

Summer Session 2020

Session I: May 18 to June 27

Session II: June 8 to July 18

Session III: June 29 to August 8

Summer 2020
Course Offering Book
Student Edition

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General Information

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Advice to ALL Students

Read carefully the directions and procedures given in this booklet so that you fully understand the enrollment process. ***It is your responsibility to know policies and meet deadlines as published.***

Admissions

Eligibility and Admission

Admission to the summer session for both days and evening classes is open to:

- All students currently enrolled at Fairleigh Dickinson University.
- Students enrolled at other colleges and universities
- High school graduates who have been accepted at Fairleigh Dickinson University or another college or university.
- College graduates interested in taking courses for enrichment or career purposes.
- Qualified high school students (specific courses).
- Individuals from the community.

Admission to the University for New Students

All individuals wishing to apply for admission to the University as new, readmit (did not attend Spring 2020) or transfer, should contact the Admissions Office on the appropriate campus.

Campus	Undergraduate	Graduate
Metropolitan	201-692-2553	201-692-2554/2563
Florham	973-443-8901	973-443-8905
Petrocelli College	201-692-2675	

Placement Testing Requirements

All incoming undergraduate students (full-time, part-time, transfer or international) must demonstrate a minimum level of English and Mathematics proficiency through testing or the use of transfer credits accepted by FDU. Students who do not meet the minimum levels of proficiency in English and Mathematics must take special courses designed to help them develop the required proficiency. ***Be advised that these special courses are not applicable to degree requirements.***

International graduate students must demonstrate a minimum level of English proficiency through testing. Students who do not meet the minimum level of proficiency in English must take special courses designed to help them develop the required proficiency.

Advising

Upon completion of the admissions process, new students will be directed to the appropriate department/advising center for academic advising and registration.

Registration

In-person registration is currently not available in the Office of Enrollment Services. When the campus reopens it will be available Monday through Friday from 9:00 a.m. to 5:00 p.m. To register on WebAdvisor for all 3 Summer Sessions, please select '20/SU' in the drop down.

Summer Session Calendar 2020

First Summer Session: May 18 – June 27

April 20	Advance registration begins
May 18	Classes begin
May 25	Memorial Day Holiday
May 26	Last day to register or drop/add
May 29	Memorial Day Holiday make-up day
June 1	Last day to register for Independent Study
June 15	Last day for withdrawal
June 27	Classes end

Second Summer Session: June 8- July 18

March 15	Advance registration begins
June 8	Classes begin
June 15	Last day to register or drop/add
June 22	Last day to register for Independent Study
July 4	Independence Day Holiday
July 6	Last day for withdrawal
July 10	Independence Day Holiday make-up day (7/4)
July 18	Classes end

Third Summer Session: June 29- August 8

March 15	Advance registration begins
June 29	Classes begin
July 4	Independence Holiday
July 6	Last Day to register drop/add
July 10	Independence Day Holiday make-up day (7/4)
July 13	Last Day to register for Independent Study
July 27	Last day for withdrawal
August 8	Classes end

Important Information for Continuing Students

Web Registration

Summer 2020 registration begins on April 20, 2020. Web registration will be available to continuing graduate and undergraduate students currently enrolled for the Spring 2020 term. Students may register at any time between 8:00 a.m. and 11:00 p.m. up to the day before a class begins. Access WebAdvisor: <https://webadvisor.fdu.edu/>. See Page 5 for guidelines.

Undergraduate students: are required to meet with an academic advisor to prepare their summer schedule and to obtain access to register on the web. A student may register on the web at any time up to the day before a class begins for the Summer session. Please refer to [Holds and Registration Information](#) on WebAdvisor to check for any "Holds" that may block you from registration. Contact the corresponding department to resolve any hold that may inhibit you from Summer registration. You may also contact the Office of Enrollment Services by emailing Metro Campus esteafdu@fdu.edu or Florham Campus esmad@fdu.edu

Guidelines for Web Registration using the WebAdvisor system for Undergraduate students:

- Undergraduate students must meet with an advisor to gain access to register on the web.
- Undergraduates can only register for a maximum of 12 credits online. Additional credits must be processed through the Office of Enrollment Services by e-mailing Metro Campus esteafdu@fd�.edu or Florham Campus esmadfdu@fd�.edu
- If a student on probation registers for a 'future' term, the system will not allow the student to exceed the current restricted limit. The Dean's office will contact the student, if his/her probation and credit limit are extended into the future term and inform him/her to reduce their course schedule.
- The system will check for prerequisites and corequisites.
- If a course has one of the following 'restrictions' a student must register for this class in-person: DA/Department Approval Needed, DC/Department Chair Approval Needed, RC/Regional Center Approval Needed, HO/Honors Program Approval Needed.
- Other courses with a 'Restriction' will be validated within the system to ensure that the student meets the criteria. If they don't, they will be blocked from registering for the course.
- A registration form must be completed for each student who registers in person. The form requires the student and advisor's signature.
- An EOF student must meet with his/her EOF advisor in addition to his/her academic advisor in order to gain access to WebAdvisor.
- Students in the 5-year Quest program must meet with a Quest advisor in addition to their academic advisor in order to gain access to WebAdvisor.
- If a student has a 'Hold' on his/her record due to an unpaid bill, medical records not presented to the Health Office, Dean's Hold, Loan Hold or any other hold, the student will be blocked from registration. Please view [Holds and Registration Information](#) on WebAdvisor to identify holds on your record.
- A student will acknowledge University policy regarding academic and financial terms prior to registering online.
- To register for all 3 Summer Sessions, please select '20/SU' in the drop down.

Some advisors may choose 'not to permit' their students the option to register online. If this occurs, the advisor should not release the hold flag in PERC. When releasing the hold flag, ALWAYS use the prior day's date, otherwise the release will not go into effect until midnight of the current date, thus blocking a student from registering before this time.

Graduate students: are encouraged but not required to meet with an academic advisor before registering on the web. **Many graduate courses have variable start dates: therefore, you may register for a course up to the day before a class begins.** Please refer to [Holds and Registration Information](#) on WebAdvisor to check for any "Holds" that may block you from registration. Contact the corresponding department to resolve any holds that may inhibit you from summer registration. You may also contact the Office of Enrollment Services by emailing Metro Campus esteafdu@fd�.edu or Florham Campus esmadfdu@fd�.edu

Guidelines for Web Registration using the WebAdvisor system for Graduate students:

- Graduate students are encouraged but not required to meet with an advisor prior to registering on the web.
- Graduate students can only register for a maximum of 12 credits. Additional credits must be processed by contacting the Office of Enrollment Services by e-mailing Metro Campus esteafdu@fd�.edu or Florham Campus esmadfdu@fd�.edu
- Non matriculated students will not be permitted to register online.
- The system will check for prerequisites and corequisites. Waivers and substitutions will be recognized by the system as long as the information resides on the student transcript.
- Courses with 'Restrictions' will be validated within the system to ensure that the student meets the criteria. If they don't, they will be blocked from registering for the course.
- Students in the 5-year Quest program must meet with a Quest advisor in addition to their academic advisor in order to gain access to WebAdvisor.
- If a student has a 'Hold' on his/her record due to an unpaid bill, medical records not submitted to the Health Office, Dean's Hold, Loan Hold or any other hold, the student will be blocked from registration. Please review [Holds and Registration Information](#) on WebAdvisor to identify holds on your record
- A student will acknowledge University policy regarding academic and financial terms prior to registering online.
- To register for all 3 Summer Sessions, please select '20/SU' in the drop down.

Some advisors may choose 'not to permit' their students the option to register online. It is the advisor or Program Director's responsibility to inform the student of his/her program's policy.

Please note: If you are registering for 3, 4, 5, or 6- week module courses and they are prerequisites for one another, you must register for the courses in sequential order and you must register for one course at a time and finalize each transaction.

In order to register on the web, a student must be registered for the current term, have a Webmail account and a WebAdvisor account. Webmail creates an FDU email account. WebAdvisor is the program that gives you the access to register, view your academic record, billing and financial aid awards.

Please check your schedule for accuracy when you complete the registration process.

When selecting courses - if you select a course for which you are not eligible to enroll, your entire schedule will not be processed. Please delete this course in order to proceed and finalize your registration.

Please note: A student must create a Webmail account before he/she can gain access to WebAdvisor.

To create a Webmail account, go to: <https://webmail.fdu.edu> You will receive a login and password to WebAdvisor the next business day. For assistance with Webmail call the Help Desk at 973-443-8822. For assistance with WebAdvisor send an e-mail to webadvisoradmin@fd�.edu.

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Department/Advising Centers will arrange advisement and provide scheduling forms during the registration period. Students should contact their departments/advisors to arrange advising appointments.

All Graduate students are encouraged to see their advisor prior to registering. All Undergraduate students are required to meet with their academic advisor before registering for classes.

Visiting students must go to the Admissions Office prior to registration to complete an application.

Non-matriculated (non degree-seeking) students who wish to matriculate (file for degree status) should contact the Office of Enrollment Services/Records prior to registering.

Graduation Requirements Students are ultimately responsible for meeting graduation requirements and should check the catalog for degree requirements and/or corequisites. Students are required to file for graduation at least eight months prior to their expected date of completion. Early filing is encouraged.

September Graduation – File by prior year March 1 date

February Graduation – File by prior year June 1 date

May Graduation – File by prior year November 1 date

Administrative Holds placed on a student's record may prevent registration. Proof of clearance or a release must be presented to the Office of Enrollment Services at the time of registration. Students can obtain clearance for holds from the appropriate office.

Course Master Schedule Changes

• Cancelled Classes

The University reserves the right to cancel any class for which there is insufficient enrollment, to close a class when the enrollment limit in that class is reached, and to make any schedule changes required, including a change of hours, days and campus location. When and if possible the department making the change will notify students of such changes.

• Faculty Assignments

The University reserves the right to make last-minute changes in faculty assignments owing to circumstances of an unforeseen nature.

Payment Information

Payment in the form of check or money order is accepted in the Office of Enrollment Services. Cash payments are limited to a \$1,000 daily transaction. In addition, the University offers a secure online payment method through WebAdvisor. Please refer to "Make a Payment". A service charge for the convenience of this alternative method of payment will be applied to credit card transactions.

Corporate Reimbursement Plan

Students who are reimbursed by their employers at the end of a semester and upon submission of a grade can enroll in the Corporate Reimbursement Plan. The enrollment forms are available in the Office of Enrollment Services. A 4% carrying charge will be assessed at the time of application. Payment for the Summer Session I & II is due on or before August 15, 2020. Payment for Summer III is due September 30, 2020. The plan is term specific. Payment received after the due date will be subject to a late fee.

Corporate Voucher/Direct Payment

Students who have corporate sponsorship must submit a voucher at the time of registration. The University will forward the voucher and a statement of account to the corporation for payment.

Employee Educational Tuition Grants (ETG)

Employees or dependents of employees must apply for an Educational Tuition Grant (ETG) through the Office of University Human Resources prior to being registered. Employees are responsible for all other fees. The tuition credit will be applied to your account by the Financial Aid Office three weeks after the start of the term.

Correct Sections

Students are responsible for attending the correct course section – day(s), time(s), building and room – as indicated on their schedules. The submission and processing of a properly signed registration form to a student's home campus Enrollment Services Office creates a contract with the University which results in the holding of all class seats. This processing produces an indebtedness to the University. 100% tuition cancellation can only occur if the withdrawal process takes place before the beginning of the session.

Non-attendance in a class or non-payment of tuition does not constitute an official withdrawal nor does it guarantee a tuition refund.

Closed Course

When a student attempts to register for a course which is closed the student may petition to be admitted into the course. Students may obtain the closed course authorization card from the department offering the course. Students are responsible for securing the necessary signatures and then bringing the authorization card and the Registration Form/Change of Program Form to the Office of Enrollment Services.

Late Payment Charge

Summer payments are due at the time of registration. If payment is received after the start of the term, a late fee will be assessed as follows:

Weeks 1 & 2	2%
Weeks 3 & 4	4%
Weeks 5 & 6	6%

Accounts turned over to the Collections Department will be assessed a 6% charge.

Withdrawals

- a) **Non-attendance or non-payment of tuition does not constitute an official withdrawal.** An official drop form **must** be filed with the Office of Enrollment Services/Records. A 100% refund is **granted only when a student withdraws prior to the first day of the session.**
- b) Undergraduate and graduate students may withdraw from classes without academic penalty, receiving a grade of "W" until the date specified in the Summer Session Calendar for that session as specified above.
- c) The grade of "W" will apply on all withdrawals. This grade will not be credited toward the baccalaureate or graduate requirements nor will it be averaged into the cumulative grade point ratio.
- d) Any change in a student's schedule after the term begins must be made in writing, with the student's signature to the Office of Enrollment Services/Registration. Forms to delete a course(s) or withdraw completely from the University are available in the Office of Enrollment Services on each campus.
- e) All mail requests for withdrawal shall be sent to the Office of Enrollment Services. The effective date of the withdrawal will be the date the student last attended class.

Tuition Refund Schedule

Effective Date of Change	Refund to Student
6 - 12 Week Sessions	
Prior to first day of session	100%
During 1 st week of session	75%
During 2 nd week of session	50%
After 2 nd week of session	0%

Fees are non-refundable after the start of the first day of class.

• **Refund Policy, Title IV Recipients**

Federal regulations require specific refund calculation for students receiving Title IV financial aid who completely withdraw from the University or have a change of status from Full Time to Part Time. Title IV financial aid includes the following federal student aid programs: Federal Perkins Loans, Federal Supplemental Educational Opportunity Grants (SEOG), Pell Grant, TEACH Grant, Direct Subsidized/Unsubsidized Loans and Direct PLUS/Graduate PLUS Loans.

The amount of federal aid a student earns is determined on a prorated basis and is based on the date of withdrawal. Once a student completes more than 60% of the payment period, all of the federal aid the student is scheduled to receive for the period is earned. If earned funds are not received prior to the date of withdrawal the student may be due a post-withdrawal disbursement. Students eligible for post-withdrawal disbursements will be notified – the University must receive permission from the student before it can disburse these funds. The student will have 14 days of receipt of notification to accept/decline the post withdrawal disbursement.

Calculations for Return of Title IV funding is performed as follows:

1. Determine date of withdrawal
2. Calculate the percentage of the enrollment period completed as of the date of withdrawal
3. Calculate percentage of Title IV aid the student earned as of the date of withdrawal
4. Calculate the amount of Title IV aid that must be returned/repaid to the programs
5. Federal aid is returned in the following order:
 - a. Unsubsidized Direct Loan
 - b. Subsidized Direct Loan
 - c. Direct PLUS/GRAD PLUS Loan
 - d. Pell Grant
 - e. Federal SEOG Grant
 - f. Federal TEACH Grant
 - g. Other sources of federal aid

Students who receive Title IV funding and who officially withdraw from the University will be subject to the Return of the Title IV calculation in determining earned aid. Students who receive Title IV funding and stop attending classes without official notification to the University, whereby a last date of attendance cannot be determined, will be subject to a Return of Title IV calculation based on attendance through the midpoint of the payment period or the last date of an academically related activity in which the student participated.

Collection Fee

By endorsing the registration agreement the student enters into a contractual agreement with Fairleigh Dickinson University and has a financial obligation to pay expenses incurred during enrollment. In the event the student defaults on his or her financial obligation and the account is submitted to a third party agency for collection, the student will be responsible to pay all collection costs associated with the account as well as the past due balance. A 6% late fee will also be assessed to the unpaid balance.

Recipients of Scholarships (Grants, Stipends, and Waivers) and Fellowships

Section 117(b)(2) of the Internal Revenue Code requires that you report any scholarships (including grants such as Pell, SEOG, or NJ State Grants, stipends, and waivers) and fellowships received in payment for room, board, equipment, travel, teaching, research, or other services. **Payment for tuition, fees, books, supplies & equipment required for courses of instruction are not subject to tax.** For further information, see IRS Publication 520 on Scholarships & Fellowships.

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Independent Study

Independent Study course forms are available in the Office of Enrollment Services. If the course is taken at the student's home campus, signatures are required by the dean of the college of the major, the chairperson of the major and the mentor of the course. When an Independent Study course is not within the department of the major on campus, the signature of the chairperson of the department of the course is also required. If the course is taken cross-campus, signatures are also required by the cross-campus college dean and the cross-campus course chairperson. When all signatures are acquired, forms must be returned to the Office of Enrollment Services. Deadlines for Independent Study are listed in the calendar on page 4.

University Core

All freshmen entering the university are expected to complete the 8-credit, four-course University Core. The sequence of Core courses will usually be completed by the end of the sophomore year. UNIV 1001 AND UNIV 1002 must be taken sequentially. UNIV 2001 and UNIV 2002 may be taken in either order after the UNIV 1001 and UNIV 1002 have been completed. Additionally, no student may take UNIV 2001 or UNIV 2002 who has not successfully completed ENGW 1101, ENWR 1101, or ENGL 1101. Students who enter in Fall 2015 and thereafter will take these courses:

- UNIV 1001 Transitioning to University Life
- UNIV 1002 Preparing for Professional Life or an authorized* substitute course
- UNIV 2001 Cross Cultural Perspectives
- UNIV 2002 Global Issues

New University Core Transfer/Exemption Policy

- a. Students entering the University with 30 or more credits will be exempted from taking Transitioning to University Life (UNIV 1001)
- b. Students entering the University with 45 or more credits will be exempted from taking Preparing for Professional Life
- c. Adult learners also will be exempted from taking UNIV 1001 and UNIV 1002
- d. All students must take Cross-Cultural (UNIV 2001) and Global Issues (UNIV 2002) regardless of number of transfer credits. Transfer credits will not be granted for UNIV 2001 or UNIV 2002.
- e. No other exemptions are contemplated

Records

Change of Name, Address, Major, Etc.

All changes relating to a student's permanent record must be made through the Office of Enrollment Services/Records by submitting the appropriate form. Students are responsible for ensuring that the University has their correct address.

Declaration for Graduation

Students planning to complete their degree requirements must file a Declaration for Graduation online through their WebAdvisor account. Students are required to file for graduation at least eight months prior to their expected date of completion. Early filing is required. See page 6 for filing deadlines.

• Academic Leave of Absence

An academic leave of absence which permits a student to return without penalty may be granted only to a matriculated student. Undergraduate students must have a cumulative grade point ratio of 2.00 or higher. Graduate students require a cumulative grade point ratio of 3.00 or higher. A leave may cover only one semester with the privilege of renewal for one more consecutive regular semester. A leave of absence may be granted for medical, financial, employment and military reasons. Verification in writing must be furnished where applicable by a physician, employer or other authority. Authorization to grant a leave of absence resides with the dean of students for undergraduate students and with the college dean and the student's major department chairperson for graduate students.

Security

Identification Cards

All students are required to carry University identification cards. These cards may be obtained at the Metropolitan Campus - Public Safety/Security Office, Florham Campus - Public Safety/Security Office. Photographing, identification card processing and validation schedules are posted at all campuses.

Parking

All cars must display an official decal which is available from The Metropolitan Campus Public Safety/Security Office, 870 River Road, Florham Campus Public Safety/Security Office, The Barn. Failure to display a decal will result in ticketing and a fine.

Special Programs

• Alumni Plan

University alumni may take courses on an audit-only basis at a reduced tuition rate. Alumni currently enrolled as students in the University are not eligible for this plan. Tuition information, applications and registration forms are available in the Office of Enrollment Services. Applications and registration forms must be processed in person.

• Family Plan

Two or more related dependent undergraduate students will each receive \$1,250 per year as a Family Grant. For further information, contact the Campus Financial Aid Office.

Affirmative Action Statement

No person acting within the scope of his or her authority and responsibility at Fairleigh Dickinson University shall discriminate on the basis of race, color, creed, sex, sexual orientation, national origin, handicap, military status, or age.

Florham Campus

Brian Mauro, PhD, Campus Executive
Telephone Number 973-443-8081

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Florham Campus Building Codes

DREY	Dreyfuss Building
DANF	Danforth Hall
GRI	George Rothman Building
REC	Ferguson Recreation Center
MAN	Hennessy Hall (Mansion)
MC	The Hennessy Hall (Mansion) Courtyard
ZEN	Stadler/Zenner Hoffman-LaRoche Inc. Academic Building
PRF	Phyllis Rothman Forum
SCI	Science Building
TB	The Barn
TWOM	Twombly Hall
MONN	Monninger Center

Becton College Advising Center

Deborah Dobson, MAS, Director
Hennessy Hall (Mansion), Room M-11, 973-443-8742

Campus Academic Support Center

Darshan Shah, B. Pharm, MBA, MAS, Director
Monninger Center, Florham Campus
973-443-8540

Career Development

Ryan Stalgaitis, Ed.M, Director, Florham Campus
Student Center, 973-443-8939

Internship Program

Integrates classroom theory with a supervised learning experience related to a student's academic area. Students can earn academic credit if they meet program criteria and receive approval from their academic advisor. Whether a student achieves this goal through a formal co-op/internship (credit bearing) or a non-credit bearing (part-time job or mentoring experience), the ultimate goal is the same, empowering, motivating and engaging students to make the connection from classroom to workplace.

It is recommended that students meet with a Career Development professional to further discuss their options. For further information, please call 973-443-8945.

Freshman Programs

- **Freshman Seminar (FRSH)**
Marc DeBoer, First Year Experience
Coordinator, Freshman Seminar, Hennessy Hall M9
973-443-8084
- **Freshman Intensive Studies (FIS)**
Mary Ford, Director, Florham Campus,
Hennessy Hall (Mansion) 37, 973-443-8715

University Honors Program (HON)

April Patrick, PhD, Florham Campus Director,
Hennessy Hall (Mansion) M34, 973-443-8379

University Core (CORE)

Kiron Sharma, PhD, Director Mansion - Room M63
Florham Campus, 973-443-8655

Maxwell Becton College of Arts and Sciences

Geoffrey Weinman, PhD, Dean
Jennifer Lehr, PhD, Associate Dean
Hennessy Hall (Mansion), Room 14
Florham Campus, 973-443-8750

Department of Biological and Allied Health Sciences

James Salierno, PhD, Chairperson, Science Bldg.,
Room S14, Florham Campus, 973-443-8757

- **Biological Sciences (BIOL)**
- **Allied Health Technologies (AHT)**
- **Clinical Laboratory Sciences (CLS)**

Department of Chemistry and Biochemistry

Alexey Teslja, PhD, Chairperson, Science Building,
S21, Florham Campus, 973-443-8782

- **Chemistry (CHEM)**
- **Pharmaceutical Sciences (PHRM)**

Department of Communication Studies

Gary Radford, PhD, Chairperson, Stadler/Zenner
Hoffman-LaRoche Inc. Academic Building, Room 250,
Florham Campus, 973-443-8647

- **Communication Studies (COMM)**
- **Corporate Communication (MCOMM)**

Department of Literature, Language, Writing, and Philosophy

Matthieu Boyd, PhD, Chairperson, Hennessy Hall
(Mansion) Room W22, Florham Campus,
973-443-8719

- **Arabic (ARAB)**
- **Literary Studies (LITS)**
- **French (FREN)**
- **German (GERM)**
- **Humanities (HUMN)**
- **Italian (ITAL)**
- **Japanese (JAPN)**
- **Philosophy (PHIL)**
- **Portuguese (PORT)**
- **Russian (RUSS)**
- **Sign Language (LANG)**
- **Spanish (SPAN)**
- **Writing (ENGW)**
- **College Writing Courses (ENGW):** In order to optimize success, all incoming student transcripts are reviewed before students are placed either in ENGW 0198 (Fundamentals of Writing Workshop), ENGW 1100 (Writing Skills Workshop), or ENGW 1101 (College Writing Workshop). Upon satisfactory completion of ENGW 1101, students enroll in ENGW 1102 (Research Writing Workshop). ENGW 1101 and ENGW 1102 are required for graduation. Students must pass proficiency examinations at the conclusion of ENGW 0198, ENGW 1100, and ENGW 1101 before enrolling in the next level. For more information contact Kathryn Douglas, Director, College Writing, 973-443-8718

- **English for International Students**

NOTE: Students whose first language is not English should be tested by the Academic Support Center to determine the appropriate level of ESL or of college writing courses.

Department of Mathematics, Computer Science and Physics

Laila Khreisat, PhD, Chairperson, Stadler/Zenner Hoffman-LaRoche Inc. Academic Building, Room 250, Florham Campus, 973-443-8680.

- **Computer Science (CSCI)**
- **Mathematics (MATH)**
- **Physics (PHYS)**

Department of Psychology and Counseling

Anthony Tasso, PhD, Chairperson, Stadler/Zenner Hoffman-LaRoche Inc. Academic Building, Room 240, Florham Campus, 973-443-8547

- **Counseling (COUN)**
- **Psychology (PSYC)** MA in Industrial Organizational Psychology, MA in Organizational Behavior

Department of Social Sciences and History

Gary Darden, PhD, Chairperson, Hennessy Hall (Mansion), Room 31, Florham Campus, 973-443-8727

- **Anthropology (ANTH)**
- **Criminology (CMLGY)**
- **Economics (ECON)**
- **History (HIST)**
- **Political Science (POLS)**
- **Sociology (SOCL)**
- **Women's Studies (WOMEN)**

School of the Arts

Howard Libov, MA, Chairperson, Dreyfuss Building, Room 110, Florham Campus, 973-443-8646

- **Animation (ANIM)**
- **Art (ART)**
- **Art History (ARTH)**
- **Computer Graphics & Design (CGD)**
- **Creative Writing**
- **Film (FILM)**
- **Music (MUSIC)**
- **Speech (SPCH)**
- **Theater (THEA)**

Florham Campus - Page 10

University College: Arts · Sciences · Professional Studies

Vicki Cohen, Ed.D, Interim Dean, Robison Hall, Room 33, Metropolitan Campus, 201-692-2132
Janet Boyd, Ed.D, Interim Associate Dean
Robison Hall, Room 31B, Metropolitan Campus

Henry P. Becton School of Nursing and Allied Health

Minerva Guttman, Ed.D, RN, Director, Dickinson Hall, Room 4444, Metropolitan Campus, 201-692-2888
Marycarol Rossignol, Ph.D.; Associate Director, 973-443-8236

Peter Sammartino School of Education

Miriam Singer, EdD, Interim Director, Bancroft Hall, Room 217, Metropolitan Campus, 201-692-2853 or 2836
Louis Ray, Ph.D., Deputy Director, Bancroft Hall, Room 229, Metropolitan Campus, 201-692-2828

- **Learning Disabilities**
Teresa Oettinger Montani, EdD Bancroft Hall, Room 219, Metropolitan Campus, 201-692-2837
- **MA in Education for Certified Teachers**
Bancroft Hall, Metropolitan Campus, 201-692-2865
Literacy/Reading Certificate Program
Leslie Meskin, EdD, Bancroft Hall, Room 327, Metropolitan Campus, 201-692-2201
- **Multilingual MA**
ESL, Bancroft Hall, Room 319, Metropolitan Campus, Sora Suh, Ph.D, 201-692-2827
- **Mathematics Specialist**
Jennifer Jones, EdD, Bancroft Hall, Room 219, Metropolitan Campus, 201-692-2834
- **MA in Educational Leadership**
Joshua Bornstein, Ph.D, Director, Bancroft Hall, Room 311, Metropolitan Campus, 201-692-2831
- **MAT**
Carol Karpinski, EdD, Bancroft Hall, Room 328 Metropolitan Campus, 201-692-2838
- **Alternate Route Program**
Carol Karpinski, EdD, Bancroft Hall, Room 328, Metropolitan Campus, 201-692-2838
- **Multilingual MA-Sora Suh**
- **QUEST (BA/MAT) Program**
- **QUEST Dual Certification (BA/MAT) Elementary Education and Teaching Students with Disabilities**
Kathryn Spence, EdD, Bancroft Hall, Room 312, Metropolitan Campus, 201-692-2863
Campus at Florham, Room C5, 973-443-8345
- **Teacher Certification Officer**
Vincent Martone, MA, Bancroft Hall, Room 216, Metropolitan Campus, 201-692-2085

Silberman College of Business

James Almeida, PhD, Interim Dean, Hennessy Hall (Mansion), Room W18, Florham Campus, Administrative Assistant: Pat Riddell 973-443-8801

Daniel Wischnevsky, PhD, Associate Dean Hennessy Hall (Mansion), Room W18, Administrative Assistant: Christina Levy Florham Campus, 973-443-8801

Peter Caliguari, MBA, Director of Programs & Executive Programs, Dickinson Hall, Room 2235, Metropolitan Campus, 201-692-7229 Administrative Assistant: Linda Abrunzo, 201-692-7224

Jennifer Page, MA, Advising Counselor for Undergraduate Programs, Hennessy Hall (Mansion), Room M6, Florham Campus, 973-443-8845

Michelle Klemme, M.Ed, Advising Counselor for Undergraduate Programs, Hennessy Hall (Mansion), Room M6, Florham Campus, 973-443-8579

Sophia LiFerry, MA MSED, Graduate Advisor, Hennessy Hall (Mansion), Room MB7, Florham Campus, 973-443-8459

Mary Sakin, MBA, Executive Director of Placement, Outreach, & Alumni Relations, Hennessy Hall (Mansion), Room M6, Florham Campus, 973-443-8377 Administrative Assistant: Pat Wyer, 973-443-8851

Carol Menniti, Manager, Placement & Outreach Hennessy Hall (Mansion), Room M6 Florham Campus, 973-443-8862

Jeremy Mota, Manager of Social Media & Communication, Hennessy Hall (Mansion), Room 5 Florham Campus, 973-443-8847

Department of Accounting, Taxation and Law

Ron West, CPA, JD, LL.M, CFP, Chair, Hennessy Hall (Mansion), Room W12, Florham Campus 973-443-8810

- **Accounting** (ACCT)
- **Taxation** (TAX)
- **Law** (LAW)

Administrative Assistant: Donna Hilsinger 973-443- 8810

Department of Economics, Finance and International Business

Karen Denning, PhD, Chair, Hennessy Hall (Mansion), Room MB8, Florham Campus

- **Economics** (ECON)
- **Finance** (FIN)
- **International Business** (IBUS)

Administrative Assistant: Rosemarie Zimmerer 201-692-7215

Department of Marketing and Information Systems and Decision Sciences

Li Qin, PhD, Chair, Hennessy Hall (Mansion), Room 13A, Florham Campus

- **Management Information Systems** (MIS)
- **Decision Sciences** (DSCI)
- **Marketing** (MKTG)

Administrative Assistant: Patti Albanese 201-692-7213

Department of Management and Entrepreneurship

Gwen Jones, PhD, Chair, Hennessy Hall (Mansion), Room W11, Florham Campus

- **Management** (MGMT)
- **Business Administration** (BUSI)
- **Entrepreneurship** (ENTR)

Administrative Assistant: Marcia Matirano, 973-443-8850

Rothman Institute of Entrepreneurship

Dale Caldwell, MBA, Ed.D, Executive Director Hennessy Hall (Mansion), Room C3 Florham Campus, 973-443-8887

Susan Slavin, Programs Administrator, Room C4, Florham Campus 973-443-8842 Administrative Assistant: Maura Pniewski 973-443-8577

**Petrocelli College of Continuing
Studies**

Lisa R. Braverman, PhD, Dean
Edward Williams Hall, Metropolitan Campus
201-692-2671

**Bachelor of Arts in Individualized
Studies Program**

Francisco Parra, Ph.D
Assistant Director and Advising Counselor for UG
Programs
Edward Williams Hall
Office of Administrative Sciences
201-692-2746

Master of Sports Administration

J.C. Kim, PhD., Program Co-Director, 201-692-7256
Robyn Lubisco, PhD., Program Co-Director
201-692-7257

**International School of Hospitality and
Tourism Management (ISHTM)**

Dr. John Niser, Director,
Dickinson Hall, Metropolitan Campus, 201-692-7276
Email: jniser@fdu.edu

Metropolitan Campus

Steven Nelson, MBA, J.D. Campus Executive
Telephone Number 201-692-2460

Metropolitan Campus Building Codes

ALUM	Alumni Hall
BAN	Bancroft Hall
BEC	Becton Hall
COMMLAB	Communications Lab
DH	Dickinson Hall
ELS5	Robison Hall
ELS6	Robison Hall
ELS7	Robison Hall
ENGCONF	English Conference Room, 830-4 River Road, Teaneck
EWC	Edward Williams Building
JLC1	Robison Hall
CONF2	Robison Hall
LC	Learning Center
LIB	Giovatto Library
MUS	Muscarelle Center
PSYC	Center for Psychological Services, 131 Temple Avenue, Hackensack
ROB	Robison Hall Labs
RA	Robison Annex
RTHCTR	Rothman Athletic Center
TFC	The Fitness Center
UH	University Hall
WMS	Williams Hall

- **Academic Advisement Center**
Andrea Mosca, BA, MS, Director
Robison Hall, Room 30, Metropolitan Campus,
201-692-2339
- **Academic Resource Center**
Margaret Roidi, Ph.D., Director
Robison Hall, Room 502, Metropolitan Campus
201-692-2076

Transfer Student Services

June Giardina, BA, M.A., Director
Robison Hall, Room 39A, Metropolitan Campus,
201-692-2433, June Giardina, BA, M.A., Director

Internships

Donna Robertson, University Director,
Career Development, Metropolitan Campus,
201-692-2196

University Honors Program (HON)

April Patrick, PhD, Director, Robison Hall,
Room 37, Metropolitan Campus, 201-692-2407

University Core (CORE)

Ben Freer, PhD, Director, Williams Hall,
Room 204C, Metropolitan Campus, 201-692-2815

University College: Arts · Sciences · Professional Studies

Vicki Cohen, PhD, Interim Dean, Robison Hall, Room 33, Metropolitan Campus, 201-692-2132
Janet Boyd, PhD, Interim Associate Dean
Robison Hall, Room 31B, Metropolitan Campus,

School of Art and Media Studies

Janet Boyd, PhD, Interim Director, School of Art and Media Studies, Robison Hall, Room 22, Metropolitan Campus, 201-692-2415

- **Communication & Speech (COMM & SPCH)**
(Including Advertising, Broadcasting, Communication, Film and Journalism) Janet Boyd, PhD, Interim Director, Robison Hall, Room 22, Metropolitan Campus, 201-692-2415
- **Fine Arts (ART)** Janet Boyd, PhD, Interim Director, University Hall, Room 18, Metropolitan Campus, 201-692-2801. *Art majors are advised that many studio courses have extended hours that are required if you are a major.*
- **Music & Theater Arts (MUSIC & THEA)**
Janet Boyd, PhD, Interim Director, University Hall, Room 18, Metropolitan Campus, 201-692-2801

Gildart Haase School of Computer Sciences and Engineering

Alfredo C. Tan, PhD, Director, Muscarelle Center, Room 114, or Room 300, Becton Hall, Metropolitan Campus, 201-692-2324, 2347, 2661, 2660; tan@fdu.edu

Howard Silver, PhD, Deputy Director, Engineering, Engineering Technology and Information Technology, Muscarelle Center, Room 114, Metropolitan Campus, 201-692-2830; silver@fdu.edu
Susan Seed, Director of Student Advisement & Retention, Room 3, Becton Hall, Metropolitan Campus 201-692-2284, srseed@fdu.edu

- **Civil Engineering (CENG)**
- **Civil Engineering Technology (EGTC)**
- **Computer Engineering (CSCI, EENG)**
- **Computer Science (CSCI)**
- **Construction Engineering Technology (EGTC)**
- **E-Commerce (CSCI)**
- **Electrical Engineering (EENG)**
- **Electrical Engineering Technology (EGTE)**
- **Information Technology (INFO)**
- **Management Information Systems (MIS)**
- **Mathematics (MATH)**
- **Mechanical Engineering (MENG)**
- **Mechanical Engineering Technology (EGTM)**

School of Criminal Justice, Political Science and International Studies

Samuel Raphaelides, PhD, Director, Robison Annex, Room 201, Metropolitan Campus, 201-692-2465

- **Criminal Justice (CRIM)**
Katie Ingenito, M.A. Assistant to the Director
Robison Annex, Room 201,
Metropolitan Campus, 201-692-2652
James Kenny, PhD. Graduate Program Director,
Robison Annex, Room 302, Metropolitan Campus.,
201-692-2461
- **International Studies (INTER)**
- **Political Science (POLS)**

Peter Sammartino School of Education

Miriam Singer, EdD, Interim Director, Bancroft Hall, Room 217, Metropolitan Campus, 201-692-2853 or 2836

Louis Ray, Ph.D Deputy Director, Bancroft Hall, Room 228, Metropolitan Campus, 201-692-2828

- **Learning Disabilities**
Teresa Oettinger Montani, EdD **Learning Disabilities**
Bancroft Hall, Room 218, Metropolitan Campus,
201-692-2827
- **MA in Education for Certified Teachers**
Bancroft Hall, Metropolitan Campus, 201-692-2865
- **Literacy/Reading Certificate Program**
Leslie Meskin, EdD, Bancroft Hall,
Metropolitan Campus, 201-692-2201
- **ESL**, Bancroft Hall, Room 318, Metropolitan Campus,
Sora Suh, 201-692-2827
- **Mathematical Foundations (MATH)**
Bancroft Hall, Room 219, Metropolitan Campus,
201-692-2834
- **Mathematics Specialist**
Bancroft Hall, Room 217, Metropolitan Campus,
201-692-2525
- **MA in Educational Leadership**
Joshua Bornstein, Ph.D Director, Bancroft Hall,
Room 229, Metropolitan Campus, 201-692-2831
- **MAT/Elementary Education, Secondary Education & Early Childhood**
Carol Karpinski, EdD, Bancroft Hall, Room 328,
Metropolitan Campus, 201-692-2838
- **Alternate Route Program**
Carol Karpinski, EdD, Bancroft Hall, Room 328,
Metropolitan Campus, 201-692-2838
- **MAT/World Languages**
Bancroft Hall, Room 216, Metropolitan Campus,
Sara Suh, 201-692-2827
- **Multilingual MA**
Bancroft Hall, Room 216, Metropolitan Campus,
201-692-2862
- **QUEST (BA/MAT) Program**
- **QUEST Dual Certification (BA/MAT) Elementary Education and Teaching Students with Disabilities**
Kathryn Spence, EdD, Bancroft Hall, Room 325,
Metropolitan Campus, 201-692-2863
Campus at Florham, Room C5, 973-443-8345
- **Teacher Certification Officer**
Vincent Martone, MA, Bancroft Hall, Room 225,
Metropolitan Campus, 201-692-2085

School of the Humanities

Janet Boyd, PhD, Director, Robison Hall, Room 22, Metropolitan Campus, 201-692-2263, 2265

Mutiara Mohamad, EdD., Int Director, Writing Program, Robison Hall, Room 21, Metropolitan Campus, 201-692-2295

- **Arabic (ARAB)**
- **Chinese (CHIN)**
- **English Language and Literature (ENGL)**
- **English Writing (ENWR)**
- **French (FREN)**
- **History (HIST)**
- **Humanities (HUMN)**
- **Italian (ITAL)**
- **Language & Culture Studies (LANG)**
- **Philosophy (PHIL)**
- **Religion (RELI)**
- **Spanish (SPAN)**
- **Writing Initiative**
Robison Hall, Room 22,
Metropolitan Campus, 201-692-2263

School of Natural Sciences

Marion McClary, PhD, Co-Director, Biological Sciences, Dickinson Hall, Room 4456, Metropolitan Campus, 201-692-2606

James Dougherty, PhD, Co-Director, Chemistry & Physical Sciences, Dickinson Hall, Room 4461, Metropolitan Campus, 201-692-2487

Mihaela Leonida, PhD, Pre-Professional Advisor, Dickinson Hall, Room 4455, Metropolitan Campus, 201-692-2338

- **Biochemistry**
- **Biological Sciences (BIOL)**
- **Chemistry (CHEM)**
- **Cosmetic Science (COSC)**
- **Environmental Science (ENVR)**
- **Marine Biology (MBIO)**
- **Physics (PHYS)**
- **Science (SCIE)**

Henry P. Becton School of Nursing and Allied Health

Minerva Guttman, EdD, RN, Director, Dickinson Hall, Room 4444, Metropolitan Campus, 201-692-2888

- **Allied Health and Radiography (MEDT, RADT)**
Marilyn Rubin, EdM, MLT, CLT, Associate Director, Dickinson Hall, Room 4446, Metropolitan Campus, 201-692-2847
- **Nursing (NURS)**
- **Undergraduate Program**
Sylvia Cabassa, MSN, Associate Director, Dickinson Hall, Room 4446, Metropolitan Campus, 201-692-2880
- **Marycarol Rossignol, Ph.D, Associate Director, Florham Programs, 230 Park Ave., Florham Park, 973-443-8236**
Boas Yu, EdD, Coordinator for RN to BSN program, Dickinson Hall, Room 4443, Metropolitan Campus, 201-692-2881
- **Graduate Programs**
Boas Yu, EdD, RN, Associate Director, Dickinson Hall, Room 4448, Metropolitan Campus, 201-692-2881
- **Doctor of Nursing Practice**
Maryelena Vargas, DNP, Coordinator of DNP program, Dickinson Hall, Room 4441, Metropolitan Campus, 201-692-2317

School of Psychology

Robert McGrath, Ph.D, Director, School of Psychology, Williams Hall, Room 103, Metropolitan Campus, 201-692-2300

- **Postdoctoral MS Program in Clinical Psychopharmacology (PSYC)** Anne R. Farrar-Anton, Ph.D., MSCP, Director, Williams Hall, Room 103, Metropolitan Campus, 201-692-2301
- **PsyD Programs in School Psychology (PSYC)**
Jamie Zibulsky, PhD, Director, Williams Hall, Room 104C, Metropolitan Campus, 201-692-2811
- **MA Program in School Psychology (PSYC)**
Jamie Zibulsky, PhD, Director, Williams Hall, Room 104C, Metropolitan Campus, 201-692-2811
- **PhD Program in Clinical Psychology (PSYC)**
Cynthia Radnitz, PhD, Director of Clinical Training, PhD Program, Williams Hall, Room 103D, Metropolitan Campus, 201-692-2306
- **MA Program in General/Theoretical Psychology (PSYC)**
Stephen Armeli, PhD, Director, Williams Hall, Room 104H, Metropolitan Campus, 201-692-2309
- **UG Studies (PSYC)**
Stephen Armeli, PhD, Director, Undergraduate Programs, Williams Hall, Room 104H, Metropolitan Campus, 201-692-2309
- **MA Program in Forensic Psychology (PSYC)**
Robert Prentky, PhD, Director, Williams Hall, Room 204E, Metropolitan Campus, 201-692-2649
- **BA/MA Program (PSYC)**
Stephen Armeli, PhD, Coordinator, 201-692-2309

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Center for Dyslexia Study

Mary L. Farrell, PhD, Director, Robison Hall, Metropolitan Campus, 201-692-2816
Grace Hottinger, Assistant Director, Robison Hall, Metropolitan Campus, 201-692-2816

Physical Education

Cathy Liggett, Coordinator, Athletic Center, Metropolitan Campus, 201-692-9867

- **Athletics (PHED)**

Programs in Language, Culture, and Professional Advancement (PLCPA)

Mutiara Mohamad, EdD, Director, 835 Sub Lane, Room 2A, Metropolitan Campus, 201-692-2833

- **English for Professional Success (EPS)**
Pre-University Program
Pre-Masters Program

Silberman College of Business

James Almeida, PhD, Interim Dean, Dickinson Hall, Metropolitan Campus, (201) 692-7200
Assistant to the Dean: Pat Ridell

J. Daniel Wischnevsky, PhD, Associate Dean
Undergraduate Programs
Dickinson Hall, Metropolitan Campus, 201-692-7244
Administrative Assistant: Christina Levy

Peter Caliguari, MBA, Director - Executives Programs, Dickinson Hall, Metropolitan Campus, 201-692-7229
Administrative Assistant: Linda Abrunzo

Gina Murray, PhD, Graduate Advising Counselor, Dickinson Hall, Metropolitan Campus, 201-692-2424

Mary Sakin, MBA, Executive Director of Placement, Outreach, and Alumni Relations
Hennessy Hall, Florham Campus, 973-443-8377

Paige Soltano, MA, Director of Placement & Outreach, Dickinson Hall, Metropolitan Campus
201-692-7202

Pam S. Piro, M.A., Undergraduate Program Advisor, Dickinson Hall, Metropolitan Campus, 201-692-2134

Nikki Santoro, Undergraduate Program Advisor, Dickinson Hall, Metropolitan Campus, 201-692-7205

Department of Accounting, Taxation and Law

Ron West, CPA, JD, LL.M., CFP, Chair, Dickinson Hall,
Metropolitan Campus, 201-692-7220

- **Accounting** (ACCT)
- **Law** (LAW)
- **Taxation** (TAX)

Administrative Assistant: Donna Hilsinger

Department of Economics, Finance and International Business

Karen Denning, PhD, Chair, Dickinson Hall, Metropolitan
Campus, 201-692-7215

- **Economics** (ECON)
- **Finance** (FIN)
- **International Business** (IBUS)

Administrative Assistant: Rosemarie Zimmerer

Department of Marketing, Information Systems and Decision Sciences

Li Qin, PhD, Chair, Dickinson Hall,
Metropolitan Campus, 201-692-7213

- **Management Information Systems** (MIS)
- **Decision Sciences** (DSCI)
- **Marketing**

Administrative Assistant: Patti Albanese

Department of Management and Entrepreneurship

Gwen Jones, PhD, Chair, Dickinson Hall,
Metropolitan Campus, 201-692-7213

- **Management** (MGMT)
- **Business Administration** (BUSI)
- **Entrepreneurship** (ENTR)

Administrative Assistant: Marcia Martirano

Rothman Institute of Entrepreneurship

Executive Director-Dale Caldwell
Hennessy Hall (Mansion), Room C4,
Florham Campus, 973-443-8842
Program Administrator: Susan Slavin
Administrative Assistant: Maura Pniewski

Petrocelli College of Continuing Studies

Lisa R. Braverman, PhD, Dean
Edward Williams Hall, Metropolitan Campus
201-692-2671

Bachelor of Arts in Individualized Studies Program

Francisco Parra, Ph.D., Assistant Director and
Advising Counselor
Edward Williams Hall
Office of Administrative Services
201-692-2749

School of Administrative Science Masters Programs

Katherine Zatz, EdD, Assistant Dean Dickinson Hall,
Metropolitan Campus, 201-692-6522

Off-Campus Undergraduate Programs

Frank Pantaleo, BA, Coordinator and Advisor
Edward Williams Hall, Metropolitan Campus,
201-692-2620

International School of Hospitality and Tourism Management (ISHTM)

Dr. John Nisser, Director
Dickinson Hall, Metropolitan Campus, 201-692-7276
Email: jniser@fdu.edu

Puerta al Futuro – Gateway to the Future Program and Latino Promise Program

Teodoro Llalire, Assistant Director, Edward Williams
Building, Metropolitan Campus, 201-692-2625
Email: llalire@fdu.edu

Online Programs

JoAnna Steiner, BS, MS, Associate Director
Dickinson Hall, 201-692-7358
Email: jsteiner@fdu.edu

Continuing Education

Deborah Fredericks, PhD, Associate Dean
Dickinson Hall, Metropolitan Campus, 201-692-6500

The following are non-credit programs for those interested in a change of career, professional advancement, or assistance in preparing for graduate school entrance. For brochures or specific course information call 201-692-6500 or 800-338-3887 or the specific number listed below.

- **Camp Discovery**
- **Certified Financial Planning**
973-443-8990
- **Human Resources Certificate Program**
- **MicroCredentials for Managers**
- **Middle College**
- **Motorcycle Education**
- **Non-Profit Leadership and Philanthropy**
- **Paralegal Studies**
- **Project Management**
973-443-8690
- **Summer Junior Pre-College**

Wroxton College

Nicholas Baldwin, PhD, Dean, Wroxton, England

Study Abroad Program

Brian Swanzey, BA, MA, Director, College at Florham,
973-443-8086, Metropolitan Campus, 201-692-7218

Latino Promise and HACER Program

Edward Williams Building, Metropolitan Campus
201-692-2676, latinopromise@fdu.edu

Army and Air Force ROTC

- **Military Science (ROTC)**
Professor of Military Science: Lieutenant Colonel
Trinidad Gonzalez, United States Army
Faculty: Captain Scott Winterton, Sergeant 1st Class
Enrollment Officer: Mr. Myan Colatat, (973) 313-6255
Master Sergeant Aaron Beckman
Mooney Hall, 4th Floor, Seton Hall University,
(973) 761-9446

Please refer to <https://webadvisor.fdu.edu/> for the ROTC course offerings

- **Aerospace Studies (AS)**
Cadman Lau, Captain
Asst. Professor of Aerospace Studies, AETC
973-596-3628, Room 208, Faculty Memorial Hall,
New Jersey Institute of Technology (NJIT),
151 Warren Street, Newark, NJ 07102-1982