

Jeff-at-Night

SPRING 2010

Schedule of Courses



THOMAS JEFFERSON UNIVERSITY

Department of General Studies
130 South 9th Street, Suite 1610
Philadelphia, PA 19107

 **Jefferson**[®]
School of Health Professions

Jeff-at-Night offers a wide selection of credit-granting courses in health careers for working adults and is open to everyone in the community. Through Jeff-at-Night you can begin or complete an associate or baccalaureate degree or certificate program, take prerequisite courses for health professions programs, or enroll in courses to enhance your professional status.

Classes are held in the evening, on weekends and partially or completely online. Some courses are offered in a seven-week accelerated format, some in fourteen weeks and some follow a customized schedule designed to maximize learning.

The university reserves the right to cancel any course because of low enrollment or other valid reason.

Worth Noting!

Lunch and Learn

Ever want to take a Jeff-At-Night course but you didn't have the flexibility in your schedule to come to class after 5 p.m.? Or maybe you wanted to get to know the instructor of an online course? We have the answer for you! Starting this semester, we are pleased to introduce LUNCH N LEARN! Essentially an online course over a seven-week period, we have added a one-hour per week session with the course facilitator to stimulate interest and to help you along in your studies. For example, this year BIOL 200, Body Form and Function, will be ONLINE (OL) but supplemented every Thursday from 12:00 to 12:50 p.m. by a class meeting for each of the seven weeks. There are six of these courses. You will see them designated "ACC 1 LNL or ACC 2 LNL." Participants will be encouraged to bring a brown-bag lunch and to actively discuss course content and online activities during the special class hour. Check it out!

Online Learning

You will see some courses in the schedule marked OL. These courses are conducted entirely through Blackboard, the University's Learning Management System. If you have not tried this format in the past, you may want to take advantage of it. Newcomers to Blackboard may find information about navigating an online course on the PULSE homepage, or feel free to stop in at the General Studies office to pick up a preliminary guide to Blackboard.

SPRING 2010 COURSE SCHEDULE

CRN	Course Number	Section	Course Title	Credits	Day	Start time	End time	Session
60024	ART 101	81	Art Appreciation	3	W	05:20 PM	08:00 PM	E
60669	BIOL 110	81	Human Anatomy & Physiology I	3	T	05:20 PM	08:00 PM	E
60670	BIOL 110	81L	Human Anatomy & Physiology I	1	T	08:10 PM	10:20 PM	E
61067	BIOL 111	10*	Human Anatomy & Physiology II	3	W	12:00 PM	03:00 PM	E
61156	BIOL 111	11	Human Anatomy & Physiology II	3	W	12:00 PM	03:00 PM	E
60441	BIOL 111	81	Human Anatomy & Physiology II	3	R	05:20 PM	08:00 PM	E
61057	BIOL 111	10L*	Human Anatomy & Physiology II	1	W	03:30 PM	05:30 PM	ED 2004
61157	BIOL 111	11L	Human Anatomy & Physiology II	1	W	03:30 PM	05:30 PM	E
60442	BIOL 111	81L	Human Anatomy & Physiology II	1	R	08:10 PM	10:20 PM	E
61107	BIOL 200	81	Body Form & Function	3	R&OL	12:00 PM	12:50 PM	ACC 1 LNL
61068	BIOL 315	81	Microbiology Lecture	3	W	08:10 PM	10:20 PM	E
61069	BIOL 316	81	Microbiology Lab	1	W	05:20 PM	08:00 PM	E
60292	BIOL 402	81	Human Pathology	3	OL	OL	OL	E
61275	BIOL 402	10	Human Pathology	3	OL	OL	OL	E
60027	CHEM 102	81	General Chemistry I	3	W	05:20 PM	08:00 PM	E
60028	CHEM 102	81L	General Chemistry I	1	W	08:10 PM	010:20 PM	E
60946	CMST 101	81	Essentials of Computing	3	MW	05:20 PM	08:00 PM	ACC 2
61266	CMST 101	10**	Essentials of Computing	3	MW	05:20 PM	08:00 PM	ACC 2
80469	CMST 201	81	Technology Applications Health Care	3	OL	OL	OL	ACC 1
80513	CMST 201	01	Technology Applications Health Care	3	OL	OL	OL	ACC 1
61072	ECON 201	81	Principles of Macroeconomics	3	MW	05:20 PM	08:00 PM	ACC 1
60039	ECON 202	81	Principles of Microeconomics	3	TR	05:20 PM	08:00 PM	ACC 2
61106	EMS 101	81	Emergency Medical Tech-Basic	3	MTWR	06:00 PM	010:00 PM	E
60932	ENGL 100	81	Fundamentals of Writing	3	R	12:00 PM	01:20 PM	E
61181	ENGL 102	11	Composition II	3	R	03:30 PM	06:30 PM	E
60042	ENGL 102	81	Composition II	3	R	05:20 PM	08:00 PM	E
61180	ENGL 102	10*	Composition II	3	R	03:30 PM	06:30 PM	E
80161	ENGL 103	81	Business and Technical Writing	3	T	05:20 PM	08:00 PM	E
80169	ESL 102	81	Introductory Written Skills	4	M	05:20 PM	08:30 PM	E
80170	ESL 302	81	Intermediate Written Skills	4	MW	05:20 PM	07:30 PM	E
80171	ESL 402	81	Adv Written Skills -Read/Write	4	TR	05:20 PM	07:30 PM	E
60045	FIN 101	81	Principles of Finance	3	MW	05:20 PM	08:00 PM	ACC 2
61073	GNST 110	81	Basic Study Skills	1	T	05:20 PM	08:00 PM	ACC 1
80179	GNST 110	10**	Basic Study Skills	1	T	05:20 PM	08:00 PM	ACC 1
60927	GNST 120	81	Comprehensive Med Terminology	4	OL	OL	OL	E
61261	GNST 120	10	Comprehensive Med Terminology	4	OL	OL	OL	E
60936	HCA 300	81	Health Services Del & Org	3	MW	05:20 PM	08:00 PM	ACC 1
61259	HCA 300	10**	Health Services Del & Org	3	MW	05:20 PM	08:00 PM	ACC 1
60937	HCA 320	66	Med & Spec CPT-4 Coding	3	T	05:20 PM	08:00 PM	E
80464	HCA 321	66	Introduction to ICD-9-CM Coding	3	W	05:20 PM	08:00 PM	E
61111	HCA 350	81	Prin of Public Health & Epidem	3	MW	05:20 PM	08:00 PM	ACC 1
61013	HCA 420	66	ProcedurI & Anthesia CPT-4 Cod	4	W	05:20 PM	08:45 PM	E
60975	HCA 470	66	Med Coding Internship	1	TBA			E
61108	HIST 112	81	United States Hist Since 1865	3	T	05:20 PM	08:00 PM	E
80172	HIST 112	10**	United States Hist Since 1865	3	T	05:20 PM	08:00 PM	E
80514	HLTH 101	81	Personal Health and Wellness	3	M&OL	12:00 PM	12:50 PM	ACC 2 LNL
80164	HLTH 302	81	Mindful-Based Stress Reduction	3	R	05:20 PM	08:00 PM	E
60600	IDSC 302	1	Research & Scient Method	3	T	01:00 PM	03:50 PM	E
60682	IDSC 402	01	Clinical Care Planning	1	F	04:30 PM	09:30 PM	E
80183	IDSC 502	81	Mindful-Based Stress Reduction	3	R	05:20 PM	08:00 PM	E
80515	IDSC 590	01	Nutrition	3	OL	OL	OL	E
60802	MATH 100	81	Intro to College Algebra	3	TR	05:20 PM	08:00 PM	ACC 2
60952	MATH 101	81	College Algebra	3	W	05:20 PM	08:00 PM	E
80173	MATH 101	10**	College Algebra	3	W	05:20 PM	08:00 PM	E
60599	MATH 301	81	Statistics	3	TR	05:20 PM	08:00 PM	ACC 2
61257	MATH 301	10**	Statistics	3	TR	05:20 PM	08:00 PM	ACC 2
80350	MATH 301	82	Statistics	3	R	04:00 PM	06:40 PM	E
60630	MGMT 101	81	Prin of Mgmt & Org Behavior	3	TR	05:20 PM	08:00 PM	ACC 1
80177	MGMT 101	10**	Prin of Mgmt & Org Behavior	3	TR	05:20 PM	08:00 PM	ACC 1
61098	MGMT 304	81	Mgmt & Org Theory in HSOs	3	TR	05:20 PM	08:00 PM	ACC 2
80516	MGMT306	81	Legal Aspects of HR	3	T&OL	12:00 PM	12:50 PM	ACC 1 LNL
61110	MGMT 408	81	Program Plan & Eval in HSOs	3	S	9:00 AM	04:00 PM	ACC 1
61112	MGMT 410	81	Leadership & Strategy:Ad Semin	3	MW	05:20 PM	08:00 PM	ACC 2
61113	MGMT 411	81	Internship	3	TBA			ACC 2
61158	NUTR 301	11	Current Concepts in Nutrition	3	W	8:00 AM	10:50 AM	E
60940	NUTR 301	81	Current Concepts in Nutrition	3	OL	OL	OL	E
61109	NUTR 301	10*	Current Concepts in Nutrition	3	W	8:00 AM	10:50 AM	E
80517	PHIL 101	81	Philosophy	3	R&OL	12:00 PM	12:50 PM	ACC 2 LNL
80520	PHIL 101	10**	Philosophy	3	R&OL	12:00 PM	12:50 PM	ACC 2 LNL
61078	PHIL 301	81	Healthcare Ethics	3	OL	OL	OL	E
61172	PHIL 301	10	Healthcare Ethics	3	OL	OL	OL	E
60067	PSYC 101	81	Introduction to Psychology	3	OL	OL	OL	E
61184	PSYC 102	11	Developmental Psychology	3	R	12:00 PM	03:00 PM	E
61179	PSYC 102	10*	Developmental Psychology	3	R	12:00 PM	02:50 PM	E
60771	REL 104	81	World Religions	3	T	05:20 PM	08:00 PM	E
80178	REL 104	10**	World Religions	3	T	05:20 PM	08:00 PM	E
60074	SOC 101	81	Introduction to Sociology	3	M	05:20 PM	08:00 PM	E
61178	SOC 101	10*	Introduction to Sociology	3	R	8:00 AM	10:50 AM	E
61185	SOC 101	11	Introduction to Sociology	3	R	8:00 AM	10:50 AM	E
80518	SOC 305	81	Marr Families Substance Abuse	3	M&OL	12:00 PM	12:50 PM	ACC 1 LNL
80519	SOC 322	81	Victimization Women & Children	3	T&OL	12:00 PM	12:50 PM	ACC 2 LNL
60681	SPAN 102	81	Elementary Spanish II	3	M	05:20 PM	08:00 PM	E
80175	SPAN 102	10**	Elementary Spanish II	3	M	05:20 PM	08:00 PM	E

* Meets with Sec.11 ** Meets with Sec. 81

Session Codes

E Entire Spring (Jan 11-April 30) Class 5:20 to 8 pm; Labs 8:10 to 10:20 – or otherwise noted

ACC1 First Accelerated (Jan 11-Feb 27) 5:20 to 8 p.m. Two evenings unless noted

ACC2 Second Accelerated (Mar 8-April 24) 5:20 to 8 p.m. Two evenings

OL Online Class during session code as noted; no in-class sessions

OL/LNL Lunch N Learn (See Worth Noting)

Days of week are marked **MTWRFS**; some sections have special times indicated

SECTIONS correspond to **CRN** numbers. Sections denote the following:

10 = Nursing

11 = Day General Studies

66 =Medical Coding

81 = Jeff-at-Night and Non-matriculating

Double check the matching CRN number when you register.

Spring 2010 Academic Calendar

Classes Begin

Full Semester January 11
 Accelerated 1 January 11
 Accelerated 2 March 8

Drop/Add Period Ends

Full Semester January 25
 Accelerated 1 January 21
 Accelerated 2 March 22

Last date to withdraw with "W" grade

Full Semester March 26
 Accelerated 1 February 6
 Accelerated 2 April 3

Classes End

Full Semester April 30
 Accelerated 1 February 27
 Accelerated II April 24

Last date to remove "I" grade from Fall

January 29

Holidays

Spring Break March 1-7

Programs

Bachelor of Science (BS)

Health Services Management
 Health Services MIS
 Health Professions Management

Associate in Science (AS)

Generic AS Degree
 Business
 Information Systems
 Medical Practice Management
 Emergency Medical Services

Associate in Arts

Certificates

Medical Coding
 Medical Practice Management
 Human Resources Management
 Healthcare Information Systems
 English as a Second Language
 Professional Communication

Online: (non-credit)

Pharmacy Technician
 Medical Transcription

Registration Information

On-Line Registration Begins November 9

Late Registration Begins January 11

Classes Begin January 11/March 8

Online Registration

Online registration is available only to students who have previously enrolled in courses offered through Thomas Jefferson University. These students should visit the banner.jefferson.edu website and complete the online registration process. Students needing assistance should click on the "Banner Tutorial" link and complete the tutorial.

Paper Registration

Students who have NOT previously enrolled in Jefferson courses should complete the paper registration form on the opposite page and provide all requested information. Subsequent registrations may be completed online.

Fax Registration

You may fax your registration 24 hours a day at 215-923-6974. If you fax your registration, please do not mail in the form. Payment may be made online by VISA or MasterCard during normal business hours.

Undergraduate Late Registration and Drop/Add

The registration period continues through January 11/March 8. Students who register after January 11/March 8 must pay a late fee of \$25.00.

For a limited time after they register, students may adjust their schedules (i.e., Add or Drop a course). The last day to drop or add a course is indicated in the official College calendar. If a student drops a course on or before this date, he or she will not be responsible for paying the course's tuition. After this date, however, if students choose to withdraw from a course, they will be responsible for full payment of tuition and may receive a grade of WP or WF, depending on the circumstances.

Need More Information?

For more information or to make an appointment with an academic adviser, call the Jeff-at-Night office at **215-503-8514** or e-mail jeff-at-night@jefferson.edu. Or, you can visit our website at www.jefferson.edu/jeff-at-night for more details.

Need a course description?

Go to: <http://www.jefferson.edu/jchp/gs/jeffatnight/coursedesc.cfm>

Thomas Jefferson University is accredited by the Middle States Association of Colleges and Schools. The Jefferson College of Health Professions of Thomas Jefferson University reserves the right to amend any regulations, fees, conditions and courses described herein as circumstances may require without prior notice to persons who might be affected. The College reserves the right to cancel classes for insufficient enrollment. Thomas Jefferson University is committed to providing equal educational and employment opportunities for all persons, without regard to race, color, national or ethnic origin, marital status, religion, sex, sexual orientation, gender identity, age, disability or veteran's status.

Tuition and Fees

Undergraduate Courses:

\$434 per credit hour

Graduate Courses:

\$825 per credit hour

Senior Citizen Audit Fee:

\$50 per course, space permitting

Laboratory Fees:

\$50: BIOL 110, 111, CHEM 101, 102

\$100: BIOL 316

Payment Information

Full payment of tuition and fees is due when registering. Satisfaction of this obligation can be made in one of the following ways:

- Cash payment (Tuition and Cashier's Office, 5th Floor Scott Building)
- Check or money order payable to **THOMAS JEFFERSON UNIVERSITY**
- Online payment by Visa or MasterCard (Details in Registrar's Office)
- Enrollment in Tuition Management Systems (TMS) monthly payment plan (Contact TMS at **800-358-8329** or www.afford.com or contact Tuition & Cashier's Office for details.)
- Submission of documentation to the Tuition & Cashier's Office that a third-party payment will be made directly to the University.
- Completion of required financial aid application and its submission to the University Office of Financial Aid. To ensure that funds are received by the tuition due date, financial aid applications should be completed no later than November 15, 2008. (Note: Only matriculated students, i.e. students enrolled in an associate or bachelor's degree program, are eligible for financial aid. Students enrolled in certificate programs are not eligible for financial aid.)

For Jefferson employees eligible for tuition remission:

- Immediate submission of Tuition Assistance application to Human Resources Benefits Office
- Payment of 10% co-pay (if applicable)
- Payment of any balance not covered by \$5,000 (undergraduate courses) or \$7,500 (graduate courses) maximum tuition remission benefit

For Jefferson members of District 1199C or Local 830:

- Submission of completed District 1199C Tuition Reimbursement Application and payment in accordance with applicable Union tuition reimbursement rules

Registration

Spring 2010

Please Print

Social Security No. (optional)

Last Name

First Name

Middle

Former/Maiden Name

Home Address (street, apt. no.)

Is this a new address?

Yes No

City

State

Zip

County

Home Phone No.

Employer Address (street)

City

State

Zip

County

Work Phone No.

Check One

TJU/TJUH Employee Full-Time Part-Time **JHS Member Institution Employee** Full-Time Part-Time

Have you previously taken classes at TJU? Yes No If yes, last attended: _____ Term _____ Year

If no, please complete the following:

Date of birth *required* _____ - _____ - _____

Gender: Male Female

U.S. Citizen? Yes No If no, Country _____ Visa Type _____

Ethnicity: American Indian/Alaskan Native Black (non-Hispanic) White Asian/Pacific Islander Hispanic

Marital Status (optional): Single Married Separated Divorced Widowed

Course Selection

CRN	Course Number	Course Title	Credits	Audit	Day/Time	Tuition/Fees

Please return completed form to:

University Office of the Registrar
 Thomas Jefferson University
 Curtis Building, Room G-22
 1015 Walnut Street
 Philadelphia, PA 19107-5009

Fax registration to: 215-923-6974

I certify that the information on this form is accurate and that I understand my responsibilities with respect to payment.

Signature

Date