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Fall 1997

School of Business and Entrepreneurship Fall 1997 and Winter 1998 Schedule of Classes

Nova Southeastern University

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SCHOOL OF BUSINESS AND ENTREPRENEURSHIP



SOUTH FLORIDA TRI-COUNTY CLUSTERS
WEEKEND AND FULL-TIME STUDENTS

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School of Business and Entrepreneurship 3100 SW Ninth Avenue Fort Lauderdale, Florida 33315 (954) 262-5000 OR 800-672-7223

MESSAGE FROM THE DIRECTOR J. Preston Jones, D.B.A.

An M.B.A. for the 21st Century

The School of Business and Entrepreneurship is committed to preparing business leaders to maximize the value of the organization over time, add value to society, and increase individual prosperity. While there is no exact prescription or formula for success, NSU graduate students enter the program with a passion for learning that leads to greater achievement.

Your curriculum is designed to provide an integrated framework within which to make decisions and take actions. Faculty will be directed to challenge students to learn new critical thinking skills, transform information into useful knowledge, and to attain a level of excellence that is recognized around the world. Candidates earning their M.B.A. will work very hard. But I believe hard work is ultimately rewarded.

Additionally, you are our partners in the educational process. We are governed by the highest standards and expectations of President Ovid Lewis, Dean Randy A. Pohlman, distinguished faculty, corporate partners, and the Southern Association of Colleges and Schools. *Together*, we can help graduate students to *master* the skills and business philosophies required to compete and succeed in the next millennium.

The members of the School of Business Student Body are our finest customers. Accordingly, our administrative staff is *rededicated* to providing service of the highest quality to those we serve.

Nova Southeastern University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone number (404) 679-4501) to award bachelor's, master's, educational specialist, and doctoral degrees.

Nova Southeastern University admits students of any race, color, sex, age, non-disqualifying disability, religion or creed, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school, and does not discriminate in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Master's Program Offices

TREESERVILE TOTAL	Parending		a zi e lephone # s and de Esmail Accircuses de
M.B.A. M.Acctg. M.S./HRM	Dr. J. Preston Jones Program Director	Curriculum Development and Program Management Internship and Cooperative Program	 (954) 262-5127 800-672-7223, Ext. 5127 prestonj@sbe.nova.edu
	Ms. Laura Twilley Admin. Assistant	Syllabi	 (954) 262-5130 800-672-7223, Ext. 5130 twilleyl@sbe.nova.edu
	Dr. Kathy L. Lewis Assistant Program Director	Faculty Recruitment and Special Projects	 (954) 262-5128 800-672-7223, Ext. 5128 lewisk@sbe.nova.edu
	Ms. Iliana R. Cruz Admin. Assistant	Faculty Coordination	 (954) 262-5129 800-672-7223, Ext. 5129 iliana@sbe.nova.edu
	Ms. Tracie Cooper Admin. Assistant	 Grades Video prerequisites	 (954) 262-5131 800-672-7223, Ext. 5131 tracie@sbe.nova.edu
M.I.B.A.	Dr. Herb Johnson Program Director	Curriculum Development and Program Management Internship and Cooperative Program	 (954) 262-5123 800-672-7223, Ext. 5123 johnsonh@sbe.nova.edu
	Ms. Sylvia Lanski Admin. Assistant	Program Coordination	 (954) 262-5124 800-672-7223, Ext. 5124 lanski@sbe.nova.edu
M.S./HSA M.S./MM M.P.A.	Dr. Daniel Austin Program Director	Curriculum Development and Program Management Internship Program	 (954) 262-5145 800-672-7223, Ext. 5145 austin@sbe.nova.edu
	Ms. Barbara Ireland Admin. Assistant	Program Coordination	 (954) 262-5146 800-672-7223, Ext. 5146 barbara@sbe.nova.edu

Office of Student Services

Hours: Monday - Wednesday - Friday: 8:30 a.m. - 5:00 p.m.
Tuesday - Thursday: 12:00 Noon - 5:00 p.m.

STUDENT SERVICES	Comact Person/little	Responsibilities	Telephone #'s and E-mail Addresses
So. Florida Tri-County Area	Chris Ali Student Advisor In person: By appointment only	See Below	 (954) 262-5022 800-672-7223, Ext. 5022 alic@sbe.nova.edu
Cluster Students Outside South Florida Tri-County Area	Kelly Ferguson Student Advisor In person: By appointment only	See Below	 (954) 262-5021 800-672-7223, Ext. 5021 kellyg@sbe.nova.edu

Student Advisors can assist and direct you with prerequisites, transfer of credits, scheduling, course work, registration, portfolios, repeating GMAT/GRE, and grades from past terms (excluding the term just ended). You are encouraged to call or e-mail them.

REGISTRATION South Florida Tri-County Area	ТВА	Registration	 (954) 262-5026 800-672-7223, Ext. 5026
REGISTRATION Cluster Students Outside South Florida Tri-County Area	Racquel Johnson Registration Coord.	Registration	 (954) 262-5023 800-672-7223, Ext. 5023 rockyj@sbe.nova.edu
ADMISSIONS South Florida Tri-County Area	Beverly Alfonso Admissions Secretary	Application Status	 (954) 262-5017 800-672-7223, Ext. 5017 beverly@sbe.nova.edu
ADMISSIONS Cluster Students Outside South Florida Tri-County	Jeannette Eiskowitz Admissions Secretary	Application Status	 (954) 262-5025 800-672-7223, Ext. 5025 jeannett@sbe.nova.edu
VALUE INTEGRATION (formerly Productivity Improvement Workshop)	Althea Talbott Admin. Assistant	Reservations Value Integration (formerly Productivity Improvement Workshop)	 (954) 262-5018 800-672-7223, Ext. 5018 talbott@sbe.nova.edu
	Tracie Cooper Admin. Assistant	Value Integration (formerly Productivity Improvement Workshop) Administration	 (954) 262-5131 800-672-7223, Ext. 5131 tracie@sbe.nova.edu
CHALLENGE EXAMS	Althea Talbott Admin. Assistant	Challenge Exams	 (954) 262-5018 800-672-7223, Ext. 5018 talbott@sbe.nova.edu

Nova Southeastern University Central Services

Central Services	, Address	Office Hours	Telephone and Fax #'s E-mail Addresses
Financial Aid Office	3301 College Avenue Fort Lauderdale, FL 33314 Horvitz Admin. Bldg. First Floor	Mon Th. : 8:30 a.m. – 7: p.m. Fri. : 8:30 a.m. – 6: p.m. Sat. : 9:00 a.m. – Noon	Craig Elias (954) 262-4070 800-522-3243 elias@nsu.acast.nova.edu (954) 452-1415 FAX
Student Accounts Receivable	3301 College Avenue Fort Lauderdale, FL 33314 Horvitz Admin. Bldg. First Floor	Mon Th. : 8:30 a.m 7: p.m. Fri. : 8:30 a.m 6: p.m. Sat. : 9:00 a.m Noon	Santa D'Iorio (954) 262-5213 800-541-6682
REGISTRAR'S OFFICE: Diplomas ID Cards Grades Transcripts	3301 College Avenue Fort Lauderdale, FL 33314 Horvitz Admin. Bldg. First Floor	Mon Th. : 8:30 a.m 7: p.m. Fri. : 8:30 a.m 6: p.m. Sat. : 9:00 a.m Noon	(954) 262-7255 800-541-6682
NOVA BOOKS NSU keepsakes Supplies Textbooks	3301 College Avenue Fort Lauderdale, FL 33314 Rosenthal Student Center	Mon. – Fri. : 9:30 a.m. – 6: p.m. Sat. : 10: a.m. –1: p.m.	(954) 262-4750 800-509-2665 (order books) novabook@sbe.nova.edu (954) 476-4759 FAX
Einstein Library	3301 College Avenue Fort Lauderdale, FL 33314 Parker Building	Mon. – Th. : 8:30 a.m. –11: a.m. Fri. : 8:30 a.m. – 9: p.m. Sat. : 8:30 a.m. – 7: p.m. Sun. : Noon – 9: p.m.	(954) 262-4601 800-541-6682 (select student services option) e-mail menu option
East Campus Micro-Lab	3100 SW 9 th Avenue Fort Lauderdale, FL 33315 2 nd Floor, Tower Building	Mon. – Fri. : 8:30 a.m. –10: p.m. Sat. : 8:00 a.m. –6: p.m. Sun. : CLOSED	(954) 262-5000 800-672-7223, Ext. 5167
East Campus Library	3100 SW 9 th Avenue Fort Lauderdale, FL 33315 2 nd Floor, Tower Building	Mon. – Fri. : 9:00 a.m. – 9: p.m. Sat. : 10:00 a.m. –6: p.m.	(954) 262-4614 800-672-7223, Ext. 4614
Marketing Department	3100 SW 9th Avenue Fort Lauderdale, FL 33315 Modular Facilities	Mon. – Fri. : 8:30 a.m. – 5: p.m.	(954) 262-5100 800-672-7223, Ext. 5100

Registration Terms and Policies

The following terms and policies should assist you in successfully managing your registration activities.

- 1. All students should read the current School of Business and Entrepreneurship Catalog and become familiar with program policies and procedures.
- 2. New students are encouraged to attend the new student registration/orientation meeting scheduled each term. Contact your Cluster Coordinator for dates and times.
- 3. If you are unsure of your course registration requirements, please call or make an appointment with your advisor.
- 4. Registrations WILL NOT be accepted after the final class meeting.
- 5. Be sure to obtain your course syllabi prior to registration. Master's program syllabi are only available through the SBE Web page at http://caesar.sbe.nova.edu/sbe/Courses/Masters/syllabi

IF YOU DO NOT HAVE AN ON LINE ACCOUNT PLEASE CONTACT OUR UNIX COORDINATOR AT (954) 262-5062.

Registration Terms and Policies

IN PERSON:

Register in person (appointment required) by submitting your completed student transaction form and tuition and fees IN FULL to an advisor. Remember registrations will not be accepted after the final class meeting.

BY MAIL:

Mail your completed student transaction form and tuition and fees **IN FULL** in the envelope provided, or in an envelope addressed to Nova Southeastern University, School of Business and Entrepreneurship, 3100 SW 9th Avenue, Fort Lauderdale, Florida 33315, Attention: Registration. East Campus students who have not received registration materials may request them by calling (954) 262-5019.

BY FAX:

FAXED REGISTRATION FORMS WILL NOT BE ACCEPTED.

REGISTRATION CONFIRMATION:

You will receive a schedule verification in the mail 3-4 weeks from the time we receive your registration in the Office of Student Services. Receipt of verification can take longer as registration deadlines near. To avoid delay in receipt of your registration verification and to ensure a seat in classes that may close, please register early. We will notify you in writing if there are any problems in processing your registration.

Registration	: Required	each term	\$ 20.00
Student Activity Fee	: This fee is students o	s for East Campus only	\$10.00
Late Registration Fees (see page 8)	: Fee I Fee II Fee III		\$ 15.00 \$ 50.00 \$100.00
Tuition:			·
M.B.A., M.S./HRM, M.S./HSA, M.I.B.A., M	I.Acctg:	(per credit)	\$425.00*
Master of Public Administration (M.P.A.)	:	(per credit)	\$270.00*
Master of Accounting Program prerequisit	es:	(per credit)	\$425.00*
Video prerequisites	:	(per course)	\$375.00*
M.P.A. and M.S./HSA prerequisites	:	(per course)	\$250.00

^{*} Tuition subject to change

FINANCIAL AID:

According to Federal regulations, students eligible for financial aid must be enrolled and taking classes for the duration of an entire term. When enrolling in Value Integration (formerly Productivity Improvement Workshop) only, appropriate arrangements must be made to pay for your workshop at the time of registration.

Please note, courses taken in addition to the workshop must be completed. Otherwise loan money will be returned to the lender, and the student will bear the responsibility for payment.

Registration Deadlines

	Registration Dates	Late Registration		LATE Registration Feos
Fall Term October–December 1997 (97F)	August 4-22, 1997	 August 25-29, 1997 September 29-October 3, 1997 (Day & Sequence I Students) October 6-10, 1997 (Sequence II Students) October 6-10, 1997 (Day & Sequence I Students) October 13-17, 1997 (Sequence II Students) 	•	\$15.00 late fee \$50.00 late fee \$50.00 late fee \$100.00 late fee \$100.00 late fee
Winter Term January-March 1998 (98W)	November 3-21, 1997	 November 24-26, 1997 January 5-9, 1998 (Day & Sequence I Students) January 12-16, 1998 (Sequence II Students) January 12-16, 1998 (Day & Sequence I Students) January 19-23, 1998 (Sequence II Students) 	•	\$15.00 late fee \$50.00 late fee \$50.00 late fee \$100.00 late fee \$100.00 late fee
Spring Term April-June 1998 (98S)	February 2-10, 1998	 February 23-27, 1998 March 30-April 3, 1998 (Day & Sequence I Students) April 6-10, 1998 (Sequence II Students) April 6-10, 1998 (Day & Sequence I Students) April 13-17, 1998 (Sequence II Students) 	•	\$15.00 late fee \$50.00 late fee \$50.00 late fee \$100.00 late fee \$100.00 late fee
Summer Term July-September 1998 (982)	May 4-22, 1998	 May 25-29, 1998 July 6-10, 1998 (Day & Sequence I Students) July 13-17, 1998 (Sequence II Students) July 13-17, 1998 (Day & Sequence I Students) July 20-24, 1998 (Sequence II Students) 	•	\$15.00 late fee \$50.00 late fee \$50.00 late fee \$100.00 late fee \$100.00 late fee

GRADES:

Instructors submit grades to the program office approximately one week after the final class. Copies are kept in the program office and the originals are sent to the Registrar's office to be recorded. It usually takes 2 - 3 weeks to receive an official grade report for the term just ended. Grade reports are mailed as each grade roster is received. Though you may initially receive a grade report showing only one grade, your remaining grades will follow once they are posted. To protect your privacy, The Family Education Rights Privacy Act¹ prevents us from giving grades over the phone. If you have not received your grades and would like an update on their status, once the three-week period has past please call (954) 262-5132 or 800-672-7223, Ext. 5132.

DROP/ADD POLICY:

Students may drop or add classes during the drop/add period without penalty. Students who **drop classes** after the first class meeting are subject to the guidelines governing the withdrawal and refund policies of the School of Business and Entrepreneurship. Classes dropped after the drop/add periods of classes are treated as withdrawals and will be reflected as such on the official transcript.

Students may add classes after the first class meeting through the end of the drop/add period ONLY with permission from the instructor(s). Students may NOT add classes after the second week or second weekend.

WITHDRAWAL POLICY:

Students may withdraw before the last weekend of class. Students must complete a student transaction form to withdraw from class. A grade of "W" for withdrawal will be reflected on the official transcripts for any classes from which students withdraw after the drop/add period.

REFUND POLICY:

Students who inform the Office of Student Services of their intention to withdraw will receive a tuition refund based on the schedule below. Students <u>must</u> contact their advisor <u>immediately</u> upon withdrawing in order to receive the appropriate refund.

Classes: 100% up to the first day of classes.

During the first 70% of a course, a refund equal to the percentage of time not attended will be issued with a minimum refund of 40%. For example:

A student who attends two sessions (6 clock hours) of a ten-class, 30 clock hour course, has not attended 80% of the classes and will receive an 80% refund.

A student who attends seven sessions (21 clock hours) of a ten-class, 30 clock hour course, has not attended 30% of the classes and will receive a 40% refund.

Students who attend more than 70% of a course or who do not notify the Office of Student Services immediately upon leaving a course, will not be entitled to a refund according to the above schedule.

Video Prerequisites: No refunds are available once the package of materials has been opened.

TEXTBOOKS:

Books may be purchased at Nova Books, Inc., located at Nova Southeastern University, Rosenthal Student Center, 3301 College Avenue, Fort Lauderdale, Florida 33314. You may place your order by phone (954) 262-4750 or 800-509-2665 (ask for Nova Books).

¹Student Notification of Rights Under FERPA: The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are: (1) The right to inspect and review your education records. (2) The right to request the amendment of your education records to ensure that they are not inaccurate, misleading, or otherwise in violation of your privacy or other rights. (3) The right to consent to disclosures of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without consent. (4) The right to file with the U.S. Department of Education a complaint concerning the alleged failures by the University to comply with the requirements of FERPA. (5) The right to obtain a copy of the University's student records policy. You can obtain a copy of the policy from the Registrar's office.

Prerequisite Courses

Students entering the School of Business and Entrepreneurship programs may enroll in our computer-video three-credit prerequisite courses. At the present time, these courses have no scheduled class meetings.

Prerequisite courses must be completed prior to registering for the corresponding graduate course.

Procedure for the administration of the computer-video prerequisite classes is as follows:

- Register for the prerequisite course(s) at a tuition rate of \$375.00 per course, which is all-inclusive.
- For additional information, please call your student advisor or cluster coordinator.

Each term the following courses are offered:

	7656 (C(O)),			ONSTREEDURSES
TERM CODE	PREFIX	COURSE#	SECTION	COURSE TITLE
97F 98W	GMPF	5001	VID	Introductory Accounting
97F 98W	GMPF	5002	VID	Introductory Quantitative Analysis
97F 98W	GMPF	5003	VID	Introductory Economics
97F 98W	GMPF	5008	VID	Principles of Finance

SPECIALIZATIONS

Students wishing to pursue specialization course work to complement their graduate degrees may do so by completing three additional courses. Appropriate prerequisite courses at both the undergraduate and graduate level must be completed prior to taking any specialization courses. Student Advisors are available in the Office of Student Services to counsel you on your eligibility. The specializations available for the Fall 1997 and Winter 1998 academic year are listed below. Included are specific courses required for completion of each specialization. PLEASE NOTE COURSES ARE NOT OFFERED EACH TERM.

Accounting

GMP 5/13	Accounting Theory
GMP 5725	Financial Statement Analysis
GMP 5733	Advanced Managerial Accounting

Prerequisites:

Introductory Accounting (3 credits, undergrad.), & Intermediate Acct. I & II (3 credits, undergrad.), & GMP 5060 Accounting for Decision Makers, or GMP 5756 International Accounting, or

GMP 5470 Planning, Budgeting, & Control, or GMP 5471 Planning, Budgeting, & Control in Health Care

Finance

GMP 5530	Money Market & Monetary Institutions+
GMP 5560	Advanced Financial Policy*
GMP 5620	Investment Principles & Policies*

Prerequisites:

Principles of Finance (3 credits, undergrad.) & GMP 5080 Applying Managerial Finance, or GMP 5081 Health Care Finance and budgeting, or GMP 5082 Public Administration Finance

GIVIP 3002 Public Authinistration Finance

Health Services Administration

GMP 5440 Health Policy Development GMP 5447 Principles of Managed Care

GMP 5471 Planning, Budgeting, & Control in Healthcare Prerequisites:

Frerequisites.

Introductory Accounting (3 credits, undergrad.) & GMP 5012 21st Century Management Practices

Human Resource Management

GMP 5240	Advanced Organizational Development
GMP 5320	Management Communications
GMP 5360	Human Resource Development
Prerequisites:	

Personnel Administration (3 credits, undergrad.) & GMP 5012 –21st Century Management Practices

International Business

GMP 5815	International Finance & Investments
GMP 5833	International Marketing
GMP 5818	International Business Environment
Prerequisites:	
Introductory Ma	rketing (3 credits, undergrad.) &
Principles of Fir	nance (3 credits, undergrad.)

Management Info. Systems**

MMIS 620	Management Information Systems
MMIS 630	Databases in MIS
MMIS 653	Telecommunications & Computer
	Networking

Prerequisites:

High-level Programming language (3 credits, undergrad.) or MMIS 610 Survey of Computer Languages

Marketing GMP 5550

GMP 5574	Customer Service Management
GMP 5833	International Marketing+

Sales Management*

Prerequisites:

GMP 5440

Introductory Marketing (3 credits, undergrad.), & GMP 5070 Managerial Marketing

Medical Management

GMP 5447	Principles of Managed Care
GMP 5953	Special Topics in Medical Management
GMP 5475@	Strategic Management of Healthcare Org.
GMP 5420 [%]	Ethical and Legal Issues in Health Services
@ Substitute fo	r GMP 5090 Entrepreneurial and Strategic
	Thinking

Health Policy Development

% Substitute for GMP 5015 The Legal, Ethical and Social Values of Business

Public Administration

GMP 5455	Conflict Resolution in Government
GMP 5460	Legal, Ethical, and Social Values in the
	Dulilla Cantan

Public Sector

GMP 5480 Public Policy Analysis

SUBSTITUTIONS FOR COURSEWORK ARE MADE WITH THE PROGRAM DIRECTOR'S APPROVAL REVIEW SCHEDULE OF CLASSES FOR EXACT OFFERINGS

^{*} Courses offered in the SPRING term only

**Courses offered thr

⁺ Courses offered in the SUMMER term only

VALUES-BASED LEADERSHIP - GMP 5199

Values-Based Leadership is a one credit-hour course that each student must take during his or her course of study. This course will be offered periodically on the East Campus (please see schedule below). Beginning January 1998 Values-Based Leadership will only be offered with Value Integration (formerly Productivity Improvement Workshop*).

Those students who do not elect to take the Value Integration (formerly Productivity Improvement Workshop) should register for one of the Values-Based Leadership courses (all course requirements must have been completed prior to registration).

Values-Based Leadership sessions are held Fridays 6:00 p.m.-10:00 p.m. and Saturdays 8:00 a.m. - 5:00 p.m. Course activities include video, lecture/discussion, readings, a short project, and final assessment of learning. The course syllabus is currently available on line.

PRELIMINARY READINGS AND A WRITTEN ASSIGNMENT ARE DUE THE FIRST NIGHT OF CLASS. Fall 1997 **East Campus** Term Section Subject & Code **Dates** Time Course # 97F GMP 5199 MB1 December 5 & 6 Friday: 6 p.m. - 10 p.m. Saturday: 8 a.m. - 5 p.m. 97F GMP 5199 MB2 December 12 & 13 Friday: 6 p.m. - 10 p.m. Saturday: 8 a.m. - 5 PM

*Beginning January, 1998 Productivity Improvement Workshop will be renamed VALUE INTEGRATION.

VALUE INTEGRATION (formerly Productivity Improvement Workshop) - GMP 5102

Workshop Description

Students will develop the leadership skills to assume individual responsibility for effectively creating and producing appropriate regional, national or global organizational outcomes; and skills in reflective thinking and critical analysis (e.g., using action research methods and tools) to convert organizational core competencies into organizational performance consistent with an organization's vision. **Prerequisites**: All other M.B.A. courses.

Prerequisite : Students must be fully-accepted, having met <u>all</u> admission requirements.

Reservation Process: (Limited seating available for each workshop).

- All course work must be completed and paid in full prior to attending the workshop.
- Students must request a specific date 6-9 months prior to the completion of their master's program.
- Reservations do not guarantee a requested date.
- To reserve a seat, PLEASE COMPLETE THE FORM BELOW AND RETURN BY MAIL OR FAX TO:

Ms. Althea Talbott, Office of Student Services School of Business and Entrepreneurship Nova Southeastern University 3100 SW 9th Avenue Fort Lauderdale, FL 33315-3025 FAX (954) 262-3964

- A written confirmation will be sent to you within 3 weeks. Note: A reservation does not guarantee your first choice of dates. Please wait for written confirmation before making arrangements for travel and accommodations.
- Address Changes: Important! If an address change is required, please call Althea Talbott at (954)262-5018.

VALUE INTEGRATION (formerly Productivity Improvement Workshop)

Reservation

Name:	Social Security #//			
Address:(Street)	(City)	(State) (Zip		
Cluster:				
Phone: (H)/(O)/	Number of courses completed: Degree:			
Please mark your 1st and 2nd choice: DATES:				
January 12-16, 1998 January 26-30, 1998 February 2-6, 1998 April 20-24, 1998 April 27-May 1, 1998	May 11-15, 1998 July 6-10, 1998 July 13-17, 1998 July 20-24, 1998 July 27-31, 1998	August 3-7, 1998 August 10-14, 1998		

IMPORTANT FINANCIAL AID INFORMATION!

According to Federal regulations, students eligible for financial aid must be enrolled and taking classes for the duration of an entire term. When enrolling in the Value Integration (formerly Productivity Improvement Workshop) only, appropriate arrangements must be made to pay for your workshop at the time of registration.

Please note, courses taken in addition to the workshop must be completed. Otherwise loan money will be returned to the lender, and the student will bear the responsibility for payment.

MASTER OF BUSINESS ADMINISTRATION CURRICULUM ORDER OFF-CAMPUS CLUSTER STUDENTS (excluding Coral Springs)

M.B.A. cluster students can refer to the following list in planning their schedules. Courses are usually offered in the cluster sites in the order listed.

PLEASE SPEAK WITH YOUR CLUSTER COORDINATOR TO DETERMINE VARIATIONS FROM THE FOLLOWING SCHEDULE.

FIRST TERM

GMP 5012 (E) 21st Century Management Practices

GMP 5015 (L) The Legal, Ethical, and Social Values of Business

SECOND TERM

GMP 5017 (L) Delivering Superior Customer Value

GMP 5020 (E) Managing Organizational Behavior

THIRD TERM

GMP 5030 (L) Managing Human Resources

GMP 5040 (E) Quantitative Thinking*

FOURTH TERM

GMP 5050 (E) Economic Thinking*

GMP 5060 (L) Accounting for Decision Makers* (Requires pre-assignment due the first night of class)

FIFTH TERM

GMP 5070 (L) Managerial Marketing

GMP 5080 (E) Applying Managerial Finance*

SIXTH TERM

GMP 5090 (L) Entrepreneurial and Strategic Thinking*

GMP 5095 (E) Operations and Systems Management

ADDITIONAL

GMP 5199

Values-Based Leadership (Final offering FALL 1997)

GMP 5102

Value Integration (formerly Productivity Improvement Workshop)

OR

GMP 5100 Master's Project

*STUDENTS MUST HAVE SATISFIED PROGRAM PREREQUISITES PRIOR TO REGISTERING FOR CLASSES.

WEEKEND CLASS MEETING DATES

Students will follow the schedule below based upon their enrollment in either Sequence I or Sequence II.

	5126510116	SEQUENCE	State of the state
FALL October-December, 1997 (97F)	 Sessions 1 and 2 Sessions 3 and 4 Sessions 5 and 6 Sessions 7 and 8 Sessions 9 and 10 	 October 3 & 4 October 24 & 25 November 7 & 8 November 21 & 22 December 12 & 13 	 October 17 & 18 Oct. 31 & Nov. 1 November 14 & 15 December 5 & 6 December 19 & 20
WINTER January-March, 1998 (98W)	 Sessions 1 and 2 Sessions 3 and 4 Sessions 5 and 6 Sessions 7 and 8 Sessions 9 and 10 	 January 9 & 10 January 23 & 24 February 13 & 14 February 27 & 28 March 13 & 14 	 January 16 & 17 January 30 & 31 February 20 & 21 March 6 & 7 March 20 & 21
SPRING April-June, 1998 (98S)	 Sessions 1 and 2 Sessions 3 and 4 Sessions 5 and 6 Sessions 7 and 8 Sessions 9 and 10 	 April 3 & 4 April 24 & 25 May 8 & 9 May 29 & 30 June 12 & 13 	 April 17-& 18 May 1 & 2 May 15 & 16 June 5 & 6 June 19 & 20
SUMMER July-September 1998 (982)	 Sessions 1 and 2 Sessions 3 and 4 Sessions 5 and 6 Sessions 7 and 8 Sessions 9 and 10 	 July 10 & 11 July 24 & 25 August 7 & 8 August 21 & 22 September 11 & 12 	 July 17 & 18 July 31 & August 1 August 14 & 15 August 28 & 29 September 18 & 19

HOLIDAY SCHEDULE

The University will be closed on the following holidays.

There will be no class meetings.

•	Rosh Hashanah	October 2, 1997
•	Thanksgiving	November 27 & 28, 1997
•	Christmas Eve	December 24, 1997 @ 12:00 Noon
•	Christmas Day	December 25, 1997
•	New Year's Eve	December 31, 1997 @ 12:00 Noon
•	New Year's Day	January 1, 1998
•	Martin Luther King Jr. Day	January 19, 1998
•	Good Friday	April 10, 1998
•	Memorial Day	May 25, 1998
•	Independence Day	July 3, 1998
•	Labor Day	September 7, 1998

• Yom Kippur ----- September 30, 1998

EAST CAMPUS - WEEKEND COURSES - SEQUENCE I FALL TERM 1997, October 3 - December 13

Early = Friday, 6:00 p.m. - 8:00 p.m. & Saturday, 8:00 a.m. - Noon Late = Friday, 8:15 p.m. - 10:15 p.m. & Saturday, 1:00 p.m. - 5:00 p.m.

Term Code	Subject & Course #	Section	Course Title	Time	ROOM#
97F	GMP 5015	MB1	The Legal, Ethical, & Social Values of Business	Late	351
97F	GMP 5050*	MB1	Economic Thinking*	Early	352
97F	GMP 5060*	MB1	Accounting for Decision Making*	Late	352
97F	GMP 5070	MB1	Managerial Marketing	Late	352A
97F	GMP 5017	MB1	Delivering Superior Customer Value	Late	355
97F	GMP 5080*	MB1	Applying Managerial Finance*	Early	351
97F	GMP 5095	MB1	Operations and Systems Management	Early	356
97F	GMP 5090*	MB1	Entrepreneurial and Strategic Thinking*	Early	356
97F	GMP 5445	HA1	Health Research and Evaluation	Early	350
97F	GMP 5430	HA1	Health Administration and Management	Late	350
97F	GMP 5495	MP1	Leading the Public Organization (formerly Leadership in Public Administration)	Early	354
97F	GMP 5905	MP1	Microcomputer Applications in Business	Late	354
97F	GMP 5812	IB1	International Legal Environments	Early	B101
97F	GMP 5815	IB1	International Finance & Investments	Late	B101
97F	GMP 5824	IB1	International Operations & Management	Late	B102

[®]Students completing final requirements for the Master of Accounting degree this term should complete an application for degree available in the Office of Student Services.

MASTER OF INTERNATIONAL BUSINESS ADMINISTRATION ONLY! IF YOU HAVE ANY QUESTIONS PLEASE SEE YOUR STUDENT ADVISOR.

M.I.B.A. Capstone (4 credit hours): After completing 18 credit hours, select one of the following at time of registration:

- GMP 5100 Master's Project
- GMP 5109 Internship
- GMP 5847 Field Experience
- GMP 5199 Values-Based Leadership (one [1] credit hour)
- GMP 5102 Value Integration (formerly Productivity Improvement Workshop)

EAST CAMPUS - WEEKEND COURSES - SEQUENCE II FALL TERM 1997, October 17 - December 20

Early = Friday, 6:00 p.m. - 8:00 p.m. & Saturday, 8:00 a.m. - Noon Late = Friday, 8:15 p.m. - 10:15 p.m. & Saturday, 1:00 p.m. - 5:00 p.m.

Term Code	Subject & Gourse #	Section	Course Title	Time	ROOM#
97F	GMP 5012	M2E	21st Century Management Practices	Early	356
97F	GMP 5012	M2L	21st Century Management Practices	Late	356
97F	GMP 5020	M2E	Managing Organizational Behavior	Early	351
97F	GMP 5020	M2L	Managing Organizational Behavior	Late	351
97F	GMP 5030	MB2	Managing Human Resources	Late	355
97F	GMP 5040*	MB2	Quantitative Thinking*	Early	355
97F	GMP 5360	HR2	Human Resource Development	Early	352
97F	GMP 5375	HR2	Employee Health & Reward Systems	Late	352
97F	GMP 5475	HA2	Strategic Management of Health Care Organizations	Early	B101
97F	GMP 5475	HA2	Strategic Management of Health Care Organizations	Late	B101
97F	GMP 5420	HA2	Ethical and Legal Issues in Health Services	Early	B102
97F	GMP 5420	HA2	Ethical and Legal Issues in Health Services	Late	B102
97F	GMP 5806	IB2	International Economics	Late	B103
97F	GMP 5809	IB2	International Accounting	Early	B103
97F	GMP 5827	IB2	Import/Export Management	Late	B104
97F	GMP 5839	IB2	International Competitiveness	Early	B104

[®]Students completing final requirements for the Master of Accounting degree this term should complete an application for degree available in the Office of Student Services.

^{*}Students must have satisfied program prerequisites to register for classes.

^{**}Classes open only to students who have taken GMP 5012-5080 and are fully matriculated.

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^{**}Classes open only to students who have taken GMP 5012-5080 and are fully matriculated.

EAST CAMPUS - WEEKEND COURSES - SEQUENCE I WINTER TERM 1998, January 9 - March 14

Early = Friday, 6:00 p.m. - 8:00 p.m. & Saturday, 8:00 a.m. - Noon Late = Friday, 8:15 p.m. - 10:15 p.m. & Saturday, 1:00 p.m. - 5:00 p.m.

Term. Code	Subject &	Section	Course Title	Time	ROOM#
98W	GMP 5015	MB1	The Legal, Ethical and Social Values of Business	Late	351
98W	GMP 5050*	MB1	Economic Thinking*	Early	352
98W	GMP 5060*	MB1	Accounting for Decision Making*	Late	352
98W	GMP 5070	MB1	Managerial Marketing	Late	352A
98W	GMP 5017	MB1	Delivering Superior Customer Value	Late	355
98W	GMP 5080*	MB1	Applying Managerial Finance*	Early	351
98W .	GMP 5095	MB1	Operations and Systems Management	Early	355
98W	GMP 5090*	MB1	Entrepreneurial and Strategic Thinking*	Early	356
98W	GMP 5713	AC1	Accounting Theory	Early	353
98W	GMP 5782	AC1	Business Law II	Early	253
98W	GMP 5733	AC1	Advanced Managerial Accounting	Late	253
98W	GMP 5764	AC1	Taxation of Pensions, Profit-Sharing Plans, and Tax Exempt Organizations	Late	353
98W	GMP 5443	HA1	Economics of Health Services	Early	350
98W	GMP 5420	HA1	Ethical and Legal Issues in Health Services	Late	350
98W	GMP 5460	MP1	Administrative Law	Early	354
98W	GMP 5450	MP1	Public Administration Theory and Practice	Late	354
98W	GMP 5803	IB1	Comparative Economic Systems	Early	B101
98W	GMP 5821	IB1	Comparative International Management	Late	B101
98W	GMP 5827	IB1	Import/Export	Early	B102
98W	GMP 5833	IB1	International Marketing	Early	B103
98W	GMP 5839	IB1	International Competitiveness	Late	B102

[®]Students completing requirements for their Master in Accounting degree this term should complete an application for degree available in the Office of Student Services.

MASTER OF INTERNATIONAL BUSINESS ADMINISTRATION ONLY! IF YOU HAVE ANY QUESTIONS PLEASE SEE YOUR STUDENT ADVISOR.

M.I.B.A. Capstone (4 credit hours): After completing 18 credit hours, select one of the following at time of registration:

- GMP 5100 Master's Project
- GMP 5109 Internship
- GMP 5847 Field Experience
- GMP 5199 Values-Based Leadership (one [1] credit hour)
- GMP 5102 Value Integration (formerly Productivity Improvement Workshop)

EAST CAMPUS - WEEKEND COURSES - SEQUENCE II WINTER TERM 1998, January 16 - March 21

Early = Friday, 6:00 p.m. - 8:00 p.m. & Saturday, 8:00 a.m. - Noon Late = Friday, 8:15 p.m. - 10:15 p.m. & Saturday, 1:00 p.m. - 5:00 p.m.

Term Code	Subject & Course #	Section	Course Title	Time	ROOM#
98W	GMP 5012	M2E	21st Century Management Practices	Early	356
98W	GMP 5012	M2L	21st Century Management Practices	Late	356
98W	GMP 5020	M2E	Managing Organizational Behavior	Early	351
98W	GMP 5020	M2L	Managing Organizational Behavior	Late	351
98W	GMP 5030	MB2	Managing Human Resources	Late	355
98W	GMP 5040*	MB2	Quantitative Thinking*	Early	355
98W	GMP5260	HR2	Labor, Relations: Principles, Problems and Cases	Early	352
98W	GMP5320	HR2	Management Communication	Late	352
98W	GMP 5717	AC2	Auditing for Fraud	Early	350
98W	GMP 5756	AC2	International Accounting	Early	354
98W	GMP 5751	AC2	EDP Auditing	Late	350
98W	GMP 5762	AC2	Taxation of Corporations and Partnerships	Late	354
98W	GMPF 5007	AC2	Intermediate Accounting II	Early	353
98W	GMPF 5009	AC2	Advanced Accounting	Late	353
98W	GMP 5430	HA2	Health Administration and Management	Early	B101
98W	GMP 5430	HA2	Health Administration and Management	Late	B101
98W	GMP 5020	HA2	Organization Behavior and Development	Early	B102
98W	GMP 5020	HA2	Organization Behavior and Development	Late	B102
98W	GMP 5806	IB2	International Economics	Early	B103
98W	GMP 5814	IB2	International Accounting & Finance	Late	B103
98W	GMP 5815	IB2	International Finance & Investments	Late	B104
98W	GMP 5818	IB2	International Business Environment	Early	B104

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[®]Students completing final requirements for the Master in Accounting degree this term should complete an application for degree available in the Office of Student Services.

^{*}Students must have satisfied program prerequisites to register for classes.

^{**}Classes open only to students who have taken GMP 5012-5080 and are fully matriculated

FULL-TIME Master of Business Administration Curriculum Order

FALL TERM

GMP 5012	21 ST Century Management Practices
GMP 5015	The Legal, Ethical and Social Values of Business
GMP 5017	Delivering Superior Customer Value
GMP 5080	Applying Managerial Finance
GMP 5090	Entrepreneurial and Strategic Thinking
GMP 5095	Operations and Systems Management
GMP 5199	Values-Based Leadership

WINTER TERM

GMP 5020	Managing Organizational Behavior
GMP 5030	Managing Human Resources
GMP 5040	Quantitative Thinking
GMP 5012	21 ST Century Management Practices
GMP 5015	The Legal, Ethical and Social Values of Business
GMP 5017	Delivering Superior Customer Value

SPRING TERM

GMP 5020	Managing Organizational Behavior
GMP 5030	Managing Human Resources
GMP 5040	Quantitative Thinking
GMP 5050	Economic Thinking
GMP 5060	Accounting for Decision Makers
GMP 5070	Managerial Marketing

SUMMER TERM

GMP 5050	Economic Thinking
GMP 5060	Accounting for Decision Makers
GMP 5070	Managerial Marketing
GMP 5080	Applying Managerial Finance
GMP 5090	Entrepreneurial and Strategic Thinking
GMP 5095	Operations and Systems Management

FULL-TIME M.B.A. students will only be admitted during the Fall (October) and Winter (January) terms.

FULL-TIME COURSES FALL, October 6 - December 11, 1998

The format and schedule for these classes are designed to enable full-time students to enroll and complete all degree requirements in *one calendar year*, although they are not required to do so.

The calendar year is divided into four terms of three months each. New students may enroll in October or January. Students enroll in classes meeting on weekdays, and may also enroll in classes meeting on weekends. The weekend classes include adult, working professionals who are pursuing graduate degrees. Specialization courses are available, please see your student advisor for more information. Please contact your student advisor to register for weekend classes.

Full-time students are **<u>REQUIRED</u>** to fulfill an internship requirement in order to gain further insight into the practical nature of their chosen degree field.

Term Code	Subject & Course #	Section	Course Title	Time: 1	Room No.
97F	GMP 5012	DAY	21st Century Management Practices	Mon/Wed; 8:30-10:25 a.m.	252
			Practices	October 6,8,13,15,20,22,27,29 November 3,5,10,12,17,19,24	
				December 1,3,8	
97F	GMP 5015	DAY	The Legal, Ethical, and	Mon/Wed; 10:30-12:30 p.m.	252
	CIVII 3013	ואס	Social Values of Business	October 6,8,13,15,20,22,27,29	232
			Coolar Values of Business	November 3,5,10,12,17,19,24	
				December 1,3,8	
97F	GMP 5017	DAY	Delivering Superior Customer	Mon/Wed; 2:00 - 4:00 p.m.	252
		- , , ,	Value	October 6,8,13,15,20,22,27,29	
				November 3,5,10,12,17,19,24	
				December 1,3,8	
97F	GMP 5080	DAY	Applying Managerial Finance	Tue/Th; 8:30-10:25 a.m.;	253
				October 7,9,14,16,21,23,28,30	
				November 4,6,11,13,18,20,25	
L	OMB 5000	DAY		December 2,4,9	050
97F	GMP 5090	DAY	Entrepreneurial and Strategic	Tue/Th; 10:30-12:30 p.m.; October 7,9,14,16,21,23,28,30	253
			Thinking	November 4,6,11,13,18,20,25	
				December 2,4,9	
97F	GMP 5095	DAY	Operations and Systems	Tue/Th; 2:00-4:00 p.m.	253
			Management	October 7,9,14,16,21,23,28,30	
				November 4,6,11,13,18,20,25	
		541/		December 2,4,9	1 - 2
97F	GMPF 5000	DAY	Intensive English	Monday-Thursday; 12:30-3:00 p.m.	354
				October 13-16; 20-23; 27-30	Ç. Y.
				November 3-6; 10-13; 17-20; 24,25	
	A	5417		December 1-4; 8-11; 15-18	
97F	GMP 5809	DAY	International Accounting	Thursday/1:00-5:00 p.m.	252
				October 16,23,30	
				November 6,13,20	
4 11-				December 4,11,18	
97F	GMP 5833	DAY	International Marketing	Tuesday/1:00-5:00 p.m.	252
				October 14,21,28	
				November 4,11,18	
				December 2,9,16	

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FULL-TIME COURSES WINTER, January 12 - March 16, 1998

Jerm Code		Section	Course Title	Time	Room No.
98W	GMP 5012	DAY	21st Century Management	Mon/Wed; 8:30-10:25 a.m.	252
			Practices	January 12,14,21,26,28	
		Ì	1	February 2,4,9,11,16,18,23,25	
		;		March 2,4,9,11,16	
98W	GMP 5015	DAY	The Legal, Ethical, and	Mon/Wed; 10:30-12:30 p.m.	252
			Social Values of Business	January 12,14,21,26,28	~~~
				February 2,4,9,11,16,18,23,25	
				March 2,4,9,11,16	
97W	GMP 5017	DAY	Delivering Superior Customer		252
10 kg 141 14842 - 1			Value	January 12,14,21,26,28	202
				February 2,4,9,11,16,18,23,25	
				March 2,4,9,11,16	
98W	GMP 5020	DAY	Managing Organizational	Tue/Th; 8:30-10:25 a.m.;	253
74.5		- - 1	Behavior	January 13,15,22,27,29	200
				February 3,5,10,12,17,19,24,26	
				March 3,5,10,12,17	
98W	GMP5030	DAY	Managing Human Resources	Tue/Th; 10:30-12:30 p.m.;	253
				January 13,15,22,27,29	
				February 3,5,10,12,17,19,24,26	
00)11	OND FOR	541/		March 3,5,10,12,17	
98W	GMP 5040	DAY	Quantitative Thinking	<u>Tue/Th; 2:00-4:00 p.m.</u>	253
				January 13,15,22,27,29	
			<u> </u>	February 3,5,10,12,17,19,24,26	
98W	GMPF 5000	DAY	Intensive English	March 3,5,10,12,17	054
		D/ ()	michaive English	Monday-Thursday; 12:30-3:00 p.m.	354
				January 20-22; 26-29;	
				February 2-5; 9-12; 6-19; 23-26;	
98W	GMP 5803	DAY	Comparative Economic	March 2-5; 9-12; 16-19; 24-27	
2000	GIVIF 3003	DAI	Systems	Tuesday/1:00-5:00 p.m.	252
			Joystems	January 13, 20, 27	X Paris
				February, 10, 17, 24	
00144	OMD FOR	D4\/		March 3, 10, 17	
98W	GMP 5821	DAY	Comparative International	Thursday/1:00-5:00 p.m.	252
			Management	January 15, 22, 29	
				February 12, 19, 26	
]	March 5, 12, 19	

Tri-County Cluster Sites SCHEDULE OF CLASSES

*Students must have satisfied program prerequisites to register for classes.

**Classes only open to students who have taken GMP5012-5080 and are fully matriculated.

E = Early; Friday, 6:00 p.m. - 8:00 p.m. & Saturday, 8:00 a.m. - Noon

L = Late; Friday, 8:15 p.m. - 10:15 p.m. & Saturday, 1:00 p.m. - 5:00 p.m.

PLANTATION						Cluster Coordinator: Dan Schreiber (w) (954) 503-7976 (Employees Only) (h) (954) 748-4424 e-mail address: danielax@sbe.nova.edu		
TERM	Subject & Course #			Sequence	Time	Course Title		
97F	GMP 5070	AMX	M.B.A.	2	Early	Managerial Marketing		
97F	GMP 5080*	AMX	M.B.A.	2	Late	Applying Managerial Finance*		
98W	GMP 5090*	AMX	M.B.A.	2	Early	Entrepreneurial and Strategic Thinking*		
98W	GMP 5095	AMX	M.B.A.	2	Late	Operations and Systems Management		

(N.A.B.I	ological li ierce Blv		Cluster Coordinator: Mungree Samlal (h) (954) 746-2281 e-mail address: mungree@sbe.nova.edu			
TERM	Subject &	Section	D			C
TERM	Course #	Code	Program	Sequence	Time	Course Title
97F	GMP 5080*	BOC	M.B.A.	1	Early	Applying Managerial Finance*
97F	GMP 5070	BOC	M.B.A.	1	Late	Managerial Marketing
98W	GMP 5090*	BOC	M.B.A.	1	Early	Entrepreneurial and Strategic Thinking*
98W	GMP 5095	BOC	M.B.A.	1	Late	Operations and Systems Management

Coral Sp	SPRINGS prings High st Sample i			(h)	(954)	Goordinator: Michael Piscatello 946-9805 ddress: piscate@sbe.nova.edu
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title
97F	GMP 5017	COR	M.B.A.	2	Late	Delivering Superior Customer Value
97F	GMP 5020	COR	M.B.A.	2	Late	Managing Organizational Behavior
97F	GMP 5040*	COR	M.B.A.	2	Early	Quantitative Thinking*
97F	GMP 5060	COR	M.B.A.	2	Early	Accounting for Decision Making*
97F	GMP 5070	COR	M.B.A.	2	Late	Managerial Marketing
97F	GMP 5090*	COR	M.B.A.	2	Early	Entrepreneurial and Strategic Thinking
98W	GMP 5012	COR	M.B.A.	2	Late	21st Century Management Practices
98W	GMP 5015	COR	M.B.A.	2	Early	The Legal, Ethical, and Social Values of Business
98W	GMP 5030	COR	M.B.A.	2	Early	Managing Human Resources
98W	GMP 5050	COR	M.B.A.	2	Late	Economic Thinking*
98W	GMP 5080	COR	M.B.A.	2	Early	Applying Managerial Finance*
98W	GMP 5095	COR	M.B.A.	2	Late	Operations and Systems Management

11011 S	L ade Commi W 104 Stree IG 9, 1st Flo	it i	llege	/ (h)	(305)	Coordinator: Nancy Frazier 264-1975 ddress: ccfrazie@sbe.nova.edu
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title
97F	GMP 5050*	WKE	M.B.A.	2	Late	Economic Thinking*
97F	GMP 5060*	WKE	M.B.A.	2	Early	Accounting for Decision Making*
97F	GMP 5803	WKE	M.I.B.A.	2	Early	Comparative Economic Systems
97F	GMP 5821	WKE	M.I.B.A.	2	Late	Comparative International Management
98W	GMP 5070*	WKE	M.B.A.	2	Late	Marketing Management
98W	GMP 5080*	WKE	M.B.A.	2	Early	Applying Managerial Finance*
98W	GMP 5812	WKE	M.I.B.A.	2	Early	International Legal Environments
98W	GMP 5824	WKE	M.I.B.A.	2	Late	International Operations & Management

<u>Master d</u> Miami M	L of Accounti ariott Dade Dadeland	ne land	Cluster Coordinator: Jorge Blanco (h) (305) 829-8650 (w) (305) 552-4316 e-mail address: TBA				
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title	
97F	GMP 5725	EKE	M. Acctg.	2	Early	Financial Statement Analysis	
97F	GMP 5763	EKE	M. Acctg.	2	Late	Taxation of Estates, Trusts, and Gifts	
98W	GMP 5733	EKE	M. Acctg.	2	Early	Advanced Managerial Accounting	
98W	GMP 5782	EKE	M. Acctg.	2	Late	Business Law II	

Pan Am	NORTHWE Internation / 36 Street		Academy	And the second s				
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title		
97F	GMP 5090*	NMI	M.B.A.	1	Late	Entrepreneurial and Strategic Thinking*		
97F	GMP 5095	NMI	M.B.A.	1	Early	Operations and Systems Management		
97F	GMP 5012	NMI	M.S./HRM	1	Early	21st Century Management Practices		
97F	GMP 5300	NMI	M.S./HRM	1	Late	Management Communication		
98W	GMP 5012	NMI	M.B.A.	1	Early	21st Century Management Practices		
98W	GMP 5020	NMI	M.B.A.	1	Late	Managing Organizational Behavior		
98W	GMP 5040*	NMI	M.S./HRM	1	Late	Quantitative Thinking*		
98W	GMP 5365	NMI	M.S./HRM	1	Early	Seminar in Hiring and Developing Employees		

PEMBROKE PINES Pembroke Pines Senior Center 301 NW 103 Avenue			Cluster Coordinator: Ed Murray (h) (954) 436-5769 e-mail; TBA			
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title
97F	GMP 5460	PEM	M.P.A.	2	Early	Administrative Law
97F	GMP 5470	PEM	M.P.A.	2	Late	Planning, Budgeting, and Control
98W	GMP 5495	PEM	M.P.A.	2	Early	Leadership in Public Administration
98W	GMP 5082	PEM	M.P.A.	2	Late	Public Administration Finance

POMPANO BEACH BellSouth – FL BellSouth Headquarters Classroom #517/522 6451 North Federal Highway				Cluster Coordinator: Bud Shafer (h) (954) 474-2433 e-mail address: TBA		
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title
97F	GMP 5070	POM	M.B.A.	1	Late	Managerial Marketing
97F	GMP 5080*	POM	M.B.A.	1	Early	Applying Managerial Finance*
98W	GMP 5090*	POM	M.B.A.	1	Early	Entrepreneurial and Strategic Thinking*
98W	GMP 5095	POM	M.B.A.	1	Late	Operations and Systems Management

WEST PALM BEACH Northwood University 2600 North Military Trail				Cluster Coordinator: Sandy Bateman (h) (954) 426-6971 e-mail address: bateman@sbe nova.edu			
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title	
97F	GMP 5070	WWP	M.B.A.	1	Late	Managerial Marketing	
97F	GMP 5080*	WWP	M.B.A.	1	Early	Applying Managerial Finance*	
97F	GMP 5040*	WWP	M.B.A.	1	Early	Quantitative Thinking	
97F	GMP 5017	WWP	M.B.A.	1	Late	Delivering Superior Customer Value	
98W	GMP 5090*	WWP	M.B.A.	1	Early	Entrepreneurial and Strategic Thinking*	
98W	GMP 5095	WWP	M.B.A.	1	Late	Operations and Systems Management	
98W	GMP 5050	WWP	M.B.A.	1	Late	Economic Thinking	
98W	GMP 5060	WWP	M.B.A.	1	Early	Accounting for Decision Making	

WEST PALM BEACH St. Mary's Hospital 901 45 th Street			Cluster Coordinator: Sally Chester (h) (561) 586-4342 e-mail address: ccheste@sbe.nova.edu			
TERM	Subject & Course #	Section Code	Program	Sequence	Time	Course Title
97F	GMP 5081	SMH	M.S./HSA	1	Early	Health Care Finance and Budgeting
97F	GMP 5447	SMH	M.S./HSA	1	Late	Principles of Managed Care
98W	GMP 5475	SMH	M.S./HSA	1	Early	Strategic Management of Health Care Organization
98W	GMP 5440	SMH	M.S./HSA	1	Late	Health Policy Development

Most frequently asked questions

Q. If I register for but do not attend a class, can I still receive a 100% refund even if the term is half over or more?

A. Refunds for classes are based on the date the request to drop or withdraw is received. Refunds are issued according to the refund policy listed in the *Schedule of Classes*. Failure to drop or withdraw early on will result in financial penalty.

Q. Can I register even though I haven't been awarded financial aid?

A. Registrations for students whose money has yet to be awarded will be accepted. All of these registrations are posted as unpaid seats and the students are notified of such. Upon completion of the award process, the tuition and fees are deducted and the registration converts from an unpaid seat to a paid registration.

Q. What is the difference between a drop and a withdrawal?

A. A course is considered a "drop" if the Office of Student Services is notified prior to the second weekend that the class meets. A course is considered a "withdrawal" if the Office is notified after the second weekend that the class meets. A dropped course does not appear on an official transcript; a withdrawn course will show with a grade of "W." Grades of "W" can adversely affect a student's ability to receive continuing financial aid or Veteran's Administration benefits.

Q. If my employer reimburses me for my tuition upon receipt of a grade, can I defermy tuition payment until I receive the reimbursement?

A. NSU requires payment of all tuition and fees at the time of registration. Deferred payment is not allowed regardless of the tuition benefits allowed by employers.

Q. What do I need to do if my employer will pay for my tuition in advance of receipt of the grades?

A. A letter on your company letterhead must be attached to your registration form each term, stating that your employer will pay for your tuition and any fees, if applicable, upon receipt of a statement from NSU. A currently dated letter must accompany each registration form.

Q. Is it possible to take courses through independent study?

A. In hardship situations only, specific courses <u>may</u> be taken as independent study. You must receive permission from your Program Director for such courses.

Q. If I have permission from my Program Director to take an independent study, how do I begin and how do I register?

A. You must register through the Office of Student Services as you would normally, using the section code, "DIS." The Program Director must sign-off on the registration form and assign an instructor. Once the instructor is assigned and notified, he or she will contact you with instructions. The course must be completed during the term in which you are registered.

Q. How and when do I register for the video prerequisite courses?

A. Students must register for and complete video prerequisite courses at least one term prior to enrolling in the corresponding graduate courses. A special page in this schedule lists which courses are available. Students register for them in the same manner as the graduate courses. Course materials can be picked up at the East Campus at the time of registration; otherwise, materials are automatically mailed.

Q. How long do I have to complete the video prerequisite courses?

A. Video prerequisite courses must be completed during the term in which you are registered for them.

Q. How do the grades for the video prerequisite courses affect my GPA?

A. The grades for the video prerequisites always appear on a transcript, but are not calculated into the GPA.

Q. How and when do I reserve a seat in the Value Integration (formerly Productivity Improvement Workshop)?

A. Students should complete the reservation form contained in this schedule when they have completed half of their required course work. Confirmation will be sent within three weeks of receipt in the Office of Student Services. Keep in mind that students must be fully matriculated in order to attend the Value Integration (formerly Productivity Improvement Workshop) and that financial aid is not available for payment for the Workshop per Federal guidelines.

Q. When do I register for the Value Integration (formerly Productivity Improvement Workshop)?

A. Registration materials are mailed along with the workshop reading materials and assignments. Students must mail their registration forms with payment at least 30 days prior to their scheduled workshop date.

Q. How much does the Value Integration (formerly Productivity Improvement Workshop) cost?

A. The workshop is a four-credit course and includes a seminar and reading materials fee. Exact cost information is included with the registration and reading materials. Currently the seminar and reading materials fee is \$125 (subject to change). Tuition is based on the current rate. According to federal guidelines, students are ineligible to receive financial aid for the workshop, and must take appropriate steps in advance to ensure they will be able to pay for the workshop.

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DIRECTIONS TO NOVA SOUTHEASTERN UNIVERSITY CAMPUSES

800-672-7223, Option 5

TO: Nova Southeastern University

Main Campus, 3301 College Avenue, Fort Lauderdale, Florida

FROM FT. LAUDERDALE/HOLLYWOOD INTERNATIONAL AIRPORT:

I-595 West to Davie Road exit; go South to Nova Drive (traffic light). Turn right, heading West to College Avenue (traffic light). Turn left, heading South on College Avenue to main entrance. Turn right. First right leads to the Horvitz Administration Building. Straight ahead leads to bookstore and student center.

FROM I-95, NORTH OR SOUTH, OR FLORIDA'S TURNPIKE, NORTH OR SOUTH:

I-595 exit, Westbound; proceed to I-595 to Davie Road exit; go South to Nova Drive (traffic light). Turn right, heading West to College Avenue (traffic light). Turn left, heading South on College Avenue to Main entrance. Turn right. First right leads to Horvitz Administration Building. Straight ahead leads to bookstore and student center.

FROM EAST CAMPUS:

SW 9th Avenue North to State Road 84. Left on S.R. 84 and go West, over (I-95) to I-595 on-ramp. I-595 West to Davie Road exit; go South to Nova Drive (traffic light). Turn right, heading West to College Avenue (traffic light). Turn left, heading South on College Avenue to Main entrance. Turn right. First right leads to the Horvitz Administration Building. Straight ahead leads to bookstore and student center.

TO: School of Business & Entrepreneurship

East Campus, 3100 SW 9th Avenue, Fort Lauderdale, Florida

FROM MAIN CAMPUS:

Turn left (North) on College Avenue to Nova Drive (traffic light). Turn right and head East to Davie Road (traffic light). Turn left, heading North to I-595 Eastbound. Turn right and go East on I-595 to SR 84 exit. Go East on SR 84 to S.W. 9th Avenue (traffic light & Shell station) right-hand turn lane only. Turn right on S.W. 9th Avenue and go five blocks (you will be going through a residential area). Novals East Campus is the only five story building on the left.

FROM FT. LAUDERDALE/HOLLYWOOD INTERNATIONAL AIRPORT:

Go North on US1 to State Road 84. Turn left at SR 84 (traffic light). Head West to S.W. 9th Avenue (traffic light & Shell station on the left) left-hand turn lane only. Turn left on S.W. 9th Avenue and go five blocks (you will be going through a residential area). Nova's East Campus is the only five story building on the left.

FROM I-95: HEADING NORTH OR SOUTH:

Exit State Road 84 (SR 84) East. Go East on SR 84 to S.W. 9th Avenue (traffic light & Shell station) righthand turn only lane. Turn right on S.W. 9th Avenue and go five blocks (you will be going through a residential area). Nova's East Campus is the only five story building on the left.

FROM I-595 OR FLORIDA'S TURNPIKE: HEADING EAST

Take I-595/SR 84 Exit East. Go East on I-595 to SR 84 East Exit. Go East on SR 84 to S.W. 9th Avenue (traffic light & Shell station) right-hand turn only lane. Turn right on S.W. 9th Avenue and go five blocks (you will be going through a residential area). Nova's East Campus is the only five-story building on the left.



School of Business and Entrepreneurship 3100 SW Ninth Avenue Fort Lauderdale, Florida 33315 (954) 262-5000

Off-Campus Cluster Locations

FLORIDA

Boca Raton
Coral Springs
Daytona Beach
Fort Myers
Gainesville
Jacksonville
Miami - North West
and Kendall

Orlando Pembroke Pines

Pompano Beach St. Petersburg

Tampa

West Palm Beach

ALABAMA

Birmingham Huntsville

IOWA

©edar Rapids

LOUISIANA

Baton Rouge Shreveport

SOUTH CAROLINA

Aiken

INTERNATIONAL

Vancouver, B.C.
Calgary, Canada
Nassau, Bahamas
Panama
Runaway Bay,
Jamaica
Ocho Rios,
Jamaica

CORPORATE SITES

American Express
American Trans-Tech
AT&T
BellSouth
GTE
Salomon