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HoltStudentServices@rollins.edu

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Hamilton Holt School, 203 E. Lyman Ave. Winter Park, FL 32789 407.646.2232

For questions: holtsschool@rollins.edu

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ADVISING AND REGISTRATION PERIODS

SUMMER 2008

Students who entered Spring 2008 and have not yet met with an adviser are required to do so prior to registration for the Summer term. All other students are encouraged, but not required to meet with their adviser each term. You may make a telephone or office appointment by calling the Holt School Office at 407-646-2232. You may also send a question via email using the [advising form](#).

Students are assigned to advisers alphabetically by last name.

Terrie Cole	A - G
Coleen Palmer	H - P
Matt Sayti	Q - Z
Connie Holt	Music Majors, International Students, Graduate Students
Marian Cacciatore	Career Adviser, all levels

Last update: March 4, 2008

Advising dates by academic level are specified below. A student's academic level for registration purposes is determined by the number of semester hours earned at the time the course schedule is posted. Although senior status technically begins at 100 earned hours, degree-seeking Holt students with a declared major and 90+ earned hours are permitted to participate in senior registration. Students may determine their earned hours through FoxLink.

SENIORS: Degree-seeking Holt and Arts & Sciences students with a declared major and 90+ semester hours earned

March 20 - 31	Advising by appointment only. Please no walk-ins.
April 2 & 3	<p>Online registration for senior-level declared majors begins at noon on April 2nd and ends at midnight on the 3rd. Staff support will be available Noon - 6:30 p.m. on April 2, and 8:30 a.m. - 5:00 p.m. on the 3rd.</p> <p>Registered seniors may make changes to their registrations during the Current Student online registration period, April 21 - 24.</p> <p>Senior level students with no declared major register April 24.</p> <p>Note that the computer server or network may be unavailable to students at times during this period to permit scheduled maintenance and upgrades. We apologize for any inconvenience.</p>
April 24	<p>Full tuition payment must be received by the Holt School or Bursar's Office prior to 6:00 p.m.</p> <p>A low-cost payment plan is available. Please refer to payment instructions.</p>

OTHER CURRENT DEGREE-SEEKING HOLT STUDENTS:

Holt and Arts & Sciences students with fewer than 90 semester hours. Registered seniors may drop/add during this time.

April 7 - 22	Holt student advising by appointment only. Please no walk-ins.
April 21 - 24	<p>Online registration opens at Noon. on April 21 for undeclared majors and ends at 6:00 p.m. on April 24.</p> <p>Staff registration support will be available Noon - 6:30 p.m. April 21, and 8:30 a.m. - 6:00 p.m. (5:00 p.m. on Fridays) for the rest of the registration period.</p> <p>Note that the computer server or network may be unavailable to students at times during</p>

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	this period to permit scheduled maintenance and upgrades. We apologize for any inconvenience.
April 24	Full tuition payment must be received by the Holt School or Bursar's Office prior to 6:00 p.m. A low-cost payment plan is available. Please refer to payment instructions.
May 13	Late Registration, 4:00 – 6:00 p.m. in the Holt School Office.

NEW, RETURNING, AND NONDEGREE-SEEKING STUDENTS

March 24	Application Deadline. Complete applications are required for new and returning students and include the application form/fee, official transcripts from all previously attended institutions, and all documentation required for international students. Students completing applications after December 8 may be permitted to register on a space-available basis at the late registration event on May 13.
April 23 & 24	New student advising by appointment only. Please no walk-ins.
April 24	4:00 to 6:00 p.m. - Registration for authorized new, returning, and nondegree-seeking students. Instructions and location will be mailed to authorized students. Full tuition payment is due at the time of registration. Refer to payment instructions.
May 17	10:00 New Student Orientation
Late Registration, May 13, 4:00 – 6:00 p.m. in the Holt School Office.	

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ACADEMIC CALENDAR SUMMER 2008

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Last Update: March 4, 2008

Session Beginning and Ending Dates

Some courses are offered in an intensive format with starting and ending dates as published. Final examinations will be given during the last schedule class meeting of all courses unless otherwise stated by instructor.

Twelve-Week Session

May 19 - August 11

First Six-Week Session

May 19 - June 30

Second Six-Week Session

July 1 - August 11

Important Dates

March 24

Deadline for completion of Application for Admission for Summer 2008

May 13

Deadline for submission of Credit Approval Form for participation in summer internship. See [Internship Guidelines](#).

May 16

Last day to submit complete, approved [independent study proposals](#). Student should be aware that some academic departments have earlier submission deadlines. The Holt School will defer to the departmental deadline in such cases.

Holidays

No Classes on these dates. The Holt School Office will also be closed.

May 26

Memorial Day

July 4

Independence Day

Refund and Withdrawal Policies and Deadlines

Withdrawal deadlines are strictly enforced by the Hamilton Holt School. Tuition refunds for withdrawals after the stated deadline will not be granted for:

• change in job assignment (duties, hours, travel, etc.)

• change in financial aid status and/or eligibility if not reported [in writing](#) to the Holt Office by the end of the first week of classes

• lack of prerequisite knowledge or coursework

• personal or family crisis or illness

• relocation out of the area

• temporary duty assignment or transfer by the military

Withdrawal exceptions are extremely rare and may be granted only by the Student Appeals Committee. See [Appeal Guidelines](#).

Withdrawal and refund deadlines will differ for courses offered on an intensive format. Generally, 50% for withdrawal before the second scheduled class meeting.

Tuition Refund Schedule

http://tars.rollins.edu/holt/schedule/200806/calendar.shtml[1/13/2010 1:45:31 PM]

All withdrawals must be submitted **in writing** to the Holt School Office. Tuition credit is first applied to existing unpaid balance. No refunds after published dates.

Refund Schedule

Before Classes Begin (Before first <u>published</u> meeting date)	100% refund	All Sessions
May 23	50%	Twelve-week & first Six-week sessions
July 7	50%	Second Four-week Session

Withdrawal and refund deadlines will differ for courses offered on an intensive format within published term dates. Generally, 50% for withdrawal before the second scheduled class meeting.

Withdrawal without Academic Penalty Dates

- Full Twelve -Week Courses: July 7
- First Six-Week Session: June 13
- Second Six-Week Session: July 25
- Deadline for withdrawal from intensive courses is the Monday following the mid-point class meeting

Withdrawals must be submitted in writing to the Holt School Office.

Course and Instructor Evaluations (CIE)

Course and Instructor Evaluations are now collected online via FoxLink. Students will be reminded of the dates to complete the form via their Rollins* email. Student participation in the online evaluation process is crucial to the validity and usefulness of this system. During the last week of the relevant term, if you have not completed all of your course/instructor evaluations you will receive a pop-up notice when you log into the College Novell system. In addition, you will receive one automated email (sent to your Rollins account*) every day until all of your evaluations are complete.

Penalty: There will be a penalty for students who fail to complete all evaluations before the published deadlines. In such cases, students will be blocked from access to online grade viewing for a period of two weeks after end term grades are posted. **No paper grades or transcripts will be released for this period of time.** Grades for all summer term courses are due on August 9.

Exclusions: Some courses such as internships and independent study have been excluded and students will not be held responsible for evaluating these experiences.

Evaluation Dates: The CIE will be activated for student input on the following dates:

First Six-Week Courses: June 23 - July 3
Twelve-Week and Second Six-Week Courses: August 4 - 14

Students participating in First Six-Week courses must complete evaluations for those courses by July 3. Evaluations will not be available for these courses during the open period for Twelve and Second Six-Week courses (August 4 - 14).

***Rollins** e-mail is our official means of communication. Students, faculty and staff are expected to check it on a regular basis.

Grades Due

First Six-Week Session: 9:00 a.m., July 7
Twelve and Second-Six Week Sessions: 5:00 p.m., August 14

Please note: Grades are due in the Holt Office at the **end** of each term. Grades for intensive courses within published term dates will not be available until the due date for the relevant term.

The Holt School will not release grades to anyone over the phone.

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Payment Due:

April 24 , 2008 at 6:00 p.m.

See [Registration Instructions](#) for specific information regarding payment and payment options.

Tuition:

\$309 per credit hour

- \$618 - 2 credit hour course
- \$1,236 - 4 credit hour course
- \$1,854 - 6 credit hour course

Fees for individual courses are noted on the schedule.

By registering, students agree to accept full responsibility for the payment of tuition and fees. If a payment is not fulfilled or returned for insufficient funds or no approval by credit, students also agree to pay all fees associated with collection of due funds, including collection costs and attorney's fees.

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GUIDE TO MAJOR AND MINOR REQUIREMENTS
SUMMER 2008

[Print version](#)

The following information is to be used as a guide in selecting courses that will satisfy major or minor requirements. The requirements reflected are 2007-08 catalog requirements. Students should consult their program adviser if they have questions. Complete details regarding course offerings can be found in the section "Schedule of Courses". Course descriptions are published in the Holt School Catalog and in this online bulletin.

- Sections with a G suffix (e.g. H1G) are cross-listed with Graduate Program in Education and permission is required for enrollment.

Summer Parts of Term:
(1) Full Twelve-Week Term: May 19 - August 11
(2) First Six-Week Term: May 19 - June 30
(3) Second Six-Week Term: July 1 - August 11

Last update: March 19, 2008

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- [BUSINESS ADMINISTRATION \(MINOR\)](#)
- [COMPUTER SCIENCE](#)
- [ECONOMICS](#)
- [EDUCATION](#)
- [ENGLISH](#)
- [ENVIRONMENTAL & GROWTH MANAGEMENT STUDIES](#)
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- [PSYCHOLOGY](#)
- [WOMEN'S STUDIES \(Minor\)](#)
- [WRITING \(Minor\)](#)

ANTHROPOLOGY

Core Courses:

ANT 200 Cultural Anthropology (2)

Seminar Courses:

LAC 400C Seminar: Argentina & Chile in 20th Century (2)

Elective/Optional Courses:

ANT 215 Human Ecology (3)

ANT 275 Culture, Biology & Society (3)

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The Anthropology Major is being phased out and is not accepting new majors into the program. Current majors must complete all major requirements by June 2009.

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BUSINESS ADMINISTRATION (MINOR)

Core Courses:

BUS 336 Management & Leadership (2)
BUS 337 Marketing (3)

Because Rollins College is accredited by the American Assembly of Collegiate Schools of Business (AACSB) at the graduate level only, a maximum of eight undergraduate business administration (BUS) courses may be credited toward the bachelor's degree at Rollins.

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COMPUTER SCIENCE

Elective Courses:

CMS 395K Topic: Computer Science Research (1)
CMS 395M Math Methods & Complex Problems (1)

Note to Majors: The department recommends the following courses for students preparing for graduate programs in computer science:

MAT 111 & 112 Calculus I and Calculus II
MAT 219 Probability and Statistics

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ECONOMICS

The Economics Major is a limited access major. Admission to the Hamilton Holt School does not guarantee admission to the Economics Major. Admission criteria for the Economics Major is provided in the Holt School Undergraduate Catalog. Please see your academic adviser for additional information.

Elective Courses:

ECO 305P Topics: Natural Resource Economics (1)
ECO 321 Labor Economics (1)

Note: The department recommends the following courses for students preparing for graduate programs in economics:

ECO 381 Introduction to Econometrics
ECO 403 Applied Microeconomics
ECO 411 Introduction to Mathematical Economics
MAT 111 / 112 / 211 Calculus I, Calculus II, and Calculus III
MAT 140 Introduction to Discrete Mathematics
MAT 219 Probability and Statistics
MAT 230 Linear Algebra

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EDUCATION

The Hamilton Holt School and the Department of Education offer two options for students who wish to enter the teaching profession. Graduates of these state-approved Teacher Education Programs are eligible for a Florida State Teacher Certification. The Department of Education offers certification in selected secondary (6-12) subjects (Music, Social Science, and English) and the Accelerated Program for Learning to Educate (APLE) for students who plan to teach in grades Kindergarten through six. Please refer to the Hamilton Holt School Catalog for requirements for both programs.

Professional Education Core Courses:

EDU 280 Diversity in American Education (2)

Methods Courses:

EDU 309 Foundations of Reading (2)
EDU 399 Classroom Management (3)

EED 369 Literature for the Elementary School Child (3)

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ENGLISH

Critical Theory Options:

ENG 430A Strange Bedfellows of Contemporary American Literature: Strippers & Geeks
Against the Establishment (2)

Genre Study/Major Athors Options:

ENG 344A Cyberpunks & Space Wars: Contemporary Science Fiction (2)
ENG 390B Major Author Study: Edgar Allan Poe (3)
ENG 430A Strange Bedfellows of Contemporary American Literature: Strippers & Geeks
Against the Establishment (2)

Senior Capstone Course

ENG 430A Strange Bedfellows of Contemporary American Literature: Strippers & Geeks
Against the Establishment (2)

Courses may be used to satisfy one area only.

Elective Courses*:

ENG 245K Beyond Privet Drive: Harry Potter & Witch Craze (2)
ENG 260 Writer's Studio (3)
ENG 300B Expository Writing: Informal Essay (1)
ENG 313B Shakespeare in Text & Film II (2)
ENG 367 Creative Writing Workshop: Fiction (2)
INT 246 Visions of Florida (2)
INT 255 Films of the Coen Brothers (2)

* Note: Four electives, at least two of which must be in literature at the 300/400 level.

ENG 224 Review of Grammar, Usage & Punctuation is a two-semester hour, credit/no credit course available to students who wish to build basic English grammar skills. It does not fulfill English Major requirements, but does satisfy overall general elective credit hours.

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ENVIRONMENTAL & GROWTH MANAGEMENT STUDIES

Environmental Studies Track:

ENV 120 Biosphere with Lab (1)

Growth Management Studies Track:

GMS 302 Citizen Participation & Community Dynamics (3)

Elective Courses:

ANT 215 Human Ecology (3)
CHM 110 Chemistry & the Environment with Lab (2)
ENV 284A Marine Biology (3)
ENV 415F Freshwater Biology: Field Study (2)

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HUMANITIES

Core Courses:

HUM 304 Humanities: Medevil & Renaissance (1)
HUM 306 Humanities: Modern (1)

History of the Expressive Arts:

ARH 101 Introduction to Visual Culture (2)
DAN 177 Jazz I (2)
HUM 315A Virginia Wolfe & the Bloomsbury Group (1)
MUS 165 History of Rock & Roll (3)
THE 100 Introduction to the Theater (3)
THE 204 Villains of the Silver Screen (2)
THE 306 History of American Film Musical (3)

Literature:

- ENG 313B Shakespeare in Text & Film II (2)
- ENG 390B Major Author: Edgar Allan Poe (3)
- HUM 315A Virginia Wolfe & the Bloomsbury Group (1)
- INT 246 Visions of Florida (2)

History:

- INT 246 Visions of Florida (2)

Philosophy and Religious Studies:

- PHI 308E Ethics & Southern Politics (2)
- REL 251F Topic: Ancient Christian Gospels (3)

Note: Humanities majors are required to keep a portfolio of critical essays, research papers, essay examinations, and other material from different courses that reflect each year a student has been a major. Also, a final research project is required in connection with the last required core (HUM) course in which he/she enrolls. The student must notify the core-course instructor at the first class meeting of the student's intention to complete this requirement.

Because the final interdisciplinary project for the Humanities major requires an extensive amount of research, reflection, and writing, some students may find it difficult to complete the project during the summer semester. A student whose last core course is offered during the summer semester may have the option therefore of completing the final project as an independent study during the fall or spring semester of the senior year. The requirements for independent study would be the same as for students who have completed the core requirements at another institution or who are unable to enroll in the final course during the senior year. This independent study would represent a thirteenth course in the major and could not be used to substitute for other requirements of the program.

Note: A single topical course may be used to satisfy one, not multiple, requirements.

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INTERNATIONAL AFFAIRS

Business and Economics:

- INAF 320 International Business Development (3)

Foreign Cultures and Language:

- ANT 200 Cultural Anthropology (2)
- ANT 215 Human Ecology (3)
- ANT 275 Culture, Biology & Society (3)
- SPN 101 Elementary Spanish I (3)
- SPN 201 Intermediate Spanish I (2)

History and International Affairs:

- POL 346 Voting & Elections (2)
- INAF 315F Topic: U.S. Foreign Policy (2)

- INAF 315Q Global Terrorism in the 21st Century (2)

Seminar Courses:

- LAC 400C Seminar: Argentina & Chile in 21st Century (2)

Note: A minimum of 15 courses must be taken, of which at least eight must be at the 300 level or above. All IA majors who are not bilingual or polylingual must take at least one (1) language-learning class at the 200 level or above (e.g., SPN 201 or JPN 201). The language-learning course can count toward the cultures and languages area requirement. One of the upper-division courses must be an approved seminar. A copy of the seminar paper is to be submitted to the IA Director before graduation. This paper is used for evaluation of the IA Program.

Note: A single topical course may be used to satisfy one, not multiple, requirements.

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LATIN AMERICAN & CARIBBEAN AFFAIRS (MINOR)

Core Courses:

LAC 400C Seminar: Argentina & Chile in 21st Century (2)

Anthropology Courses:
ANT 215 Human Ecology (3)

Spanish Language :
SPN 201 Intermediate Spanish I (2)
SPN 101 Elementary Spanish I (3)

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LEADERSHIP DISTINCTION PROGRAM (CERTIFICATION)

The Leadership Distinction Program is designed for students who want to excel beyond their degree requirements to develop their leadership potential. This program gives students extra opportunities to explore leadership development as they complete their undergraduate degrees at the Rollins College Hamilton Holt School. Students who successfully complete the leadership program and their degree requirements earn recognition of their achievements through the “Distinction in Leadership” transcript designation.

Core Courses:
INT 260 Foundations of Leadership (2)
INT 261 Leadership/Citizenship Action (3)

Leadership Across the Curriculum:
BUS 336 Management and Leadership (2)
COM 305 Listening (3)
GMS 302 Citizen Participation & Community Dynamics (3)
PSY 315F Career Planning & Leadership (2)

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MUSIC

The Hamilton Holt music major is unlike other majors. It cannot be completed solely in the evenings, nor can it be completed over an extended or indefinite period of time. The Holt student majoring in music is expected to have both days and evenings available for classes, lessons, ensembles, and concerts. All Holt music majors are held to the same time obligations required of Arts and Sciences students. It is a demanding major, which no student should try to undertake without a full commitment.

Students who wish to enter the Holt School music program follow a dual admission process. Acceptance into the Holt School through the Holt application process does not automatically admit the student to the music major. All prospective music majors must also audition for a faculty admission committee, which will also include an instructor in the major instrument, on one of the scheduled audition dates and interview with the Director of Music or Chair of the Music Department. Admission to the music major will be based on the student’s academic performance and musical abilities as well as departmental needs and the availability of space.

Elective Courses:
MUS 165 History of Rock & Roll (3)

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ORGANIZATIONAL BEHAVIOR

Core Courses:
BUS 336 Management and Leadership (2)
PSY 101OL Introduction to Psychology (Online) (2)
PSY 304 Statistics & Decision Making (3)
PSY 407 Organization Development (2)

Interdisciplinary & Application Options:
BUS 336 Management and Leadership (2)
COM 305 Listening (2)
COM 315 Topic (Any Course)
COM 421 Organizational Communication (2)
PSY 315 Topic (Any Course)

*Note: Courses used to satisfy core requirements may not also be applied toward the Interdisciplinary/Applications requirement.

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ORGANIZATIONAL COMMUNICATION

Core Courses:

- COM 110 Public Speaking (3)
- COM 220 Interpersonal Communication (3)
- COM 300 Communication Theory (2)
- COM 303 Communication Ethics (3)
- COM 421 Organizational Communication (2)

Elective Courses:

- COM 305 Listening (3)
- COM 315 Topic (Any Course)
- COM 316 Training & Development (2)

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PSYCHOLOGY

Core Courses:

- PSY 101OL Introduction to Psychology (Online) (2)
- PSY 304 Statistics & Decision Making (3)

Major Options:

- PSY 303 Lifespan Development (2)
- PSY 310 Psychopathology (3)

Major Electives:

- PSY 315 Topic (Any Course)
- PSY 407 Organization Development (2)

*Courses not used as Major Options can be used as Major Electives.

Majors are required to complete a Psychology Major Outcome Assessment (PMOA) in the last twelve hours of studies within the major. The PMOA assesses the student's experience in the major and includes a short multiple choice questionnaire measuring knowledge of core concepts within the discipline of psychology. Completion of the PMOA is required in order to graduate. Students should indicate their intention to participate in the assessment by registering for PSY 001.

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WRITING (MINOR)

Core Courses:

- ENG 260 Writer's Studio (3)
- ENG 367 Creative Writing Workshop: Fiction (2)

Elective Courses:

- ENG 367 Creative Writing Workshop: Fiction (2)


Note: Courses used to satisfy core requirements may not also be applied toward the elective-course requirement in the Writing Minor.

Students seeking a writing minor are required to submit for departmental approval a portfolio of their best writing at least two months prior to graduation. Specific procedures for constructing a successful portfolio will be delineated in consultation with a member of the writing faculty. Students are responsible to contact the Writing Director prior to the start of their final semester.

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Hamilton Holt School, 203 E. Lyman Ave. Winter Park, FL 32789 407.646.2232
For questions: holtsschool@rollins.edu



ROLLINS COLLEGE

HAMILTON HOLT SCHOOL

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GENERAL EDUCATION REQUIREMENTS

SUMMER 2008

Printer Version

As preparation for active and responsible citizenship in a global society, students need both breadth and depth in their learning experience. By majoring in at least one area of knowledge, students gain the depth necessary for professional and graduate expertise, whereas the general education curriculum at Rollins College exposes students to a more varied domain of knowledge and experience.

In keeping with the College's mission to educate students to think critically across disciplines, the general education curriculum exposes students to the ways various areas of knowledge may reinforce and enrich each other.

To be eligible for a Bachelor of Arts degree, students must complete one course from each of the general education areas listed below. Please see the catalog for a full explanation of the area requirements.

Note: The list below reflects Summer 2008 course offerings that have been approved to meet specified GERs.

Expressive Arts (A)

- ARH 101 Introduction to Visual Culture (2)
- ART 241 Sculpture I (2)
- ART 332 Special Studies: Mixed Media (3)
- DAN 177 Introduction to Jazz Dance (2)
- MUS 120 Musical Awareness (2)
- MUS 165 History of Rock & Roll (3)
- THE 100 Introduction to the Theater (3)

Knowledge of Other Cultures (C)

- ANT 200 Cultural Anthropology (2)

Knowledge of Western Cultures (H)

- HUM 304 Humanities: Medieval & Renaissance (1)
- HUM 315A Virginia Wolfe & the Blumsbury Group (1)

Awareness of Literature (L)

- ENG 245K Beyond Privet Drive: Harry Potter & Withcraft
- ENG 313B Shakespeare in Text & Film (2)
- ENG 430A Strange Bedfellows of Contemporary American Literature: Strippers & Geeks Against the Establishment (2)
- ENG 441A Cyberpunk & Space Wars: Contemp Sci Fi (2)
- INT 246 Visions of Florida (2)

Scientific Perspective (P)

- CHM 110 Chemistry & the Environment with Lab (2)

http://tars.rollins.edu/holt/schedule/200806/genedrequirements.shtml[1/13/2010 1:45:40 PM]

- ENV 120 Biosphere with Lab (1)
- ENV 415F Freshwater Biology: Field Study (2)

Quantitative Thinking (Q)

- MAT 103 Qualitative Reasoning (2)

Writing Reinforcement (R)

- ENG 300B Expository Writing: Informal Essay (1)
- ENG 313B Shakespeare in Text & Film (2)

Oral Communication (T)

- COM 110 Public Speaking (3)
- THE 100 Introduction to the Theatre (3)

Written Communication (W)

- ENG 140 Writing About: Crime & Punishment (2)

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Rollins College Hamilton Holt School

Summer 2008 Schedule of Classes

Schedule updated on:
7/15/2008 1:16:38 PM

Holt School Registration Check-in will open for all students March 19.
 Each student must verify (and update if needed) their contact information to receive a registration time period. **You will not be able to register if you do not complete this process.** Check-in starts two weeks prior to registration and applies only to current Holt School students.

To check in, log into FoxLink and go to the Student tab and select the *Hamilton Holt Registration Check-in* link.

Schedule Index	Term Calendar	Advising	Course Descriptions	Payment Deadline	Major/Minor Guide	General Education Requiements	Syllabi	Registration Instructions	A&S Registration
M = Monday T = Tuesday W = Wednesday R = Thursday F = Friday S = Saturday U = Sunday									

Twelve Week Term - 5/19/2008 to 8/11/2008

Status	Department	Course	Course Title	Hours	Time	Location	Days	Instructor(s)	Area	Pre-Reqs/Comments
Open	Art and Art History	60173 ARH 498 IH2	Studies in Art	4				Susan Libby		
Canceled	Computer Science	60046 CMS 395K H1	Section Canceled 5-12	4						
Canceled	Computer Science	60047 CMS 395MH2	Section Canceled 5-12	4						
Filled	Communication	60140 COM 498 IH2	RSCH:Explor Public Relations	4				Karen Plunkett		
Open	Economics	60112 ECO 305P H1	Curr Topics:Nat Resource Econ	4	08:30-12:30	CSS 167	S	Thomas Tacker		ECO 108, 212 & 213. Priority to ECO majors. No class meeting 5/24 and 7/5.
Open	Economics	60113 ECO 321 H1	Labor Economics	4	1:30- 5:30	CSS 167	S	Thomas Tacker		ECO 108. 212 & 213.
Open	English	60036 ENG 224 H1	Reviw of Grammar,Usage & Punct	2	10:00-12:00	ORLAN 106	S	Linda Hargreaves		Credit/No Credit. No class meeting May 24 and July 5.
Open	English	60057 ENG 300B H1	Expos Writ: Informal Essay	4	5:30- 8:50	ORLAN 106	R	Carol Michaelsen	R	ENG 140
Open	Environmental Studies	60038 ENV 120 H1	The Biosphere with Lab	6	6:45- 9:25	BUSH 207	MW	Eric Brown	P	Some Saturday meetings may be required.
Open	Humanities	60053 HUM 304 H1	Hum: Medieval & Renaissance	4	6:45- 9:15	CSS 134	TR	R. Levis	H	Class meets June 3 - July 24.
Open	Humanities	60054 HUM 306 H1	Humanities: Modern Period	4	6:45- 9:15	CSS 167	MW	Margaret O'Keef		Class meets June 3 - July 24.
Canceled	Humanities	60055 HUM 315A H1	Section Canceled 5-5	4					H	Class meets June 2 - July 23.
Open	Interdisciplinary	60127 INT 395 H1	HAMILTON HOLT INTERNSHIP					Sharon Lusk		
Canceled		60128 INT 398 H1	Section Cancelled 6-2							
Canceled		60129 INT 398 H2	Section Cancelled 6-2							
Open	Anthropology	60068 LAC 400C H1	Seminar: Argentina & Chile	4	5:30- 9:30	CSS 134	MW	Pedro Pequeno-Rossie		JR/SR Status. Priority to ANT/INAF Majors and LAC minors. Adviser permission required prior to registration. Class meets May 26 - June 30.
Open	Music	60133 MUA 101B H02	Applied Music: Piano	1						
Open	Music	60134 MUA 202A H01	Appl Music (Non-Maj): Voice	2						
Open	Music	60135 MUA 202B H02	Appl Mus (Non-Maj): Piano	2						
Open	Music	60136 MUA 202C H03	Appl Mus (Non-Maj): Guitar	2						
Open	Music	60137 MUA 202E H05	Appl Mus (Non-Maj): Woodwinds	2						
Canceled	Psychology	60114 PSY 001 H1	Psych Major Outcome Assessment							

First Six Week Term - 5/19/2008 to6/30/2008

Status	Department	Course	Course Title	Hours	Time	Location	Days	Instructor(s)	Area	Pre-Reqs/Comments
Filled	Anthropology	60067 ANT 200 H1	Cultural Anthropology	4	6:00- 9:25	CSS 135	TR	Connie Brown	C	
Canceled	Art and Art History	60048 ARH 101 H1	Section Canceled 5-5	4						
Filled	Art and Art History	60049 ART 241 H1	Sculpture I	4	4:00- 7:25	CFAC 101	MW	Samantha Turner	A	\$35 Materials Fee (plus tax).
Open	Art and Art History	60050 ART 342 H1	Sculpture II	4	4:00- 7:25	CFAC 101	MW	Samantha Turner		ART 241 or instructor consent. \$35 Materials fee (plus tax).
Open	Business	60009 BUS 336 H1	Management & Leadership	4	6:00- 9:25	BUSH 107	MW	William Hepburn		Junior status
Open	Chemistry	60070 CHM 110 H1	Chemistry & Environ with Lab	6	6:00- 9:25	BUSH 301	TWR	Pedro Bernal	P	
Open	Communication	60012 COM 300 H1	Communication Theory	4	6:00- 9:25	CSS 121	TR	John Morrison		
Open	Communication	60015 COM 315K H1	Topics: Mass Media & Society	4	6:00- 9:25	CSS 121	MW	William Gombash		
Open	Communication	60016 COM 316 H1	Training & Development	4	08:30- 5:00	CSS 170	S	Shelton Granade		Meets May 31 - June 28. Graded credit/No credit only
Filled	Communication	60018 COM 421 H1	Organizational Communication	4	5:30- 8:55	CSS 230	MW	Rufus Barfield		Advisor Approval.
Open	Theatre Arts & Dance	60065 DAN 177 H1	Introduction to Jazz Dance	4	6:00- 9:25	DANCE 1	TR	W Sherry	A	
Open	Education	60093 EDU 280 H1G	Diversity in American Edu	4	4:00- 7:00 6:45- 9:45	CSS 229 CSS 229	R MW	Wendy Brandon		APLE or Secondary Certification. Class meets June 2 - 30.
Open	Education	60092 EDU 309 H1G	Fundamentals of Reading	4	4:00- 6:30 4:00- 8:00	CSS 226 CSS 226	MW T	Joyce Clark		APLE Class meets June 2 - 30.
Canceled	English	60028 ENG 140 H1	Section Canceled 5-5	4						
Open	English	60029 ENG 245K H1	Beyond Privet Dr:Potter&Witch	4	6:00- 9:25	ORLAN 105	MW	Jennifer Ailles	L	ENG 140
Filled	English	60035 ENG 313B H1	Shakespeare in Text & Film II	4	4:00- 7:25	ORLAN 105	TR	Geraldine Horowitz	L/R	ENG 140
Open	English	60104 ENG 344A H1	Cyberpunks & Space Wars	4	6:00- 9:25	ORLAN 106	MW	Paul Reich		ENG 140
Open	English	60031 ENG 367 H1	Creative Writ Wkshop:Fiction	4	5:30- 8:30 5:30- 8:30	ORLAN 206 ORLAN 206	MTW MTW	Philip Deaver		ENG 140. No class meeting May 26, 27, 28 and June 25.
Open	English	60102 ENG 430A H1	Strange Bedfellows Amer Lit	4	6:00- 9:25	ORLAN 205	TR	Emily Russell	L	ENG 140
Open	Environmental Studies	60037 ENV 415F H1	Freshwater Biology:Field Study	6	6:30- 8:45	BUSH 207	TR	James Hulbert	P	Includes off-campus field study (June 1 - 8). See course description for details, cost, and

									registration instructions. Requires instructor consent for registration.
Open	Information Technology	60022 IFT 106 H1	Using the Web for Research	1	5:30- 8:50	OLIN 251	MW	Ann Carpan	Meets:May 19-28 (no class meeting May 26)
Open	International Affairs	60045 INAF 315F H1	Topic: U.S. Foreign Policy	4	5:30- 8:55	OLIN VAN HOUTEN	MW	Stephen Day	
Open	International Affairs	60044 INAF 315Q H1	Topic:Global Terrorism/21st Ce	4	6:00- 9:25	CSS 230	TR	John Bersia	
Open	English	60026 INT 246 H1	Visions of Florida	4	09:00- 5:30 09:00- 5:30	CSS 134 CSS 134	SU SU	Maurice O'Sullivan Jack Lane	L ENG 140. Class Meets: June 1 (6:00 - 9:00 pm), June 14/15 & 28/29 (9:00 am - 5:30 pm), June 27 (6:00 - 9:00 pm).
Open	English	60058 INT 255H H1	Films of the Coen Brothers	4	6:00- 9:20	BUSH 120	TR	William Boles	ENG 140
Open	Interdisciplinary	60041 INT 260 H1	Foundations of Leadership	2	6:45- 8:45	HHS AUD	TR	Matthew Sayti	
Open	Mathematics & Computer Science	60040 MAT 103 H1	Quantitative Reasoning	4	5:30- 8:50	BUSH 361	TR	Natalie Lochner	Q
Canceled	Music	60098 MUS 120 H1	Section Canceled 5-5	4					
Canceled	Philosophy & Religion	60066 PHI 308E H1	Section Canceled 5-5	4					
Open	Political Science	60056 POL 346 H1	Voting & Elections	4	4:00- 7:25	CSS 221	TR	Donald Davison	
Open	Psychology	60072 PSY 101OL H1	Intro to Psychology (Online)	4				Roger Ray	Online course - see description. Instructor requires e-mail response prior to start of term.
Open	Psychology	60073 PSY 303 H1	Lifespan Development	4	6:00- 9:25	BUSH 107	TR	Alice Davidson	PSY 101. Concurrent or previous: PSY 301, 304.
Open	Psychology	60075 PSY 315F H1	Topic:Career Planning&Leadrsbp	4	6:00- 9:25	BUSH 129	MW	Marie Shafe Pamela Fillmon	
Open	Psychology	60074 PSY 407 H1	Organization Development	4	6:00- 9:25	BUSH 129	TR	Melissa Harrell	PSY 101. Concurrent or previous: PSY 301 and 304.
Canceled	Philosophy & Religion	60060 REL 351C H1	Section Canceled 4-21	4					
Open	Modern Languages & Literatures	60021 SPN 201 H1	Intermediate Spanish I	4	6:00- 9:25	HAUCK 104	TR	Gabriel Barreneche	SPN 101 & 102
Open	Theatre Arts & Dance	60025 THE 204 H1	Villains of the Silver Screen	4	6:00- 9:25	CSS 135	MW	Charles Rodgers	

Second Six Week Term - 7/1/2008to 8/11/2008

Status	Department	Course	Course Title	Hours	Time	Location	Days	Instructor(s)	Area	Pre-Reqs/Comments
Open	Anthropology	60069 ANT 215 H1	Human Ecology	4	6:00- 9:25	CSS 134	MW	Gay Biery-Hamilton		
Open	Anthropology	60071 ANT 275 H1	Culture, Biology, & Society	4	6:00- 9:25	BUSH 107	TR	Vance Geiger		
Canceled	Art and Art History	60052 ART 332 H1	Section Canceled 5-5							
Open	Business	60010 BUS 337 H1	Marketing	4	6:00- 9:25	BUSH 207	TR	David Roberts		Junior status
Filled	Communication	60011 COM 110 H1	Public Speaking	4	6:00- 9:25	CSS 121	MW	Kyle Taylor	T	
Open	Communication	60017 COM 220 H1	Interpersonal Communication	4	08:30- 5:30	CSS 230	S	Linda Aiello		
Open	Communication	60013 COM 303 H1	Communication Ethics	4	6:00- 9:25	CSS 221	MW	John Morrison		
Open	Communication	60014 COM 305 H1	Listening	4	6:00- 9:25	CSS 121	TR	Richard Bommelle		
Open	Economics	60122 ECO 371 H1	International Economic History	4	6:00- 9:25	BUSH 129	TR	Benjamin Balak		ECO 108, 212 & 213.
Open	Education	60095 EDU 399 H1G	Classroom Management	2	7:15- 9:30	CSS 226	TW	Madeline Kovarik		APLE or certification. Class meets July 1 - 28.
Open	Education	60094 EED 369 H1G	Lit for Elem School Child	4	4:00- 7:00	CSS 222	TWR	Madeline Kovarik		APLE Class meets July 1 - 28.
Open	English	60033 ENG 260 H1	Writer's Studio	4	5:30- 8:30	ORLAN 101	TWR	Lezlie Laws		ENG 140. Class meets July 1 - August 1.
Open	English	60100 ENG 273 H1	Journalistic Writing I	4	6:00- 9:25	ORLAN 106	MW	Michael McLeod		ENG 140
Open	English	60034 ENG 390B H1	Major Author: Edgar Allan Poe	4	6:00- 9:25	ORLAN 105	MW	Sherry Steward		ENG 140
Open	Environmental Studies	60063 ENV 284A H1	Marine Biology	4	6:00- 9:25	BEAL 1	TR	Gary Wolfe		Non-lab course
Open	Environmental Studies	60059 GMS 302 H1	Citizen Particptn/Comm Dynamic	4	6:00- 9:25	CSS 221	TR	Richard Foglesong		Some Saturday meetings will be required.
Open	Information Technology	60023 IFT 107 H1	Using PowerPoint/Graphics	1	6:00- 8:30	OLIN 251	TR	Carrie Schulz		Meets:July 1-10
Open	International Affairs	60043 INAF 320 H1	Internat Business Development	4	6:00- 9:25	CSS 230	TR	Haskell Sumrall		Junior status
Open	Interdisciplinary	60042 INT 261 H1	Leadership/Citizenship Action	2	6:45- 8:45	HHS AUD	TR	Coleen Palmer		INT 260. \$15 Materials fee.
Filled	Music	60099 MUS 165 H1	History of Rock & Roll	4	4:00- 7:25	KEENE 101	TR	Charles Archard	A	\$20 supplemental fee
Canceled	Physical Education	60019 PED 201 H1	Section Canceled 5-5	4						
Open	Psychology	60078 PSY 304 H1	Statistics & Decision Making	4	6:00- 9:25	BUSH 160	MW	David Richard	Q	PSY 101
Open	Psychology	60077 PSY 310 H1	Psychopathology	4	6:00- 9:25	BUSH 160	TR	David Richard		PSY 101. Concurrent or previous: PSY 301 & 304
Canceled	Philosophy & Religion	60096 REL 251F H1	Section Canceled 4-21	4						
Open	Modern Languages & Literatures	60020 SPN 101 H1	Elementary Spanish I	4	5:30- 8:55	HAUCK 104	TR	Gabriel Barreneche		
Open	Theatre Arts & Dance	60064 THE 100 H1	Intro to the Theatre	4	6:00- 9:25	CSS 135	TR	W Sherry	A/T	
Open	Theatre Arts & Dance	60024 THE 306 H1	History American Film Musical	4	6:00- 9:25	CSS 135	MW	Charles Rodgers		

ART 342 Sculpture II

Builds upon concepts covered in Sculpture I. Explores different techniques, styles, and materials, many not traditionally associated with sculpture. Combines perceptual and conceptual study of form. Prerequisite: ART 241 or consent.

BUSINESS

BUS 336 Management & Leadership

This course focuses on the processes of planning, organizing, influencing, and controlling that leaders use to achieve their objectives in organizational settings. Topics include the human, operational, and structural issues involved in managerial decision making using a variety of methods to develop analytical skills. Prerequisite: Junior status.

BUS 337 Marketing

Presents theories, applications, and case studies of marketing goods and services in public, private, and nonprofit sectors. Looks into interpreting market demands; designing and managing products; establishing distribution channels and pricing policies; communicating with consumers; and analyzing, planning, and controlling marketing activities in a socially responsible context. Prerequisite: Junior status.

CHEMISTRY

CHM 110 Chemistry & Environ with Lab

Applies concepts and methods of chemistry to environmental problems such as global warming and ozone depletion. Weighs quantitative and qualitative data gathered from historical sources, demonstration, and lab experiments. For nonscience major with limited background in chemistry. Lab required.

COMPUTER SCIENCE

CMS 395K Topic: Computer Science Research

This course is an introduction to conducting real-world scientific research using automated computing equipment. Instructor-led student teams will formulate substantial research topics, select an appropriate technical conference as a target venue, perform the research, write a formal conference paper, and submit it for presentation at the conference. Teams that have papers accepted will obtain a conference reference that can be included in their professional resume. Prerequisite: CMS 310 and consent of the instructor.

CMS 395M Math Methods/Complex Problems

This course will survey modern mathematical problem solving techniques for discrete and continuous problems; creative mathematical thinking; how to properly pose and research a problem; how to select appropriate solution techniques; use of the computer in hypothesis generation and testing; determining the true complexity of a problem; proper use of visualization; and how to test and document solutions. Course will focus on complex practical, open-ended, real-world problems. Will include group activities, team development, and projects. Prerequisite: College level math and ability to program in a high level computer language.

COMMUNICATION

COM 110 Public Speaking

Explains research, organization, writing, delivery, and critical analysis of oral presentations with attention to individual needs.

COM 220 Interpersonal Communication

Explores one-on-one communication with significant others in personal and career situations.

COM 300 Communication Theory

Provides various explanations of the process by which senders and receivers of messages interact in social and organizational contexts.

COM 303 Communication Ethics

Challenges students preparing for professional and business careers to make moral choices and develop questions when confronted by ethical dilemmas in real-life case studies.

COM 305 Listening

The study of the art of listening and its importance in our personal and professional lives. Students learn to analyze, assess, and improve their own listening abilities.

COM 315K Topics: Mass Media & Society

This course is a study of the impact of the media on the habits, customs and thinking of our times. Students will explore topics that include: the relationships between mass media and society, social and ethical issues,

and the media's role in the nation's history.

COM 316 Training & Development

Focuses on the role of communication in the training and development of human resources. Topics will include: the role of training and development; identifying training needs; adult learning theory; instructional design; training evaluation; and approaches to work-force development. Case analysis and work in small groups will be used extensively. Offered on credit/no credit basis only.

COM 421 Organizational Communication

The analysis of the role and importance of communication in organizations with special emphasis on corporations, not-for-profit institutions, government agencies, and other structures in which people work. The focus of the course is rooted in theories of organizational communication with applications to contemporary situations. Students must have access to a computer with Internet capabilities, and be familiar with using the Web for searching and sending e-mail with attachments. Advisor approval.

DANCE

DAN 177 Introduction to Jazz Dance

Introduces fundamental concepts and historical background. Works in studio on body placement and alignment through highly-structured classical jazz warm-up (LUIGI). Values clarity and quality of movement, rhythm, style, and use of dynamics.

ECONOMICS

ECO 305P Current Topics in Natural Resource Economics

In this class we will apply principles of economics learned in earlier courses to analyze current economic issues. Problems and issues related to population, natural resources and environmental concerns will receive particular emphasis. Students will also have opportunity to choose approved topics for further discussion and research. Prerequisite: ECO 108, 212 and 213.

ECO 321 Labor Economics

Highlights trends in employment, problems of unemployment, relevance of markets for labor services, and issues of wages, hours, and working conditions. Also covers labor unions, labor disputes and methods of settlement, and the theory and practice of collective bargaining. Prerequisite: ECO 108, 212 and 213.

EDUCATION

EDU 309 Fundamentals of Reading

Examines the foundations of reading instruction from historical, linguistic, social, psychological, cognitive, and curricular perspectives. Theoretical base for reading and language arts methodology courses. Explores basic phonics instruction, reading programs in use, nature of reading and writing processes, and balanced approach to reading instruction. Prerequisite: APLE

EDU 280 Diversity in American Education

Examines cultural pluralism in the classroom: multicultural education, diversity and teaching, bilingual education, racism, tracking, and teacher preparation. ESOL stand alone course. Prerequisite: APLE or secondary certification only.

ELEMENTARY EDUCATION

EED 369 Literature for Elementary School Children

Survey of the genres of literature for elementary school-aged children. Emphasis on techniques used to implement literature across the elementary school curriculum. Reviews recent research, major authors and illustrators, and literature circles as means of instruction. Prerequisite: APLE

ENGLISH

ENG 140 Writing About:Crime/Punishment

Develops students' ability to write college-level essays by practicing strategies of argumentation and by refining skills of invention, revision, and critical thinking. Leads to writing essays characterized by unity, order, coherence, completeness, clarity, and mechanical correctness. In order to satisfy the College's general education requirement for writing (W), students must receive a grade of C or better in the course. Section topics are designated by individual instructors. This course (or an equivalent) must be taken during the first semester at Rollins. Formerly ENG 101. Does not count as elective credit in the English Major or Minor or the Writing Minor.

ENG 224 Reviw of Grammar, Usage & Punctuation

With direction, students complete a programmed course of study that reviews all aspects of basic English grammar and mechanics. Credit/No Credit only (C/NC). Two credit hours. Offered in fall, spring, and summer terms.

ENG 245K Beyond Privet Dr:Potter&Witch

Everyone knows witchcraft from J.K. Rowling’s Harry Potter series where good and evil witches have battled in a world parallel to the Muggles’ realm, but how many know the history of witchcraft in the western world before Harry went to Hogwarts? Starting about the time when Nearly Headless Nick became nearly headless, witches were identified as heretics who were vilified, discriminated against, and hunted down because they represented the mystical borders of a society and the malevolent (un)known. More recently, some witches have also been celebrated as benevolent figures whose magic is an extension of the untainted natural world. What makes a person a witch or makes a society label someone as a “witch” as opposed to a “squib” or a “Muggle”? How are witches different from other marginalized figures? In this course we will examine how witches have been represented in literature and film over time and in different milieus. Besides Harry Potter, some of the works we will discuss will be The Wizard of Oz, The Craft, Disney cartoons, The Crucible, and The Blair Witch Project. We will also look at classical antecedents such as the goddess Diana and Hecate along with cultural documents including the Malleus Maleficarum, Newes From Scotland, and transcripts from witch trials that have been highly influential in how witches and their persecution have been understood and represented historically in texts. Extensive knowledge of Harry Potter is not required. This course is suitable for witches, Muggles, and non-English majors. Prerequisite: ENG 140 or equivalent.

ENG 260 Writer's Studio

In this course, you will learn about your creative potential and how to nurture it. You will take up a writing "practice" that includes regular writing and attention to the conditions under which you are most creative and productive. You will learn how to respond effectively to the writing of others. And you will be introduced to some basic techniques of craft that good writers use to achieve effect and meaning. Prerequisite: ENG 140 or equivalent.

ENG 273 Journalistic Writing

This writing-intensive course is designed to introduce students to the various kinds of journalistic writing: basic news pieces, features, editorials, and reviews. It will provide them with the skills necessary to produce well written, accurate, insightful stories, and develop the skills necessary to do journalistic investigation and research. Through classroom workshops, students will also learn the basics of story editing, and the way in which generalized themes can be turned into specific, clearly defined journalistic pieces. In addition, they will become familiar with contemporary journalistic practices and issues involving ethics and standards in the media. Students in Journalistic Writing I will be encouraged to submit stories to Sandspur and join Sandspur's staff. Prerequisite: ENG 140 or equivalent.

ENG 300B Expository Writing: Informal Essay

This course offers students writing practice in the informal essay, a form of writing characterized by self-reflection, individual tastes and experiences, open form, and conversational manner. Early practitioners include E.B. White, Joan Didion, and John McPhee. Students will study the primary qualities demonstrated by these and other masters of the informal essay: narrative techniques, flexible structure and design, unity and order, rhetorical intent, and tone. Prerequisite: ENG 140 or equivalent.

ENG 313B Shakespeare in Text & Film II

Focuses on the reading of selected plays in tandem with the viewing of major film adaptations. Prerequisite: ENG 140

ENG 344A Cyberpunks & Space Wars

In the last thirty years, science fiction has pushed boundaries and moved beyond its formulaic origins. But just like early examples of the genre, contemporary science fiction still acts as a fascinating and compelling commentary on the world in which it is produced. In this course, we will examine examples of cyberpunk, space opera, and hard science fiction, including works by award-winning authors William Gibson, Alastair Reynolds, and Kim Stanley Robinson. As we evaluate their ideas about race, gender, and class, we will also explore what these works have to say about the human condition, a question that science fiction writers claim has plagued humankind across time and space. This course is suitable for both English major/minors and non-majors. Satisfies the “Genre Study” requirement for the English Major. Prerequisite: ENG 140 or equivalent.

ENG 367 Creative Writing Wkshop: Fiction

Alternates focus among various writing genres including fiction, poetry, creative nonfiction, screenwriting, children’s literature. Requires strong, established creative writing skills and experience in writing workshops. Refer to the online Schedule of Courses for topics currently being offered. Prerequisite: ENG 140 or equivalent.

ENG 390B Major Author: Edgar Allan Poe

Poe may well be hailed as the master of mystery and the macabre, but he was also an accomplished man of letters. His poems, stories, and critical essays received mixed criticism during his life but have since influenced American pop culture and generations of writers, musicians, and filmmakers. In this course, we will examine

Poe as the tormented artist, following his literary career beginning with his early works through those works published shortly before his premature death at the age of forty. This course is suitable for non-English Majors. Also satisfies the “Major Author” requirement for English Majors. Prerequisite: ENG 140 or equivalent.

ENG 430A Topic: The Strange Bedfellows of Contemporary American Fiction: Strippers & Geeks Against the Establishment

What happens when an established writer like David Foster Wallace tackles the annual adult video convention in Las Vegas? Or when writer/stripper Diablo Cody’s blog becomes published as a memoir by a major press? What was the fallout when literary darling Jonathan Franzen spoke out against his coveted place in Oprah’s Book Club? Each of these events explores and deconstructs the split in American culture between the “popular” and the “literary.” Readings for this course will look at the established literary world—in stories from The New Yorker and Best American Short Stories; at more “popular” work—in blogs and pulp fiction; and at the world in between. This course is suitable for non-English Majors. For English Majors, this course satisfies either the “Critical Theory” or the “Genre Study” requirement. Prerequisite: ENG 140 or equivalent.

ENVIRONMENTAL STUDIES

ENV 120 The Biosphere with Lab

A survey of biological principles which include the structure and function of cells; plant and animal physiology and anatomy; development; genetics; diversity of forms; ecology; and evolution.

ENV 284A Marine Biology

Introduces ecology, systematics, biogeography, and behavior of marine organisms from floating (planktonic) organisms through swimming and bottom-dwelling forms, with emphasis on organisms of Florida coasts and Caribbean. (Non Lab)

ENV 415F Freshwater Biology: Field Study

In this lecture/laboratory/field study students will study the biology and ecology of undisturbed (natural) versus disturbed (polluted) streams along with the “River Continuum Concept ” (RCC). The RCC deals with the natural changes (biological, physical and chemical) that streams exhibit as they flow from headwater streams to lowland elevations, valleys, through farmland and towns on their way to saltwater. Students learn to differentiate human-induced changes from natural changes. The major biological groups of aquatic organisms and water pollution biology principles, as well as, methods of sampling and evaluating the samples for the biological group to be used in the field study, will be studied in the classroom and then used in a 10 day field applied study in the tri-states area based out of the University of North Carolina Highlands Biological Station (HBS) in Highlands, North Carolina. Itinerary Highlights: A field study will be carried out in Georgia and South Carolina, as well as North Carolina, all within 30 miles of the HBS. Prerequisites: Permission of instructor. Class meeting dates at Rollins will be Tuesdays and Thursdays from May 20 until June 27. Travel Dates: Leave Rollins 8 A.M., Sunday June 1 and return to Rollins 5 P.M., Sunday June 8. Credit: Six (6) Semester hours of credit, letter graded. Course carries the scientific perspective (P). Expenses: \$700 (will travel to N.C. in 5 passenger vans); this price covers food prepared at the HBS; however, not meals eaten at restaurants (expenses do not include tuition). Contact: Mr. James Hulbert, jhulbert@rollins.edu for more information. Registration Process: Students should contact the instructor for permission to register, submit a registration form to the Holt School Office, and submit an Application for Off-Campus Field Studies to the International Programs Office by April 24 (no passport photo is necessary). International travel grants do not apply to domestic field study experiences. Fees due by May 16 and are nonrefundable after the start of the term. Prerequisite: Instructor approval.

GROWTH MANAGEMENT STUDIES

GMS 302 Citizen Participation / Community Dynamic

This course examines the components that make a community work. Case studies and local projects are studied to find out how communities function and what makes them unique. Since citizen participation operates at the most fundamental level of American democracy, students are also introduced to the communication tools and techniques for resolving conflict and building consensus.

HUMANITIES

HUM 304 Humanities: Medieval & Renaissance

The close of ancient Roman civilization corresponds to the rise of Christian culture in Western Europe. This time, which we call the beginning of the Middle Ages, saw the Christian Church, with its changing theological positions, become the sole arbiter of style, techniques, and subject in the arts and literature. This aesthetic dynasty began to diminish in the late Middle Ages until classicism and humanism re-emerged in the Western civilization during the Italian Renaissance. In this course students will investigate the development of Medieval theology and Renaissance humanism to determine how this changing relationship between mankind and its god influenced Western creativity.

HUM 306 Humanities: Modern Period

This course will focus on the art, literature, music and philosophy of the twentieth century. We will cover early modernism, postwar existentialism, the avant-garde as well as new voices in poetic protest.

HUM 315A Virginia Wolfe & Bloomsbury

What began as Thursday evening "at homes" in a flat at 46 Gordon Square in London developed into an extraordinary revolution in literature, the visual arts, and human relationships in post-Edwardian England. The people who attended these weekly gatherings - the author Virginia Woolf, painters Vanessa Bell and Duncan Grant, the biographer and historian Lytton Strachey, the economist John Maynard Keynes and others - would eventually be part of an intellectual group called Bloomsbury. Set in the historical context from 1910 to 1941, this course will explore the various members of the Bloomsbury Group, including their works, their place in changing the arts in Great Britain, and their interwoven personal lives.

INFORMATION TECHNOLOGY

IFT 106 Using the Web for Research

Designed to help students learn how to find information for academic research. Also explores Web resources for professional and personal use. Objectives are to sharpen research abilities, critical thinking, and term paper writing skills by researching, selecting, and evaluating web sites. Exercises require use of the library and WWW resources. Assumes knowledge of basic Windows functions including use of scroll bars, mouse, and menus. (1 semester hour. CR/NC.)

IFT 107 Using PowerPoint/Graphics

Students will learn to use Microsoft PowerPoint and graphics techniques for creating effective classroom presentation. Final project: classroom presentation. Assumes knowledge of basic Windows functions including use of scroll bars, mouse and menus. (1 semester hour. CR/NC)

INTERNATIONAL AFFAIRS

INAF 315F Topic: U.S. Foreign Policy

This survey course will examine current issues of US foreign policy in the context of US national interest, international ramifications, and history. It will explore the reasons underlying our national interest, as well as explore issues of international conflict of interest and the impact of history on US foreign policy formulation. Discussion and classroom preparation will require a critical examination of the foreign policy positions of our own and other governments.

INAF 315Q Topic: Global Terrorism/21st Century

Terrorism has existed in society for millennia and has been called one of the world's oldest professions. Although terrorism always has had an international component, it often has been national or regional in scope and linked to specific groups with motivations ranging from self-determination to ideology to economics to religion. Many of those organizations still exist, and their goals remain unchanged. But other terrorists in the 21st century, whose objectives can be unclear, have moved in a truly global direction. Taking advantage of advances provided by globalization, modern terrorists make effective use of communications, technology and travel. They mount well-coordinated, high-profile attacks that may involve different organizations. This course approaches terrorism as a global challenge, delves into the terrorists' reason for being and considers approaches to dealing with the phenomenon.

INAF 320 Internat Business Development

Details the elements required to market a product or service internationally. Covers international business development, market selection, country research, sales channel options, and international business law issues. Formerly offered under INAF 315 Topics: International Trade. Prerequisite: Junior status.

INTERDISIPLINARY STUDIES

INT 246 Visions of Florida

Using a wide variety of writings from the anthology The Florida Reader, Visions of Florida will explore the ways different individuals and groups have attempted to describe the meaning of the Florida experience. From Spanish explorers and Seminole Indians to yuppie vacationers and college students on spring break, groups coming to the state have envisioned it as a paradise. What happens when their visions encounter reality will be the subject of this course. Readings will include fiction by Ring Lardner, Zora Neale Hurston, and Marjorie Kinnan Rawlings, essays by Ralph Waldo Emerson, and Harriet Beecher Stowe, journals by Jonathan Dickinson, and John James Audubon, and selections from travel guides and guidebooks. Prerequisite: ENG 140

INT 255H Films of the Coen Brothers

Before the Farelly Brothers and There's Something about Mary and before the Wachowski brothers and The Matrix, the Coen Brothers were making important, genre bending films. Studies the maverick film makers Ethan and Joel Coen and their influential film making talent by examining the body of their film work, including

Blood Simple (their first film and their first take on film noir); Miller's Crossing (a take on the gangster film) Barton Fink (simply put: a strange, strange film); Fargo (who knew people from Minnesota could be so funny?); and O Brother, Where Art Thou? (their redefinition of the movie musical).

INT 260 Foundations of Leadership

Foundations of Leadership and Citizenship introduces students to the study of leadership, social change, and service learning from both theoretical and practical perspectives. The course explores leadership in relation to individuality, group dynamics, social justice, and community engagement. Through readings, case studies, reflective journals, and group work, students examine leadership as an inclusive, relational process through which individuals, organizations, and systems can create social change. This course culminates in a portfolio demonstrating the students' personal assessment and experiential understanding of leadership and citizenship.

INT 261 Leadership/Citizenship Action *correction 06/11/08*

This course builds upon a theoretical understanding of leadership, social justice, social change, and service by fostering collaboration among students in the class and with their communities through diversity and community education, community service, skills training, and facilitation opportunities. Students continue to synthesize their concepts of leadership through deeper strengths assessment, service reflection, and papers that describe their personal leadership models and gain the additional knowledge, skills, and resources to function as responsible leaders and engaged members of the Rollins College and Central Florida communities. This course culminates in a portfolio demonstrating the students' personal assessment and experiential understanding of leadership and citizenship. Prerequisite: INT 260

LATIN/AMERICAN STUDIES

LAC 400C Seminar: Argentina & Chile

A study of the Republics of Argentina and Chile, from Independence in the early 1800's until the present. The methods of analyses employed by the instructor shall be those of the anthropologist and the ethno-historian, in the hope of providing an in-depth analysis of Argentinean and Chilean culture and society. Special emphasis will be placed on the problems and issues surrounding these two important Latin American nations in the twentieth and twenty-first centuries. While it is true that the individual student may not need to have any previous knowledge of Argentinean or Chilean culture and issues in order to successfully handle the course, it is nevertheless recommended that the student have previous knowledge of general Latin American issues in order to better understand the complexities of this course.

MATHEMATICS

MAT 103 Quantitative Reasoning

Covers collection of data and analysis of everyday quantitative information using spreadsheets or statistical packages. Touches upon population vs. sample, parameter versus statistic, variable type, graphs, measures of center and variation, regression analysis, and hypothesis testing.

MUSIC

MUS 120 Musical Awareness

Presents aspects of Western art music, jazz, rock, and non-Western music. Emphases will vary according to professor teaching the course. Designed for non-musicians. Does not fulfill elective credit for music major.

MUS 165 History of Rock & Roll

Probes the sociological, cultural, political, and musical impact of rock and roll. Samples the diverse styles of "pop" music and discusses the technology of electronic music. Materials fee.

MUSIC

MUA 101 Applied Music

Involves twelve 30-minute lessons in any applied area. No recital or jury performance required. May be repeated for credit. Does not count toward major/minor. One semester hour credit. Graded credit/no credit. Appropriate for beginners. Music major/minors only.

MUA 201 Applied Music

Involves twelve 45-minute lessons in any applied area. No recital or jury performance required. May be repeated for credit. Does not count toward the major/minor. Two semester hours credit. Letter grade. Appropriate for those continuing studies. Fee course. Music major/minors only.

MUA 202 Applied Music for Non-major

Involves twelve 45-minute lessons in any applied area. No recital or jury performance required. May be repeated for credit. Does not count toward the major/minor. Two semester hours credit. Graded credit/no credit. Appropriate for those continuing studies.

MUA 301 Applied Music

Involves twelve 45-minute lessons in any applied area. May be repeated for credit. Two semester hours credit. Graded on a letter basis. Prerequisites: excellent performance skills, music majors & minors by audition only. Prerequisite: audition.

MUA 401 Applied Music

Involves twelve 45-minute lessons in any applied area. May be repeated for credit. Two semester hours credit. Graded on a letter basis. Prerequisites: excellent performance skills, music majors & minors by audition only. Prerequisite: audition.

PSYICAL EDUCATION

PED 201 Physiology-Human Performance

Explains physiological fundamentals of physical fitness and training techniques. Discusses biological energy systems, aerobic exercise, muscular fitness, and training techniques. Encourages students to design individualized programs.

PHILOSOPHY

PHI 308E Topic: Ethics & Southern Politics

This course will discuss the evolution of a southern "mind set" from slavery through the Civil War, Reconstruction and the Civil Rights movement, to the political landscape of the region today. Where is the South headed? What is a "culture of values?" Do the presidential primary campaigns of 2008 portend a positive change; "the audacity of hope?".

POLITICS

POL 346 Voting & Elections

This course examines the major determinants and explanations of electoral behavior in the United States. It focuses on the continuities and changes in these variables and theories of American voting behavior. The course also will use a historical perspective of electoral behavior as our method to examine those continuities and changes in voting behavior. In order to appreciate the nature of current voting behavior, it is necessary to understand how and why we arrived at our contemporary pattern. This historical perspective will help us evaluate the importance and contributions of the various models of voting behavior. We will analyze contemporary trends in popular participation such as how issues create cross-cutting electoral coalitions, the realignments and de-alignments of political parties, the influence of economic conditions on election outcomes and individual decision-making. Finally, we will study he major theories of participation and their implications for a viable democracy. Do citizens vote because of their socio-economic characteristics (i.e., who they are) or in response to the strategic choices that are offered to them in the election?

PSYCHOLOGY

PSY 101OL Intro to Psychology (Online)

This course presents an introductory topical survey of the various aspects of Psychology as both a scientific and an applied discipline. Unique to this particular offering of PSY 101 is its sole reliance on electronic text, tutoring and mastery certification testing. This unique mixture of tutoring and testing allows the course to be delivered exclusively on-line. Only a final exam requires you to come to campus. Additional information available at <http://web65.rollins.edu/~rdray/>. Students must have access to a computer with Internet capabilities, and be familiar with using the Web for searching and sending email with attachments. In addition to basic computer skills (creating/saving documents and downloading/de-compressing software), students will be expected to work virtually for large components of the class and therefore need to be comfortable working in an online environment. The successful student will be self-disciplined and highly motivated to work independently to meet rigorous deadlines. Student must have a Rollins e-mail account. If you do not have a current password, complete the online Password Reset Request form located on the Information Technology link to the Rollins webpage. This should be done prior to the first week of class. Students should also contact Dr. Ray via e-mail as soon as enrolled - rdray@rollins.edu.

PSY 303 Lifespan Development

An introduction to the study of human growth and change over the lifespan. Topics include prenatal development, cognitive development, attachment, personality, social development, and gerontology. These topics form a basis for a discussion of the major theories of human development including cognitive development, social learning, and psychoanalytic models. Prerequisite: PSY 101. Corequisite for psychology majors: PSY 301, 304.

PSY 304 Statistics & Decision Making

This course introduces descriptive and inferential statistical procedures for the social sciences. Topics covered include scales of measurement, probability, measures of central tendency and variability, null hypothesis

testing using single or multiple samples, correlation and regression, and both inferential and procedural errors individuals can make when calculating and interpreting statistics. Course must be completed as student declares psychology as a major. Individuals with insufficient mathematical preparation are encouraged to complete remedial work prior to enrolling in the course. Prerequisite: PSY 101 and high school algebra or equivalent.

PSY 310 Psychopathology

Psychopathology is a clinical term related to the study and examination of abnormal behavior. This class will examine facts, theories, and treatment strategies relevant to abnormal behavior in present day society. Topics to be studied include disorders of childhood, mood disorders, anxiety disorders, substance related conditions, psychotic disorders, and other conditions that impair a persons functioning. Prerequisite: PSY 101. Corequisite for psychology majors: PSY 301, 304.

PSY 315F Topic: Career Planning & Leadrship

This course is designed to facilitate the development of a career portfolio for oneself and competencies of leadership in order to assist others in the development of a career portfolio; to utilize occupational/career resources including technology-based resources and assessments; to practice decision-making and leadership skills; develop the ability to evaluate and implement organizationally appropriate assessments; to collaborate in identifying personal and career goals; and to organize and implement career planning and techniques in a diversity of work settings. The interrelationship of work, family, relationships, geographic location, trends, globalization and leisure issues are included. Also addressed are major issues which impact career choices and work settings, the influence of diverse life roles, cultures, gender, socioeconomic status, and social justice in comprehending the career narrative. In today's workplace, business and industry require employees to create and implement their own career path portfolio for career development and advancement.

PSY 407 Organization Development

The purpose of this course is to provide the student with opportunities to learn the history, theories, models, research and strategies for change in the development of organizations. Prerequisite: PSY 101. Corequisite for psychology majors: PSY 301, 304.

RELIGION

REL 251F Topic:Ancient Christian Gospel

In this course students will explore the nature, content, and key theological expressions and their implications of various Christian Gospels. Since our study will involve both the canonical Gospels (Matthew, Mark, Luke, and John) as well as a number of non-canonical Gospels, students also will investigate the notion, function, and historical development of canonical selection as it relates to these texts.

REL 351C Mark & Method / Biblical Meaning

Have you ever wondered how and why so many people reach different conclusions on what the Bible means as a whole and in its individual parts? Who's right, who's wrong, and how do we decide? This course will invite students to explore how interpreters interact with the foundational biblical texts in their establishment of meaning in the pursuit of truth. Initially, students will investigate the nature of biblical interpretation in general and some of its particular manifestations throughout the history of the Church. They will then turn their attention to the Gospel of Mark in particular to evaluate the specific methods and conclusions of various interpreters and to offer their own approaches and conclusions on the interpretation and meaning of the Gospel.

SPANISH

SPN 101 Elementary Spanish I

Grammar, readings, cultural material, intensive oral practice, optional language laboratory. Not for native speakers or advanced students.

SPN 201 Review of Elementary Spanish

Reading, writing, speaking, grammar review. Prerequisite: SPN 102 or equivalent.

THEATRE

THE 100 Intro to the Theatre

Surveys the history of theatre art and crafts. Discusses major plays and playwrights, physical stage, dramatic criticism, acting, directing, stagecraft, design, and other relevant crafts. Suitable for nonmajors.

THE 204 Villains of the Silver Screen

In-depth study of villainy in the cinema analyzing motivation, process and consequences, expected and unexpected. Examines the history of villainy in the film industry. Evil doers of both sexes will be discussed and compared, along with the psychological motivation that detoured them from the "John Wayne" path of life. Explores the sociological and pathological factors that create evil. Formerly THE 201.

THE 306 History American Film Musical

Starting with the 1920's, the content will involve trends, performers and, of course, influential movie musicals. All elements of each film-music, dancing, book, staging, costumes, etc. will be discussed, compared and contrasted. This course deals with the history of one of the most uniquely American contributions to the world of entertainment - the musical film.



ROLLINS COLLEGE

HAMILTON HOLT SCHOOL

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Student Consumer Information

FoxLink

Holt School Home

Rollins Home

Voice: 407.646.2232

Fax: 407.646.1551

HoltStudentServices@rollins.edu

REGISTRATION INSTRUCTIONS

As a service to our students, the Hamilton Holt School conducts all student registrations online using [FoxLink](#). Registration is restricted to students in good academic and financial standing who have attended at least one of the previous three semesters. Students who do not have access to the internet from home or work may use the computing labs, located in the Olin Library, during normal hours of operation. There is also a student computing station located in the Holt School office.

The Student Help Desk (407-646-2655) is available during regular office hours should students encounter technical problems. Students should follow the procedures described below to report error messages received while attempting online registration.

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Last update: March 4, 2008

Getting Started

Select Courses from the Schedule of Courses. Be certain to review the online term addendum for updates and changes.

- The maximum course load for the Fall and Spring terms is 16 credit hours. The summer term is limited to eight semester hours per six-week term. Students will be prohibited from registering for more than the specified limit without an approved course overload request. (Forms are available at the Holt School Office; adviser approval is required)
- Absolutely no scheduling overlaps in meeting times or dates are permitted. This is nonnegotiable.
- You will be prohibited from registering for courses that are restricted by major, require approval from the instructor and/or academic department, or represent duplicate registrations. Such registration errors may only be overridden by a Holt School staff member.
- You may e-mail a request for an override to the Holt School Student Services webpage at <http://www.rollins.edu/holt/students/advising.shtml>. Requests will be processed on a routine basis each day during the registration period. You will be notified by e-mail.
- You may not register by web for courses offered in other Rollins Programs. Refer to the Holt School catalog for policies and procedures.
- You will be prohibited from participating in online registration if you have an outstanding debt to the institution. Contact the College Bursar's Office at 407-646-2252.
- Students are forewarned to review prerequisite requirements reflected in the Schedule of Courses and in the course descriptions. Students are also advised to note level requirements (e.g. Senior Status) published in the schedule. You will be held accountable for this information.
- The starting and ending dates of courses are not reliable in FoxLink schedule views. This is because intensive courses are built into parts of term for refund and grading purposes. These parts of term dates are not to be confused with the actual course meeting dates that are reflected in the online Schedule of Courses.

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Log In

- From the Rollins Web home page, select [FoxLink](#) from the drop-down box under "Campus Logins."
- Enter Username, which is your student R-Number and Password (PIN).

http://tars.rollins.edu/holt/schedule/200806/webinstructions.shtml[1/13/2010 1:45:47 PM]

- Click on *Student* tab at top of form.
- The screen will then divide into three sections. Look at the middle section titled *Important Student Links*; then select *Hamilton Holt Check-in* link. Note: If you do not see the *Check-in* link, you should see a link for *Registration*. Select that link and you will be redirected to the Check-in form. Select that link and follow the instructions. When the Check-in form is complete, you will receive a registration time period.

NOTE: All Hamilton Holt School students must now complete Check-in prior to registration.

- Once Check-in is complete, select the *Student* tab again. Then select the *Select Term* link.

Select Term

- Click on the *Select Term* link and scroll to the the appropriate term from the drop-down menu. (Example: Spring 2008 A&S/Holt.)
- Click on the *Submit Term* button. This should bring you back to the Registration Main Menu.
- Click on *Add/drop Classes* link.

Enter Course Registrations

- Click on *Add/drop Classes* link.
- Using the scroll bar to the right of the screen, scroll to the Add Class form at the bottom of the page. Enter the CRNs (the five digit number for each course) of your course selections and click on the *Submit Changes* button.
- A schedule will automatically come up indicating that you have either successfully registered for your courses or that registration errors/holds prohibit registration. (If you receive error messages, refer to Section I of these instructions.)

Note: The Holt School uses a wait-list system. If a course is filled, you are *not* automatically wait-listed. You must select *Wait-List* from the drop-down menu and submit again. Your selection will be shown again confirming that you are wait-listed. For more information, see [Process to be Wait-Listed for a course](#).

- Clicking on the *Reset* button at the bottom will clear any changes you may have made as long as you have not already clicked on the *Submit Changes* button. You may also use the drop-down box in the action column to delete courses you may have entered in error.
- Once you have completed the registration process, scroll down to the bottom of the page and select the *Registration Fee Assessment* link. You will be shown the amount of tuition due. This amount does not consider any financial aid award.

Complete Registration

Select the *Registration Fee Assessment* link located either at the bottom of the registration page or from the Registration menu. Review the charges to your student account to ensure accuracy. This is a required step to finalize your electronic registration. This amount does not consider any financial aid award.

Logging Out

Once registration is complete, be certain to click on the Logout icon located in the top left corner of the screen. If you do not log out, anyone who uses the computer after you could view and/or access sensitive information in your records

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Submission of Payment

UNDERGRADUATE TUITION RATE FOR 2007-08: \$1,236 per four-semester-hour course (\$309 per semester hour)

Full tuition payment for all students is due by **6:00 p.m. on April 24**. No exceptions will be considered or negotiated. We recommend that you not mail your payment since there is no guarantee that it will reach us prior to the payment deadline.

Students are held personally and financially responsible for the course enrollments, tuition, and fees they initiate through the registration process. We expect full and timely payment for all registrations. Students who cannot pay full tuition through one or a combination of acceptable

methods of payment on or before the **April 24** deadline must withdraw in writing prior to the deadline in order to avoid additional financial penalties. Late payment penalties include an initial fee of \$75, and \$50 per month until the end of the term or the balance is paid in full. This will be applied to all payments received after the April 24 deadline.

The Holt School does not automatically withdraw students for unpaid balances, but reserves the right to do so if such students are registered for courses that have waiting lists. In this case, the student will be withdrawn after the payment deadline, notified of the withdrawal in writing, and receive a full relevant tuition credit. Late payment fees will remain on the student account to cover incurred administrative time and costs.

- **Holt School Payment Plan:** A convenient, interest-free payment plan is available to Hamilton Holt School students (Arts and Sciences students are not eligible). [Click here](#) for more information.
- **Payment by Cash/Check/Credit Card:** The Holt School will not release account or payment information over the telephone. Authorized payers may access FoxLink through the Rollins Home Page at www.rollins.edu. Select FoxLink from the drop-down box options under Campus Logins.
 - Log in under Student Services in FoxLink.
 - Select **User Preferences** to update e-mail addresses and notification preferences. A secondary e-mail address can be entered for notification when monthly statements are available. Under this option, you may also choose to receive an e-mail confirmation or notification when an authorized payer makes a payment.
 - Select **Payment Profiles** to enter credit card and banking information for electronic check payments. These profiles will be stored so that you will not need to enter this information each time you make a payment.
 - Select **Authorized Payers** to create an account for parents, grandparents, or anyone who will be responsible for paying on your account. You will need to communicate user Login Name and Password to the individual in order for that person to access your account online through the *Authorized Payers* link. The *Authorized Payers* link will be available at www.Rollins.edu.
 - Select **View Accounts** to review your monthly statement. You will be able to obtain this statement in printable format by clicking on the PDF option at the top left corner of the statement. You will also be able to view past statements via this option.
 - Select **Make Payment** to submit an online payment to your account.
 - Select **Payment History** to review payments made to your account via the online payment site.
 - Select **Contact Us** in the top right-hand corner or call 407-646-2252 (Bursar's Office) if you need assistance.
 - Log off is located in the top right-hand corner. Your FoxLink session will remain active while you are in the QuikPay site and will reappear on your screen when you log off QuikPay.
- **Payment by Financial Aid:** Financial aid recipients who have received the Rollins award letters may defer all or part of their payment (depending on the award) until the aid becomes available. Deferment of tuition for financial aid applicants is an extension of the payment due date. It is NOT a guarantee of eligibility for financial aid. Students are ultimately responsible for the full cost of tuition and fees. The amount of financial aid that is reflected on the student account on the date of registration is what the Holt School will consider when reviewing payments. Students have the responsibility to determine and pay any remaining balance prior to the payment deadline in order to avoid additional late payment fees. Students who anticipate financial aid and subsequently learn that aid has been reduced, denied, or withdrawn must either pay the full tuition balance or complete a written request to be withdrawn without financial penalty by the end of the first week of classes in order to avoid being held financially responsible for their classes and late payment fees. The Holt School is not involved or aware of decisions regarding the status of student aid and does not automatically withdraw. The student has responsibility for this.
- **Payment by Corporate Sponsors:** Some employers have a billing agreement with the Rollins College Office of the Bursar. Students attending under one of these agreements must have a signed, authorized form on file in the Bursar's Office at the time of registration in order to defer tuition payment. If the original form is not on record at the time of registration, the student may register by paying 25% of tuition due plus fees.

- **Tuition Discounts:** Alumni with Bachelor's or Master's Degrees, and current adjunct faculty in academic programs are eligible for a 20% tuition discount on undergraduate course tuition. Alumni with a MA in Counseling from Rollins College are also eligible for a 20% tuition discount on graduate counseling course tuition. Proof of employment or graduation may be required in some instances.

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Process to be Wait-Listed for a closed course

Should you receive a message that a course is closed, you may add your name to the waiting list by clicking on the drop-down box in the Action column and selecting *Wait-Listed*. Be certain to save this action by hitting the *Submit* button. You will be notified if a space becomes available in the course. Graduate and undergraduate programs in the Holt School administratively maintain separate waiting lists through the first week of classes. Instructor overrides are not accepted, so **please do not contact the professor**. Students are prohibited from attending courses without official registration.

Please note that even though you are not officially registered for wait-listed courses, they will appear on all FoxLink schedule viewing forms. Most forms reflect a status of WL (wait-listed) instead of RE (registered). The WL status is not reflected on the schedule option viewed by day and time. Please note the inclusion of wait-listed courses when using this schedule view option.

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These condensed instructions are not intended to be an exhaustive representation of institutional or program policies and procedures. Additional information is contained in the current Rollins College Hamilton Holt School catalogs. Catalogs are available at the Holt School website at www.rollins.edu/holt/forms/catalogs.

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ROLLINS COLLEGE

HAMILTON HOLT SCHOOL

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Student Consumer Information

FoxLink

Holt School Home

Rollins Home

Voice: 407.646.2232

Fax: 407.646.1551

HoltStudentServices@rollins.edu

HOLT SCHOOL

REGISTRATION INSTRUCTIONS

FOR ARTS & SCIENCES STUDENTS

SUMMER 2008

TWO SIX-WEEK TERMS:

MAY 19 - JUNE 30

JULY 1 - AUGUST 11

[Print Version](#)

[Registration Instructions](#)

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Preapproval Required

The Hamilton Holt School welcomes the participation of Arts and Sciences students in summer term courses. Holt School courses have the same academic value as Arts and Sciences courses, and grades earned are calculated as part of the student's grade point average.

Preapproval through the Office of Student Records is required for registration in Holt courses. Furthermore, students desiring to fulfill Arts and Sciences general education requirements through Holt School course work must obtain advance permission, **in writing**, from the Office of Student Records. Students who want a Holt School course to apply toward major requirements in Arts and Sciences must obtain advance permission, **in writing**, from the chair of their major program.

Gaining course approval does not automatically register you for the course. A&S students must register via FoxLink during their appropriate registration period.

Registration Dates:

Arts & Sciences students may register with Holt students according to class standing on the following dates:

Declared majors with 90+ hours earned at the time of registration: Online registration opens at Noon on April 2, and closes at midnight on April 3.

Declared majors with less than 90 hours earned at the time of registration: Online registration opens at Noon on April 21, and closes at midnight on April 22. Seniors may also make registration changes during this time period.

Undeclared majors - April 24 (4:00 - 6:00 p.m.)

*Payment is due for all students by 6:00 p.m. on April 24.

No Instructor Overrides Into Closed Sections

Instructor overrides into closed courses are not accepted in the Holt School. The Holt School utilizes a waiting list process to manage closed courses. Students who illegally attend courses for which they are not registered will not receive academic credit.

Drop/Adds Must Be Made in Writing

Students are held responsible for attendance and participation in courses. **The Holt School does not automatically withdraw students who do not attend.** It is the responsibility of the student to initiate registration changes or withdrawals on his/her own behalf. Published withdrawal policies will be enforced. Students will be held financially and academically responsible for attendance and participation in Holt School courses.

REGISTRATION INSTRUCTIONS

Obtain appropriate written preapprovals from the Office of Student Records and/or the chair of the major department.

http://tars.rollins.edu/holt/schedule/200806/ans_student_instructions.shtml[1/13/2010 1:45:50 PM]

Log In

From the Rollins Web home page, select FoxLink from the drop down box under “Campus Logins.”

- Enter Username which is your student R-Number and Password (PIN).
- Click on “School Services” tab at top of form.
- Select “Administrative Services.”
- Click on the “Student Services & Financial Aid” icon, then click on the “Registration” link – this should bring you to the Registration Main Menu.

Select Term

- Click on the Select Term link and select the appropriate term from the drop down box labeled Term. (Example: Summer 2008 A&S/Holt)
- Click on the Submit Term button – this should bring you back to the Registration Main Menu.

Please note that you may at any time return to the Registration Main Menu by using the ‘Back’ button at the top of the screen.

Enter course registrations

- Click on Add/drop Classes link.
- Using the scroll bar to the right of the screen, scroll to the Add Class form at the bottom of the page. Enter CRNs of your course selections and click on the Submit Changes button.
- A schedule will automatically come up indicating that you have either successfully registered for your courses or that registration errors/holds prohibit registration. (If you receive error messages, refer to Section I of these instructions.)

Clicking on the Reset button at the bottom will clear any changes you may have made as long as you have not already clicked on the Submit Changes button. You may also use the drop down box in the action column to delete courses you may have entered.

Complete registration

Using the Back button at the top left of your computer, return to the Registration Main Menu. Select the Registration Fee Assessment link. Review the charges to your student account to ensure accuracy. This is a required step to finalize your electronic registration.

Logging out

Once registration is complete, be certain to click on the Logout icon located in the top left corner of the screen. If you do not log out, anyone who uses the computer after you could view and/or access sensitive information in your records.

Process to be wait listed for a closed course

Should you receive a message that a course is closed, you may add your name to the waiting list by clicking on the drop down box in the Action column and selecting “Wait-Listed.” Be certain to save this action by hitting the ‘Submit’ button. You will be notified by the Holt School should a space become available in the course. Instructor overrides are not accepted, so **please do not contact the professor**. Students are prohibited from attending courses without official registration.

Please note that even though you are not officially registered for wait-listed courses, they will appear on all FoxLink schedule viewing forms. Most forms reflect a status of WL (wait-listed) instead of RE (registered). The WL status is not reflected on the schedule option viewed by day and time. Please note the inclusion of wait-listed courses when using this schedule view option.

PAYMENT INSTRUCTIONS

Tuition:

\$309 per credit hour

- \$618 - 2 credit hour course
- \$1,236 - 4 credit hour course
- \$1,854 - 6 credit hour cours

Fees for individual courses are noted on the schedule.

By registering, students agree to accept full responsibility for the payment of tuition and fees. If a payment is not fulfilled or returned for insufficient funds or no approval by credit, students also agree to pay all fees associated with collection of due funds, including collection costs and attorney's fees.

Full summer term tuition payment is due by **April 24**. No exceptions will be considered or negotiated. Students will be held academically and financially responsible for summer registrations initiated through the online process. Registration changes must be submitted in writing to the Hamilton Holt School Office. [Published withdrawal and refund deadlines](#) and policies are strictly enforced. Students are encouraged to become familiar with the Holt School expectations prior to initiating course registrations.

Payment by Cash/Check/MasterCard: The Holt School will not release account or payment information over the telephone. Authorized payers may access FoxLink through the Rollins Home Page at www.rollins.edu. Select FoxLink from the drop down box options under Campus Logins.

- Log-in under Student Services in FoxLink.
- Select **User Preferences** to update e-mail addresses and notification preferences. A secondary e-mail address can be entered for notification when monthly statements are available. Under this option, you may also choose to receive an e-mail confirmation or notification when an authorized payer makes a payment.
- Select **Payment Profiles** to enter credit card and banking information for electronic check payments. These profiles will be stored so that you will not need to enter this information each time you make a payment.
- Select **Authorize Payers** to create an account for parents, grandparents, or anyone who will be responsible for paying on your account. You will need to communicate user Login Name and Password to the individual in order for that person to access your account online through the Authorized Payer link. The Authorized Payer link will be available at www.rollins.edu.
- Select **View Accounts** to review your monthly statement. You will be able to obtain this statement in printable format by clicking on the PDF option at the top left corner of the statement. You will also be able to view past statements via this option.
- Select **Make Payment** to submit an online payment to your account.
- Select **Payment History** to review payments made to your account via the online payment site.
- Select **Contact Us** in the top right hand corner or call 407-646-2252 (Bursar's Office) if you need assistance.
- Log off is located in the top right hand corner. Your FoxLink session will remain active while you are in the QuikPay site and will reappear on your screen when you log off QuikPay.

Cash or check payments may also be submitted to the College Bursar's Office.

Students are held responsible for attendance and participation in courses. **The Holt School does not automatically withdraw students who do not participate.** It is the responsibility of the student to initiate registration changes or withdrawals on his/her own behalf.

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