

La Verne Online Academic Advisors			La Verne Online 909.448.4086
Cindy Saunders, EdD <a href="mailto:csaunders@laverne.edu">csaunders@laverne.edu</a> 909.448.4858 x4973  <b>By Program:</b> OM, ES, CJC, MSLM	GeBren Blakely <a href="mailto:gblakely@laverne.edu">gblakely@laverne.edu</a> 760.955.6476  <b>By Program:</b> PA <b>By Last Name:</b> BA: A – J	Nikita McWells <a href="mailto:nmcwells@laverne.edu">nmcwells@laverne.edu</a> 909.695.4858 x4946  <b>By Program:</b> IT, MBAX <b>By Last Name:</b> BA: K – Z	<b>Student Accounts</b> 888.788.2455 Fax: 909.392.2830  <b>Financial Aid</b> 800.649.0160 <i>*For financial aid eligibility, you must be admitted to the University and be enrolled as a part-time student.*</i>
<b>La Verne Online Senior Director</b>  Erin Gratz, EdD <a href="mailto:egratz@laverne.edu">egratz@laverne.edu</a> 909.448.4858 x4782	<b>La Verne Online Administrative Assistant</b>  Virginia Manzo <a href="mailto:ymanzo@laverne.edu">ymanzo@laverne.edu</a> 909.448.4858 x4086		<b>Office Hours</b> Monday – Thursday 8:00am – 5:00pm Friday: 8:00am – 4:30pm

### \*\*\*IMPORTANT INFORMATION FOR ONLINE STUDENTS\*\*\*

- **Access to a computer 24/7** is required for all online courses.
- Blackboard is required for all online courses. Please refer to <http://laverne.edu/technology/students-getting-started/> for more information.
- Online students must be Computer Literate (i.e., experienced with email, Internet, and MS Word). Students who have not taken an online course at La Verne are encouraged to take the “self-test” to determine if online course instruction is the right avenue for you. To access the “self-test” please refer to the following site: <http://bit.ly/online-selftest>
- **TEXTBOOKS:** Order textbooks at least two weeks prior to the start of class at [www.laverne.edu/bookstore](http://www.laverne.edu/bookstore). You will need to provide the CRN number and campus when ordering.
- **FINANCIAL ARRANGEMENTS:** After you register for classes, please note that you must make your financial arrangements by **June 3** in order to avoid late fees. If you register for classes on or after **June 3**, please make your financial arrangements at the time of registration to avoid late fees.

## General Education Courses

- **GE Track II:** Students who fall under GE Track II (pre 2009), please contact your academic advisor to verify General Education fulfillment.
- **GE Track I:** Students who were admitted with less than 28 semester units prior to September 1, 2009, or who were admitted & enrolled **after** September 1, 2009.
- **La Verne GE:** Students who were admitted to the Fall 2015 term and later.

CRN	DEPT	CRS	Title	Prerequisite(s)/ Comments	GE Track I +	La Verne GE+	Units	Instructor
<b>Written Communication A (LVWA)</b>								
1096	WRT	110	College Writing A		CSWA	LVWA	4	Prof. K. Ogden
<b>Written Communication B (LVWB)</b>								
1097	WRT	111	College Writing & Research	CSWA/LVWA	CSWB	LVWB	4	Prof. A. Hamilton
1126	BUS	346	Written Business Communication	CSWA/LVWA	CSWB	LVWB	4	Prof. D. Davis
1127	BUS	346	Written Business Communication	CSWA/LVWA	CSWB	LVWB	4	Dr. C. Jagannathan
<b>Humanities (LVHU)</b>								
1105	EDUC	310	Schools in Society			LVHU	4	Dr. D. Redman
1084	HSTY	111	US History 1877 to Present		AHHT	LVHU	4	Dr. F Carlson
1086	INTD	317	Song & Spirit: Music and Religion	CSWB/LVWB	INTD	LVHU	4	Dr. Hanawalt / Dr. Harrison

1088	MUS	100	Music History and Appreciation		AHFA	LVHU	4	Dr. A Hanawalt
1089	MUS	358	Music of the United States		AHFA	LVHU	4	Dr. A. Hanawalt
1091	PHIL	305	Values & Critical Thinking	Formerly HUM 305	AHPR	LVHU	4	Dr. D. Campana
1124	BUS	343	Foundations of Business Ethics	CSWA/LVWA	AHPR	LVHU	4	Staff
1125	BUS	343	Foundations of Business Ethics	CSWA/LVWA	AHPR	LVHU	4	Staff

### Social Science (LVSS)

1083	GEOG	314	Introduction to Geography		ASIA	LVSS	4	Prof. S. Slakey
1092	PLSC	301	American Gov't. & Politics		ASPS	LVSS	4	Dr. R. Gelm
1093	PSY	101	Principles of Psychology		ASBH	LVSS	4	Dr. A. Gonchar
1094	PSY	407	Life-Span Development		ASBH	LVSS	4	Dr. R. Newman-Gonchar
1109	SOC	250	Introduction to Sociology		ASBH	LVSS	4	Dr. N. Athey
1113	SOC	345	White-Collar Crime		ASBH	LVSS	4	Prof. S. Haug
2651	SOC	350	Law & Society	CSWB/LVWB	ASBH	LVSS	4	Prof. S. Haug
1136	ECON	228	Economic Theories and Issues		ASEC	LVSS	4	Dr. G. Park

### Life Science (LVLS)

1079	BIOL	101/ 101L	Life Science: The Human Environment		ANSL & ALAB	LVLS	4	Prof. R. Good
1080	BIOL	101/ 101L	Life Science: The Human Environment		ANSL & ALAB	LVLS	4	Prof. R. Good

### Physical Science (LVPS)

1090	NASC	102/ 102L	Physical Science: Human Environment	CSQR/LVQR or Inter. Algebra	ANSP & ALAB	LVPS	4	Prof. C. Morgan
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### Quantitative Reasoning (LVQR)

1057	MATH	104*	College Algebra		CSQR	LVQR	4	Prof. F. Ives
1120	BUS	270	Business Statistics	BUS 274	CSQR	LVQR	4	Dr. D. Kung

### Oral Communication (LVOC)

1139	MGMT	354	Oral Communication in Organizations	CSWB/LVWB	CSOC	LVOC	4	Staff
1095	SPCM	220	Intercultural Communication		CSOC	LVOC	4	Prof. R. Friend

### Creative Expression (LVCE)

1085	HUM	313*	World Civ. Through Art/Theater		ACAE or AHIA	LVCE	4	Dr. A. Clark
1098	WRT	201	Creative Writing		ACAE & AHLT	LVCE	4	Prof. K Ogden

### Life-Long Wellness

1087	KINE	001	Fitness for Life		AFFL	LVLW	4	Dr. M. Granquist
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### Community Engagement (LVCS)

1081	CS	305*	Community Based Learning: Hunger and Sustainability	20 hrs. of service required	UVCS	LVCS	1	Dr. J. Houston
1082	CS	305*	Community Based Learning: Hunger and Sustainability	20 hrs. of service required	UVCS	LVCS	1	Dr. J. Houston
1072	EDUC	385	History, Culture, & Society	CSWB/LVWB, EDUC 306 & EDUC 407	UVCD, UVCS	LVCS	4	Prof. K. Kinsey

### Undergraduate Electives and Other Courses

CRN	DEPT	CRS	Title	Prerequisite(s)/Comments	Units	Instructor
1099	BIOL	441	Nutrition		2	Dr. R. Harrison
1100	MATH	102*	Intermediate Algebra	DOES NOT substitute for BUS 274	CR/NC	Prof. F. Ives
1101	PSY	312	Abnormal Psychology	PSY 101	4	Dr. A. Gonchar
1102	PSY	405	Brain & Behavior	PSY 101 or BIOL 101	4	Dr. W. Henkelmann

1103 PSY 422 Substance Abuse CSWB/LVWB & PSY 101 4 Dr. W. Henkelmann

### Undergraduate Programs

#### Educational Studies Courses

CRN	DEPT	CRS	Title	Prerequisite(s)/Comments	Units	Instructor
1104	EDUC	306	Writing with Purpose	CSWA/LVWA	4	Prof. D. Foss
1105	EDUC	310	Schools in Society	CSWA/LVWA	4	Dr. D. Redman
1106	EDUC	330	Principles of Physical Education		4	Prof. R. Ornelas
1107	EDUC	389	Mathematics in the 21 <sup>st</sup> Century	EDUC 407 & MATH 104/LVQR	4	Prof. M. Ball
2373	EDUC	390	Science Literacy for All in the 21 <sup>st</sup> Century	EDUC 407 & LVLS or LVPS	4	Dr. W. Dwyer
1108	EDUC	499D	Senior Seminar for Educational Studies	EDUC 306	4	Dr. D. Redman

#### Criminal Justice & Criminology Courses

CRN	DEPT	CRS	Title	Prerequisite(s)/Comments	Units	Instructor
1109	SOC	250	Introduction to Sociology		4	Dr. N. Athey
1110	SOC	303	Applied Quantitative Analysis		4	Staff
1111	SOC	322	Introduction to Criminology	CSWB/LVWB & SOC 250	4	Dr. N. Athey
1112	SOC	329	Correctional Systems	CSWB/LVWB	4	Prof. S. Haug
1113	SOC	345	White Collar Crime		4	Prof. S. Haug
2651	SOC	350	Law & Society	CSWB/LVWB	4	Prof. S. Haug

#### Information Technology Courses

CRN	DEPT	CRS	Title	Prerequisite(s)/Comments	Units	Instructor
1120	BUS	270	Business Statistics	BUS 274	4	Dr. Y. Cao
1121	BUS	274	Applied Quantitative Analysis	Pre-Algebra recommended	4	Prof. V. Taslakian
1124	BUS	343	Foundations of Business Ethics	CSWA/LVWA	4	Staff
1125	BUS	343	Foundations of Business Ethics	CSWA/LVWA	4	Staff
1114	CMPS	218	Publishing on the Web	Also BUS 318	4	Dr. J. Goetz
1115	CMPS	301	Programming Concepts		4	Dr. A. Abu Shanab
1116	CMPS	375	Systems Analysis & Design		4	Dr. A. Abu Shanab
1117	CMPS	410	Management Information Systems	CSWB/LVWB	4	Dr. M. Beheshtian

#### Business Administration (BA), Organizational Management (OM) and Public Administration (PA) Courses

CRN	DEPT	CRS	Title	Prerequisite(s)/Comments	Units	Instructor
1119	ACCT	203	Financial and Managerial Accounting		4	Prof. C.S. Tan
1120	BUS	270	Business Statistics	BUS 274	4	Dr. Y. Cao
1121	BUS	274	Applied Quantitative Analysis	Pre-Algebra recommended	4	Prof. V. Taslakian
1122	BUS	318	Publishing on the Web	Also CMPS 218	4	Dr. J. Goetz
1123	BUS	330	Business Finance	ACCT 203, BUS 270 & ECON 228	4	Dr. G. Sarraf
1124	BUS	343	Foundations of Business Ethics	CSWA/LVWA	4	Staff
1125	BUS	343	Foundations of Business Ethics	CSWA/LVWA	4	Staff
1126	BUS	346	Written Business Communication	CSWA/LVWA	4	Prof. D. Davis
1127	BUS	346	Written Business Communication	CSWA/LVWA	4	Dr. C. Jagannathan
1128	BUS	347	Legal Environment of Business	CSWB/LVWB	4	Dr. M. Genovese
1129	BUS	347	Legal Environment of Business	CSWB/LVWB	4	Dr. R. Chow
1130	BUS	360	Principles of Marketing	CSWB/LVWB & ECON 228	4	Dr. J. Lee
1131	BUS	410	Management Information Systems	CSWB/LVWB	4	Dr. M. Beheshtian
1132	BUS	410	Management Information Systems	CSWB/LVWB	4	Dr. D. Kung
1133	BUS	416	Electronic Commerce		4	Dr. N. Daylami
1134	BUS	466	International Marketing	BUS 360	4	Dr. J. Liu
1135	BUS	496*	Business Seminar ***BA students only	BUS 330, 360 & MGMT 300	4	Dr. J. Dietz
1136	ECON	228	Economic Theories and Issues		4	Dr. G. Park
1137	MGMT	300	Principles of Management	CSWB/LVWB	4	Dr. O. Furutan
1138	MGMT	300	Principles of Management	CSWB/LVWB	4	Dr. I. Ghazzawi
1139	MGMT	354	Oral Communication in Organizations	CSWB/LVWB	4	Staff

1140	MGMT	355	Leadership in Organizations	CSWB/LVWB	4	Dr. K. Park
1141	MGMT	356	Introduction to Organizational Theory	MGMT 300	4	Staff
1142	MGMT	358	Culture & Gender Issues in Management	CSWB/LVWB	4	Dr. J. Yousof
1143	MGMT	358	Culture & Gender Issues in Management	CSWB/LVWB	4	Staff
1144	MGMT	359	Management of Change and Conflict		4	Dr. C. Sawyer
1145	MGMT	360	Financial Management & Budgeting		4	Prof. C. Sohail
1146	MGMT	388	Statistics ( <i>OM and PA students</i> )	MATH 102 or LVQR	4	Dr. C. Lee
1147	MGMT	426	Training & Development	MGMT 300	4	Dr. T. Martinelli
1176	MGMT	457	Mediation	MGMT 300	4	Dr. M. Genovese
1148	MGMT	458	Stress Management		4	Staff
1149	MGMT	459	Organizational Behavior: Theory and Application	MGMT 300	4	Dr. V. Smith
1150	MGMT	496	Seminar in Management <b>***OM students only***</b>	BUS 343, MGMT 300, 355, 358, 360, 388, 459 & Senior Standing	4	Staff
1151	PADM	313	Urban Environments	CSWB/LVWB	4	Dr. M. Witt
1152	PADM	332	Public Administration		4	Dr. A. Velazquez-Vazquez
1153	PADM	436	Policy Making		4	Dr. K. Schildt
1154	PADM	470	Administrative Processes		4	Dr. K. Lang
1155	PADM	496	Senior Project <b>***PA students only***</b>	PADM 388	4	Dr. M. Witt

### **\*\*\*UNDERGRADUATE SPECIAL COURSE INSTRUCTIONS\*\*\***

- \*CS 305:** In addition to the discussions and written assignments, students are required to complete a **minimum of 20 hours** of community service. It is recommended that students complete CS 305 at least two terms prior to their anticipated graduation date.
- \*HUM 313 (Dr. Clark):** Requires independent fieldtrips to 6 museums and 4 plays. No text book is required for this course.
  - **HUM 313 Attendance Policy:** In keeping with the "Class Attendance" policy contained in the University's catalog, **students who do not submit the first week's assignment by midnight of Sunday, September 29, will be administratively dropped from HUM 313 online by Tuesday, October 1st.** This assignment, a report on a museum visit or on attendance at an approved performance of drama, dance, music, or opera, is due at midnight on Sunday of the first week of classes (September 29), and the last day to drop (or be administratively dropped) from Fall 2019 Term courses with a 100% refund is Tuesday, October 1, 2019.
- \*KINE 001:** Activity tracker required (i.e. Nike+ Run Club app, Nike+ SportWatch GPS, iPod Nano with Nike+, etc.)
- \*MATH 102:** Requires an online proctoring fee of up to \$14 per exam. There are 4 tests in a term.
- \*BUS 496 (Dr. Dietz):** Attendance Policy. In keeping with the "Class Attendance" policy contained in the University's catalog, **students who do not log into the course and post by Thursday, September 26, will be administratively dropped from the Fall 2019 term.**

### Graduate Programs

#### MBA Courses

CRN	DEPT	CRS	Title	Prerequisite(s)/Comments	Units	Instructor
1156	BUS	500A	Accounting Fundamentals		3	Prof. M. Nieto
1157	BUS	500D	Business Finance		3	Staff
1158	BUS	500F	Business Marketing		3	Dr. A. Keel
1159	BUS	531	Invest & Portfolio Analysis	BUS 530 or 635	3	Dr. D. Park
1160	BUS	543	Ethics in Orgs & Society		3	Dr. N. Walton
1161	BUS	566	International Marketing Management	BUS 560 or 665	3	Dr. J. Liu
1162	BUS	585*	Strategies in Change Management		3	Prof. J. Sivie
1163	BUS	615	Managing Technology		3	Dr. D. Kung
1164	BUS	635	Managing Financial Resources	BUS 500A, C, & D	3	Prof. R. Hasse
1165	BUS	655*	Designing Effective Organizations		3	Dr. Y. Smith
1166	BUS	665*	Strategic Marketing Management	BUS 500A, C, F	3	Dr. M. Fawaz
1167	BUS	675*	Management of Business Operations	BUS 500C	3	Dr. C. Shayo
1168	BUS	685*	Global Business Management	BUS 655	3	Dr. V. Smith
1169	BUS	695	Strategic Management	***All MBA Foundation & Core Courses and Advanced Standing***	3	Dr. Y. Smith

#### MSLM Courses

CRN	DEPT	CRS	Title	Prerequisite(s)	Units	Instructor
1170	MGMT	521*	Ethics & Decision Making		3	Staff
1171	MGMT	522	Human Resource Management		3	Dr. I. Ghazzawi
1172	MGMT	525	Management of Diversity		3	Dr. B. Monye
1173	MGMT	529	Seminar in HR		3	Prof. L. Rodriguez
1174	MGMT	586	Organizational Research I	Take 1-2 classes before MGMT 596	3	Dr. T. Martinelli

#### \*\*\*GRADUATE SPECIAL COURSE INSTRUCTIONS\*\*\*

- \*BUS 585: Not open to students who completed MGMT 569. MSLM students need advisor approval prior to registering.
- \*BUS 655: Not open to students who completed MGMT 523. MSLM students need advisor approval prior to registering.
- \*BUS 665: Not open to MSLM students.
- \*BUS 675: Not open to MSLM students.
- \*BUS 685: Not open to MSLM students.
- \*MGMT 521: Not open to students who completed BUS 543. MBAX students need advisor approval prior to registering.

### Application for Graduation

#### Undergraduate Students

Should file an Application for Graduation, along with the graduation fee, three terms prior to the anticipated completion date.

#### Graduate Students

Should file for Advanced Standing, along with the Application for Graduation and graduation fee, at least one term prior to taking BUS 695 or MGMT 596. Graduate students must have completed 21 units, or 18 units with 3 in progress, including completion of all of the foundation courses.

#### La Verne Online Students

Should submit the above forms directly to their academic advisor by email, fax: (909) 971-2295, or by mail to: La Verne Online, Attn: Cindy Saunders, Gebren Blakely, or Nikita McWells, 1950 Third Street, La Verne, CA 91750.

Graduation Forms and instructions on how to pay the graduation fee can be found at: <http://sites.laverne.edu/roc/forms/>

For more information on the above courses, please refer to the course syllabi located under the Current Student section of the La Verne Online website: <http://laverne.edu/online/syllabi/>