



Master's Course Schedule 2019 Fall Term

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DISCLAIMER

The information in this document is descriptive and does not constitute an irrevocable contract between students and Chaminade University. Chaminade University reserves the right to make changes to the course schedule contents that it deems necessary or desirable.

Registration & Academic Policies

Registration Deadlines	Dates
Registration Begins	Monday, August 26, 2019
Tuition Payment Deadline	Sunday, October 6, 2019
Classes Begin	Monday, October 7, 2019
Last Day to Register	Tuesday, October 15, 2019
Add/Drop Period Ends	Tuesday, October 15, 2019
Last Day to Withdraw from 10 Week Course	Monday, November 25, 2019
Last Day to Apply for Credit/No Credit	Monday, November 25, 2019
Last Day of Term	Monday, December 16, 2019

***Notice Regarding Institutional Holidays: With the exception of specific holidays, graduate programs will hold classes on observed holidays. Please check your course syllabus regarding holidays schedule for you course.

Registration

You can register for classes via your CUH portal or by contacting your academic advisor. Registration will be accepted at any time during the registration period. All outstanding financial accounts with Chaminade must be cleared before registration will be accepted. Please make sure that your daytime telephone number and contact information are updated in your CUH student portal.

Health Clearance

Tuberculosis clearance is necessary for registration. All on-campus students born after 1957 are also required to show proof of immunization for measles, mumps, and rubella (MMR). If you haven't already done so, please download the Health Clearance form at <https://chaminade.edu/online-programs/current-students/>

Tuition & Fees

Tuition must be paid in full prior to the start of the term or students must be enrolled in a payment plan. If payment is not received the student will be dis-enrolled. Military tuition assistance, veteran's benefits or financial aid is considered payment. Fees are payable at the time of registration and are non-refundable once the term begins (reference table below).

It is the policy of Chaminade University to report all students with outstanding balances to the Credit Bureau beginning when charges are 120 days past due and continuing until the balance is paid in full. Collection costs on referred accounts are the responsibility of the student. To enroll in the Tuition Payment plan or any other questions, please contact the Business Office at (808) 735-4768.

Tuition	Cost per Credit (effective July 1, 2019)
MED/MAT	\$825 per credit
MSCP/MSCJA	\$1,000 per credit
MBA	\$1,035 per credit

Fees	Cost	Category
Technology Fee	\$93.00 per course	Online Course
Hybrid Course Fee	\$40.00 per course	Online/Ground Course
Observation & Participation (O&P) Fee	\$55.00 per O&P course	Education Majors
Graduation Fee	\$215.00	Single Degree

Withdrawals

When a student officially withdraws from a course (through the Records Office), whether or not the student attends class, a refund of tuition will be made in accordance with the following:

Withdrawal Period	Deadline (4:30 PM, HST)	Tuition Refund
Withdrawal prior to the first day of instruction	Sunday, October 6, 2019	100%
Withdrawal during Add/Drop Period	Tuesday, October 15, 2019	100% *
Withdrawal during the second week of instruction	Friday, October 18, 2019	25% *
Withdrawal No Record (will not appear on transcript)	Wednesday, October 23, 2019	No refund*
Last Day to Withdraw	Monday, November 25, 2019	No refund*

***All fees and costs outside of tuition are non-refundable once the term begins.**

Only when the student presents written evidence such as military orders, a doctor's statement, or other reasonable justifying documentation for post-deadline withdrawal will the request be approved. Withdrawal forms may be obtained from advisor in your perspective division. Graduate students may withdraw without record (WNR) until the Wednesday of Week 3 of a 10 week term. In the case of graduate courses of other lengths, the last date of withdrawal will be set at the corresponding point of the term, which occurs when the course is approximately 25% complete. Withdrawal from a course after the last day of withdrawal without record will be noted as a W on a student's transcript.

Instructors may withdraw students who miss two consecutive weeks of class, prior to the withdrawal deadline. Withdrawals are only effective for tuition refunds when initiated by the student during the refund period and in accordance with the appropriate refund schedule. The student must obtain written permission from the instructor to be re-enrolled in a class from which the student has been withdrawn. A re-enrollment fee is also charged to the student's account.

General Information and Academic Policies

Harassment and discrimination are specifically prohibited by state and federal law and any instance of harassment or discrimination may result in both civil and criminal liability on the part of the individual harasser as well as the University. Specifically, the University is committed to comply with the Title VI and Title VII of the Civil Rights Act of 1964, as amended, Title IX of the 1972 Education Amendments, the Equal Pay Act of 1963, Executive Order 11246, as amended the Age Discrimination Act of 1975, titles VII and VIII of the Public Health Services Act, as amended the Rehabilitation Act of 1973, the Equal Opportunities Employment Act of 1972, the Vietnam Era Veteran's Assistance of 1974, the Americans with Disabilities Act of 1990 and Hawaii Revised Statutes, Chapters 76, 78, and 378. The designated Title IX coordinator is Christine Denton, Executive Director for Compliance and Personnel Services; Clarence T.C. Ching Hall, Room 4; (808) 739-8597. For the full treatment of the Chaminade discrimination and harassment policy see the University Policy Manual Volume III Section 3.1.3.

Information Provided by Chaminade University

Per the University Catalog: "The student is responsible for knowing the information presented in the Chaminade University Catalog, course schedules, and Student Handbook, and for observing all regulations and procedures relating to the program being pursued. In no case will a regulation be waived or an exception granted because a student pleads ignorance of, or contends that s/he was not informed of the regulations or procedures. Responsibility for following all policies and meeting all requirements and deadlines for graduation rests with the student."

All students are assigned Chaminade email addresses. Important University information will be sent to your Chaminade email account; it is your (the student's) responsibility to check your email frequently. You may forward your email to a different address, but you are still responsible for reading it."

University Catalog: <https://registrar.chaminade.edu/catalogs/>

Dean of Students

The Dean of Students is available to meet with Online & Military Base students concerning student affairs. Please contact them at deanofstudents@chaminade.edu or call (808) 735-4710 to make an appointment.

Student Support Services

Student Support Services offers a variety of free services and programs that set a course for success throughout your academic career at Chaminade. To make an appointment with the Student Support Services Office, call (808) 735-4724. Services include:

- One-on-one tutorials in course content areas (by appointment)
- Study skills workshop.

Contact Us: Locations and Advisors

Chaminade Main Campus-General Information		
Email: online@chaminade.edu		Phone: (808) 739-7478
Graduate Programs Contacts-Main Campus		
MED/MAT	Kevin Mikami <i>Director of Advising - Education</i>	kevin.mikami@chaminade.edu (808) 739-4684
MSCP	Robert Santee <i>Director of MSCP</i>	rsantee@chaminade.edu 808-735-4720
MSCJA	Ronald Becker <i>Director of MSCJA</i>	rbecker@chaminade.edu (808) 735-4873
MBA	Elizabeth Stone <i>MBA Program Manager</i>	elizabeth.Stone@chaminade.edu (808) 739-4612
MPT	Regina Pfeiffer <i>Associate Professor – Philosophy & Religion</i>	regina.pfeiffer@chaminade.edu (808) 739-8536

Chaminade Main Campus Contact Information

Admissions	Business Office	Financial Aid	Records
Email: grad@chaminade.edu or admissions@chaminade.edu	Email: businessoffice-ar@chaminade.edu	Email: finaid@chaminade.edu	Email: records@chaminade.edu
Phone: (808) 739-8340 Toll Free: 1-800-735-3733 (Hawaii Standard Time)	Phone: (808) 735-4711	Phone: (808) 735-4780	Phone: (808) 735-4722
Office Hours: Monday – Friday (8:30 AM – 4:30 PM) Ching Hall Lobby	Office Hours: Monday – Friday (8:30 AM – 4:30 PM) Ching Hall Lobby	Office Hours: Monday – Friday (8:30 AM – 4:30 PM) Ching Hall, Room 6	Office Hours: Monday – Friday (8:30 AM – 4:30 PM) Ching Hall, Room 6

Master's Course Schedule

Master of Education (MED) / Master of Arts in Teaching (MAT)

Course	Course Title	Day	Start	End	Faculty
EDUC 600-90-3	Introduction to Master of Education	Online			Park, Elizabeth
EDUC 608-90-3	Montessori Child Development	Online			Park, Elizabeth
EDUC 610-90-3	Elementary Language Arts Methods	Online			TBA
EDUC 612-90-3	Elementary Science Methods	Online			Roseler, Katrina
EDUC 614-90-3	Elementary Math Methods	Online			Mukina, Travis
EDUC 618-90-3	Elementary Social Studies Methods	Online			Wylie, Scott
EDUC 621-90-3	Secondary Math Methods	Online			Mukina, Travis
EDUC 622-90-3	Secondary English Methods	Online			TBA
EDUC 624-90-3	Secondary Methods 1: Science	Online			Roseler, Katrina
EDUC 625-90-3	Secondary Methods 1: Social Studies	Online			Wylie, Scott
EDUC 627-90-3	Secondary Methods II	Online			Wylie, Scott
EDUC 628-90-3	Secondary Methods III	Online			Roseler, Katrina
EDUC 630-90-3	History & the Profession of Education	Online			Fryxell, Dale
EDUC 631-90-3	Psychological Foundations of Education & Development	Online			Moseley, Bryan
EDUC 632-90-3	Learning Environments	Online			Smith, Mary
EDUC 633-90-3	Diverse Learners	Online			Smith, Mary

Course	Course Title	Day	Start	End	Faculty
EDUC 640-90-3	Educational Technology	Online			Park, Elizabeth
EDUC 667-90-3	SPED: K-12 Math Methods	Online			Farris, Laura
EDUC 668-90-3	SPED: K-12 Language Arts & Methods	Online			Unten, Lorene
EDUC 701-90-3	Educational Research & Design	Online			Chun, Hans
EDUC 712-90-3	Learning Styles & Learning Theories	Online			Moseley, Bryan
EDUC 714-90-3	Integrated Curriculum & Technology	Online			Takanishi, Stacey
EDUC 772-90-3	Advanced Leadership & Montessori	Online			Park, Elizabeth
EDUC 790-90-3	Peace, Social Justice & Educational Reform	Online			Chun, Hans
EDUC 794-90-3	Culminating Experience	Online			Roseler, Katrina

Master of Science in Counseling Psychology (MSCP)

Course	Course Title	Day	Start	End	Faculty
PSY 500-01-3	School Counseling and Exceptional Child	TUESDAY	5:30pm	9:20pm	Ebisuya, Brent
PSY 521-01-3	Personality	TUESDAY	5:30pm	9:20pm	Fryxell, Dale
PSY 521-02-3	Personality	Online	5:30pm	9:20pm	Fryxell, Dale
PSY 524-01-3	Abnormal Psychology	MONDAY	5:30pm	9:20pm	<i>TBD</i>
PSY 524-02-3	Abnormal Psychology	TBD	5:30pm	9:20pm	<i>TBD</i>
PSY 601-01-3	Ethical and Professional Issues in Counseling	WEDNESDAY	5:30pm	9:20pm	Miyagi, Scott
PSY 601-02-3	Ethical and Professional Issues in Counseling	THURSDAY	5:30pm	9:20pm	Cohen, Kacie

Course	Course Title	Day	Start	End	Faculty
PSY 602-01-3	Life Span Development	THURSDAY	5:30pm	9:20pm	Hashimoto, Quinn
PSY 602-02-3	Life Span Development	MONDAY	5:30pm	9:20pm	Iwamoto, Darren
PSY 603-01-3	Introduction to Counseling Skills	TUESDAY	5:30pm	9:20pm	Cohen, Kacie
PSY 606-01-3	Psychological Tests and Measurements/LAB FEE	WEDNESDAY	5:30pm	9:20pm	Mobley, Joseph
PSY 606-02-3	Psychological Tests and Measurements/LAB FEE	FRIDAY	5:30pm	9:20pm	Mobley, Joseph
PSY 627-01-3	Career Development	SATURDAY	8:00am	11:50am	Halston, Abby
PSY 627-02-3	Career Development	SATURDAY	1:00pm	4:50pm	Halston, Abby
PSY 646MH-01-3	Practicum - MH (PSY 636, PSY 741)	WEDNESDAY	5:30pm	9:20pm	Bach, Dorothy
PSY 646MH-02-3	Practicum - MH (PSY 636, PSY 741)	THURSDAY	5:30pm	9:20pm	Bach, Dorothy
PSY 646MH-03-3	Practicum - MH (PSY 636, PSY 741)	MONDAY	5:30pm	9:20pm	Iwamoto, Darren
PSY 646MH-04-3	Practicum - MH (PSY 636, PSY 741)	TUESDAY	5:30pm	9:20pm	Trevorrow, Tracy
PSY 646SC-01-3	Practicum - SC (PSY 636, PSY 771)	THURSDAY	5:30pm	9:20pm	Koch, Silvia
PSY 646SC-02-3	Practicum - SC (PSY 636, PSY 771)	THURSDAY	5:30pm	9:20pm	Sakaue, Neal
PSY 646SC-03-3	Practicum - SC (PSY 636, PSY 771)	THURSDAY	5:30pm	9:20pm	Ibara, Clyde
PSY 646MF-01-3	Practicum - MF (PSY 636, PSY 756)	WEDNESDAY	5:30pm	9:20pm	Halston, Abby
PSY 646MF-02-3	Practicum - MF (PSY 636, PSY 756)	WEDNESDAY	5:30pm	9:20pm	Hawkins, Blendine
PSY 646MF-03-3	Practicum - MF (PSY 636, PSY 756)	THURSDAY	5:30pm	9:20pm	Halston, Abby

Course	Course Title	Day	Start	End	Faculty
PSY 646MF-04-3	Practicum - MF (PSY 636, PSY 756)	THURSDAY	5:30pm	9:20pm	Hawkins, Blendine
PSY 710-01-3	Drug Abuse Counseling	TUESDAY	5:30pm	9:20pm	Burtness, Kenneth
PSY 720-01-3	Psychological and Educational Testing (500, 501, 606) LAB FEE \$50	TUESDAY	5:30pm	9:20pm	Burghardt, Marie
PSY 736-90-3	Cross-Cultural Counseling	Online			Fryxell, Dale
PSY 736-90-3	Cross-Cultural Counseling	Online			Bach, Dorothy
PSY 751-01-3	Health, Stress Management and Counseling	MONDAY	5:30pm	9:20pm	Santee, Robert
PSY 751-02-3	Health, Stress Management and Counseling	TUESDAY	5:30pm	9:20pm	Santee, Robert
PSY 757-01-3	Family System Approach to Counseling (PSY 756)	MONDAY	5:30pm	9:20pm	Hawkins, Blendine
PSY 759-01-3	Family Abuse: Sex and Violence (PSY 756)	TUESDAY	5:30pm	9:20pm	Churchill, Chiyo
PSY 780-01-3	Cognitive Behavioral Therapy	Online			Fryxell, Dale

Master of Science in Criminal Justice Administration (MSCJA)

Course	Course Title	Day	Start	End	Faculty
CJA 606-01-3	Research Methods	TUESDAY	5:30 PM	9:40 PM	Halston, Abby
CJA 740-01-3	Community Corrections, Probation and Parole	WEDNESDAY	5:30 PM	9:40 PM	Akau, Nova
CJA 780-01-3	Criminal Evidence	MONDAY	5:30 PM	9:40 PM	Lau, Collin
CJA 708-90-3	Terrorism and Justice	Online			Lau, Collin
CJA 760-90-3	Contemporary Issues	Online			Treece, Kelly
CJA 791-90-3	Capstone	Online			Allen, Joseph

Master of Business Administration (MBA)

Course	Course Title	Day	Start	End	Faculty
MBA 510-01-3	Financial Accounting for Managers	MONDAY	5:45pm	9:50pm	Williamson, Aaron
MBA 530-01-3	Business Foundations	THURSDAY	5:45pm	9:50pm	Kido, Richard
MBA 600-01-3	Leading People in Organizations	FRIDAY	5:45pm	9:50pm	Wilson, Stefanie
MBA 602-01-3	Managerial Ethics and Decision Making	Online			Sklansky, Paul
MBA 610-90-3	Managerial Accounting	Online			Kido, Richard
MBA 611-90-3	Managerial Finance	Online			Callahan, Caryn
MBA 612-90-3	Managerial Marketing	Online			Panow-Loui, Wera
MBA 613-90-3	Human Resource Management	Online			Johnson, Joel
MBA 616-01-3	Not-for-Profit Accounting	WEDNESDAY	5:45pm	9:50pm	Kido, Richard
MBA 739-90-3	Not-for-Profit Organizations	Online			Stone, Elizabeth
MBA 754-90-3	Investment Management	Online			Khaleghi, Gholam
MBA 780-01-3	Master Learning Skills for Managers	VARIOUS SEE BELOW*	Various	Various	Weller, Brian
MBA 800-90-3	Strategic Management	Online			Schroeder, Scott & Khan, Safian
HCM 703-90-3	Healthcare Policy and Economics (HCM)	Online			Axtell-Thompson, Linda
STM 601-90-3	Technology Commercialization	Online			Stokes, Alexander

* MBA 780 Master Learning Skills: Friday, 10/18/19-5:30-9:30 p.m.; Saturday and Sunday, 10/19/19-10/20/19-9:00 a.m.-5:00 p.m.; Saturday, 12/14/19-9:00 a.m.-12:30 p.m

