

# Guide to Enrollment for Fall 2019 Schedule of Classes



University of Pittsburgh at Johnstown

**IMPORTANT FALL TERM 2018 (2191) REGISTRATION INFORMATION**  
**ENROLLMENT APPOINTMENT PERIOD**  
**MARCH 25 - APRIL 5, 2019**

**ADVISING INFORMATION**

All students will be required to meet with their academic advisor prior to enrolling for their Fall Term 2019 classes. You can find the name of your academic advisor on your Student Center page.

An **Advising Hold** has been assigned to all current students that will stop you from scheduling for fall classes until you meet with your academic advisor. **Schedule an advising appointment at least a few days before enrollment opens to discuss your fall class selections.**

**GENERAL QUESTIONS ABOUT ADVISING AND SELF-ENROLLMENT**

Please direct any questions to [upjreg@pitt.edu](mailto:upjreg@pitt.edu) or stop in the Registrar's Office located in 279 Blackington Hall. Drop in help is also available in the Registrar's Office for any student needing assistance with the Self-Enrollment process Monday through Friday from 8:30 am to 4:30 pm.

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**BEFORE YOUR ADVISING APPOINTMENT**

- ✓ View/Print the Fall Term Schedule of Classes
- ✓ Print an enrollment worksheet (available at [www.pitt-johnstown.pitt.edu/en/academics/registrar](http://www.pitt-johnstown.pitt.edu/en/academics/registrar))
- ✓ Review major and general education requirements – This information is available in your division office, the Office of Adult Education, on the Academic Success Center webpage, and for most majors by accessing your Degree Progress report available through the self-service menu in the student ([my.pitt.edu](http://my.pitt.edu)) system. The Academic Source Book 2015-2016 is available on the Registrar's Web Page.
- ✓ List your course selections on the enrollment worksheet
- ✓ Pay close attention to courses that have restrictions, pre and/or co-requisites, and those that require instructor or department permission.
- ✓ Make a list of any questions you may have for your advisor about your course selections.

**AFTER YOUR ADVISING APPOINTMENT**

- ✓ Contact the Registrar's Office (**prior to your enrollment appointment**) if any of your course selections required an override signature on your enrollment worksheet. The Registrar's Office staff will provide you with a class permission number that will allow you to self-enroll in the course requiring the override.
- ✓ Courses offered at the other four Pitt campuses may require a class permission number. Check with the Registrar's Office.
- ✓ Check course availability using the Class Search option available through the Self-Service menu on the student ([my.pitt.edu](http://my.pitt.edu)) system.
- ✓ Check that you do not have any holds that will stop you from enrolling for fall classes.
- ✓ Submit your fall term course selections on-line when your enrollment appointment period opens.

Information and a video on self service enrollment is available at [www.pitt-johnstown.edu/en/academics/registrar](http://www.pitt-johnstown.edu/en/academics/registrar) and in the University Services & Information portal community Student Center page to assist students with Self Service Enrollment. Students navigate to University Services & Information > Student Center.

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# Pitt – Johnstown Enrollment Worksheet

STUDENT NAME (Last, First)	STUDENT ID	MAJOR	TERM	YEAR
			<b>FALL</b>	<b>2019</b>

	CRN	SUBJECT	CATALOG NBR	CR	DAYS	TIME	INSTRUCTOR'S SIGNATURE for Override	REASON FOR OVERRIDE (See Below)
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								

**ALTERNATIVE COURSES:**

<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								

Days, Times, and Locations are subject to change; please check your schedule online at <https://my.pitt.edu>

STUDENT SIGNATURE	DATE	TOTAL CREDIT HOURS	Reasons for Override Signature <small>(Must accompany all Override Signatures)</small>
			Closed Class Program Waiver Time Conflict Instructor Consent Pre and/or Co Requisite
I, the student, by signing this form, agree and promise to pay the University all tuitions and fees resulting from this registration. I have reviewed my schedule and verified its accuracy; I understand that I am to register for only advisor-approved courses. I also understand that I am ultimately responsible for my course selections and their relevance to my program of study.			

## Writing Competency Courses Fall 2019

Note: Courses may have Pre-Requisites or be Restricted to Particular Majors

### Primary Writing Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
23425	ENGWRT	0050	INTRO TO CREATIVE WRITING	4010	Landrigan, Marissa Kathryn
16721	ENGWRT	0050	INTRO TO CREATIVE WRITING	4020	Landrigan, Marissa Kathryn
15920	ENGWRT	0053	INTRO TO PROFESSIONAL WRITING	4010	Schwerer, Frederick
30532	ENGWRT	0053	INTRO TO PROFESSIONAL WRITING	4020	Schwerer, Frederick
15842	ENGWRT	1130	GRAMMAR, USAGE, AND STYLE REVIEW	4010	Cox, Michael W
18789	ENGWRT	1192	TECHNICAL WRITING	4010	Sheets, Scott Albert
15926	ENGWRT	1192	TECHNICAL WRITING	4015	Sheets, Scott Albert
15927	ENGWRT	1192	TECHNICAL WRITING	4020	Cox, Michael W
24821	ENGWRT	1192	TECHNICAL WRITING	4025	Cox, Michael W
15944	ENGWRT	1192	TECHNICAL WRITING	4035	Fine, William J
15943	ENGWRT	1192	TECHNICAL WRITING	4040	Baxter, Kristin L
26721	ENGWRT	1192	TECHNICAL WRITING	4045	Baxter, Kristin L
15939	JOURNL	1132	REPORTING 1	4010	Wood, Leland K
16204	JOURNL	1134	FEATURE WRITING	4010	Wood, Leland K

### Writing Enhanced Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
27060	CET	1199	SENIOR PROJECT	4020	ALL CET Faculty
23331	COMMRC	1124	RHETORICAL CRITICISM	4010	Lucas, Paul A
26714	COMMRC	1124	RHETORICAL CRITICISM	4015	Lucas, Paul A
17129	ENGLIT	0598	BIBLE AS LITERATURE	4010	Cox, Catherine S
19271	ENGLIT	1553	HISTORY OF THE ENGLISH LANGUAGE	4010	Cox, Catherine S
26731	FDSED	0001	HIST/PHIL OF ED: AMER EMPHSS	4015	Previte, Mark A
15902	HIST	1002	WRITING SEMINAR FOR MAJORS	4010	Newman, Paul Douglas
29987	HIST	1410	AMERICAN REVOLUTION 1763-1783	4010	Newman, Paul Douglas
15878	HLTHCR	1050	HEALTH CARE EDUCATION	4010	Colbert, Bruce J
29341	MET	1199	SENIOR DESIGN PROJECT	4010	ALL MET Faculty
30059	MRKT	1690	MARKETING MANAGEMENT	4010	McGrath, John M
30612	PS	1209	MEDIA, POLITICS, AND THE LAW	4010	Alexander Jr, James R
15853	PS	1700	POLITICAL SCIENCE RESEARCH	4010	Alexander Jr, James R
15835	PSY	1031	RESEARCH METHODS	4010	Stern, Steven E
30626	SOC	0340	POLITICAL SOCIOLOGY	4010	Santoro, Daniel J
30627	SOC	0440	POLITICAL SOCIOLOGY	4010	Santoro, Daniel J
24552	SOC	1700	SENIOR SEMINAR IN SOCIOLOGY	4010	Coldsmith, Jeremiah L

## Speaking Competency Courses Fall 2019

Note: Courses may have Pre-Requisites or be Restricted to Particular Majors

### Primary Speaking Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
26712	COMMRC	0052	PUBLIC SPEAKING	4010	Johansson, Catherine S
25540	COMMRC	0052	PUBLIC SPEAKING	4030	staff
15928	COMMRC	0052	PUBLIC SPEAKING	4035	staff
15894	COMMRC	0052	PUBLIC SPEAKING	4040	Miller, Kimberly
25059	COMMRC	0052	PUBLIC SPEAKING	4045	Lucas, Paul
30527	COMMRC	0052	PUBLIC SPEAKING	4047	Wieczorek,Susan Marie
26713	COMMRC	0052	PUBLIC SPEAKING	4050	Flanders, Kimberly J
23418	COMMRC	0052	PUBLIC SPEAKING	4055	Flanders, Kimberly J
26711	COMMRC	0052	PUBLIC SPEAKING	4060	Flanders, Kimberly J
22543	COMMRC	0052	PUBLIC SPEAKING	4062	Wieczorek,Susan Marie
15856	COMMRC	0052	PUBLIC SPEAKING	4065	staff
23417	COMMRC	0052	PUBLIC SPEAKING	4070	Inuzuka, Ako
15937	COMMRC	0052	PUBLIC SPEAKING	4075	Inuzuka, Ako
23419	COMMRC	0052	PUBLIC SPEAKING	4076	staff
15881	COMMRC	0052	PUBLIC SPEAKING	4077	Nicodemus, Diane
15905	COMMRC	0052	PUBLIC SPEAKING	4085	McGinley, Maryl
29058	COMMRC	0052	PUBLIC SPEAKING	4087	Nicodemus, Diane
30526	COMMRC	0052	PUBLIC SPEAKING	4089	McGinley, Maryl
15882	COMMRC	0052	PUBLIC SPEAKING	4090	Bukoski,Richard J
22331	COMMRC	0052	PUBLIC SPEAKING	4095	Bukoski,Richard J
15873	COMMRC	0052	PUBLIC SPEAKING	4100	Bukoski,Richard J
30523	THEA	0053	ORAL INTERPRTTN OF LITERATUR	4010	Hartland,Frederick J.
23448	THEA	1502	ACTING 1	4010	Hartland,Frederick J.

### Speaking Enhanced Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
26793	ACCT	1120	INTERMEDIATE ACCOUNTING 1	4010	Zakrzwski,Deborah Smiach
26795	ACCT	1140	AUDITING	4010	Zakrzwski,Deborah Smiach
26797	ACCT	1190	ACCOUNTING INFORMATION SYSTEMS	4010	Zakrzwski,Deborah Smiach
28160	ACCT	1325	FINANCIAL STATEMENT ANALYSIS	4010	DeDiana,Cristina Marie
27060	CET	1199	SENIOR PROJECT	4010	Mash, Jason A
28297	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4010	Wharton,Patty J
15871	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4020	Wharton,Patty J
30525	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4030	Wharton,Patty J
28747	COMMRC	0083	INTERCULTURAL COMMUNICATION	4010	Inuzuka, Ako
30528	COMMRC	0083	INTERCULTURAL COMMUNICATION	4015	Inuzuka, Ako
25494	COMMRC	0320	MASS COMMUNICATION PROCESS	4010	Nicodemus,Diane M
22377	COMMRC	1135	MEDICAL COMMUNICATION	4015	Wieczorek,Susan Marie
30533	ENGWRT	531	POETRY WRITING	4010	Schwerer IV,Frederick Carl
26709	ENGWRT	0541	PLAYWRITING	4010	Schwerer IV,Frederick Carl
18789	ENGWRT	1192	TECHNICAL WRITING	4010	Sheets,Scott Albert
15926	ENGWRT	1192	TECHNICAL WRITING	4015	Sheets,Scott Albert
15927	ENGWRT	1192	TECHNICAL WRITING	4020	Cox,Michael W
24821	ENGWRT	1192	TECHNICAL WRITING	4025	Cox,Michael W
15944	ENGWRT	1192	TECHNICAL WRITING	4035	Fine,William J
26731	FDSED	0001	HIST/PHIL OF ED: AMER EMPHSS	4015	Previte,Mark A
30649	GEOG	1190	GEODEMOGRAPHY	4010	Kory, William
28221	HIST	1602	RELIGIONS OF THE WORLD	4010	Matson, Robert W
15820	MATH	1117	HISTORY OF MATHEMATICS	4010	Thompson,John W
29341	MET	1199	SENIOR DESIGN PROJECT	4010	Miller, Amy L.
26755	MRKT	1610	MARKETING RESEARCH	4015	Glenn, George S
26821	MRKT	1690	MARKETING MANAGEMENT	4010	McGrath, John M
18203	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4010	Katrancha,Elizabeth Dawn
25096	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4015	Katrancha,Elizabeth Dawn
30612	PS	1209	MEDIA, POLICS, AND THE LAW	4010	Alexander Jr,James R
28829	RELGST	1602	RELIGONS OF THE WORLD	4010	Matson, Robert W
15799	RESCA	1034	CLINICAL PRACTICUM 2	4010	Price,Terri D
15837	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4010	Girard,Nina
15846	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4015	Previte,Mark A
15800	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4020	No Instructor Assigned
15919	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4025	Chesney, Sarah M.

## Quantitative Reasoning Courses Fall 2019

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Note: Courses may have Pre-Requisites or seats restricted to particular majors

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
15849	CS	0015	INTRO TO COMPUTER PROGRAMMING	4010	Sarma-Weierman, Stephen
15769	CS	0015	INTRO TO COMPUTER PROGRAMMING	4015	Marchegiani,Sandro Raniero
28390	EDPSY	1121	EDUC ASSESS FOR INCLSN CLSSR	4010	STAFF
15883	EDPSY	1121	EDUC ASSESS FOR INCLSN CLSSR	4015	Vuckovich, Michael
15773	MATH	0002	COLLEGE ALGEBRA	4015	Hoffman,Elizabeth M
15772	MATH	0002	COLLEGE ALGEBRA	4020	Hoffman,Elizabeth M
29062	MATH	0002	COLLEGE ALGEBRA	4025	Thompson, Anita
15946	MATH	0002	COLLEGE ALGEBRA	4040	Thompson, Anita
15872	MATH	0002	COLLEGE ALGEBRA	4050	Girard, Nina
15870	MATH	0071	STRUCTR OF THE REAL NUMBR SYS	4010	Baird, Jacqueline R
29021	MATH	0080	FUNDAMENTALS OF MODERN MATH	4005	Baird, Jacqueline R
19228	MATH	0080	FUNDAMENTALS OF MODERN MATH	4010	Baird, Jacqueline R
15759	MATH	0401	DISCRET MATHEMATIC STRUCTURES	4010	Ohl, Stephan
15832	MATH	0401	DISCRET MATHEMATIC STRUCTURES	4025	Ohl, Stephan
28412	MATH	0401	DISCRET MATHEMATIC STRUCTURES	4030	Marchegiani,Sandro Raniero
30555	PHIL	0501	INTRODUCTION TO LOGIC	4010	Rice, Martin A
30556	PHIL	0501	INTRODUCTION TO LOGIC	4015	Rice, Martin A

## Literature in Translation Courses Fall 2019

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Note: Courses may have Pre-Requisites or seats restricted to particular majors

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
17129	ENGLIT	0598	BIBLE AS LITERATURE	4010	Cox,Catherine S
30552	FR	0640	MEDIEVAL FRENCH COURTLY ROMANCE	4010	Petrosky,David
28386	SPAN	1841	DON QUIXOTE AND THE NOVEL	4010	Bernal-Reyes,Alvaro Antonio

# Fall 2019

## Courses with Course Related Fees

BIOL	0111	GENERAL BIOLOGY LABORATORY 1	NUR	1121	ADVNCN CLINICAL PROBLEM SOLVING
BIOL	0121	GENERAL BIOLOGY LABORATORY 2	NUR	1121C	ADVNCN CLINICAL PROBLEM SOLVING CLIN
BIOL	0361	CELL BIOLOGY LABORATORY	NUR	1134	TRANSTN INTO PROF NUR PRACT
BIOL	0951	ANATOMY AND PHYSIOLOGY LAB 1	NUR	1134C	TRANSTN PROF NUR PRACT CLIN
BIOL	1120	VERTEBRATE ANATOMY	PEDC	0010	WATER AEROBICS
BIOL	1158	PLANT DIVERSITY LOCAL FLORA	PEDC	0018	DIRECTED STUDY
BIOL	1185	MICROBIOLOGY	PEDC	0022	AEROBIC DANCE
CHEM	0113	GENERAL CHEMISTRY LABORATORY 1	PEDC	0026	AQUATIC CONDITIONING
CHEM	0114	GENERAL CHEMISTRY LABORATORY 2	PEDC	0029	WEIGHT TRAINING - MEN
CHEM	0151	GENERAL CHEMISTRY 2 ENGINEERS	PEDC	0030	WEIGHT TRAINING - WOMEN
CHEM	0192	CHEM FOR HLTH PROFESSIONS LAB	PEDC	0060	BASKETBALL 1 - CO-EDUCATIONAL
CHEM	0233	ORGANIC CHEMISTRY LABORATORY 1	PEDC	0065	VOLLEYBALL
CHEM	0234	ORGANIC CHEMISTRY LABORATORY 2	PEDC	0087	PERSONAL DEFENSE
CHEM	0325	ANALYTICAL CHEMISTRY	PEDC	0099	BASIC ROCK CLIMBING
CHEM	1323	BIOCHEMISTRY LABORATORY	PEDC	0103	AEROBIC EXERCISE 1
GEOL	0015	PHYSICAL GEOLOGY	PEDC	0123	FIRST AID AND CPR
GEOL	1000	MINERALGY & OPTICAL MINERALGY	PEDC	0162	DANCE BASICS
GEOL	1110	STRUCTURAL GEOLOGY	PEDC	0184	SCUBA 1
GEOL	1139	GEOLOGY OF SOILS	PEDC	0200	WATER SAFETY INSTRUCTOR
NUR	0080	FOUNDATIONS OF NURSING PRACT 1	PHYS	0141	INTRODUCTION TO PHYSICS 1 LAB
NUR	1050	NUR CRE MTHRS, NEWBRNS & FMLYS	PHYS	0151	PHYSICS LABORATORY 1
NUR	1052	NUR CARE CHILD & THEIR FMLYS	PHYS	0153	PHYSICS LABORATORY 2
NUR	1060	NUR CLIENTS WITH PMH PROBS	PSY	0270	INTRODUCTORY STATISTICS
NUR	1120	ADV NUR MGT ACU/CPLX HLTH PROB	PSY	1031	RESEARCH METHODS

# Academic Policies and Procedures

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## Course Repetitions

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Required courses in a student's major must be repeated if the grade of F is received. If the grade of D is earned in a sequence course such as mathematics or language and the student intends to continue in that discipline, the course should be repeated. Other courses in which a C-/D/F is earned may be repeated at the discretion of the student. Course repetitions are subject to the following limitations:

1. No sequence course completed with a grade of C-/D/F may be repeated for credit after a higher-numbered course in that sequence has been passed with a C or higher grade.
2. Courses for which a C-/D/F has been earned cannot be repeated using the S/U grade option.
3. The grade earned by repeating a course replaces the grade originally earned. The originally earned grade will not be counted in the computation of the GPA; it does not increase the number of credits unless an F grade is replaced by a passing grade.
4. No course may be repeated at any institution other than the University of Pittsburgh or its regional campuses.
5. Except as noted in the course descriptions, a particular course may be taken for credit only once.
6. Courses passed with a grade of C or higher may be repeated only after consultation with a student's advisor.
7. A student may not take any course more than three times.

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## Physical Education

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A student may take no more than 2 credits of physical education per term, for a career total of 8 credits. Only the first 4 credits of physical education are considered as arts and sciences credits.

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## Termination of Registration/Resignation (Dropping all Classes)

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Students may resign any time after the end of the add/drop period but no later than the close of business on the 60th calendar day of the term or the 30th calendar day of the session by notifying the Office of the Registrar of their intention to terminate their registration for all classes by mail, phone, or in person. Registration and term tuition charges will be adjusted in accordance with the official University Title IV Refund Policy. Students must do this even if they are only registered for one course or credit. If they have housing and/or food service charges, they must notify the appropriate offices immediately.

After the 60th calendar day of the term or the 30th calendar day of the session, students can only terminate their registration by withdrawing through the Office of the Registrar.

Students who wish to drop all of their courses before the official end of add/drop period should do so by contacting the Office of the Registrar, 279 Blackington Hall. If students drop all of their courses, they will not be liable for their term tuition and fees, and their registration will become void.

If students resign after the last day of the add/drop period, they are liable for a percentage of their charges and will be issued R grades, denoting resignation on transcripts. R grades do not count toward a degree, grade point average, or academic progress for the purposes of financial aid eligibility.

Failing to attend the classes for which a student is registered or failing to notify the appropriate academic and administrative offices of nonattendance is not considered an official resignation. Students who fail to follow proper procedures for termination of their registration are responsible for all tuition and fees assessed for the term or session.

The effective date of resignation is determined by: (1) the date of in-person contact with the Office of the Registrar; (2) the date of the postmark on the letter of intent to resign (or the date of receipt if no postmark exists); (3) the date of notification by telephone; and (4) the date of last attendance.

R grades are assigned for all courses for which registration is terminated after the add/drop period but prior to the resignation deadline for the term or session.

W grades are assigned for all courses for which registration is terminated after the 60th calendar day of the term or the 30th calendar day of the summer session.



**Fall 2019 (2201) FINAL EXAM SCHEDULE**  
**University of Pittsburgh at Johnstown**

<b>EXAM DATE</b>	<b>Saturday December 7</b>	<b>EXAM DATE</b>	<b>Monday December 9</b>	<b>Tuesday December 10</b>	<b>Wednesday December 11</b>	<b>Thursday December 12</b>	<b>Friday December 13</b>
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<b>EXAM TIME</b>		<b>EXAM TIME</b>	<b>REGULAR CLASS MEETING TIMES</b>				
		<b>8:00AM - 10:00AM</b>	MWF 9:00 - 9:50	T-TH 9:30 - 10:50	MWF 10:00 - 10:50	T-TH 8:00 - 9:20	MWF 8:00 - 8:50
		<b>10:30AM - 12:30PM</b>	MWF 12:00 - 12:50	T-TH 12:30 - 1:50	MWF 1:00 - 1:50	T-TH 11:00 - 12:20	MWF 11:00 - 11:50
<b>1:30PM - 3:30PM</b>	Nat Sci Common Exam Time #1	<b>1:30PM - 3:30PM</b>	MWF 3:00 - 3:50	T-TH 3:30 - 4:50	MWF 4:00 - 4:50	T-TH 2:00 - 3:20	MWF 2:00 - 2:50
<b>4:00PM - 6:00PM</b>	Soc Sci Common Exam Time #1	<b>4:00PM - 6:00PM</b>	Nat Sci Common Exam Time #2	Engr / Eng Tech / JBE Common Exam Time #1	Nat Sci Common Exam Time #3	Engr / Eng Tech / JBE Common Exam Time #2	Soc Sci Common Exam Time #2
		<b>7:00PM - 9:00PM</b>	Mondays 6PM-8:40PM	Tuesdays 6PM-8:40PM	Wednesdays 6PM-8:40PM	Thursdays 6PM-8:40PM	

**NOTE:** Final Exams during the Common Exam Time periods will be scheduled at the discretion of the Division Offices.