

Jeff-at-Night



SPRING 2012
Schedule of Courses



THOMAS JEFFERSON UNIVERSITY

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

 **Jefferson**
School of Health Professions

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

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

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

WORTH NOTING!

Focus on Coding

The Coding program at Jefferson has been streamlined to accommodate busy schedules. Using the “blended” format where there is one class per week supplemented by online activities, the sequence may be completed in about 18 months. Several courses are offered in the popular 7-week accelerated schedule. As you may know, medical coders are in demand, and are likely to become even more sought after in the near future. Interested? Call the General Studies office at 215-503-8414 to set up an advising appointment!

Teaching and Learning

The Certificate Program in Health Care Education is under way! If you are in any way involved in the “delivery of instruction” at Jefferson or other location, this certificate will provide you with skills needed to be an excellent educator. For the most part, the program is all online, but there are some that are offered in the blended format (online and on campus). Check it out by calling 215-503-8414 to set up an appointment to discuss the program and how to join the teaching team!

Registration Information

On-line registration starts November 14

Late registration begins January 9/February 27

Classes begin January 9/February 27

Online Registration

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

Paper Registration

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

Fax Registration

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

Undergraduate Late Registration and Drop/Add

The registration period continues until January 9/February 27. Students who register on or after January 9/February 27 must pay a late fee of \$25.

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

Need More Information?

For more information or to make an appointment with the Director of Undergraduate Programs, call the Jeff-at-Night office at **215-503-8414**, e-mail jeff-at-night@jefferson.edu or visit our website at www.jefferson.edu/jeff-at-night for more details.

Need a course description?

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

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

Tuition and Fees

Undergraduate Courses:

\$472 per credit hour

Graduate Courses:

\$957 per credit hour

Senior Citizen Audit Fee:

\$50 per course, space permitting

Laboratory Fees:

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

\$100: BIOL 316

**Tuition and fees subject to change without notice.*

Payment Information

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

- Cash payment (Tuition & Cashier's Office, 5th Floor Scott Building)
- Check or money order payable to **THOMAS JEFFERSON UNIVERSITY**
- Online payment by Visa or MasterCard (Details in Registrar's Office)
- Enrollment in Tuition Management Systems (TMS) monthly payment plan (Contact TMS at **800-722-4867** or www.afford.com or contact Tuition & Cashier's Office for details.)
- Submission of documentation to the Tuition & Cashier's Office that a third-party payment will be made directly to the University
- Completion of required financial aid application materials and subsequent submission to the University Office of Financial Aid. To ensure that financial aid funds are received by the tuition due date, financial aid applications and applicable loan applications must be completed at least 2 months prior to the start of enrollment. To be considered for federal, state, private, or institutional financial aid, you must be matriculated into a degree program (i.e., associate or bachelor's degree program), attending half-time (i.e., enrolled in 6 or more credits) in each term for which financial aid is being requested, and be making satisfactory academic progress. Non-degree students and certificate programs do not qualify for financial aid. To review all eligibility and application requirements, loan options, and to apply for financial aid online, please see webpage www.jefferson.edu/financialaid. Questions? Call **215-955-2867** or email financial.aid@jefferson.edu.

For Jefferson employees eligible for tuition remission:

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

For Jefferson members of District 1199C or Local 830:

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

Registration

Spring 2012

Please Print

Campus Key or Last 4 digits of Social Security No.

Last Name	First Name	Middle	Former/Maiden Name
-----------	------------	--------	--------------------

Home Address (street, apt. no.)	Is this a new address? <input type="checkbox"/> Yes <input type="checkbox"/> No
---------------------------------	--

City	State	Zip
------	-------	-----

County	Home Phone No.
--------	----------------

Employer Address (street)

City	State	Zip
------	-------	-----

County	Work Phone No.
--------	----------------

Check One

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

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

If no, please complete the following:

Date of birth <i>required</i> _____ - _____ - _____	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
---	---

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

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

Marital Status (optional): Single Married Separated Divorced Widowed

Course Selection

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

Please return completed form to:

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

Fax registration to: 215-923-6974

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

Signature

Date

Spring 2012 Course Schedule

CRN	Course Number	SECT	Course Title	Credits	Session	Day	Start Time	End Time
60024	ART 101	81	Art Appreciation	3	E	W	5:20 PM	8:00 PM
60669	BIOL 110	81	Human Anatomy & Physiology I	3	E	T	5:20 PM	8:00 PM
60670	BIOL 110	81L	Human Anatomy & Physiology I	1	E	T	8:10 PM	10:20 PM
60441	BIOL 111	81	Human Anatomy & Physiology II	3	E	R	5:20 PM	8:00 PM
60442	BIOL 111	81L	Human Anatomy & Physiology II	1	E	R	8:10 PM	10:20 PM
61107	BIOL 200	81	Body Form & Function	3	ACC I	LNL-R	12:00 PM	12:50 PM
61068	BIOL 315	81	Microbiology Lecture	3	E	T	7:35 PM	10:10 PM
80477	BIOL 315	10	Microbiology Lecture	3	E	T	7:35 PM	10:10 PM
61069	BIOL 316	81	Microbiology Lab	1	E	T	5:20 PM	7:00 PM
80478	BIOL 316	10	Microbiology Lab	1	E	T	5:20 PM	7:00 PM
60292	BIOL 402	81	Human Pathology	3	E	OL	OL	OL
61275	BIOL 402	10	Human Pathology	3	E	OL	OL	OL
60027	CHEM 102	81	General Chemistry II	3	E	W	5:20 PM	8:00 PM
60028	CHEM 102	81L	General Chemistry II	1	E	W	8:10 PM	10:20 PM
80999	CHI 202	81	Conversational/ Medical Chinese II	3	E	R	5:20 PM	8:00 PM
60946	CMST 101	81	Essentials of Computing	3	ACCII	MW	5:20 PM	8:00 PM
80513	CMST 201	01	Technology Applications Health Care (OT)	3	ACCI	OL	OL	OL
81001	CODP 202	81	ICD9-CM Coding	2	ACCI	W	5:20 PM	7:30 PM
81002	CODP 203	81	CPT Coding Concepts	2	ACC II	M	5:20 PM	7:30 PM
80680	COMM102	81	Effective Speech Communic	3	E	T	5:20 PM	8:00 PM
61072	ECON 201	81	Principles of Macroeconomics	3	ACC I	MW	5:20 PM	8:00 PM
80176	ECON 201	10	Principles of Macroeconomics	3	ACC I	MW	5:20 PM	8:00 PM
60039	ECON 202	81	Principles of Microeconomics	3	ACC II	TR	5:20 PM	8:00 PM
80180	ECON 202	10	Principles of Microeconomics	3	ACC II	TR	5:20 PM	8:00 PM
61106	EMS 101	81	Emergency Medical Tech-Basic	3	TBA	MTWR	6:00 PM	10:00 PM
60042	ENGL 102	81	Composition II	3	E	R	5:20 PM	8:00 PM
80169	ESL 102	81	Introductory Written Skills	4	E	W	5:20 PM	8:30 PM
80170	ESL 302	81	Intermediate Written Skills	4	E	TR	5:20 PM	7:30 PM
80171	ESL 402	81	Adv Written Skills -Read/Write	4	E	TR	5:20 PM	7:30 PM
80575	FIN 101	81	Principles of Finance	3	ACCII	MW	5:20 PM	8:00 PM
61073	GNST 110	81	Basic Study Skills	1	ACCI	T	5:20 PM	8:00 PM
60927	GNST 120	81	Comprehensive Med Terminology	4	E	OL	OL	OL
61261	GNST 120	10	Comprehensive Med Terminology	4	E	OL	OL	OL
60936	HCA 300	81	Health Services Del & Org	3	ACCI	OL	OL	OL
61259	HCA 300	10	Health Services Del & Org	3	ACCI	OL	OL	OL
61111	HCA 350	81	Prin of Public Health & Epidem	3	ACCI	LNL-W	12:00 PM	12:50 PM
81000	HCA 412	81	Compliance, Quality & Outcomes Measures	3	ACC II	OL	OL	OL
61108	HIST 112	81	United States Hist Since 1865	3	E	T	5:20 PM	8:00 PM
61189	HMIS 410	81	Leadership & Strategy:Advanced Seminar	3	ACCII	M	5:00 PM	7:50 PM
61190	HMIS 411	81	Internship	3	ACCII	TBA	TBA	TBA
60600	IDSC 302	01	Research & Scient Method (OT)	3	E	T	1:00 PM	3:50 PM
60682	IDSC 402	01	Clinical Care Planning	1	TBA	TBA	TBA	TBA
60802	MATH 100	81	Intro to College Algebra	3	ACCII	TR	5:20 PM	8:00 PM
60952	MATH 101	81	College Algebra	3	E	W	5:20 PM	8:00 PM
60599	MATH 301	81	Statistics	3	ACCII	TR	5:20 PM	8:00 PM
61257	MATH 301	10	Statistics	3	ACCII	TR	5:20 PM	8:00 PM
60630	MGMT 101	81	Prin of Mgmt & Org Behavior	3	ACCI	TR	5:20 PM	8:00 PM
80177	MGMT 101	10	Prin of Mgmt & Org Behavior	3	ACCI	TR	5:20 PM	8:00 PM
80582	MGMT 201	81	Principles of Marketing	3	ACCII	OL	OL	OL
61098	MGMT 304	81	Mgmt & Org Theory in HSOs	3	ACCII	TR	5:20 PM	8:00 PM
61110	MGMT 408	81	Program Plan & Eval in HSOs	3	ACCI	OL	OL	OL
61112	MGMT 410	81	Leadership & Strategy:Advanced Seminar	3	ACCII	M	5:00 PM	7:50 PM
61113	MGMT 411	81	Internship	3	ACCII	TBA	TBA	TBA
60940	NUTR 301	81	Current Concepts in Nutrition	3	E	OL	OL	OL
80517	PHIL 101	81	Philosophy	3	ACCII	LNL-R	12:00 PM	12:50 PM
80520	PHIL 101	10	Philosophy	3	ACCII	LNL-R	12:00 PM	12:50 PM
80684	PHIL 301	82	Healthcare Ethics	3	ACCII	OL	OL	OL
61078	PHIL 301	81	Healthcare Ethics	3	ACCII	OL	OL	OL
61172	PHIL 301	10	Healthcare Ethics	3	ACCII	OL	OL	OL
60067	PSYC 101	81	Introduction to Psychology	3	E	OL	OL	OL
80479	PSYC 101	10	Introduction to Psychology	3	E	OL	OL	OL
61184	PSYC 102	11	Developmental Psychology	3	E	R	12:00 PM	3:00 PM
61179	PSYC 102	10	Developmental Psychology	3	E	R	12:00 PM	3:00 PM
60771	REL 104	81	World Religions	3	E	T	5:20 PM	8:00 PM
80178	REL 104	10	World Religions	3	E	T	5:20 PM	8:00 PM
60074	SOC 101	81	Introduction to Sociology	3	E	M	5:20 PM	8:00 PM
61185	SOC 101	11	Introduction to Sociology	3	E	R	8:00 AM	10:50 AM
61178	SOC 101	10	Introduction to Sociology	3	E	R	8:00 AM	10:50 AM
80518	SOC 305	81	Marr Families/Substance Abuse	3	ACCI	LNL-M	12:00 PM	12:50 PM
80601	SOC 305	10	Marr Families/Substance Abuse	3	ACCI	LNL-M	12:00 PM	12:50 PM
80519	SOC322	81	Victimization of Women & Children	3	ACCII	LNL-T	12:00 PM	12:50 PM
80746	SOC322	10	Victimization of Women & Children	3	ACCII	LNL-T	12:00 PM	12:50 PM
GRADUATE COURSES								
81003	IDSC 532	81	Conversational/ Medical Chinese II	3	E	R	5:20 PM	8:00 PM
80515	IDSC 590	01	Nutrition	3	E	OL	OL	OL
81004	MSEd 501	81	The Adult Learner	3	ACC I	OL	OL	OL
81005	MSEd 503	81	Methods Health Care Education	3	ACC II	OL	OL	OL
81006	MSEd 520	81	Methods in Simulation	3	ACC II	OL/Sat	March 17, 24, April 14	9:00 AM – 3:30 PM

Session Codes

E Entire Spring

(Jan 9 – April 27) Class 5:20 to 8 p.m.; Labs 8:10 to 10:20 p.m. — or otherwise noted

ACC1 First Accelerated (Jan 9 – Feb 24) 5:20 to 8 p.m. Two evenings unless noted

ACC2 Second Accelerated (Feb 27 – April 20) 5:20 to 8 p.m. Two evenings

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

LNL Lunch N Learn OL plus 7 class sessions

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

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

10 = Nursing

11 = Day General Studies

81 = Jeff-at-Night and Non-matriculating

01 = OT only

Double check the matching CRN number when you register.

Spring 2012 Academic Calendar

Classes Begin

Full Semester	January 9
Accelerated 1	January 9
Accelerated 2	February 27

Drop/Add Period Ends

Full Semester	January 27
Accelerated 1	January 20
Accelerated 2	March 16

Last date to withdraw with "W" grade

Full Semester	February 29
Accelerated 1	January 27
Accelerated 2	March 23

Classes End

Full Semester	April 27
Accelerated 1	February 24
Accelerated 2	April 20

Last date to remove "I" grade from Fall

February 17

Holidays

Spring Break	March 5 – 12
--------------	--------------

Programs

Bachelor of Science (BS)

Health Services Management
Health Services MIS
Health Professions Management

Associate in Science (AS)

Generic AS Degree
Business
Information Systems
Medical Practice Management

Associate in Arts

Certificates

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

Graduate Certificate

Healthcare Education