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

ECE F130 Culture, Learning and the Young Child 2.0 CR

Ways each child within a culture comes to know, accept and take pride in himself or herself. Maintaining a culturally appropriate, open, friendly and cooperative caring relationship with each child's family.

76740 TX1 NA NA DIST BLKBD Doughty, K 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour

ECE F140 Positive Social and Emotional Development 3.0 CR

Explores the importance of self-regulation, a strong self-concept and methods for helping children develop positive self-esteem. Focus on emotional intelligence, pro-social orientation, and social competence. Anti-bias curriculum is included. Techniques explored for working with groups of children birth-8 years old including social problem solving and developing skills for making friends.

73904 TE1 W 05:45P-08:45P 604B 213 Mattacchione, A 08/31-12/14
Books may be purchased at the UAF Bookstore www.bkstr.com.

ECE F170 Practicum I 3.0 CR

Prerequisites: ECE F101; ECE F104; ECE F107; ECE F110, ECE F119; ECE F140; ECE F213; ECE F229.

A guided student teaching experience in working with a group of 0-8 year old children. Students apply skill in providing quality early care and education based on the knowledge of early childhood theories and approved practices. Assumes increasing responsibility for planning and lead teaching.

73905 T01 TBA TBA TBA Mattacchione, A 09/01-12/17
For Section T01: Department Approval Required

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

ECE F210 Child Guidance 3.0 CR

Prerequisites: Placement in ENGL F111X or higher or; permission of the program head.

Guidance and discipline approaches for young children, based on an understanding of child development and of developmentally appropriate education practices. Such an understanding assists teachers and parents in addressing the cause of a behavior problem rather than the symptoms.

76741 TX1 NA NA DIST BLKBD Meritt, P 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour

ECE F213 Curriculum: Thinking, Reasoning, and Discovery 3.0 CR

Recommended: ECE F104; ECE F107; ECE F119.


Emphasizes culturally and developmentally appropriate curriculum and activities to advance the cognitive development of young children, with particular focus on science, math and creativity. Includes a variety of approaches to curriculum development, assessment and necessary skills for early childhood teachers. Lab required.

75351 TX1 NA NA DIST BLKBD Meritt, P 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour

ICON KEY: DELTA CLASS NORTH POLE CLASS EVENING CLASS ON-BASE CLASS ONLINE CLASS WEEKEND CLASS LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16


ECE F229 Foundations in Nutrition and Physical Wellness 3.0 CR

 Appropriate ways to meet the physical needs of infants and young children including nutrition, movement and exercise. Includes laws, regulations and appropriate practices in child nutrition as well as initiatives and trends to combat malnutrition and obesity in young children. Includes providing positive role modeling and helping families understand the essentials of good health in the home, starting with prenatal maternal health and including breastfeeding and traditional and local foods. Explores space, materials, equipment and activities to promote physical health and fitness.

73906 TE1 T 06:00P-09:00P 604B 213 Meritt, P 09/06-12/13
Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

ECE F235 Screening, Assessment and Recording 2.0 CR

Prerequisites: Placement in ENGL F111X or higher; or permission of program head. Recommended: ECE F105 or ECE F119.

 Information to help teachers of young children understand the purpose of screening. Presents use of good screening procedures. Explores the importance of assessing young children's development and provides tools and practice for recording and evaluating children's progress towards goals. Includes a variety of evaluation tools for assessing young children's development.

75352 TX1 NA NA DIST BLKBD TBA 08/29-12/17
For Section TX1: Distance Delivery Fee: \$25 per credit hour

ECE F270 Practicum II 3.0 CR

Prerequisites: ECE F170; placement in ENGL F111X or higher.

An advanced guided field experience in working with a group of young children in a school or center. May include teaching in a team situation and working with families.

73910 T01 TBA TBA TBA TBA Mattacchione, A 09/01-12/17

For Section T01: Department Approval Required

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

PROGRAM PROFILE

Hey diddle diddle the cat and the fiddle ...early literacy, childhood obesity, respect for children and support for their development are some of the issues and skills learned in this program. The UAF Community & Technical College offers a Certificate and an Associate of Applied Science (AAS) degree for Early Childhood Education. Students in Psychology, Sociology and Education have found the 18 credit minor to be a valuable addition to their studies. Parents of young children love our classes! Military families are pleased to know the degree can be completed from afar. The AAS degree is also recommended as excellent preparation for the Bachelor's degree in Child Development & Family Studies. Graduates of the bachelors' degree are primed to pursue an Elementary teaching degree through the UAF School of Education.

Coursework is designed to be practical and offered for hands-on learner styles, particularly helpful for students who enjoy interactive discussion and project-based activities. The Bunnell House Early Childhood Lab School provides rich observation, support for student labs and practicum experiences. Student competence is assessed through projects, reports, written assignments and labs working with children and families, rather than with paper tests. Students complete two practicum courses, similar to student teaching, working directly with children and families for over 350 hours.

EARLY CHILDHOOD EDUCATION

Jack be nimble Jack be quick....A degree in early childhood education can provide a meaningful career to men as well as women. Caring men offer an important model: playful, nurturing, creative, safe, fair and strong. Professionally qualified men in early childhood are rare and highly valued; most are offered employment before they even graduate. Due to high demand for qualified early childhood professionals, graduates of both genders usually have a variety of options for employment, with flexible schedules and fair compensation.

Our mission is to prepare early childhood educators, who are critical thinkers, authentic, responsive, reflective and able to work effectively with children and families in a variety of settings. The emphasis is on the development of the whole child, prenatal through age 8. Give us a call to find out more or visit our web site or Facebook page!

Patty Meritt, Professor, Program Head
455-2883 pameritt@alaska.edu

Annemarie Mattacchione, Assistant Professor
455-2931 amattacchione@alaska.edu

Kelly Peissner, Administrative Assistant
455-2842 kjpeissner@alaska.edu

VISIT THE EARLY CHILDHOOD WEBSITE AT WWW.CTC.UAF.EDU/ECE


ECONOMICS - ECON

ECON F100X Political Economy 3.0 CR

Prerequisites: Placement in ENGL F111X or higher or permission of instructor.

Cross-listed with PS F100X.

Course Attributes: UAF Core Political Economy, UAF Degree Social Sciences Req.

 Survey of the evolution and operation of the American domestic political economy with consideration of market failures and government responses. Review of major issues in political economy such as inflation, poverty and budget deficits. Exploration of linkages between American and global systems.

73916 TE1 R 06:00P-09:00P 604B 311 Hilling, L 08/29-12/17


ELECTRONICS TECHNOLOGY - ELT

For transportation between UAF campus and Fairbanks Pipeline Training Center, call 479-2436.

ELT F101 Basic Electronics: DC Physics 4.0 CR

Special Fees: \$50.00

Prerequisites: Placement in DEVM F054; or TTCH F131; or permission of instructor.

 Basic terms and units. Use of test equipment, hand tools and techniques of soldering. Ohm's law, fundamentals of magnetism, DC circuit analysis, inductance and capacitance in DC circuits.


74067 TE1 W 05:30P-09:30P FPTC 2 Ellanna, D 08/29-12/17

EMERGENCY MEDICAL SERVICES - EMS

A \$175.00 per semester fee for the upgrade of equipment will be assessed for one or more EMS courses. This fee is in addition to any materials fees.

EMS F170 EMT: Emergency Medical Technician I 6.0 CR

Cross-listed with ARSK F170.

 Basic life support such as splinting, hemorrhage control, oxygen therapy, suction, CPR and use of automated external defibrillators (AEDs). EMT I is the foundation of all emergency medical training. Mastering of EMT I level knowledge and techniques must occur before moving on to advanced levels.

74069 T02 MW 09:30A-02:00P UPARK 156 Graf, A 08/29-12/17
 74070 TE1 MWR 06:00P-10:00P UPARK 155 Solomon, T 09/07-12/01
 74072 TXA S 08:30A-05:30P UPARK 155 TBA 08/29-12/17

For Section T02, TE1 and TXA: Skills days select Saturdays: 12 Sep, 24 Oct, 21 Nov, 28 Nov, 12 Dec.

EMS F181 Clinical Rotation I 4.0 CR

Special Fees: \$90.00

Prerequisites: Permission of program coordinator. Note: Student must have the strength to be able to move patients, sufficient vision to assess the condition of the patient and the dexterity to perform the skills of a paramedic.

Perform paramedic skills in the hospital setting under the guidance of a clinical preceptor. Rotations include the emergency department, ICU, operating room, respiratory therapy, and mental health units. Provides an in-depth look at the respiratory, circulatory and nervous systems. Includes interpretation of cardiac rhythms and advanced cardiac life support.


74073 T01 MTWRF TBA FMH TBA Yurong/Jellison 08/29-12/17

EMS F257 Arctic Survival 3.0 CR

Special Fees: \$50.00

Cross-listed with AVTY F231.

Course Attributes: UAF U Arctic Consortium Course.

 Principles, procedures, techniques and equipment necessary to survive extreme Arctic conditions and to assist in safe recovery. Lab required.

74074 TE1 M 07:00P-10:00P HTCH 202 Wood, L 08/29-12/17

EMS F280 Paramedicine I 12.0 CR

Special Fees: \$410.00

Prerequisites: EMS F170. Recommended: HTLH F114 or equivalent. Note: Student must have the strength to be able to move patients, sufficient vision to assess the condition of the patient and the dexterity to perform the skills of a paramedic.

Special Note: Student must apply for admission into the Paramedic Academy. Applications are reviewed by the Paramedic Advisory board.

Introduction to emergency medical services, the roles and responsibilities of a paramedic and medical/legal/ethical issues. Basic pathophysiology, pharmacology, venous access and advanced airway management techniques. Also includes an in-depth look at the circulatory, respiratory and nervous systems which includes interpretation of cardiac rhythms, pharmacology and advanced cardiac life support.

74075 T01 MTWRF 08:00A-05:00P UPARK 155 Yurong/Conklin/Graf/Taylor 08/29-12/17

ICON KEY:


DELTA CLASS


NORTH POLE CLASS


EVENING CLASS


ON-BASE CLASS


ONLINE CLASS


WEEKEND CLASS


LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

ENGLISH - ENGL**ENGL F111X Introduction to Academic Writing 3.0 CR**

Prerequisites: Placement into ENGL F111X.

Course Attributes: UAF Core Written Comm 100-lvl.



Instruction and practice in written inquiry and critical reading. Introduction to writing as a way of developing, exploring and testing ideas. Concentration on research methods and techniques.

74093 T02	MW	12:00P-01:30P	604B 303	Avery, V	08/29-12/17
74094 T05	TR	11:30A-01:00P	604B 305	Wagaman, J	08/29-12/17
76594 T06	MWF	09:00A-10:00A	604B TBA	Tilbury, J	08/29-12/17
77243 TD1	TR	04:00P-06:00P	DCAC 102	Ohlert, L	09/08-11/22
74095 TE1	W	06:00P-09:00P	604B 211	Taylor, N	08/29-12/17
74096 TE2	R	06:00P-09:00P	604B TBA	Taylor, N	08/29-12/17
74097 TE4	M	06:00P-09:00P	604B 212	Harbo, L	08/29-12/17
74098 TE5	T	06:00P-09:00P	604B 216	Harbo, L	08/29-12/17
74099 TF1	TR	06:00P-09:00P	FTWW TBA	LeFlore, K	08/30-10/18
74100 THS	TR	11:15A-12:45P	HTCH 201	Boylan, K	08/29-12/17
74101 TL1	M	06:00P-09:00P	EIFB TBA	LeFlore, K	08/29-12/17
74102 TXA	TBA	TBA	DIST BLKBD	Wagaman, J	08/29-12/17
	T	06:00P-08:00P	604B 113	Wagaman, J	09/13-09/13
	T	06:00P-08:00P	604B 113	Wagaman, J	09/27-09/27
	T	06:00P-08:00P	604B 113	Wagaman, J	10/18-10/18
	T	06:00P-08:00P	604B 113	Wagaman, J	11/01-11/01
	T	06:00P-08:00P	604B 113	Wagaman, J	11/22-11/22

For section TXA: Web-based course. Students must contact instructor at jewagaman@alaska.edu prior to the first day of class.

ENGL F200X World Literature**3.0 CR**

Prerequisites: ENGL F111X or placement in ENGL F211X/ENGL F213X; sophomore standing; or permission of instructor.

Cross-listed with FL F200X.

Course Attributes: UAF Core World Literatures, UAF Degree Humanities Req.



Introduction to reading and appreciation of a wide variety of literary texts from different cultures. Includes exposure to a variety of approaches to myth, poetry, story telling and drama. Students will gain an understanding of cultural differences and universals in texts from American, American minority, Western European and non-Western sources. Specific content to be announced at time of registration. Course may be repeated for credit when content varies.

74109 TE1	W	06:00P-09:00P	604B 303	Tilbury, J	08/29-12/17
74108 TE2	W	06:00P-09:00P	DUCK 342	Miles, C	08/29-12/17
74110 TF1	M	06:00P-09:00P	FTWW TBA	Johns-Robinson	08/29-12/17

ENGL F213X Academic Writing about the Social and Natural Sciences 3.0 CR

Prerequisites: ENGL F111X or equivalent. Recommended: Sophomore standing.

Course Attributes: UAF Core Written Comm 200-lvl.



Instruction in critical reading and argumentative writing by reading and responding to essays from the social and natural sciences. Concentration on the research methods and techniques necessary to create an extended written argument.

74126 T01	MWF	12:00P-01:00P	604B 203	Boylan, K	08/29-12/17
74127 TE2	T	06:00P-09:00P	604B 303	Taylor, N	08/29-12/17
74128 TF1	T	06:00P-09:00P	FTWW TBA	Johns-Robinson	08/29-12/17

PROGRAM PROFILE

The UAF Community & Technical College offers an intensive three-semester paramedic academy designed to prepare you to take the National Registry Paramedic Exam. This program gives you the specialized skills needed to obtain an entry level position as a paramedic and is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) 1361 Park Street, Clearwater, FL 33756 (727) 210-2350.

You will receive 500 hours of classroom instruction and complete 250 hours of clinical experience in the first two semesters. The clinical component includes rotations in a hospital setting and placements in the emergency room, respiratory therapy, operating room, and intensive care unit. In the third semester you will travel outside of Alaska to complete a 480 hour field internship on an ambulance supervised by paramedic preceptors for a total of 1230 hours of training.

Following successful completion of the program's required course work, you are eligible to take the National Registry Examination for certification as a paramedic. Once nationally certified, you will be eligible to apply for licensure as

PARAMEDIC ACADEMY

a paramedic in the State of Alaska. Provided all core requirements have been met, you will also be eligible for graduation with an associate of applied science degree in Paramedicine.

Entry level positions for paramedics are in an ambulance within a 911 emergency response system or in a non-emergency transport service. Paramedics may also be found working in doctors' offices, urgent care clinics, hospital emergency rooms, intensive care units, laboratories, aero medical transport services, and safety departments in corporate or industrial settings. You may also choose to apply your paramedic credits to a bachelor of emergency management degree offered by the UAF School of Management.

Justin Yurong, Assistant Professor, Program Head
455-2892 jjurong@alaska.edu

Cheri Renson, Emergency Services Program Office Manager
455-2853 cheri.renson@alaska.edu

VISIT THE PARAMEDIC ACADEMY WEBSITE AT WWW.CTC.UAF.EDU/EMS


FILM & PERFORMING ARTS - FLPA

FLPA F200X Aesthetic Appreciation: Interrelation of Art, Drama and Music 3.0 CR

Prerequisites: Placement in ENGL F111X or higher; sophomore standing; or permission of instructor.

Cross-listed with ART F200X; MUS F200X.

Course Attributes: UAF Core Aesthetic Appreciation, UAF Degree Humanities Req.


 Understanding and appreciation of art, drama and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends.

77653	T02	WF	11:30A-01:00P	604B 419	Lively, C	08/29-12/17
77654	TE1	T	06:00P-09:00P	GRUE 208	Boyer, N	08/29-12/17
77655	TE2	W	06:00P-09:00P	DUCK 354	Horstman Ingram	08/29-12/17
77656	TE3	R	06:00P-09:00P	604B 306	Horstman Ingram	08/29-12/17

FIRE SCIENCE - FIRE

A \$75 per semester fee for turnout cleaning and repair and an \$83.25 per semester fee for insurance will be assessed for FIRE F117, FIRE F131, FIRE F133, FIRE F135, and FIRE 232. A \$75 per semester fee for the upgrade of equipment will be assessed for one or more ARSK and FIRE courses. These fees are in addition to any materials fees.



FIRE F101 Principles of Emergency Services 3.0 CR

 Overview of fire protection, career opportunities in fire protection and related fields, philosophy and history of fire protection/service. Fire loss analysis, organization and function of public and private protection services. Fire departments as part of local government, laws and regulations affecting fire services, fire service nomenclature, specific fire protection functions. Basic fire chemistry and physics, introduction to fire protection systems and introduction to fire strategy and tactics.

74194	T01	M	02:00P-05:00P	UPARK 151	Rotroff/George	08/29-12/17
74195	TE1	M	06:00P-09:00P	UPARK 151	Rotroff/George	08/29-12/17

FIRE F105 Fire Prevention 3.0 CR

Prerequisites: FIRE F101 or permission of instructor.

  The history and philosophy of fire prevention, organization and operation of a fire prevention bureau. Use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education.


74197	TE1	W	06:00P-09:00P	UPARK 156	Misewicz Jr, E	09/14-12/21
74198	TE2	R	06:00P-09:00P	UPARK 156	Misewicz Jr, E	09/15-12/22

FIRE F117 Rescue Practices 3.0 CR

Special Fees: \$150.00



Prerequisites: EMS F170, or permission of instructor. All students are required to wear a complete set of fire department-approved protective clothing (turnout gear). Limited quantities are available for loan through the emergency services program coordinator. An eight-hour personal protective equipment and self-contained breathing apparatus safety orientation must be completed in order to participate in live fire exercises.

Special Note: Also Offered Pass/Fail as FIRE F117P.

 Rescue situations and techniques including vehicle extrication, rescue carries, ventilation principles, structural rescue, use of portable hand and power tools, wildland/canine search and rescue, ice and water rescue and emergency life saving principles.

74199	TW1	SaSu	09:00A-06:00P	UPARK 156	Raygor, S	08/29-10/31
		SaSu	09:00A-06:00P	FTC TBA	Raygor, S	08/29-10/31

FIRE F121 Fire Behavior and Combustion 3.0 CR


  Theories and fundamentals of how and why fires start, spread, and how they are controlled.

74200	TE1	W	06:00P-09:00P	UPARK158	Williamson/Werhonig II	09/14-12/21
74201	TE2	R	06:00P-09:00P	UPARK158	Williamson/Werhonig II	09/15-12/22

FIRE F131 Firefighter I, Series I 3.0 CR

Special Fees: \$150.00

Prerequisites: All students are required to wear a complete set of fire department approved protective clothing (turnout gear). Limited quantities are available for loan through the Emergency Services Program coordinator.

 The initial phase in a four-phase process for achieving State of Alaska Fire Fighter I certification. Fundamental knowledge of fire behavior, fire organizations, types of fire equipment emergency response services possess and methods of their use. Successful completion of all four phases will qualify the student for Alaska State Fire Fighter I certification.


75611	TW1	SaSu	09:00A-06:00P	TBA TBA	Kaiser, B	08/22-09/30
		TF	06:00P-10:00P	TBA TBA	Kaiser, B	08/22-09/30

For Section TW1: Department Approval Required

FIRE F133 Firefighter I, Series II 3.0 CR

Special Fees: \$150.00








Prerequisites: All students are required to wear a complete set of fire department approved protective clothing (turnout gear). Limited quantities are available for loan through the emergency services program coordinator. An 8 hour Personal Protective equipment (PPE) and Self-Contained Breathing Apparatus (SCBA) safety orientation offered each semester must be completed in order to participate in live fire exercises.

 The second phase in a four-phase process for achieving State of Alaska Fire Fighter I certification. Fundamental knowledge of fire behavior, fire organizations, types of fire equipment emergency response services possess and methods of their use. Successful completion of all four phases will qualify the student for Alaska State Fire Fighter I certification.

75612	TW1	SaSu	09:00A-06:00P	TBA TBA	Coon, G	08/29-10/31
		TF	06:00P-10:00P	TBA TBA	Coon, G	08/29-10/31

For Section TW1: Department Approval Required

ICON KEY:

						
DELTA CLASS	NORTH POLE CLASS	EVENING CLASS	ON-BASE CLASS	ONLINE CLASS	WEEKEND CLASS	LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

FIRE F135 Firefighter I, Series III**3.0 CR**

Special Fees: \$150.00

Prerequisites: All students are required to wear a complete set of fire department approved protective clothing (turnout gear). Limited quantities are available for loan through the Emergency Services program coordinator. An 8 hour Personal Protective equipment (PPE) and Self-Contained Breathing Apparatus (SCBA) safety orientation is offered each semester and must be completed in order to participate in live fire exercises.

▶▶ The third phase in a four-phase process for achieving State of Alaska Fire Fighter I certification. Fundamental knowledge of fire behavior, fire organizations, types of fire equipment emergency response services possess and methods of their use. Successful completion of all four phases will qualify the student for Alaska State Fire Fighter I certification.

75613	TW1	SaSu	09:00A-06:00P	TBA	TBA	Kaiser, B	08/29-10/31
		TF	06:00P-10:00P	TBA	TBA	Kaiser, B	08/29-10/31

For Section TW1: Department Approval Required

FIRE F137 Firefighter I, Series IV**3.0 CR**

Special Fees: \$150.00

▶▶ The final phase in a four-phase process for achieving State of Alaska Fire Fighter I certification. Fundamental knowledge of fire behavior, fire organizations, types of fire equipment emergency response services possess and methods of their use. Successful completion of all four phases will qualify the student for Alaska State Fire Fighter I certification.

75614	TW1	SaSu	09:00A-06:00P	TBA	TBA	Bones/Werhonig II	08/29-11/30
		TF	06:00P-10:00P	TBA	TBA	Bones/Werhonig II	08/29-11/30

For Section TW1: Department Approval Required

FIRE F151 Wildland Firefighter I**3.0 CR**

▶▶ ⓘ Designed to provide entry-level wildland firefighters the skills and knowledge to safely function as a member of a firefighting crew. Includes fundamental knowledge of wildland fire organization, fire behavior, suppression methods, safety and the incident command system. This course is based on a number of individual National Wildfire Coordinating Group (NWCG) courses. Successful course completion combined with national age and physical fitness requirements will qualify the student for an interagency fire qualification card (red card) with a rating of Firefighter (FFT2). NWCG courses for F151 include: S-130 Firefighter Training S-190 Introduction to Wildland Fire Behavior L-180 Human Factors in Wildland Fire Service L-200 Basic ICS, ICS for Single Resource and Initial Action Incidents.

74206	TW1	SaSu	08:30A-05:30P	UPARK	TBA	Biedscheid, N	09/17-10/02
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FIRE F153 Wildland Firefighter III**2.0 CR**

Prerequisites: FIRE F151 or instructor permission.

Special Note: NWCG courses included: S-131 Wildland Firefighter Type I; S-133 Look Up, Look Down, Look Around; L-280 Followership to Leadership.

▶▶ ⓘ Designed to meet the training needs of the advanced wildland firefighter. Course content includes training in use of fireline reference materials, recognition and mitigation of safety issues, and provides a solid foundation of basic leadership skills. This course is based on a number of individual National Wildfire Coordinating Group (NWCG) courses.

74207	TW1	SaSu	08:30A-05:30P	UPARK	151	Silas, L	10/08-10/16
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For Section TW1: Department Approval Required

PROGRAM PROFILE

The UAF Community & Technical College offers an associate of applied science degree in both municipal fire control and wildland fire control. These programs provide you with the fundamental working knowledge of various aspects of municipal fire, wildland fire, and hazardous materials control.

Many of the courses are offered on the weekends or in the evenings and taught by faculty with years of experience in the field. Specialized training, practical hands-on experience, and housing is offered through local fire and rescue organizations.

This program has an exceptional success rate for placing graduates in a variety of emergency service related careers across the State of Alaska. There is an increasing demand for fire department and emergency services administrators educated in fire science, emergency medical services, rescue practices, hazardous materials, terrorism threats and business

EMERGENCY SERVICES: FIRE SCIENCE

management practices. The UAF School of Management combines the technical expertise derived from the associate of applied science degree with a bachelor's of emergency management. Students who choose to further their education and pursue the bachelor's in emergency management become highly competitive candidates for job openings and promotion to chief officer or administrator positions within fire departments and related fields.

Scholarships and student employment opportunities are available through local fire departments. Contact John George for more information.

John George, Associate Professor, Program Head
455-2879 jgeorge@alaska.edu


Cheri Renson, Emergency Services Program Office Manager
455-2853 cheri.enson@alaska.edu

VISIT THE EMERGENCY SERVICES WEBSITE AT WWW.CTC.UAF.EDU/FIRE

FIRE F159 Wildland Fire Urban Interface Operations 2.0 CR


Prerequisites: FIRE F151 and FIRE F153 or instructor permission.

Special Note: NWCG courses include: S-215 Fire Operations in the Wildland/Urban Interface.

 Designed to assist both structural and wildland firefighters who will be making tactical decisions when confronting wildland fire that threatens life, property and improvements in the wildland/urban interface. Instructional units include interface awareness, size-up, initial strategy and incident action plan, structure triage, structure protection tactics, incident action plan assessment and update, follow up and public relations, and firefighter safety in the interface. This course is based on a National Wildland Coordinating Group (NWCG) course.


74209 TW1 SaSu 08:30A-05:30P UPARK 151 Zalewski, N 11/19-12/04

FIRE F161 Incident Logistics Function 2.0 CR

 Overview of the support and service branches of the logistics function within the incident command system. Emphasis on entry-level positions of ordering manager, receiving and distribution manager, base camp manager, equipment manager, incident communications manager, security manager and radio operator. This course is based on a number of individual National Wildfire Coordinating Group (NWCG) job aids. NWCG courses include: J-252 Ordering Manager; J-253 Receiving and Distribution Manager; J-254 Base/Camp Manager; J-255 Equipment Manager; J-257 Incident Communications Manager; J-259 Security Manager; J-158 Radio Operator.

75615 TW1 SaSu 08:30A-05:30P UPARK TBA Maricle, M TBA
For Section TW1: Department Approval Required


FIRE F163 Wildland Fire Dispatch I 2.0 CR

 The purpose of this course is to provide students with the skills to perform as a dispatch recorder. Topics include the structure of the expanded dispatch organization, description of resource ordering processes, and the importance of effective communication skills and working relationships. Additionally, the course provides a solid foundation on the use of Resource Ordering Statusing System (ROSS), addressing the functions and capabilities of ROSS that will be used by most dispatchers. This is an interactive course that combines lecture and hands on practice in the application. This course is based on National Wildfire Coordinating Group (NWCG) courses: D-110 Expanded Dispatch Recorder; ROSS Dispatch -- Basic.

75616 TW1 SaSu 08:30A-05:30P UPARK 151 Shook, H TBA
For Section TW1: Department Approval Required

FIRE F210 Fire Administration I 3.0 CR


Prerequisites: FIRE F101 or permission of instructor.

 Organization and management of a fire department and the relationship of government agencies to the fire service. Emphasis on fire service leadership from the perspective of the company officer.

74212 TE1 R 06:00P-10:00P UPARK 151 Davis/Learned 10/06-12/17

FIRE F214 Fire Protection Systems 3.0 CR


Prerequisites: FIRE F101 or permission of instructor.

 Features of design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection and portable fire extinguishers.

74213 TE1 M 06:00P-09:00P UPARK 156 Bones/Werhonig II 09/12-12/12
74214 TE2 T 06:00P-09:00P UPARK 156 Bones/Werhonig II 09/13-12/13


FIRE F220 Emergency Services Safety, Health and Survival 3.0 CR

Prerequisites: FIRE F101, FIRE F131, FIRE F133, FIRE F135 and FIRE F137.

 This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior changes throughout the emergency services. This interactive course will examine current and future issues in emergency services including close calls, near misses, line of duty deaths, risk management, mitigation, and personal and organizational accountability.

74215 T01 W 02:00P-05:00P UPARK 158 George, J 09/14-12/14
74216 TE1 W 06:00P-09:00P UPARK 151 George, J 09/14-12/14


FIRE F254 Incident Finance and Administration 1.5 CR

 Incident business management objectives, including duties and responsibilities of the Incident Command System (ICS) finance/administration section relating to management practices and programs. Parts of this course are presented in a blended learning format. This course is based on a National Wildfire Coordinating Group (NWCG) course: S-260 Interagency Incident Business Management.

74217 TW1 SaSu 08:30A-05:30P UPARK 151 Purcell, A 12/10-12/17

FIRE F262 Wildland Fire Tactical Operations 2.0 CR

Prerequisites: FIRE F155 and FIRE F251 or permission of instructor.

 This course is intended to produce proficiency in the selection and implementation of wildland fire suppression tactics necessary at the strike team/task force leader level. Topics include fire line construction, use of hand tools, heavy equipment, water and engines, firing operations and using combinations of resources. This is an advanced level course for trained and experienced wildland firefighters. This course is based on a National Wildland Coordinating Group (NWCG) course: S-336 Tactical Decision Making in Wildland Fire.

76646 TW1 SaSu 08:30A-05:30P UPARK 158 Petersen, B TBA

ICON KEY:  DELTA CLASS  NORTH POLE CLASS  EVENING CLASS  ON-BASE CLASS  ONLINE CLASS  WEEKEND CLASS  LATE-START CLASS

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PROGRAM PROFILE

ALLIED HEALTH

The allied health division at the UAF Community & Technical College offers a wide variety of education and training for careers in the fast-growing health care industry. Some programs can be completed in one semester, allowing students to gain employment in entry level positions. Other programs will take more time and will provide the student with the credentials to move into higher-paying careers in health care. All of our programs include both classroom learning and hands-on experience to ensure that students receive a well-rounded education. Many programs include a practicum experience in a medical office, dental office, laboratory or hospital. The faculty in allied health work closely with students to match their career goals to education pathways.

Dental Assistant, Cert, AAS

Dental assistants have the most diverse job responsibilities within a dental practice. They assist the dentist, educate patients, take x-rays, and fabricate various dental materials.

Jenifer Filotei, 455-2981 or jafilotei@alaska.edu

Dental Hygiene, AAS

Dental hygienists assess oral health and perform a variety of treatments including cleaning, periodontal therapy, taking x-rays, and application of sealants. Hygienists educate patients and assist them in attaining oral health.

455-2805

Health Care Reimbursement, Cert.

In this certificate, students learn insurance reimbursement, medical coding, medical language and human diseases. This program is available online.

455-2823

Medical Assistant, Cert., AAS

Medical assistants are trained to work in several areas of a medical practice. They may assist the physician with physical exams and procedures and they may also work in the front office in scheduling, reception, billing, reimbursement and office management. The medical assistant certificate incorporates both the medical office reception occupational endorsement and the medical/dental reception certificate. The associate of applied science degree provides students the opportunity to build on the foundation developed at the certificate level through completion of additional allied health and general education coursework. The medical assistant certificate is nationally accredited through the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assistant Education Review Board (MAERB). Commission on Accreditation of Allied Health Education Programs: 1361 Park Street, Clearwater, FL 33756 (727) 210-2350.

Cathy Winfree, 455-2876 or cmwinfree@alaska.edu

Medical Billing, O.E.

The student who completes this occupational endorsement can take on additional responsibilities in billing clients and insurance providers in a medical clinic.

455-2823

Medical Coding, O.E.

Learning to accurately document and code the various illnesses and procedures in an outpatient facility for reimbursement by a third party is a step toward moving into additional positions of responsibility within medical practice administration.

455-2823

Medical/Dental Reception, Cert.

The student who completes this certificate will be introduced to all aspects of office administration for medical or dental clinics.

455-2823

Medical Office Reception, O.E.

This one-semester program provides students with the professional skills to work the front desk at a medical or dental clinic.

455-2823

Nurse Aide, O.E.

Certified nurse aides work as members of the healthcare team in long-term care facilities, assisted living homes, hospitals, clinics and home health care agencies.

Cathy Winfree, 455-2876 or cmwinfree@alaska.edu

Nursing, Registered, AAS

The University of Alaska Anchorage offers the AAS in nursing at the UAF Community & Technical College. Graduates of the program are prepared to take the NCLEX exam to become registered nurses.

Eileen Weatherby, 455-2914 or evweatherby@alaska.edu

Phlebotomy, Training Program

Phlebotomists are trained to safely draw blood samples, and to conduct basic laboratory procedures.

Cathy Winfree, 455-2876 or cmwinfree@alaska.edu


Radiologic Technology, AAS

The University of Alaska Anchorage offers the AAS in radiologic technology at the UAF Community & Technical College. Radiologic technologists perform general radiological procedures and assist with special procedures in hospitals, clinics and physicians' offices.

James Barr, 458-5220 or jmbarr@uaa.alaska.edu

VISIT THE ALLIED HEALTH WEBSITE AT WWW.CTC.UAF.EDU/HEALTH

HEALTH - HLTH**HLTH F100 Medical Terminology 3.0 CR**

 Study of medical terminology including analysis and origin of word roots, prefixes and suffixes. Understanding the word components, students will be able to build, spell and define medical words. Content will be presented by body systems focusing on terms for anatomy, diagnostic, laboratory and medical specialties. Includes use of medical dictionary, word pronunciation and abbreviations. Designed for health care professionals.

74363 T01 M	09:00A-12:00P	604B 419	Castro, M	08/29-12/17
74364 TE1 TR	06:00P-07:30P	REIC 204	Hawkins, D	08/29-12/17
76611 TXA M	05:00P-06:00P	DIST BLKBD	Ballou, L	08/29-12/17

HLTH F106 Human Behavior in Health Care 3.0 CR


Course Attributes: UAF Degree Social Sciences Req.

Discussion of general concepts in human behavior and the specialized psychological issues when dealing with patients and loved ones in health care settings. Students perform self-evaluation and survey other cultures to allow examination of perceptions, individual biases, beliefs and their impacts on behavior.

74369 T01 M	01:00P-04:00P	604B 411	TBA	08/29-12/17
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HLTH F107 Nurse Aide Training 9.0 CR


Prerequisites: High school graduation or GED; Accuplacer reading score of 65 or permission of instructor. Student must be in good physical condition and have the following immunizations: Chickenpox, Hepatitis B series, two MMRs, a PPD two-step testing process within previous 12 months of the clinical component of class.

 Teaches basic nursing skills necessary to assist the nurse and be an efficient health care team member. Presents positive communication skills while providing care of residents' physical and emotional needs in a variety of health care settings. Content satisfies the theory and clinical skills needed to take the State of Alaska exam to become a Certified Nurse Aide.

74370 T01 MWF	09:00A-01:00P	604B 409	Winfree, C	08/29-11/23
	09:00A-01:00P	604B 412	Winfree, C	08/29-11/23
74371 T02 MTWRF	08:30A-05:00P	604B 412	Winfree, C	08/01-09/06
74374 TXA T	06:00P-07:30P	DISTBLKBD	Levengood/Winfree	08/17-12/14

For Section TXA: Department Approval Required. This class has mandatory face-to-face dates: October 25th through 28th, November 28th through December 8th. State Exam text dates to be determined. If you have questions please contact Cathy Winfree, 455-2876 or cmwinfree@alaska.edu.


HLTH F110 Professional Skills for the Workplace 2.0 CR

 Presents skills to ensure success for the professional secretary, receptionist, medical worker and others. Includes interview skills, business manners, customer service and dressing for success.

74375 T01 TWRF	08:00A-12:00P	604B 411	Castro, M	08/16-08/26
74376 TE1 M	06:00P-08:00P	604B 411	Harris, J	08/22-12/17

HLTH F114 Fundamentals of Anatomy and Physiology 4.0 CR


Recommended: HLTH F100; high school biology and chemistry.

 Provides a basic understanding of human anatomy and physiology. Recommended for individuals interested in health careers or students desiring an introduction to anatomy and physiology prior to taking in-depth course work in this field.

74377 T01 MW	01:00P-03:00P	604B 419	Rud, J	08/29-12/17
77615 TXA M	06:00P-07:00P	DIST BLKBD	Ballou, L	08/29-12/17

HLTH F116 Mathematics in Health Care 3.0 CR

Prerequisites: DEVM F054; or placement in DEVM F055 or higher.

 Practical application of mathematics in health care, including arithmetic review, percentages, interest, ratio, proportion, dimensional analysis, metric system, medication calculation, graphs, charts and measurement instruments.

74378 TE1 TR	05:00P-06:30P	604B 419	Brown, A	08/29-12/17
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HLTH F118 Medical Law and Ethics 2.0 CR

In-depth coverage of legal and ethical issues encountered in health care settings. Students will gain a practical knowledge of legal and ethical principles and application of these principles in health care settings.

74381 T01 F	10:00A-12:00P	604B 411	Dixon, J	08/29-12/17
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HLTH F122 First Aid and CPR 1.0 CR

Grade Mode: Pass/Fail Grades.

 Provides instruction on emergency first aid theory and techniques. Students acquire knowledge and skills necessary for dealing with emergencies in a medical/dental office and other clinical settings. Includes First Aid Certification and health care provider (adult, child and infant) CPR Certification.

74383 TW1 SaSu	08:30A-05:30P	604B 409	TBA	09/10-09/18
74384 TW2 SaSu	08:30A-05:30P	604B 409	TBA	11/12-11/20
74385 TW3 SaSu	08:30A-05:30P	604B 409	TBA	12/03-12/11

HLTH F132 Administrative Procedures I 2.0 CR

Prerequisites: High school graduation or GED or permission of instructor.

Administrative responsibilities performed by medical/dental assistants and other health care providers in outpatient facilities. Includes duties of the office assistant, receptionist or secretary. Focus on reception, telephone procedures, public relations and professionalism.

74386 T01 MTWRF	01:00P-05:00P	604B 411	Dixon, J	08/12-08/26
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HLTH F142 Clinical Procedures I 4.0 CR

Special Fees: \$100.00

Prerequisites: HLTH F100; HLTH F116; HLTH F122 or current First Aid and CPR. Documentation of positive antibody titer for hepatitis B; current immunizations for measles, mumps, rubella, hepatitis A, varicella and tetanus; negative TB test within the past year and departmental approval.

Introduction to the theoretical basis and performance competencies for the clinical duties performed by medical assistants in outpatient facilities. Includes care of patients in the examining room, use and care of medical instruments and supplies, assisting physicians with clinical procedures, administering medications and introduction to clinical laboratory procedures.

74387 T01 TR	09:00A-04:00P	604B 411	Castro, M	08/29-10/18
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For Section T01: Department Approval Required

ICON KEY:


DELTA
CLASS


NORTH POLE
CLASS


EVENING
CLASS


ON-BASE
CLASS


ONLINE
CLASS



WEEKEND
CLASS


LATE-START
CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16;

T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16


HLTH F203 Science of Nutrition**3.0 CR**

 Introduction to the principles of nutrition and its relationship to the life cycle. Focus on the importance nutrition plays in personal health and how to objectively evaluate nutritional intake using scientifically sound resources.

74388 T01 W 03:00P-06:00P 604B 419 Ofelt, D 08/29-12/17
74389 TXA R 07:00P-08:00P DIST BLKBD Havens, L 08/29-12/17

HLTH F208 Human Diseases**3.0 CR**


Prerequisites: HLTH F100 with a C- or higher or permission of instructor.

 Introduction to the study of human diseases. Pathogenesis, etiology and predisposing factors will be examined. The most common diseases and disorders of each body system are presented along with a review of the pertinent anatomy and physiology. Includes the effects of aging on the system and the relationship of aging to disease.

74390 TXA W 09:00A-10:00A DIST BLKBD Aldrich, B 08/29-12/17

HLTH F234 Administrative Procedures II**4.0 CR**


Prerequisites: CIOS F150; HLTH F100; HLTH F132; test scores sufficient for placement in ENGL F111X; or permission of instructor.

 Office management and financial procedures used in medical offices. Includes medical financial recordkeeping systems and computerized office management systems. Includes ICD-9, CPT coding system, patient insurance billing/reimbursement procedures, the demonstration of computational skills in accounts payable/accounts receivable, and office management in the health care setting.

74391 TE1 TR 05:30P-08:30P 604B 411 Leroux, T 08/29-12/17

HLTH F235 Medical Coding**4.0 CR**


Recommended: HLTH F100; HLTH F132; HLTH F208; HLTH F234.

 The current procedural terminology (CPT) and the international classification of diseases (ICD) systems used in the medical setting. Examines the medical and legal uses of the CPT and ICT code systems in inpatient and outpatient medical settings, urgent care settings, billing departments and ancillary medical professions. Prepares students to take national certification exams.

77616 TE1 M 05:00P-07:00P 604B 419 Morgan, R 08/29-12/17
F 03:00P-05:00P 604B 419 Morgan, R 08/29-12/17

HLTH F236 Outpatient Health Care Reimbursement**3.0 CR**

Prerequisites: HLTH F132; concurrent HLTH F234; or permission of instructor.


 Outpatient reimbursement issues including documentation, insurance carriers, schedules and payment profiles. Collection strategies and legal issues, and the importance of educating the patient to the financial policies of the practice.

76608 TE1 TR 05:30P-07:30P 604B 409 Smith, S/Aris, T 09/13-12/01

HLTH F244 Clinical Procedures II**4.0 CR**

Special Fees: \$100.00

Prerequisites: HLTH F100; HLTH F114 or BIOL F100X; HLTH F116; HLTH F142; HLTH F122 or current First Aid and CPR. Documentation of positive antibody titer for hepatitis B, current immunizations for measles, mumps, rubella, hepatitis A, varicella and tetanus; negative TB test within the past year and departmental approval.

 Theoretical basis and performance competencies for the clinical duties performed by medical assistants in outpatient facilities. Includes urinalysis, electrocardiograph, subcutaneous and intramuscular injections, routine laboratory procedures, venipuncture, emergencies and assisting with specialty examinations.

74393 T01 TR 09:00A-04:00P 604B 411 Rud, J 10/20-12/16

For Section T01: Department Approval Required

PROGRAM PROFILE

The UAF Community & Technical College offers an associate of applied science degree in human services. This program combines skills-based training with a foundation of theory to prepare you for an entry-level position within a human services agency. In addition, the program gives you a strong understanding of interviewing and assessment techniques, case management, crisis intervention, group counseling, and specialized skills needed within your specific area of concentration.

Students complete foundation courses, then select an area of concentration: addictions counseling, behavioral health, or an interdisciplinary concentration that meets an individual student's unique needs. All are geared towards specific entry level positions. If you have a strong desire to help others, a sincere respect for humankind, and a commitment to your own personal growth, you may find a career in human services very rewarding. Recovery from life traumas and addictions can be

a positive attribute, if you have successfully worked through your own issues and are willing to continue personal growth. Obtaining a minor in human services is also an attractive option for those seeking a bachelor's degree in the social sciences and/or criminal justice fields.

Graduates can work in a variety of human services settings to include: substance abuse treatment centers, mental health facilities, social services agencies, developmental disabilities, public assistance and justice. Jobs can include social services residential aide, intake worker, counselor, case manager and advocate. Graduates typically work under the supervision of specialty professionals, often as members of a multidisciplinary team.

Bob Parr, HS-BCP, Assistant Professor, Program Head
455-2882 rgparr@alaska.edu

Kelly Jo Peissner, Administrative Assistant
455-2842 kjeissner@alaska.edu

VISIT THE HUMAN SERVICES WEBSITE AT WWW.CTC.UAF.EDU/HUMS

HLTH F247 Introduction to Pharmacology 2.0 CR

Prerequisites: HLTH F100; HLTH F114 or BIOL F100X.

Introduction to the use of therapeutic medications in medical settings. Includes classifications of drugs, clinical use and adverse effects of the 50 most commonly prescribed medications.

74394 TW1 Sa	09:00A-11:00A	604B 411	Havens, L	08/29-12/17
76614 TXA Sa	12:00P-01:00P	DIST BLKBD	Havens, L	08/29-12/17

HLTH F255 Phlebotomy Principles, Methods and Externship 5.0 CR

Special Fees: \$75.00

Prerequisites: HLTH F122 or current First Aid and CPR cards; Accuplacer reading comprehension score of 65 or above; DEVM F055. Documentation of positive antibody titer for hepatitis B, current immunizations or titers to measles, mumps, rubella, varicella, flu shot and two step PPD with the past year. Other specific immunizations as required by the externship sites.

This comprehensive lecture, lab, and externship course is designed to provide information covering phlebotomy technique, anatomy and physiology as it pertains to venipuncture, and lab testing. Quality control, quality assurance, universal precautions, and OSHA regulations will be reviewed. Specimen collection and proper specimen handling is an essential segment of successfully completing this course. This course includes 100 hours of practical experience. Upon completion, the student will have satisfied the educational requirements for national phlebotomy certification by the American Society of Clinical Pathologists.

74395 TE1 TR	06:00P-09:00P	604B 420	TBA	08/29-12/17
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For Section TE1: Department Approval Required

HLTH F261 Medical/Dental Office Reception Practicum 2.0 CR

Prerequisites: HLTH F122; HLTH F132; HLTH F234; enrollment by special permission only.

Grade Mode: Pass/Fail Grades.

Provides the student with 80 hours of practicum work in a medical or dental office, with additional time required for meeting with the campus practicum coordinator. Students will be expected to perform any and all duties of a receptionist in a medical/dental care setting. Satisfies practicum experience requirement for Medical/Dental Reception certificate. May be used to partially satisfy practicum experience requirement of Medical Assistant A.A.S. degree certificate.

74396 T01 TBA	TBA	604B 411	Winfree, C	08/29-12/17
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For Section T01: Instructor Approval Required

HISTORY - HIST

HIST F100X Modern World History 3.0 CR

Prerequisites: Placement in ENGL F111X or higher; or permission of instructor.

Course Attributes: UAF Core Modern World History, UAF Degree Social Sciences Req.

Significant aspects of modern world history, using either a chronological or an issues approach to be announced when offered. The chronological approach will examine major global developments in the twentieth century, while the issues approach will deal with such aspects of the modern world as revolutionary change, the interaction of peoples, ideology and the historical background of significant contemporary events.

74352 TE2 T	06:00P-09:00P	604B TBA	TBA	08/29-12/17
75569 TE3 R	06:00P-09:00P	604B 119	Johnson, W	08/29-12/17
74353 TP1 W	06:00P-09:00P	NPHS TBA	Marshall, B	08/29-12/17
75570 TXA NA	NA	DIST BLKBD	Larrabee, S	08/29-12/17
74354 TXB W	06:00P-09:00P	DIST BLKBD	Remington II, M	08/29-12/17

For Section TXB: Class will have synchronous meeting on 9/16/16 at 4pm.

HUMAN SERVICES - HUMS

HUMS F101 Introduction to Human Services 3.0 CR

Recommended: Should be taken within the first academic year when possible. Strongly encourage students to be accepted into the Human Services Degree Program.

Provides an overview and orientation for individuals who have either started or are exploring human service careers. Designed for entry level behavioral health providers with an emphasis in understanding social service systems in rural and frontier Alaska. Learners will consider the theoretical foundations of the helping process both personal and external-driven while setting a career path that builds on individual strengths. Students should come away knowing their current worker competencies and those yet to be developed.

76653 T01 MW	10:30A-12:00P	604B 203	Parr, R	08/29-12/05
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HUMS F102 Standards of Practice 2.0 CR

Recommended: This course should be taken as soon as possible upon acceptance into the Human Services Program.

Designed to provide an integrative approach for ongoing development of critical thinking skills, best practices evaluation, and application of skills based competencies. Students will be challenged to integrate their learning from any previous human service or related training and education, past and present work settings as well as life experiences. This process will be facilitated through the development of a professional portfolio, collaborative group learning, class discussions and the use of blended learning approaches.

74409 T01 M	03:00P-05:00P	604B 203	Parr, R	08/29-12/05
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Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

ICON KEY: DELTA CLASS NORTH POLE CLASS EVENING CLASS ON-BASE CLASS ONLINE CLASS WEEKEND CLASS LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

HUMS F125 Introduction to Addictive Processes 3.0 CR

Cross-listed with JUST F125.

 Focus on gaining knowledge of the psycho-social aspects of addiction. Historic and behavioral approaches, disease concept and current trends relating to addiction presented. Twelve step and self-help approaches explored.

74412 T01 T 12:00P-03:00P 604B 203 Vance, D 08/30-12/06
75439 TX1 NA NA DIST BLKBD Daku, M 08/29-12/17

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

For Section TX1: Distance Delivery Fee: \$25 per credit hour


HUMS F140 Family Dynamics 3.0 CR

Focus is on the family as a system and its involvement in the services provided to elders and children as well as services to family members with mental illness, developmental disabilities and substance abuse or dependence.

74413 T01 R 09:00A-12:00P 604B 203 Metzgar, P 09/01-12/08

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

HUMS F210 Crisis and Grief Counseling 3.0 CR

 Helping people in crisis from a theoretical and experiential perspective. Understanding how people feel, think and behave during periods of crisis and grieving. Suicide, violence, life transitions and AIDS explored.

74414 TE1 W 05:30P-08:30P 604B 203 Parr, R 08/31-12/07

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

HUMS F232 Human Service Practicum I 3.0 CR

Prerequisites: Human Services major or minor; permission of instructor.

Integration of human service theory with skill-based training through a professional, supervised experience in a human service agency. Practicum requires 125 hours. Seminar also meets one hour per week; student-shared learning, peer support and documentation, including progress notes, social history, mental status and case planning.

74415 T01 W 04:00P-05:00P 604B 203 Parr, R 08/31-12/07

For Section T01: Instructor Approval Required

HUMS F233 Human Service Practicum II 3.0 CR

Prerequisites: HUMS F232.


Continuation of HUMS F232. Course may be repeated once for credit to meet program requirements.

74416 T01 W 04:00P-05:00P 604B 203 Parr, R 08/31-12/07

For Section T01: Instructor Approval Required

HUMS F260 History of Alcohol in Alaska 1.0 CR

Prerequisites: HUMS F125 or permission of instructor.


 Significant historical forces, events and consequences related to alcohol and other drug use in Alaska. Includes current impact and trends.

75440 TX1 NA NA DIST BLKBD Roberts, L 08/29-12/17

For Section TX1: Distance Delivery Fee: \$25 per credit hour

HUMS F261 Substance Abuse Assessment: ASAM PPC II 1.0 CR

Prerequisites: HUMS F125 or permission of instructor.

 Treatment begins with assessment of need and intensity of services required. Students will understand criteria of ASAM: PPC II and have the skill to apply it to specific cases.

74417 TW1 Sa 09:00A-05:00P 604B 203 Henze-Nelson, B 11/12-11/19

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

PROGRAM PROFILE

The UAF Community & Technical College offers a rigorous 13-week law enforcement academy that provides basic police training for Interior and rural municipalities in preparation for the Alaska Police Standards Certification. Students who successfully complete the program will be eligible for employment with any of the law enforcement agencies or municipal police departments within the State of Alaska. In addition to these agencies, many private security companies give special consideration to hiring candidates who possess the training certificate.

The law enforcement academy includes instruction in crime scene investigation, emergency vehicle operation, building searches, defensive tactics, handgun and shotgun training, traffic stops, shooting decisions, first aid training, interview and interrogation techniques, accident investigation, traffic control, physical arrest, and handcuffing. Students take part in rigorous physical fitness training throughout the duration of the academy.

Special Admission Requirements

In order to be considered an applicant for the academy, you must have a high school diploma or possess a GED certificate.

LAW ENFORCEMENT ACADEMY

After you fill out an application a background check will be conducted. Once you have passed the background check you will need to meet with the program coordinator. Once your application is approved and you are accepted into the program, you will be expected to comply with the rules and regulations established by the University of Alaska and the Alaska Police Standards.

The academy has strong relationships with both state agencies and private security companies to help with the successful placement of graduates. Graduates of the program have gone to work as pipeline security personnel, police officers, sergeants, lieutenants, chiefs of police, K-9 handlers, undercover officers, tactical police team members (SWAT), and detectives. Others have become adult and juvenile probation officers, corrections officers, park rangers, and dispatchers.


Dusty Johnson, Assistant Professor, Program Head
455-2811 dpjohnson@alaska.edu

Cheri Renon, Emergency Services Program Office Manager
455-2853 cheri.renon@alaska.edu

VISIT THE LAW ENFORCEMENT ACADEMY WEBSITE AT WWW.CTC.UAF.EDU/LE

HUMS F266 Co-occurring Disorders 2.0 CR

Prerequisites: HUMS F125.


 Theories and skills related to counseling the mentally ill substance abuser. Includes diagnosis, treatment planning and approaches, and special considerations.

74418 TE1 M 05:30P-07:30P 604B 203 Parr, R 08/29-12/05

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

HUMS F301 Ethics in Human Service 3.0 CR

Prerequisites: PSY F101 or SOC F100X.

 Professional and ethical issues related to the helping professions. Ethical concerns in multicultural and rural human service delivery. Ethics and legal issues related to substance abuse counseling in Alaska.

77132 TX1 NA NA DIST BLKBD Roberts, L 08/29/-12/17

Contact Robert Parr for permission to take course (907-455-2882, rgparr@alaska.edu) (This course will require participation in three 1.5 hour audioconferences TBA)

For Section TX1: Distance Delivery Fee: \$25 per credit hour

Books may be purchased at the UAF Bookstore www.uaf.bkstr.com.

LAW ENFORCEMENT - LE

The UAF Community & Technical College offers a 13-week Law Enforcement Academy. The next session will begin mid-February. The academy offers basic police training for interior and rural municipalities. Graduates will receive an occupational endorsement and eligible graduates will receive an Alaska Police Standards Certificate as well as 16 university credits.

A \$50.00 per semester fee for insurance will be assessed for one or more LE courses. This fee is in addition to any materials fees.

LE F110 Cultural and Behavioral Strategies for Law Enforcement Officers 1.0 CR

Special Fees: \$55.00

Special Conditions: Students must meet basic Police Standards qualifications for police officers.

Introduction to a number of behavioral strategies to facilitate interaction among various cultures to be found in Alaska. It also gives the student a strong concept of police ethics as it relates to everyday performance of police duties. The student receives an introduction to problems and strategies for law enforcement officers in their relationships to their marriages and families.

74458 T01 MTWRFS 08:30A-05:30P UPARK 157 Johnson, D 08/15-11/11

For Section T01: Instructor Approval Required

LE F115 Enforcement Skills for Law Enforcement Officers 3.0 CR

Special Fees: \$540.00

Special Conditions: Students must meet basic Police Standards qualifications for police officers.

Introduction to the basic skills necessary to use firearms (both pistol and shotgun), operate a motor vehicle under emergency conditions and use Oleo Capsicum (pepper) spray effectively. A continuum on the use of force, judgment in the use of deadly force, physical defense tactics and physical arrest.

74459 T01 MTWRFS 08:30A-05:30P UPARK 157 Johnson, D 08/15-11/11
M 01:00P-05:30P UPARK GYM Johnson, D 08/29-08/29

LE F120 Law Enforcement Operations 4.0 CR

Special Fees: \$350.00

Special Conditions: Students must meet basic Police Standards qualifications for police officers.

Preparation to conduct specific investigations into auto theft, domestic violence events, DUI detection, juvenile procedures, care of the emotionally disturbed, report writing and jail procedures.

74460 T01 MTWRFS 08:30A-05:30P UPARK 157 Johnson, D 08/15-11/11
W 05:00P-10:00P UPARK GYM Johnson, D 09/21-09/21

For Section T01: Instructor Approval Required

LE F125 Basic Police Procedures 4.0 CR

Special Fees: \$215.00

Special Conditions: Students must meet basic Police Standards qualifications for police officers.

Introduction to conducting investigations, using approved methods, at any major crime scene. Specific skills are presented for use in the investigation of sexual assaults, homicides, arson, gang related activity and death investigations. Skills are taught in: interview and interrogation, crime scene physical collection, hostage situations, scene investigation and mapping. Introduction to the danger of blood-borne pathogens and protective measures.

74461 T01 MTWRFS 08:30A-05:30P UPARK 157 Johnson, D 08/15-11/11
W 01:30P-05:30P UPARK GYM Johnson, D 10/26-10/26

For Section T01: Instructor Approval Required

LE F205 Criminal Law for Police 4.0 CR








Special Fees: \$100.00

Special Conditions: Students must meet basic Police Standards qualifications for police officers.

Introduction to the more complex issues of criminal law. The Alaska Statutes, constitutional law and court decisions as well as traffic law, search and seizure, rights of defendants and warrant procedures.

74462 T01 MTWRFS 08:30A-05:30P UPARK 157 Johnson, D 08/15-11/11

For Section T01: Instructor Approval Required

ICON KEY:  DELTA CLASS  NORTH POLE CLASS  EVENING CLASS  ON-BASE CLASS  ONLINE CLASS  WEEKEND CLASS  LATE-START CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

FALL COURSE SCHEDULE

LIBRARY SCIENCE - LS

LS F101X Library Information and Research 1.0 CR

Course Attributes: UAF Core Library Skills Req.

▶▶ **i** Introduction to effective library research methods and principles of information organization and retrieval. Emphasis on applied experience with finding and evaluating information, especially through use of library catalogs, journal indexes and Internet resources. Some sections may emphasize selected academic areas.

76595 TW1 Sa 10:15A-11:15A 604B TBA Wahl, E 09/16-12/17

MATHEMATICS - MATH

MATH F113X Concepts and Contemporary Applications of Mathematics 3.0 CR

Prerequisites: DEVM F105; or DEVM F105N; or DEVM F105G, DEVM F105H, and DEVM F105J; or placement.

Course Attributes: UAF Core Mathematics Req, UAF Degree Mathematics Req.

Applications of mathematics in modern society. Topics include voting systems, management science, probability and statistics. Problem solving emphasized.

74488 R01 MW 03:30P-05:00P 604B 211 Atkinson, J 08/29-12/17

MATH F151X College Algebra for Calculus 4.0 CR

Prerequisites: B or better in DEVM F105; or B or better in DEVM F105G, DEVM F105H and DEVM F105J; or C or better in DEVM F105N; or placement.

Course Attributes: UAF Core Mathematics Req, UAF Degree Mathematics Req.



Study of algebraic, logarithmic and exponential functions; system or equations; applications. Note: Credit may be earned for MATH F151X or MATH F122X, but not for both.

74504 R01	T	02:00P-03:30P	GRUE 205	Owens, G	08/29-12/17
	MWF	02:15P-03:15P	DUCK 252	Owens, G	08/29-12/17
74505 R02	MWF	08:00A-09:00A	GRUE 206	Owens, G	08/29-12/17
	T	08:00A-09:30A	GRUE 206	Owens, G	08/29-12/17
74506 TF1	R	05:30P-09:30P	FTWW TBA	Medvedeva, N	08/29-12/17

MUSIC - MUS

Private Lessons (applied music) have a variety of course numbers (F161, F162, etc.). In order to determine the correct number and section, check with the Music department office prior to registration. When approval is given for enrollment in an applied music course, a permission override will be entered on the student information system by the Music department and you will be given the course reference number (CRN) for the appropriate course. Then when you register, you will be able to enroll by web or phone (or in person when available) in the appropriate private lessons course. Master class times will be arranged with the department. Applied music courses may not be audited or taken under the Credit/No Credit option.

IMPORTANT: Each student (major or non-major) who enrolls in private lessons must be currently enrolled in a large or small ensemble. Failure to do so will result in being dropped from the class or applied lessons for registration.

Class lessons may not be audited or taken under the Credit/No Credit option.

PROGRAM PROFILE

The UAF Community & Technical College offers an associate of applied science degree in paralegal studies. This program will prepare you to enter the legal profession equipped with the most current and relevant skills needed to be competitive in the job market.

The paralegal studies program will train you as a paralegal under the supervision of a licensed lawyer. A skilled paralegal can assist in the efficient and economical delivery of legal services. This program will prepare you to perform basic legal research, draft correspondence and office memoranda, pleadings, contracts, wills, and other legal documents. You will learn to conduct client and witness interviews, engage in basic fact-finding and investigation, and assist in trial preparation and discovery. You will become familiar with the ethical responsibilities owed by the supervising lawyer to clients, other lawyers, and the court system. This program also

provides opportunities for continuing education and upgrading of existing skills for paralegals already gainfully employed in the local job market and provides law-related courses to students whose focus is in other law-related areas.

Many types of employment exist for paralegals. Paralegals can work in private law offices, for local, state and federal governments, and within legal departments of large corporations. Many local law offices use the program as a primary staffing resource. Salaries depend on skills and experience.

Deana Waters, Program Head

455-2835 dmwaters@alaska.edu

Susan Doren, Administrative Assistant

455-2852 msdoren@alaska.edu

VISIT THE PARALEGAL STUDIES WEBSITE AT WWW.CTC.UAF.EDU/PLS

IMPORTANT: Each student (major or non-major) who enrolls in private or class lessons (excluding Class Lessons-Piano, Class Lessons-Voice and Class Lessons-Guitar) must be currently enrolled in a large or small ensemble. Failure to do so will result in being dropped from class or applied lessons.


NOTE: Class lessons require instructor approval for registration.

MUS F200X Aesthetic Appreciation: Interrelation of Art, Drama, and Music 3.0 CR

Prerequisites: Placement in ENGL F111X or higher; sophomore standing; or permission of instructor.

Cross-listed with ART F200X; FLPA F200X.

Course Attributes: UAF Core Aesthetic Appreciation, UAF Degree Humanities Req.

 Understanding and appreciation of art, drama, and music through an exploration of their relationship. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends.

75637 T02	WF	11:30A-01:00P	604B 419	Lively, C	08/29-12/17
74694 TE1	T	06:00P-09:00P	GRUE 208	Boyer, N	08/29-12/17
74695 TE2	W	06:00P-09:00P	DUCK 354	Horstman Ingram	08/29-12/17
74696 TE3	R	06:00P-09:00P	604B 306	Horstman Ingram	08/29-12/17

NATURAL RESOURCES MANAGEMENT - NRM

NRM F161 Wilderness Leadership Education 3.0 CR

Special Fees: \$160.00

Prerequisites: Permission of instructor. Recommended: BIOL F104X, NRM F101 and physical geography.

Introduction to outdoor education. Includes both theoretical and practical exposure to quality judgment and decision-making, environmental education techniques and leadership development in the wilderness setting. Provides detailed exposure to the Wilderness Education Association's 18 essential components of wilderness leadership and backcountry safety. The field portion of the course includes detailed instruction in and mentored experience with modern backcountry travel techniques. Successful completion earns certification in the Wilderness Stewardship Program. Field program requires travel through rough un-trailed terrain with heavy packs and average strength and stamina. No use of alcohol, tobacco, illegal drugs or firearms.


74888 T01	TR	03:40P-05:10P	BUNN 410	Braband, S	09/01-11/22
	SaSu	07:00A-08:00P	FIELD TBA	Braband, S	09/10-09/11
	Sa	07:00A-08:00P	FIELD TBA	Braband, S	09/17-09/17
	SaSu	07:00A-08:00P	FIELD TBA	Braband, S	10/15-10/16
	SaSu	07:00A-08:00P	FIELD TBA	Braband, S	11/12-11/13

For Section T01: Instructor Approval Required. Field trips 10/30-31, 11/20-21, & 12/4-5.

OCCUPATIONAL SAFETY AND HEALTH - OSH


A \$75 per semester fee for upgrade of equipment, instructional aids and supplies will be assessed for one or more OSH classes. For transportation between UAF campus and Fairbanks Pipeline Training Center, call 479-2436.

OSH F108 Injury Prevention and Risk Management 4.0 CR

 Course identifies safety, health management and incident prevention in the workplace. Emphasis on materials handling, electrical and machine safety, first response to fire and medical emergencies, safety and health hazards, and accident prevention.

74921 TE1	W	06:00P-10:00P	FPTC 4	Howe, J	08/29-12/17
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OSH F110 Program Assessments, Development and Implementation 4.0 CR


 Examines the role of a safety program in the workplace. Emphasis on program assessment, design, development, implementation and evaluation of safety programs.

74922 TE1	M	06:00P-10:00P	FPTC 4	Scholle, M	08/29-12/17
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PARALEGAL STUDIES - PLS

A \$75 per semester fee for access to Lexis will be assessed for one or more PLS courses. This fee is in addition to any materials fees.


PLS F102 Introduction to Paralegal Studies 3.0 CR

 Sources of law in the American tripartite system of government, with emphasis on state and federal court systems. Substantive law is studied, including administrative law, business organization, civil procedure, contract, criminal, employment, family, probate, real estate and tort law. Introductory instruction in legal writing and legal research using the law library and Westlaw.

75003 TX1	NA	NA	DIST BLKBD	Waters, D	08/29-12/17
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For Section TX1: Distance Delivery Fee: \$25 per credit hour

PLS F105 Introduction to Paralegal Ethics 2.0 CR


 Introduction to the ethical obligations owed by both lawyers and paralegals to their clients, other lawyers, the court systems where they work and the general public. Alaska Rules of Professional Conduct and the canons of ethics promulgated by the two nationwide paralegal associations.

75004 TX1	NA	NA	DIST BLKBD	Waters, D	08/29-12/17
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For Section TX1: Distance Delivery Fee: \$25 per credit hour

PLS F210 Civil Procedure 3.0 CR

Prerequisites: PLS F102 or permission of instructor.

 Basic vocabulary and concepts essential to effectively assist an attorney with the procedural aspects of civil litigations.

75005 TE1	M	05:30P-08:30P	604B 306	Waters/Rasley	08/29-12/17
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ICON KEY:	 DELTA CLASS	 NORTH POLE CLASS	 EVENING CLASS	 ON-BASE CLASS	 ONLINE CLASS	 WEEKEND CLASS	 LATE-START CLASS
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NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

PLS F213 Criminal Law for Paralegals 3.0 CR

Prerequisites: PLS F102 or permission of instructor.


Special Note: Does not substitute for JUST F352.

 Study of both the substantive criminal law and the rudiments of criminal procedure, focusing on both Alaska law and procedure and important constitutional considerations associated with due process, search and seizure and Fifth Amendment rights. Learn and work with a basic vocabulary unique to criminal law and procedure.

75006 TE1 T 05:30P-08:30P 604B 303 Bennett/Peterson 08/29-12/17

PLS F240 Family Law 3.0 CR


Prerequisites: PLS F102 or permission of instructor.

 Basic vocabulary and concepts essential to understanding family law and assisting a practicing attorney in matters involving marriage issues, premarital contracts, annulment, divorce, dissolution, property division, child custody, support and visitation.

76582 TE1 R 05:30P-08:30P 604B 208 Billingsley, A 08/29-12/17

PLS F242 Employment and Administrative Law 3.0 CR


Prerequisites: PLS F102 or permission of instructor.

 Legal principles which define the relationship between employers and employees. Includes obligations imposed by Federal and Alaska state statutes and administrative regulations. Includes how administrative agencies are created and how they provide administrative law through promulgation of rules and regulations and through quasi-judicial decisions.

75007	TW1	Sa	09:00A-05:00P	604B	211	Eberhart, J	10/22-10/22
		Sa	09:00A-05:00P	604B	211	Eberhart, J	10/29-10/29
		Sa	09:00A-05:00P	604B	211	Eberhart, J	11/05-11/05
		Sa	09:00A-05:00P	604B	211	Eberhart, J	11/12-11/12
		Sa	09:00A-05:00P	604B	211	Eberhart, J	11/19-11/19
		Sa	09:00A-05:00P	604B	211	Eberhart, J	12/03-12/03

PLS F260 Computers in the Law Office 3.0 CR

Prerequisites: PLS F102; or permission of instructor.

 Introduction to the role of computers in the law office. Includes hardware and software. Use of word processors, spreadsheets, databases, computer-assisted legal research, the Internet and electronic mail, and litigation support, case management and bookkeeping/billing software.

75008 TE1 W 05:30P-08:30P 604B 113 Merdes, L 08/29-12/17

PROGRAM PROFILE

The UAF Community & Technical College offers one-year certificates in power generation, safety health and environmental awareness, and instrumentation technology, and an associate of applied science degree in process technology. The process industry includes oil and gas production, mining and milling, transportation and refining, utilities, wastewater treatment and facilities maintenance. These are highly skilled and well paid positions within Alaska and around the world. The process technology program is an active member of the American Society of Safety Engineers.

The power generation certificate prepares you for entry-level positions in a variety of power generation and industrial fields. You will become familiar with the operation and maintenance of the standard equipment encountered in the power generation industry.

The safety, health and environmental awareness certificate prepares you for work in a variety of safety-related industrial fields and prepares you to take the entry-level exam for Occupational Health and Safety Technologist.

The instrumentation technology certificate prepares you for work in a variety of industrial instrumentation fields and to take the entry-level Instrumentation, Systems and Automation Society Certificate Examination, a nationally recognized certification.

The associate of applied science degree in process technology combines the technical courses you need to become well versed in the process industry with the academic courses you need to obtain your degree and prepare for a successful career. Courses cover topics from pumps and turbines to

PROCESS TECHNOLOGY

instrumentation, safety and quality control. A valuable part of the program comes from summer internships giving you the opportunity to gain practical experience and exposure to a wide variety of career options.

Graduates work in many industries including: oil and gas production, chemical manufacturing, petroleum refining, mining and milling, power generation and utilities, waste and wastewater treatment, and seafood and other food processing industries. Job responsibilities can include monitoring and controlling process systems, maintaining safe work areas and regulatory compliance, assigning maintenance to craft technicians and coordinating repairs, troubleshooting operations and testing the product for quality, monitoring instrumentation and controls, interfacing with support technicians, and supervising computer or analog automatic control equipment.

Brian Ellingson, Associate Professor, Program Head
456-1726 beellingson@alaska.edu

Robert Hook, Assistant Professor
457-1285 rjhook@alaska.edu

Teresa Lantz, Assistant Professor
456-1754 tslantz@alaska.edu

Kathy Toohey, Administrative Assistant
479-2436 kltoohy2@alaska.edu

VISIT THE PROCESS TECHNOLOGY WEBSITE AT WWW.CTC.UAF.EDU/PRT

PLS F280 Legal Research and Writing for Paralegals 3.0 CR

Prerequisites: PLS F102 or permission of instructor.

Legal research skills using law library methods, computer-assisted legal research and the Internet. Read and understand authorities from three branches of government: executive, legislative and judicial. Emphasis on precedent from Alaska and federal court systems. Includes writing skills from drafting of law office correspondence to preparation of court pleadings and briefs.

TBA T01 TR 12:00P-01:30P 604B 113 Husted, E 08/30-12/17

PLS F299 Paralegal Studies Internship 3.0 CR

Prerequisites: Must have completed at least 75% of paralegal studies degree requirements with a minimum 2.8 cumulative GPA or approval of UAF faculty advisor.

Special Note: Students meet as a class only once. All subsequent classes or meetings with UAF faculty advisor are arranged by individual student(s) and advisor.

An internship involving a minimum of 150 hours of work under the supervision of an attorney, and, when available, a practicing paralegal for that attorney in a local law office or law-related situation. Must seek approval of faculty advisor for admittance.

76583 T01 R 02:00P-03:00P 604B 103 Waters, D 08/29-12/17

PHILOSOPHY - PHIL**PHIL F102X Introduction to Philosophy 3.0 CR**

Course Attributes: UAF Degree Humanities Req.

Survey of philosophers and problems in the Western tradition beginning with the ancient Greeks (Plato, Aristotle) and continuing with medieval (Anselm, Augustine, Aquinas) and modern European thinkers (Descartes, Hume, Kant, Nietzsche). Themes and topics may vary.

77444 TW1 Sa 10:00A-01:00P 604B 305 Dean, M 08/29-12/17

POLITICAL SCIENCE - PS**PS F100X Political Economy 3.0 CR**

Prerequisites: Placement in ENGL F111X or higher or permission of instructor.

Course Attributes: UAF Core Political Economy, UAF Degree Social Sciences Req.

Evolution and operation of the American domestic political economy with consideration of market failures and government responses. Review of major issues in political economy such as inflation, poverty and budget deficits. Exploration of linkages between American and global systems.

75027 TE1 T 05:30P-08:30P GRUE 206 Ochante Caceres 08/29-12/17

PROCESS TECHNOLOGY - PRT

A \$150 per semester fee for upgrade of equipment, instructional aids and supplies will be assessed for one or more PRT courses. This fee is in addition to any materials fees. For transportation between UAF campus and Fairbanks Pipeline Training Center, call 479-2436.

PRT F101 Introduction to Process Technology 3.0 CR

Introduction to process operations in industry. Non-mathematical overview of general information, processes, procedures and equipment a process operator would be expected to know and use.

75010 T01 M 01:00P-04:00P FPTC 2 Hook, R 08/29-12/17
75011 TE1 W 06:00P-09:00P FPTC 3 Hook, R 08/29-12/17

PRT F110 Introduction to Occupational Safety, Health and Environmental Awareness 3.0 CR

Overview of the field of safety, health and environment within the process industry. Covers plant hazards, safety, and environmental systems and equipment, and applicable government regulations and industry standards.

75013 T01 T 01:00P-04:00P FPTC 2 Hook, R 08/29-12/17
75014 TE1 R 06:00P-09:00P FPTC 4 Howe, J 08/29-12/17

PRT F120 Water Quality Management for Process Industries 4.0 CR

Overview of the chemistry, biology, hydraulics and hydrology related to water management in industries. Water distribution systems, water processing, operation of water works, wastewater processing, advanced wastewater treatment and water reuse.

75016 TE1 M 06:00P-10:00P FPTC 3 Stacy, B 08/29-12/17

For Section TE1: Lab is to be determined by the instructor.

PRT F144 Industrial Process Instrumentation II 3.0 CR

Prerequisites: PRT F140.

Continuation of PRT F140. Emphasis on repair, maintenance and calibration, including hands-on physical training on a wide variety of process instruments.

75017 T01 M 01:00P-04:00P FPTC 3 Ellingson, B 08/29-12/17
75018 TE1 R 06:00P-09:00P FPTC 3 Lantz, T 08/29-12/17

For Sections T01 and TE1: Lab is to be determined by the instructor.

PRT F160 Oil and Gas Exploration and Production I 3.0 CR

Prerequisites: Must be enrolled in the PRT program or permission of Program Chair.

Surveys oil and gas exploration and production issues including marketing, geology, reservoir economics, legal aspects of resource ownership, drilling and production technologies, product separation, safety and environmental issues. Course may not be audited.

75019 T01 R 01:00P-04:00P FPTC 2 Ellingson, B 08/29-12/17

ICON KEY:


DELTA
CLASS


NORTH POLE
CLASS


EVENING
CLASS


ON-BASE
CLASS


ONLINE
CLASS


WEEKEND
CLASS


LATE-START
CLASS

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16;

T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

PRT F230 Process Technology II: Systems 4.0 CR

Prerequisites: PRT F130.

Integration of equipment concepts to show how the individual components interact as part of a system and how each system works within an entire processing facility. Emphasis on the common systems found in each Alaska process industry. Systems topics include upstream oil and gas productions, petrochemicals and refinery processes, refrigeration, power generation, milling, boilers and heaters, coolers and heat exchangers.

75020 T01	W	01:00P-04:00P	FPTC 2	Lantz, T	08/29-12/17
75021 TE1	M	06:00P-09:00P	FPTC 2	Lantz, T	08/29-12/17

For Sections T01 and TE1: Lab is to be determined by the instructor.

PRT F248 Valve Maintenance and Instrumentation 3.0 CR

Recommended: PRT F130.

Specific advanced subjects of industrial process valve maintenance and instrumentation. Includes calibration, configuration, troubleshooting, and use of valves with instrumentation. Concepts of contemporary plant control systems, commonly used industrial process measurement, control communication protocols and topologies related to valve control will be discussed. Covers maintenance and operation of gate, globe, ball, plug, check and special-purpose valves. Details of actuators and various accessories related to valve maintenance and control will be explained and related to valve selection based on application.

75022 TE1	R	06:00P-09:00P	FPTC 2	Hook, R	08/29-12/17
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PRT F255 Quality Concepts for the Process Industry 1.0 CR

Introduction to current quality concepts applied to role of process technician. Includes quality concepts with respect to the client and the role of statistical processes used by the operator in achieving quality.

75023 TXA	F	06:00P-09:00P	DIST BLKBD	Lantz, T	08/29-11/04
75024 TXB	F	01:00P-04:00P	DIST BLKBD	Lantz, T	08/29-11/04

For Sections TXA and TXB: This class will meet in-person twice during the course of the class. Meeting dates to be arranged. Must have internet accessibility. Course includes web-based Blackboard coursework.

PSYCHOLOGY - PSY**PSY F101X Introduction to Psychology 3.0 CR**

Principles of general psychology emphasizing natural science and social science orientation. Cultural, environment, heredity and psychological basis for integrated behavior; visual, audition and the other senses; motivation and emotion; basic processes in learning, problem solving, and thinking; personality; psychological disorders -- their prevention and treatment, and therapeutic strategies.

77721 TE1	M	06:00P-09:00P	HTCH 201	TBA	08/29-12/17
77722 TE2	W	06:00P-09:00P	GRUE 413	TBA	08/29-12/17
77724 TE3	R	06:00P-09:00P	604B 216	TBA	08/29-12/17
77723 TXA	NA	NA	DIST BLKBD	TBA	08/29-12/17

PROGRAM PROFILE

The UAF Community & Technical College offers an associate of arts degree designed for students who want to transfer to a four year bachelor of arts or bachelor of science degree. The curriculum of the associate of arts program consists of courses that meet baccalaureate core requirements plus degree specific electives.

The associate of arts degree is an exciting degree choice. The degree can be customized to meet many purposes and is also flexible; if your academic or career goals change the degree can be adapted to your interests and goals. Because of the many purposes that can be met through the associate of arts degree it is crucial to work with an academic advisor. The academic advisor will work with you to individualize the degree and to make sure that the courses selected fulfill individual goals and requirements.

Classes are offered downtown as well as on the UAF main campus. The Center for Distance Education also offers many web based, distance delivery and correspondence courses. The atmosphere is relaxed and informal and is designed for student interaction with state of the art computer labs, student lounges and study spaces.

The associate of arts degree can serve as a solid foundation for many career fields, and can be an important part of

ASSOCIATE OF ARTS

professional development and advancing in your chosen profession. When you transfer to a four-year degree program from the associate of arts you have a well-rounded foundation for completing a bachelor's degree, and preparing for a successful work life.

Apart from just preparing you for a career through the bachelor's degree, the associate of arts degree opens many career doors all by itself. Graduates find jobs in the nonprofit, government and business sectors of our economy – social services, the arts, advocacy, education, science, communications, marketing and advertising, retail and much more.

A liberal arts degree prepares you for many kinds of careers because the general coursework give you skills, knowledge, and perspectives needed to succeed. After graduating with an associate of arts degree, UAF Community & Technical College graduates are much better prepared to enter the work force.

Mahla Strohmaier, Assistant Professor, Program Head
455-2836 mstrohmaier@alaska.edu

Administrative Assistant


455-2869

VISIT THE ASSOCIATE OF ARTS WEBSITE AT WWW.CTC.UAF.EDU/AA

PSY F240 Psychology of Development 3.0 CR

Prerequisites: PSY F101 or permission of the instructor.

Course Attributes: UAF Degree Social Sciences Req.

 The psychology of human development from conception to death. Critical emphasis on theory and research within the field of developmental psychology with the role of culture as an influencing factor.

75057 TE1	R	06:00P-09:00P	604B 216	Fok, C	08/29-12/17
75058 TE2	T	06:00P-09:00P	GRUE 412	Fok, C	08/29-12/17

RECREATION - RECR**RECR F110A Beginning Swimming 1.0 CR**

Grade Mode: Pass/Fail Grades.

Beginning level swimming skills, proper breathing techniques and beginning strokes. Emphasizes personal water safety.

75115 T01	MWF	09:15A-10:15A	PATT POOL	Braband, S	08/29-12/17
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RECR F110B Intermediate Swimming 1.0 CR

Grade Mode: Pass/Fail Grades.

Intermediate-level swimming skills, proper breathing techniques and beginning strokes. Emphasizes personal water safety.

75116 T01	MWF	09:15A-10:15A	PATT POOL	Braband, S	08/29-12/17
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RECR F110D Conditioning Swimming 1.0 CR


Grade Mode: Pass/Fail Grades.

Covers proper warm-up and warm-down techniques, lap swim etiquette, and proper use of workout equipment.

75117 T01	MWF	10:30A-11:30A	PATT POOL	Braband, S	08/29-12/17
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RECR F120C Beginning Yoga 1.0 CR

Grade Mode: Pass/Fail Grades.

 Beginning concepts and philosophy of yoga, breathing, postures, meditation, Sanskrit names of exercises, increased muscle tone and flexibility.

75118 T01	MWF	12:00P-01:00P	MUSI HALL	Canterbury, D	08/29-12/17
75119 T02	TR	12:00P-01:30P	604B 116	Nolan, G	08/29-12/17
75120 T03	TR	09:30A-11:00A	UPARK GYM	Hassel, J	08/29-12/17
75121 T05	MWF	07:00A-08:00A	604B 116	Gard, D	08/29-12/17
75124 TE1	MW	05:30P-07:00P	PATT GYM	Lanni, D	08/29-12/17

Note: Students must provide their own equipment. For description of the yoga instructors' styles, visit: <http://www.ctc.uaf.edu/programs/recr/downloads/YogaF2016.pdf>

RECR F120C Beginning Yoga: Yogalates 1.0 CR

Grade Mode: Pass/Fail Grades.

Beginning concepts and philosophy of yoga, breathing, postures, meditation, Sanskrit names of exercises, increased muscle tone and flexibility.

75122 T06	MW	01:30P-03:00P	ARTISN TBA	Canterbury, D	08/29-12/17
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Note: Students must provide their own equipment. For description of the yoga instructors' styles, visit: <http://www.ctc.uaf.edu/programs/recr/downloads/YogaF2016.pdf>

RECR F120C Beginning Yoga: Sport Yoga 1.0 CR

Grade Mode: Pass/Fail Grades.

Beginning concepts and philosophy of yoga, breathing, postures, meditation, Sanskrit names of exercises, increased muscle tone and flexibility.

75123 T07	TR	12:40P-02:10P	SRC STUDIO	Petersen, G	08/29-12/17
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Note: Students must provide their own equipment. For description of the yoga instructors' styles, visit: <http://www.ctc.uaf.edu/programs/recr/downloads/YogaF2016.pdf>

RECR F120D Intermediate Yoga 1.0 CR

Grade Mode: Pass/Fail Grades.


Intermediate concepts and philosophy of yoga, breathing, postures, meditation, Sanskrit names of exercises, increased muscle tone and flexibility.

75125 T01	TR	07:30A-09:00A	UPARK GYM	Lanni, D	08/29-12/17
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Note: Students must provide their own equipment. For description of the yoga instructors' styles, visit: <http://www.ctc.uaf.edu/programs/recr/downloads/YogaF2016.pdf>

RECR F120D Intermediate Yoga: Hot Yoga 1.0 CR

Grade Mode: Pass/Fail Grades.

 Intermediate concepts and philosophy of yoga, breathing, postures, meditation, Sanskrit names of exercises, increased muscle tone and flexibility.

75126 T02	TR	03:30P-05:00P	DTF TBA	Gard, D	08/29-12/17
75127 TE2	TR	05:30P-07:00P	DTF TBA	Klaes, J	08/29-12/17

Note: Students must provide their own equipment. For description of the yoga instructors' styles, visit: <http://www.ctc.uaf.edu/programs/recr/downloads/YogaF2016.pdf>

RECR F120H Multi Fitness Conditioning 1.0 CR

Grade Mode: Pass/Fail Grades.

An overview of medium to high intensity aerobic exercise and muscle strengthening, conditioning and toning.

75128 T01	MWF	07:00A-08:00A	SRC TBA	Fears, S	08/29-12/17
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RECR F120H Multi Fitness Conditioning: Bands and Balls 1.0 CR

Grade Mode: Pass/Fail Grades.

An overview of medium to high intensity aerobic exercise and muscle strengthening, conditioning and toning.

75129 T02	MWF	12:00P-01:00P	604B 116	Colbert, A	08/29-12/17
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RECR F120H Multi Fitness Conditioning: Cardio Kick Box 1.0 CR

Grade Mode: Pass/Fail Grades.

An overview of medium to high intensity aerobic exercise and muscle strengthening, conditioning and toning.

75130 T03	MWF	12:00P-01:00P	SRC STUDIO	Wall, S	08/29-12/17
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RECR F120H Multi Fitness Conditioning: Fusion Fitness 1.0 CR

Grade Mode: Pass/Fail Grades.

An overview of medium to high intensity aerobic exercise and muscle strengthening, conditioning and toning.

76596 T04	MWF	06:15A-07:15A	ARTISN TBA	Hasting, R	08/29-12/17
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ICON KEY:

**DELTA CLASS****NORTH POLE CLASS****EVENING CLASS****ON-BASE CLASS****ONLINE CLASS****WEEKEND CLASS****LATE-START CLASS**

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16;

T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

RECR F120H Multi Fitness Conditioning: Insanity 1.0 CR

Grade Mode: Pass/Fail Grades.

An overview of medium to high intensity aerobic exercise and muscle strengthening, conditioning and toning.

76597 T05 MWF 10:40A-11:40A SRC STUDIO Hoff, T 08/29-12/17

RECR F120H Multi Fitness Conditioning: CIZE 1.0 CR


Grade Mode: Pass/Fail Grades.

An overview of medium to high intensity aerobic exercise and muscle strengthening, conditioning and toning.

76598 T06 MWF 09:30A-10:30A SRC STUDIO Hoff, T 08/29-12/17

RECR F120H Multi Fitness Conditioning: Strength Training 1.0 CR

Grade Mode: Pass/Fail Grades.

 An overview of medium to high intensity aerobic exercise and muscle strengthening, conditioning and toning.

75131 TE1 TR 05:30P-07:00P DTF TBA Fitzpatrick, T 08/29-12/17

For section TE1: Students are expected to bring their own equipment.

RECR F120J Weight Training 1.0 CR

Grade Mode: Pass/Fail Grades.

Design and perform strength training routines using resistance to achieve overall fitness.

75132 T01 MWF 08:00A-09:00A SRC TBA Fears, S 08/29-12/17

RECR F120K Advanced Weight Training 1.0 CR

Grade Mode: Pass/Fail Grades.

Design and perform strength training routines using resistance to achieve overall fitness.

75133 T01 MWF 09:00A-10:00A SRC TBA Fears, S 08/29-12/17

RECR F120L Zumba Fitness 1.0 CR

Grade Mode: Pass/Fail Grades.

Introduction to basic Zumba Fitness/Latin dance steps from salsa, meringue, cumbia, reggaeton, and belly dance along with other international rhythms. Students will learn to identify the music, as well as a brief history of the dance.

75134 T01 MWF 06:30A-07:30A SRC TBA Avery, K 08/29-12/17

75135 T03 TR 11:00A-12:30P SRC STUDIO Hasting, R 08/29-12/17

RECR F130E Beginning Ballroom Dance 1.0 CR

Grade Mode: Pass/Fail Grades.

Cross-listed with THR F130E.

Students with little or no background in social dance. Our aim is to have a good time and build a strong foundation for future learning. Dances covered include waltz, foxtrot, single-count swing, east coast swing, salsa, cha cha, merengue and, time permitting, polka.

75136 T01 MWF 03:20P-04:20P SRC STUDIO Blanchard, M 08/29-12/17

RECR F130F Intermediate Ballroom Dance 1.0 CR

Grade Mode: Pass/Fail Grades.

Cross-listed with THR F130F.

Dances covered include waltz, foxtrot, single-count swing, east coast swing, salsa, cha cha, merengue and, time permitting, polka. Our aim is to have a good time and build a strong foundation for future learning. This course is for students with a beginning background in social dance.

75137 T01 MWF 02:10P-03:10P SRC STUDIO Blanchard, M 08/29-12/17

PROGRAM PROFILE

Northern Military Programs (NMP) at the UAF Community & Technical College is Interior Alaska's point of contact for University of Alaska services for Fort Wainwright (FTWW), Eielson Air Force Base (EAFB), Fort Greely/Delta Junction, and Clear Air Station. Located at the education centers at FTWW, EAFB and the Delta Career Advancement Center (DCAC), Northern Military Programs provides classes and services to meet the educational needs of military personnel and their families.

Civilians are also welcome to receive educational services and attend classes at any of our locations. Staff is available to explain programs and courses, as well as assist with registration and the admissions process.

Fort Wainwright Office (907) 356-3826
4391 Neely Road, Room 137
Fort Wainwright, AK 99703
Office/Registration Hours: 8a-4p, M-F

NORTHERN MILITARY PROGRAMS

Elaine Martin, Academic Advisor (EAFB) 372-3484
ecmartin@alaska.edu

Eielson Air Force Base Office (907) 377-1396
Building 2623, Room 105
Eielson AFB, AK, 99702
Office/Registration Hours: 8a-4p, M-F

Stacy Petersen, Administrative Assistant (DELTA) 895-4605
spetersen@alaska.edu

Delta Junction Office (907) 895-4605
1696 N. Clearwater Ave.
Delta Junction, AK, 99737
Office/Registration Hours: 12p-4p, M-Th/8a-12p, F

VISIT THE NORTHERN MILITARY PROGRAMS WEBSITE AT WWW.CTC.UAF.EDU/INTERIOR/MILITARY

RECR F130Q Beginning Hip Hop**1.0 CR**

Grade Mode: Pass/Fail Grades.

Cross-listed with THR F130Q.

Introduction to basic movements and terminology of hip hop dances and associated body movements. Students will gain these principles and ability to execute maneuvers presented in class.

76599 T01 TR 04:00P-05:30P SRC STUDIO Macomber, K 08/29-12/17

RECR F130V Beginning Swing Dance**1.0 CR**

Grade Mode: Pass/Fail Grades.

Cross-listed with THR F130V.


Introduction to several forms of swing dance. Learn swing dance principles, techniques and steps to build a foundation for future learning and enjoyment. Dances will include Four Count (Country) Swing, East Coast Swing, West Coast Swing, and Hustle among others.

75138 T01 TR 04:00P-05:30P HESS REC Leslie/Matthews 08/29-12/17

RECR F140A Beginning Fencing**1.0 CR**

Special Fees: \$45.00

Grade Mode: Pass/Fail Grades.


 Beginning classical Italian style fencing, stresses form and bladework for both defense and offense. This style is difficult to learn, but when mastered is extremely effective.

75139 TE1 TR 05:30P-07:00P UPARK GYM Grassi, G 08/29-12/17

RECR F140B Intermediate Fencing**1.0 CR**

Special Fees: \$45.00

Grade Mode: Pass/Fail Grades.

 Intermediate classical Italian style fencing, stresses form and blade-work for both defense and offense. This style is difficult to learn, but when mastered is extremely effective.

75140 TE1 TR 07:00P-08:30P UPARK GYM Grassi, G 08/29-12/17

RECR F140C Advanced Fencing**1.0 CR**

Special Fees: \$45.00

Grade Mode: Pass/Fail Grades.


Advanced classical Italian style fencing, stresses form and bladework for both defense and offense. This style is difficult to learn, but when mastered is extremely effective.

75141 T01 TR 04:00P-05:30P UPARK GYM Grassi, G 08/29-12/17

RECR F140E Beginning Pistol Marksmanship**1.0 CR**

Special Fees: \$135.00

Grade Mode: Pass/Fail Grades.

 Knowledge, skills and attitudes necessary for owning and using a pistol safely and to advance through the NRA marksmanship program. Pistol parts, operation, ammunition, gun safety, and shooting fundamentals. Safety will be the foremost concern.

75142 TE1 T 06:00P-09:00P PATT TBA Jordan, D 08/29-12/17

RECR F140H Beginning Rock Climbing**1.0 CR**

Special Fees: \$45.00

Grade Mode: Pass/Fail Grades.

Introduction to rock climbing, knots, risk evaluation, gear, rope skills, belaying, rappelling, jumaring, prusiking and top rope techniques.

75144 T01 TR 09:45A-11:15A SRC TBA Sterns, A 09/01-12/08
75145 T02 TR 11:30A-01:00P SRC TBA Mogensen, C 09/01-12/08**RECR F140K Advanced Rock Climbing****1.0 CR**

Special Fees: \$45.00

Grade Mode: Pass/Fail Grades.


An extension of beginning rock climbing. Hauling, aid climbing, advanced Jumar techniques, lead climbing, porta-ledge set up and taping.

77218 T01 TR 08:00A-09:30A SRC TBA Olive, F 09/01-12/01

RECR F140G Advanced Pistol Marksmanship**1.0 CR**

Special Fees: \$135.00

Grade Mode: Pass/Fail Grades.

 Advanced knowledge, skills and attitudes necessary for owning and using a pistol safely and to advance through the NRA marksmanship program. Pistol parts and their operation, ammunition, gun safety, and shooting fundamentals. Safety will be the foremost concern.


77217 TE1 W 06:00P-09:00P PATT TBA Jordan, D 08/29-12/17

RECR F140N Alaskan Fly Fishing and Tying**1.0 CR**

Special Fees: \$45.00

Grade Mode: Pass/Fail Grades.

Course Attributes: UAF U Arctic Consortium Course.

 The art and science of fly casting, fishing and tying.

75147 TE1 T 06:00P-09:00P MURIE 103/105 Jones, S 08/29-12/17

RECR F140Q Tennis**1.0 CR**

Grade Mode: Pass/Fail Grades.

Instruction and practice activities in tennis.

75148 T01 MW 03:30P-05:00P SRC TBA Woodard, C 08/29-12/17
For Section T01: Students are expected to bring their own equipment.**RECR F150A Beginning Aikido****1.0 CR**

Grade Mode: Pass/Fail Grades.

Aikido is a modern Japanese martial art that teaches coordination of mind and body to develop calmness in action and the strongest human condition. Includes KI extension exercises, basic rolling and falling, KI testing, and basic arts of self defense.

75149 T01 TR 08:00A-09:30A SRC TBA Abels, M 08/29-12/17

ICON KEY:

**DELTA
CLASS****NORTH POLE
CLASS****EVENING
CLASS****ON-BASE
CLASS****ONLINE
CLASS****WEEKEND
CLASS****LATE-START
CLASS**

NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16;

T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

RECR F150B Intermediate Aikido**1.0 CR**

Grade Mode: Pass/Fail Grades.

Concentrates on learning to lead the KI development exercises. Breathing, movement, visualization techniques and moving meditation to teach how mind and body are interconnected. Advanced variations of the six basic self defense arts, advanced rolling and falling, Jo kata and individual and paired Bokken movements.

75150 T01 TR 08:00A-09:30A SRC TBA Abels, M 08/29-12/17

RECR F150C Advanced Aikido**1.0 CR**

Grade Mode: Pass/Fail Grades.

Instruction and practice in martial arts and combative activities at beginning through advanced levels including (but not limited to) boxing, aikido, karate and tae kwon do.

75151 T01 TR 08:00A-09:30A SRC TBA Abels, M 08/29-12/17

RECR F150D Beginning Karate**1.0 CR**

Grade Mode: Pass/Fail Grades.

Introduction to Shotokan karate, learning basic blocks, kicks and punches and defenses moves. Kata and kumite introduced. History and philosophy discussed.

75152 TE1 MF 05:00P-06:30P UPARK GYM Foltz, J 08/29-12/17

RECR F150N Beginning Japanese Iaido and Swordsmanship**1.0 CR**

Grade Mode: Pass/Fail Grades.

The curriculum is based on the Muso Jikiden Eishin Ryu style of Iaido. This particular curriculum follows the techniques and teachings and Iwata Norikazu Sensei, as administered by the Roshukai organization of Japan, and promoted and taught by the British Eikoku Rosh branch in the UK.

76698 TE1 Sa 08:30A-09:30A ARTISN TBA Fish, J 08/29-12/17
RF 05:00P-06:00P ARTISN TBA Fish, J 08/29-12/17**RECR F160C Ultimate Frisbee****1.0 CR**

Grade Mode: Pass/Fail Grades.

Ultimate Frisbee, including catching and throwing the disc as well as both offensive and defensive strategies.

75153 T01 TR 03:00P-04:30P SRC TBA Anderson, G 08/29-12/17

RECR F160E Beginning Archery**1.0 CR**

Special Fees: \$60.00

Grade Mode: Pass/Fail Grades.

Designed for the beginning through the intermediate archer. Use of re-curve or compound bows. Current Olympic-style shooting methods along with different styles of target and field archery.

75154 TE1 M 06:30P-09:30P AWIEN TBA Weggel, R 08/29-12/17

For Section TE1: Class is held at Anne Wien Elementary School, 1501 Hampstead Ave.

PROGRAM PROFILE

The UAF Community & Technical College offers an occupational endorsement for entry level welding. This program is geared toward beginning students who want to learn to weld and fabricate and also addresses the needs of the more advanced welder, offering training and opportunity to weld for certification on structural steel.

Instruction covers everything from welding basics to advanced metal plate fabrication. The twenty-one credit program consists of seven courses taught in five week increments. Courses are available year round and start every six weeks. Classes are kept small to ensure you receive hands on training and to maximize student-instructor interaction. Lecture material is complemented with complete audio-visual training aids, allowing you to progress at an accelerated rate. You are required to provide your own personal gear for classes. Advanced students may work toward American

WELDING & MATERIALS TECHNOLOGY

Welding Society certification or pursue advanced projects. Safety is emphasized in every course and reinforces the need to recognize hazardous situations encountered in the workplace.

People trained in welding often find employment opportunities in the construction, agriculture, mining, transportation, aviation, and petroleum industries. Qualified welders and fabricators are in high demand in the Interior as it is a strong industrial hub for many of Alaska's high demand industries.

Arvid Weflen, Program Head

455-2867 awweflen@alaska.edu

Megan Huerd, Administrative Assistant

455-2932 mmhuerd@alaska.edu


VISIT THE WELDING WEBSITE AT WWW.CTC.UAF.EDU/WMT

RECR F160M Advanced Fly Fishing and Fly Tying 1.0 CR

Special Fees: \$45.00

Prerequisites: RECR F140M or RECR F140N or permission of instructor.

Grade Mode: Pass/Fail Grades.

 Building on RECR F140M, students will learn how to more accurately use a fly rod, tie big-game fishing knots, construct furled leaders, and plan fly fishing trips, as well as how build and create fishing flies using advanced techniques. Information on Alaskan freshwater fish, habitat, entomology, and stream ecology will be covered as applicable.

75155 TE1 T 06:00P-09:00P MURIE 103/105 Jones, S 08/29-12/17

RECR F170A Beginning Ice Hockey 1.0 CR

Grade Mode: Pass/Fail Grades.

Beginning skating, passing, shooting, and team play. Power play and penalty kill. Practice game situation plays: odd man rushes, below the goal line play, and positional play. The sport of ice hockey in a group environment.

75156 T01 MWF 08:30A-09:30A PATT RINK West, L 08/29-12/17

For Section T01: Students must provide their own gear.

RECR F170B Intermediate Ice Hockey 1.0 CR

Grade Mode: Pass/Fail Grades.

Intermediate skating, passing, shooting, and team play. Power play and penalty kill. Practice game situation plays: odd man rushes, below the goal line play, and positional play. The sport of ice hockey in a group environment.

75157 T01 MWF 08:30A-09:30A PATT RINK West, L 08/29-12/17

For Section T01: Students must provide their own gear.

RECR F170C Advanced Ice Hockey 1.0 CR

Grade Mode: Pass/Fail Grades.

Advanced skating, passing, shooting, and team play. Power play and penalty kill. Practice game situation plays: odd man rushes, below the goal line play, and positional play. The sport of ice hockey in a group environment.


75158 T01 MWF 08:30A-09:30A PATT RINK West, L 08/29-12/17

For Section T01: Students must provide their own gear.

RUSSIAN - RUSS

RUSS F100A Elementary Russian 1A 3.0 CR

Course Attributes: UAF Degree Humanities Req.

 An introductory course in the Russian language and culture with an emphasis on the spoken and written language. Does not meet Perspectives on the Human Condition requirements, or Foreign Language major or minor requirements.






75161 TE1 MW 05:20P-06:50P GRUE 307 Enikeeva, M 08/29-12/17

SOCIOLOGY - SOC

SOC F100X Individual, Society and Culture 3.0 CR

Prerequisites: Placement in ENGL F111X or higher; or permission of instructor.

Course Attributes: UAF Core Indv, Soci & Culture, UAF Degree Social Sciences Req.





     An examination of the complex social arrangements guiding individual behavior and common human concerns in contrasting cultural contexts.

76600 T01 T	09:00A-12:00P	604B TBA	Kadanoff, D	08/29-12/17
76601 TE1 R	06:00P-09:00P	604B TBA	Kadanoff, D	08/29-12/17
75172 TE2 M	06:00P-09:00P	604B 303	Sunwood, M	08/29-12/17
75173 TL1 W	06:00P-09:00P	EIFB TBA	TBA	08/29-12/17
75174 TP1 W	06:00P-09:00P	NPHS TBA	Illingworth, C	08/29-12/17
76602 TW1 Sa	10:00A-01:00P	604B TBA	Sunwood, M	09/17-12/31

WELDING AND MATERIALS TECHNOLOGY - WMT

WMT F103 Welding I 3.0 CR

Special Fees: \$300.00




    Entry-level course in basic oxyacetylene, arc welding and flame cutting. Attendance at first two classes is mandatory.

75249 TD1 TR	05:30P-08:30P	DELTA Shop	TBA	10/04-11/22
75250 TE1 MTWRF	04:00P-09:00P	HTCH 139	TBA	09/07-09/29
75252 TW1 Sa	09:00A-02:00P	HTCH 139	TBA	09/10-12/17

WMT F105 Welding II 3.0 CR

Special Fees: \$300.00

Prerequisites: WMT F103 or permission of instructor.

   Arc welding techniques and basic MIG and TIG welding. Attendance at first two classes is mandatory.

75253 TE1 MTWRF	04:00P-09:00P	HTCH 139	TBA	10/03-10/25
75254 TW1 Sa	09:00A-02:00P	HTCH 139	TBA	09/10-12/17

For Section TE1 and TW1: Department Approval Required


ICON KEY:	 DELTA CLASS	 NORTH POLE CLASS	 EVENING CLASS	 ON-BASE CLASS	 ONLINE CLASS	 WEEKEND CLASS	 LATE-START CLASS
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NOTE: FIRST CLASS MEETING FOR M ONLY, MW OR MWF CLASSES IS 08/29/16; T ONLY OR TR CLASSES IS 08/30/16; W ONLY OR WF CLASSES IS 08/31/16; R ONLY CLASSES IS 9/1/16; F ONLY CLASSES IS 9/2/16

WMT F130 Shielded Metal Arc Welding 3.0 CR

Special Fees: \$300.00

Prerequisites: WMT F103; WMT F105.


 All positions for multiple pass fillet welds. Study in shielded metal arc (SMAW) focused on vertical, horizontal, and overhead positions with multiple passes using different techniques.

75255 TE1 MTWRF 04:00P-09:00P HTCH 139 TBA 10/26-11/17

For Section TE1: Department Approval Required

WMT F160 Gas Metal Arc Welding 3.0 CR

Special Fees: \$250.00

 Prepares student to work with wire-feed processes. Gas metal arc welding focuses on ferrous and nonferrous metals welded in all positions. Attendance at first two classes is mandatory.

75257 TE1 MTWRF 04:00P-09:00P HTCH 139 TBA 11/21-12/15

For Section TE1: Department Approval Required

**PROFESSIONAL
DEVELOPMENT**

2016

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PROGRAM PROFILE

PROFESSIONAL DEVELOPMENT

The UAF Community & Technical College offers a wide variety of training opportunities for professional business people to develop and maintain their skills.

Our seminars not only offer relevant course content taught by professional trainers, but are non-credit and award continuing education units (CEUs) necessary for career advancement in many professional organizations.

A CEU is a national standard of measurement awarded by leading universities, professional societies, trade associations and other organizations.

UAF CTC's Professional Development department can also create a customized training to meet your organization's individual needs. We can deliver a customized seminar, create a certificate program specific to your industry, or supply your employees with CEUs.

We welcome the opportunity to present these services at your location on the dates and times that work best for your employees, saving you time and money associated with tuition, travel and per diem.

Some local businesses and organizations who have benefited from our ProDev workshops include:

Holland America Princess
Fairbanks North Star Borough
Kinross
UAF
Date-Line Digital Printing
Dunlap Agency Inc.
Mt. McKinley Bank
Alaska USA Federal Credit Union
NAPA Auto Care Group

CUSTOMIZED TRAINING

Professional Development offers customized training solutions to include incumbent training, meeting facilitation and strategic planning. We have trainers and facilitators who can customize a training session to meet the specific needs of your workforce or facilitate your meeting or planning session.

Here is a sampling of what we can provide:

- A thorough needs analysis to determine your company's training needs.
- In-depth courses on topics that mean the most to your organization.
- Dynamic interaction with training experts and peers.
- Proven instructional methods and cutting edge course content.
- Improved employee performance and morale.
- Continuing Education Units (CEU's) necessary for employee career advancement.
- A polished workforce to better represent your company.
- Training at convenient locations with flexible schedules.
- Reduced travel costs and hours away from the workplace.

For more information contact:

UAF Community & Technical College
455-2800

VISIT THE PROFESSIONAL DEVELOPMENT WEBSITE AT WWW.CTC.UAF.EDU/PRODEV

THE
MORE YOU
KNOW.

UA EMPLOYEES: REMEMBER, YOUR TUITION WAIVER COVERS UP TO 4 UA APPROVED NON-CREDIT COURSES PER SEMESTER. PROFESSIONAL DEVELOPMENT CLASSES AT CTC ARE A GREAT OPTION.

FOR MORE INFORMATION AND TO VIEW UA APPROVED CLASSES, VISIT WWW.UAF.EDU/UAFHR/TRAINING

**eLEARNING &
DISTANCE EDUCATION**
2016

**SUCCESS
DISCOVERED.**

FALL 2016 eLearning & DISTANCE EDUCATION COURSES

UAF eLearning & Distance Education is an opportunity for you to further your education without the constraint of a classroom. eLearning offers you the freedom and flexibility to control your own schedule (courses are available 24-hours a day, 7-days a week from anywhere in the world). eLearning courses are designed to provide you with the best online experience possible using the latest educational technology. UAF eLearning has more than 350 courses in 60 disciplines, complete certificate and degree programs delivered completely online and a dedicated student service staff to help you succeed!

A list of all eLearning courses offered this semester is included on the next several pages. For the most up-to-date listings, please visit elearning.uaf.edu or contact us at 907-455-2060.

HOW TO REGISTER

Students can register for eLearning courses in the same manner they register for other UAF courses. Select the course(s) you wish to take and register using UAOnline (uaonline.alaska.edu). eLearning courses are viewable at UAOnline by selecting Campus "UAF eLearning & Distance Education." Students unfamiliar with UAOnline can register through the eLearning website (elearning.uaf.edu).

All classes are delivered online through the Internet. You are required to have reliable Internet access to complete the course. You will access your courses at classes.uaf.edu (known as Blackboard – UAF's Learning Management System). Once registered, follow the steps below:

HELPFUL INFORMATION FOR eLEARNING COURSES

- View the Student Success Guide online at www.elearning.uaf.edu/students/. It contains detailed instructions for accessing Blackboard as well as other valuable information.
- If you are new to UAF, it could take 24 hours or longer from the time your registration was processed for all your university service accounts to be created or active.
- Log onto Blackboard early and regularly to get familiar with its navigation and resources. If this is the first time you have logged in, you might need help. Contact the UAF Help Desk at 907-450-8300 or toll free at 800-478-8226 or by e-mail at helpdesk@alaska.edu. Further assistance can be obtained through the eLearning staff at 907-455-2060 or by e-mail at uaf-elearning@alaska.edu.
- Order your textbooks and materials as soon as you are enrolled in the course. All UAF eLearning course materials can be purchased through the UAF Bookstore on campus or at uaf.bkstr.com.
- On the first day of instruction, log onto Blackboard to review the syllabus and any getting-started assignments. Your course content will often not be loaded until the first day of instruction.



eLearning & Distance Education

- Pay your tuition and fees by the deadline. If you are expecting financial aid, contact them (907-474-7256) to ensure your aid will be disbursed on time.
- Put your assignments on a calendar and refer to the course syllabus regularly. Your instructor may expect a certain number of lessons/exams to be completed by a specific date.

eLearning courses follow the university's academic calendar and catalog. All UAF policies that apply to classroom courses also apply to eLearning courses. This includes all dates and deadlines for registration, enrollment, fee payment and the Student Code of Conduct.

If you do not meet the prerequisites or have not participated substantially in the course, faculty may withdraw students. A grade of "W" will appear on your academic record.

GOT QUESTIONS?

- For questions regarding registration, enrollment barriers, or prerequisite overrides, students can contact UAF eLearning for assistance at 907-455-2060 or by email at uaf-elearning@alaska.edu.
- For questions regarding course selection and degree planning, students can contact our Academic Advisor or make an appointment with her through eLearning Student Services. Contact us at uaf-elearning@alaska.edu or at 907-455-2060.
- For questions regarding financial aid, students should contact the UAF Financial Aid office.

FOR THE MOST UP-TO-DATE COURSE LISTINGS, PLEASE VISIT WWW.ELEARNING.UAF.EDU

CONTACT

UAF ELEARNING & DISTANCE EDUCATION
HOURS: MONDAY - FRIDAY 8 AM TO 5 PM
EXTENDED HOURS (FALL AND SPRING): WED & THURS 8 AM TO 7 PM
LOCATION: 131 BUNNELL BUILDING
UNIVERSITY OF ALASKA FAIRBANKS
FAIRBANKS, AK 99775-6700
PHONE: 907-455-2060 OR 800-277-8060
FAX: 907-479-3443
EMAIL: UAF-ELEARNING@ALASKA.EDU

UAF eLearning & DISTANCE EDUCATION SEMESTER-BASED CLASS LIST

ALL CLASSES ARE ONLINE, WEB-BASED REQUIRING INTERNET ACCESS

CRN	Subject	Course No.	Section	Title	Credits	Instructor
75280	ABUS	F101	TX1	Principles of Accounting I.....	3	Anger A
75281	ABUS	F101	TX2	Principles of Accounting I.....	3	Anger A
75282	ABUS	F141	TX1	Payroll Accounting.....	3	Ward K
75283	ABUS	F154	TX1	Human Relations.....	3	Brown M
77090	ABUS	F154	TX2	Human Relations.....	3	McGill S
75284	ABUS	F155	TX1	Business Math.....	3	Heusinkveld J
75285	ABUS	F161	TX1	Personal and Business Finance.....	3	Anger A
75286	ABUS	F175	TX1	Customer Service.....	3	McCrea S
75287	ABUS	F178	TX1	Professionalism.....	3	McGill S
75288	ABUS	F179	TX1	Fundamentals of Supervision.....	3	McGill S
75289	ABUS	F183	TX1	Adv Job Readiness Skills.....	3	Ferree C
75290	ABUS	F201	TX1	Principles of Accounting II.....	3	Anger A
75291	ABUS	F203	TX1	Accounting Capstone.....	3	Ward K
75292	ABUS	F210	TX1	Income Tax.....	3	Staff U
75293	ABUS	F220	TX1	Microcomputer Acct:Quickbooks.....	3	Claxton J
75294	ABUS	F231	TX1	Introduction to Personnel.....	3	Unruh A
75295	ABUS	F233	TX1	Financial Management.....	3	Staff U
75296	ABUS	F235	TX1	Fund Accounting for Nonprofits.....	3	Ward K
75297	ABUS	F241	TX1	Applied Business Law I.....	3	Young J
75299	ABUS	F263	TX1	Public Relations.....	3	McCrea S
73270	ABUS	F272	TX1	Small-Business Planning.....	3	Brown M
77665	ACCT	F261X	UX1	Princ of Financial Accounting.....	3	Prato A
75301	ACCT	F271	UX1	Fiscal Mngmnt for EM Operation.....	3	Sparks H
75302	ACCT	F361	UX1	Intermediate Accounting.....	3	Cooper A
73302	AIS	F310	UX1	Mgmt of Information Systems.....	3	Lan P
77462	ANL	F251X	UX1	Intro Athabascan Linguistics.....	3	Tuttle S
75304	ANL	F287	UX1	Tchg Method for AK Native Lang.....	3	Peter H
75687	ANL	F690	UX1	Seminar in Cross-Cult Studies.....	3	Leonard B
77468	ANTH	F392	UX1	The Science of Smell.....	3	Hoover K
76319	ANTH	F492	UX1	Native Peoples of North Americ.....	3	Hemphill B
76320	ANTH	F692	UX1	Native Peoples of North Americ.....	3	Hemphill B
77000	ART	F105	UX1	Beginning Drawing.....	3	Guthrie M
75308	ART	F161	UX1	Two-Dimensional Digital Design.....	3	Duffy A
75309	ART	F162	UX1	Color and Design.....	3	Duffy A
75310	ART	F200X	UX1	Interrelation Art/Drama/Music.....	3	Kljaich L
75311	ART	F284	UX1	Basic Digital Photography.....	3	Mason C
75312	ART	F371	UX1	Digital Imaging.....	3	Aoki M
75313	AVTY	F100	TX1	Private Pilot Ground School.....	4	Dyen F
77696	BA	F151X	TX1	Introduction to Business.....	3	Brown M
77697	BA	F151X	TX2	Introduction to Business.....	3	Young M
77698	BA	F151X	TX3	Introduction to Business.....	3	Brown M
77700	BA	F151X	TX4	Introduction to Business.....	3	Oba S
77701	BA	F151X	TX5	Introduction to Business.....	3	Amegashie A
75318	BA	F307	UX1	Introductory Human Rsrce Mngmt.....	3	Staff U
75319	BA	F323X	UX1	Business Ethics.....	3	Ross B
75320	BA	F323X	UX2	Business Ethics.....	3	Wolk R
75322	BA	F323X	UX3	Business Ethics.....	3	Stickel T
75323	BA	F330	UX1	Legal Environment of Business.....	4	Arkell F
75324	BA	F343	UX1	Principles of Marketing.....	3	Lupinek J
75325	BA	F390	UX1	Organizational Theory/Behavior.....	3	Alexander S
75326	BA	F457	UX1	Training & Management Develpmt.....	3	Staff U
75328	BA	F462	UX1	Corporate Strategy.....	3	McGinnis K
75329	BA	F491	UX1	Social Media in Marketing.....	3	Tragis-McCook T
75330	BIOL	F043	UX1	MORE Behav Neurosci Resrch.....	0	Bult-Ito A
77825	BIOL	F194	UX1	Behavioral Neuro Research.....	1	Bult-Ito A
75332	CCS	F610	UX1	Education & Cultural Processes.....	3	Barnhardt R
75333	CCS	F611	UX1	Cltr/Cognntn & Knwldg Acquistn.....	3	Barnhardt R
75334	CHEM	F100X	UX1	Chemistry in Complex Systems.....	4	Whittle C
77161	CHEM	F194	UX1	Int Envrmtl Chemistry of Arctic.....	3	Hayes S
75336	CIOS	F150	TX1	Computer Business Applications.....	3	Pihlaja K

75337	CIOS	F240	TX1	Mrcmpttr Databases:Access 2013	3	Adams S
75338	CIOS	F255	TX1	Mcptr Grphc:Adobe Photoshop	3	Moss J
75339	CITS	F221	TX1	Grphcs and Mltmdia for the Web.....	3	Bouffard C
77158	COMM	F121X	UX1	Intro to Interpersonal Comm.....	3	Neuffer L
77159	COMM	F121X	UX2	Intro to Interpersonal Comm.....	3	Neuffer L
77160	COMM	F121X	UX3	Intro to Interpersonal Comm.....	3	Neuffer L
75340	COMM	F201	UX1	Dispute Resol & Restrtrve Prac.....	3	Hyslop P
75341	COMM	F300X	UX1	Communicating Ethics.....	3	Richey J
76520	COMM	F353	UX1	Conflict, Mediation, & Comm.....	3	DeCaro P
75342	COMM	F452	UX1	Law and Science of Arbitration	3	Hyslop P
73751	COMM	F600	UX1	Intro to Professional Comm.....	3	DeCaro P
75343	CS	F101	UX1	Computers and Society.....	3	Staff U
75344	DEVM	F054	RX1	Prealgebra.....	3	Ellanna D
75345	DEVM	F055	RX1	Elementary Algebra	3	Atkinson J
75347	DEVM	F105	RX1	Intermediate Algebra	3	Atkinson J
75350	ECE	F107	TX1	Dvlpmnt II: Prschl and Prmry	3	Staff U
76740	ECE	F130	TX1	Culture Learning & Young Chld.....	2	Doughty K
76741	ECE	F210	TX1	Child Guidance	3	Meritt P
75351	ECE	F213	TX1	Curr: Thnkg, Reas & Disc.....	3	Meritt P
75352	ECE	F235	TX1	Screening, Assessment, Recordg	2	Staff U
75353	ECON	F100X	UX1	Political Economy	3	Staff U
75354	ECON	F100X	UX2	Political Economy	3	Staff U
77706	ECON	F201X	UX1	Prin of Econ I:Microeconomics	3	Staff U
77707	ECON	F201X	UX2	Prin of Econ I:Microeconomics	3	Staff U
77713	ECON	F202X	UX1	Prin of Econ II:Macroeconomics.....	3	Staff U
75358	ECON	F350	UX1	Money and Banking.....	3	Wright C
75359	ECON	F623	UX1	Mathematical Economics	3	Goering G
75360	ED	F237A	UX1	Tech Tools Tchr:Collbrte/Hngt.....	0.5	Via Jr S
75361	ED	F237B	UX1	Tech Tools Tchr: Blackboard	0.5	Via Jr S
75362	ED	F237C	UX1	Tech Tools Tchr: Google Drive	0.5	Via Jr S
75363	ED	F237D	UX1	Tech Tools Tchr: Office.....	0.5	Via Jr S
75364	ED	F431	UX1	Web 2.0 Fund: Part, Prod, Pub	3	Via Jr S
75369	ED	F601	UX1	Intro Applied Soc Sci Research	3	Roehl R
75370	ED	F610	UX1	Education & Cultural Processes.....	3	Barnhardt R
75371	ED	F611	UX1	Cltr/Cognn & Knwldg Acquistn.....	3	Barnhardt R
75372	ED	F630	UX1	Curriculum Development	3	Staff U
75373	ED	F650	UX1	Current Topics in Ed Tech	3	Monahan J
75374	ED	F655	UX1	Online Pedagogy.....	3	Guthrie O
75379	EDSE	F422	UX1	Curr/Mang/Strat II:High Incid.....	3	Healy J
75380	EDSE	F622	UX1	Curr/Mang/Strat II: High Incid.....	3	Healy J
75381	EDSE	F624	UX1	Social/Emotional Development,	3	Healy J
75382	ENGL	F111X	UX1	Intro to Academic Writing	3	Staff U
75383	ENGL	F111X	UX2	Intro to Academic Writing	3	Staff U
75384	ENGL	F111X	UX3	Intro to Academic Writing	3	Staff U
75386	ENGL	F200X	UX1	World Literature	3	Staff U
75387	ENGL	F200X	UX2	World Literature	3	Staff U
75389	ENGL	F211X	UX1	Academic Writing About Lit.....	3	Staff U
75390	ENGL	F211X	UX2	Academic Writing About Lit.....	3	Staff U
75391	ENGL	F212	UX1	Business/Grant/Report Writing	3	Staff U
75392	ENGL	F213X	UX1	Acad Writng Social/Natural Sci.....	3	Staff U
75393	ENGL	F213X	UX2	Acad Writng Social/Natural Sci.....	3	Staff U
77550	ENGL	F271	UX1	Intro Creative Writing:Fiction.....	3	Staff U
75395	ENGL	F310	UX1	Literary Criticism	3	Heyne E
75396	ENGL	F314	UX1	Technical Writing.....	3	Staff U
75397	ENGL	F314	UX2	Technical Writing.....	3	Staff U
75399	ENGL	F371	BX1	Topics in Creative Writing	3	Guthridge G
77619	ENGL	F414	UX1	Research Writing	3	Stanley S
76574	ENVE	F652	UX1	Into Toxicology for Engr & Sci	3	Perkins R
75401	ENVI	F220	BX1	Intro to Sustainable Energy.....	3	Marsik T
75402	FISH	F110	UX1	Fish & Fisheries in Chng Wrld.....	3	Westley P
77668	FLPA	F105X	UX1	History of the Cinema	3	Brigham J
77663	FLPA	F200X	UX1	Interrelation Art/Drama/Music.....	3	Kljaich L
77743	FLPA	F308	UX1	Film Criticism	3	Brigham J
77744	FLPA	F371	UX1	Digital Imaging.....	3	Aoki M
77957	FREN	F101X	UX1	Elementary French I	5	Ancheta J
77716	GEOG	F101X	UX1	Expdtn Earth:Intro to Geogrophy.....	3	Pearson R

75408	GEOG	F302	UX1	Geography of Alaska.....	3	Pearson R
75409	HIST	F100X	UX1	Modern World History.....	3	Heaton J
75410	HIST	F131	UX1	History of the U.S.....	3	Heaton J
76229	HIST	F275	UX1	Perspectives on History	3	DiStefano D
75411	HIST	F600	UX1	Perspectives on the North.....	3	Ehrlander M
75412	HLTH	F100	KX1	Medical Terminology.....	3	Russell S
75413	HLTH	F106	KX1	Human Behavior in Health Care.....	3	Foote T
75414	HLTH	F110	KX1	Professional Skills/Workplace	2	Meyer J
75415	HLTH	F111	KX1	Personal Care Attendant Trng.....	4	Meyer J
75416	HLTH	F116	KX1	Mathematics in Health Care	3	Meyer J
75417	HLTH	F132	KX1	Administrative Procedures I.....	2	Meyer J
75418	HLTH	F203	KX1	Science of Nutrition	3	Legan R
76553	HLTH	F203	KX2	Science of Nutrition	3	Legan R
75419	HLTH	F208	KX1	Human Diseases.....	3	Aldrich B
75420	HLTH	F235	KX1	Medical Coding.....	4	Russell S
75421	HLTH	F236	KX1	Outpatient Healthcare Reimburs.....	3	Russell S
76731	HSEM	F120	UX1	Intro to Emergency Management.....	3	McGee S
76732	HSEM	F120	UX2	Intro to Emergency Management.....	3	McGee S
75424	HSEM	F271	UX1	Fiscal Mngmnt for EM Operation.....	3	Sparks H
75426	HSEM	F301	UX1	Princ Emerg Mgmt & Home Sec	3	McGee S
75428	HSEM	F408	UX1	Homeland Defense/Security.....	3	Bouffard T
75429	HSEM	F412	UX1	Emerg Planning & Preparedness	3	Elmore A
75430	HSEM	F412	UX2	Emerg Planning & Preparedness	3	Kang D
75431	HSEM	F423	UX1	Disaster Response Ops & Mgmt.....	3	Elg C
75432	HSEM	F434	UX1	All Hazards Risk Analysis	3	Sanders A
75433	HSEM	F440	UX1	Advncd Princ of Fire Service A	3	Schrage D
75434	HSEM	F445	UX1	Bus Continuity & Crisis Mgmt	3	Lammers A
75435	HSEM	F456	UX1	Leadrsip in Dangerous Contxts.....	3	Carlson C
75436	HSEM	F601	UX1	Legal Aspects of HSEM.....	3	DiGiacomo R
77570	HSEM	F603	UX1	Disaster Management Policy	3	Bouffard T
75437	HSEM	F609	UX1	Human Security.....	3	Recca S
76999	HSEM	F613	UX1	International Disaster Mangmnt	3	Carlson C
75439	HUMS	F125	TX1	Intro to Addictive Processes.....	3	Daku M
75440	HUMS	F260	TX1	History of Alcohol in Alaska.....	1	Roberts L
77132	HUMS	F301	TX1	Ethics in Human Service.....	3	Roberts L
77959	JPN	F210	UX1	Beginning Kanji.....	2	Henry D
77464	JRN	F101X	UX1	Media and Culture	3	Snifka L
77667	JRN	F105X	UX1	History of the Cinema.....	3	Brigham J
75443	JRN	F204	UX1	Basic Digital Photography.....	3	Mason C
75444	JRN	F308	UX1	Film Criticism	3	Brigham J
75445	JRN	F371	UX1	Digital Imaging.....	3	Aoki M
75446	JRN	F413	UX1	Mass Media Law and Regulation	3	Husted E
77733	JUST	F110X	UX1	Introduction to Justice	3	Copus G
77734	JUST	F110X	UX2	Introduction to Justice	3	Dompeling T
75449	JUST	F125	UX1	Intro to Addictive Processes.....	3	Daku M
75450	JUST	F222	UX1	Research Methods.....	3	Copus G
75451	JUST	F300X	UX1	Ethics and Justice.....	3	Copus G
77515	JUST	F335	UX1	Gender and Crime	3	Duke R
74447	JUST	F340	UX1	Rural Justice in Alaska.....	3	May J
75452	JUST	F345	UX1	Police Problems.....	3	Duke R
75453	JUST	F354	UX1	Procedural Law	3	May J
75454	JUST	F358	UX1	Juvenile Delinquency	3	Daku M
75455	JUST	F605	UX1	Admin & Mgmt Criminal Just Org.....	3	Daku M
75456	JUST	F640	UX1	Community/Restorative Justice.....	3	Duke R
75457	JUST	F698	UX1	Non-thesis Research/Project	3	Duke R
75458	LAS	F692	UX1	SES Seminar:Arctic Leadership.....	1	Adams B
75459	LAS	F692P	UX1	SES Seminar: Arctic Leadership.....	1	Adams B
77557	LAS	F692P	UX2	SES Seminar:Data Visualzation.....	1	Adams B
77600	LAT	F101X	UX1	Beginning Latin I.....	3	Strange Jr B
77602	LAT	F102X	UX1	Beginning Latin II.....	3	Strange Jr B
75462	LS	F101X	KX1	Library Information & Research	1	Boisvert C
75463	LS	F101X	UX1	Library Information & Research	1	Kingsley I
75464	LS	F101X	UX2	Library Information & Research	1	Kingsley I
75465	LS	F101X	UX3	Library Information & Research	1	Kingsley I
75466	LS	F101X	UX4	Library Information & Research	1	Wahl E
75467	LS	F101X	UX5	Library Information & Research	1	Kingsley I

76736	LS	F101X	UX6	Library Information & Research.....	1	Staff U
75468	MATH	F113X	UX1	Concpets & Applications of Math	3	VanSpronsen H
75469	MATH	F122X	UX1	Precalc for Business & Econ.....	3	VanSpronsen H
75470	MATH	F151X	UX1	College Algebra for Calculus.....	4	VanSpronsen H
75471	MATH	F152X	UX1	Trigonometry.....	3	VanSpronsen H
75472	MATH	F251X	UX1	Calculus I.....	4	Bowman L
75473	MATH	F252X	UX1	Calculus II.....	4	Zirbes B
75474	MATH	F253X	UX1	Calculus III.....	4	Bastille O
76644	MATH	F302	UX1	Differential Equations.....	3	Bastille O
76735	MBA	F617	UX1	Organizational Theory/Managers.....	3	Cundiff N
75475	MBA	F627	UX1	Business Law and Ethics.....	3	Arkell F
75476	MBA	F675	UX1	Quantitat Methods for Managers.....	3	Ross B
75477	MBA	F680	UX1	Financial Markets and Strategy.....	3	Chen H
76734	MBA	F690	UX1	Corporate Strategy.....	3	McGinnis K
75478	MBA	F691	UX1	Advanced Topics in Business.....	3	Gilbreath J
75479	MSL	F111X	UX1	The Oceans	4	McDonnell A
77669	MUS	F103X	UX1	Music Fundamentals.....	3	Hendrickson K
75482	MUS	F200X	UX1	Interrelation Art/Drama/Music	3	Kljaich L
75483	NORS	F201	UX1	The Circumpolar North.....	3	Ehrlander M
75484	NORS	F600	UX1	Perspectives on the North.....	3	Ehrlander M
75485	NRM	F154	UX1	Wild & Cultvated Berries of AK	1	Holloway P
77472	PHIL	F102X	UX1	Introduction to Philosophy.....	3	Wilner E
75488	PHIL	F322X	UX1	Ethics	3	Wilner E
75003	PLS	F102	TX1	Intro to Paralegal Studies.....	3	Waters D
75004	PLS	F105	TX1	Intro to Paralegal Ethics	2	Waters D
75489	PS	F100X	UX1	Political Economy.....	3	Speight J
77719	PS	F201X	UX1	Comparative Politics.....	3	Speight J
75491	PS	F212	UX1	Intro to Public Administration	3	Mackey III D
75492	PS	F300X	UX1	Ethics and Society	3	Lovecraft A
77725	PSY	F101X	UX1	Introduction to Psychology.....	3	Ashdown B
75055	PSY	F201	UX1	Culture and Psychology	3	Lopez E
75056	PSY	F240	UX1	Psychology of Development	3	Sheppard D
75497	PSY	F333	UX1	Human Sexualities Across Cltre	3	Greenberg A
75065	PSY	F445	UX1	Community Psychology	3	Lardon C
75498	RD	F110	RX1	ANCSA: Land Claims in 21 st Cen	1	Jones J
75499	SOC	F100X	UX1	Individual, Society & Culture	3	Kadanoff D
76889	SOC	F308	UX1	Race and Ethnic Relations	3	Anahita S
75501	SOC	F333	UX1	Human Sexualities Across Cltre	3	Greenberg A
75178	SOC	F373	UX1	Research Methods in Social Sci	3	Anahita S
77960	SPAN	F101X	UX1	Elementary Spanish I.....	5	Darrow D
75502	SPAN	F311	UX1	Advanced Spanish Composition	3	Stewart K
75503	STAT	F200X	UX1	Elem Probability & Statistics	3	Massa J
75507	WGS	F332	UX1	Human Sexualities Across Cltre	3	Greenberg A

CONTACT: UAF ELEARNING & DISTANCE EDUCATION

HOURS: MON - FRI 8 AM TO 5 PM EXTENDED HOURS(FALL AND SPRING): WED & THURS 8 AM TO 7 PM

LOCATION:131 BUNNELL BUILDING UNIVERSITY OF ALASKA FAIRBANKS FAIRBANKS, AK 99775-6700

PHONE: 907-455-2060 OR 800-277-8060 FAX: 907-479-3443 EMAIL: UAF-ELEARNING@ALASKA.EDU

**HIGH SCHOOL
STUDENT GUIDE**
2016

**SUCCESS
DISCOVERED.**

Earn *College Credits* While Attending High School

TAKING CLASSES

High school students may take, and are encouraged to take classes at the UAF Community & Technical College. This is an excellent opportunity to begin your college career and get a jump start on college credit before graduation. Often these classes can also be used towards high school graduation requirements and the UAF credits earned are transferable to other universities.

A student meeting course prerequisites may enroll in university classes with permission of the instructor or the department head. For the High School Student Enrollment form (see www.uaf.edu/reg/forms).

High school students who are waitlisted for a course need to check their preferred email account for notification of an opening. Contact the CTC Registration Center at 907-455-2851 and ask to be added to the course. If you do not contact our office within 48 hours of the auto-generated email being sent, the system will remove you from the waitlist and the next student will be given the opportunity to register.

For more information contact the UAF Community & Technical College Student Advising and Registration Center at 604 Barnette Street, Suite 110 or call (907) 455-2800 or toll-free (877) 882-8827.

OUTSIDE CREDIT

It is possible for high school students to use UAF course credits toward high school graduation. An Outside Credit Form is available at high school counseling offices or through the school district main office. The approval for outside credit is given on a course-by-course basis and does not require admission to the university. Students must consult their appropriate school district officials and school counselors for approval PRIOR to registration

if they wish to use university courses to meet high school graduation requirements. See your high school counselor for additional information.

TECH PREP

The Tech Prep program is offered in cooperation between the UAF Community & Technical College (CTC) and other educational institutions allowing high school or vocational/technical education students to earn credits toward a certificate and/or degree by completing classes in their high school or vocational technical education institution that have been approved for college credit by UAF/CTC. Tech Prep recognizes high quality courses offered at the high school or vocational/technical level and offers the students the opportunity to receive university credit for specific pre-approved classes at a reduced cost. This gives high school students or vocational/technical education students the opportunity to earn credit at their home institution and university credit while taking classes in their own school.

TECH PREP ALLOWS STUDENTS TO:

- Get a head start in an occupational endorsement, certificate, or degree program.
- Transfer credits from UAF/CTC to another university or college.
- Apply skills for immediate entry-level employment after completing a course of study at their home institution.

Presentations by a UAF CTC representative will be made in all the Tech Prep classes and instructions for downloading the registration and FERPA forms from the Tech Prep website will be explained. Grades received in the high school or vocational/technical education course will be reflected on the students' UAF transcripts. Students may register for a Tech Prep course during the current school year. Deadline for registration and payment will be the 2nd Monday in May. There is no limit to the number of UAF credits a student may receive through Tech Prep. The cost is only \$25 per credit.

For more information contact your high school counselor or the UAF Community & Technical College Tech Prep Coordinator at 455-2874 or visit www.ctc.uaf.edu/techprep.

THE
MORE YOU
KNOW.

RETHINK FOUR YEARS. New research shows that when it comes to earning big bucks right after graduation, community college graduates have an edge over those with four-year degrees. The majority of the fastest growing occupations in the US, require only a community or technical college education.

Now more than ever, getting a job is all about what you've studied vs. where and for how long.

Source: <http://onforb.es/16K1CkV>

**REGISTRATION, FEE PAYMENT
& STUDENT SERVICES INFORMATION**

2016

**SUCCESS
DISCOVERED.**

STUDENT ADVISING AND REGISTRATION CENTER

The UAF Community & Technical College Student Advising and Registration Center allows you to take care of all of your university related needs in one location. Services include registering for classes, paying tuition and fees, placement testing, academic and program advising, AKCIS career information, obtaining your Polar Express student ID card, parking, and more.

Advisors can help with pre-admission advising, academic assessment and placement, financial aid information and applications, and assistance with choosing a major. In addition to offering advising and support for students in A.A. and A.A.S. degree, certificate and specialized training programs, we offer a variety of services to help our students reach their academic goals. Academic support is provided through developmental coursework, workshops, classroom presentations, placement testing and one-on-one advising.

To schedule an appointment with a general advisor or for more information, call (907) 455-2800, toll-free (877) 882-8827.

THE LEARNING CENTER

The Learning Center provides educational support and services to students in a friendly and welcoming environment. The Center provide group and quiet study areas, a Math Lab with tutoring assistance, a computer lab with math and English software programs to increase math and language skills, a Writing Center, and workshops in math, English and study skills.

REGISTRATION PROCESS**Dates and Deadlines**

Web registration and fee payment are available every day through the last day of registration/fee payment, except during system maintenance (typically Fridays at 9 p.m.).

Fall 2016

Tuition and fees can be paid immediately upon registration, but no later than Monday, Sept. 12, to avoid late fees. See "Semester Expenses" (page 77) for specific information.

Registration/fee payment at UAOnline (http://uaonline.alaska.edu) or in person	
April 4, 2016 - Sept. 9, 2016	Open for all degree students
April 11, 2016 - Sept. 9, 2016	Open for non-degree student

Payment due deadlines	
Semester tuition and fees	Due Sept. 12, 2016
Late add/late registration	Due within 5 business days of adding the class
Waitlisted courses added after fee payment deadline	Due within 5 business days of getting into class
Semester housing and dining plans added after fee payment deadline	Due within 5 business days of adding
Late-start classes added after fee payment deadline	Due by first day of class
One day/shortened	Due by first day of class
Early start	Due by first day of class
Employee tuition waivers	Due Sept. 12, 2016

Senior citizen tuition waivers	Due on day of enrollment (cannot enroll before the first day of class)
Audit classes	Due Sept. 12, 2016 - all tuition/fees apply
International taxes	Due within 30 days of notification
Financial aid/third party repayment	Due within 5 business days of aid being reversed if a balance remains
Added insurance and other additional fees	5 days (to pay)

Late fees will be assessed if accounts are not paid in accordance with the above deadlines. Payment is due by the published deadline even if a bill is not received. Other than tuition, mandatory and additional fees (including insurance), housing and dining, which are due according to the schedule above, any charges owed to the university are due within 30 days. You may be dropped from your classes if your account is not paid or other payment arrangements have not been made by the fee payment deadline. It is your responsibility to periodically check your account to ensure you are in good standing.

Before You Register**Degree Students**

Degree students who have been accepted to a degree program may register on the web beginning April 4, 2016 for Fall 2016.

- 1. APPLY FOR ADMISSION.** Go to www.uaf.edu/admissions/apply/ if you have not yet applied or been accepted to a degree program. See page 71 for more information.
- 2. REVIEW YOUR REGISTRATION REQUEST FORM.**
 - Go to UAOnline (<http://uaonline.alaska.edu>) to print your registration request form. Select "Student Services & Account Information." Select "Registration" and "Check Your Registration Eligibility."
 - You can also pick up your registration request form from your academic advisor.
 - Correct any errors in your personal data at UAOnline.
- 3. REVIEW DEGREEWORKS.** Go to www.uaf.edu/reg/degreeworks/ to check which classes you need to take. See page 84 for more information.
- 4. MEET WITH YOUR ACADEMIC ADVISOR.**
 - If your academic advisor's name is not listed on your registration request form, talk to your academic department.
 - Students in certificate, AAS or AA programs should contact the UAF Community and Technical College Student Advising and Registration Center at 604 Barnette St., 907-455-2800.
- 5. TURN IN YOUR REGISTRATION REQUEST FORM.**

Deliver your registration request form, along with any special-permission and/or individual or directed study forms, to the following location:

- UAF Community and Technical College, 604 Barnette St.

You must go to the web and register for classes to complete the process. Submitting a signed registration request form does not mean you are now enrolled in classes. See "How to Register" starting on page 73.

IF YOU HAVE COMPLETED STEPS 1–5, YOU ARE READY TO REGISTER AS A DEGREE STUDENT (SEE “HOW TO REGISTER” STARTING ON PAGE 73).

Non-Degree Students

1. CHECK THE REQUIREMENTS

- You are not working toward a degree and have not been accepted to a degree program.
- You want to enroll as a non-degree student for the upcoming semester.
- You will be subject to examination requirements for math, reading and English placement.
- You must maintain a 2.0 GPA to remain in good standing.
- You will not be eligible for financial aid.

2. CONFIRM YOUR REGISTRATION STATUS

a. Continuing non-degree students

You registered as a non-degree student at any UAF campus within the last two years.

IF YOU MEET THE CONDITIONS IN 1 AND 2A ABOVE, YOU ARE READY TO REGISTER IN PERSON OR ONLINE AS A CONTINUING NON-DEGREE STUDENT (SEE “HOW TO REGISTER” STARTING ON PAGE 73).

b. New or returning non-degree students

- You have never taken any courses at a UAF campus (or have not taken any courses within the last two years).
- Visit UAOnline (<http://uaonline.alaska.edu>), select “Apply for Admission,” then select “New Students” and follow the instructions for “No Degree Intended.”
- For help applying or registering, visit the Office of Admissions and the Registrar.

IF YOU MEET THE CONDITIONS IN 1 AND 2B ABOVE, YOU ARE READY TO REGISTER IN PERSON OR ONLINE AS A NEW OR RETURNING NON-DEGREE STUDENT (SEE “HOW TO REGISTER” STARTING ON PAGE 73).

c. High school students

- Qualified high school students must complete a “High School Student Enrollment Form,” available at www.uaf.edu/reg/forms/ or from UAF-CTC, 604 Barnette Street, Room 110.
- You must obtain permission of instructors.
- For more information on options for high school students to enroll at UAF, visit www.uaf.edu/admissions/apply/highschool/.
- If you want to use university credit to meet high school requirements, contact your high school counselor before you enroll at UAF.

IF YOU MEET THE CONDITIONS IN 1 AND 2C ABOVE, YOU ARE READY TO REGISTER IN PERSON AS A HIGH SCHOOL STUDENT (SEE “HOW TO REGISTER” STARTING ON PAGE 73).

FOR NEW STUDENTS

Admission To A Degree Program

Students interested in earning a degree at UAF should submit their application for admission for the semester they would like to begin taking classes toward their degree. If you have any questions about the application process, contact an admissions counselor.

When to Apply

For fall semester June 15 (undergraduate) June 1 (graduate), for spring semester Nov. 1 (undergraduate), Oct. 15 (graduate).

Admissions applications are processed as they are received. Applications submitted after the deadline may not be reviewed in time to begin classes that semester. In order to review an application for admission, all supporting documentation, such as transcripts and test scores, must be received. Most financial aid is dependent upon being admitted to a degree program. If you are concerned about your application and the financial aid implications, contact an admissions counselor.

*Graduate application deadlines may vary among departments. Please refer to the department’s website.

Application Process

Application for admission

The information below details how to apply for admission as an undergraduate student. For information on how to apply for a graduate degree program visit www.uaf.edu/admissions/apply/.

The online application can be found at www.uaf.edu/admissions/apply/. There is a nonrefundable application fee due in order to submit the application. The fees for each type of degree are:

- certificate or associate degree: \$40.
- baccalaureate degree: \$50.

There is no charge for applications to occupational endorsement programs.

Transcripts

Official transcripts from previous academic experiences are required as a part of the application for admission. To be considered official, transcripts must be sent directly from the schools to the Office of Admissions and the Registrar. Transcripts from other campuses within the University of Alaska system are not required.

If you have not enrolled in a college or university before, submit your official high school transcript to the Office of Admissions and the Registrar.

If you have attended other colleges and/or universities, request official transcripts from each institution.

If you have earned fewer than 30 semester hours of credit, submit official high school transcripts in addition to all official college transcripts.

Test results

ACT or SAT scores: ACT or SAT test scores are required for freshmen applying to a bachelor’s degree program and transfer students with fewer than 30 semester hours of credit. These test scores are not required for students applying for an associate degree or certificate program. Baccalaureate-seeking transfer students with over 30 transferable semester hours do not need to submit ACT or SAT test scores.

Additional testing information: Go to www.uaf.edu/testing/ for the most up-to-date UAF testing information.

Computer-based testing: UAF Testing Services offers the following entrance/licensure and accreditation exams on computer: CLEP, CPA, DSST, GRE, GMAT, HOBET, LCE, MAT, MCAT, PAXRN, PRAXIS, TOEFL and others. Registration in advance is required. In addition, Testing Services is an ETS, ACT and Prometric center, hosting a variety

of other computer-based tests. For more information on the many resources offered by Testing Services, please call 907-474-5277.

Assessment program: The ACCUPLACER, ALEKS, COMPASS and ASSET tests cover basic skill areas of reading, writing and math. They are used to help determine your readiness for specific course work. All entering associate degree students, certificate students and students planning to take a 100-level written communications course are required to provide test scores from the ACCUPLACER, COMPASS, ASSET, ACT or SAT tests. All students planning to take a MATH, DEVM or course with a math prerequisite will need to take the ALEKS placement test. This test is unproctored and available online.

Daytime testing hours

Community and Technical College

- Monday–Friday, 8:30 a.m.–2:30 p.m. on a walk-in basis at the Community and Technical College, 604 Barnette St. Appointments can also be made by calling 907-455-2800.

Fairbanks campus

- Monday–Friday, 8 a.m.–3 p.m. on a walk-in basis in Testing Services, 211 Gruening (907-474-5277), or Rural Student Services, Brooks Building (907-474-7871)

Readmission of Former Degree Students

Within Two Years of Last Enrollment

As a former undergraduate degree student, you must notify the admissions office in advance when you plan to resume your studies. You remain eligible to register for classes in your degree program if:

- you have not been academically disqualified.
- you have not attended a non-UA institution since you were last enrolled at UAF.
- your lapse in enrollment is less than two years.
- you are continuing with the same degree program.

If you do not meet these requirements or have a lapse in enrollment of more than two years, you must reapply for admission.

Special Assistance for New Students

New Student Orientation

Any new student may participate in New Student Orientation on the Fairbanks campus. New Student Orientation is required for all first-year baccalaureate degree students entering UAF (regardless of the number of college credits already earned) and international students (undergraduate F-1 and international exchange J-1 visa status). Domestic transfer students are encouraged to attend. Students required to attend will automatically be registered. Domestic transfer students are encouraged to attend and may register online at www.uaf.edu/orientation/.

New Student Orientation for the fall semester will take place Aug. 25 to Aug. 28. Students will meet people from the UAF community, take a campus tour, and participate in specially designed sessions to get to know UAF. The fee for orientation (\$115 for fall) will be billed to your student account. For more information, call 907-474-1103 or visit www.uaf.edu/orientation/.

Course Placement

Many UAF courses require placement. All students planning to take courses with specific placement requirements must meet those requirements before registering for those courses. Check for prerequisites in the current class schedule, the university catalog

www.uaf.edu/catalog/current/courses/ and at UAOnline <http://uaonline.alaska.edu>.

Writing and reading placement scores from ACT, SAT, ACCUPLACER, or ASSET are used to assess placement into developmental English, developmental studies, English, core perspectives on the human condition and core natural sciences courses. Mathematics placement scores from ALEKS are used to assess placement into developmental mathematics, mathematics and core natural science courses. More information concerning placement tests and placement tables can be found at www.uaf.edu/advising/student-resources/.

Your University Records

Review Your Registration Request Form

Please make sure that the information on your Registration Request Form is correct.

Corrections you can make at UAOnline

You can make corrections to your address, email and phone information at UAOnline (<http://uaonline.alaska.edu>). Select “Personal Information” then “Manage Your Address, Email and Phone Information.”

- Your current mailing address and phone. This is your school-year contact information, which might be different from your permanent, year-round contact information.
- Your preferred email address. Note: You can forward your UAF-assigned email address by following the directions at www.alaska.edu/google/faqs/top/.

Corrections you must make in person or in writing

To change the following items on your registration form, follow the directions below or see UAF-CTC, 604 Barnette Street, Room 110.

- Name.** This is how your name appears on your official records. If your name is listed incorrectly, please inform the Office of Admissions and the Registrar.
- Permanent address and phone.** Please make sure this address and phone number are correct.
- College, degree, major.** To change your degree or major, you must complete a change-of-major form.
- Level.** Indicates your status (graduate, undergraduate, non-degree, etc.).
- Residency status.** Check your residency status before paying your tuition and fees. If you need to request a change in your residency status, submit an “Application for Resident Tuition” form to the Office of Admissions and the Registrar. Applications for residency, along with supporting documentation, are due before the published first day of instruction. The residency form is available at www.uaf.edu/reg/forms/.
- Advisor name.** Your academic advisor according to university records.

Information Release

The university may release certain directory information to the public on a routine basis unless a student requests, in writing, that the university not release it. This is called a confidential hold. See www.alaska.edu/studentservices/ferpa/ for more about directory information.

How To Register

Registration Online

It's important to register for classes early to get the best choices. Once you have met with your academic advisor, you can get started. Step-by-step instructions, including a downloadable quick guide, are available at www.uaf.edu/register/. See page 70 for a list of dates and deadlines.

There are two options for registering online through UAOnline, the traditional online registration and the new Schedule Planner. Schedule Planner lets you enter breaks during your day and gives you schedule options for courses.

If you need help logging in, follow the instructions for claiming or resetting your information. For more help, contact the OIT Support Center at 907-450-8300, toll free at 800-478-8226 or by email at helpdesk@alaska.edu.

Schedule Planner

1. At UAOnline (<http://uaonline.alaska.edu>), log on to the secured area.
2. Select "Student Services & Account Information," then "Registration."
3. *Select "Schedule Planner" then select the term and campus(es) you are interested in.
4. **Choose your search terms.** Click "Add Course" to add courses and "Add Break" to add times during the day that you do not wish to take classes, then click "Generate Schedules." You can modify your search to include courses that are in wait-listed status by changing the "Course Status" option. You can also change your campus, term and course delivery options.
5. **View your schedule options.** Depending on your courses and breaks, there may be more than one schedule available. If no schedule is available, you may need to adjust your desired classes or break times.
6. **Send to cart.** Once you have selected a schedule, click "Send to Cart." You will be redirected back to UAOnline. Choose "Complete Registration Changes" to register for your selected courses or "Save Cart" to return to it later. You can access your saved cart from the "Registration" menu at UAOnline.

* You must have cookies enabled in your browser to use Schedule Planner.

Traditional Online Method

1. At UAOnline (<http://uaonline.alaska.edu>), log on to the secured area.
2. Select "Student Services & Account Information," then "Registration."
3. **Look up courses to add.** On the "Registration" page, select "Class Schedule Search." (You may also select "Register/Add/Drop Classes" and then "Class Search.") In either case, be sure to choose the proper semester or term, and choose a UAF campus from the list of campuses. (A key for abbreviations, acronyms, etc., is available under "Course Finder Definitions" at www.uaf.edu/coursefinder/.)
4. **Add your classes.** In the "Add Classes Worksheet" on the "Register/Add/Drop Classes" page, enter the course reference numbers (CRNs) of the classes you wish to take.
5. **Variable credit class/Auditing a class.** If you register for a course that has variable credit or you want to audit a course, select

"Change Class Options." Enter the amount of credit you want. Press the "Grade Mode" menu and highlight "Audit" to select that option. *The audit option may not be available at UAOnline because not all courses allow auditors. Contact the instructor or the department for more information.*

6. Review your schedule. After you select "Complete Registration Changes," your current schedule will be displayed. Check class locations, times and dates to ensure that you registered for the sections you wanted.

7. Resolve errors. If there are any errors, check the error message. Some errors, such as scheduling two courses at the same time, can be resolved online by dropping a class.

However, the following errors cannot be resolved online:

- **Test score and prerequisite errors**
- **Special-permission courses**
- **Exceeds maximum credits**
- **Courses that appear to conflict in time.** To take courses offered at times that conflict, you must obtain instructor approval to override the conflict. Once approval has been forwarded to the Office of Admissions and the Registrar, the conflicting courses will be available for you to add after you register for your other courses.
- **Registration hold.** If you have a registration hold, you may not register until the hold is removed by the initiating office. Registration holds may result from:
 - » Unpaid tuition and fees/outstanding balances on your student account (e.g., parking fines, course fees). See UAF-CTC, 604 Barnette Street, Room 110, or call 907-455-2899.
 - » Judicial/disciplinary holds. See Student Services, or call 907-474-7317.
 - » Other registration holds. See UAF-CTC, 604 Barnette Street, Room 110, or call 907-455-2851.
 - » UA system holds. Because UAF is part of a statewide system, a hold at one unit of the University of Alaska will affect your registration at all UA units.

For more information contact UAF Community and Technical College, 604 Barnette St., 907-455-2800.

Registration in Person

1. **In-person** registration is available at UAF Community and Technical College (604 Barnette St.) or the Office of Admissions and the Registrar (102 Signers' Hall).

After You've Registered

1. **Pay tuition and fees** by the deadline (see page 70). A copy of your class schedule and estimate of tuition and fees can be obtained from UAOnline.

2. **Attend classes** beginning the first day of instruction. Note: you may be dropped if you do not attend the first class meeting without prior approval from your instructor.

3. **Buy your textbooks.** Select "Bookstores" for bookstore contact information. (Books are purchased through the bookstore website at www.uaf.edu/bookstore/ or in person at the UAF Bookstore in Constitution Hall.)

COURSE OPTIONS

Waitlisting

What waitlisting means

When a class is full, it is listed as “closed.” Some courses offer a waitlist option. If you want to be waitlisted for a closed class, select “waitlist” from the drop down menu on the registration screen at UAOnline and select “Submit Changes.”

Restrictions on waitlisting

You will not remain on or have access to the waitlist for a class if:

- you are already enrolled or waitlisted in another section of the same course,
- the waitlisted class conflicts with another class in which you are enrolled or waitlisted,
- the waitlisted class would exceed your maximum allowed credits, or
- you have holds on your account.

After the first day of the semester, contact the instructor for permission to be added from the waitlist.

After you are waitlisted

You are not charged tuition for a waitlisted course until you are fully enrolled in the course. You must complete registration and pay tuition and fees for the other classes in which you are enrolled.

Your position on the waitlist

Use the web to check your status on a waitlist. You will receive an email notifying you when a space opens in the class. The email will be sent to the address you have designated as “preferred” under your personal information in UAOnline. To receive these notifications be sure your email is current and you have selected your preferred student email in UAOnline.

The email about your waitlisted class will instruct you to log in and add the course within a specified period of time (usually 48 hours from when the email is generated). If you take no action within the specified time frame, you will be dropped from the waitlist and the seat will be offered to the next person on the list. It is your responsibility to check your email regularly and to add yourself when a space opens in the class.

Start attending classes on the first day

Attend the first day of class for all waitlisted courses. Ask the instructor to add you from the waitlist if space becomes available.

Time limits on waitlisting

Waitlists are automatically updated until 48 hours prior to the first day of class by the Office of Admissions and the Registrar. If by the first day of class you are not enrolled in a course for which you are waitlisted, you must get special permission from the instructor of the course. If it appears you will not be able to enroll in a course for which you are waitlisted, you should select and enroll in a replacement class by the end of the add-drop period (Fall 2016: Friday, Sept. 9).

Fee payment for waitlisted classes

- Waitlisted classes appear on your schedule but are not included in the total number of credits needed to qualify for financial aid.
- Tuition and fees are calculated only for the credits you are officially enrolled in and do not include the waitlisted classes.

- If it appears you won't get into the waitlisted class by the published last day to pay tuition and fees, you must immediately pay for any courses you are enrolled in to avoid late charges.
- No late add fee is charged if you are allowed into a class for which you were waitlisted after the published last day to pay tuition and fees, provided you pay for any other classes on time and pay for the waitlisted classes within five business days of registration.
- If you are waitlisted, it is your responsibility to check your registration status at UAOnline.

If, after you pay your tuition and fees, you are allowed into a class for which you have been waitlisted, payment must be made within five business days or late fees will apply.

Individual and Directed Study

To register for an individual or directed study course, access the form at www.uaf.edu/reg/forms. Have it signed by your instructor, the chair of the department in which the course is being taught and the dean of your school or college, attach a syllabus from your instructor, and submit it to UAF-CTC, 604 Barnette Street, Room 110. Individual study course numbers end in -97. Directed study courses may be found in the current UAF catalog. The course reference number for an individual study course will be assigned by UAF-CTC, 604 Barnette Street, Room 110.

Permission-Only Classes

To register for a class with a “by permission” restriction, speak with the instructor or the administrative assistant in the department offering the course about getting permission, which they can grant online. Once permission is granted, the appropriate courses will be available for you to add to your schedule via UAOnline.

Auditing a Class

Students who want to enroll in one or more courses for informational purposes may register as an auditor if space is available and auditing is permitted in the class. You pay the standard credit fees for the course, but the credits are not included in the computation of study load for full-time/part-time determination or financial aid. If you want to audit a course for which you are already registered for credit, you must make the change by the end of the second full week of instruction and follow the add/drop process for changes to and from audit status in a course. Changing from credit to audit after this date requires the approval of the instructor of the course as well as your academic advisor. The deadline for late changes from credit to audit is the same as for student-initiated withdrawals.

Mandatory Course Placement

Make sure you've met writing, reading and math placement requirements and prerequisites or you will not be able to register for the following courses:

- All DEVE and ENGL courses
- All DEVM and MATH courses
- All core courses
- Other courses as specified by departments. See current placement information at www.uaf.edu/advising/placement/.

Credit/No-Credit Option

The credit/no-credit option enables you to enroll in courses without affecting your overall GPA. One elective course per semester can be taken under this option. You must apply for the option by the

third Friday after the first day of instruction. Credit/no-credit option forms are available online at www.uaf.edu/reg/forms or at the Office of Admissions and the Registrar and may be turned in there.

Overloads

If you are a student in good standing and register for more than 18 undergraduate credits, you must have a GPA of 3.0 or higher and written overload approval from your academic advisor.

eLearning & Distance Education

Location: Bunnell Building, first floor

Hours: Mon.–Fri., 8 a.m.–5 p.m.

Extended Hours: Wed., 8 a.m.–7 p.m.

Phone: 907-455-2060 or 800-277-8060

Fax: 907-479-3443

Email: uaf-elearning@alaska.edu

Web: <http://elearning.uaf.edu>

Facebook: <https://www.facebook.com/uafelearning>

Twitter: <https://twitter.com/uafelearning>

eLearning & Distance Education offers more than 350 courses in 60 disciplines. Additionally, eLearning offers degrees and certificates completely online (<http://elearning.uaf.edu/degrees/>). eLearning courses follow all university calendars and deadlines and must be completed within the semester time frame. For a complete listing of eLearning courses, visit our website at <http://elearning.uaf.edu>.

How to register for eLearning & Distance Education courses

eLearning courses are open to everyone. There are two ways to register:

- Current UA students should register using UAOnline or through their local campus. eLearning courses are viewable at UAOnline by selecting Campus “UAF – eLearning & Distance Ed” or by selecting “eLearning courses only” under Type of Course Delivery.
- Everyone else can register at <https://elearning.uaf.edu/register/registration/>.
 - Select the course you want to register for.
 - Complete the eLearning Registration Form.
 - Select “Register Now”.
 - Once you are registered, you will receive an email confirmation.

Getting started

eLearning courses use the Blackboard Learning Management System (<http://classes.uaf.edu>). You are required to have reliable Internet access to complete the course.

Once enrolled in the course:

1. Students new to eLearning will receive a Student Success Guide (also available online at <https://elearning.uaf.edu/students/>). Detailed instructions for accessing Blackboard are included, as well as other valuable information to help you succeed in your eLearning course(s).
2. Course Content won't load into Blackboard until the first day of instruction but log in to Blackboard right away to get familiar with the navigation and resources. If you are new to UAF, it might take up to 24 hours after your registration to get your UA credentials created or activated (UAOnline account, Blackboard User account, Google Mail account, etc.)

3. Take the Online Success Lab by enrolling yourself through the eLearning tab in Blackboard. This will show you how your course may be set up.

4. Order any required course material early. All course materials can be purchased at the UAF Bookstore or online at www.uaf.edu/bookstore/.

5. Please see <http://classes.uaf.edu> for online instructions for using Blackboard. You may also contact the UAF Help Desk at 907-450-8300 or helpdesk@alaska.edu. More Blackboard help can be acquired from eLearning staff at 907-47903444 or by email at uaf-elearning@alaska.edu.

Helpful information for eLearning courses

- eLearning courses follow the university's academic calendar and catalog. All UAF policies that apply to classroom courses also apply to eLearning courses. This includes academic dates, payment deadlines, drop/withdrawal deadlines, grading policies, registration deadlines, incomplete deadlines and the Student Code of Conduct.
- Many (though not all) eLearning courses have proctored exams. Please check your course syllabus. A proctored exam means that a neutral, third-party person will verify your ID and supervise the exam. If you are in Fairbanks, you may take your proctored exams at eLearning. No appointment is necessary. If taking an exam at eLearning, you do not need to locate a proctor or fill out the exam request form. If you need to locate a proctor outside the Fairbanks area, review our Exam page at <https://elearning.uaf.edu/students/exams/>.

Got questions?

- For questions regarding registration, enrollment barriers, prerequisite overrides, contact UAF eLearning at 907-455-2060 or by email at uaf-elearning@alaska.edu.
- For questions regarding course selection and degree planning, students can contact the eLearning academic advisor at uaf-elearning@alaska.edu, 907-455-2060 or 800-277-8060.
- For questions regarding financial aid, students should contact UAF-CTC, 604 Barnette Street, Room 110, mdking2@alaska.edu or call 907-455-2832.
- For questions about course wait listing, review the “Waitlist” section in this guide.

Changing Your Registration

Closed or Canceled Classes

Information about closed classes, cancellations, changes and additions is updated daily during the registration period. Check UAOnline (<http://uaonline.alaska.edu>) for changes to classes, but note that canceled courses will not appear at UAOnline. If you are registered for a class that is canceled for low enrollment or other reasons, you will be notified immediately by email.

Making Changes on the Web

You can add and/or drop courses on the web through the last day of late registration (see page 70 for dates and deadlines). Follow these steps and pay any tuition and fees by the last day of fee payment.

1. **Look up the course reference number (CRN)** for each course you want to add, and identify the CRN for any course you want to drop.
2. **Log on to UAOnline (<http://uaonline.alaska.edu>)** with your UA username and password.

3. Under “Registration” go to “Register/Add/Drop.” Follow the instructions for dropping and adding courses. (Drop your courses first and then add — don’t try to do both at once.) Be sure to select “Submit Changes” when you have completed your changes. Select “Complete your registration” to finalize any changes made to your tuition and fees.

4. Be sure to log out of UAOnline when you are done.

Making Changes in Person

If the class is a late-start class, or you are making changes after the last day of late registration and fee payment, you will need to make changes in person. Complete an add/drop form (available at www.uaf.edu/reg/forms/).

- Your academic advisor’s signature is not required if you complete the transaction by the last day of late registration for the course.
- After the last day of registration, your academic advisor’s and instructor’s signatures will be required for any additions if you are a degree student.
- If you are given permission to add a course after the last day to add, you will be charged a late add fee of \$50.
- Pay attention to the drop dates — they affect refunds.
- You must process any late add transactions only at UAF-CTC, 604 Barnette Street, Room 110. The signatures of the course instructor and your academic advisor are required after the last day of registration.

Withdrawing from Courses

Students can withdraw from course(s) until Friday, Nov. 4, for Fall 2016. Get the appropriate withdrawal form from www.uaf.edu/reg/forms.

Withdrawing after the deadline

Course withdrawals after the student-initiated withdrawal deadline are allowed only in exceptional cases and for serious and compelling reasons. Approval is not automatic, and you need to provide documented evidence to support your request. Acceptable serious and compelling reasons may include: 1) death in the student’s immediate family; 2) medical emergency for the student or immediate family; and 3) factors outside the student’s control (e.g., fire or flood). Failing a course or avoiding an unsatisfactory grade is not an acceptable serious and compelling reason for seeking a late withdrawal or refund, and will not be approved. Failure to comply with published deadlines or regulations is also not a serious and compelling reason to seek a late withdrawal or refund.

Appeals for late withdrawals after the deadline must be submitted within 30 class days after the beginning of the next regular semester. Written explanation of the serious and compelling reason and appropriate documentation is required upon submittal. Submission of appeals and appropriate documentation after published deadlines will not be considered. Contact the Office of Admissions and the Registrar for more information.

Faculty-initiated withdrawals

If you don’t meet prerequisites for a course or if you haven’t participated substantially in a course you are enrolled in, the instructor has the right to withdraw you. If you are withdrawn from a course, you will be notified through your assigned university email account.

Effect of withdrawing on financial aid

If a student totally withdraws or drops courses after a refund has been issued, financial aid may need to be repaid from the student’s university account. If a balance remains on the account because of this, the student has five business days to pay or a late fee will be assessed and a hold placed on the account. Contact the CTC Financial Aid Office, 604 Barnette Street, Room 110, for more information 907-455-2832.

Changing Majors

Your major is printed on your registration request form and is considered official unless you change it. A completed change-of-major form must be submitted to be considered for a change of major. Forms can be obtained online at www.uaf.edu/reg/forms.

NOTE:

- Students admitted for a semester that has not begun are not eligible to use the change-of-major form. Please see UAF-CTC, 604 Barnette Street, Room 110.
- Pre-major students do not need to submit a change-of-major form to be changed to major status. This will occur once you meet major requirements. See pre-major information in the university catalog.

Frequently Asked Questions

I’m not able to register online. Why not?

There can be a number of reasons:

1. Did you submit your registration request form? Degree students must print their registration request form at UAOnline (<http://uaonline.alaska.edu>), have it signed by their academic advisor and return it to the Office of Admissions and the Registrar.
2. Are you a non-degree student who hasn’t taken courses within the last two years? If so, you must submit a “No degree intended” application online. Visit UAOnline (<http://uaonline.alaska.edu>), select “Apply for Admission,” then select “New Student.”
3. Do you meet the placement requirements or prerequisites?
4. Do you have holds on your account? Check your registration eligibility at UAOnline (<http://uaonline.alaska.edu>). Select “View Holds” and contact the office where the hold was originated. If you have a registration hold, you may not register until the hold is removed by the initiating office. Registration holds may result from:
 - Unpaid tuition and fees/outstanding balances on your student account (e.g., late fees, course fees). See UAF-CTC, 604 Barnette Street, Room 110 or call 907-455-2899.
 - Judicial/disciplinary holds. See Student Services or call 907-474-7317.
 - Other registration holds. See UAF-CTC, 604 Barnette Street, Room 110 or call 907-455-2851.

Since UAF is part of a statewide system, a hold at one unit of the University of Alaska will affect your registration at all UA units.

For other problems, contact UAF-CTC, 604 Barnette Street, Room 110, uaf-ctc@alaska.edu or call 907-455-2851.

What is “enrollment verification”?

UAF is partnered with the National Student Clearinghouse to provide proof of enrollment electronically. Insurance companies accept national clearinghouse certificates. Once logged in to the secured area of UAOnline (<http://uaonline.alaska.edu>), select “Enrollment Verifications” from the “Student Services & Account Information” menu. Enrollment

verification request forms may also be submitted to the Office of Admissions and the Registrar if for purposes other than loan deferment.

What is a course override?

In some cases, your instructor may need to grant you a course override before you are allowed to register for a specific section. Common reasons for course overrides include:

- approval for waiver of a class prerequisite
- instructor or department approval required for registration
- course is restricted to certain majors, class standing, etc.
- approval for a time conflict
- approval to register for a closed (full) class, or
- permission to add a class from the wait list.

Only the primary instructor of the course can approve a course override for you.

I can't log on to UAOnline. Help!

UAOnline allows you to log on using your UA username and password. These are the same credentials you use to log into webmail, Blackboard and many other applications at the University of Alaska. To find out your UA username or to reset your password, go to <https://elmo.alaska.edu>.

FORMS

Download and print more forms at www.uaf.edu/reg/forms/. This website offers the following forms:

Registration

- Add/drop a class
- Credit/no-credit options
- High school student enrollment form
- In-person registration
- Individual and directed study
- Residency form
- Summer Sessions registration

Graduation services

- Baccalaureate core petition
- Change of major
- Declaration of minor
- Graduation application
- Graduation application cancellation
- Replacement diploma
- Undergraduate petition form

Withdrawal

- Appeal for late withdrawal/audit (undergraduate students)
- Late withdrawal (graduate students)
- Total withdrawal (before the deadline)

Transcripts

- Official transcript request

Miscellaneous

- Document copying request
- FERPA release
- Grade appeal
- Grade appeal policy
- Request to withhold/release directory information
- Summer Sessions credit overload approval
- UA change form
- Verification of enrollment form

For information about payment plans, visit www.uaf.edu/finserv/bursar/studentinfo/paymentplan/.

SEMESTER EXPENSES

Payment Process

Fee Payment (All Students)

ALL PAYMENTS MUST BE RECEIVED BY THE PAYMENT DEADLINE. No paper bill will be sent. Check your account and get a printout of your charges at UAOnline (<http://uaonline.alaska.edu>).

Students are not considered registered for any courses until all tuition and fees are paid or other payment arrangements have been made by the fee payment deadline.

An electronic bill will be generated for you on or about the 15th of each month and made available via UAOnline. A reminder will be sent via email each time a new bill is generated. It is your responsibility to check your email address regularly. A link on the UAOnline "Statement and Payment History" page will take you to the page where you can pay with credit card or electronic check. To view your bill, go to UAOnline and choose "Student Services & Account Information" from the main menu, then "Student Account," then "Statement and Payment History."

Other than tuition, fees, housing and dining, which are due according to the schedule on page 70, any charges owed to the university are due within 30 days of when they are incurred to avoid additional late fees.

Payment Options

Pay online: Pay with Visa/MasterCard/Discover/American Express/China Union Pay/Diners Club/JCB or electronic check on the web at UAOnline (<http://uaonline.alaska.edu>). Be sure to review your account status after payment is confirmed.

Pay by mail: Mail your full payment to arrive by 5 p.m. on the fee payment deadline (see page 70). Payments received after this date will be assessed late fees. Make checks payable to UAF and mail to: UAF Community & Technical College, P.O. Box 758040, Fairbanks, AK 99775.

Pay in person: See the schedule of dates and times on page 70. NOTE: If you are paying with a debit card or have a daily limit on your credit card, contact your bank to tell them you are paying university tuition and fees to ensure your card won't be declined.

International payments: Visit www.peertransfer.com/school/uaf/ to make a payment or for more information.

Consequences of Not Paying Tuition and Fees

Failure to pay your tuition and fees in full or make other payment arrangements by the final fee payment deadline may result in cancellation of your class schedule. UAF may withhold transcripts, grades and other services, and cancel meal plans and housing if you do not pay your financial obligations. If the university takes such action, you will still be responsible for your account balance in full. Registration may be withheld from any student who is delinquent in paying any amount due to the university. The registration process is not complete until the student has paid all fees and charges due to the university. The university may drop you from your courses after the fee payment deadline if you owe a balance to the university. A \$100 reinstatement fee will be charged to re-enroll in dropped courses. Students have until the fourth Friday of the semester to re-enroll in dropped courses.

Failure To Meet Financial Obligations

University policy requires a financial hold be placed on your student account if you fail to meet your financial obligations. The hold will prevent any registration, transcript or graduation activity.

Past due accounts may be sent to a collection agency. Interest, late fees and/or collection costs will be added to your account. Past due accounts may be reported to a local credit bureau. The university is authorized to garnish Alaska Permanent Fund Dividends for payment of past due accounts.

Tuition

Tuition by course level		
Course level	Resident (per credit)	Non-resident (per credit)
100–200	\$192	\$681
300–400	\$232	\$721
600	\$444	\$907

2016–2017 resident tuition schedule			
Credit hours	Resident lower level (050-299)	Resident upper level (300-499)	Resident graduate level (600-699)
1	\$192	\$232	\$444
2	\$384	\$464	\$888
3	\$576	\$696	\$1,332
4	\$768	\$928	\$1,776
5	\$960	\$1,160	\$2,220
6	\$1,152	\$1,396	\$2,664
7	\$1,344	\$1,624	\$3,108
8	\$1,536	\$1,856	\$3,552
9	\$1,728	\$2,088	\$3,996
10	\$1,920	\$2,320	\$4,440
11	\$2,112	\$2,552	\$4,884
12	\$2,304	\$2,784	\$5,328
13	\$2,496	\$3,016	
14	\$2,688	\$3,248	
15	\$2,880	\$3,480	

2016–2017 non-resident tuition schedule			
Credit hours	Resident lower level (050-299)	Resident upper level (300-499)	Resident graduate level (600-699)
1	\$681	\$721	\$907
2	\$1,362	\$1,442	\$1,814
3	\$2,043	\$2,163	\$2,721
4	\$2,724	\$2,884	\$3,628
5	\$3,405	\$3,605	\$4,535
6	\$4,086	\$4,326	\$5,442
7	\$4,767	\$5,047	\$6,349
8	\$5,448	\$5,768	\$7,256
9	\$6,129	\$6,489	\$8,163

10	\$6,810	\$7,210	\$9,070
11	\$7,491	\$7,931	\$9,977
12	\$8,172	\$8,652	\$10,884
13	\$8,853	\$9,373	
14	\$9,534	\$10,094	
15	\$10,215	\$10,815	

How Tuition Is Calculated

Tuition is determined by the following:

- the number of credit hours in which you are enrolled,
- the level (e.g., 100-level, 200-level) of the course, and
- your residency status.

Students taking 4 or fewer credits are charged at the resident rate.

An online tuition calculator is available at www.uaf.edu/register/tuition/.

Full-Time Status

You are considered a full-time student if you enroll in 12 or more credits as an undergraduate or 9 or more credits as a graduate student.

Resident and Non-Resident Tuition

All students should check their residency status and tuition charges each semester when they register. Electronic processes, such as a new application, may cause a student's status to change from one semester to the next.

In general, students are expected to have resided in Alaska for the prior two years to be eligible for resident tuition. However, there are additional criteria to meet the eligibility requirements. In the past two years, students must NOT have:

- been absent from Alaska for an aggregate of more than 120 days other than documented absences due to illness or attendance at another educational institution while maintaining Alaska residency;
- acted inconsistently with Alaska residency, such as claiming residency in another state or voting as a resident of another state;
- registered as a resident at an educational institution in another state; or
- paid tuition at the University of Alaska Western Undergraduate Exchange program rate.

Proof of eligibility for the Alaska Permanent Fund Dividend is the standard accepted documentation of residency. You also need to complete a UAF residency application. Other specific proof of residency, as outlined at www.pfd.state.ak.us, may be accepted.

- PFD proof of eligibility — Submit a copy of your most recent Form 1099 or go to <http://pfd.alaska.gov>, click on "Check Application Status," follow the instructions, print the final page that shows "approved, paid, or eligible" and submit it with your UAF residency application.

Students graduating from a qualified Alaska high school within one year of enrollment AND enrolling in a degree program will automatically be considered residents when they provide their high school transcript.

Other exemptions of the non-resident surcharge may be permissible. More information may be obtained at www.alaska.edu/student-services/student/residency/.

Senior Citizen Tuition Waiver

UA Board of Regents policy waives regular tuition for Alaska residents at the age of eligibility for full Social Security retirement benefits. You are eligible to use the senior citizen tuition waiver and enroll in UAF courses if:

- you are a permanent resident of Alaska;
- you are age-eligible to receive full Social Security retirement benefits; and
- there is space (i.e., no waitlist) in the class or classes you want.

You must register in person and not until the first day of instruction to use a senior tuition waiver. You must meet both age and residency requirements by one of the following dates to be eligible for the corresponding semester: Jan. 1 for spring; May 1 for summer. Reimbursements will not be made to senior citizens who pay for a course and then request a waiver. Please call 907-455-2899 for more information.

Employee Tuition Waiver

Employee tuition waivers cover the cost of 16 credits per academic year (up to 8 credits per semester) for university employees. Tuition waivers are accepted for the current semester and cannot be applied to prior terms. Other criteria:

- Tuition waivers cover tuition only.
- The employee must have been employed for at least six months prior to the first day of instruction.
- Tuition waiver forms must be turned in by the fee payment deadline.
- The employee is responsible for paying all other fees by the payment deadline.
- Tuition waivers must be signed by the employee. A supervisor's signature is required if the class takes place during the employee's work day.
- Reimbursements will not be made to employees/dependents who pay for a course or courses and later become eligible for the waiver.
- Dependents must be under the age of 24 on the first day of instruction to be eligible.
- Waivers found to be ineligible will be reversed and the students will be responsible for payment of the waived tuition.
- Late fees and payment deadlines apply to those using tuition waivers.

To be eligible for education benefits, undergraduate students must maintain a 2.0 cumulative GPA; graduate students must maintain a cumulative GPA of 3.0.

Submitting Tuition Waivers

Tuition waivers can be submitted via DocuSign, faxed to 907-455-2828, mailed to UAF Community & Technical College at P.O. Box 758040, or emailed to gacech@alaska.edu. To submit electronic waivers via DocuSign visit www.uaf.edu/finserv/bursar/tuition-waivers/. Tuition waivers must be submitted prior to the fee payment deadline.

Basic Student Fees

Course Fees

Some courses require special materials, supplies or services and require a material fee in addition to tuition. Check course listings to see if material fees are required for any of your classes.

ASUAF

Cost: \$42 per semester.

Who pays: All Fairbanks area students (Fairbanks campus or Community and Technical College sites) enrolled in 3 or more credits.

What's covered: Associated Students of the University of Alaska Fairbanks (ASUAF) represents student views and concerns to the university administration, board of regents and Alaska Legislature. The ASUAF fee also partially funds publication of the UAF student newspaper, the Sun Star; the student-managed ASUAF Concert Board; and KSUA, the student radio station and other media. Other services provided through ASUAF include a free half-hour attorney consultation, academic travel funding, international student identification cards, subsidized student club activities and much more. Contact ASUAF at 907-474-7355 or visit www.asuaf.org.

Athletics

Cost: \$10 per credit hour (to a maximum of \$120 per semester).

Who pays: All Fairbanks-area students (Fairbanks or UAF Community and Technical College sites) enrolled in 3 or more credits.

What's covered: The Athletics fee provides admission to all home athletic competitions. Admission will only be guaranteed until the start of each event. Fee excludes post-season competitions. For further details regarding event/ticket policies visit www.alaskanook.com.

Parking Permit

Cost: Spring 2016, single vehicle, \$41 for 8 or fewer credits; \$78 for 9 or more credits; \$143 annual permit. With any of these permit options, for an additional \$10, two or more vehicles (up to a total of four) may be registered for the Multi-Vehicle option. The hang tag allows one vehicle to be parked on campus at a time. (Campus residents may not purchase the multivehicle option. Employees are not eligible to purchase parking permits at student rates.)

Costs are based on the combined total credit hour enrollment at UAF, Community and Technical College, eLearning & Distance Education, or any class held at a UAF location where credit is given through another location.

Who pays: Students who choose to park a vehicle at any on or off-campus UA, UAF, or Community and Technical College location are required to have a parking permit or permit displayed on the vehicle at all times, including evenings.

What's covered: Parking in permit-required and general use lots/spaces at any on or off-campus UA, UAF, or Community and Technical College location in Fairbanks.

How to get your permit: You can request your permit through UAF's online parking system at www.uaf.edu/finserv/bursar/parkingservices/. Select the type of parking permit/s needed, your delivery option and payment method. You may instantly print a two-week temporary permit for use until your permit arrives in the mail or you pick it up.

Depending on the method chosen, you may pick up the permit at the location indicated at the time of purchase, or if the mail option was chosen, it will be mailed to you. Permits may also be picked up at UAF-CTC, 604 Barnette Street, Room 110. Bring your current state vehicle registration with you to ensure correct info for your file.

How to pay: Complete your permit purchase at UAF's online parking system at www.uaf.edu/finserv/bursar/parkingservices/. Payment options are MasterCard, Visa, Discover or "student account," if you

have added parking to your student account. You may also pay for the permit at UAOnline or at UAF-CTC, 604 Barnette Street, Room 110.

It is the responsibility of all students parking a vehicle on any UAF property (on or off-campus) to be knowledgeable of UAF parking regulations, available online at www.uaf.edu/finserv/bursar/parkingservices/.

For more information, call 455-2899 or email UAF-CTC@alaska.edu.

Student Health and Counseling Center

Cost: \$135 per semester.

Who pays: Students enrolled in 9 credits or more (optional for students taking 6–8 credit hours), students living in university housing, and all students purchasing student health insurance.

What's covered: Basic medical and counseling services at the Student Health and Counseling Center on the Fairbanks campus. See www.uaf.edu/chc/ for more information.

Waivers: Students who meet all of the following conditions may waive the Student Health and Counseling Center fee: 1) no courses on the Fairbanks campus or at University Park, 2) not living in university housing and 3) not purchasing the university student health insurance plan. Pick up a student health center fee waiver form from the UAF Bursar's Office on the Fairbanks campus, or call the Student Health and Counseling Center at 907-474-7043.

Student Recreation Center

Cost: \$75 per semester.

Who pays: All Fairbanks-area students (Fairbanks or UAF Community and Technical College sites) enrolled in 9 or more credits (eLearning classes do not count towards this total). Fairbanks-area students enrolled in 3–8 credits have the option of paying the SRC fee. Fairbanks-area students enrolled in 1–2 credits do not have the option. Students taking courses outside the Fairbanks area are not required to pay the fee.

What's covered: The SRC fee allows you access to the SRC, as well as Patty Center pool, Hulbert Nanook Terrain Park, recreational skate sessions at the Patty Center ice arena and the outdoor climbing tower. With the SRC, you have access to the whole facility and group exercise classes. A belay class is required for the indoor climbing wall and costs extra. Students paying the SRC fee also receive discounts on personal training. Anyone under the age of 18 using the SRC and its facilities must be accompanied by a parent or guardian whose minimum age is 21, unless he/she is a full-time UAF student. For more information call 907-474-5886.

Student Sustainability Fee

Cost: \$20 per semester.

Who pays: Students enrolled in 3 or more Fairbanks section credits (Fairbanks or UAF Community and Technical College sites).

What's covered: The student sustainability fee is a student-initiated fee that is invested in energy-efficiency programs and renewable-energy projects at UAF.

Technology

Cost: \$5 per credit hour (to a maximum of \$60 per semester).

Who pays: All students.

What's covered: The fee remains at the campus at which it was collected and is used to support technology that enhances academics.

Transportation

Cost: \$15 per semester.

Who pays: All Fairbanks-area students (Fairbanks or UAF Community and Technical College sites) taking 4 credits or more per semester during fall or spring semesters.

What's covered: The transportation fee pays a portion of the costs of operating shuttle buses that provide transportation throughout campus and to various university facilities off campus.

UA Facilities Fee

Cost: \$6 per credit spring.

Who pays: All undergraduate and graduate students, including those enrolled in eLearning or distance education courses.

What's covered: The facilities fee is assessed to all undergraduate and graduate students to address the capital reinvestment for university facilities and academic equipment. Capital investment funds construction that modernizes university classrooms, laboratories, residence halls and other buildings so that students have access to learning and living facilities that enhance the academic experience.

UA Network Fee

Cost: 4 percent of tuition.

Who pays: All students.

What's covered: The UA network charge covers rapidly rising costs, especially in the maintenance and enhancement of the university-wide technology infrastructure. The 4 percent network charge is applied on a per credit hour basis (rounded to the nearest dollar) to tuition, non-resident surcharges if applicable, and fees in lieu of tuition for credit and non-credit courses. The minimum network charge per course is \$8.

Wood Center Student Life

Cost: \$35 per semester.

Who pays: All Fairbanks-area students (Fairbanks campus or UAF Community and Technical College sites) enrolled in 9 credits or more. Students taking courses outside the Fairbanks area are not required to pay the fee.

What's covered: The Wood Center student life fee supports Nanook traditions such as Starvation Gulch, Winter Carnival and SpringFest as well as student activities and student life programs.

Other Fees

Application for Admission

Cost: \$40–\$60

Who pays: Applicants to certificate and associate degree programs should include \$40 with their admissions application; applicants to baccalaureate programs should include \$50; applicants to graduate programs, \$60.

What's covered: Assessment and processing of prospective student applications.

Campus Housing

Fairbanks campus single-student housing and Fairbanks campus family/graduate housing

Go to www.uaf.edu/reslife/ for the most current information on UAF housing.

Residence hall phone line

To request a landline in your room, please email your request, including your contact information, to uaf-housing@alaska.edu.

How to apply

Send your completed application and application fee to the UAF Department of Residence Life. Applications are available online. Room rent and meal plan fees, along with all other fees, are due in full by fee payment end. Information about Residence Life is available at 907-474-7247, uaf-housing@alaska.edu, or www.uaf.edu/reslife/.

Credit by Examination

Cost: \$40 per credit hour.

Who pays: Students using the credit-by-exam option for earning UAF course credit.

What's covered: The fee pays for coordinating the exam or other evaluation requirements between student and professor, grade recording and transcription.

Credit for Prior Learning

Cost: \$50 fee payment plus \$10/credit hour for credits earned

Who pays: Students using the credit for prior learning option to earn UAF course credits.

What's covered: The fee pays for the portfolio or license/certificate review by faculty. If credit is awarded, the fee per credit hour earned pays for grade recording and transcription. For more information visit www.uaf.edu/advising/student-resources/.

eLearning & Distance Education

Cost: \$25 per credit hour

Who pays: Students enrolled in an eLearning & Distance Education course.

What's covered: The fee pays for academic and advising support, online student resources, exam proctoring services, technology upgrades and enhancements to course delivery.

Late Add / Late Registration Fee

Cost: \$50

Who pays: Students given permission to add a full semester length class after the last day to pay tuition and fees will be charged a late registration fee of \$50 that must be paid within five business days. This includes add/drop (swap) courses. No late fee will be charged when:

- you add a late start course during the regular registration period for that course.
- you are moved into a class for which you were waitlisted.
- you change from one section to a different section of the same course.
- you add a graduate thesis or research credits.
- you add a course to replace a canceled course in which you were previously enrolled.
- you are moved to a lower or higher level of a course (i.e. MATH F107x to DEVM F105) due to instructor's recommendation.

This fee is refundable only if all classes for which you have registered are canceled. See the Registration Details "Changing your registration" section for the procedure for adding a class.

What's covered: Processing of late registration.

Late Payment Fees

Cost: \$100 for 1st; \$150 for 2nd; \$35 per month for late payment plan payments

Who pays: All students who have missed the fee payment deadline and have a balance of \$300 or more. An additional \$150 fee will be added to accounts which are not paid in full by the withdrawal deadline.

What's covered: Processing of late payments.

Meal Plans

Cost: To be determined.

Who pays: All residence hall students are required to purchase a meal plan, with the exception of residents living in Cutler Apartment Complex, Sustainable Village and graduate students. Students who do not live on campus but are interested in purchasing a meal plan can contact Dining Services at 907-474-6661 or uaf-dining@alaska.edu. Please review your dining contract for more details. All prices are per semester.

What's covered: Meal plans will have two forms of payment: block meals and Munch Money. Munch Money may be used at all dining and most vending locations on campus. Munch Money will not roll over into the next academic year.

More information will be available May/June 2015 at www.uaf.edu/dining/.

Meal plans and Munch Money can be purchased from Dining Services at 118 Eielson. Applications are available online at www.uafdining.com; click on Meal Plans.

NOTE: Wood Center dining locations are closed during UAF winter and spring breaks.

Payment Plan

Cost: \$30–\$75 depending on when you sign up. Discount only applies to online enrollment via UAOnline.

Who pays: Students who are unable to pay all tuition and fees at the beginning of a semester.

What's covered: Budgeting by distributing the costs of tuition and fees over up to five payment dates. Payment plans are available for UAF students via their UAOnline account (Note: only UAF offers this option). A down payment and enrollment fee is required at time of enrollment.

The earlier you enroll, the more payment plan options are available, so enroll early!

Post Office Box

Cost: \$45 per box per semester, \$90 annual, \$30 summer only.

Who pays: Students who wish to receive U.S. Postal Service mail on campus may rent a post office box in the full service post office located in Constitution Hall or add it to their UAOnline account. USPS mail is delivered on campus to post office boxes only, not to street addresses.

What's covered: Post office box space, postal and mail forwarding services.

Reinstatement Fee

Cost: \$100

Who pays: Students dropped from classes due to nonpayment will be charged \$100 to have classes reinstated.

What's covered: Reinstatement processing

Returned Check Fee

Cost: \$30

Who pays: If a check is returned for any reason, a hold will be placed on the student's account which will prevent the student from registering, viewing grades, participating in graduation activities and receiving transcripts until the check clears and a \$30 fee is paid.

What's covered: Processing of returned checks

Textbooks

Cost: The cost for your textbooks and course materials will vary between \$15 and \$400 per course, depending on your instructor's preferred textbook or course material. You can expect to pay \$250 to \$1,100 per semester on textbooks, depending on your course load. You can look up pricing information online at www.uaftext.com or through your uonline account (using the links through the registration website).

Who pays: All students who need their required textbook or course materials.

What's covered: Texts, assigned readings or other course materials assigned by instructors. Visit www.uaf.edu/bookstore/ or www.uaftext.com for more information.

Refunds

Fall 2016 Refund Schedule

Semester-length classes, including evening and weekend courses through Monday, Sept. 12 (Fall semester)...100% tuition and fees*

*Parking fee will be refunded, less \$5 for processing, if you return your permit. If a permit was picked up, it must be returned when you drop your classes.

Courses dropped or withdrawn and added (swapped) on the same day

Through Monday, Sept. 12 (Fall semester) ...100% tuition and fees

After Monday, Sept. 12 (Fall semester). no swap

Courses meeting four weeks or more, but less than a semester

Drop within five business days of the first class. - 100% tuition and material/course/lab fees

Courses meeting less than four weeks and self-support classes, including WINTERmester and MAYmester - Last day to drop for a full refund is the first day of the class.

CEU (Continuing Education Unit) courses - 100% refund of all charges if you withdraw by the first day of class.

Regular semester-length evening and weekend courses beginning after Friday, Sept. 18 (fall semester) - Drops must be processed the next business day for the refund policy to apply.

Canceled Courses

If your class is canceled, you may add another class of equal credit and level at no additional tuition cost. You must pay any additional fees. If you do not add a replacement course, the Bursar's Office will automatically process a credit to your account.

Add/Drop (Swap)

For a complete schedule of refund dates and criteria, refer to the Fall 2016 Refund Schedule section above.

- A 100 percent swap of tuition only is allowed only if the drop and/or add is done on the same day during three weeks following the start of semester.

- If an upper-level class is swapped for a lower-level class, the difference is refundable at 100 percent through the 100 percent tuition and fees refund period for that semester.
- If a lower-level class is swapped for an upper-level class, the student must pay the difference.
- Late fees apply for added classes.

Fee Refunds

Student Health Center, technology, network, transportation, student life, athletic, orientation, ASUAF, laboratory, material and miscellaneous fees are not refunded after the 100 percent refund deadline. Parking permits purchased and not received or purchased and returned by the fee payment deadline are refundable. Health insurance will be credited to your account if a total withdrawal takes place within the first 31 days of the insurance policy coverage. If you withdraw for medical reasons, you may appeal the reversal of your insurance enrollment with the Student Health and Counseling Center.

Exceptions to Policy:

Appeal for Refund of Tuition

Appeals for refund of tuition are exceptions to policy and are only allowed in exceptional cases. Approval is not automatic, and you need to provide documented evidence to support your request. Acceptable serious and compelling reasons may include: 1) death in immediate family; 2) serious illness or injury of student or immediate family; and 3) factors outside student's control (for example, fire, flood). Not receiving expected financial aid, or failing to comply with published deadlines or regulations are not serious and compelling reasons to seek a refund and will not be approved.

Appeals for refund of tuition must be submitted within 30 class days after the beginning of the next regular semester. Forms for an appeal for refund of tuition are available online at www.uaf.edu/finserv/bursar/, through UAF-CTC, 604 Barnette Street, Room 110. Once received, the appeal will be evaluated by a campuswide committee, which will return a decision to the student. The decision of the committee is final, and a student who files a written appeal under these procedures shall be expected to abide by the final disposition of the review, as provided, and may not seek further appeal of the matter under any other procedure within the university. Submission of appeals and appropriate documentation after published deadlines will not be considered. Contact UAF-CTC, 604 Barnette Street, Room 110, or call 907-455-2851 for more information.

In order for the committee to consider your appeal for a refund for a class, you must be fully withdrawn from the class. To withdraw from your class or classes, complete the Total Withdrawal or Late Withdrawal form (whichever is appropriate) and submit it to UAF-CTC, 604 Barnette Street, Room 110. Forms can be found online at www.uaf.edu/reg/forms/ or at UAF-CTC, 604 Barnette Street, Room 110.

Refund Processing

Financial aid will be disbursed to student accounts 10 business days prior to the first day of class for the semester and the Bursar's Office will begin processing refunds at that time. Contact the Bursar's Office for an advance of funds if you need your funds for books and supplies.

Refund processing is automatic for students who officially drop courses by published refund deadlines. Remember to return parking permits if you drop during the 100 percent refund time.

All refunds are processed electronically or by mail. The Bursar's Office does not issue refund checks for amounts less than \$10. It is your responsibility to check your account and contact the Bursar's Office to receive your refund as cash or to apply it to your Polar-Express card as a nonrefundable payment.

If you paid tuition and fees by credit card only, the card will be credited up to the amount charged.

If your tuition was paid through external sources such as financial aid, federal loans, scholarships or grants, you will receive your refund as a check sent to your mailing address of record or direct-deposited in your bank account.

Once processed by the Bursar's Office, direct deposit takes three to five business days to disburse to your bank account.

Your refund is subject to federal regulations. If you receive a refund due to dropped classes or a total withdrawal, you may no longer qualify to receive scholarships or financial aid. In that case, the funds may be returned to the lender or grantor pursuant to all applicable rules and regulations.

If you paid by cash or check, a refund check will be sent to your mailing address of record, or direct-deposited in your bank account. If you notify the Bursar's Office that you have not received the check due to an incorrect address, a fee of \$18.50 will be charged for all checks reissued due to a stop pay request by the student. Please be sure your current mailing address is on file.

If you paid your tuition and fees by check, refund processing will begin after your check has cleared the bank.

Any balance owed to the university will be deducted from your refund.

Direct Deposit of Refunds

Enrolling in direct deposit allows your refunds to be electronically deposited into your bank account. It's simple, safe and convenient. Enrollment is available through our secure self-service website. Sign up for direct deposit of your refund through UAOnline (<http://uaonline.alaska.edu>) by following these steps:

- At the "Student Services & Accounting Information" menu select the "Direct Deposit Enrollment" link.
- Select "1st time setup of direct deposit"
- Select the account type
- Enter the bank routing code
- Enter account number
- Re-enter account number
- Select "Submit"

Financial Aid

Many students receive some sort of financial aid from either the State of Alaska, federal government or institutional programs. Complete the required FAFSA (Free Application for Federal Student Aid, online at www.fafsa.ed.gov); the application process may take up to six weeks. UAF-CTC, 604 Barnette Street, Room 110, has all the necessary applications.

The majority of financial aid awards will appear as credits applied to your student account, unless you are receiving a check from an outside agency.

Financial Aid Reminders

To be eligible for financial aid, you must:

- Be admitted to a UAF degree or certificate program and meet satisfactory academic progress standards.
- Be an undergraduate enrolled in 12 or more credits (or a graduate student enrolled in 9 or more graduate-level credits) if receiving full-time funding. Waitlisted, audit and year-long correspondence study classes do not count toward determining your fulltime student status.
- Complete online entrance counseling if receiving a Federal Direct Loan for the first time.

If your guaranteed financial aid or loans will not arrive before the last day to pay tuition and fees, you must arrange for a payment plan with the Bursar's Office.

Before the last day of fee payment, you must make arrangements to pay tuition and fees, including housing if you are living on campus. A payment plan can be arranged if disbursement of financial aid for fall 2016 will be delayed past the payment deadline (see page 70). You must pay tuition and fees by that time or late fees will apply. Contact UAF-CTC, 604 Barnette Street, Room 110 if you are interested in setting up a payment plan.

To verify that financial aid has arrived at UAF and is available for disbursement:

- go to the financial aid website, www.uaf.edu/finaid/ and select "Check Your Aid Status," or
- log on to UAOnline (<http://uaonline.alaska.edu>), or
- contact UAF-CTC, 604 Barnette Street, Room 110, 907-455-2832, 877-882-8827 or UAF-CTC@alaska.edu.

STUDENT SERVICES & RESPONSIBILITIES

Your Responsibilities

UAF Communication by Email

UAF uses email to communicate with students on many important matters. Email is often the only way some information is distributed, so it is important that you regularly check your university email address or forward mail from your UAF address to an address you check frequently. The university automatically assigns each student an official UAF email account when the student enrolls (except students whose primary registration is through Bristol Bay, Chukchi, Interior-Aleutians, Kuskokwim or Northwest campuses). If you have multiple UAF email accounts, you should forward them to the one you check most often. You are responsible for knowing — and, when appropriate, acting on — the contents of all university communications sent to your official UAF email account.

All notifications regarding waitlisted courses will be sent to your student preferred email address. To receive these important notifications, be sure your email is current and you have selected your preferred student email at UAOnline (<http://uaonline.alaska.edu>): select "Personal Identification" tab, then click on "Update Student Preferred Email Address."

If you want to receive university communications at a different email address, you need to forward email from your assigned UAF account to an email address of your choice. You can easily do this online at www.alaska.edu/google/faqs/top/.

Keep Your Mailing and Email Addresses Up-To-Date

To receive information about early registration for the next semester, and to receive other important information, be sure your current addresses are updated at UAF-CTC, 604 Barnette Street, Room 110. Your current mailing address may be updated on the web at UAonline (<http://uaonline.alaska.edu>) or through UAF-CTC, 604 Barnette Street, Room 110. To forward your email address, see the paragraph above.

Attendance

Registration entitles you to a seat in the classes you want. However, you must begin attending classes on the first day of instruction or you may lose your place, regardless of whether or not you have paid tuition and fees. Not attending class and not paying tuition and fees will not remove your financial obligation to the university. If you do not plan to attend, you must drop your classes within the 100 percent refund period to avoid assessment of tuition and fees. The university will drop you from your classes for non-payment.

DegreeWorks — Your GPS to Graduation

Now you can easily check your progress toward graduation with DegreeWorks, our web-based degree audit software. DegreeWorks. DegreeWorks will enable you to:

- View your progress toward degree completion.
- Run your degree audit.
- See how your current and completed courses apply to graduation requirements.
- See any outstanding degree requirements still needed.
- Determine how changing your major will affect your graduation date.

Students can log into their DegreeWorks records via UAOnline (<http://uaonline.alaska.edu>). Under “Student Services & Account Information” select “DegreeWorks/Electronic Degree Audit.”

Students applying for graduation will be provided an official degree audit evaluation once graduation application processing begins.

Student Code of Conduct

As with all members of the university community, the university requires students to conduct themselves honestly and responsibly, and to respect the rights of others. Conduct that unreasonably interferes with the learning environment or that violates the rights of others is prohibited by the standards and guidelines described in university regulation and UAF rules and procedures, collectively referred to as the Student Code of Conduct, or code. Students and student organizations will be responsible for ensuring that they and their guests comply with the code while on property owned or controlled by the university or at activities authorized by the university. The entire student code of conduct, including prohibited conduct and sanctions, is online at www.uaf.edu/usa/student-resources/conduct/#condu.

Vital Services

Blackboard

Blackboard is the university’s learning management system that gives students and faculty the ability to participate in classes delivered solely online and/or the flexibility to use online materials and activities to complement face-to-face teaching. UAF eLearning & Distance Education courses are offered through Blackboard and may use other technology to enhance course content delivery. Blackboard makes it possible for instructors to provide students

with course materials, discussion boards, virtual chat rooms, online quizzes, an academic resource center and more. Using Blackboard, instructors can provide students with resources such as lecture notes, PowerPoint slide presentations or class handouts. If you’re enrolled in a course that uses Blackboard, be sure to find out how it will be used. For more information about Blackboard, please visit <http://classes.uaf.edu>. For Blackboard-related questions, please call the OIT Support Center at 907-450-8300 or helpdesk@alaska.edu, or UAF eLearning & Distance Education at 907-479-3444 or uaf-elearning@alaska.edu.

Bookstore

The Bookstore is located in the second and first floor of Constitution Hall. Products available include textbooks, UAF clothing, insignia gift items, general books, study aids, school and art supplies, calculators, snacks and sundries.

Bookstore hours

- Monday–Friday, 7:45 a.m.–6 p.m.
- Summer hours: Monday–Friday, 8 a.m.–5 p.m.
- Please visit www.uaf.edu/bookstore/ or www.uaftext.com for the most up-to-date store special hours.

How to buy textbooks

You can browse and buy your textbooks by visiting the Text Bookstore located on the first floor of Constitution Hall or by visiting the website www.uaftext.com. In addition to new and used textbooks, many titles are now available for rent or as e-books to help save our students money. Please ask your bookstore associate for more information on these options.

The Bookstore website (www.uaf.edu/bookstore/ or www.uaftext.com) has instructions on how to order your textbooks. You can order your books online and pick them up in the store for free or have them shipped directly to you. We ship all online orders via U.S. Postal Service or FedEx, depending on your shipping address.

Most orders going to Fairbanks, Anchorage, Juneau and the Lower 48 can ship FedEx. All orders going to other parts of Alaska and to post office boxes must be shipped by the USPS, and different shipping rates will apply.

Questions? We’re here to help!

- Phone: 907-474-7348
- Fax: 907-474-7739
- Email: 1191mgr@fhcg.follett.com

Current UAF Catalog

Current and archived catalogs are online at www.uaf.edu/catalog/.

Disability Services

UAF is committed to equal access for students with disabilities. Students experiencing a disability should contact the Disability Services office, 208 Whitaker Building, by phone at 909-474-5655, or on the website www.uaf.edu/disability/. Accommodations are determined through an interactive process that includes the completed application, the documentation of the disability and the essential requirements of the course. Academic accommodations are free of charge and available to eligible students enrolled for at least 1 credit. Accessible living accommodations are available to eligible individuals through the Residence Life program.

How To Get Your UAF Grades

Provided you do not have holds on your account, you can access your unofficial transcript, midterm and final grades at UAOnline (<http://uaonline.alaska.edu>).

- Log on to UAOnline secured area. If you need help logging on, refer to page 77.
- Click on the following links:
 - “Student Services & Account Information”
 - “Student Records”
- Select “Midterm Grades,” “Final Grades” or “Academic Transcript.” The Midterm and Final Grade options will require you to select the term of interest. If a term is not listed, no grades have been posted for you for that term. The Academic Transcript option will require that you select the level before submitting. For example, if you are looking for your undergraduate Fairbanks record, you would select “Undergraduate-UAF” and then click on the submit button.

After grades are posted, you will see them in your DegreeWorks audit at www.uaf.edu/reg/degreeworks/ the next day.

Student Identification

The PolarExpress card is your permanent, official university identification card. It is more than an ID card. You can deposit money in your PolarExpress card balance and use it to pay for goods at all Dining Services locations, vending machines, photocopiers, the Wood Center counter and the Bookstore. You will use your PolarExpress card for:

- Photo identification.
- Dining services.
- Residence hall access.
- Library access.
- Student labs access.
- Photocopiers and laser printers.
- Vending machine access.
- Student Recreation Center.
- Student Health and Counseling Center.
- Admission to university events.
- Voting.
- Fairbanks North Star Borough bus access (MACS).

Students can get a PolarExpress card at UAF-CTC, 604 Barnette Street, Room 110. Please bring valid photo identification when you stop in to have your picture taken for your new PolarExpress Card.

Validity

Your PolarExpress card is valid for two years after your last affiliation with the university. All privileges are eliminated upon departure from the university, with the exception of Bear Bucks. Holders who return to the university system within two years and no longer have their PolarExpress card must buy a replacement card.

Returning students

Your PolarExpress card will be updated when you register. There is no need to come to the PolarExpress office to have it activated. If your card does not have your UA ID number printed in the lower right-hand corner, please bring it to the PolarExpress office to exchange it for a new one at no charge. Cards that do not display a UA ID number will no longer work in the PolarExpress system.

Replacement cards

There is a \$10 fee for a replacement card. If your card is lost, stolen or damaged, you must report it immediately by calling 907-474-7384 to deactivate your card. Replacement cards can be obtained at UAF-CTC, 604 Barnette Street, Room 110 or at the Bursar’s Office, on the first floor of Signers’ Hall. If you find your card after reporting it lost, you must come to our office to reactivate it.

Student Information Privacy and Social Security Number Information

To protect your privacy, the University of Alaska will assign you a student ID number that is different from your social security number. Your student ID number, rather than your SSN, will be used to identify your educational records. You will be able to access your new student ID number when you log on to UAOnline.

UA is required to obtain your SSN for federal financial aid and tax reporting purposes. The Privacy Act Notice, Section 6109 of the Internal Revenue Code, requires you to give your correct SSN to persons who must file information returns with the IRS to report certain information. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. For more information please refer to IRS code 6050S.

Your SSN is required to use the secure web admissions application. (This will help us avoid duplication of student records.) If you do not wish to provide your SSN using the web application you may download, complete and mail an undergraduate or graduate student application to UAF Community & Technical College, P.O. Box 758040, Fairbanks, AK 99775.

Supplemental Instruction

Supplemental Instruction is an academic assistance program that utilizes peer-assisted study sessions. SI sessions are regularly scheduled, informal review sessions in which students compare notes, discuss readings, develop organizational tools and predict test items. Students learn how to integrate course content and study skills while working together. Students who attend SI sessions have been shown to improve course grades as well as overall grade point averages. For more information, contact the Academic Advising Center (510 Gruening), 907-474-6396 or visit www.uaf.edu/advising/lr/.

Testing Services

As a national test center, the UAF Testing Services office contracts and administers paper and pencil and computer-based exams. We advise UAF students, prospective students and the community about national testing for college admissions and placements in addition to career and professional certification.

Our office administers a wide range of testing and assessment instruments used for admission, awarding of college credits, career and life planning, and professional certification. We coordinate private proctoring and credit by examination locally and through the College Level Examination Program (CLEP).

The ACCUPLACER, ALEKS and ASSET tests cover basic skill areas of reading, writing and math. They are used to help determine readiness for specific course work. All entering associate degree students, certificate students and students planning to take a 100-level written communications course are required to provide test scores from the ACCUPLACER, COMPASS, ASSET, ACT or SAT tests. All students planning to take a MATH, DEVM or course with a math prerequisite will need to take the ALEKS placement test. This test is unproctored and available online.

UAF Testing Services also offers the following entrance/licensure and accreditation exams on computer: CLEP, CPA, DSST, GRE, GMAT, HOBET, LCE, MAT, MCAT, PAXRN, PRAXIS, TOEFL and others. Registration in advance is required. In addition, Testing Services is an ETS, ACT and Prometric center, hosting a variety of other computer-based tests.

Disabled students may be entitled to special testing arrangements. For more information about services offered and registration materials, visit Testing Services at 211 Gruening Building, call (907) 474-5277 or email uaf-testing-dept@alaska.edu. Walk-in hours are 8 a.m. to 3 p.m. Monday–Friday.

Veterans' Services

UAF makes a firm commitment to veterans and the active military communities in the Fairbanks area.

Veterans' Services includes staff members in Financial Aid, the Office of Admissions and the Registrar, Career Services, and the Veterans' Resource Center who focus on veterans and their families. We are here to help you with any challenges you encounter while transitioning from a military to an academic environment.

Who can use the services?

All veterans — active duty, reserve, guard, separated and retired, and their dependents who are exploring the academic opportunities available to them at UAF — are eligible to use UAF services for veterans. The Veterans' Resource Center is open to all veterans and dependents seeking help regardless of their academic intent or institutional affiliation.

Initiate your VA paperwork 60–90 days before your school start date. Apply for your GI Bill benefits through the VONAPP

(see www.uaf.edu/veterans/).

The UAF Financial Aid Office helps veterans, service members and eligible dependents with paperwork for degree and certificate programs. As a liaison with the Department of Veterans Affairs, the school certifying official monitors the academic progress of eligible students in compliance with Title 38, Code of Federal Regulations.

If you are interested in applying for VA educational benefits under any of the chapters listed at www.uaf.edu/veterans/va-educational-benefits/, visit www.uaf.edu/veterans/using-your-va-benefits/ or contact us at:

Financial Aid Office

107 Eielson Building
907-474-7256 or 888-474-7256
uaf-va@alaska.edu

Office of Admissions and the Registrar

102 Signers' Hall
907-474-7500 or 907-478-1823
cloehring@alaska.edu

Veterans' Resource Center

111 Eielson Building
907-474-2475 or 907-799-9104
wecrary@alaska.edu

Safety at UAF

UAF is committed to maintaining a safe environment for students, staff and faculty.

In an Emergency

- Dial 911 and provide information to the dispatcher.
- If it's safe to do so, wait in the area until emergency services personnel arrive, and/or meet them at the building entrance.

Nonemergency Situations

- In a nonemergency situation you can reach the dispatcher at 907-474-7721.

Closure or Emergency Information Updates

In the event of a closure, campus emergency or other disruption, information about the Fairbanks campus may be available by calling 907-474-7UAF (907-474-7823). Information may also be disseminated via the following methods:

- Email or fax
- Local radio and/or television broadcasts
- Online at www.uafnews.com or www.uaf.edu/alert/

Safety and Security Tips

- Walk in pairs at night or call 907-474-7721 at any time to have a community service officer escort you to your car or other Fairbanks campus location.
- Be aware of your surroundings.
- Trust your instincts.
- Keep your residence door locked at all times.
- Report suspicious persons or situations.
- Alert campus police if you will be working late or on weekends.
- Never leave personal items unattended.
- Lock your vehicle.
- Report all incidents of crime or suspected crime to the UAF Police Department, and never hesitate to call for help.
- More information about safety is available at www.uaf.edu/usa/student-resources/conduct/#safety.

Who Can Help?

Emergency

- UAF Police/Fire Department (911 or 907-474-7721)
- Alaska State Troopers (907-451-5100)
- Fairbanks Police Department (907-459-6500)
- Fairbanks Memorial Hospital (907-458-5565)
- Interior Alaska Center for Non-Violent Living (907-452-2293)
- Crisis Line (907-452-4357)
- UAF Student Health and Counseling Center (907-474-7043)
- UAF Student Services (907-474-7317)
- UAF Residence Life (907-474-7247)
- UAF Office of Diversity and Equal Opportunity and Title IX Coordinator (907-474-7300)

Contacting any of these resources doesn't commit you to further legal action and is confidential.

Prevention

- UAF security escort (907-474-7721)
- UAF Student Health and Counseling Center (907-474-7043)
- UAF Disability Services (907-474-5655)
- UAF Student Services (907-474-7317)
- Interior Alaska Center for Non-Violent Living (907-452-2293)
- UAF Office of Diversity and Equal Opportunity and Title IX Coordinator (907-474-7300)

CLASS SCHEDULE WORKSHEET *find your path*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00–9:00 a.m.	8:00–9:00 a.m.	8:00–9:00 a.m.	8:00–9:00 a.m.	8:00–9:00 a.m.
9:00–10:00 a.m.	9:00–10:00 a.m.	9:00–10:00 a.m.	9:00–10:00 a.m.	9:00–10:00 a.m.
10:00–11:00 a.m.	10:00–11:00 a.m.	10:00–11:00 a.m.	10:00–11:00 a.m.	10:00–11:00 a.m.
11:00 a.m.–noon	11:00 a.m.–noon	11:00 a.m.–noon	11:00 a.m.–noon	11:00 a.m.–noon
noon–1:00 p.m.	noon–1:00 p.m.	noon–1:00 p.m.	noon–1:00 p.m.	noon–1:00 p.m.
1:00–2:00 p.m.	1:00–2:00 p.m.	1:00–2:00 p.m.	1:00–2:00 p.m.	1:00–2:00 p.m.
2:00–3:00 p.m.	2:00–3:00 p.m.	2:00–3:00 p.m.	2:00–3:00 p.m.	2:00–3:00 p.m.
3:00–4:00 p.m.	3:00–4:00 p.m.	3:00–4:00 p.m.	3:00–4:00 p.m.	3:00–4:00 p.m.
4:00–5:00 p.m.	4:00–5:00 p.m.	4:00–5:00 p.m.	4:00–5:00 p.m.	4:00–5:00 p.m.
5:00–6:00 p.m.	5:00–6:00 p.m.	5:00–6:00 p.m.	5:00–6:00 p.m.	5:00–6:00 p.m.
6:00–7:00 p.m.	6:00–7:00 p.m.	6:00–7:00 p.m.	6:00–7:00 p.m.	6:00–7:00 p.m.
7:00–8:00 p.m.	7:00–8:00 p.m.	7:00–8:00 p.m.	7:00–8:00 p.m.	7:00–8:00 p.m.
8:00–9:00 p.m.	8:00–9:00 p.m.	8:00–9:00 p.m.	8:00–9:00 p.m.	8:00–9:00 p.m.
9:00–10:00 p.m.	9:00–10:00 p.m.	9:00–10:00 p.m.	9:00–10:00 p.m.	9:00–10:00 p.m.

UAF CTC DIRECTORY

ACADEMIC PROGRAMS

APPLIED BUSINESS AND ACCOUNTING 604B

Andy Anger, Program Head 455-2862.....apanger@alaska.edu
 Melissa Brown 455-2815.....mcbrown@alaska.edu
 Jean Heusinkveld 455-2815.....ejheusinkveld@alaska.edu
 Mark Young 455-2861.....myoung3@alaska.edu
 Susan Doren, Administrative Assistant 455-2852.....msdoren@alaska.edu
 Fax Line 455-2941

ALLIED HEALTH 604B

Cathy Winfree, Program Head & CNA 455-2876.....cmwinfree@alaska.edu
 James Barr, Radiology 458-5220.....jmbarr@uaa.alaska.edu
 Jenifer Filotei, Dental Assisting 455-2891.....jafilotei@alaska.edu
 Eileen Weatherby, Nursing 455-2914.....ewweatherby@alaska.edu
 Laurie Robinson, Administrative Assistant 455-2823.....lkrobinson@alaska.edu
 Joyce Soetaert, Dental Administrative Assistant 455-2805.....jsoetaert@alaska.edu
 Rachel Crandall 455-2924.....rmsunterstorey@alaska.edu
 Jan Rud 455-2880.....jlrud@alaska.edu
 Millie Castro 455-2875.....mcastro11@alaska.edu
 Fax Line 455-2865

ASSOCIATE OF ARTS 604B

Mahla Strohmaier, Program Head 455-2836.....mstrohmaier@alaska.edu
 Administrative Assistant 455-2869
 Fax Line 455-2881

AUTOMOTIVE TECHNOLOGY HUTCH

Shawn Conell 455-2917.....sconell@alaska.edu
 Megan Huerd, Administrative Assistant 455-2932.....mmhuerd@alaska.edu
 Fax Line 455-2919

AVIATION MAINTENANCE HANGAR

Arvid Weflen, Director of Aviation 455-2867.....awweflen@alaska.edu
 Kevin Alexander, Program Head 455-2921.....kwalexander@alaska.edu
 Roger Weggel, Professional Piloting 455-2847.....rfweggel@alaska.edu
 Robert Osterhoudt, Aviation Maintenance 455-2900.....raosterhoudt@alaska.edu
 Kathy Toohey, Administrative Assistant 455-2809.....ktoohey2@alaska.edu
 Fax Line 455-2841

CONSTRUCTION MANAGEMENT 604B

Galen Johnson, Program Head 455-2846.....gjohns55@alaska.edu
 Thane Magelky 455-2845.....temagelky@alaska.edu
 Martha Westphal, Administrative Assistant 455-2886.....mmwestphal@alaska.edu
 Fax Line 455-2935

CULINARY ARTS & HOSPITALITY HUTCH

Keith Swarner, Associate Dean, Program Head 455-2820.....keith.swarner@alaska.edu
 Luis Martinez 455-2929.....lhmartinez@alaska.edu
 Sean Walklin 455-2904.....sbwalklin@alaska.edu
 Kristi Gaikowski, Office Manager 455-2809.....kgaikows@alaska.edu
 Fax Line 455-2909

DEVELOPMENTAL EDUCATION 604B

Math Faculty 455-2869
 Jennifer Tilbury, English 455-2860.....jtilbury@alaska.edu
 Administrative Assistant 455-2869
 Fax Line 455-2912

DIESEL/HEAVY EQUIPMENT HUTCH

Tony Simko, Assistant Professor 455-2843.....asimko@alaska.edu
 Megan Huerd, Administrative Assistant 455-2932.....mmhuerd@alaska.edu
 Fax Line 455-2919

DRAFTING/DESIGN TECHNOLOGY 604B

Thane Magelky, Program Head 455-2845.....temagelky@alaska.edu
 Galen Johnson 455-2846.....gjohns55@alaska.edu
 Martha Westphal, Administrative Assistant 455-2886.....mmwestphal@alaska.edu
 Fax Line 455-2935

EARLY CHILDHOOD EDUCATION 604B

Patty Meritt, Program Head 455-2883.....pameritt@alaska.edu
 Annemarie Mattacchione 455-2931.....amattacchione@alaska.edu
 Kelly Peissner, Administrative Assistant 455-2842.....kipeissner@alaska.edu
 Fax Line 455-2894

FIRE SCIENCE UPARK

John George, Program Head 455-2879.....jgeorge@alaska.edu
 Cheri Renson, Administrative Assistant 455-2853.....carensen@alaska.edu
 Fax Line 455-2813

GENERAL ACADEMIC/RECREATION COURSES 604B

Administrative Assistant 455-2869

HUMAN SERVICES 604B

Bob Parr, Program Head 455-2882.....rgparr@alaska.edu
 Kelly Peissner, Administrative Assistant 455-2842.....kipeissner@alaska.edu
 Fax Line 455-2894

INFORMATION TECHNOLOGY SPECIALIST 604B

Bill Barnes, Program Head 455-2854.....bill.barnes@alaska.edu
 Rick McDonald 455-2934.....ramcdonald@alaska.edu
 Mel Denning 455-2957.....mrdenning@alaska.edu
 Martha Westphal, Administrative Assistant 455-2886.....mmwestphal@alaska.edu
 Fax Line 455-2935

LAW ENFORCEMENT UPARK

Don 'Dusty' Johnson, Program Head 455-2811.....dpjohnson@alaska.edu
 Cheri Renson, Administrative Assistant 455-2853.....carensen@alaska.edu
 Fax Line 455-2813

PARALEGAL STUDIES 604B

Deana Waters, Program Head 455-2835.....dmwaters@alaska.edu
 Susan Doren, Administrative Assistant 455-2852.....msdoren@alaska.edu
 Fax Line 455-2881

PARAMEDIC PROGRAM UPARK

Justin Yurong, Program Head 455-2892.....jyurong@alaska.edu
 Chuck Kuhns 455-2895.....cmkuhns@alaska.edu
 Cheri Renson, Administrative Assistant 455-2853.....carensen@alaska.edu
 Fax Line 455-2813

PROCESS TECHNOLOGY FPTC

(Safety Health & Environmental Awareness, Power Generation, & Instrumentation)

Brian Ellingson, Program Head 456-1726.....beellingson@alaska.edu
 Robert Hook 457-1285.....rjhook@alaska.edu
 Teresa Lantz 456-1754.....tslantz@alaska.edu
 Administrative Assistant 479-2436
 Fax Line 479-2134

PROFESSIONAL PILOTING HANGAR

Roger Weggel, Program Head 455-2847.....rfweggel@alaska.edu
 Kathy Toohey, Administrative Assistant 455-2809.....ktoohey2@alaska.edu
 Fax Line 455-2841

WELDING HUTCH

Arvid Weflen, Program Head 455-2867.....awweflen@alaska.edu
 Megan Huerd, Administrative Assistant 455-2932.....mmhuerd@alaska.edu
 Fax Line 455-2919

ADMINISTRATION

DEAN'S OFFICE 604B

Michele Stalder, Dean 455-2850.....mestalder@alaska.edu
 Keith Swarner, Associate Dean 455-2820.....keith.swarner@alaska.edu
 Arvid Weflen, Associate Dean, Special Projects 455-2867.....awweflen@alaska.edu
 Yvonne Maddux, Project Manager 455-2850.....ymaddux@alaska.edu
 Michelle Wilken, Assistant to the Dean 455-2850.....mwilken@alaska.edu
 Fax Line 455-2864

FISCAL OFFICE

Susan Gaudin, Executive Officer 455-2888.....slgaudin@alaska.edu
 Marilyn Herkstroeter, Fiscal Technician 455-2829.....mherkstr@alaska.edu

HUMAN RESOURCES

Dianna James, HR Coordinator 455-2863.....drjames3@alaska.edu
 Fax Line 455-2840

STUDENT ADVISING AND REGISTRATION CENTER 604B

Jolie Phillips, Student Services Coordinator 455-2874.....jmphillips7@alaska.edu
 Jackie Debevec, Advising Center Coordinator 455-2848.....jdebevec@alaska.edu
 Toni LaFranchi, Advising 455-2887.....tllafranchi@alaska.edu
 Patti Picha, Advising 455-2887.....plpicha@alaska.edu
 Melissa King, Financial Aid, Academic Advisor 455-2832.....mdking2@alaska.edu
 David Putterbaugh, Registration 455-2851.....dwputterbaugh@alaska.edu
 Gloria Cech, Fee Payment 455-2899.....gacech@alaska.edu
 Nicki Stewart, Graduation Liaison 455-2821.....nlstewart@alaska.edu
 Sabra Phillips, Information 455-2800.....sdphillips@alaska.edu
 Fax Line 455-2828

BUNNELL HOUSE EARLY CHILDHOOD LAB LAB

Paige Vonder Haar, Director 474-6393.....pvmvonderhaar@alaska.edu
 Fax Line 474-5867

INFORMATION TECHNOLOGY SUPPORT 604B

Ivan Gallagher 455-2872.....ibgallagher@alaska.edu
 Dave Mattice 455-2943.....ddmattice@alaska.edu
 Ken Moneymaker 455-2911.....kgmoneymaker@alaska.edu
 Fax Line 455-2840

MARKETING/COMMUNITY RELATIONS 604B

Karalee Watts, Marketing/Publications Coordinator 455-2833.....kdwatts@alaska.edu
 Vicky Lovell, Program Assistant 455-2968.....vlovell@alaska.edu
 Fax Line 455-2970

NORTHERN MILITARY PROGRAMS FTWW/EIFB

Geoffry McCormick, Fort Wainwright 356-3826.....gmccorm5@alaska.edu
 Elaine Martin, Advisor, Eielson AFB 372-3484.....ecmartin@alaska.edu
 Fax Line 372-3492

OUTREACH/PROFESSIONAL DEVELOPMENT 604B

For Outreach/Professional Development, call 455-2858

CTC DELTA/FT. GREELY DELTA

Stacy Petersen 895-4605.....spetersen@alaska.edu

BUILDING LOCATIONS:

604B-604 Barnette St.

DELTA-Delta Career & Advancement Center, 1696 North Clearwater Ave.

EIFB-Eielson AFB, UA Office

FPTC-Fairbanks Pipeline Training Center, 3600 Cartwright Court

FTWW-Army Education Center, 4391 Neely Rd.

HANGAR-CTC Aviation Hangar, East Ramp, 3504 University Ave. South

HUTCH-Hutchison Center, 3750 Geist Rd.

LAB-Bunnell House Lab School, 703 Charanika Dr. (UAF)

UPARK-University Park, 1000 University Ave.

A GIFT TO UAF CTC *it makes all the difference*

A gift to the UAF Community and Technical College represents more than anyone can imagine – beyond a simple donation, it is a way to help students achieve their dreams and those dreams become Alaska's future. Generosity from friends and supporters like you provides countless opportunities in areas of need, such as scholarships and equipment upgrades.

MAKING A GIFT TO THE UAF COMMUNITY AND TECHNICAL COLLEGE IS EASY!

To give online: www.uaf.edu/giving/ and fill out our secure online contribution form (credit card payment). Please enter UAF CTC when asked where to direct your gift.

To give by telephone with a credit card: Call 1-800-UAF-GIVE (1-800-823-4483) or (907) 474-6402

To give through the mail: Write a check payable to UA Foundation and mail it to Development Office, University of Alaska Fairbanks, PO Box 757530, Fairbanks, Alaska 99775. Please indicate in the memo that the gift is for UAF CTC.

COMMUNITY ADVISORY COUNCIL MEMBERS *thank you!*

We would like to thank our Community Advisory Council (CAC) members for their dedication and commitment to ensuring we meet the present and future workforce needs of Alaska. The CAC represents the broader community and serves as a crucial link between the UAF Community and Technical College and business and industry partners.

- CB Bettisworth, Bettisworth North Architects and Planners
- Karen Cedzo, Partners for Progress in Delta, Inc.
- Ron Dixon, Rural Alaska Insurance
- Daniel Domke, FNSB School District
- David Engen, Eielson AFB (retired)
- Steve Frank, River's Edge Resort
- Chad Hutchinson, Fairbanks Pipeline Training Center
- Chelly Koeppen, Fort Knox Mine
- Missy Lizotte, Alaska Department of Labor & Workforce Development
- Jerry Walker, First National Bank Alaska



SUCCESS DISCOVERED.



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UAF COMMUNITY & TECHNICAL COLLEGE

604 Barnette Street
Fairbanks, Alaska 99701
toll free: 877-882-8827
local: 907-455-2800
email: uaf-ctc@alaska.edu
www.ctc.uaf.edu

