Center for the Study of Administration On-Campus Masters Program Schedule-Block II, April-June 1982

Nova University

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**BLOCK II, APRIL - JUNE 1982**

**ON-CAMPUS MASTERS PROGRAM SCHEDULE**

<table>
<thead>
<tr>
<th>Master of Business Administration (MBA)</th>
<th>Master of Public Administration (MPA)</th>
<th>Master of Human Resource Management (MS/HRM)</th>
<th>Master of Criminal Justice (MS/CJ)</th>
</tr>
</thead>
</table>

**REGISTRATION PERIOD:**
- Prior Registrants-by mail or on Saturday 3/27, 1982
- New Student Counseling/Registration Period - by Appointment: March 1 - April 12, 1982
- Late Fee after April 12

**NOVA UNIVERSITY**
3301 COLLEGE AVENUE
FT. LAUDERDALE, FL 33314

**TELEPHONES:**
- Admissions/Counseling: (305) 475-7401
- Masters Program Office: (305) 475-7644
- Florida Wats: (800) 432-5021 ext. 7646

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**WEEKEND SESSION**

<table>
<thead>
<tr>
<th>WEEKEND</th>
<th>SEQUENCE I</th>
<th>SEQUENCE II</th>
<th>CLASS/SECTION/TIMES</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST</td>
<td>Apr. 16,17</td>
<td>Apr. 23,24</td>
<td>EARLY: Friday 6-8 pm Saturday 9-12 noon</td>
</tr>
<tr>
<td>SECOND</td>
<td>Apr. 30,1</td>
<td>May 7,8</td>
<td>LATE: Friday 8:15-10:15 pm Saturday 1-4 pm</td>
</tr>
<tr>
<td>THIRD</td>
<td>May 14,15</td>
<td>May 21,22</td>
<td>NOTE: Second letter of section defines whether course is Early or Late</td>
</tr>
<tr>
<td>FOURTH</td>
<td>June 11,12</td>
<td>June 18,19</td>
<td></td>
</tr>
<tr>
<td>FIFTH</td>
<td>June 25,26</td>
<td>June 25,26</td>
<td></td>
</tr>
</tbody>
</table>

**KEY TO ABBREVIATIONS FOR MASTERS COURSES**

- CR - Required, Core Course
- EL - Elective
- HR - Required, HRM Program
- MB - Required, MBA Program
- MP - Required, MPA Program
- PP - Program Prerequisite
- CJ - Criminal Justice Program

**NOTE:** Courses required for one program may be taken as an elective in another program.

Students desiring a specialization should take all electives in their area of concentration!

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**DOCTORATE IN BUSINESS ADMINISTRATION • DOCTORATE IN PUBLIC ADMINISTRATION**
**MASTERS PROGRAMS • GOVERNMENTAL ASSISTANCE SERVICE**
## SCHEDULE OF MASTERS PROGRAM ON-CAMPUS (FT. LAUDERDALE) COURSES**

<table>
<thead>
<tr>
<th>COURSE/SECTION</th>
<th>TITLE</th>
<th>INSTRUCTOR</th>
<th>DATES/SCHEDULE</th>
<th>ROOM</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMP 5002 A</td>
<td>Introductory Statistics (PP)</td>
<td>RIVERS</td>
<td>Tues. 7-10 pm 4/20-6/22/82</td>
<td>P-335</td>
</tr>
<tr>
<td>GMP 5003 A</td>
<td>Introductory Economics (PP)</td>
<td>DiPAOLO</td>
<td>Wed. 7-10 pm 4/21-6/23/82</td>
<td>P-128</td>
</tr>
<tr>
<td>GMP 5009 A</td>
<td>Management Communications: Strategies &amp; Skills</td>
<td>HEPPLER</td>
<td>Thurs. 7-10 pm 4/22-6/24/82</td>
<td>P-129</td>
</tr>
<tr>
<td>GMP 5010 AE</td>
<td>Environment of Organizations (CR)</td>
<td>CARTANO</td>
<td>I</td>
<td>P-237</td>
</tr>
<tr>
<td>GMP 5010 BL</td>
<td>Environment of Organizations (CR)</td>
<td>CARTANO</td>
<td>I</td>
<td>P-237</td>
</tr>
<tr>
<td>GMP 5020 AE</td>
<td>Organization Behavior &amp; Development Factors (CR)</td>
<td>HOVEY</td>
<td>I</td>
<td>P-210</td>
</tr>
<tr>
<td>GMP 5020 BL</td>
<td>Organization Behavior &amp; Development Factors (CR)</td>
<td>HOVEY</td>
<td>I</td>
<td>P-210</td>
</tr>
<tr>
<td>GMP 5030 AE</td>
<td>Human Resource Management (CR)</td>
<td>ROBERTS</td>
<td>I</td>
<td>P-150</td>
</tr>
<tr>
<td>GMP 5030 BL</td>
<td>Human Resource Management (CR)</td>
<td>TUREEN</td>
<td>II</td>
<td>P-237</td>
</tr>
<tr>
<td>GMP 5040 AL</td>
<td>Quantitative Methods (CR)</td>
<td>BOUKELIF</td>
<td>I</td>
<td>P-150</td>
</tr>
<tr>
<td><strong>NOTE:</strong></td>
<td>Students MUST complete GMP 5040 before registering for GMP 5050</td>
<td><strong>NOTE:</strong> Only students permitted who have completed GMP 5010 - 5080 to enroll for 5090. This rule will be enforced.</td>
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</tr>
<tr>
<td>GMP 5040 BE</td>
<td>Quantitative Methods (CR)</td>
<td>GOLDEN</td>
<td>II</td>
<td>P-237</td>
</tr>
<tr>
<td>GMP 5050 AE</td>
<td>Managerial Economics for Decision Making (CR)</td>
<td>BENTLEY</td>
<td>I</td>
<td>P-129</td>
</tr>
<tr>
<td>GMP 5060 AL</td>
<td>Managerial Accounting (MB)</td>
<td>WEISS</td>
<td>I</td>
<td>P-129</td>
</tr>
<tr>
<td>GMP 5070 AE</td>
<td>Marketing Management (MB)</td>
<td>GRUBER</td>
<td>I</td>
<td>P-209</td>
</tr>
<tr>
<td>GMP 5080 AL</td>
<td>Financial Management (MB)</td>
<td>HAITHT</td>
<td>II</td>
<td>P-210</td>
</tr>
<tr>
<td>GMP 5090 AE</td>
<td>Business Policy (MB)</td>
<td>WAGNER</td>
<td>I</td>
<td>P-143</td>
</tr>
<tr>
<td>GMP 5100 AA</td>
<td>Masters Project (4 credits)</td>
<td>BLACKWELL</td>
<td>BY APPOINTMENT</td>
<td>P-304</td>
</tr>
<tr>
<td>GMP 5140 AL</td>
<td>Taxation of Corporations &amp; Partnerships (EL)</td>
<td>M. LEVINE</td>
<td>I</td>
<td>P-209</td>
</tr>
<tr>
<td>GMP 5200 AL</td>
<td>Seminar in Organization Theory &amp; Human Resources (EL)</td>
<td>PREZIOSI</td>
<td>II</td>
<td>P-209</td>
</tr>
<tr>
<td>GMP 5240 AE</td>
<td>Advanced Organizational Development (HR)</td>
<td>PREZIOSI</td>
<td>II</td>
<td>P-209</td>
</tr>
</tbody>
</table>
GMP 5320 AL Managerial Communication (HR) PINCU II P-107
GMP 5440 AE Health Policy and Planning (EL) LANGLEY I P-105
GMP 5530 AL Money Market & Monetary Institutions (EL) SAND II P-129
GMP 5400 AE Grants and Contracts (EL) RAFKY II P-150
GMP 5800 AL Policy Analysis & Program Evaluation (EL) ANDERS II P-150
GMP 5450 AL Public Administration: Theory and Practice (MP) BAER I P-105
GMP 5610 AL Legal Environment of Business (EL) CAVICO I P-143
GMP 5790 AE Research Methods in Business (EL) KOOROS II P-210
GMP 5930 AE Data Management & Communications (EL) J. LEVINE II P-143
GMP 6040 AE Research Methods for Criminal Justice CHINN I P-107
GMP 6050 AL Developmental Concepts and Planning (CJ) CHINN I P-107

TUITION
The graduate tuition fee is $300 per course, or $330 outside the continental USA. The tuition for program prerequisite courses is $270. Students receiving employer tuition reimbursement are expected to pay tuition in advance, and then secure reimbursement from their employer. Promissory notes for partial payment will be issued only to those students who are waiting for student loans to be processed. Approval to sign promissory notes must be gained from the comptrollers office.

REFUNDS
Refunds are made solely at the option of the university for conditions beyond the student's control. Refunds must be requested in writing, and the refund is based on the date of the written request form. When granted, the tuition credit will be as follows: After the first weekend 75%, after the second weekend 50%, and then 0%. The Add/Drop withdrawal form must be used. The amount of the refund is based on the date of the form submitted.

TEXTBOOKS
Textbooks for all courses can be purchased at: The Corner Book Exchange, 4134 S.W. 64th Avenue, Davie, Florida 33314 (305) 792-7778

REGISTRATION
Registration is by mail if accompanied by full payment or during office hours (8:30-5:00 weekdays). Students eligible for employer reimbursement must pay tuition in advance, and then secure reimbursement from their employer. Late registration will result in an additional fee or penalty in the amount of $10.00.

COUNSELING
If you are not sure of your course registration requirements, please call or visit the Masters Program office for counseling. Courses should be taken in sequence as listed in the Masters Bulletin. Permission to go out of sequence must be obtained in the Masters Program office. Be sure you obtain course syllabi at the time of registration. ALL STUDENTS SHOULD READ THE MASTER'S BULLETIN AND BECOME FAMILIAR WITH PROGRAM POLICIES AND PROCEDURES. ALL NEW STUDENTS MUST MAKE AN APPOINTMENT FOR COUNSELING BEFORE REGISTERING FOR CLASSES. Counseling appointments will be taken from November 16 through January 4, 1982. DEADLINE FOR NEW STUDENT APPLICATION IS January 4, 1982. Returning students should register for classes from November 16 through January 4, 1981.
MANAGEMENT CERTIFICATE COURSES

Nova University Master's Programs has several Certificate programs available to non-degree administration professionals already working in their field who wish to increase their organizational and personal effectiveness. Courses are offered in 3 month terms or Blocks and meet every 3rd weekend on a Friday evening and Saturday either as an Early or Late class. A Certificate can be earned by taking four courses in each of the following specific Specialty areas.

For additional information call 475-7646 or 475-7643

Accounting
Acquisitions Management
(Procurement, Contracts, Quality Assurance)
Banking and Finance
Computer Systems Management
Criminal Justice
Energy Technology Management
Human Resource Management
International Business
Marketing

Current Offerings

SEE FRONT OF SCHEDULE FOR WEEKEND SEQUENCE DATES/TIME.

GMP 5140 Taxation of Corporations and Partnerships (AC) - Sequence I - Late
GMP 5240 Advanced Organizational Development (HR) - Sequence II - Early
GMP 5320 Managerial Communication (HR) - Sequence II - Late
GMP 5440 Health Policy and Planning (HM) - Sequence I - Early
GMP 5930 Data Management & Communications - Sequence II - Early
GMP 6040 Research Methods for Criminal Justice (CJ) - Sequence I - Early
GMP 6050 Developmental Concepts and Planning (CJ) - Sequence I - Late