


WELCOME TO TERM 4 (MARCH 5 – APRIL 29, 2012)

HELLO AND WELCOME TO TERM 4. REGISTRATION STARTS ON **JANUARY 23RD 12AM AND ENDS AT 11:59PM ON FEBRUARY 27, 2012**. TO REGISTER, PLEASE GO TO YOUR [MYUIU](#), WHICH IS FOUND AT THE UNIVERSITY WEBSITE. TO REGISTER NOW, CLICK ON ANY OF THE HYPERLINKS OR CLICK HERE  [MYUIU](#)

NOTE: REGISTRATIONS WILL NOT BE ACCEPTED AFTER FEBRUARY 27TH, 2012. PLEASE REGISTER EARLY.

FOR QUESTIONS CONCERNING YOUR MYUIU OR PEACOCKS EMAIL, PLEASE CONTACT CHARMAINE EMMANUEL AT EMMANUELC@UIU.EDU. NEW STUDENTS NEED TO REGISTER AT THE MADISON CENTER WITH AN ADVISOR.

NOTE: PLEASE MAKE SURE YOUR [PEACOCKS' EMAIL](#) IS ACTIVATED.

PLEASE CHECK YOUR [MYUIU](#) FOR YOUR [SYLLABUS](#) TWO WEEKS BEFORE THE TERM STARTS. THE [BOOKLIST](#) WILL BE AVAILABLE VIA [MYUIU](#) BEFORE THE TERM STARTS.

REGISTRATION INFORMATION: THE SCHEDULE IS TENTATIVE AND SUBJECT TO CHANGE.

Your registration is your official enrollment in each course and must be completed via your [MYUIU](#) at the university website (click on hyperlinks). If you are unsure, about which courses or prerequisites you need, please check your degree plan or speak with your advisor prior to registration.

TUITION: UNDERGRADUATE TUITION IS \$348 PER CREDIT HOUR = \$1044/COURSE

Tuition is due by noon on **Friday, March 2nd, 2012**, before the first day of the term, in order to be included on the class list. It is preferred that payments be made through your [MYUIU](#) webpage (click on hyperlinks). Financial arrangements (i.e., financial aid, veterans' benefits, employer reimbursements) need to be finalized the week prior to term start. Please work closely with our Financial Aid Officer, Doreen Boudreau, to insure that all paperwork is completed **PRIOR** to term start to avoid personal payment. **Cash payments are not accepted.**

TEXTBOOKS:

The textbook list for the term will be available on [MYUIU](#). To order textbooks, call (800-325-3252) the MBS Direct Bookstore, in Columbia, Missouri, during business hours (7:00 a.m. – 10:00 p.m. Mon–Thurs & Fri 7a.m. – 6p.m. & Sat 8a.m. – 5p.m. & Sun 12p.m. – 7p.m.), submit a completed order form by mail, or use our Internet site (www.mbsdirect.net). Used textbooks are sold upon request until stock is depleted. A used book bulletin board is available in our Madison Center student lounge for those books that will be used in the upcoming term. Please confirm the title, author, and edition before posting or purchasing.

Learners are expected to have their textbooks the first night of class to facilitate assigned reading.

Learners should not wait for Financial Aid disbursement to purchase textbooks.

PLEASE READ CAREFULLY!

DROP AND WITHDRAWAL POLICY: (Learner initiated) Learners who wish to withdraw from a course must contact the Center Office. **IT IS THE STUDENTS' RESPONSIBILITY TO COMPLETE A DROP CARD TO WITHDRAW FROM THEIR CLASSES.** Before the start of the term, students are required to withdraw from a course using their MYUIU. Tuition refund is based on the last date of attendance in accordance with the refund schedule. **The last date for learners to initiate drops is the end of the fifth week (April 6th, 2012).**

DROP AND WITHDRAWAL POLICY: (Administratively initiated) Failure to validate enrollment when courses begin by attending the first or second week of class will result in a grade of NA (never attended) and removal from the course. If your consecutive absences exceed the number of class meetings per week, the center will initiate the administrative withdrawal procedure and in absence of extenuating circumstances, you will be removed from the class

GRADUATION APPLICATION DEADLINES:

All graduates are required to submit an application. There is a \$65 graduation fee to accompany the application. Pick up a graduation application from your advisor or the front office. Due dates:

Term 4- graduates - February 14, 2012

Term 5-graduates – February 14, 2012

Term 6- graduates – February 14, 2012 (June 24, 2012) if not attending the ceremony

MONDAY 5:30 – 10:00 P.M.

ART 100: Introduction to Art
BA 393: Personnel Selection & Evaluation *
BA 454: Management Cases*
MATH 095: Beginning Algebra
PSY 355: Skills/Strategies-Helping Profession*
SOC 363: Social Stratification*

TUESDAY 5:30 - 10:00 P.M.

BA 431: Advance Financial Accounting*
BA 310: Money & Banking
CJ 237: Criminal Law
MATH220: Elementary Statistics
PSY 360: Abnormal Psychology*
CJ 337: Victimology*

WEDNESDAY 5:30 - 10:00 P.M.

BA 317: International Management*
COMM105: Public Speaking
CJ 362: Criminal Investigation*
ID 301: Critical Thinking *
PSY 383: Human Behavior In the Social Environment*

THURSDAY 5:30 – 10:00 P.M.

BA 160: Microeconomic Principles
BA 201: Accounting Principles I
BA 358: Consumer Behavior *
BA 365: Leadership Theory*
PS 230: State and Local Government

**SENIOR PROJECT AVAILABLE – DISCUSS WITH YOUR ADVISOR
PRIOR TO ENROLLING.**

GOALS AND GUIDELINES ARE IN YOUR MYUIU

***MUST HAVE PEACOCKS EMAIL ACTIVATED**

SATURDAY 8:00 - 1:15 P.M. (7 WEEKS)

BA 222: Management Information System*
BIO 321: Building an Eco-Economy
ENG 102: English Composition II*

Note:

**No undergraduate classes on April 7th
due to the Easter Holiday. Graduate classes will be held at
regularly scheduled times.**

**PLEASE DOWNLOAD YOUR SYLLABUS FROM YOUR
MADISON GROUP IN MYUIU. SYLLABUS SHOULD BE
AVAILABLE TWO WEEKS BEFORE THE TERM STARTS.**

PLEASE CHECK PREREQUISITES FOR THESE CLASSES

**ANNOUNCEMENT:
AN OPEN HOUSE WILL BE HELD AT THE MADISON CENTER,
JANUARY 25TH, 2012, FROM 4:00 – 7:00PM.**

REFERRAL DRAWING- \$25.00 GAS CARD

**IT IS THE STUDENT'S RESPONSIBILITY TO COMPLETE A DROP
CARD TO **WITHDRAW** FROM ANY OF THE ABOVE CLASSES.**

ALAN CAPELLE..... CENTER DIRECTOR
DARYL HAESSIGACADEMIC ADVISOR
CINDY WEST.....ACADEMIC ADVISOR
DOREEN BOUDREAU..... MANAGER, STUDENT ACCOUNTS
CHARMAINE EMMANUEL..... ADMINISTRATIVE ASSISTANT
TINA ROOT.....ADMISSIONS ADVISOR
STEVE STEIN.....ASSISTANT PROFESSOR OF PSYCHOLOGY

OFFICE HOURS

**MONDAY – THURSDAY (9:00 – 6:00P.M.)
FRIDAY (8:00 – 5:00P.M)
SATURDAY (CLOSED)**

**PHONE: (608) 278-0350 FAX: (608) 278-0354
EMAIL: MADISON@UIU.EDU
WEBSITE: [HTTP://WWW.UIU.EDU/MADISON](http://www.uiu.edu/madison)
FAYETTE PHONE: (800) 553-4150
MBS DIRECT BOOKSTORE PHONE: (800) 325-3252
MBS DIRECT BOOKSTORE FAX: (800) 499-0143**

MBS DIRECT WEBSITE: [HTTP://WWW.MBSDIRECT.NET](http://www.mbsdirect.net)