Fall 2009

Degree Programs
Credit and Noncredit Courses
Workforce Education and Professional Development

Penn State in your career—it shows
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(Most credit courses begin August 24, 2009)

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For more information about degree programs, day courses, and course work planning and selection, call 717-771-4053. To learn more about credit certificate programs, call 717-771-4192 or 717-771-4053.

CAMPUS CONTACTS

The numbers listed below are provided to give you the best possible service. E-mail inquiries will be answered as soon as possible. If your question is about:

Getting Admitted to a Degree Program
717-771-4040 .......... ykadmision@psu.edu
(You may register for a course without seeking admission to a degree program)

Financial Aid
717-771-4045 ............ yxv106@psu.edu

Advising or Course Selection for Credit Courses
717-771-4053 ........ ces9@psu.edu

Signing up for Placement Tests
717-771-4053 ........ ces9@psu.edu

Getting Career Information
717-771-4053 ........ daw4@psu.edu

Learning more about course content for specific programs:

Technical Certificate Programs
717-771-4070 ........... jfe2@psu.edu

Professional Development Certificate Programs
717-771-4197 ............. azh2@psu.edu

Personal Enrichment Courses
717-771-4032 ........ jxw69@psu.edu

Graduate Programs
717-771-4060 ........... jys6@psu.edu

Independent Learning Courses
717-771-4050 ........... sx65@psu.edu

Customized Training
717-771-4067 ............ jxxv10@psu.edu

On-site Programs for Your Organization
717-771-4067 ........ jxxv10@psu.edu

Registration Procedures for Credit Courses
717-771-4050 ........... sx65@psu.edu

Registration Procedures for Noncredit Courses
717-771-4064 ............ sxc8@psu.edu

Bookstore ................................. 717-771-4110

Fee Payment and Tuition Bills
717-771-4122 ............ dq24@psu.edu

Pullo Family Performing Arts Center
717-505-8900 www.pullocenter.yk.psu.edu

General Information and Additional Brochures .......... 717-771-4067

Veterans Information
717-771-4045 ............ yxv106@psu.edu

Penn State, The Lancaster Center

www.yk.psu.edu    |   www.ce.yk.psu.edu
Bachelor of Arts in Letters, Arts, and Sciences (LASCC)
The letters, arts, and sciences degree is a multidisciplinary, theme-oriented, student-designed major. The program provides an interdisciplinary, cross-cultural education that can lead to intellectual development in the areas of science, writing, literature, the humanities, intercultural affairs, and research approaches. Students in this program can learn to think critically, evaluate and solve problems, become competent in computer technologies, develop skills in conducting research, learn to communicate effectively, be lifelong learners, be active participants in contemporary society, and have the communication and thinking skills valued by potential employers. Students graduating from this program can be good candidates for entry into graduate, medical, and law schools. For more information, contact the Advising and Career Center at 717-771-4053.

Bachelor of Science in Business (BSBCC)
The BSBCC program is designed to help students become flexible business professionals, equipped to adapt to the changing workplace of the future. Students develop a general knowledge base in business, strong written and verbal communication skills, and technological skills. This program will give students a broad base of knowledge, and also experience in disciplines including accounting, economics, management, marketing, finance, and business law. Students will also select an 18-credit option, which will help prepare them for a specific employment sector. For more information, contact the Advising and Career Center at 717-771-4053.

Bachelor of Science in Electro-Mechanical Engineering Technology (EMET)
The EMET program provides the basic undergraduate education required for a career as an electro-mechanical engineering technologist. The program emphasizes a breadth of knowledge in all fields of engineering technology related to manufacturing, production and assembly plant processes, instrumentation, monitoring methods, machine design, automated control techniques, thermal and fluid sciences, computerized manufacturing systems, principles of electrical and electronic circuit operation, computer-aided drafting and design, economics of production, and statistical analysis and quality control. For more information, contact the Advising and Career Center at 717-771-4053.

Bachelor of Arts in Communication Arts and Sciences (CASCC)
From the explosion of information on the Internet, to the restructuring of organizations into work groups, to the emergence of service industries, we live in the “Age of Communication.” If you want to learn to think critically about the world, make effective arguments, solve problems, get along with all kinds of people, form effective close relationships, and function effectively as a member of a democratic community, check out communication arts and sciences. The baccalaureate degree program in communication arts and sciences can help prepare students for various areas. Our graduates may enter the fields of public relations, advertising, writing and editing, telecommunications, broadcasting or publishing, or social and human service areas. Think of communication arts and sciences as pathways and your degree as a passport. A degree in communication arts and sciences can help prepare students for working in the world. Representative careers include: law clerk, legislative assistant or aide, analyst, human resources director, public relations events coordinator, speech writer, visitor coordinator, or public information officer. For more information, contact the Advising and Career Center at 717-771-4053.

Bachelor of Arts in English (ENGCC)
The English program teaches students to explore the imaginative and practical uses of English through courses in literature, writing, rhetoric, and language. Students develop perspectives on human nature and cultural values through American, British, and other English literatures; they learn how to gather, analyze, synthesize, and communicate information; they gain mastery over their language. Graduates of this program may find careers in such fields as publishing, business, industry, and teaching. English majors often go on to postgraduate study not only in English but in such areas as law, business, education, and other liberal arts disciplines. For more information, contact the Advising and Career Center at 717-771-4053.

Bachelor of Science in Human Development and Family Studies (HFSCC)
This major is a multidisciplinary program that examines the development of individuals and families across the life span. It helps students prepare for professional, managerial, or scientific roles in health and human services, in public and nonprofit agencies, and in business and industry, as well as for advanced professional or graduate study. Students can obtain a broad background in individual and family development across the life span. Courses emphasize biological, physiological, social/cultural, and economic aspects of development. Through course work and undergraduate internships or research projects, students can develop skills relevant to career objectives, such as counseling, human assessment, program planning and evaluation, and research. For more information, contact the Advising and Career Center at 717-771-4053.

Bachelor of Science in Information Sciences and Technology (IST)
The IST program is structured to provide students with the theoretical framework and skills necessary to compete and be productive in the information technology-intensive global context that defines the new “Information Age.” The program focuses on building an understanding of core information technologies and related areas of study; preparing students for the practical application of various information sciences and related technologies; and engaging students in sharpening their abilities to think critically and to work in teams. These goals will be met with considerable interdisciplinary integration in order to expose students to the cognitive, social, institutional, and global environments of IST. Through the choice of various options, students can learn the skills necessary to develop advanced information technology systems using state-of-the-art tools and techniques, and to use information technology to realize a variety of system-based goals. For more information, contact the Advising and Career Center at 717-771-4053.

Bachelor of Science in Science (SCICC)
Students interested in a broad science education will find the science degree very appropriate. Options in Life Sciences or General Science are available. After taking required courses in calculus, chemistry, physics, and life sciences, students elect additional science courses from designated areas. Graduates of this program may use the major as preparation for graduate and professional school, such as medical or dental school. They may also seek employment in science-related disciplines, such as sales or service in chemical or pharmaceutical companies, technical assistants in biological laboratories, research in industry or government, science writing, and other fields. For more information, contact the Advising and Career Center at 717-771-4053.
Registered Nurse (RN) to Bachelor of Science in Nursing (RN to B.S.)

Offered by Penn State Mont Alto at Penn State York

**The Penn State School of Nursing** offers the registered nurse the opportunity to earn a bachelor’s degree in nursing at Penn State Mont Alto, with classes being delivered at Penn State York. The 120-credit curriculum is fully accredited by:

- NLNAC
- CCNE

61 Broadway and One Dupont Circle, NW, Suite 530
New York, NY 10006 and Washington, DC 20036
212-363-5555 and 202-887-6791

The program prepares registered nurses (RNs) to meet the rapid changes in health care by expanding and enhancing their nursing education with the bachelor of science in Nursing. The program is open to nurses who have previously earned either an associate degree or a diploma in nursing. In addition to upgrading skills, the program prepares RNs for nontraditional areas of nursing such as administration, pharmaceutical sales, managed care, and insurance.

The RN to B.S. program is designed to build on what the RN has already accomplished and to meet the needs of the employed nurse. Most of the nursing courses are offered as evening classes. The program can be completed in two years on a full-time basis or longer on a part-time plan.

All RN students with a current RN license are given 33 credits by portfolio toward the required 120 credits required for a bachelor’s degree. Minimal fees are assessed for placement of portfolio credits on the Penn State transcript.

The registered nurse student must enroll in the following nursing courses:

- NURS 390 - Transition and the Professional Nursing Role (3 cr)
- NURS 200W - Introduction to Nursing Research (3 cr)
- NURS 457 - Introduction to Computers and Nursing Informatics (3 cr)
- NURS 417US & 417IL - Family and Community Health Concepts (4 cr)
- NURS 465 - Health Concepts for Adults with Complex Health Care Needs (3 cr)
- NURS 351 - Health Assessment (3 cr)
- NURS Electives (6 cr)
- NURS 418 - Application of Family and Community Health Concepts (3 cr)

**Clinical Experience**
Clinical experience in NURS 417DF, NURS 465, and NURS 418 are collaboratively planned by students, nursing faculty, and agency preceptors.

**Insurance**
Students must carry personal liability insurance and have annual health examinations when enrolled in clinical courses.

Advanced standing credits are awarded for all students who have graduated from a State Board-approved diploma or A.D. nursing program. Students will need to have an RN license in order to enroll in NURS 417, 418, and 165. In addition, students who graduated more than three years ago must document at least 1,000 hours of practice as a nurse within the last three years. Diploma graduates should apply for Credit by Portfolio for 33 credits; A.D. graduates can transfer and make up in electives any credits short of the 33 required. There are fees for these processes.
Associate Degree Programs Offered at Penn State York

All associate degree programs (except 2IST) are available through day and evening classes, full- or part-time study.

**Associate Degree in Business Administration (2BACC)**
The associate degree in Business Administration (2BACC) is designed to provide graduates with entry-level professional skills needed in business, industry, and service organizations. For persons already engaged in the business world, the program may serve as a means for career advancement and provide a better understanding of the complexities of employee behavior, financial analysis, principles of management, and the legal aspects of business. All credits from the 2BACC can be transferred into the Penn State York four-year bachelor of science in Business degree. The 2BACC associate degree can be used to qualify for a wide variety of four-year baccalaureate degree programs at Penn State Harrisburg.

**Associate Degree in Electrical Engineering Technology (2EET)**
The Electrical Engineering Technology major prepares graduates for technological service with manufacturers of electrical, electronic, and computer equipment; electric utilities; and electrical maintenance and instrumentation departments of various industrial concerns. The principal objective is to provide a practical knowledge of electronic, digital, and microprocessor theory as well as electrical machinery and its application. (The 2EET associate degree can be used as the first two years of a four-year baccalaureate degree in Electrical Engineering Technology at Penn State Harrisburg or the EMET at Penn State York).

**Associate Degree in Human Development and Family Studies (2FSCC)**
The associate degree in Human Development and Family Studies, with the Children, Youth, and Family Services option, provides practical and academic experience designed to prepare students for entry-level roles in the human service field. The degree requires an approved field experience in a children, youth, or family service setting. At Penn State York, by selecting specific electives, students may develop an emphasis in early child care and education. Other service roles may be found in hospitals; institutional and community programs for emotionally disturbed, abused, or neglected children and adolescents; and other public welfare and family service agencies.

**Associate Degree in Information Sciences and Technology (2IST)**
The 2IST program has been developed from the ground up, with many new courses based on the realities of the business world in the twenty-first century. The program helps students learn general communication and business skills and promotes the use of those skills to develop specific areas of information-based expertise. The Penn State York 2IST degree offers five different options (Business, Networking, Software Development, Individualized, and Baccalaureate). All students in 2IST will take courses in programming, introduction to information sciences, data and information, networks and telecommunications, multimedia and the Web, system analysis and design, and will be involved in an internship or team project. By taking the baccalaureate option, students will be able to go on to the four-year baccalaureate degree in IST offered at various Penn State locations.

**Associate Degree in Letters, Arts, and Sciences (2LASCC)**
The objective of the letters, arts, and sciences major (2LAS) is to broaden the student’s understanding, interests, and skills to help the student become a more responsible, productive member of the family and community. This degree offers students sufficient electives to permit some specialization according to the student’s interests or career plans. Graduates who later seek admission to baccalaureate degree majors may apply appropriate degree credits toward the degree. (The 2LAS associate degree fits into our new bachelor of arts degree in Letters, Arts, and Sciences.)

**Associate Degree in Mechanical Engineering Technology (2MET)**
Penn State York’s Mechanical Engineering Technology associate degree is designed to provide students with a fundamental understanding of the principles of mechanical engineering technology while introducing them to advanced technological changes in manufacturing facilities and processes. The program can be taken on a full-time or part-time basis with courses available in an afternoon or evening schedule. (The 2MET associate degree can be used as the first two years of a four-year baccalaureate degree in Mechanical Engineering Technology and/or Structural Design and Construction Engineering Technology at Penn State Harrisburg.)

**Associate Degree in Nanofabrication Manufacturing Technology (Engineering Technology option) (2NMT/ET)**
This option helps prepare graduates for technical positions in the field of nanofabrication technology. The primary objective is to provide a broad foundation of theoretical and practical knowledge in the areas of nanofabrication manufacturing, electrical and electronic circuits, digital circuits, nanofabrication manufacturing equipment, processing, and testing. The program will also articulate with Pennsylvania Department of Education-approved Tech Prep programs. Secondary students who have graduated from a program covered by an assigned Penn State articulation agreement may be eligible for special admission procedures and/or advanced placement.

**Associate Degree in Nanofabrication Manufacturing Technology (Science option) (2NMT/SC)**
The Nanofabrication Manufacturing Technology Science option is designed to provide for the basic educational needs of students who want to pursue professional programs in nanofabrication manufacturing technology fields, primarily in the biotech and biomedical industries (bionanofabrication). The program provides a fundamental group of science courses and a comprehensive group of nanomanufacturing technology courses for those who wish to pursue employment opportunities where such knowledge is necessary or desirable. Students are required to take a capstone semester at the NMT facility at the University Park campus, where students take six ESCI courses (3 credits each) of instruction for a total of 18 credits. The program offers a pathway for students to obtain jobs in a new and exciting field, as well as older, established disciplines that are upgrading with this new and emerging technology. Graduates of the program may qualify for admission to the baccalaureate degrees in science. Students who plan to continue in baccalaureate degrees are encouraged to work closely with their advisers.
Graduate Program

Master of Education in Teaching and Curriculum
(In collaboration with Penn State Harrisburg)

Facts about the degree:
— 30 credits (27 credits of course work and 3 credits of implementation experience)
— Up to 10 transfer credits allowed
— No GREs (Graduate Record Exam) unless Jr.–Sr. GPA is below 3.0
— Course work focuses on latest research-based knowledge
— Faculty drawn from skilled practitioners in south central Pennsylvania
— Program designed in collaboration with York County educators
— Flexible payment arrangements

Program Objectives
The master of education degree program in Teaching and Curriculum offered through Penn State Harrisburg provides a course of study designed to enhance the skills of K–12 teachers in York County.

Through this program teachers can:
— learn the latest research, theory, and practice integrating current theory and research into practice
— prepare to meet new Pennsylvania Department of Education (PDE) regulations
— pursue professional development goals
— address district’s staff development and strategic planning goals
— learn to manage change effectively

For more information or to receive a copy of our special brochure, contact the graduate education program office at 717-771-4060.

Credit Certificate Programs

Program Coordinator: Jeff Warner
Phone: 717-771-4067
E-mail: jww10@psu.edu

Designed with the adult student in mind, a “step-up” certificate program offers an excellent way to begin or resume your college education.

You can give college a try and later use your credits toward a degree.

Penn State York now offers a variety of undergraduate credit certificate programs, ranging from four to ten courses each, designed to meet the immediate educational needs of many working adults.

With courses offered during the day or evening these credit certificates allow students the flexibility to “step-up” to certain Penn State degree programs.

Credit certificate programs are excellent for working adults who want to further their education at a manageable pace, or those seeking improved skills for a current or future career.

Counselors are available to discuss the required course work for each program and to assist with program planning and course selection.

Call 717-771-4053 for an appointment or to speak to an academic adviser.
Because of recent changes in Penn State’s associate degree, we recommend adult students start with the Foundations in Business Certificate followed by Advanced Foundations in Business.

The third and last associate degree business certificate is the Business Administration Certificate.

Program Coordinator: Orsay Kucukemiroglu  
Phone: 717-771-4163  
E-mail: ojk@psu.edu

### Foundations in Business (16 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAS 100</td>
<td>Effective Speech</td>
<td></td>
</tr>
<tr>
<td>ENGL 015</td>
<td>Rhetoric and Composition</td>
<td>Requires ENGL 4 or satisfactory performance on placement exam</td>
</tr>
<tr>
<td>MIS 204</td>
<td>Introduction to Business Information Systems</td>
<td></td>
</tr>
<tr>
<td>ECON 002 or 004</td>
<td>Introductory Micro/Macroeconomic Analysis and Policy</td>
<td></td>
</tr>
<tr>
<td>B A 243</td>
<td>Social, Legal, and Ethical Environment of Business (4)</td>
<td></td>
</tr>
</tbody>
</table>

### Advanced Foundations in Business (16 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 100</td>
<td>Introductory Psychology</td>
<td></td>
</tr>
<tr>
<td>ACCTG 211</td>
<td>Financial and Managerial Accounting for Decision Making (4)</td>
<td>(Take toward the end of the certificate program)</td>
</tr>
<tr>
<td>B A 250</td>
<td>Small Business Management</td>
<td></td>
</tr>
<tr>
<td>MKTG 220</td>
<td>Introduction to Selling Techniques</td>
<td></td>
</tr>
<tr>
<td>MATH 021</td>
<td>College Algebra I</td>
<td>Requires MATH 4 or satisfactory performance on math placement exam</td>
</tr>
</tbody>
</table>

Participants must have completed the Foundation Certificates before selecting a specialty business certificate.

### Business Administration (12 credits)

<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td>MATH 021</td>
<td>College Algebra I</td>
<td>Requires MATH 4 or satisfactory performance on math placement exam</td>
</tr>
<tr>
<td>MGMT 301</td>
<td>Basic Management Concepts</td>
<td></td>
</tr>
<tr>
<td>MKTG 301W</td>
<td>Principles of Marketing</td>
<td></td>
</tr>
<tr>
<td>ENGL 202D</td>
<td>Effective Writing: Business Writing</td>
<td></td>
</tr>
</tbody>
</table>

Most credits from your associate degree in Business Administration can count in the Penn State York bachelor of science degree in Business. This is a SAMPLE of the “step-up” sequence for the degree.

### For specific course selections make an appointment with the Advising and Career Center

<table>
<thead>
<tr>
<th>Course Code</th>
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Most credits from your associate degree in Business Administration can count in the Penn State York bachelor of science degree in Business.

This is a SAMPLE of the "step-up" sequence for the degree.
Specialty Baccalaureate Business Certificates

The following certificates are baccalaureate business certificates. Students interested in the following certificates must have completed the three associate degree certificates to take 300-level courses.

**Business Management Certificate** (9 credits)

This program offers an excellent basic education in business management and meets the needs of a wide range of adult business students.

- MATH 021 College Algebra I
- MGMT 301 Basic Management Concepts
- MGMT 341 Human Resource Management

**Supervisory Management** (9 credits)

The Penn State Supervisory Management Program is designed to meet the needs of adult students interested in improving their understanding of employee behavior and skills needed to supervise others.

- MGMT 301 Basic Management Concepts
- MGMT 321 Leadership and Motivation
- MATH 021 College Algebra I

**Advanced Supervisory Management** (13 credits)

This credit certificate is designed for adult students who have completed the Supervisory Management Certificate and want to "step-up." With just four more courses (13 credits) beyond the Supervisory Management Certificate you can earn the Advanced Supervisory Management Certificate.

- MGMT 331 Management and Organization
- SCM 200 Introduction to Statistics for Business (4)
- ENGL 202D Effective Writing: Business Writing
- MGMT 341 Human Resource Management

**Small Business Management** (18 credits)

The Small Business Management Certificate offers valuable knowledge for individuals who work in a small business setting. It also provides an excellent learning experience for people who are considering going into business for themselves. The program offers a foundation in business management with a special focus on the issues faced by the small business manager.

- MKTG 301 Principles of Marketing
- MGMT 301 Basic Management Concepts
- MGMT 331 Management and Organization
- MGMT 341 Human Resource Management
- MATH 021 College Algebra I
- B A 250 Small Business Management

**Marketing Management** (19 credits)

This certificate has been designed to provide a basic understanding of marketing management and related areas such as accounting, economics, and speech communication.

- MGMT 301 Basic Management Concepts
- MKTG 220 Introduction to Selling Techniques
- MKTG 301 Principles of Marketing
- MATH 021 College Algebra I
- MGMT 341 Human Resource Management
- SCM 200 Introduction to Statistics for Business (4)

**Credit Certificate Programs**

The campus enrolls about 1,600 students in credit courses. In addition to those students taking credit course work, the campus also serves several thousand people annually through continuing education services in both York and Lancaster.

http://www.yk.psu.edu

**Health Care Supervisory Leadership** (15 credits)

This program is designed to meet the immediate educational needs of those currently working full-time or part-time in a health care environment who want further information and professional development in health care management. It is particularly relevant to those trained in professional or technical health care fields who have been promoted, or seek promotion, into a health care managerial or supervisory position. Also, it provides a starting point for those who are considering a managerial career in the health care field, but don't want to commit to an associate degree or baccalaureate program.

The courses provide an understanding of the principles of management, human resources, legal aspects of business, the development of a health care organization, and managing a health care facility or department.

- HPA 101 Introduction to Health Services Organization
- HPA 332 Health Systems Management
- OR
- MGMT 321 Leadership and Motivation
- MGMT 341 Human Resource Management
- MGMT 301 Basic Management Concepts
- Math 021 College Algebra I

**Business Administration**

**Human Resource Management Certificate** (15 credits)

This credit certificate program in Human Resource Management is designed for adult students who are interested in learning more about the skills necessary to manage in the human resource field. The courses in this certificate "step-up" into the associate degree in Business Administration. This program would also be valuable to supervisors of people working in human resources, whose educational background is not in the business area.

- MGMT 301 Basic Management Concepts
- MGMT 321 Leadership and Motivation
- MGMT 331 Management and Organization
- MGMT 341 Human Resource Management
- MATH 021 College Algebra I
Engineering Certificates

Program Coordinator: Chuck Gaston
Phone: 717-771-4155
E-mail: cag9@psu.edu

Register early—each course has a minimum required and a maximum enrollment.

Manufacturing Engineering Technology Certificate 1
(15 credits)
This series of engineering courses is designed for working adults who would like to augment their knowledge in the workplace with practical engineering courses. This certificate is designed to teach critical skills and knowledge needed to function effectively in today’s manufacturing workplace. It is recommended that participants take the following classes in order.

EDSGN 100  Introduction to Engineering Design
EG T 114  Spatial Analysis and Computer-Aided Drafting (CAD) (2)
IET 215  Production Design (2)
IET 216  Production Design Laboratory (2)
MET 105  Mechanical Systems
MATH 004  Intermediate Algebra*
OR
MATH 021  College Algebra I*
OR
MATH 022  College Algebra II and Analytic Geometry

*Math level is based on college placement test through the Advising and Career Center.

Electrical Engineering Technology Certificate 1
(17 credits)
This series on electrical engineering courses is designed for working adults who would like to augment their knowledge in the workplace with practical electrical engineering courses.

EET 105  Electrical Systems
CMPET 117  Digital Electronics
MET 105  Mechanical Systems Program Logic Control (2)
EET 220  Programmable Logic Controllers
EET 275  Introduction to Programmable Logic Controls
MATH 004  Intermediate Algebra*
OR
MATH 021  College Algebra I*
OR
MATH 022  College Algebra II and Analytic Geometry

*Math level is based on college placement test through the Advising and Career Center.

Information Sciences and Technology Certificates

Program Coordinator: Bill Cantor
Phone: 717-771-4143
E-mail: wpc2@psu.edu

IST Core Certificate
(16 credits)
Designed with the working adult in mind, this series provides an introduction to many of the major topics in the field of Information Sciences and Technology. A follow-on certificate provides additional coverage of these important topics. Both certificates can be used to “step-up” to an associate or baccalaureate degree in Information Sciences and Technology.

ENGL 015  Rhetoric and Composition
IST 110  Information, People, and Technology
IST 111  Seminar in Information Sciences and Technology (1)
IST 210  Organization of Data
IST 220  Networking and Telecommunications
IST 250  New Media and the Web

IST Technology Professional Certificate
(15 credits)
This series builds on the knowledge base provided by the IST Core Certificate. Students in this 15-credit certificate will complete the core courses required during the first two years of both the IST associate and baccalaureate degrees. Additionally, students will complete the writing and speech requirements that are essential within IST. This certificate can be used to “step-up” to an associate or baccalaureate degree in Information Sciences and Technology.

ECON 002  Introductory Microeconomics Analysis and Policy
OR
ECON 004  Introductory Macroeconomic Analysis and Policy
CMSPC 101  Introduction to C++ Programming
IST 260W  Introduction to Systems Analysis and Design
ENGL 202C  Effective Writing: Technical Writing
OR
ENGL 202D  Effective Writing: Business Writing
CAS 100  Effective Speech
Human Development and Family Studies Certificates

Human Development and Family Studies Certificates
Program Coordinator: Harriet Darling
Phone: 717-771-4164
E-mail: hed4@psu.edu

Early Childhood Care and Education Certificate I (18 Credits)
This “step-up” certificate in the associate degree in Human Development and Family Studies focuses on working adults involved in early childhood care and education. This certificate teaches critical skills that will provide theoretical knowledge along with practical hands-on skills to use at work.

**Required:**
- HD FS 129  Introduction to Human Development and Family Studies
- HD FS 229  Infant and Child Development
- HD FS 230  Overview of Curricular Practices in Early Childhood Care and Education
- ENGL 015  Rhetoric and Composition

**Electives (pick two of three):**
- HD FS 233  Emergent Language and Literacy: Development and Practice in Early Childhood Care and Education
- HD FS 231  Guidance in Early Childhood Care and Education
- HD FS 232  Creativity and Play in Early Childhood Care and Education

Early Childhood Care and Education Certificate II (12 Credits)
This certificate will “step-up” to an associate degree in Human Development and Family Studies. It is especially designed with the adult student working in early childhood care and education. This series of courses will add to the knowledge of the student after taking Certificate I.

**Required:**
- PSYCH 100  Introductory Psychology
- HD FS 330  Observation or Experience with Children, Youth, and Families
- HD FS 234  Mathematics and Science Reasoning: Development and Practice in Early Childhood Care and Education

**Electives (pick one of three):**
- HD FS 233  Emergent Language and Literacy: Development and Practice in Early Childhood Care and Education
- HD FS 231  Guidance in Early Childhood Care and Education
- HD FS 232  Creativity and Play in Early Childhood Care and Education

Children, Youth, and Family Services Certificate (30 credits)
Certificate is designed to improve the quality of planned programs in a wide variety of community settings. It prepares participants for service roles in preschools; day care centers; hospitals; institutional and community programs for emotionally disturbed, abused, or neglected children and adolescents; as well as a variety of public welfare and family service agencies.

The primary goal of the certificate is to provide a flexible and convenient opportunity for self-enhancement, further education, and professional development for those currently working or considering a career in human service settings.

The 30-credit program offers University credit courses through a flexible instructional program that considers a participant’s past experience, current employment, and future goals. Courses are required in three areas: foundation courses (9 credits), professional core (15 credits), and professional electives (6 credits).

**Professional Core (15 credits):**
- HD FS 129  Introduction to Human Development and Family Studies
- HD FS 229  Infant and Child Development
- HD FS 239  Adolescent Development
- HD FS 311  Human Development and Family Studies Interventions
- HD FS 315  Family Development

**Additional Courses (15 credits)**

Undergraduate Credit Courses

Evening School Administrator: Frank Miller

**Classes begin:** Monday, August 24, 2009
**Last day to register without late fee:** Noon, September 2, 2009
**Thanksgiving break:** November 23–29, 2009
**Classes end:** December 11, 2009
**Final examinations:** December 14–17, 2009
(Cost of course does not include textbooks)

Register early—courses have a minimum and maximum enrollment requirement.
Reserve your space now!

**Building Key**
MAIN—Main Classroom Building
PAC—Pullo Family Performing Arts Center
ISTC—M.S. Grumbacher Information Sciences and Technology Center

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**General Education/Cultural Diversity Key**

<table>
<thead>
<tr>
<th>General Education/Other Cultures</th>
<th>General Education/Cultural Diversity Key</th>
</tr>
</thead>
<tbody>
<tr>
<td>GWS</td>
<td>Writing/Speaking</td>
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<tr>
<td>IL</td>
<td>International</td>
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<td>GQ</td>
<td>Quantification</td>
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<tr>
<td>US, USI</td>
<td>United States Writing Across Curriculum</td>
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<td>GHA</td>
<td>Health/Physical</td>
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<td>GN</td>
<td>Natural Sciences</td>
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<td>GA</td>
<td>Arts</td>
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<td>W</td>
<td>Writing Intensive Course</td>
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<td>GH</td>
<td>Humanities</td>
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<tr>
<td>GS</td>
<td>Social/Behavioral Sciences</td>
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</table>
York Fall 2009 Undergraduate Credit Courses

ACCTG 211 Financial and Managerial Accounting for Decision Making 4 Cr.
341959 Sec: 001 TR 8:00-10:05 a.m. 106 MAIN
341971 Sec: 002 TR 1:30-3:35 p.m. 106 MAIN

AM ST 100 Introduction to American Studies 3 Cr. GH US
341977 Sec: 001 TR 3:00-4:15 p.m. 112 PAC

AM ST 100U Introduction to American Studies 3 Cr. GH US
345532 Sec: 001 TR 1:30-2:45 p.m. 112 PAC

ANTH 045 Cultural Anthropology 3 Cr. GS USI
405451 Sec: 031 T 6:00-8:40 p.m. 105 MAIN

ART 001 Introduction to the Visual Arts 3 Cr. GA
342019 Sec: 031 M 6:00-8:40 p.m. 113 PAC

ART 010S Introduction to Visual Studies 3 Cr. GA
344842 Sec: 001 MWF 8:00-9:40 a.m. 110 PAC

ART 020S Introduction to Drawing 3 Cr. GA
344845 Sec: 001 MWF 10:00-11:40 a.m. 110 PAC

ART H 111 Ancient to Medieval Art 3 Cr. GA IL
342055 Sec: 001 WF 1:00-2:15 p.m. 105 MAIN

ASTRO 001 Astronomical Universe 3 Cr. GN
342061 Sec: 001 MWF 2:00-2:50 p.m. 3 MAIN

ASTRO 011S Elementary Astronomy Laboratory 1 Cr. GN
344848 Sec: 031 F 8:00-9:50 a.m. 6 MAIN

B A 243 Social, Legal, and Ethical Environment of Business 4 Cr.
342067 Sec: 001 MWF 7:40-8:50 a.m. 105 MAIN

B A 250 Small Business Management 3 Cr.
342070 Sec: 001 MWF 11:00-11:50 a.m. 113 PAC

B A 321 Contemporary Skills for Business Professionals 3 Cr.
342073 Sec: 031 T 6:00-8:40 p.m. 103 PAC

B A 322 Individual and Interpersonal Effectiveness for the Business Professional 3 Cr.
342076 Sec: 031 T 6:00-8:40 p.m. 102 MAIN

B A 420 Planning for Internship, Collaborative Project, and Research in Business 1 Cr.
342085 Sec: 001 T 4:30-5:20 p.m. 106 MAIN

B A 421 Project Management and Planning for Business 2 Cr.
342094 Sec: 031 M 6:00-7:40 p.m. 103 PAC

B A 422W Strategic Business Planning 3 Cr.
342100 Sec: 001 W 6:00-8:40 p.m. 40 MAIN

B A 495A Internship in Business 3 Cr.
342106 Sec: 001 By appointment

B A 495B Collaborative Project in Business 3 Cr.
342112 Sec: 001 By appointment

B A 495C Undergraduate Research in Business 3 Cr.
342115 Sec: 001 By appointment

BB H 148S Coping with College: A First Year Transition Seminar 2 Cr.
351457 Sec: 001 MW 10:00-10:50 a.m. 106 MAIN
351460 Sec: 002 TR 11:00-11:50 a.m. 112 MAIN

BI SC 002 Genetics, Ecology, and Evolution 3 Cr. GN
342118 Sec: 001 TR 9:20-10:35 a.m. 3 MAIN

BI SC 003 Environmental Science 3 Cr. GN
342133 Sec: 031 W 6:00–8:40 p.m. 3 MAIN

BIOL 110S Biology: Basic Concepts and Biodiversity 4 Cr. GN
342136 Sec: 001 MWF 11:00-11:50 a.m. 105 MAIN
342142 Sec: 002 MWF 11:00-11:50 a.m. 105 MAIN
342179 Sec: 003 MWF 11:00-11:50 a.m. 105 MAIN

BIOL 120A Plants, Places, and People 3 Cr. GN USI
342154 Sec: 001 MWF 9:00-9:50 a.m. 102 MAIN

BIOL 129 Mammalian Anatomy 4 Cr. GN
342157 Sec: 001 W 10:00-11:40 a.m. 1 MAIN
342189 Sec: 002 F 8:00-11:20 a.m. 124 MAIN

BIOL 230W Biology: Molecules and Cells 4 Cr. GN
342166 Sec: 001 TR 1:30-2:45 p.m. 40 MAIN
342179 Sec: 003 W 8:00-9:50 a.m. 124 MAIN

BIOL 400 Teaching in Biology 3 Cr. VAR Cr.
352672 Sec: 001 By appointment

BIOL 497A The Biology of RNA 3 Cr.
342181 Sec: 001 TR 10:40-11:55 a.m. 40 MAIN

C I 295 Introductory Field Experience for Teacher Preparation 1 Cr.
342184 Sec: 001 R 3:00-3:50 p.m. 107 ISTC

CAS 100A Effective Speech 3 Cr. GWS
343759 Sec: 001 TR 1:30-2:45 p.m. 3 MAIN
343762 Sec: 002 TR 9:20-10:35 a.m. 113 MAIN
343788 Sec: 031 T 6:00-8:40 p.m. 113 MAIN

CAS 100B Effective Speech 3 Cr. GWS
343771 Sec: 001 TR 9:20-10:35 a.m. 107 ISTC
343774 Sec: 002 TR 10:40-11:55 a.m. 107 ISTC
343777 Sec: 003 MWF 9:00-9:50 a.m. 208 MAIN
343780 Sec: 004 MWF 10:00-10:50 a.m. 208 MAIN

CAS 200 Language, Culture, and Communication 3 Cr. USI
343783 Sec: 001 MWF 10:00-10:50 a.m. 206 MAIN

CAS 201S Rhetorical Theory 3 Cr. GH
344851 Sec: 001 MWF 11:00-11:50 a.m. 206 MAIN

CAS 352 Organizational Communication 3 Cr.
343786 Sec: 031 TR 4:30-5:45 p.m. 107 ISTC

CAS 455 Gender Roles in Communication 3 Cr. US
343789 Sec: 001 MW 4:30-5:45 p.m. 107 ISTC
# York Fall 2009 Undergraduate Credit Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Time/Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAS 478</td>
<td>Contemporary American Political Rhetoric</td>
<td>3 Cr.</td>
<td>MW 10:00-10:50 a.m. 107 ISTC</td>
<td>Sutton</td>
</tr>
<tr>
<td>CHEM 001</td>
<td>Molecular Science</td>
<td>3 Cr. GN</td>
<td>M 10:00-10:50 a.m. 105 MAIN</td>
<td>Latzko</td>
</tr>
<tr>
<td>CHEM 101S</td>
<td>Introductory Chemistry</td>
<td>3 Cr. GN</td>
<td>MW 10:00-10:50 a.m. 103 MAIN</td>
<td>Landis</td>
</tr>
<tr>
<td>CHEM 108</td>
<td>Problem Solving in Chemistry</td>
<td>1 Cr.</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Knapp</td>
</tr>
<tr>
<td>CHEM 110</td>
<td>Chemical Principles I</td>
<td>3 Cr. GN</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Knapp</td>
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<tr>
<td>CHEM 111S</td>
<td>Experimental Chemistry I</td>
<td>1 Cr. GN</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Knapp</td>
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<tr>
<td>CHEM 210</td>
<td>Organic Chemistry I</td>
<td>3 Cr.</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Landis</td>
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<tr>
<td>CMLIT 106</td>
<td>The Arthurian Legend</td>
<td>3 Cr. GH IL</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Hennes</td>
</tr>
<tr>
<td>CMPEN 271</td>
<td>Introduction to Digital Systems</td>
<td>3 Cr.</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Marcus</td>
</tr>
<tr>
<td>CMPEN 275</td>
<td>Digital Design Laboratory</td>
<td>1 Cr.</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Marcus</td>
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<tr>
<td>CMPSC 101S</td>
<td>Introduction to C++ Programming</td>
<td>3 Cr. GQ</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Wenk</td>
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<tr>
<td>CMPSC 121S</td>
<td>Introduction to Programming Techniques</td>
<td>3 Cr. GQ</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Bartell</td>
</tr>
<tr>
<td>CMPSC 201S</td>
<td>Programming for Engineers with C++</td>
<td>3 Cr. GQ</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Wenk</td>
</tr>
<tr>
<td>E MCH 211</td>
<td>Statics</td>
<td>3 Cr.</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Coyle</td>
</tr>
<tr>
<td>ECON 002</td>
<td>Introductory Microeconomic Analysis and Policy</td>
<td>3 Cr. GS</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Latzko</td>
</tr>
<tr>
<td>ECON 004</td>
<td>Introductory Macroeconomic Analysis and Policy</td>
<td>3 Cr. GS</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Latzko</td>
</tr>
<tr>
<td>EDPSY 101</td>
<td>Analysis and Interpretation of Statistical Data in Education</td>
<td>3 Cr. GQ</td>
<td>MW 10:00-10:50 a.m. 105 MAIN</td>
<td>Wijesinha</td>
</tr>
<tr>
<td>EDSGN 100</td>
<td>Introduction to Engineering Design</td>
<td>3 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Gaston</td>
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<tr>
<td>EDSGN 100H</td>
<td>Introduction to Engineering Design</td>
<td>3 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Effekhari</td>
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<tr>
<td>EDTHP 115</td>
<td>Education in American Society</td>
<td>3 Cr. US</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Miller</td>
</tr>
<tr>
<td>EET 105</td>
<td>Electrical Systems</td>
<td>3 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Marcus</td>
</tr>
<tr>
<td>EET 114</td>
<td>Electrical Circuits II</td>
<td>4 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
</tr>
<tr>
<td>EET 118</td>
<td>Electrical Circuits Laboratory</td>
<td>1 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
</tr>
<tr>
<td>EET 212W</td>
<td>Op Amp and Integrated Circuit Electronics</td>
<td>4 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
</tr>
<tr>
<td>EET 219</td>
<td>Programming Logic Controllers</td>
<td>2 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
</tr>
<tr>
<td>EET 225</td>
<td>Introduction to Programmable Logic Controls</td>
<td>3 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
</tr>
<tr>
<td>EGT 114</td>
<td>Spatial Analysis and Computer-Aided Drafting</td>
<td>2 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
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<tr>
<td>EMET 222</td>
<td>Mechanics for Technology</td>
<td>4 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
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<tr>
<td>EMET 320</td>
<td>Analog Electronics</td>
<td>4 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
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<tr>
<td>EMET 330</td>
<td>Measurement Theory and Instrumentation</td>
<td>3 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
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<tr>
<td>EMET 410</td>
<td>Automated Control Systems</td>
<td>4 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
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<tr>
<td>EMET 430</td>
<td>Programmable Logic Controls II</td>
<td>3 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
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<tr>
<td>ENGL 004</td>
<td>Basic Writing Skills</td>
<td>3 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
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<tr>
<td>ENGL 005</td>
<td>Writing Tutorial</td>
<td>1 Cr.</td>
<td>TR 10:00-11:40 a.m. 103 PAC</td>
<td>Hofter</td>
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</table>
York Fall 2009 Undergraduate Credit Courses

ENGL 015  Rhetoric and Composition  3 Cr.  GWS
348391  Sec. 001  MW  4:00-5:15 p.m.  207 MAIN  Loring
344167  Sec. 031  W  6:00-8:40 p.m.  208 MAIN  Moore
393988  Sec. 032  M  6:00-8:40 p.m.  101 MAIN  Moore

ENGL 015S  Rhetoric and Composition  3 Cr.  GWS
344131  Sec. 002  TR  10:40-11:55 a.m.  113 PAC  Stelly
344134  Sec. 003  TR  10:40-11:55 a.m.  103 MAIN  Nesbitt
344137  Sec. 004  TR  1:30-2:45 p.m.  101 MAIN  Nesbitt
344140  Sec. 006  MWF  9:00-9:50 a.m.  40 MAIN  Hennen
344146  Sec. 007  MWF  10:00-10:50 a.m.  40 MAIN  Hennen
344152  Sec. 008  MWF  2:00-2:50 p.m.  206 MAIN  Cole
344158  Sec. 009  MWF  3:00-3:50 p.m.  206 MAIN  Cole
344161  Sec. 010  MWF  11:00-11:50 a.m.  40 MAIN  Fetterman
344164  Sec. 011  MWF  1:00-1:50 p.m.  206 MAIN  Fetterman

ENGL 030T  Honors Freshman Composition  3 Cr.  GWS
344170  Sec. 001  MWF  11:00-11:50 a.m.  114 PAC  Stelly

ENGL 139  Black American Literature  3 Cr.  GH  US
344176  Sec. 001  TR  1:30–2:45 p.m.  206 MAIN  Stanton-Taiwo

ENGL 201  What is Literature  3 Cr.  GH
344182  Sec. 001  TR  3:00–4:15 p.m.  204 MAIN  Jarrett

ENGL 202C  Effective Writing: Technical Writing  3 Cr.  GWS
388711  Sec. 001  W  6:00–8:40 p.m.  207 MAIN  Slavin

ENGL 202D  Effective Writing: Business Writing  3 Cr.  GWS
344194  Sec. 001  TR  9:20-10:35 a.m.  206 MAIN  Stanton-Taiwo
344200  Sec. 002  TR  10:40-11:55 a.m.  206 MAIN  Stanton-Taiwo

ENGL 231W  American Literature to 1865  3 Cr.
344203  Sec. 001  MW  1:00-2:15 p.m.  208 MAIN  Stoboda

ENGL 263  Reading Poetry  3 Cr.  GH
344206  Sec. 001  TR  1:30–2:45 p.m.  204 MAIN  Getz

ENGL 404  Mapping Identity, Difference, and Place  3 Cr.
344209  Sec. 001  TR  9:20–10:35 a.m.  103 MAIN  Nesbitt

ENGL 419  Advanced Business Writing  3 Cr.
344212  Sec. 001  MW  3:00–4:15 p.m.  113 PAC  Stoboda
344215  Sec. 031  MW  4:30–5:45 p.m.  113 PAC  Stoboda

ENGL 441  Chaucer  3 Cr.
344218  Sec. 001  MWF  11:00–11:50 a.m.  6 MAIN  Cole

ENGL 444  Shakespeare  3 Cr.
344224  Sec. 031  R  6:00–8:40 p.m.  114 PAC  Stoboda

ESL 004  ESL/Composition for American Academic Communication I  3 Cr.
344227  Sec. 001  MW  2:00–3:15 p.m.  104 ISTC  Shaffer

FIN 301  Corporation Finance  3 Cr.
344230  Sec. 001  MWF  1:00–1:50 p.m.  113 PAC  Jenkins

FIN 301H  Corporation Finance  3 Cr.
345433  Sec. 001  MWF  1:00–1:50 p.m.  113 PAC  Jenkins

FR 001  Elementary French I  4 Cr.
344233  Sec. 001  TR  1:30–3:10 p.m.  113 MAIN  Flinchbaugh

FR 003  Intermediate French  4 Cr.
344236  Sec. 001  TR  3:30–5:10 p.m.  113 MAIN  Flinchbaugh

FR 139  France and the French-speaking World  3 Cr.  GH  IL
344239  Sec. 001  TR  10:40–11:55 a.m.  102 MAIN  Flinchbaugh

GEOG 010  Physical Geography: An Introduction  3 Cr.  GN
344242  Sec. 001  lab: TR  3:30–4:14 p.m.  105 MAIN  Arnold
            lecture: TR  4:15–5:10 p.m.
344245  Sec. 002  lab: TR  4:15–5:10 p.m.  105 MAIN  Arnold

GEOG 020  Human Geography: An Introduction  3 Cr.  GS  USI
345247  Sec. 031  T  6:00–8:40 p.m.  107 ISTC  Gogniat

GEOG 040  World Regional Geography  3 Cr.  GS  IL
348943  Sec. 001  TR  10:40–11:55 a.m.  101 MAIN  White

GER 011  Intensive Basic German  6 Cr.
344248  Sec. 001  MWF  3:20–5:00 p.m.  103 MAIN  Deren

GER 100  German Culture and Civilization  3 Cr.  GH  IL
353686  Sec. 031  R  6:00–8:40 p.m.  207 MAIN  Deren
405466  Sec. 051  Additional Travel to Germany  concurrent with section 031

HD FS 129  Introduction to Human Development and Family Studies  3 Cr.  GS
344257  Sec. 001  TR  1:30–2:45 p.m.  207 MAIN  Moon
344260  Sec. 031  TR  4:30–5:45 p.m.  113 PAC  Moon

HD FS 229  Infant and Child Development  3 Cr.  GS
344263  Sec. 001  MW  3:00–4:15 p.m.  102 MAIN  Nida

HD FS 231  Guidance in Early Childhood Care and Education  3 Cr.
344266  Sec. 031  M  6:00–8:40 p.m.  40 MAIN  Darling

HD FS 249  Adult Development and Aging  3 Cr.  GS
344289  Sec. 001  TR  10:40–11:55 a.m.  30 MAIN  Gill

HD FS 301  Values and Ethics in Health and Human Development Professions  3 Cr.
344272  Sec. 001  TR  9:20–10:35 a.m.  30 MAIN  St Clair-Christman

HD FS 311  Human Development and Family Studies Interventions  3 Cr.
344278  Sec. 001  TR  1:30–2:45 p.m.  103 MAIN  Darling

HD FS 312W  Empirical Inquiry in Human Development  3 Cr.
344281  Sec. 031  TR  4:30–5:45 p.m.  207 MAIN  Yu

HD FS 315Y  Family Development  3 Cr.  US
344284  Sec. 001  MW  10:40–11:55 a.m.  207 MAIN  Darling

HD FS 395  Internship  3 Cr.  By appointment
344287  Sec. 001  By appointment  Darling

HD FS 401  Project Planning, Implementation, and Evaluation in the Human Services  3 Cr.
344290  Sec. 001  TR  1:30–2:45 p.m.  107 ISTC  St Clair-Christman

HD FS 414  Resolving Human Development and Family Problems  3 Cr.
344299  Sec. 031  R  6:00–8:40 p.m.  29 MAIN  Gill
York Fall 2009 Undergraduate Credit Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Times and Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD FS 429</td>
<td>Advanced Child Development</td>
<td>3 Cr.</td>
<td>Sec: 031 M 6:00-8:40 p.m. 208 MAIN Yu</td>
</tr>
<tr>
<td>HD FS 433</td>
<td>Developmental Transition to Adulthood</td>
<td>3 Cr.</td>
<td>Sec: 001 MW 1:00-2:15 p.m. 204 MAIN Yu</td>
</tr>
<tr>
<td>HD FS 455</td>
<td>Development and Administration of Human Services Programs</td>
<td>3 Cr.</td>
<td>Sec: 031 T 6:00-8:40 p.m. 207 MAIN St Clair-Christman</td>
</tr>
<tr>
<td>HIST 012</td>
<td>History of Pennsylvania</td>
<td>3 Cr.</td>
<td>Sec: 031 W 6:00-8:40 p.m. 106 MAIN Price</td>
</tr>
<tr>
<td>HIST 020</td>
<td>American Civilization to 1877</td>
<td>3 Cr.</td>
<td>Sec: 031 R 6:00-8:40 p.m. 206 MAIN Newcomer</td>
</tr>
<tr>
<td>HIST 021</td>
<td>American Civilization Since 1877</td>
<td>3 Cr.</td>
<td>Sec: 001 MW 1:00-2:15 p.m. 114 PAC Creagh</td>
</tr>
<tr>
<td>HIST 297</td>
<td>Special Topics</td>
<td>3 Cr.</td>
<td>Sec: 002 T 1:30-4:10 p.m. 114 PAC Creagh</td>
</tr>
<tr>
<td>I B 303</td>
<td>International Business Operations</td>
<td>3 Cr.</td>
<td>Sec: 031 T 6:00-8:40 p.m. 101 MAIN Kara</td>
</tr>
<tr>
<td>IET 333</td>
<td>Engineering Economics for Technologists</td>
<td>2 Cr.</td>
<td>Sec: 001 T 4:00-5:40 p.m. 6 MAIN Eftekhari</td>
</tr>
<tr>
<td>INART 010</td>
<td>The Popular Arts in America: Mass Media Arts</td>
<td>3 Cr.</td>
<td>Sec: 001 TR 9:20-10:35 a.m. 114 PAC Jarrett</td>
</tr>
<tr>
<td>INART 115</td>
<td>The Popular Arts in America: Popular Music</td>
<td>3 Cr.</td>
<td>Sec: 001 TR 10:40-11:55 a.m. 114 PAC Jarrett</td>
</tr>
<tr>
<td>INART 496</td>
<td>Independent Studies</td>
<td>3 Cr.</td>
<td>Sec: 001 T 6:00-8:40 p.m. 112 MAIN Cantor</td>
</tr>
<tr>
<td>IST 112S</td>
<td>Seminar in Information Sciences and Technology</td>
<td>1 Cr.</td>
<td>Sec: 001 M 1:00-2:15 p.m. 113 MAIN Magni</td>
</tr>
<tr>
<td>IST 225</td>
<td>PC Hardware Basics</td>
<td>3 Cr.</td>
<td>Sec: 001 TR 1:30-2:45 p.m. 113 MAIN Bartell</td>
</tr>
<tr>
<td>IST 226</td>
<td>Networking Essentials</td>
<td>3 Cr.</td>
<td>Sec: 031 W 6:00-8:40 p.m. 113 MAIN Gardner</td>
</tr>
<tr>
<td>IST 260W</td>
<td>Introduction to Systems Analysis and Design</td>
<td>3 Cr.</td>
<td>Sec: 031 T 6:00-8:40 p.m. 108 ISTC Cantor</td>
</tr>
<tr>
<td>IST 295B</td>
<td>IST Internship</td>
<td>1 Cr.</td>
<td>Sec: 001 T 3:30-4:45 p.m. 108 ISTC Magni</td>
</tr>
<tr>
<td>IST 301</td>
<td>Information and Organizations</td>
<td>3 Cr.</td>
<td>Sec: 001 T 6:00-8:40 p.m. 103 ISTC Cantor</td>
</tr>
<tr>
<td>IST 302</td>
<td>IT Project Management</td>
<td>3 Cr.</td>
<td>Sec: 001 T 5:00-7:40 p.m. 104 ISTC Shah</td>
</tr>
<tr>
<td>IST 311</td>
<td>Object-Oriented Design and Software Applications</td>
<td>3 Cr.</td>
<td>Sec: 001 M 6:00-8:40 p.m. 103 ISTC Wenk</td>
</tr>
<tr>
<td>IST 402</td>
<td>Emerging Issues and Technologies</td>
<td>3 Cr.</td>
<td>Sec: 001 TR 1:30-2:45 p.m. 108 ISTC Newcomer</td>
</tr>
<tr>
<td>IST 413</td>
<td>Usability Engineering</td>
<td>3 Cr.</td>
<td>Sec: 001 MW 1:00-2:15 p.m. 103 ISTC Wenk</td>
</tr>
<tr>
<td>IST 421</td>
<td>Advanced Enterprise Integration: Technologies and Applications</td>
<td>3 Cr.</td>
<td>Sec: 001 TR 10:40-11:55 a.m. 103 ISTC Cantor</td>
</tr>
<tr>
<td>IST 495</td>
<td>Internship</td>
<td>1 Cr.</td>
<td>Sec: 001 By appointment Newcomer</td>
</tr>
<tr>
<td>KINES 027S</td>
<td>Badminton 1</td>
<td>1.5 Cr.</td>
<td>Sec: 001 MWF 9:20-10:35 a.m. 114 PAC Swalgin</td>
</tr>
<tr>
<td>KINES 029S</td>
<td>Golf I</td>
<td>1.5 Cr.</td>
<td>Sec: 001 MWF 1:00-2:15 p.m. 114 PAC Swalgin</td>
</tr>
<tr>
<td>KINES 048</td>
<td>Tennis I</td>
<td>1.5 Cr.</td>
<td>Sec: 001 MWF 1:00-2:15 p.m. 114 PAC Magni</td>
</tr>
<tr>
<td>KINES 068S</td>
<td>Strength Training</td>
<td>1.5 Cr.</td>
<td>Sec: 001 MWF 10:40-11:55 a.m. 114 PAC Catina</td>
</tr>
<tr>
<td>KINES 077S</td>
<td>Yoga 1</td>
<td>1.5 Cr.</td>
<td>Sec: 001 MWF 10:40-11:55 a.m. 114 PAC Magni</td>
</tr>
<tr>
<td>KINES 081</td>
<td>Wellness Theory</td>
<td>3 Cr.</td>
<td>Sec: 001 MWF 1:00-2:15 p.m. 114 PAC Magni</td>
</tr>
<tr>
<td>KINES 088</td>
<td>Varsity Sport Experience</td>
<td>2 Cr.</td>
<td>Sec: 001 MWF 10:40-11:55 a.m. 114 PAC Magni</td>
</tr>
<tr>
<td>KINES 180</td>
<td>Introduction to Kinesiology</td>
<td>3 Cr.</td>
<td>Sec: 001 MWF 10:40-11:55 a.m. 114 PAC Magni</td>
</tr>
<tr>
<td>KINES 297</td>
<td>Special Topics</td>
<td>3 Cr.</td>
<td>Sec: 001 MWF 10:40-11:55 a.m. 114 PAC Magni</td>
</tr>
<tr>
<td>L A 295</td>
<td>Undergraduate Field Experience or Practicum</td>
<td>3 Cr.</td>
<td>Sec: 001 By appointment Kennedy</td>
</tr>
<tr>
<td>LLC 005</td>
<td>College Reading Improvement I</td>
<td>3 Cr.</td>
<td>Sec: 001 MW 9:20-10:35 a.m. 114 PAC Wise</td>
</tr>
<tr>
<td>MATH 003</td>
<td>Basic Skills</td>
<td>3 Cr.</td>
<td>Sec: 001 R 6:00-8:40 p.m. 114 PAC Wise</td>
</tr>
<tr>
<td>MATH 017</td>
<td>Basic Skills</td>
<td>3 Cr.</td>
<td>Sec: 001 R 6:00-8:40 p.m. 114 PAC Wise</td>
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</tbody>
</table>

www.yk.psu.edu | www.ce.yk.psu.edu
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Type</th>
<th>Co-requisite</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL 006</td>
<td>Philosophy and Literature in Western Culture</td>
<td>3</td>
<td>GH</td>
<td>IL</td>
<td>11:00-11:50 a.m.</td>
<td>112 PAC</td>
</tr>
<tr>
<td>PHIL 103W</td>
<td>Introduction to Ethics</td>
<td>3</td>
<td>GH</td>
<td></td>
<td>1:00-1:50 p.m.</td>
<td>106 MAIN</td>
</tr>
<tr>
<td>PHYS 001</td>
<td>The Science of Physics</td>
<td>3</td>
<td>GN</td>
<td></td>
<td>11:00-11:50 a.m.</td>
<td>3 MAIN</td>
</tr>
<tr>
<td>PHYS 150S</td>
<td>Technical Physics I</td>
<td>3</td>
<td>GN</td>
<td></td>
<td>W 4:00-5:50 p.m.</td>
<td>6 MAIN</td>
</tr>
<tr>
<td>PHYS 151S</td>
<td>Technical Physics II</td>
<td>3</td>
<td>GN</td>
<td></td>
<td>W 6:00-7:40 p.m.</td>
<td>6 MAIN</td>
</tr>
<tr>
<td>PHYS 212H</td>
<td>General Physics: Electricity and Magnetism</td>
<td>4</td>
<td>GN</td>
<td></td>
<td>10:00-10:50 a.m.</td>
<td>3 MAIN</td>
</tr>
<tr>
<td>PHYS 212L</td>
<td>General Physics: Electricity and Magnetism</td>
<td>4</td>
<td>GN</td>
<td></td>
<td>1:00-1:50 p.m.</td>
<td>6 MAIN</td>
</tr>
<tr>
<td>PHYS 212P</td>
<td>General Physics: Electricity and Magnetism</td>
<td>0</td>
<td></td>
<td></td>
<td>1:30-3:20 p.m.</td>
<td>6 MAIN</td>
</tr>
<tr>
<td>PHYS 251S</td>
<td>Introductory Physics II</td>
<td>4</td>
<td>GN</td>
<td></td>
<td>10:00-10:50 a.m.</td>
<td>6 MAIN</td>
</tr>
<tr>
<td>PL SC 001</td>
<td>Introduction to American National Government</td>
<td>3</td>
<td>GS</td>
<td></td>
<td>10:00-10:50 a.m.</td>
<td>30 MAIN</td>
</tr>
<tr>
<td>PL SC 003</td>
<td>Introduction to Comparative Politics</td>
<td>3</td>
<td>GS</td>
<td>IL</td>
<td>9:00-9:50 a.m.</td>
<td>30 MAIN</td>
</tr>
<tr>
<td>PSYCH 100</td>
<td>Introductory Psychology</td>
<td>3</td>
<td>GS</td>
<td></td>
<td>8:00-8:50 a.m.</td>
<td>106 MAIN</td>
</tr>
<tr>
<td>PSYCH 256</td>
<td>Introduction to Cognitive Psychology</td>
<td>3</td>
<td>GS</td>
<td></td>
<td>9:00-9:50 a.m.</td>
<td>30 MAIN</td>
</tr>
<tr>
<td>RL ST 001</td>
<td>Introduction to World Religions</td>
<td>3</td>
<td>GH</td>
<td>USI</td>
<td>6:00-8:40 p.m.</td>
<td>113 MAIN</td>
</tr>
<tr>
<td>SCM 200</td>
<td>Introduction to Statistics for Business</td>
<td>4</td>
<td>Q</td>
<td></td>
<td>10:15-11:55 a.m.</td>
<td>113 MAIN</td>
</tr>
<tr>
<td>SCM 301</td>
<td>Business Logistics Management</td>
<td>3</td>
<td></td>
<td></td>
<td>R 6:00-8:40 p.m.</td>
<td>113 PAC</td>
</tr>
<tr>
<td>SOC 001</td>
<td>Introductory Sociology</td>
<td>3</td>
<td>GS</td>
<td></td>
<td>4:30-5:45 p.m.</td>
<td>29 MAIN</td>
</tr>
<tr>
<td>SOC 030</td>
<td>Sociology of the Family</td>
<td>3</td>
<td>GS</td>
<td></td>
<td>6:00-8:40 p.m.</td>
<td>29 MAIN</td>
</tr>
<tr>
<td>SPAN 001</td>
<td>Elementary Spanish I</td>
<td>4</td>
<td></td>
<td></td>
<td>7:00-8:40 p.m.</td>
<td>103 MAIN</td>
</tr>
<tr>
<td>SPAN 003</td>
<td>Intermediate Spanish</td>
<td>4</td>
<td></td>
<td></td>
<td>9:00-9:50 a.m.</td>
<td>103 MAIN</td>
</tr>
<tr>
<td>SRA 111S</td>
<td>Introduction to Security and Risk Analysis</td>
<td>3</td>
<td>GS</td>
<td></td>
<td>4:30-5:45 p.m.</td>
<td>103 ISTC</td>
</tr>
<tr>
<td>STAT 200</td>
<td>Elementary Statistics</td>
<td>4</td>
<td>GQ</td>
<td></td>
<td>10:00-10:50 a.m.</td>
<td>114 PAC</td>
</tr>
<tr>
<td>THEA 102S</td>
<td>Fundamentals of Acting</td>
<td>3</td>
<td>GA</td>
<td></td>
<td>4:30-5:45 p.m.</td>
<td>103 ISTC</td>
</tr>
<tr>
<td>THEA 105</td>
<td>Introduction to Theatre</td>
<td>3</td>
<td>GA</td>
<td></td>
<td>9:00-9:50 a.m.</td>
<td>114 PAC</td>
</tr>
<tr>
<td>THEA 150</td>
<td>Fundamentals of Design for the Theatre</td>
<td>3</td>
<td></td>
<td></td>
<td>1:30-2:45 p.m.</td>
<td>113 PAC</td>
</tr>
<tr>
<td>WMNST 455</td>
<td>Gender Roles in Communication</td>
<td>3</td>
<td>US</td>
<td></td>
<td>4:30-5:45 p.m.</td>
<td>107 ISTC</td>
</tr>
</tbody>
</table>

For the most up-to-date course information, please visit [http://soc.our.psu.edu/soc/fall/yk/index.html](http://soc.our.psu.edu/soc/fall/yk/index.html)
Penn State, The Lancaster Center

Classes begin: week of August 24 and end the week of December 7 (unless otherwise noted)
Classes meet: 6:00-9:00 p.m. (unless otherwise noted)
No fall break for classes at The Lancaster Center.

EDPSY 014  Educational Psychology: Learning and Instruction
Psychology of human learning applied toward the achievement of educational goals; evaluation of learning outcomes.
393319  Thursday  Kay

HD FS 129  Introduction to Human Development and Family Studies
(GS) Introduction to psychological and family development at all stages of the individual and family lifestyle.
393076  Tuesday  Forsyth

HIST 021  American Civilization Since 1877
(GH;US) An historical survey of the American experience from the emergence of urban industrial society in the late nineteenth century to the present.
393322  Wednesday 6:00–9:00 p.m.  Burkhart
2 Saturdays: Oct 10 and Nov 7, 9:00 a.m.–12:00 p.m.

KINES 081  Wellness Theory
(GHA) Focused on preparing and engaging students in the attitudes and behaviors that enhance quality of life and maximize personal potential.
393325  Thursday  Staff

MIS 204  Introduction to Business Information Systems
Introduction to the use of information systems in business organizations.
393328  Monday  Staff

MKTG 301W  Principles of Marketing
Analysis of problems of the small firm, particularly for the student who wishes to venture into business. ENGL 015, MATH 021; ECON 002 or ECON 004
NOTE: All MKTG 301W sections will not meet Labor Day week
393331  Monday  Staff

MKTG 301W  Principles of Marketing
393334  Tuesday  Staff

MKTG 301W  Principles of Marketing
393337  Wednesday 8:00–11:00 a.m.  Staff

MGMT 301  Basic Management Concepts
Study of fundamental principles and processes applicable to the understanding of management. May not be used to satisfy Smeal College baccalaureate degree requirements. Not available to students who have taken B A 304.
393340  Monday 7:15–9:30 p.m.  Fries
Aug 24–Dec 14

PSYCH 100  Introductory Psychology
(GS) Introduction to general psychology; principles of human behavior and their applications.
393343  Monday 4:45–7:00 p.m.  Forsyth
Aug 24–Dec 14

At Turkey Hill Dairies (Open to all students based on space availability)

CAS 100B  Effective Speech
(GWS) Principles of communication, implemented through group problem solving, with some attention to formal speaking and message evaluation.
393346  Tuesday 4:30–7:30 p.m.  Schulz
Sept 8 –Dec 15

At HACC Lancaster

HD FS 301  Values and Ethics in Health and Human Development Professions
Examines bases for choices among values in personal and professional relations in human development processes and supporting services.
393349  Monday 5:00–7:40 p.m.  Gill
Aug 24 –Dec 14

HD FS 311  Human Development and Family Studies Interventions
Survey of individual and family formal and informal intervention efforts; historical and current perspectives and approaches. Prerequisite: HD FS 129
393352  Thursday 6:00–8:30 p.m.  Darling
Aug 27 –Dec 17

Check out our fall 2009 course offerings at
www.lancastercenter.psu.edu/common/fall09.shtml

Course Offerings in Hanover

Convenient location and times
Convenient on-site delivery of courses has been arranged with Hanover Hospital.
Penn State classes are held at the Community Health and Education Center, 400 York Street, Hanover.

The 15-10-15-week course model allows the student to earn credits in an accelerated schedule.

Tentative Fall Course Offerings
Fall 2009 semester classes in Hanover begin the week of September 8 and end the week of December 8. Actual dates and times of Fall 2009 courses in Hanover will be posted in early summer. For information about courses and how to register, please contact Jeff Warner, director of continuing education, at jww10@psu.edu, 717-771-4067 or visit http://ce.yk.psu.edu/hanover.html.

ENGL 015  (GWS) Rhetoric and Composition 3 Instruction and practice in writing expository prose that shows sensitivity to audience and purpose.

MKTG 220  Introduction to Selling Techniques 3 Principles underlying the sales process and practical application of these principles to selling situations. Studies role of selling in total marketing process.

STAT 200  (GQ) Elementary Statistics 4 Descriptive statistics, frequency distributions, probability, binomial and normal distributions, statistical inference, linear regression, and correlation.

BIOL 141  (GN) Introductory Physiology 3 Explanation of the normal structure and function of the animal body, with special emphasis on human body systems.

CAS 100B  (GWS) Effective Speech 3 Principles of communication, implemented through group problem solving, with some attention to formal speaking and message evaluation.

Orientation for Hanover Classes - Thursday, September 3

Purchase textbooks, sign-up for your Penn State ID, take a seminar in effective study habits, learn about all the resources available to you as a Penn State student, and have your individual questions answered.
College-Level Examination Program® (CLEP®) Testing

**Earn College Credit for What You Already Know**

The College-Level Examination Program® (CLEP®) gives you the opportunity to earn college credit for what you already know with qualifying scores on one or more CLEP examinations. These exams test your knowledge of introductory college-level subjects. For a complete list of tests that are accepted at Penn State or for more information, please visit [http://admissions.psu.edu/academics/credit/clep/index.cfm](http://admissions.psu.edu/academics/credit/clep/index.cfm)

**I’m ready to take a CLEP exam. What do I do?**

Contact the Penn State York Office of Continuing Education. Phone: 717-771-4070 Fax: 717-771-4003, jfe2@psu.edu, [http:ce.yk.psu.edu](http://ce.yk.psu.edu). Test administered by appointment only.

**Administration Fee:** $20, non-refundable, cash or check payable to Penn State York.

**CLEP Exam Fee:** $72, payable by credit card, check, or money order, made payable to CLEP.

**Military Service Members:** Active Duty/Reserves/National Guard—There is no examination fee, but you will have to pay the college’s administration fee. Military personnel must present military ID and a second form of government-issue photo ID (such as a driver’s license or a passport).

**Additional Information about CLEP**

The College Board’s Web site provides additional information about CLEP exams, including exam descriptions and test preparation resources: [www.collegeboard.com/clep](http://www.collegeboard.com/clep). You can also contact your academic adviser to discuss whether CLEP is right for you.

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**Chancellor’s Honor Certificate in STEM (Science, Technology, Engineering, and Math)**

The Chancellor’s Honor Certificate in STEM offers a unique opportunity for high school students to begin achieving college credit while preparing for a rewarding career in the high demand occupations of the twenty-first century.

Penn State is an internationally known university. The credits you earn will be accepted at most colleges and universities. In achieving a credit certificate you will enhance your high school experience, build your college application, and challenge yourself with college courses.

Penn State York offers qualifying high school students the opportunity to take the college credit courses in the Chancellor’s Honor Certificate in STEM at a 50 percent tuition reduction through the dual enrollment program.

The STEM credit certificate provides four academic tracks of study: science, technology, engineering, and mathematics. All students will take three core courses; MATH 022 or MATH 026, CAS 100B, and IST 110. MATH 026 is required for the mathematics track. Based on their area of interest, students will choose EDSGN 100, BIOL 141/142, MATH 140, or CMPSC 101. The fourth course is an elective.

Mathematics testing is required of all students and is used for advising and course placement. The results of this test determine the level of mathematics at which you will begin in the certificate. The test is important for most students since STEM majors require course work in the mathematical sciences.

The STEM certificate is also available to returning adult students but the dual enrollment discounts do not apply.

**Courses in the STEM Certificate**

**MATH 022** College Algebra II and Analytic Geometry (3 credits)

**MATH 026** Plane Trigonometry (3 credits)

(Required for Math STEM Track)

**CAS 100B** Effective Speech (3 credits)

**IST 110** Information, People, and Technology (3 credits)

**EDSGN 100** Introduction to Engineering Design (3 credits)

**BIOL 141** Introductory Physiology (3 credits)

**MATH 140** Calculus with Analytic Geometry I (4 credits)

**CMPSC 101** Introduction to C++ Programming (3 credits)

For registration and information about the Chancellor’s Honor Certificate in STEM at Penn State York, contact:

Todd Eicker, Director of Admissions
Penn State York | 1031 Edgecomb Avenue | York, PA 17403-3326 | 717-771-4040 or tee11@psu.edu

For information about where courses are available off campus, contact:

Jeff Warner, Director of Continuing Education
Penn State York | 1031 Edgecomb Avenue | York, PA 17403-3326 | 717-771-4105 or jww10@psu.edu
General Information

The Penn State Bookstore is a faculty, staff, and student-oriented service center wholly owned by The Pennsylvania State University. Located in the M.S. Grumbach Information Sciences and Technology Center, the Penn State York Bookstore is managed under contract with Barnes & Noble Bookstores, Inc. All merchandise pricing is reviewed and approved by the University with proceeds benefiting student scholarships and student-related capital improvements. Merchandise may be purchased by cash, check, VISA, MasterCard, Discover, and American Express. When payment is by check, an ID is required, with the check made payable to the Penn State Bookstore. Any returned check will be charged a $30 service fee.

Campus Bookstore Hours
Monday–Thursday ................................. 8:30 a.m.–4:00 p.m.
Friday .................................................. 8:30 a.m.–6:00 p.m.
Saturday and Sunday ................................. Closed

Extended hours during the first two weeks of class

Computer Lab Hours
Monday–Thursday ................................. 8:00 a.m.–10:00 p.m.
Friday .................................................. 8:00 a.m.–6:00 p.m.
Sunday .................................................. 1:00–6:00 p.m.

Extended hours during the last two weeks of class

Class Cancellation and Emergencies
The University may cancel any course or activity due to insufficient enrollment or other unforeseen circumstances. In time of snow, severe storm, or other emergencies, official word on the cancellation of classes will be broadcast over the following stations: WBSA/WARM 103, WLAN, WITF, WHP, WGET/WTPA, and WGAL-TV8.

Penn State now offers PSUTXT, an emergency text-messaging system for the campus community.

In the event of an emergency or weather-related campus closure, you will be instantly notified by a text message to your cell phone.

To enroll or update your information, log on to http://newswires.psu.edu.

Tuition and Fees
Note: Admission requires no separate fees or special procedures for enrollment in evening school or continuing education classes, unless you plan to pursue a degree. If interested in seeking degree status, call the Penn State York Admissions Office at 717-771-4040.

Tuition and fees may vary, if the student’s home campus is other than Penn State York. For rates applicable to other campuses, please visit: http://www.tuition.psu.edu

Undergraduate Credit Course Tuition for Pennsylvania Residents
All freshman- and sophomore-level students (and nondegree) with 0–59 credits earned (and any associate degree majors):
—$445 per credit
—$5,504—12 or more credits

Junior- and senior-level students (and nondegree) with 59.1 or more credits earned:

a). Majors in: Engineering, IST, Science, or Business:
—$511 per credit
—$6,352—12 or more credits

b). All other programs or majors and nondegree:
—$478 per credit
—$5,957—12 or more credits

Note: Non-Pennsylvania residents will incur tuition rates that are higher than those stated above. Please call 717-771-4122 to obtain the exact non-Pennsylvania rate based on your student status.

For information on graduate credit tuition, please call 717-771-4060.

Note: Tuition and fees listed are those in effect June 30, 2009. Rates will change after the July 2009 Board of Trustees meeting. The new rates will be available after July 15 by calling 717-771-4122. Those who register and pay for classes (prior to the July tuition and fees revision) will be billed “electronically” for the difference. See eBill section regarding electronic bills.

Other Fees
Information Technology Fee for all Credit Students
This fee is based on the number of credits the student carries as listed below. The fee is used to support Penn State’s total computer system including administrative use, student lab facilities, and other support systems.
—1–4 credits $ 75
—5–8 credits $164
—9+ credits $222

Student Activity Fee for all Credit Students
This fee will be used to support activities and services available for all students to enjoy.

All students taking courses on the York campus will be charged the activity fee based on the following breakdown:
—1–4 credits $17
—5–8 credits $41
—9+ credits $54

Student Facilities Fee for Credit Students
Beginning in fall 2008, a student facilities fee has been instituted at Penn State York. These funds are held locally at the campus and are administered by a committee made up of students, faculty, and staff (similar to the student activity fee). The funds are to be used for facility renovation/expansion, or for new construction. The funds may only be used for non-academic, student-oriented spaces (i.e. lounges, recreational spaces, student union, dining halls). For more information, see the Student Affairs office.
—1–4 credits $16
—5–8 credits $38
—9+ credits $50

The fees (info. tech., facility, and activity) are not refundable after classes start for the semester.

Adding credits may increase the charges; however, dropping credits will not reduce the charges. These charges may affect all students including those on study abroad, student teaching, internships, etc. On-site students as well as students attending classes at Penn State, The Lancaster Center, will not be charged an activity fee or facilities fee.

Undergraduate Credit Course Criteria
Credit courses are open to all graduates of accredited high schools or those who hold a General Educational Development (GED) diploma, although for certain credit courses prerequisites must be met. Students from other colleges are welcome in Penn State York’s evening school. Undergraduate courses are numbered 0-399; enrollment in advanced credit courses numbered 400-499 requires at least 60 college credits. Enrollment in a class does not imply admission to the University.

For University undergraduate admission information to degree programs, call the Penn State York Admissions Office at 717-771-4040 or 1-800-PSU-6227.
Dual Enrollment
This program is the perfect opportunity for high school juniors and seniors to take college courses and get a head start in their college career while still in high school. For more information on this program, please call Penn State York at 717-771-4040.

Student ID and Computer Access Accounts
Once enrolled, students should go to the computer lab, room 106 (#4 on Building Location Map on page 24) to get a Penn State ID and to process an access account.

eLion
A student ID and computer access account allows access to eLion, an important resource where students can get their grades, register for classes online, even get a degree audit. Go to eLion.psu.edu on the Web.

eBills
Penn State is pleased to announce the success of paperless "electronic" bills. Electronic tuition bills (eBills) have replaced all paper bills for Penn State students. Paper tuition bills are no longer mailed. An e-mail message is sent to the student’s official Penn State e-mail account whenever an eBill is available to view on eLion. The eBill can be paid by eCheck or by credit card on eLion as well as by mailing a paper check to Penn State. You may also pay in person at the Bursar office with check, cash, or money order.

Tuition Adjustment Policy
1. Credit Courses
Adjustment of tuition is based upon the date of the last class attended, provided an official notification is made to the campus Registrar’s office within one calendar month of that date. Otherwise the adjustment will be based on the date the official notification is made to the Registrar. Adjustment of tuition for withdrawal from the University will be made only if the student notifies the campus Registrar’s office at 717-771-4050 or 717-771-4057. Students who meet these conditions are entitled to receive adjustments of charges for tuition for the semester, based on the percentage of the course that has elapsed before the withdrawal, as follows:

<table>
<thead>
<tr>
<th>Duration of Classes</th>
<th>Adjustment Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 week or less</td>
<td>0</td>
</tr>
<tr>
<td>2–3 weeks</td>
<td>1st week 50; 2nd week 0</td>
</tr>
<tr>
<td>4–5 weeks</td>
<td>1st week 70; 2nd week 40; 3rd week 0</td>
</tr>
<tr>
<td>6 weeks</td>
<td>1st week 70; 2nd week 40; 3rd week 20; 4th week 0</td>
</tr>
<tr>
<td>7–10 weeks</td>
<td>1st week 80; 2nd week 60; 3rd week 40; 4th week 20; 5th week 0</td>
</tr>
<tr>
<td>11 weeks or more</td>
<td>80 percent first week and a decrease of 10 percent for each week thereafter up to and including the eighth consecutive calendar week.</td>
</tr>
</tbody>
</table>

2. Noncredit Courses
Refunds can be arranged upon official notification to the campus Registrar’s office twenty-four hours prior to the start of class. There are no partial refunds for noncredit courses. Students must contact the campus Registrar’s office at 717-771-4064 to officially withdraw from a noncredit course or seminar.

Room Assignments
Room assignments will be posted in the lobby of the Main Classroom Building at Penn State York the first day or evening of class.

Parking
Students are asked to use the student parking lots on campus; the tiered lots along Albemarle Street, the large lot north of the Pullo Family Performing Arts Center via Rathton Road, or the large lots available via Irving Road. Student lots are “D” on map on page 24. Parking permits are required except for students who are only attending evening or weekend classes.

Transcripts
An official transcript of course work may be obtained by written request to the Transcript Department, The Pennsylvania State University, 112 Shields Building, University Park, PA 16802. A form for making the request is available from the Registrar’s office in the Main Classroom Building at Penn State York. The fee for each official transcript is $6. Transcripts can also be requested online at www.registrar.psu.edu.

Textbooks
(Course fees typically do not include textbooks)
Texts are available at the Penn State York Bookstore in the M.S. Grumbacher Information Sciences and Technology Center, and may be purchased the first night or day of class.

Continuing Education Units (CEUs)
Most noncredit courses award Continuing Education Units instead of college credits. The CEU is a nationally recognized unit of measure used to accumulate a standardized, permanent record of an individual’s participation in credit-free continuing education programs conducted under responsible sponsorship, capable direction, and qualified instruction. The CEU is based on a standard of one unit per ten hours of classroom contact.

Smoking Policy
Penn State has adopted a policy of smoke-free environment in all offices, classroom buildings, and conference facilities. See the campus safety and security brochure for additional smoking information or go to our Web site at http://www2.yk.psu.edu/security/security.shtml#smoking.

Student Aid
Students interested in obtaining information about student aid should contact the Penn State York Office of Student Affairs at 717-771-4045. Only students admitted as degree or provisional will be eligible for student aid.

Veterans Under G.I. Bill
Veterans who plan to use G.I. Bill benefits for the first time should obtain application forms from their Veterans Administration (VA) office prior to registration. Veterans should be prepared to pay the tuition at the time of registration since the VA reimburses the individual, not the institution. Any veterans requesting physical education and health education credits or evaluation of their service training school MUST COMPLETE a request form. This form may be picked up in the Admissions office. A copy of the DD 214 (notice of separation) must also accompany this form. For more information, contact the Student Affairs office at 717-771-4045.

Security
To contact a security officer, dial 8444 from any campus phone or 771-8444 from a cell phone.
Services For Adult Students

Returning to the Classroom
Adult students often enter the college environment anxious and uncertain about their ability to succeed and compete successfully with traditional students. Current research tells us that adult students are typically more successful than younger students because of their maturity and the experience they bring to the classroom. Adults are likely to exhibit high levels of motivation, more specific occupational goals, and an uncompromising desire to get the most education possible for their money. Penn State York provides a variety of services and activities to help students be successful in their college experience. The Campus Connections Program pairs new adult students with currently enrolled adult students for the purpose of easing the transition back to school. The mentor serves as a guide and source of support to a new or returning adult student. Contact the Student Affairs office at 717-771-4045.

Advising and Career Center
The Advising and Career Center (ACC) is located in the Main Classroom Building. Counselors are available in the center to help you with program planning and career development. Stop in to browse the various career and academic materials or make an appointment with a counselor by calling the center at 717-771-4053. Check the ACC Web site at www2.yk.psu.edu/common/acc for more information and upcoming events.

Placement Tests
Placement tests are designed to help you determine the appropriate level of introductory courses to take in English, mathematics, and possibly chemistry. Most students have already taken these tests online prior to starting classes. If you haven’t taken the placement tests, you may take them online by contacting the Advising and Career Center (ACC) at 717-771-4053. The ACC will give you access to the online placement testing system. You can then take the tests at any computer of your choice—at home, school, library—at any time. The ACC will give you more details on appropriate Internet browser and computer requirements. After you’ve completed the placement tests, you’ll need an appointment with an adviser in the ACC to go over the results. If you aren’t sure whether you need to take the placement tests, call the ACC to discuss your situation with an adviser.

Evening Student Orientation
Date: Thursday, August 20, 2009
Time: 6:00—9:00 p.m.
Where: Community Room, Joe and Rosie Ruhl Student Community Center
(Dinner will be provided)
Orientation will help you through the transition of returning to school, especially if you are working or have a family. Don’t miss the chance to meet other students, counselors, faculty, and staff and to learn more about Penn State York. If you plan to attend, please call 717-771-4045 by Wednesday, August 19, 2009.

Nittany Success Center
Concerned about being able to handle the academic work required in college? The Nittany Success Center, formerly The Learning Center, located in rooms 107 and 108, Main Classroom Building, can arrange tutoring, provide computer-based instruction in basic skills areas, and assist you with the development of study skills. Call 717-771-4026 for more information.

Reenrollment with Academic Renewal
A student desiring reenrollment to the University after an interruption in enrollment of no fewer than four calendar years may be eligible for “academic renewal.” If approved, the new cumulative grade-point average will start when the student reenrolls in the University. The prior academic record will remain on the transcript, and an appropriate notation of academic renewal will be entered. Courses passed with a grade of “C” or better during earlier registration and approved by the appropriate dean of the college may be used to fulfill graduation requirements. Procedures for requesting reenrollment with academic renewal can be obtained from the Advising and Career Center and at www.registrar.psu.edu/re_enrollment/academic_renewal.cfm.

Student Organizations and Cultural Activities
The Student Affairs office and the Student Government Association (SGA) sponsor many campus activities including plays, concerts, dances, and lectures. Student Affairs provides programs and workshops on topics ranging from communication skills to goal setting. At the request of student groups, staff members will provide workshops in specific areas of interest. There are also more than twenty student organizations and hundreds of individual programs and activities to enrich your academic experience. For more information, call 717-771-4045.

Child Care Resources
Please call 717-771-4045 for information on local child care resources and grant assistance.

Pullo Family Performing Arts Center
The Pullo Family Performing Arts Center (The Pullo Center) at Penn State York is a beautiful, modern theatre located on the campus of Penn State York. The center features audience amenities and technical capabilities that are not normally found in such an intimate venue. The Pullo Center serves as an ideal showcase for a wide variety of entertainment, educational, and community events. The Pullo Center also features the free Cultural and Performing Artist series sponsored by the campus and The York Newspaper Company. For more information on the variety of performances at The Pullo Center, visit www.pullocenter.psu.edu.

www.yk.psu.edu | www.ce.yk.psu.edu
The Lee R. Glatfelter Library

Set in a spacious and welcoming environment, the Lee R. Glatfelter Library offers students a wealth of informational resources, plus inviting, comfortable study space. Numerous windows allow ample natural light into the library interior, while also providing fine views of the campus and surrounding areas. The ambience of the library is accented by two permanent art collections, and a revolving one.

Study space is designed for different study styles, including individual study carrels, soft lounge furniture, and private study rooms usable by groups of two or more students. Several of the group study rooms are equipped with either video viewing equipment or collaborative, wall-mounted video monitors and workstations. Students may also check out laptops to use within the library.

The Glatfelter Library has more than 60,000 book titles in its collection, 2,000 videos, and 150 magazine and journal subscriptions. Students also have access to over 6 million titles located elsewhere in Penn State’s many campus libraries. Through the University Libraries, students have round-the-clock access to more than 600 electronic databases, many of which contain the entire text of journal, magazine, and newspaper articles. Full text articles may be obtained from approximately 50,000 of these electronic publications. Libraries’ databases are accessible from home PCs and any PC on campus.

Library Hours
Monday–Thursday 8:00 a.m.–9:00 p.m.
Friday 8:00 a.m.–5:00 p.m.
Saturday 10:00 a.m.–4:00 p.m.
Sunday 1:00–6:00 p.m.

www.libraries.psu.edu/psul/york.html

Credit Course Registration Information

Register early—each course has a minimum required and a maximum enrollment. Reserve your space now!

Credit Course Registration Information
For Your Convenience—Register by Mail
Select the courses you want, or for assistance in course selection, contact the Advising and Career Center at 717-771-4053.

Complete the registration form in this catalog, clip it out, and mail it along with a check or credit card information for the proper tuition amount to the Penn State York Evening School Office. Registrations must be received no later than noon, September 2, 2009, but remember that classes are filled on a first-come, first-served basis.

Sample Registration
Schedule Number: 167689
Course Abbreviation: ART 001
Course Title: Introduction to Visual Arts (3 Credits)
Begin Date: January 12, 2009

How to calculate the correct tuition: For credit courses (undergraduate, and advanced credit courses and workshops), fees are based on a per-credit tuition basis. Most courses are offered for the 3 credits unless otherwise noted in this catalog. Those who register by mail will receive a receipt and campus information approximately one week after fee payment.

Walk-in Registration
If you do not choose to register by mail, registration can be completed in person at the Academic Affairs office in the Main Classroom Building at the campus during the following hours now through noon, January 7, 2009, for the fall semester.
Mon.–Thurs. 9:00 a.m.–6:00 p.m.
Fri. 9:00 a.m.–5:00 p.m.

SS# and Penn State University ID (PSU ID)
Penn State is committed to maintaining the privacy and confidentiality of every student’s Social Security number. Therefore, Penn State uses a PSU ID as the student identifier. We are asking all students to supply their Social Security number in order to establish an official student record and to have services such as transcripts, enrollment verification, and financial aid available to them. Your Social Security number will be stored in a central system, and it will not be used as the primary source of identification within the Penn State system. The PSU ID will be used for this purpose. If you register using the forms in this booklet, please enter either your Social Security number (or your PSU ID if you already know it).

You May Pay By:
1. Check or money order—Payable to The Pennsylvania State University.
2. Credit Card—VISA or MasterCard are accepted for evening and weekend courses.
3. Billing to employer—Please bring an Authorization-to-Enroll form from your employer at the time you register. The form should include a statement that your employer is willing to accept the charges, as well as an address to which an invoice should be sent.
4. Register by FAX—If you are charging to MasterCard or VISA, or your company wants to be billed, you can FAX your registration. For MasterCard and VISA (Include your account # and expiration date), FAX the completed registration form and the company billing authorization letter. The FAX number is 717-771-4062.

NOTE: If you register by FAX, please do not send an additional confirmation registration by mail.

Additional Information
If you have questions about any program included in this catalog, please contact us at Penn State York, 1031 Edgecomb Avenue, York, PA 17403, or call the appropriate office listed in the telephone directory.
Fall 2009 Credit Course Registration Form

Complete, detach, and mail to Penn State York, 1031 Edgecomb Avenue, York, PA 17403
All registrations must be received by September 2, 2009. (Use peel-off label, if applicable.)

Date: ____________________________

Last Name  First Name  M.I.

Home Address

City   State  Zip

Date of Birth   Home Phone   E-mail

Occupation   Company or Organization   Business Phone

Business Address

City   State  Zip

SS# or PSU ID (SS# required to establish Penn State record. SS# will be converted to PSU ID.)

Sex:  ☐ M  ☐ F

Schedule Number  Course Abbrev. & Number  Course Title  Credits  Begin Date  Tuition

Indicate Method of Payment:
(Receipt will be forwarded after registration is processed.)

Enclosed is a check for $__________________________ payable to Penn State. Include Social Security # or PSU ID on check.

For credit courses, please include Info Tech, Activity, and Facilities Fees with tuition.

Info Tech Fee  Activity Fee  Facilities Fee
1–4 ........ $75  1–4 .......... $17  1–4 ........ $16
5–8 ...... $164  5–8 ........ $41  5–8 ........ $38
9+ .......... $222  9+ ............. $54  9+ ........... $50

If your company has agreed to pay your tuition, a letter authorizing Penn State to bill your organization must accompany this registration.

Charge to my:  ☐ VISA  ☐ MasterCard

Card Number: ________________________________
Exp. Date: __ ___/____ __

Cardholder’s Signature

Student Signature

Highest Level of Education (check one)

☐ Non-High School Graduate  ☐ 60 College Credits
☐ High School Graduate  ☐ Bachelor’s Degree
☐ I am pursuing a Penn State Certificate in
If this is the last course required for the certificate, please complete a Request for Certificate Form.

Federal law requires that institutions of higher education gather the following information regarding the ethnicity and race of their students and employees. Your individual information will be kept strictly confidential. The law only requires institutions to report aggregate totals for each category. Select the appropriate responses regarding your ethnicity and your race:

1. Is your ethnicity Hispanic/Latino (Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin)?  
   ☐ Yes, Hispanic/Latino  ☐ No, not Hispanic/Latino

2. What is your race (select one or more):
   ☐ White  ☐ Black or African American  ☐ Asian  ☐ American Indian or Alaska Native  ☐ Native Hawaiian or Other Pacific Islander

Last semester you enrolled in Penn State credit classes:

☐ Fall  ☐ Spring  ☐ Never

Do you plan to graduate this semester?

☐ Yes  ☐ No

Are you a legally domiciled resident of Pennsylvania?

☐ Yes  ☐ No

Have you ever been dismissed from any college or university?

☐ Yes  ☐ No
Directions to Campus

Penn State York is located in Spring Garden Township adjacent to city-owned athletic and recreational facilities. The best routes to the campus are listed below:

From the Pennsylvania Turnpike: Exit the Harrisburg/York interchange (Exit 18) and follow I-83 south. Exit I-83 at exit 16 (Queen Street North) and follow directions at right.

From the east or west via Route 30: Take Route 30 to I-83 and follow I-83 south to exit 16 (Queen Street North). See directions from exit 16.

From Exit 16 of I-83: From route 83 South or North, take Exit 16, Queen Street North (Rte. 74N), and travel 1.6 miles (third traffic light) to Rathton Road. Turn right on Rathton Road and travel 1.3 miles to the entrance to the campus on the left.

From the City of York: Travel south on Queen Street to Rathton Road. Turn left on Rathton Road and travel 1.3 miles to the entrance to the campus on the left.
Professional Development Certificates and Courses

Program Administrator: Annie Haines  
Phone: 717-771-4197  
E-mail: azh2@psu.edu

**Human Resource Management Certificate Program**

**About the Program**
This program is designed for human resource practitioners at all levels. The program consists of five 30-hour courses that prepare participants to effectively deal with daily challenges in the workplace. The courses can also assist those preparing to take the Professional/Senior Certificate in Human Resources examinations. The broad range of subject matter provides an extremely well-rounded familiarization with today’s key human resources issues and emerging responsibilities. A certificate is awarded upon completion of all five courses. Those who do not want to take the entire sequence may take any course of interest.

**Who Should Attend:**
—Human Resources practitioners at all levels  
—Those who are preparing to take the Professional/Senior Certificate in Human Resources Examination that is available through the Society for Human Resource Management  
—Those wishing to expand their career potential to include Human Resources

**Requirements: Five Courses:**
—Strategically Framing the Human Resources Function  
—Recruiting and Selecting Valuable Human Resource Assets  
—Retaining and Developing Human Resource Assets  
—Labor Relations: Management and Prevention of Conflict  
—Managing Human Resources in the 21st Century

**Retaining and Developing Human Resource Assets**
This course explores the complex issues surrounding the retention and development of human resources. Participants become knowledgeable of strategies for retention and development of employees while learning to use creative problem solving and strategic initiative development. Other topics include compensation, benefits, recognition, rewards, and empowerment.

Schedule Number: 348508  
Class Code: MGMT 61100  
Course Meets: Tues., September 15-November 17, 2009  
Time: 6:00 - 9:00 p.m.  
Fee: $375 plus text  
Instructor: Fix

**Management Development Program for Supervisors**

**About the Program**
This series of courses provides newly appointed or aspiring supervisors with skills and information designed to help them achieve managerial success. Dozens of area companies have used this program to enhance the performance of supervisory staff. Past participants have given rave reviews of the program and the instructor. Take one course or complete the three-course certificate by next spring.

**Who Should Attend**
—Newly appointed supervisory or management personnel  
—Supervisors with limited formal training in the fundamentals of management who want to enhance their prospects for promotion  
—Those who are preparing to advance to the supervisory level

**Requirements**
Management Skills for Supervisors; Organizational Communication and Human Relations; Supervision: Managing for Productivity.

**Management Skills for Supervisors**
This course will clarify the mission of supervisors while expanding their knowledge of management practice. Specific areas to be discussed and applied include: planning for performance improvement, organizing human resources for growth, applying problem-solving steps in the workplace, and implementing time management skills. Participants will be encouraged to establish a results-oriented management system through application of these topics.

Schedule Number: 348076  
Course Code: MGMT 6564  
Course Meets: Wed., September 16-November 18, 2009  
Time: 6:00 - 9:00 p.m.  
Fee: $375 plus text  
Instructor: Stouch

**Organizational Communications and Human Relations**
In this course, the process of effective communication is related to the supervisor’s everyday experience where misunderstandings, conflict, confusion, and disagreement can easily occur. Topics covered include: the communication process and information flow, listening skills, feedback process, nonverbal communication, overcoming barriers to effective communication, and conflict resolution.

Schedule Number: 348058  
Course Code: MGMT 6001  
Course Meets: Wed., December 2, 2009- February 17, 2010  
(No class December 23 and December 30)  
Time: 6:00 - 9:00 p.m.  
Fee: $350 plus text  
Instructor: Stouch

**Project Management Certificate Program**

**About the Program**
The project management certificate program is a structured series of courses designed to prepare participants for careers in planning and project management, or to increase the skill level of those already working on projects. The course content is geared to enhance technical competence and to allow for practical applications.

*Penn State is a Project Management Institute (PMI) Registered Education Provider (REP).* We are committed to enhancing the ongoing professional development of PMI members, PMI certified Project Management Professionals (PMP), and other project management stakeholders

**Who Should Attend:**
—Those supervising and working in fields such as engineering, research and development, construction, facilities management, manufacturing, corporate planning, health care, software development, finance or other fields, and those who manage or work on projects

**Requirements: Four Courses: (to be taken in sequence):**
—Project Initiation and Planning  
—Project Scheduling and Integration  
—Project Costing and Control  
—Project Risk and Change Management
The first two courses are listed here; the final two courses are offered beginning in January, 2010
Professional Development Certificate Programs

Project Initiation and Planning
This course introduces the student to the project management process; the role of the Project Manager; project communications, and project leadership. It begins the planning process covering topics such as objectives, scope, and success criteria. This is the first of four courses required for the Certificate in Project Management.
Prerequisite: None
Schedule number: 348102
Class Code: PJMGT 5000A
Course Meets: Tues., September 15-October 27, 2009
Time: 6:00 - 9:00 p.m.
Fee: $350 plus text
Instructor: Lemmond

Project Scheduling and Integration:
This course continues to build upon the lessons learned in Session 1. Content covers the Work Breakdown Structure, Project Schedule, PERT/GANTT/CPM methods, and Project Integration. Prerequisite: Project Initiation and Planning
Schedule number: 348148
Class Code: PJMGT 5001
Course Meets: Tues., November 3–December 15, 2009
Time: 6:00–9:00 p.m.
Fee: $350 plus text,
Instructor: Lemmonds

Logistics and Supply Chain Management Certificate Program
About the Program
This professional development certificate provides relevant, high quality information that will enable participants to enter or advance their careers in the exciting field of supply chain management. The courses provide a broad overview of logistics and supply chain management and addresses the needs of individuals from a wide range of areas including manufacturers, wholesalers and retailers, merchandisers, transportation and warehousing firms, and government agencies.
Who Should Attend:
The Logistics and Supply Chain Management Certificate provides an excellent professional development option for business professionals engaged in a variety of supply chain activities:
— Buyers, agents and representatives
— Logistics and transportation managers, analysts, and planners
— Operations/warehouse personnel
— Customer service, order fulfillment, and inventory control managers
Requirements: One Required Course:
— B LOG 8319 Introduction to Supply Chain Management
Three Elective Courses to Choose from:
— B LOG 8320 Transportation Systems
— B LOG 8321 Warehousing and Terminal Management
— B LOG 8322 Strategic Procurement
— B LOG 5037 International Logistics
— B LOG 5035 Logistic Analysis
International Logistics
This popular course is an introduction to international logistics processes associated with the importing and exporting of goods and services with special emphasis given to international transportation and export-import management. The course features field trips (transportation fees are not included in course tuition) and informative guest speakers.
Schedule number: 348490
Class Code: B LOG 5037 C
Course Meets: Mon., September 14–November 16, 2009
Time: 6:00–9:00 p.m.
Fee: $375 plus text
Instructor: Fox

Professional Development Courses
Practicing the skills and techniques of exceptional customer service can help you advance your personal career or give your business a competitive edge. Register for either or both of these half-day workshops. If you register for both, we’ll buy you lunch!

Getting Started with Customer Service
In the service economy, high-quality customer service is essential to survival. This workshop provides customer service skills for anyone who deals with the public. This workshop can also help supervisors gather ideas for customer service staff development.
— Why you are the company to your customers
— What customers expect
— What courtesy looks like
— Service recovery: Customer Retention Done Right
— Dealing with complaints and personalities
Schedule Number: 349093
Course Code: MGMT 5760
Course Meets: Thurs., October 29
Time: 9:00a.m.–noon
Fee: $150
Instructor: Stouch

Customer Service Plus, Beyond Service Basics
Customer service is an experience. That’s what makes it so difficult to pin down and control. Since excellent service is made up of millions of face-to-face “moments of truth,” service success is the result of millions of small things all being done right, every time.
How do you get there? You know the basics of giving good service. Come to this workshop to get behind the basics into what makes high-quality, memorable service.
Whether you are an experienced service person or a manager of customer service, this program will expand your thinking about how to best serve clients.
— Identify what customers say are the attributes of excellent customer service.
— Discover why required smiles and answers to complaints don’t work and what does.
— See what variation does to service.
— Compare yourself and your organization to the five keys to the best service organizations.
Schedule Number: 349084
Course Code: MGMT 5131
Course Meets: Thurs., October 29
Time: 1:00 - 4:00 p.m.
Fee: $150
Instructor: Stouch
Food Safety Certification Program

Each year in the United States there are an estimated 76 million cases of foodborne illness that result in an estimated 5,000 deaths. Many of these foodborne illnesses are caused by mishandling of food. Many food-handling practices that cause illness are related to poor temperature control or poor sanitation.

Safe food-handling practices protect customers, increase profitability, reduce liability, promote goodwill, maintain patronage, and enhance a business’ competitive position. Pennsylvania Department of Agriculture (PDA) regulations state that a “food service establishment shall employ or designate at least one certified supervisory employee who has taken and passed an approved food safety course.”

This nationally recognized certification is for food service managers, chefs, caterers, cooks, health officials, inspectors, and others in the food industry.

The ServSafe Food Safety Certification Program covers essential topics including contamination and foodborne illness, storage, preparation and serving, and food safety regulations and standards.

Call our office at 717-771-4197 for a complete program brochure or visit our Web site: http://foodsafety.psu.edu/publicCert.html.

Technological Certificate Programs

Program Coordinator: John Enderlin
Phone: 717-771-4070
E-mail: jhe2@psu.edu

Industrial Maintenance Certificate Program

Organizations use a variety of maintenance systems to achieve efficiency and reliability in their processes and procedures. A workforce skilled in industrial maintenance technology is a critical requirement for organizational success. The Industrial Maintenance Series of courses utilizes lecture, video, case studies, hands-on, and participant experiences to emphasize covered topics.

This series can benefit anyone interested in developing or enhancing their skills in industrial maintenance. The courses are beneficial to personnel in both the maintenance and production functions. The series has been modularized to focus on specific organizational and individual needs.

EE 8553 Basic Electrical Circuits and Troubleshooting (30 hrs)
EE 7292 Basic Motor and Control Circuits (30 hrs)
EE 6226 Programmable Logic Controls I (24 hrs)
EE 6227 Programmable Logic Controls II (24 hrs)
ME 8303 Basic Pneumatics and Troubleshooting (30 hrs)
ME 8309 Basic Hydraulics and Troubleshooting (30 hrs)

Basic Motor and Control Circuits Troubleshooting

The study of electrical devices and basic circuits with attention to instruments used for circuit analysis. Students can also learn basic troubleshooting techniques for control circuits.

Schedule number: 344296
EE 7292
Class Meets: Wednesday, September 23–December 2, 6:00–9:00 p.m.
(no class November 25)
Fee: $500 plus text, Instructor: Hartman
Location: Penn State York

Basic Pneumatic Circuits and Troubleshooting Techniques

Students will learn the basics of pneumatic circuits and devices and various techniques for troubleshooting pneumatic systems.

Schedule number: 344304
ME 8303
Class Meets: Monday, September 28–November 30, 6:00–9:00 p.m.
Fee: $500 plus text, Instructor: Smeltz
Location: Penn State York

Programmable Logic Controls I

This course will introduce the participant to the operation and programming of PLC’s. Programming techniques as well as interfacing principles are key objectives of the course. Relay Ladder Logic will be studied including counters, timers, latch/unlatch relays, discrete I/O, digital logic interface, and an introduction to numeric data handling.

Schedule number: 344313
EE 6226
Class Meets: Tuesday, October 6–November 24, 6:00–9:00 p.m.
Fee: $500 plus text and CD, Instructor: Dawson
Location: Penn State York

Quality Management and Auditing

This series of courses provides participants with a solid foundation in the managerial techniques involved in a successful quality system. The program covers strategies and techniques for achieving product and service quality levels needed to compete in today’s global economy and also help participants prepare for the certification exam administered by the American Society for Quality.

Quality Management I

An overview of various philosophies of quality, including strategies for implementing quality management principles, and techniques for improved identification and solving of quality problems in organizations.

Schedule number: 344322
ENADM 7522
Class Meets: Monday, October 5–December 7, 6:00–9:00 p.m.
Fee: $425 plus text, Instructor: Panico
Location: Penn State York

Quality Auditing I

This course introduces basic auditing principles as well as techniques for implementing, performing and reporting various types of internal and external system, process and product audits.

Schedule number: 344331
ENGR 6855
Class Meets: Monday, October 5–November 23, 6:30–9:30 p.m.
Fee: $425 plus text, Instructor: Parsowith
Location: Penn State York
Technical Certificate Programs

Advanced Excel Boot Camp: Data Analysis and Business Modeling

Prerequisite: Working knowledge of Excel and formulas. This is not a class for beginners. This is an intensive one-day (6 hours) workshop in analytics and business modeling techniques that can improve your ability to make data-driven decisions in your business. Topics to be covered include overviews of using pivot tables, scenario manager, solver, and an introduction to regression analysis.
Schedule number: 345268 MKTG 5028
Class Meets: Monday, October 19, 8:00 a.m.–3:30 p.m., 30-minute lunch included
Fee: $200, Instructor: Warner
Location: Penn State York Conference Center, Main Classroom Building

Exciting New Course on Internet Marketing

Producing Promotional Video on Social Networking Sites

This six-hour workshop is designed for companies and nonprofits that want to post promotional videos on social networking sites as part of a comprehensive online marketing strategy. Participants will learn techniques that will allow them to produce the video in-house in a cost-effective manner. Participants will produce a short video and learn how to upload to YouTube and other networking sites.
Schedule number: 345277 MKTG 5029
Class Meets: Wednesday, November 11, 9:00 a.m.–3:30 p.m., 30-minute lunch included
Fee: $200, Instructor: Warner
Location: Penn State York Conference Center, Main Classroom Building

CPA Certification

This 24-hour, noncredit series is designed for certified public accountants and tax practitioners, to broaden their knowledge and relate specialties to the field of accounting. Each special topic is offered in a three-hour session and delivered by professionals in the topic area. Call Continuing Education for details.

Management Development Courses

For more than ninety years, Penn State Management Development has been working for numerous organizations, bringing high-quality professional development programs and services. We’ve chosen faculty with practical expertise and sound business instincts as well as strong academic credentials. We’ve built a series of courses based on input from organizations like yours. And at Penn State York, the professional development you need is within easy access.

Affordable, customized, quality training

Contact Jeff Warner at 717-771-4105 or jww10@psu.edu to discuss how we can work with you to customize one of our programs to address the specific needs of your organization.

SPECIAL TOPICS FOR 2009–10

Functional Manager (MDEV 6300) is a performance management program for experienced managers.

Fundamentals of Public Relations (MDEV 6497) is an interactive, two-day course exploring the art and science of public relations.

Computer-Aided Design Courses (CAD) is an in-depth training from a world leader in engineering education. Courses focus on CATIA®, Pro/ENGINEER®, or AutoCAD®.

PORTABLE LAPTOP LAB

Our portable laptop lab allows us to bring our training to you. If you are interested in conducting a computer seminar for your organization or business, or if you are interested in customized computer training at our location or on-site, please contact John Enderlin at 771-4070 or jfe2@psu.edu.
Management Development Courses

Talent Management Seminar Series

Penn State York is partnering with Management Development at University Park to deliver an important seminar series on talent management presented by William Rothwell, B.A., M.A., M.B.A., Ph.D., a recognized international authority on the subject. Dr. Rothwell has authored, coauthored, and edited or co-edited more than 65 books. His most recent publications include HR Transformation (2008), Cases in Government Succession Planning (2008), Adult Learning Basics (2008), and Mastering the Instructional Design Process, 4th ed. (2008).

Talent Management and Succession Planning

A two-day seminar on techniques for maintaining leadership continuity. This seminar provides an overview of key issues in talent management, emphasizing issues affecting continuity of leadership—supervisors, managers, and executives. The seminar is ideal for anyone who has interest in talent management and succession planning, including human resources professionals, small business owners, and general managers.

Section 091002UP
October 2 and 16, 2009
8:30 a.m.-4:30 p.m.

Register online at www.psumdev.com or call 717-771-4067 for assistance.

What Managers Should Do Every Day for Talent Management

A two-day seminar teaching everyday skills for managing talent resources. Many managers believe that attracting, developing, and retaining a talented workforce is the job of human resources professionals. While HR plays a major role, there are actions that managers can take every day to dramatically improve their talent pool. This workshop provides an overview of how managers can incorporate these tactics into their daily work processes to help attract, develop, and retain valuable talent.

Section 091106UP
November 6 and 13, 2009
8:30 a.m.-4:30 p.m.

Register online at www.psumdev.com or call 717-771-4067 for assistance.
Personal Enrichment Courses

Program Coordinator: Judy Woods  
Phone: 717-771-4032  
E-mail: jxw69@psu.edu  
Registration Deadline: One week before the class begins.

Cost of course does not include textbooks.

See Noncredit Course Registration Information section to register.

AAA members receive 10 percent discount on Personal Enrichment courses.

Place your AAA number on top of registration form. One discount only per person.

Performing Arts

New! Theatre Certificate  
Watch this fall for an exciting new noncredit certificate in theatre arts. The certificate will include two fall courses and two in spring, 2010. Areas to be covered include basic acting, set design, lighting and staging. A total of 36 hours of classroom and theatre time is involved with an actual production as the grand finale. Call 717-771-4032 for further details.

Fee: $75 per course, $300 total  
Location: Penn State York campus

Visual Arts

New! Drawing the Human Figure: A Studio Course  
In this new six-session course you will learn the measures and proportions artists use to achieve natural looking and expressive drawings of the human form. During the course you will examine other artists’ work and techniques. A live nude model will be used to help you draw from direct observation. Within a positive and supportive studio setting, you will learn construction of the human form as well as light, shadow, contour, line, and composition.

Schedule number: 349408  
Course Code: ART 5222A  
Course Meets: Wed. September 30–November 4, 2009  
Time: 6:30–8:30 p.m.

Fee: $95 plus $10 for supplies  
Instructor: Will Guntrum, MFA  
Location: Penn State York

New! Basic Photoshop for Digital Cameras  
This course will cover the workings of a digital camera, importing photos, f-stop, shutter speed and composition. The majority of time will be spent working with Photoshop. This includes retouching portraits, color correcting, filters, special effects, selecting and mask. Make the most of that digital camera.

Schedule number: 349417  
Course Code: GD 5000  
Course Meets: Mon., October 5–November 9, 2009  
Time: 6:30–8:30 p.m.

Fee: $100 plus cost of art supplies  
Instructor: Paul Gallo, MFA  
Location: Penn State York

Languages

Advanced English as a Second Language: Accent Reduction  
This course is designed for people who are proficient in English but still have difficulty being understood by co-workers, friends, and others. It will help you sound more like a native speaker of English, boost your confidence and improve your chances for success by communicating clearly and effectively. Work will focus on American English rhythm, intonation, and pronunciation.

Schedule number: 345817  
Course Code: ENGL 5162  
Course Meets: Thurs., Sept. 17–Nov. 19, 2009  
Time: 6:30–8:30 p.m.

Fee: $150 plus textbook  
Instructor: Neuburger  
Location: Penn State York

French I – Introductory  
Learn the fundamentals of the French language and key phrases in this ten-week course. Included as well are the basics of pronunciation, grammar, vocabulary, and various aspects of the French culture.

Schedule number: 345826  
Course Code: FR 5012  
Course Meets: Wed., Sept. 16–Nov. 18, 2009  
Time: 6:00–8:00 p.m.

Fee: $150 plus textbook  
Instructor: Finchbaugh  
Location: York AAA Office, Eastern Blvd.
Personal Enrichment Courses

German II—Intermediate
Continue learning and applying German! This course is designed as a continuation of the Introductory German course. It will also be useful for those wishing to brush up their German language skills. The course will expand vocabulary and help gain confidence in basic conversational situations. Insight into cultural aspects of German-speaking countries is an important feature of the course.

Schedule number: 345853
Course Code: GER 5009
Course Meets: Wed., Sept. 9–Nov. 11, 2009
Time: 6:30–8:30 p.m.
Fee: $160 plus textbook
Instructor: Kauffman
Location: York AAA Office, Eastern Blvd.

Italian I—Introductory
Come learn the basics of Italian while exploring the influences of its culture on America and the world in general. The four basics—reading, writing, listening, and speaking—will be covered.

Schedule number: 345862
Course Code: IT 5001
Course Meets: Mon., Sept. 21–Nov. 23, 2009
Time: 6:30–8:30 p.m.
Fee: $150 plus textbook
Instructor: Kauffman
Location: York AAA Office, Eastern Blvd.

Conversational Spanish I—Introductory
This 20-hour, ten-week course is designed to prepare students to speak with members of the Latino community. It will cover basic grammar and provide information on Latino culture.

Schedule number: 345844
Course Code: SPAN 6858
Course Meets: Mon., Sept. 14–Nov. 16, 2009
Time: 6:30–8:30 p.m.
Fee: $150 plus textbook
Instructor: McCullough
Location: York AAA Office, Eastern Blvd.

Conversational Spanish III—Advanced
This is a course that allows participants to really begin to hone their skills. During this ten-week course, emphasis is placed on expanding vocabulary and grammar, and on the mastery of a greater range of colloquialisms and expressions. Participants should possess a solid grounding in the Spanish language.

Schedule number: 345835
Course Code: SPAN 5015
Course Meets: Wed., Sept. 16–Nov. 18, 2009
Time: 6:30–8:30 p.m.
Fee: $160 plus textbook
Instructor: McCullough
Location: York AAA Office, Eastern Blvd.

New! Spanish for Health Care Providers
Watch for a new Spanish course series designed to meet the needs of those working in all areas of health care. Penn State York will offer Spanish for Health Care Providers during the fall 2009 semester. The course is designed for professionals with little or no formal background in Spanish. It provides the necessary language and vocabulary to facilitate better communication between health care providers and the growing Spanish-speaking community. This classroom text uses readings, exercises, and interactive activities such as challenging and enjoyable improvisation to integrate structure, Spanish medical vocabulary, and colloquial terms that nurses, doctors, dentists, and allied health professionals need most.

For more information please contact Judy Woods, program coordinator, at 717-771-4032 or jxw69@psu.edu.
Osher Lifelong Learning Institute (OLLI) at Penn State York

Learning for life is your passion. It’s ours too.

The Osher Lifelong Learning Institute at Penn State York enriches the lives of adults in nearby communities.

• Daytime courses with no exams or grades
• Stimulating trips and social events
• A wide range of topics, including the arts, health, hobbies, finances, literature, nature, psychology, science, and technology

For more information, visit [http://olli.yk.psu.edu](http://olli.yk.psu.edu) or call [717-771-4015](tel:717-771-4015).

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SAVE THE DATE!

**OLLI Fall Course Preview**

Sunday, September 13, 2009, at 2:00 p.m.
Conference Center, Main Classroom Building
Penn State York
Youth Programs

Program Coordinator: Laura B. Dávila Reyes
Phone: 717-771-4107
E-mail: lbj112@psu.edu
For the latest schedule of youth programming, check our Web site at: http://ce.yk.psu.edu/youth.html

SAT Prep Courses

These courses will reflect the new changes in the Scholastic Aptitude Test (SAT) and review important verbal and math skills assessed in the SAT I. Students can become familiar with the test format and learn valuable test-taking strategies. The fee for the individual verbal course is $95 and the individual math course is $70. Register for both courses and save. Fee for both courses is $155. The course fee includes the latest version of the book The Official SAT Study Guide: For the New SAT from the College Board. For registration information, call 717-771-4107.

NOTE: Register soon to be assured a spot.

Preparation for October SAT
Course Code: CI 5000A, Math
When: Sat., September 5–26, 2009
Time: 11:05 a.m.—12:35 p.m.
Fee: $70

Course Code: CI 5000B, Verbal
When: Sat., September 5–26, 2009
Time: 9:00–11:00 a.m.
Fee: $95

Preparation for March SAT
Course Code: CI 5000A, Math
When: Sat., February 6–27, 2010
Time: 11:05 a.m.—12:35 p.m.
Fee: $70

Course Code: CI 5000B, Verbal
When: Sat., February 6–27, 2010
Time: 9:00–11:00 a.m.
Fee: $95

Preparation for December SAT
Course Code: CI 5000A, Math
When: Sat., October 31–Nov. 21, 2009
Time: 11:05 a.m.—12:35 p.m.
Fee: $70

Course Code: CI 5000B, Verbal
When: Sat., October 31–Nov. 21, 2009
Time: 9:00–11:00 a.m.
Fee: $95

Preparation for June SAT
Course Code: CI 5000A, Math
When: Sat., May 1–22, 2010
Time: 11:05 a.m.—12:35 p.m.
Fee: $70

Course Code: CI 5000B, Verbal
When: Sat., May 1–22, 2010
Time: 9:00–11:00 a.m.
Fee: $95

Summer Camp Programs

Camps are great at Penn State! Summer camps at Penn State York offer students the chance to explore new interests. Starting at age 6, students are able to discover the amazing world of science, art, technology, and sports. Students who participate in many of our specialized camps are able to unleash their imagination and creativity. Please call 717-771-4107 for more information and to receive a copy of the 2010 summer camp brochure.
Fall 2009 Noncredit Registration Form

Complete, detach, and mail to Penn State York, 1031 Edgecomb Avenue, York, PA 17403. If paying by credit card or company letter of authorization, fax to the Registrar at 717-771-4062. Social Security number is required to establish your Penn State record. It will be converted to a PSU ID. See page 22 for more information.

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SS# or PSU ID (SS# required to establish Penn State record. SS# will be converted to PSU ID.)

Sex: [ ] M [ ] F

Indicate Method of Payment:
(Receipt will be forwarded after registration is processed.)

Enclosed is a check for $________________________ payable to Penn State. Include Social Security # or PSU ID on check.

If your company has agreed to pay your tuition, a letter authorizing Penn State to bill your organization must accompany this registration.

Charge to my: [ ] VISA [ ] MasterCard

Card Number: ____________________________
Exp. Date: __/__/____

Cardholder’s Signature

Student Signature

AAA Membership Number: ____________________________
(10% AAA discount applies to Personal Enrichment Courses only.)

Federal law requires that institutions of higher education gather the following information regarding the ethnicity and race of their students and employees. Your individual information will be kept strictly confidential. The law only requires institutions to report aggregate totals for each category. Select the appropriate responses regarding your ethnicity and your race:

1. Is your ethnicity Hispanic/Latino (Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin)?
   [ ] Yes, Hispanic/Latino  [ ] No, not Hispanic/Latino

2. What is your race (select one or more):
   [ ] White  [ ] Black or African American  [ ] Asian
   [ ] American Indian or Alaska Native  [ ] Native Hawaiian or Other Pacific Islander

T H I S  S P A C E  F O R  O F F I C E  U S E

Total Charges $___________  Total Paid $___________

[ ] VISA  [ ] M/C  [ ] Check  [ ] Cash/Money Order
Noncredit Course Registration Information

You do not have to formally apply to the University in order to take a noncredit class. Simply complete the registration form with all information. Please be sure to include your day and evening phone numbers, in case we need to contact you regarding your class. Payment or employer authorization must accompany your registration. A number of payment methods are available:

1. Walk-in
We will be happy to register you if you come to the first floor in the Main Classroom Building on Edgecomb Avenue. Hours for registration are:
Monday–Thursday, 9:00 a.m.–6:00 p.m.
Friday, 9:00 a.m.–5:00 p.m.

2. Mail-in
Send completed registration form along with payment, credit card number, or employer authorization letter to:
Penn State York Registrar
1031 Edgecomb Avenue
York, PA 17403

3. Fax-in
Our fax number is 717-771-4062. Fax your registration if:
— you charge your class to VISA or MasterCard.
  (Make sure you include your account number and expiration date on your registration form.)
— you have an employer authorization letter. If you fax an employer authorization letter, you should also include a completed registration form.

4. Company Billing
Companies requesting to be billed should send a letter of authorization on company letterhead with a signature of an authorized company official and must include a request to be billed. The letter should include the employee’s name, course section number, course name, dates, cost, and an address to which the invoice should be sent. A completed registration form for each employee should accompany the letter of authorization.

5. Refund Policy
Refunds can be arranged upon official notification to the campus Registrar’s office twenty-four hours prior to the start of class. There are no partial refunds for noncredit courses. Students must contact the campus Registrar’s office at 717-771-4064 to officially withdraw from a noncredit course or seminar.

Continuing Education Units (CEUs)
Most noncredit courses award Continuing Education Units instead of college credits. The CEU is a nationally recognized unit of measure used to accumulate a standardized, permanent record of an individual’s participation in credit-free continuing education programs conducted under responsible sponsorship, capable direction, and qualified instruction. The CEU is based on a standard of one unit per ten hours of classroom contact.

SS# and Penn State University ID (PSU ID)
Penn State is committed to maintaining the privacy and confidentiality of every student’s Social Security number. Therefore, Penn State uses a PSU ID as the student identifier. We are asking all students to supply their Social Security number in order to establish an official student record and to have services such as transcripts, enrollment verification, and financial aid available to them. Your Social Security number will be stored in a central system, and it will not be used as the primary source of identification within the Penn State system. The PSU ID will be used for this purpose. If you register using the forms in this booklet, please enter either your Social Security number (or your PSU ID if you already know it). We will promptly send you a schedule printout showing your PSU ID for future use at Penn State.

Penn State encourages persons with disabilities to participate in its programs and activities. If you anticipate needing special accommodations or have questions about the physical access provided, please contact the campus before your visit.

The Pennsylvania State University is committed to the policy that all persons shall have equal access to programs, facilities, admission, and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by state or federal authorities. It is the policy of the University to maintain an academic and work environment free of discrimination, including harassment. The Pennsylvania State University prohibits discrimination and harassment against any person because of age, ancestry, color, disability or handicap, national origin, race, religious creed, sex, sexual orientation, gender identity, or veteran status. Discrimination or harassment against faculty, staff, or students will not be tolerated at The Pennsylvania State University. Direct all inquiries regarding the nondiscrimination policy to the Affirmative Action Director, The Pennsylvania State University, 328 Boucke Building, University Park, PA 16802-5501; Tel 814-865-4700/5; 814-863-1150/TTY.

LI Ed. YK XX-XX, OUT 09 1304/19-CFPA-182zhs/pnm
Achieve your goals!

Whether you’re just beginning your college career, returning to college in order to change careers, or upgrading your on-the-job skills, Penn State York can help you accomplish your goals. Take a few moments to explore the opportunities available this fall. We have the tools to help you succeed.

Penn State in your career—it shows

Register now for the fall semester.