BUILD SKILLS FOR THE FUTURE AND ENHANCE YOUR PROFESSIONAL VALUE.

At UMUC, we’re dedicated to helping you achieve your moment. That moment when you realize that the knowledge and skills you’re gaining are making a difference. When you feel confident that what you have learned is making you more valuable in your career—and more valuable to employers. Be inspired by other UMUC students, and get started creating your moment at UMUC.

umuc.edu/moments  #UMUCMoments

ACADEMIC CALENDAR

WINTER 2015

MBA Session  January 7–March 17

SPRING 2015

Standard (on-site)  February 2–April 26
Online session 1  January 20–April 12
Online session 2  February 2–April 26
Online session 3  February 16–May 10
Doctoral session  January 12–April 13
MBA session  April 8–June 16
CMBA session 1  January 12–February 15
CMBA session 2  February 23–March 29
CMBA session 3  April 6–May 10
CMBA practicum  February 23–May 10

BUILD SKILLS FOR THE FUTURE AND ENHANCE YOUR PROFESSIONAL VALUE.
Matching the content of our graduate programs to real-world requirements is a responsibility UMUC takes seriously. But our concern for your career success is not confined to the relevant knowledge you’ll need after you earn your degree. It starts with your career right here at UMUC.

Graduate study requires the application of considerable time and effort. It's a job you have chosen to do to achieve future goals. And again, it is our responsibility to make you have the right tools to complete your studies (graduate!) by helping you brush up on your study skills, take advantage of graduate-level research techniques, discover proven time-management strategies, and more.

We start early in your enrollment by offering two courses—one required, one recommended—designed to get you started with confidence. On the next page, you'll find a short description of USCP 615 and COMM 600 and how we are improving these helpful courses to make them even more effective for you.

Even if you are well beyond the beginning of your program, be confident that we are always working to enhance your student experience and available to help you every step of the way.

Sincerely,

Aric Krause, PhD
Vice Provost and Dean
The Graduate School
University of Maryland University College
E-mail: aric.krause@umuc.edu
TWO “SUCCESS-PREP” COURSES GET UPDATES

Establishing an early foundation of practical skills is often the key to successful completion of graduate-level study, so UMUC offers courses specifically designed to help new students get a running start on their road toward a graduate degree. Two of these nonprogram courses have just been revised for the spring session to make them more effective and career-relevant for incoming students.

UCSP 615 ORIENTATION TO GRADUATE STUDIES AT UMUC

UCSP 615 was originally developed as an introduction to the skills and techniques needed to cope with the scholarly challenges encountered in graduate school. The focus was on developing information literacy with learner-readiness assessments; tools for studying in the online environment and conducting effective research; and strategies for goal setting, time management, and academic integrity.

The new UCSP 615 provides a springboard for both academic and professional success by joining the concept of information literacy with a focus on professional activities beyond graduate school. Students rehearse a variety of skills and competencies that are critical to professional success, including communication, critical thinking, ethical decision making, and social networking.

“The goal of these changes is to increase the relevancy of the material by tying assignments to the student’s profession,” said Theresa Marron-Grodsky, PhD, course manager. “We want students to be prepared to navigate the trends and challenges they will face in their professional lives.”

This is a required core course for all UMUC master’s degree programs. It must be competed within the first 6 credits of study.

COMM 600 ACADEMIC WRITING FOR GRADUATE STUDENTS

COMM 600 was designed to help students reinforce the skills needed to meet the requirements of academic writing at the graduate level. The focus was on using accurate grammar and punctuation; evaluating texts; developing organized, well-supported, arguments; integrating sources; and appropriate formats and styles.

The new COMM 600 maintains its focus on basic writing skills but has reduced the number of required essays, allowing more time for each assignment. Greater emphasis has also been placed on how the early stages of writing—including prewriting, peer review, revision, and editing—greatly influence the quality of the final product.

"Writing is a process, and these changes should allow the students to better understand the steps of the process through practice,” said Sarah Rothschild, director of academic writing and quality learning. “The goal of these changes is increased interactivity with the material, the faculty member, and fellow classmates.”

This course is optional but recommended for graduate students, especially those who have been away from classes for a long period or who do not do much writing on the job.

#UMUCMOMENTS

YOLONDA D. BODY
MASTER OF ARTS IN TEACHING

Yolonda Body’s UMUC moment came when her students learned the meaning of “gelid.”

A middle school teacher of English and graduate of the MAT program, she calls on the skills she learned at UMUC to help students fully assimilate new vocabulary like “gelid” for “icy cold.” “It’s a challenge to keep the students’ attention because they learn in so many different ways,” she says.” At UMUC I was taught to accommodate different learning styles and make it fun. I introduce new vocabulary words with context, drawings, and props. It works.”

While a student, Yolonda Body was named a Distinguished Honoree by the Maryland Association of Teacher Educators (MATE). The award recognizes future educators who are committed to student learning and reflective, responsive teaching and is presented to one student from each community college and four-year college or university in Maryland, Delaware, and the District of Columbia that offers early childhood, elementary, secondary, or special education programs.
IMPORTANT DATES

Visit www.umuc.edu/calendar for up-to-date information. Check www.umuc.edu/weather for class cancellations in inclement weather or other emergency situations. Visit www.umuc.edu/locate for UMUC course and service locations and phone numbers.

SESSION DATES FOR PROGRAM COURSES

WINTER 2015
- MBA session: January 7–March 17

SPRING 2015
- Standard (on-site): February 2–April 26
- Online session 1: January 20–April 12
- Online session 2: February 2–April 26
- Online session 3: February 16–May 10
- Doctoral session: January 12–April 13
- MBA session: April 8–June 16
- CMBA session 1: January 12–February 15
- CMBA session 2: February 23–March 29
- CMBA session 3: April 6–May 10
- CMBA practicum: February 23–May 10

SESSION DATES FOR COMM 600

January 7–March 17
- January 20–March 30
- February 2–April 12
- April 8–June 16

SESSION DATES FOR NONCREDIT COURSES

UCSP 615
- January 20–February 23
- February 2–March 8
- February 16–March 22
- March 23–April 26

UCSP 615A
- January 7–February 10
- April 8–May 12

UCSP 620, 621, AND 630
- February 2–March 29

UCSP 815
- January 12–February 15

SPRING 2015 REGISTRATION DATES

Spring registration is open now. Registration for online classes ends five days before the course start date; for hybrid classes and on-site classes, it ends the day before the course start date.

ONLINE
- Go to MyUMUC (https://my.umuc.edu) at any time.

ON-SITE
- On-site registration is available during regular office hours at the following locations:
  - Arundel Mills
  - Dorsey Station
  - Hagerstown
  - Largo
  - Shady Grove
  - Southern Maryland Higher Education Center
  - UMUC at Quantico
  - Waldorf Center for Higher Education

Note: Golden ID students must register on-site the week before classes begin.

DROP/WITHDRAWAL DEADLINES

See www.umuc.edu/withdrawals for specific dates of deadlines for dropping without cost (and without record of the registration on your transcript) and for withdrawing (before 65 percent of the session is over).

OFFICES CLOSED

January 19

DIPLOMA AND CERTIFICATE APPLICATION DEADLINES

- For March 2015 (MBA): February 15
- For May 2015: February 15
- For June 2015 (MBA): April 1
- For August 2015: June 15
- For September 2015 (MBA/CIO): July 15
- For December 2015: October 15

FINANCIAL AID DEADLINES

- For winter/spring 2015: November 1
- For summer 2015: April 1
- For fall 2015: June 1

COMMENCEMENT 2015

May 15 (doctoral students only), 16, and 17

More information about certificates, including gainful employment disclosures, is available at www.umuc.edu/gradcertificates.
HELPFUL INFORMATION

As you pursue your academic goals, UMUC is with you every step of the way. Below, find the support you need to help you succeed throughout your program.

Your First Stop

MyUMUC Portal
You can register for courses, pay tuition, apply for financial aid, and much more through the MyUMUC student portal, available at https://my.umuc.edu.

Student Services

Academic Advising
UMUC graduate advising can help you stay on track during your program. Contact a graduate advisor by phone (see contact information, p. 20) or send an e-mail to grad.advisor@umuc.edu. In-person advising is available at Dorsey Station, Largo, and Shady Grove. Visit www.umuc.edu/locate or see p. 22 for site information.

Career Services
Career planning assistance and resources for job searching, résumé writing, and many other services, plus job listings, are available through Career Services at www.umuc.edu/careerservices. For more information and assistance, call 800-888-UMUC, ext. 2-2720.

Computer Labs
If you are a UMUC student with a current ID, you have access to computer labs at Arundel Mills, Dorsey Station, Largo, Shady Grove, and the Waldorf Center. Call the individual site for lab hours. For phone numbers, see p. 22 or visit www.umuc.edu/locate. More information on computing facilities is available at www.umuc.edu/computeralabs.

Financial Aid and Payment Options
Learn about financial aid options for those who qualify and apply at www.umuc.edu/financialaid. For assistance, call 800-888-UMUC or send an e-mail to gradfinaid@umuc.edu. To find out about the convenient monthly installment payment plan and explore other options, such as employer-provided tuition assistance, visit www.umuc.edu/payoptions.

Students with Disabilities
If you require any special accommodations because of a temporary or permanent disability, contact Accessibility Services four to six weeks before the start of each session by calling 800-888-UMUC, ext. 2-2287 (or 240-684-2277 TTY), or sending an e-mail to accessibilityservices@umuc.edu.

Students in the Military
UMUC offers special tuition benefits, financial support, and other programs for active-duty military servicemembers and their spouses, regardless of residency (see military.umuc.edu). To learn about scholarships available to military students and spouses and to apply, visit military.umuc.edu/scholarships.

Textbooks
Textbooks and course materials may be purchased through MBS Direct. Visit www.umuc.edu/bookstore for details about ordering online or in person. To order textbooks by phone, call MBS Direct at 800-325-3252.

Veteran Students
Information about U.S. Department of Veterans Affairs educational benefits is available at military.umuc.edu/vabenefits. For assistance, e-mail veterans@umuc.edu or call 800-939-UMUC (8682).

The UMUC Library
Extensive library resources and services are available online, 24 hours a day, seven days a week. You can also receive librarian assistance in person, via instant messaging, or by phone (at 800-888-UMUC, ext. 2-2020) during regular office hours or by e-mail (at library@umuc.edu) or online chat 24 hours a day. Visit www.umuc.edu/library for a complete list of library services.

Technical Requirements for Online Courses
UMUC online graduate courses require a minimum level of computer hardware and software. To view the full list of minimum technical requirements, visit www.umuc.edu/gradtech. For assistance in accessing your online course, call 888-360-UMUC (8682) or visit support.umuc.edu.
GRADUATE PROGRAMS

UMUC’s graduate programs are career-focused and combine theory with practice. Almost all are offered online, so that busy adults can earn credit from anywhere in the world.

DOCTORAL PROGRAM

Doctor of Management ★
(also available with a concentration in Community College Policy and Administration) ★

MASTER’S DEGREE PROGRAMS

Master of Arts in Teaching ★★
Master of Business Administration
Master of Distance Education and E-Learning
  ■ Distance Education Policy and Management
  ■ Distance Education Teaching and Training
  ■ Distance Education Technology
Master of Education in Instructional Technology
Master of Science in Accounting and Financial Management
Master of Science in Accounting and Information Systems
Master of Science in Biotechnology
  ■ Bioinformatics
  ■ Biosecurity and Biodefense
  ■ Biotechnology Management
  ■ Biotechnology Regulatory Affairs
Master of Science in Cybersecurity
Master of Science in Cybersecurity Policy
Master of Science in Data Analytics
Master of Science in Digital Forensics and Cyber Investigation
Master of Science in Environmental Management
Master of Science in Financial Management and Information Systems

Master of Science in Health Care Administration
Master of Science in Health Informatics Administration
Master of Science in Information Technology
  ■ Database Systems Technology
  ■ Homeland Security Management
  ■ Informatics
  ■ Information Assurance
  ■ Project Management
  ■ Software Engineering
  ■ Systems Engineering
  ■ Telecommunications Management
Master of Science in Management
  ■ Accounting
  ■ Acquisition and Supply Chain Management
  ■ Criminal Justice Management
  ■ Emergency Management
  ■ Financial Management
  ■ Health Care Administration
  ■ Homeland Security Management
  ■ Human Resource Management
  ■ Information Systems and Services
  ■ Intelligence Management
  ■ Interdisciplinary Studies in Management
  ■ Marketing
  ■ Nonprofit and Association Management
  ■ Project Management
  ■ Public Relations

DUAL DEGREE PROGRAMS

Either degree may be earned first:

MASTER OF BUSINESS ADMINISTRATION WITH
Master of Distance Education and E-Learning
Master of Science in Biotechnology
Master of Science in Cybersecurity Policy
Master of Science in Environmental Management
Master of Science in Financial Management and Information Systems
Master of Science in Health Care Administration
Master of Science in Information Technology
Master of Science in Management

OTHER DUAL DEGREE COMBINATIONS

Master of Distance Education and E-Learning/Master of Science in Management
Master of Education in Instructional Technology/Master of Distance Education and E-Learning
Master of Science in Accounting and Financial Management/Master of Science in Financial Management and Information Systems
Master of Science in Accounting and Information Systems/Master of Science in Accounting and Financial Management
Master of Science in Accounting and Information Systems/Master of Science in Financial Management and Information Systems

* Offered online with mandatory residencies or course meetings at UMUC headquarters in Adelphi, Maryland.
○ Not available to Maryland residents.
★★ On-site teaching practicum required.
Degrees must be earned in order listed:

- Master of Arts in Teaching/Master of Education in Instructional Technology
- Master of Science in Cybersecurity/Master of Business Administration
- Master of Science in Data Analytics/Master of Business Administration
- Master of Science in Data Analytics/Master of Science in Management: Marketing Specialization
- Master of Science in Digital Forensics and Cyber Investigation/Master of Business Administration
- Master of Science in Information Technology/Master of Science in Cybersecurity Policy

CERTIFICATE PROGRAMS

- Accounting
- Accounting and Information Systems
- Acquisition and Supply Chain Management
- Bioinformatics
- Biosecurity and Biodefense
- Biotechnology Management
- Biotechnology Regulatory Affairs
- Criminal Justice Management
- Cybersecurity Policy
- Cybersecurity Technology
- Database Systems Technology
- Digital Forensics and Cyber Investigation
- Distance Education, Globalization, and Development
- Distance Education Leadership
- Emergency Management
- Environmental Management
- Financial Management in Organizations
- Foundations in Business Analytics
- Foundations of Cybersecurity
- Foundations of Distance Education and E-Learning
- Foundations of Human Resource Management
- Foundations of Information Technology
- Health Informatics Administration
- Health Care Administration
- Homeland Security Management Informatics
- Information Assurance
- Instructional Design for E-Learning
- Instructional Technology Integration
- Integrated Direct Marketing
- Intelligence Management
- Leadership and Management
- Library and Intellectual Property in Distance Education and E-Learning
- Nonprofit and Association Financial Management
- Policy and Management in Distance Education and E-Learning
- Predictive Analytics
- Project Management
- Public Relations
- Software Engineering
- Systems Analysis
- Systems Engineering
- Teaching and Training at a Distance Technology in Distance Education and E-Learning
- Telecommunications Management

National Leadership Institute

The National Leadership Institute (NLI) at UMUC provides programs that help develop the leadership skills and abilities of career-focused managers and executives. Programs are noncredit and short-term and are designed for mid- to senior-level managers from the corporate, nonprofit, and government sectors who wish to make a positive and meaningful transformation in their professional and personal lives. Participants receive a comprehensive assessment of their leadership skills and perspectives, learn how their behavior affects others, engage in experiential exercises that demonstrate leadership behaviors, and leave the program with a workable leadership development plan.

NLI is a network associate of the Center for Creative Leadership (CCL), recognized worldwide as the preeminent organization devoted to leadership training and research.

NLI’s wide range of leadership development programs include:

- The Leadership Development Program (LDP)
- Maximizing Your Leadership Potential
- Online Leadership Assessment Program (OLAP)
- Negotiating Conflict Program
- Conflict Dynamics Profile® Certification Class
- Leadership workshops
- Executive coaching packages
- Custom-designed programs and workshops

More information may be obtained by calling 877-999-7195, or by sending e-mail to nli@umuc.edu. Schedule, registration, and pricing information is also available online at www.umuc.edu/nli. NLI is on the GSA/MOBIS Schedule (GS#10F-0357N); please call 877-999-7195 before registering.

More information about certificates, including gainful employment disclosures, is available at www.umuc.edu/gradcertificates.

Offered with University of Maryland, Baltimore County.
One of the key values that drives UMUC is affordability. Not only does UMUC make sure that the tuition rates listed below are competitive, the university also helps you find ways to afford the cost of your education.

Tuition rates are subject to the approval of the University System of Maryland (USM) Board of Regents. They may be changed, or other charges may be included, as a result of the Board of Regents decisions.

Notwithstanding any other provision of this or any other university publication, the university reserves the right to make changes in tuition, fees, and other charges at any time such changes are deemed necessary by the university or the USM Board of Regents.

**Tuition and Fees**

Due at Time of Registration

All tuition and fees are due at the time of registration, unless you

1. Applied for financial aid to cover tuition and fees for this session;
2. Enrolled in UMUC’s interest-free monthly payment plan (to find out more, visit www.umuc.edu/payoptions); or
3. Provide confirmation that you will receive employer-provided tuition assistance.

If you register by

<table>
<thead>
<tr>
<th>Registration Method</th>
<th>Payment Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online via MyUMUC</td>
<td>Payment is due with registration or must be submitted by mail the day of registration.</td>
</tr>
<tr>
<td>Mail, fax, or in person</td>
<td>Payment must accompany your registration.</td>
</tr>
</tbody>
</table>

Payment is expected by the due date. If UMUC has not received your payment in full, your registration may be canceled.

**Note:** Not paying for a course does not relieve you of your financial obligation to the university.

Mandatory Technology Fee

A technology fee of $15 per credit is charged at the time of registration to improve the institutional information technology infrastructure and help fund technological advancements and tools to enhance the student experience. See Additional Fees on the next page for details.

Available Methods of Payment

UMUC offers a variety of payment options. Payments may be made via

1. Credit card—American Express, Discover, MasterCard, and Visa payments can be made online at https://my.umuc.edu or by phone at 800-888-UMUC
2. Money order
3. Check—made payable to University of Maryland University College
4. Electronic check—payments can be deducted directly from your checking account via https://my.umuc.edu
5. Cash (in person at Largo only)

Registration payments—whether made by cash, check, money order, or credit card—are final and may not be replaced by any type of tuition assistance. The tuition and fees listed are those in effect at the time of publication but are subject to change.

**Graduate Tuition per Credit**

**STANDARD GRADUATE COURSES**

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<table>
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</thead>
<tbody>
<tr>
<td>Maryland residents</td>
<td>$458</td>
</tr>
<tr>
<td>Nonresidents</td>
<td>$659</td>
</tr>
<tr>
<td>Military*</td>
<td>$458</td>
</tr>
</tbody>
</table>

**AMBA, CMBA, CSEC, DATA, DMBA, AND RMBA COURSES**

(except AMBA 600 and DATA 600, regardless of residency) $694

**DMGT AND DMCC COURSES**

(except DMGT 600, regardless of residency) $1,087

**Note:** Golden ID benefits do not apply to specialty graduate programs (including but not limited to MBA and MS in Cybersecurity, Cybersecurity Policy, Data Analytics, or Digital Forensics and Cyber Investigation programs) and 800-level courses.

**Graduate Tuition per Course**

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>AMBA 600 and DATA 600</td>
<td>$694</td>
</tr>
<tr>
<td>DMGT 600</td>
<td>$1,087</td>
</tr>
<tr>
<td>UCSP 615/615A/615E</td>
<td>$75</td>
</tr>
<tr>
<td>Orientation to</td>
<td></td>
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<tr>
<td>Graduate Studies at UMUC</td>
<td></td>
</tr>
<tr>
<td>UCSP 620 Financial</td>
<td>$225</td>
</tr>
<tr>
<td>Accounting</td>
<td></td>
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<tr>
<td>UCSP 621 Economics</td>
<td>$225</td>
</tr>
<tr>
<td>UCSP 630 Introduction</td>
<td>$225</td>
</tr>
<tr>
<td>to Research Methods</td>
<td></td>
</tr>
<tr>
<td>UCSP 815 Introduction</td>
<td>$75</td>
</tr>
<tr>
<td>to Library Research</td>
<td></td>
</tr>
<tr>
<td>Skills for Doctoral</td>
<td></td>
</tr>
<tr>
<td>Studies</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** Financial aid, Golden ID benefits, and USM remission of fees may not be applied to noncredit courses.

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*Active-duty military personnel and their spouses, members of the Selected Reserves and National Guard, and some dependent children of active-duty military personnel are eligible for the military rate. Commissioned Corps members of the U.S. Public Health Service and the National Oceanic and Atmospheric Administration and their spouses and some dependent children are also included under the military rate. Veterans who reside in Maryland may be eligible for the Maryland resident tuition rate. See military.umuc.edu/admissions for more information on qualifications for military and in-state rates.*
Additional Fees

APPLICATION (NONREFUNDABLE)
  Doctor of Management                  $100
  All other graduate programs           $50
DIPLOMA APPLICATION (NONREFUNDABLE)
  For both degrees and certificates     $50
STUDY TRIP FEE (FOR RMBA 670)
  (does not include airfare)            $3,000
TECHNOLOGY FEE  
  Per credit for credit courses         $15
TRANSCRIPTS                              $10
RETURNED CHECKS                          $30

Note: In accordance with UMUC and Board of Regents policies, UMUC will transfer your account to the State Central Collection Unit if you fail to pay charges incurred with UMUC. UMUC also has authorization from the Board of Regents to charge delinquent accounts a 17 percent collection fee and/or all attorney and court costs incurred by the university. Once a past due balance with UMUC has been transferred to the State Central Collection Unit, your account information will be forwarded to the credit bureau. Requests for services (e.g., transcripts, diplomas, commencement arrangements, transfer credit review) may be denied until all debts are paid in full. All graduate students are required to pay graduate tuition for all graduate courses in which they are enrolled.

Payment Options

Monthly Tuition Payment Plan
UMUC offers an interest-free, monthly tuition-payment plan administered by ECSI. The plan allows you to spread all or part of your tuition bills into monthly installments on a session basis, thus providing greater financial flexibility. All UMUC students are eligible to participate in the payment plan, regardless of financial need. More information may be found online at www.umuc.edu/payoptions or by calling 866-927-1438.

Other Payment Options
Find detailed information about other payment options on the following webpages.

EMPLOYER-PROVIDED ASSISTANCE
www.umuc.edu/payoptions
FINANCIAL AID AWARDS
www.umuc.edu/financialaid
VETERANS BENEFITS
military.umuc.edu/vabenefits

Tuition Refund Policy
The official date used to determine a refund of tuition is the date of the drop or withdrawal transaction. See www.umuc.edu/refundpolicy for more information.

Drops/Withdrawals and Financial Aid
If you are receiving financial aid and drop or withdraw from a class, your financial aid awards may be canceled or reduced, depending on the type of funds you are receiving and when you drop or withdraw. If you are receiving Title IV federal financial aid funds and drop or withdraw from all classes within the first 60 percent of the academic session, your financial aid will be subject to a return of funds calculation, as required by federal law. UMUC is required to return to the federal government any federal financial aid funds that were “unearned” based on the percentage of time you attended class. If you stop attending all classes without officially withdrawing, you will be subject to a return of funds calculation at the end of the session, based on the last documented date of attendance as determined by the faculty. Financial aid recipients should check with a financial aid advisor before dropping or withdrawing from a course to determine the impact on their award.

To withdraw from a course after the drop grace period, you must follow UMUC’s withdrawal procedures, as outlined in the graduate catalog or online at www.umuc.edu/withdraw.

For more information on the federal Title IV refund policy, see www.umuc.edu/policies.

* Technology fee does not apply to MBA; MS in Cybersecurity, Cybersecurity Policy, Digital Forensics, or Data Analytics; and DM courses.
In this section you will find graduate courses offered during the winter and spring 2015 terms. Courses are organized by term and by subject in alphanumeric order.

**Taking Graduate Courses**

**First Courses for Your Program**
To determine which course you should take first, go to [www.umuc.edu/catalog](http://www.umuc.edu/catalog) and see the course requirements for your program. The noncredit course UCSP 615 Orientation to Graduate Studies at UMUC is required for all UMUC graduate students within the first 6 credits of graduate study. The 3-credit elective COMM 600 Academic Writing for Graduate Students is also recommended near the beginning of your program.

**Noncredit Courses**
Several noncredit courses are available to help you build valuable skills so you can complete your graduate program successfully. More information on noncredit courses is available in the graduate catalog.

**Dual Degree Programs**
Students must complete the first degree before beginning coursework on a second degree. Requirements for the second degree are specified in the graduate catalog and online at [www.umuc.edu/dual](http://www.umuc.edu/dual).

**Course Evaluations**
UMUC uses student feedback to make decisions about future courses. The online evaluation is designed to gather information from every student—your input is vital. The evaluation notice appears on class screens when about 75 percent of the session has been completed.
Course Availability

While most courses are available each semester, certain program or specialization capstone courses—such as BTMN 670 and TLMN 670—are available only during the fall and spring. Check with your advisor to determine if you can plan on taking the capstone during the summer term.

Updates Available Online

Course sections are often added after publication of the schedule of classes. Check online at www.umuc.edu/schedule for the most up-to-date listing.

Winter 2015 Classes

**AMBA**

**AMBA 600 MBA Fundamentals (3)**
- **Online**
  - MBA (1140) 9040
- **College Park Hybrid**
  - MBA (1105) 1141 Th 6:30–9:30 p.m.
  - MBA (1207) 1161 Sa 9 a.m.–12 noon
- **Dorsey Station Hybrid**
  - MBA (1137) 7641 Th 6:30–9:30 p.m.

**AMBA 610 The Manager in Organizations and Society (6)**
- **Online**
  - MBA (1176) 9040
- **College Park Hybrid**
  - MBA (1174) 1141 Th 6:30–9:30 p.m.
- **Dorsey Station Hybrid**
  - MBA (1175) 7641 Th 6:30–9:30 p.m.

**Note:** Students are registered for AMBA 620–70 by Business and Management Programs. Contact an advisor for further information.

**COMM**

**COMM 600 Academic Writing for Graduate Students (3)**
- **Online**
  - MBA (1102) 9240
  - Class meets January 7–March 17.

**UCSP**

**UCSP 615A Orientation to Graduate Studies at UMUC (0)**
- **Online**
  - MUI (1189) 9050
  - Class meets January 7–February 10.

**Spring 2015 Classes**

**ACCT**

**ACCT 610 Financial Accounting (3)**
- **Online**
  - G02 (23055) 9040
  - G03 (23367) 9080

**ACCT 611 Management Accounting (3)**
- **Online**
  - G02 (23056) 9040

**ACCT 612 Auditing (3)**
- **Online**
  - G02 (23057) 9040

**ACCT 613 Federal Income Taxation (3)**
- **Online**
  - G02 (23059) 9040
  - G03 (23389) 9080

**ACCT 614 Accounting Information Systems (3)**
- **Online**
  - G02 (23060) 9040

**ACCT 625 Government and Not-for-Profit Accounting (3)**
- **Online**
  - G02 (23272) 9040

**ACCT 630 Fraud Examination (3)**
- **Online**
  - G02 (23273) 9040

**ACCT 635 Accounting Ethics (3)**
- **Online**
  - G02 (23274) 9040

**ACCT 640 International Accounting (3)**
- **Online**
  - G02 (23275) 9040

**AMBA**

**AMBA 600 MBA Fundamentals (3)**
- **Online**
  - MBA (23581) 9040
- **College Park Hybrid**
  - MBA (23546) 1141 Th 6:30–9:30 p.m.
  - MBA (24213) 1161 Sa 9 a.m.–12 noon
- **Dorsey Station Hybrid**
  - MBA (23578) 7641 Th 6:30–9:30 p.m.

**AMBA 610 The Manager in Organizations and Society (6)**
- **Online**
  - MBA (23617) 9040
- **College Park Hybrid**
  - MBA (23615) 1141 Th 6:30–9:30 p.m.
- **Dorsey Station Hybrid**
  - MBA (23616) 7641 Th 6:30–9:30 p.m.

**Note:** Students are registered for AMBA 620–70 by Business and Management Programs. Contact an advisor for further information.

**ASCM**

**ASCM 626 Purchasing and Materials Management (3)**
- **Online**
  - G02 (23088) 9040
  - G03 (23382) 9080

**ASCM 627 Legal Aspects of Contracting (3)**
- **Online**
  - G02 (23090) 9040
  - G03 (23383) 9080

**ASCM 628 Contract Pricing and Negotiations (3)**
- **Online**
  - G02 (23091) 9040

**ASCM 629 Strategic Purchasing and Logistics (3)**
- **Online**
  - G02 (23092) 9040

**ASCM 630 Commercial Transactions in a Technological Environment: Law, Management, and Technology (3)**
- **Online**
  - G02 (23097) 9040

* Hybrid courses are offered with approximately every other session on-site and the remaining sessions online.
Course descriptions may be accessed via the online schedule at www.umuc.edu/schedule.
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<td>Perspectives in Law Enforcement Management</td>
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Course descriptions may be accessed via the online schedule at www.umuc.edu/schedule.
CJMS 630 Seminar in Security Management (3)
*Online*
   - G02 (23101) 9040

CJMS 640 Criminal Justice Intelligence Systems and Approaches (3)
*Online*
   - G02 (23102) 9040

CJMS 650 Legal Aspects Within the Criminal Justice System (3)
*Online*
   - G02 (23103) 9040

CJMS 660 Issues in Criminal Justice Leadership (3)
*Online*
   - G02 (23104) 9040

CMBA
*Note:* Students are registered for all CMBA courses by Business and Management Programs. Students returning after an absence should contact Graduate Advising to re-enroll.

COMM

COMM 600 Academic Writing for Graduate Students (3)
*Online*
   - FTS (24618) 9020
     - Class meets January 20–March 30.
   - FTS (24616) 9040
     - Class meets February 2–April 12.
   - MBA (23943) 9240
     - Class meets April 8–June 16.

College Park Hybrid *
   - FTS (24614) 1111 M 7–10 p.m.
     - Class meets February 2–April 12.
   - FTS (24615) 1141 Th 7–10 p.m.
     - Class meets February 2–April 12.

CSEC

CSEC 610 Cyberspace and Cybersecurity (6)
*Online*
   - G01 (22772) 9020
   - G02 (22852) 9040
   - G03 (23346) 9080

CSEC 620 Human Aspects in Cybersecurity: Ethics, Legal Issues, and Psychology (6)
*Online*
   - C2 (24699) 9040
   - G03 (23354) 9080

Dorsey Station Hybrid *
   - USS (24639) 7641 Th 7–10 p.m.

Quantico Hybrid *
   - USS (24640) 3141 Th 7–10 p.m.

CSEC 630 Prevention and Protection Strategies in Cybersecurity (6)
*Online*
   - C2 (24701) 9040
   - G02 (22860) 9041

CSEC 635 National Cybersecurity Policy and Law (6)
*Online*
   - C2 (24702) 9040

CSEC 640 Monitoring, Auditing, Intrusion Detection, Intrusion Prevention, and Penetration Testing (6)
*Online*
   - G02 (22883) 9040

CSEC 645 Enterprise Cybersecurity Policy (6)
*Online*
   - G02 (22891) 9040

CSEC 650 Cyber Crime Investigation and Digital Forensics (6)
*Online*
   - G02 (22893) 9040

CSEC 655 Global Cybersecurity (6)
*Online*
   - G02 (22901) 9040

CSEC 661 Digital Forensic Investigations (6)
*Online*
   - G02 (23270) 9040

CSEC 662 Cyber Incident Analysis and Response (6)
*Online*
   - G02 (23271) 9040

CSEC 670 Cybersecurity Capstone (6)
*Online*
   - G02 (22902) 9040

DATA
*Note:* Students are registered for all DATA courses by Business and Management Programs. Students returning after an absence should contact Graduate Advising to re-enroll.

DBST

DBST 651 Relational Database Systems (3)
*Online*
   - G02 (22940) 9040
   - G03 (23395) 9080

College Park
   - USS (24240) 1111 M 7–10 p.m.

DBST 652 Advanced Relational/Object-Relational Database Systems (3)
*Online*
   - G02 (22942) 9040

DBST 663 Distributed Database Management Systems (3)
*Online*
   - G02 (22943) 9040

DBST 665 Data Warehouse Technologies (3)
*Online*
   - G02 (22944) 9040

DBST 667 Data Mining (3)
*Online*
   - G02 (22945) 9040

DBST 668 Database Security (3)
*Online*
   - G02 (22946) 9040

DBST 670 Database Systems Administration (3)
*Online*
   - G02 (22947) 9040

*Hybrid courses are offered with approximately every other session on-site and the remaining sessions online.*

Course descriptions may be accessed via the online schedule at www.umuc.edu/schedule.
# COURSE SCHEDULE

## DEPM
- **DEPM 604 Management and Leadership in Distance Education and E-Learning (3)**
  - 
  - **DEPM 609 Distance Education and E-Learning Systems (3)**
  - 
  - **DEPM 622 The Business of Distance Education and E-Learning (3)**
  - 
  - **DEPM 650 Practitioner Research in Distance Education and E-Learning (3)**
  - 

## DETC
- **DETC 630 Emerging Technology Trends and Issues in Distance Education and E-Learning (3)**
  - 

## DETT
- **DETT 611 Library and Intellectual Property Issues in Distance Education and E-Learning (3)**
  - 

## DMBA
- **DMBA 620 Effective Financial and Operational Decision Making (6)**
  - **DMBA 630 Marketing and Strategy Management in the Global Marketplace (6)**
  - 
  - **DMCC 800 Foundations of Management Theory (6)**
    - **DMCC 810 Leadership and Change (6)**
    - **DMCC 830 Research Methods (6)**
    - **DMCC 841 Institutional Assessment in the Community College Environment (6)**
    - **DMCC 851 Community College Advocacy, Advancement, and Entrepreneurship (6)**
    - **DMCC 899 Continuing Registration (6)**
  - **DMGT 810 Leadership and Change (6)**
  - **DMGT 830 Research Methods I (6)**
  - **DMGT 835 Research Methods II (6)**
  - **DMGT 845 Organizational Environments in a Global Context (6)**
  - **DMGT 850 Innovation Process and Strategy (6)**
  - **DMGT 899 Continuing Registration (1)**

**Note:** Students are registered for DMBA 610 by Graduate Advising. Students returning after an absence should contact Graduate Advising to re-enroll.

Course descriptions may be accessed via the online schedule at www.umuc.edu/schedule.
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<td>Research Methods for Health Care Managers</td>
<td>3</td>
<td>Online</td>
<td>G02 (22826) 9040, G03 (23371) 9080</td>
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<td>HISM 655</td>
<td>Health Data Management</td>
<td>3</td>
<td>Online</td>
<td>G02 (23122) 9040</td>
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<tr>
<td>HISM 661</td>
<td>The Application of Information Technology in Health Care Administration</td>
<td>3</td>
<td>Online</td>
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<tr>
<td>HRMD 610</td>
<td>Issues and Practices in Human Resource Management</td>
<td>3</td>
<td>Online</td>
<td>G02 (23148) 9040</td>
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<td>HRMD 620</td>
<td>Employee and Labor Relations</td>
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<td>Online</td>
<td>G02 (23146) 9040</td>
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<td>HRMD 630</td>
<td>Recruitment and Selection</td>
<td>3</td>
<td>Online</td>
<td>G02 (23155) 9040</td>
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<tr>
<td>HRMD 640</td>
<td>Job Analysis, Assessment, and Compensation</td>
<td>3</td>
<td>Online</td>
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<tr>
<td>HSMN 610</td>
<td>Concepts in Homeland Security</td>
<td>3</td>
<td>Online</td>
<td>G02 (22952) 9040, G03 (23396) 9080</td>
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<tr>
<td>HSMN 625</td>
<td>Critical Infrastructures</td>
<td>3</td>
<td>Online</td>
<td>G02 (23256) 9040</td>
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<td>HSMN 630</td>
<td>Resilience Planning and Preparedness for Disaster Response and Recovery</td>
<td>3</td>
<td>Online</td>
<td>G02 (22955) 9040</td>
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<tr>
<td>IMAN 601</td>
<td>Strategic Management in a Global Environment</td>
<td>3</td>
<td>Online</td>
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</tbody>
</table>

* Hybrid courses are offered with approximately every other session on-site and the remaining sessions online.

Course descriptions may be accessed via the online schedule at www.umuc.edu/schedule.
<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Delivery</th>
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<tr>
<td>IMAN 615</td>
<td>Strategic Investment and Partnering (3)</td>
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<td>IMAN 625</td>
<td>International Trade and Economic Policy (3)</td>
<td>Online</td>
<td>G02</td>
<td>(23170) 9040</td>
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<td>IMAN 635</td>
<td>Managing Country Risk (3)</td>
<td>Online</td>
<td>G02</td>
<td>(23173) 9040</td>
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<td>IMAN 670</td>
<td>Managing Overseas Operations (3)</td>
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<td>IMAT 637</td>
<td>IT Acquisitions Management (3)</td>
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<td>IMAT 639</td>
<td>Internet Multimedia Applications (3)</td>
<td>Online</td>
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<tr>
<td>IMAT 670</td>
<td>Contemporary Topics in Informatics (3)</td>
<td>Online</td>
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<td>INFA</td>
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<td>INFA 610</td>
<td>Foundations of Information Security and Assurance (3)</td>
<td>Online</td>
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<td>(22775) 9020</td>
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<td>(22961) 9040</td>
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<td>(23360) 9080</td>
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<td>USS</td>
<td>(24655) 6241 Th 7–10 p.m.</td>
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<td>INFA 620</td>
<td>Network and Internet Security (3)</td>
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<td>(22907) 9040</td>
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<td>G03</td>
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<td>College Park Hybrid *</td>
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<td>(24657) 1111 M 7–10 p.m.</td>
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<td>INFA 630</td>
<td>Intrusion Detection and Intrusion Prevention (3)</td>
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<td>(24229) 6231 W 6:30–9:30 p.m.</td>
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<td>INFA 650</td>
<td>Computer Forensics (3)</td>
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<td>INFA 660</td>
<td>The Law, Regulation, and Ethics of Information Assurance (3)</td>
<td>Online</td>
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<td>INFA 670</td>
<td>Information Assurance Capstone (3)</td>
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<td>INMS 600</td>
<td>Managing Intelligence Activities (3)</td>
<td>Online</td>
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<td>(23175) 9040</td>
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<td>INMS 610</td>
<td>Intelligence Collection: Sources and Challenges (3)</td>
<td>Online</td>
<td>G02</td>
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<td>INMS 620</td>
<td>Intelligence Analysis: Consumers, Uses, and Issues (3)</td>
<td>Online</td>
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<td>INMS 630</td>
<td>Counterintelligence (3)</td>
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<td>INMS 640</td>
<td>Intelligence-Led Enforcement (3)</td>
<td>Online</td>
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<td>INMS 650</td>
<td>Intelligence Management and Oversight (3)</td>
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<td>INMS 660</td>
<td>Leadership Seminar (3)</td>
<td>Online</td>
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<td>(23201) 9040</td>
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<td>ISAS</td>
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<td>ISAS 600</td>
<td>Information Systems for Managers (3)</td>
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<td>(22963) 9040</td>
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<td>ISAS 610</td>
<td>Information Systems Management and Integration (3)</td>
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<td>Information Systems Sourcing Management (3)</td>
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<td>ISAS 630</td>
<td>Systems Analysis and Design (3)</td>
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<td>ISAS 640</td>
<td>Decision Support Systems and Expert Systems (3)</td>
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<td>ISAS 650</td>
<td>Information Technology, the CIO, and Organizational Transformation (3)</td>
<td>Online</td>
<td>G02</td>
<td>(22976) 9040</td>
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</tbody>
</table>

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COURSE SCHEDULE

ITEC

ITEC 610 Information Technology Foundations (3)
Online
GO1 (22777) 9020
GO2 (22847) 9040
GO3 (23397) 9080
College Park
USS (24236) 1121 Tu 7–10 p.m.
Dorsey Station
USS (24239) 7631 W 7–10 p.m.
Shady Grove
USS (24238) 5111 M 7–10 p.m.

ITEC 625 Computer Systems Architecture (3)
Online
GO2 (23335) 9040
College Park Hybrid *
USS (24271) 1131 W 7–10 p.m.
Dorsey Station Hybrid *
USS (24269) 7641 Th 6:30–9:30 p.m.
Shady Grove Hybrid *
USS (24270) 5121 Tu 7–10 p.m.

ITEC 626 Information Systems Infrastructure (3)
Online
GO2 (23339) 9040
College Park Hybrid *
USS (24272) 1141 M 7–10 p.m.
Dorsey Station Hybrid *
USS (24273) 7611 M 6:30–9:30 p.m.
Shady Grove Hybrid *
USS (24274) 5111 M 7–10 p.m.

ITEC 630 Information Systems Analysis, Modeling, and Design (3)
Online
GO2 (22978) 9040
GO3 (23402) 9080
College Park
USS (24235) 1141 Th 7–10 p.m.

ITEC 640 Information Technology Project Management (3)
Online
GO2 (22978) 9040
GO3 (23405) 9080

MGMT

MGMT 610 Organizational Theory (3)
Online
GO1 (22782) 9020
GO2 (23078) 9040
GO3 (23373) 9080
College Park Hybrid *
USS (24242) 1111 M 7–10 p.m.
USU (24243) 1121 Tu 7–10 p.m.
Shady Grove Hybrid *
USS (24245) 5141 Th 7–10 p.m.

MGMT 615 Intercultural Communication and Leadership (3)
Online
GO1 (22788) 9020
GO2 (22882) 9040
GO3 (23377) 9080
College Park Hybrid *
USS (24246) 1111 M 7–10 p.m.
USU (24247) 1121 Tu 7–10 p.m.
USU (24248) 1131 W 7–10 p.m.

MGMT 630 Organizational Theory and Behavior (6)
Online
GO1 (22786) 9020
GO2 (22832) 9040
GO3 (23380) 9080
College Park Hybrid *
USS (24249) 1111 M 7–10 p.m.
USU (24250) 1121 Tu 7–10 p.m.
Quantico Hybrid *
USS (24072) 3141 Th 6–9 p.m.
Shady Grove Hybrid *
USS (24251) 5131 W 7–10 p.m.

MGMT 640 Financial Decision Making for Managers (3)
Online
GO1 (22784) 9020
GO2 (22936) 9040
GO3 (23383) 9080
College Park Hybrid *
USS (24251) 1111 M 7–10 p.m.
USU (24252) 1112 M 7–10 p.m.
USU (24253) 1131 W 7–10 p.m.
Shady Grove Hybrid *
USS (24254) 5121 Tu 7–10 p.m.

MGMT 650 Statistics for Managerial Decision Making (3)
Online
GO1 (22812) 9020
GO2 (23068) 9040
GO3 (23387) 9080
College Park Hybrid *
USU (24257) 1111 M 7–10 p.m.
USU (24256) 1131 W 7–10 p.m.
USU (24255) 1121 M 7–10 p.m.
Dorsey Station Hybrid *
USU (24259) 7641 Th 7–10 p.m.
Shady Grove Hybrid *
USU (24258) 5121 Tu 6–9 p.m.
Waldorf Hybrid *
USU (24258) 5121 Tu 6–9 p.m.

MGMT 670 Strategic Management Capstone (3)
Online
GO2 (23073) 9040
GO3 (23389) 9080

MRKT

MRKT 600 Marketing Management (3)
Online
GO2 (23180) 9040
MRKT 601 Legal and Ethical Issues in Global Communications (3)
Online
GO2 (23182) 9040
MRKT 602 Consumer Behavior (3)
Online
GO2 (23183) 9040
MRKT 603 Brand Management (3)
Online
GO2 (23184) 9040
MRKT 604 Marketing Intelligence and Research Systems (3)
Online
GO2 (23185) 9040

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MRKT 605 International Marketing Management (3)  
**Online**  
GO2 (23186) 9040

MRKT 606 Integrated Direct Marketing (3)  
**Online**  
GO2 (23187) 9040

MRKT 620 Marketing Principles, Regulation, and Ethical Issues (6)  
**Online**  
GO2 (23188) 9040

MSAF

MSAF 670 Accounting and Financial Management Capstone (3)  
**Online**  
GO2 (23202) 9040

MSAS

MSAS 670 Accounting and Information Systems Capstone (3)  
**Online**  
GO2 (23191) 9040

MSFS

MSFS 670 Financial Management and Information Systems Capstone (3)  
**Online**  
GO2 (23192) 9040

NPMN

NPMN 600 Nonprofit and Association Organizations and Issues (3)  
**Online**  
GO2 (23081) 9040

NPMN 610 Nonprofit and Association Law and Governance (3)  
**Online**  
GO2 (23082) 9040

NPMN 620 Nonprofit and Association Financial Management (3)  
**Online**  
GO2 (23083) 9040

NPMN 640 Marketing, Development, and Public Relations in Nonprofit Organizations and Associations (3)  
**Online**  
GO2 (23084) 9040

NPMN 650 Fundamentals of Association Management (3)  
**Online**  
GO2 (23085) 9040

NPMN 655 Process and Outcome Evaluation for Nonprofit Organizations (3)  
**Online**  
GO2 (23086) 9040

NPMN 660 Strategic Management in Nonprofit Organizations and Associations (3)  
**Online**  
GO2 (23087) 9040

OMDE

OMDE 601 Foundations of Distance Education and E-Learning (3)  
**Online**  
GO2 (23240) 9040

OMDE 603 Technology in Distance Education and E-Learning (3)  
**Online**  
GO2 (23242) 9040

OMDE 606 Costs and Economics of Distance Education and E-Learning (3)  
**Online**  
GO2 (23244) 9040

OMDE 608 Learner Support in Distance Education and Training (3)  
**Online**  
GO2 (23245) 9040

OMDE 610 Teaching and Learning in Online Distance Education (3)  
**Online**  
GO2 (23246) 9040

OMDE 670 Portfolio and Research Project in Distance Education and E-Learning (3)  
**Online**  
GO2 (23247) 9040

PMAN

PMAN 634 Foundations of Project Management (3)  
**Online**  
GO2 (22987) 9040
GO3 (23408) 9080

College Park  
USS (24267) 1121 Tu 7–10 p.m.
Quantico Hybrid  
USS (24635) 3121 Tu 6–9 p.m.
Shady Grove  
USS (24233) 5111 M 7–10 p.m.

PMAN 635 Quantitative Methods in Project Management (3)  
**Online**  
GO2 (23005) 9040

PMAN 637 Project Risk Management (3)  
**Online**  
GO2 (22991) 9040

PMAN 638 Project Communications Management (3)  
**Online**  
GO2 (22843) 9040

PMAN 639 Project Quality Management (3)  
**Online**  
GO2 (22995) 9040

PMAN 641 Project Procurement Management (3)  
**Online**  
GO2 (22988) 9040

■ Use of a PC required.

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COURSE SCHEDULE

PMAN 650 Financial and Strategic Management of Projects (3)
  Online
  G02 (23002)  9040

PRPA

PRPA 600 Public Relations Writing (3)
  Online
  G02 (23276)  9040

PRPA 601 Public Relations Theory and Practice (3)
  Online
  G02 (23193)  9040

PRPA 602 Public Relations Techniques (3)
  Online
  G02 (23194)  9040

PRPA 610 Crisis Communication Management (3)
  Online
  G02 (23195)  9040

PRPA 620 Global Public Relations (3)
  Online
  G02 (23196)  9040

PRPA 650 Public Relations Campaigns (3)
  Online
  G02 (23197)  9040

SWEN

SWEN 603 Modern Software Methodologies (3)
  Online
  G02 (23008)  9040
  G03 (23035)  9080

SWEN 645 Software Requirements (3)
  Online
  G02 (23009)  9040
  G03 (24638)  9080

SWEN 646 Software Design and Implementation (3)
  Online
  G02 (23011)  9040

SWEN 647 Software Verification and Validation (3)
  Online
  G02 (23012)  9040

SWEN 648 Software Maintenance (3)
  Online
  G02 (23013)  9040

SWEN 651 Usability Engineering (3)
  Online
  G02 (23014)  9040

SWEN 670 Software Engineering Project (3)
  Online
  G02 (23015)  9040

SYSE

SYSE 610 Systems Engineering Overview (3)
  Online
  G02 (23330)  9040

SYSE 620 Requirements Engineering (3)
  Online
  G02 (23331)  9040

SYSE 630 System Design and Development (3)
  Online
  G02 (23332)  9040

SYSE 640 System Integration and Test (3)
  Online
  G02 (23333)  9040

TLMN

TLMN 602 Telecommunications Industry: Structure and Environment (3)
  Online
  G02 (23027)  9040

TLMN 623 Telecommunications Networks (3)
  Online
  G02 (23028)  9040

TLMN 630 Satellite Communication Systems (3)
  Online
  G02 (23029)  9040

TLMN 641 Network Management and Design (3)
  Online
  G02 (23030)  9040

TLMN 645 Wireless Telecommunications Systems (3)
  Online
  G02 (23031)  9040

TLMN 670 Capstone Course in Telecommunications (3)
  Online
  G02 (23032)  9040

TMAN

TMAN 600 Foundations of Management and Technology (6)
  Online
  G01 (22781)  9020
  G02 (22846)  9040

TMAN 611 Principles of Technology Management (3)
  Online
  G02 (23016)  9040
  G03 (23415)  9080

TMAN 614 Strategic Management of Technology and Innovation (3)
  Online
  G02 (23017)  9040

TMAN 625 Economics and Financial Analysis for Technology Managers (3)
  Online
  G02 (23018)  9040
  G03 (23412)  9080

College Park Hybrid *
  USS (24231)  1111  M  7–10 p.m.

Shady Grove Hybrid *
  USS (24232)  5131  W  7–10 p.m.

TMAN 632 Organizational Performance Management (3)
  Online
  G02 (23023)  9040

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TMAN 633 Managing People in Technology-Based Organizations (3)
Online
   G02 (23025)  9040

TMAN 680 Managing Strategy and Performance in Technology-Based Organizations (6)
Online
   G02 (23026)  9040

UCSP

UCSP 615 Orientation to Graduate Studies at UMUC (0)
Online
   GU1 (23447)  9001
   Class meets January 20–February 23.
   GU2 (23475)  9030
   Class meets February 2–March 8.
   GU3 (23494)  9050
   Class meets February 16–March 22.
   GU4 (23508)  9070
   Class meets March 23–April 26.

UCSP 615A Orientation to Graduate Studies at UMUC (0)
Online
   MU1 (23532)  9050
   Class meets April 8–May 12.

UCSP 620 Financial Accounting (0)
Online
   FTS (24326)  9040
   Class meets February 2–March 29.

UCSP 621 Economics (0)
Online
   FTS (24329)  9040
   Class meets February 2–March 29.

UCSP 630 Introduction to Research Methods (0)
Online
   FTS (24331)  9040
   Class meets February 2–March 29.

UCSP 815 Introduction to Library Research Skills for Doctoral Studies (0)
Online
   UDM (23847)  9040
   Class meets January 12–February 15.

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CONTACT INFORMATION

Looking for answers or assistance? UMUC personnel can help you keep your studies on track—whether you need to find the right course for your program or you want to use academic or student services. The people and offices you need to reach are listed below.

University of Maryland University College
The Graduate School
3501 University Boulevard East
Adelphi, MD 20783
800-888-UMUC (8682) or 240-684-2400

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GRADUATE LIBRARY AND WRITING COURSES

COURSE MANAGER, UCSP 615 ORIENTATION TO GRADUATE STUDIES AT UMUC
Theresa Marron-Grodsky, PhD
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UMUC Graduate Course Locations

Aberdeen Proving Ground
3147 Raritan Avenue
Aberdeen Proving Ground, MD 21005
410-272-8269 or 301-621-9882

Adelphi/College Park
3501 University Boulevard East
Adelphi, MD 20783
800-888-UMUC

Dorsey Station
6865 Deerpath Road
Elkridge, MD 21075
443-459-3500

Largo
1616 McCormick Drive
Largo, MD 20774
800-888-UMUC

Shady Grove
9636 Gudelsky Drive
Rockville, MD 20850
301-738-6090

UMUC at Quantico
525 Corporate Drive
Stafford, VA 2554
703-441-7000

Waldorf Center for Higher Education
3261 Old Washington Road
Waldorf, MD 20602
301-632-2900

For hours and directions, visit www.umuc.edu/locate.
Registering at UMUC is easy, no matter which option you choose. You may register for your courses online or by phone. Or you can fill out the registration form on the following page and follow the instructions below to register by mail or fax.

Detailed information on the various ways to register—online via MyUMUC, by mail or fax, or on-site—can be found online at www.umuc.edu/register.

A form is provided on the following page for those who prefer to mail or fax in their registration. (Please note: Online registrations are processed and confirmed immediately; mail and fax registrations require manual processing.)

You may register by fax or mail if
- You have already been admitted to UMUC as a graduate student.
- You are a new student who meets the UMUC admission criteria and has submitted an Application for Admission (available at https://my.umuc.edu) with the $50 application fee.
- All your financial aid awards are enclosed or have already been confirmed.

You may not register by fax or mail if you are a financial aid applicant without an award letter or a GSL disclosure statement—unless your own payment accompanies the registration form.

Instructions
1. Complete the registration form, using black ink and printing legibly.
2. Compute the amount due for tuition and fees. (Refer to p. 6 of this schedule or see www.umuc.edu/tuition.)
3. Be sure to meet the deadlines listed under Important Dates on p. 2 in this schedule.
4. Either fax your registration to 240-684-2151 or mail it to Graduate Advising, Office of Enrollment Management, University of Maryland University College, 3501 University Boulevard East, Adelphi, MD 20783-8075 USA. Faxed registrations require that you already be admitted and that you pay by credit card. UMUC will mail you a statement of your account.

Schedule Adjustment
After your registration has been processed, you may make changes online. To do so, access MyUMUC at https://my.umuc.edu. Note: The university reserves the right to make changes to class sections to ensure that such sections are adequately sized to create an appropriate learning environment. Such class section changes include but are not limited to changing faculty members and moving students between course sections to balance enrollments.

Army Students
To make use of military tuition assistance, Army students must register online via www.GoArmyEd.com. For more information, contact your advisor.

The Waiting List
If a course is already full at the time of registration, you have the option of placing your name on a waiting list for that class. For information on how the waiting list works, visit www.umuc.edu/register. To check on course availability and see if new sections have been added, visit the MyUMUC student portal at https://my.umuc.edu.

Withdrawals or Dropped Courses
Official withdrawal from a class must occur before 65 percent of the class has been completed. Exact deadlines are provided online at www.umuc.edu/withdrawals. For information on how to withdraw from a class, visit www.umuc.edu/register.

Please note: UMUC can honor only those withdrawal requests actually received. Failure to withdraw in the required manner may result in the forfeiture of any refund and may result in a failing grade. Stopping payment on checks for registration fees or not paying at registration does not constitute an official withdrawal or relieve you of your financial obligation to UMUC. Never attending or ceasing to attend classes does not constitute a withdrawal.

Other Forms
The following forms can be completed and submitted online through MyUMUC (https://my.umuc.edu). If you are not yet enrolled at UMUC, click on the Prospective Student tab at the top of the page.
- Application for Admission
- Financial Aid: FAFSA
- Registration
- Application for Diploma
# MAIL OR FAX REGISTRATION FORM

## Census Information

Census information will be kept confidential and will be used only for statistical purposes.

1. **Maryland county of residence**  
   *Note: If not a resident of Maryland, write **NA**; if Baltimore City, write **Baltimore City***

2. **Daytime phone**  
   **Evening phone**  
   **Hours**  
   **to**

3. **Employer**  
   **Employer’s zip code**

4. **Dates and locations of your first and last registrations at any branch of the University System of Maryland.**  
   **First**  
   **Date**  
   **Last**  
   **Date**

## Form of Payment

*Note: To compute your cost, refer to p. 6 of this schedule or go to [www.umuc.eduituition](http://www.umuc.eduituition) on the web.

Please check all that apply.

- **Financial aid**
- **Interest-free, monthly tuition-payment plan**  
  *(See p. 7 of the Schedule for information.)*
- **Tuition assistance or remission of fees**  
  *(Be sure to enclose your tuition assistance or remission-of-fees form.)*
- **VA Vocational Rehabilitation (Chapter 31) Assistance**

## Personal Information

- **Check if this is a new address**  
- **Student identification number (EMPLID)**

## Course Selection

You are responsible for checking to make sure you have the necessary prerequisites for a course and that the course does not duplicate any other course you have taken. You must list ALL information requested below. Refer to the Key to Course Listing for guidance. Example:

**ACC**  
**608**  
**22201**  
**9040**  
**03**

**SUBJECT** **COURSE NO.** **CLASS NO.** **SECTION NO.** **CREDITS** **GRADING OPTION**

**FOR OFFICE USE ONLY**

**PREFIX COLLEGE CODE ID VS BC DATE INITIALS**

**Mail or Fax Registration Form**

**SP15**

*Leave blank if you want standard A, B, C, F grading options; otherwise, indicate audit (AU).*

**Account number**

**Expiration date**

**Signature**

**Name (please print)**

I understand that I am responsible for and agree to pay all charges I incur at UMUC and that if I withdraw, I must do so in accordance with the policies and procedures for the term in which I am enrolling. I understand that if my account becomes delinquent, I will be liable for collection costs.

I also understand and agree that if I enroll in classes offered at military sites, my name, Social Security number, and other information may be released for security purposes.

**Signature**  
**Date**

*Enclose this form with payment by mail or fax to 240-684-2151 by registration deadline.*
Matching the content of our graduate programs to real-world requirements is a responsibility UMUC takes seriously. But our concern for your career success is not confined to the relevant knowledge you’ll need after you earn your degree. It starts with your career right here at UMUC.

Graduate study requires the application of considerable time and effort. It’s a job you have chosen to do to achieve future goals. And again, it is our responsibility to make sure you have the right tools to complete your studies (graduate!) by helping you brush up on your study skills, take advantage of graduate-level research techniques, discover proven time-management strategies, and more.

We start early in your enrollment by offering two courses—one required, one recommended—designed to get you started with confidence. On the next page, you’ll find a short description of USCP 615 and COMM 600 and how we are improving these helpful courses to make them even more effective for you.

Even if you are well beyond the beginning of your program, be confident that we are always working to enhance your student experience and available to help you every step of the way.

Sincerely,

Aric Krause, PhD
Vice Provost and Dean
The Graduate School
University of Maryland University College
E-mail: aric.krause@umuc.edu
BUILD SKILLS FOR THE FUTURE AND ENHANCE YOUR PROFESSIONAL VALUE.

At UMUC, we’re dedicated to helping you achieve your moment. That moment when you realize that the knowledge and skills you’re gaining are making a difference. When you feel confident that what you have learned is making you more valuable in your career—and more valuable to employers. Be inspired by other UMUC students, and get started creating your moment at UMUC.

umuc.edu/moments  #UMUCMoments

ACADEMIC CALENDAR

WINTER 2015
MBA Session  January 7–March 17

SPRING 2015
Standard (on-site)  February 2–April 26
Online session 1  January 20–April 12
Online session 2  February 2–April 26
Online session 3  February 16–May 10
Doctoral session  January 12–April 13
MBA session  April 8–June 16
CMBA session 1  January 12–February 15
CMBA session 2  February 23–March 29
CMBA session 3  April 6–May 10
CMBA practicum  February 23–May 10

SCHEDULE OF CLASSES

THE GRADUATE SCHOOL | SPRING 2015

www.umuc.edu/graduateprograms