

SF STATE OPEN UNIVERSITY DEPARTMENTS

ACCOUNTING
ALL UNIVERSITY
AMERICAN INDIAN STUDIES
AMERICAN STUDIES
ANTHROPOLOGY
APPAREL AND DESIGN MERCHANDISING
ARABIC
ART
ASIAN AMERICAN STUDIES
ASTRONOMY
BEHAVIORAL AND SOCIAL SCIENCE
BIOLOGY
BIOMEDICAL LABORATORY SCIENCE
BLACK STUDIES
BROADCAST AND ELECTRONIC COMMUNICATION ARTS
BUSINESS
BUSINESS ANALYSIS
BUSINESS INFORMATION AND CALIFORNIA STUDIES
COMPUTING SYSTEMS
CENTER FOR HUMANISTIC STUDIES
CENTER FOR INTERDISCIPLINARY SCIENCE
CHEMISTRY
CHILD AND ADOLESCENT DEVELOPMENT
CHINESE
CINEMA
CLASSICAL ARCHEOLOGY
CLASSICS
COMMUNICATIVE DISORDERS
COMPARATIVE AND WORLD LITERATURE
CONTINUING EDUCATION
COMPUTER SCIENCE
CONSUMER AND FAMILY STUDIES
COUNSELING
CREATIVE ARTS
CREATIVE WRITING
CRIMINAL JUSTICE
CRITICAL SOCIAL THOUGHT
DANCE
DECISION SCIENCES
DESIGN AND INDUSTRY
DIETETICS AND FOOD MANAGEMENT
ECONOMICS
EDUCATION
EDUCATIONAL ADMINISTRATION
ELEMENTARY EDUCATION
ENGINEERING
ENGLISH
ENVIRONMENTAL STUDIES
ETHNIC STUDIES
FILIPINO
FOREIGN LANGUAGE
FINANCE
FRENCH
GEOGRAPHY
GEOGRAPHY AND HUMAN ENVIRONMENTAL STUDIES
GEOLOGY
GERONTOLOGY

GLOBAL PEACE STUDIES
GREEK
HEALTH EDUCATION
HEBREW
HISTORY
HOLISTIC HEALTH
HOSPITALITY MANAGEMENT
HUMAN SEXUALITY STUDIES
HUMANITIES
INFORMATION SYSTEMS
INFORMATION TECHNOLOGY
INSTRUCTIONAL TECHNOLOGIES
INTER-ARTS CENTER
INTERDISCIPLINARY STUDIES IN EDUCATION
INTERNATIONAL BUSINESS
INTERNATIONAL RELATIONS
INTERIOR DESIGN
ITALIAN
JAPANESE
JEWISH STUDIES
JOURNALISM
KINESIOLOGY
LABOR STUDIES
LA RAZA STUDIES
LATIN
LIBERAL STUDIES
MANAGEMENT
MARINE SCIENCE
MARKETING
MATHEMATICS
MEETING PLANNING
METEOROLOGY
MODERN GREEK STUDIES
MUSEUM STUDIES
MUSIC
NEXA
NURSING
PHILOSOPHY
PHYSICAL THERAPY
PHYSICS
POLITICAL SCIENCE
PSYCHOLOGY
PUBLIC ADMINISTRATION
RAZA STUDIES
RECREATION AND LEISURE STUDIES
RELIGIOUS STUDIES
SANSKRIT
SCIENCE
SECONDARY EDUCATION
SOCIAL SCIENCE
SOCIAL WORK
SOCIOLOGY
SPANISH
SPECIAL EDUCATION
SPECIAL MAJOR
SPEECH AND COMMUNICATION STUDIES
STATISTICS
TECHNICAL AND PROFESSIONAL WRITING
THEATRE ARTS
URBAN STUDIES
WOMEN STUDIES
WORLD AND COMPARATIVE LITERATURE

San Francisco State University

Open University



Fall 2009

**EASY ACCESS TO OVER 3,000 SF STATE CLASSES
WITHOUT FORMAL ADMISSION**

REGISTER ONLINE

www.cel.sfsu.edu/register/webreg/



**SAN FRANCISCO
STATE UNIVERSITY**

COLLEGE OF EXTENDED LEARNING

Take SF State credit courses without being admitted to the university.

Test a degree program to see if it suits your educational aspirations.

Improve your grade point average if your first attempt did not meet your goals.

Start accumulating credits which can apply to your degree once you are admitted to the university.

Participate in an array of classes that will fulfill your personal, intellectual, and athletic interests.

<http://www.cel.sfsu.edu/openuniversity/>

Course information is available online

<http://www.sfsu.edu/online/clssch2.htm>

**Here are some typical
Open University courses offered:**

BUSINESS FINANCE
CELL BIOLOGY
CONTEMPORARY CULTURE
CROSS-CULTURAL PERSPECTIVES IN
PSYCHOLOGY
DYNAMICS OF THE AMERICAN CITY
ENGLISH LANGUAGE LEARNING AND
EXCEPTIONALITY
FEDERAL TAX ACCOUNTING I
FUNDAMENTALS OF ORAL COMMUNICATION
GENERAL BIOCHEMISTRY
GENERAL CHEMISTRY I:
ESSENTIAL CONCEPTS OF CHEMISTRY
GENERAL CHEMISTRY II: QUANTITATIVE
APPLICATIONS OF CHEMISTRY CONCEPTS
GENERAL MICROBIOLOGY AND PUBLIC HEALTH
GENERAL MICROBIOLOGY AND PUBLIC HEALTH
LABORATORY
GENERAL PHYSICS I
GENERAL PHYSICS II
GENETICS
HISTORICAL AND CONTEMPORARY ASPECTS OF
FOOD, BEVERAGE, AND CULTURE IN AMERICA
HISTORY OF ASIAN AMERICANS
HISTORY OF CALIFORNIA
HUMAN SEXUALITY
HURSTON AND HUGHES
INTERMEDIATE FINANCIAL ACCOUNTING I
INTERNATIONAL BUSINESS AND
MULTICULTURAL RELATIONS
INTRODUCTION TO CINEMA STUDIES
INTRODUCTION TO CLINICAL PSYCHOLOGY
INTRODUCTION TO FILMMAKING
INTRODUCTION TO MACROECONOMIC ANALYSIS
INTRODUCTION TO MICROECONOMIC ANALYSIS
ISLAMIC WORLD II: 1500-PRESENT
NEURAL SYSTEMS PHYSIOLOGY
ORGANIC CHEMISTRY I
ORGANIC CHEMISTRY I LABORATORY
ORGANIC CHEMISTRY II
PRINCIPLES OF FINANCIAL ACCOUNTING
PRINCIPLES OF HUMAN PHYSIOLOGY
SEX AND RELATIONSHIPS
THE PSYCHOLOGY OF THE FAMILY
U.S. FOREIGN POLICY
WESTERN ART HISTORY II

Open University

<http://www.cel.sfsu.edu/openuniversity/>

Course information is available online at <http://www.sfsu.edu/online/clssch2.htm>

FALL SEMESTER - August 25-December 19, 2009

Do You Want to Take University Classes **NOW** ?

Open University allows students to participate in regular university classes at SF State.

Registration is easy—formal admission to SF State is not required.

Classes taken through Open University at San Francisco State University may apply toward your professional skills, your personal interests, or your future degree.

Now you have access to San Francisco State University courses each fall and spring semester, and in summer, too.

More Questions?

Call (415) 405-7700

High school students who will have completed their junior year by June may register with the written support of their principal or counselor accompanying their registration form and fees.

Classes are held at SF State Main Campus, 1600 Holloway Avenue



It's a great time to set goals and try something new.

How about taking that
class you've been thinking about?

Earning Credit Toward a Degree Through Open University

Open University courses are recorded as resident credit on SF State transcripts and can count toward undergraduate and graduate degrees at SF State, but there are limitations.

SF State will accept credit toward a baccalaureate degree up to 24 semester units of SF State Extended Learning credit.

SF State will generally accept for transfer credit toward graduate degrees up to six semester units of Open University credit.

For further clarification of credit limits as they pertain to Open University coursework, please contact the Admissions Evaluations office at (415) 338-1634 or the Graduate Division at (415) 338-2234.

Open University may be for you if you:

- missed the deadline for fall 2009 admission to SF State degree programs
- want to update your professional training and job skills
- want to test your interest in a field before entry or reentry
- want to explore personal interests
- want to earn more units after disqualification from a degree program
- did not attend as a matriculated student during the previous two semesters (fall and spring)
- were disenrolled or disqualified from the university

Open University is probably not for you if you:

- enrolled for fall 2008, spring 2009, or fall 2009 as an admitted SF State student
- have applied for admission for fall 2009 and have not yet received notification of admission
- were denied graduation for spring 2009

If one of the above examples applies to you, please contact the Registrar's office at (415) 338-2350 before registration to determine if you are eligible for Open University.

Matriculated (admitted) SF State students may not enroll through Open University. If you ignore this policy and register in Open University courses, any units you earn through Open University will be removed from your records. There will be no exceptions to this regulation and no refund of fees.

Maximum Units for Open University

Students may enroll in a maximum of nineteen units for the fall semester.

International Students

I-20 forms cannot be issued for students enrolling in academic credit classes through Open University unless such courses are taken as part of an SF State Extended Learning certificate program. For further information, see International Students at www.cel.sfsu.edu/international/.

Fees

Lecture courses are \$225 per unit

Science lab courses are \$270 per unit

You can pay your fees as soon as you register. You will be automatically dropped for non-payment at the end of the day of your earliest due date. Due dates are calculated by adding five business days (excluding weekends and holidays) to the date of registration with the following exception: If registration takes place within five business days of the start of the Open University session you are attending, payment is due the day before the session starts. Fees are subject to change by the Trustees of the California State University. For additional fee information, see www.cel.sfsu.edu/register/fall2009/feeandrefunds.cfm.

How to Register

Follow the steps below:

1. **REVIEW** and **SELECT** courses. The SF State class schedule is available on the web at www.sfsu.edu/online/clssch2.htm.
2. **ATTEND** the first class meeting.
3. **OBTAIN permit number** if the instructor approves your admission to the class. It is also possible for students to obtain an instructor signature on an Extended Learning Registration Form in lieu of a permit number, but this requires in-person registration.
4. **ENROLL** in one of the following ways before the deadline date listed in the Calendar & Deadlines at www.cel.sfsu.edu/register/calendar. Schedule number and permit number are required for registration.
 - **ONLINE** by using Extended Learning Online Registration. www.cel.sfsu.edu/register/webreg/
 - **OVER-THE-PHONE** by calling Extended Learning Student Services at (415) 405-7700 (option 5).
 - **IN-PERSON** at the SF State Main Campus or the SF State Downtown Campus.
5. **PAYMENT** for courses must be made before the Add Deadline (see Calendar & Deadlines at www.cel.sfsu.edu/register/calendar/).

The last day to register and pay for short courses with weekend meetings is the Monday following the first day of class.

- Take SF State credit courses without being admitted to the university. No transcripts, applications, or other documentation are required. Apply credits you earn to a degree later, if you wish.
- Test a degree program to see if it suits your educational aspirations. You can find out if your passion for microbiology, Egyptology, or musicology is satisfied through academic study.
- Improve your grade point average if your first attempt at college courses was less than successful. If you have been disqualified from the university or denied admission because of a grade point deficiency, you can enroll through Open University and get a second chance to show your true potential.
- Start accumulating credits which can apply to your degree once you are admitted to the university. There are limits to the number of Open University courses that can apply to a degree, so you must be careful not to take more units than will count.

For most SF State Graduate Programs,
only 6 units of coursework taken in Open University
before admission to a degree program
may be counted toward the degree.
For more information contact a Graduate Studies Advisor
at (415) 338-2234.

Prerequisites

Read the course description and footnotes in the SF State schedule. If you have not met the prerequisites and later must drop or withdraw from a course, you will be subject to standard refund deadlines and policies. Read the course descriptions to be sure you fulfilled any prerequisites and are eligible to enroll in each course. Complete course descriptions are listed in the SF State Bulletin and are available by accessing SF State's homepage at www.sfsu.edu, in the library, and in the SF State Bookstore.

If you enroll in a course and have not fulfilled test score and/or other prerequisites, SF State reserves the right to withdraw you from the course(s) with no refund. Instructors do not always check prerequisites; their signatures on your registration form do not indicate that any prerequisites have been waived. If enrollment depends on passing a test which must be taken prior to enrollment, such as the ELM (Entry Level Mathematics Exam) or EPT (English Placement Test), you must provide proof of ELM/EPT clearance or exception to the SF State Extended Learning at the time of registration. For information on the ELM and/or EPT exam(s), contact the SF State Testing Center at (415) 338-2271.

Most graduate counseling courses are not available through Open University with the following counseling exceptions: COUN 700, COUN 702, and COUN 703. Multiple subjects credential core courses in the department of elementary education — specifically EED 679, EED 681, EED 682/782, EED 684, EED 685, EED 686 and EED 783, — are not available through Open University. Graduate culminating experience courses, numbered 892, 893, 894, 895 and 898, and Independent Study courses, numbered 699 and 899, are also not available through Open University. To register for Independent Study courses, see www.cel.sfsu.edu/register/grades.cfm.

Graduate business courses (700-899), are not available through Open University. Non-matriculated students should contact Albert Koo at alkoo@sfsu.edu to determine if they are eligible to enroll in a Special Session section of one of these courses. If allowed to register, the course will cost \$670 per unit.

Transfer of Fees: (415) 405-7700

Transfer of fee is permitted if the transaction is submitted in person on one add/drop form, or by phone to SF State Extended Learning by the Drop Deadline. If the amount of the added course exceeds the amount of the available refund for the dropped course(s), the non-refundable portion of the dropped course fees can be applied toward total fees due. These non-refundable fees are not included in any subsequent refund calculation.

After the Drop Deadline, students must follow the withdrawal procedures for courses which earn academic credit.

Refunds

Full refunds are not available for semester-length Open University courses after the session start date. To determine the deadline for refund of 65% of course fees for semester length Open University class, see the Calendar and Deadlines at www.cel.sfsu.edu/register/calendar/ for more information. The effective date of a refund request is the day the add/drop or withdrawal form is received by SF State Extended Learning. A refund check is mailed to the address listed on the add/drop form. Allow six to eight weeks for refund check processing. According to CSU regulations, credit card accounts cannot be credited.

Withdrawal - Attention: New Deadlines

See Open University sessions information in Calendar and Deadlines section at www.cel.sfsu.edu/register/calendar/ for deadlines. Students may withdraw from courses after the Drop Deadline and receive a grade of "W" by securing the approval signature of the instructor and the department chair and/or college dean on a withdrawal petition. (Note: failure to attend does not cause students to be dropped from a course.)

Do not put a stop payment on a check to drop or withdraw from a course. This results in a financial obligation to SF State for the course fee, plus an additional \$20 charge. Failure to withdraw officially from a course generates a failing grade of "F" or "WU".

Course Numbering System

000-099	Remedial (units do not count toward graduation)
100-299	Lower Division
300-699	Upper Division
700-899	Graduate and Post-Baccalaureate
900-999	Joint Doctoral Courses

SF State Email/Wireless Access Fees

Some classes require Internet access to complete class assignments. Extended Learning students who desire wireless access must have an SF State email account in order to log on to SF State's wireless network.

For more information, visit www.sfsu.edu/~doit/account/personal.htm.

Disability Programs & Resource Center

For information concerning special services to accommodate a physical, perceptual, or learning disability, please contact the Disability Programs & Resource Center on the SF State Campus at (415) 338-2472 voice/TTY.

Here are some additional typical Open University courses offered :

Anthropology of Women	Electric Circuits
Fashion Merchandising	Elementary Golf
Print Workshop-Intaglio	Arab American Identity
Glass Blowing	Investments
Wetland Ecology	Drugs and Society
African Philosophy	Newswriting
Economics for Managers	Starting A Business
Soundstage Workshop	Internet Marketing
Aquatic Fitness	Tae Kwon Do
Feature Writing	Ethics in Medicine
Ballroom Dances	Urban Housing
Nutrition in Health	Conceptual Physics
School Administration	Theatre Workshop
	Sign Language
	Preschool Intervention

Attention Students: Some Deadlines have changed. Please read carefully.

Calendar and Deadlines

FALL 2009

	OPEN UNIVERSITY	ACADEMIC CREDIT		CONTINUING EDUCATION UNITS	NONCREDIT
		Semester Length	Short Courses		
Dates	8/25/09-12/21/09	8/25/09-12/19/09	dates vary	dates vary	dates vary
Registration begins	8/25/09	7/30/09	7/30/09	7/30/09	7/30/09
Registration with instructor's signature	8/25/09-9/22/09	first class meeting	first class meeting	first class meeting	first class meeting
Add Deadline	9/22/09	9/22/09	first class meeting	first class meeting	first class meeting
Drop Deadline	9/8/09	9/8/09	varies based on class meetings; see refund section	last day of class	not applicable
Late fee period begins	9/23/09	9/23/09	9/23/09	2nd course meeting (for one day classes, late fee begins the 1st day of class)	not applicable
Deadline for full refund	full Refund not available	business day before first day of class	business day before first day of class	business day before first day of class	business day before first day of class
Deadline for refund of 65% of course fees	9/22/09	9/22/09	varies based on class meetings; see refund section	varies based on class meetings; see refund section	varies based on class meetings; see refund section
Request for audit deadline	9/8/09	9/8/09	by first class meeting	not applicable	not applicable
Request for credit/no credit deadline	10/20/09	10/20/09	second class meeting	all courses graded on credit/no credit basis	not applicable
Early withdrawal period	9/9/09-9/22/09	9/9/09-9/22/09	not applicable	not applicable	not applicable
Withdrawal period	9/23/09-11/19/09	9/23/09-11/19/09	begins after "last day to drop;" ends last day of class	not applicable	not applicable
Independent Study registration deadline	not applicable	10/15/09	not applicable	not applicable	not applicable
Final examination period	12/15/09-12/21/09	generally last day of class	generally last day of class	not applicable	not applicable
Holidays	9/7/09 Labor Day 11/26/09-11/29/09 Thanksgiving **		11/11/09 Veteran's Day 12/24/09-1/3/10 Christmas Break		
Grades available	1/18/10*	A session -11/1/09 Z session -1/11/10	A session -11/1/09 Z session -1/11/10	A session -11/1/09 Z session -1/11/10	not applicable
Transcripts available	1/18/10	1/18/10	1/18/10	1/18/10	not applicable

*Check grades on-line at www.sfsu.edu/student.

** Courses meeting at 1600 Holloway Ave. and all Open University Program courses will not meet from 11/23-29.

