

CALENDAR

rev 8/11/09

Fall Semester, 2009

Classes Start.....Wed., Sept. 2
 Financial Aid Deadline for Add/Drop..... Wed., Sept. 9
 Deadline for Adding Classes Sat., Sept. 12
 Deadline for Dropping Classes..... Tues., Nov. 10
 Deadline for Complete Withdrawal Tues., Nov. 10
 Thanksgiving Recess Thurs. - Fri., Nov. 26-27
 Classes EndTues., Dec. 15
 Study Day..... Wed., Dec. 16
 Final Exam Period.....Thurs-Sat, Dec 17-19 and
 Mon-Tues, Dec 21-22

Spring Semester, 2010

Martin Luther King Holiday - Buildings Closed..... Mon., Jan. 18
 Classes Start..... Mon., Jan. 25
 Financial Aid Deadline for Add/Drop.....Mon., Feb. 1
 Deadline for Adding Classes Sat., Feb. 6
 Spring Recess Mon. - Fri., March 22-26
 Deadline for Dropping Classes..... Fri., April 9
 Deadline for Complete Withdrawal..... Fri., April 9
 Classes End Wed., May 12
 Study Day Thurs., May 13
 Final Exam Period.....Fri-Sat, & Mon.-Wed., May 14-15, 17-19

BUILDING/OFFICE HOURS

NOTE: University buildings will be closed on holidays and weekends in summer. Hours are subject to change.

MAIN BUILDING

7:00 AM - 10:00 PM Monday thru Thursday
 7:00 AM - 5:00 PM Friday and Saturday
 11:30 AM - 10:00 PM Sunday

FIELDHOUSE

8:00 AM - 8:00 PM Monday thru Thursday
 8:00 AM - 5:00 PM Friday
 TBA Saturday and Sunday
 (Pool and weight room schedules will be posted in the Fieldhouse.)

ADMINISTRATIVE SERVICES (Room 224)

BUSINESS SERVICES (Room 232)

8:00 AM - 4:30 PM Monday thru Friday

STUDENT SERVICES OFFICE (Room 150)

7:45 AM - 6:00 PM Monday through Thursday
 7:45 AM - 4:30 PM Friday
 For appointments with an advisor call 261-6235. For information on admissions, registration, student employment, veterans benefits, financial aid, TRIO and general matters, call 261-6235 or Toll-free at 1-888-FOR-UWMC. E-Mail: uwmc@uwc.edu
 Internet: <http://www.uwmc.uwc.edu>

LIBRARY (Room 250)

7:45 AM - 7:30 PM Monday thru Thursday
 7:45 AM - 3:30 PM Friday
 CLOSED Saturday
 6:00 PM - 9:00 PM Sunday
 Additional hours as required

COMPUTER LAB (Room 145)

8:00 AM - 9:00 PM Monday thru Thursday
 8:00 AM - 4:00 PM Friday
 CLOSED Saturday & Sunday
 Additional hours as required

BOOKSTORE (Room 167)

Hours posted or call 261-6217

MARATHON HALL RESIDENCE LIFE OFFICE

Noon - 4:00 PM Monday thru Friday

STUDENT UNION

7:00 AM - 10:00 PM Monday thru Thursday
 7:00 AM - 5:00 PM Friday
 Snack Bar
 8:15 AM - 6:00 PM Monday thru Thursday
 8:15 AM - 2:00 PM Friday
 Closed Saturday and Sunday

ADMINISTRATIVE STAFF

Dean Sandra Smith
 Associate Dean & Student Services Director . . . Nolan (Whiz) Beck
 Assistant Dean, Administrative ServicesGigi Koenig
 Student ServicesAnnette Hackbarth-Onson, Asst. Director;
 Pat Blondheim, Lori Brandt, Matt Greenberg, Libby Heidemann,
 Vang Her, Mary Hoppe, Lynn Kordus, Sue Meseberg,
 Kristin Severson, Patricia Thwaites, Morgan Tucker-Bremer
 Library/Learning Resources David Dettman
 University Relations Judi Wittkopf
 Continuing EducationVicki Richmond Hawkins
 TRIOLisa Michalec
 Writing CenterGreg Venne

UWMC is accredited by the Higher Learning Commission and a member of the North Central Association.

ADMISSION REQUIREMENTS

Anyone who desires a University education will be considered for admission to The University of Wisconsin-Marathon County. Prospective students should apply early. See catalog pg 12, or go to www.uwc.edu/admissions/

High School Special Students

High school students who have exhausted the offerings of their schools may enroll in University courses prior to graduation. See catalog page 15, or go to www.uwc.edu/admissions/definitions/high-school/

Returning Adults

At UWMC it's easy to start or continue your education. Returning adult advisors Libby Heidemann and Patti Thwaites are dedicated to meeting the needs of students over the age of 21. They are available to assist with academic advising, career development, financial aid, childcare aid and the development of services to meet the needs of returning adult students.

Summer / Winterim Sessions

The 2009 summer session will begin in May and end in August. Not all courses will run the entire eight weeks. Basic skill courses in math and English are also available. For a class schedule, go to www.uwmc.uwc.edu/timetable.

The 2010 winter session is scheduled for January 4-22.

A class schedule for this session will be available in Fall of 2009.

REGISTRATION & ACADEMICS

See catalog pgs 24-36; www.uwmc.uwc.edu

UWMC students register online via PRISM, the PeopleSoft Relational Information System. PRISM is a web-based system, so students can register from home, from the campus computer labs or wherever there is internet access. New students will need to participate in UWMC's summer orientation and registration program before registering on PRISM.

A \$100 Advance Tuition Deposit, (ATD) which will be applied toward tuition, must be paid before you can register. It is refundable if you withdraw from classes prior to July 1 for fall or prior to December 1 for spring. If you withdraw on or after those dates, you forfeit your \$100 ATD.

When you pay the ATD and register for classes, you are considered financially committed to UWMC. **This means if you want to withdraw from all your classes, you must officially withdraw through PRISM or you will owe full tuition and fees. You will not be officially withdrawn for simply not paying tuition. Before registering, all students are encouraged to meet with an academic advisor.** To make an appointment, call (715) 261-6235 or stop in Student Services, room 150. If a class is closed because it has reached its enrollment limit, you will need to select an alternate course or check for space availability another day. Registration dates and times for incoming students will be announced.

Accelerated Learning Program:

UWMC now offers an Accelerated Learning Program specifically designed for working adults. Attend courses one evening per week and continue to learn via our online format. Blended learning is an efficient and flexible method designed to meet your schedule and

educational needs.

Evening and online courses are also available to help adult learners attain an Associate Degree on a part-time basis. UWMC has evening advising hours Monday through Thursday in Student Services from 4-6 p.m.

You can also earn a Bachelor's degree in business administration or general studies from UW-Stevens Point, complete your nursing Bachelor's degree from UW-Oshkosh, and earn your Bachelor's degree in engineering from UW-Platteville, here in Wausau. Call 261-6235 to schedule an appointment with Patti or Libby today.

Adding Courses

You may add courses in PRISM until the 1st day of the semester. Courses added once the semester has started can only be done with permission of the instructor.

Auditing

You may, with the written consent of the instructor, audit a course. See catalog pg 28, or go to www.uwc.edu/admissions/definitions/auditors

Basic Skills Program

This program gives help in basic mathematics and English. Its courses will assist you with the transition from high school to university work, improve your background by developing English and math skills, and in general support your effort toward a successful university experience.

The need for the English and math skills courses will be indicated by placement testing. Basic skills courses carry non-degree credits. Fees are the same as for degree credit courses.

ENG 098 - BASICS OF COMPOSITION 3 non-degree cr.
A study of fundamental writing skills, including grammatical conventions, usage, sentence structure, paragraph development and the organization of short essays.

ENG 099 - BASIC WRITING TUTORIAL 3 non-degree cr.
Intended primarily for students concurrently enrolled in basics of Composition or Composition I, this tutorial will provide individualized instruction to help students develop the fundamental writing skills and basic techniques of composition required for success in those courses and in higher-level composition courses.

LEA 101 - SPEED AND EFFICIENCY IN READING

3-non-degree cr.
Designed for developing vocabulary and comprehension skills and to learn to analyze challenging materials for immediate understanding. This course covers skills necessary for succeeding in college, including study skills, time management, academic planning, reading skills, test taking strategies, note taking, research writing and critical thinking.

LEA 102 - LEARNING SKILLS

1-3 non-degree cr
This course is designed for the student who needs to develop generalized learning skills. Areas of study may include managing time, taking notes, reading and studying textbooks, reading comprehension, developing vocabulary, organizing the research paper and making oral presentations.

LEA 106 - MULTI-LINGUAL WRITERS WORKSHOP

An English course that helps multi-lingual students learn how to study, read and write at the college level.

MAT 090 - BASIC MATHEMATICS

2-3 non-degree cr.
Designed for students with minimum algebra background or who have been away from mathematics for several years. Subject areas

to be covered include arithmetic of whole numbers, fraction and decimals, ratios and percents, and basic algebraic concepts. Prepares the student for MAT 091.

MAT 091 - ELEMENTARY ALGEBRA 3 non-degree cr.
Intended for students with little or no previous algebra. Topics include the real number system and operations with real numbers and algebraic expressions, linear equations and inequalities, polynomials, factoring and introduction to quadratic equations.

Codes

Class Schedule:

AS - Art Studios, behind Fieldhouse	H.S. - High School ND - Non Degree
Cons. - Consent of instr. Instructor	P.M. - Evening Section Prereq-Prerequisite
FH - Fieldhouse	R - Thursday
FHL - Fieldhouse Lecture Hall	TBA/- To Be Arranged/ TBD To Be Determined
H - Honors Section	

Associate Degree:

Designations are listed at the end of each course description.

AP: Application and Performance	LS: Laboratory Sciences
EL: Elective	MS:Mathematical Sciences
ES: Ethnic Studies	NS: Natural Sciences
FA: Fine Arts	SS: Social Sciences
HU: Humanities	WE: Writing Emphasis
IS: Interdisciplinary Studies	

Course Final Exams Fall and Spring Semesters

Final examinations in courses offered for two or more credits shall not exceed two hours in length, and shall be given at the time indicated in the published schedule, unless the faculty member has received permission for an alternative time. An exception to this policy is a take-home final exam, which may be given only if departmental policy permits. Final exams in courses offered for two or more credits may not be given during a regular class period. This does not preclude an instructor's making special arrangements for individual students.

Final exams in one-credit courses or those offered for less than a semester may be given either prior to or during the final class. If a student has more than two exams on one day or two exams scheduled for the same time, he/she must make arrangements at least one week in advance with one instructor to take an exam at an alternative time. When an informal arrangement cannot be made, the instructor of the course of lowest enrollment shall provide an alternative time. Exams in studio or recital courses shall not conflict with other exams.

When an instructor does not return the final exam, students can review their final exam or discuss their final evaluations with the instructor up to one semester after the course is completed. Students are expected to be in attendance at the scheduled final exam of each of their courses. Failure to attend an exam may result in automatic failure in that course.

Exam room assignments will be available in Student Services prior to the beginning of finals. (See time/date codes below.)

Final exams:

Time	Fall, 2008	Spring, 2009
	December	May
8:00-10:00 AM	17 + 18 & 21 to 23-1	14 + 15 & 17 to 19-1
10:30-12:30 PM	17 + 18 & 21 to 23-2	14 + 15 & 17 to 19-2
1:00 - 3:00 PM	17 + 18 & 21 to 23-3	14 + 15 & 17 to 19-3
3:30 - 5:30 PM	17 + 18 & 21 to 23-4	14 + 15 & 17 to 19-4
6:00 - 8:00 PM	17 + 18 & 21 to 23-5	14 + 15 & 17 to 19-5

Credit Load

As a freshman or sophomore, you may enroll in up to 18 credits during the fall or spring semester. High school special students are limited to six credits per semester. Credit restrictions also may be imposed on students designated as high risk. Students requesting more than an 18-credit course load must request an exception and will pay additional tuition above 18 credits.

Distance Education Courses

Distance Education (DE) courses are offered to expand UWMC's course offerings and to meet the time constraints of students.

DE Textbooks

Textbooks for **ALL DE Courses** are available through MBS Direct Online Bookstore. **To order textbooks** link to <http://direct.mbsbooks.com/uwcolleges.htm> or call toll free 1-800-325-3252.

DE Course Modes

- **Compressed Video (CV):** CV utilizes audio, computer, and video connections simultaneously, enabling faculty and students to discuss and interact while viewing each other in a real-time classroom setting. There is a per credit Tech Fee for CV courses.
- **Wisline Web (WLW):** WLW links an audio connection with common web-based courseware, allowing faculty and students to discuss and interact with each other's documents and graphics in a real-time classroom setting. There is a per credit Tech Fee for WLW courses.
- **Online (ONL):** In UWC Online courses, students and faculty interact with each other as class members totally over the Internet. Instructional courseware utilizes web pages, discussion groups, and UWC e-mail. Online courses do not meet at a particular time or place, but they are structured within the academic semester time frame and require class participation several times each week. These courses have different tuition, fees, and payment requirements; they are listed at www.online.uwc.edu

Online Information

Everything you need to know regarding UWC Online courses is available at www.online.uwc.edu.

Dropping Courses

You may drop a course or courses during the first 10 weeks of a semester-long course, the first five weeks of an eight-week course, or a proportionate time for shorter courses. If you drop a course after the second week of classes, (first week for spring) a grade of "W" will be recorded on your official record. You can drop courses through your online registration account in PRISM.

Evening Courses

Go to www.uwmc.uwc.edu/timetable/

First Year Seminar

The First Year Seminar program is designed to enhance the success of incoming students. You will have an opportunity to learn more about UWMC, college education expectations and develop supportive relationships with faculty and fellow students. Students who have participated in similar programs across the nation have been more successful in college when compared to students who do not participate. The program uses readings, writing and discussions to assist you with your transition into higher education. All first-year students are encouraged to participate.

Honors Program

The Honors Program at UWMC is designed to provide a challenging and exciting alternative in undergraduate education. Honors courses typically take the formal portion of a University curriculum and expand upon presented ideas and concepts. This provides an opportunity for enhanced knowledge and understanding through research, creative thought, and independent learning. Honors students benefit from the close interaction with their professors, share many similar goals for their educational attainment and fulfillment, and often benefit from collaboration with other Honors students.

Students in the Honors Program may take as many or as few Honors credits as they desire. Those who qualify are encouraged to take at least one Honors course each semester.

Who Qualifies

- Students who graduate in the top 15 percent of their high school class
- Students who achieve a 3.5 grade point average or better after at least one semester of a university education
- Students with an ACT score of 27 or higher or combined SAT score of 1220 or higher
- Students who receive recommendations to attend Honors courses

2009/2010 Honors Courses

These courses must be co-registered with the courses listed in parenthesis. See the course schedule for prerequisites.

Fall 2009 Honors

HIS 299, Sect 1 Honors in History - Independent Study (Barker)
 HIS 299, Sect 2 Honors in History - Independent Study (Sexauer)
 HIS 299, Sect 3 Honors in History - Independent Study (Leigh)
 SPA 299 Honors in Spanish - Intermediate Independent Reading (with SPA 201)

Spring 2010 Honors

BOT 299 Honors in Botany - Reading and Research (with BOT 130)
 CHE 299, Sect 1 Honors in General Chemistry - Independent Study (with CHE 155)
 CHE 299, Sect 2 Honors in Organic Chemistry - Independent Study (with CHE 363)
 HIS 299, Sect 1 Honors in History - Independent Study (Barker)
 HIS 299, Sect 2 Honors in History - Independent Study (Sexauer)
 HIS 299, Sect 3 Honors in History - Independent Study (Leigh)
 MAT 290 Special Topics in Calculus (with MAT 222 or 223)
 SPA 299 Honors in Spanish - Intermediate Independent Reading (with SPA 205)

Blended Courses

In these courses, a portion of the learning activities has been moved online, and time spent in the classroom is reduced accordingly by the instructor. Computer skills are required.

Go to www.uwmc.uwc.edu/timetable/

Interdisciplinary Studies (IS)

IS courses will help students learn to integrate knowledge from across the curriculum. They focus on multiple dimensions of a given topic by applying the content, methods and assumptions of two or more courses and instructors. Courses will apply toward general education and Associate Degree requirements.

Fall 2009

AIS 101...American Indian Studies (online)
 BOT 291/SOC 291 . . . Social and Scientific Aspects of Organic Agriculture
 ENG 105...Engineering Fundamentals
 ENG 278...Multicultural Literature in America (online)
 GEO 297 / POL 298 / ZOO 291...Science, Society & Global Threats
 REL 101...Introduction to the Study of Religion (also online)
 WOM 101...An Introduction to Women's Studies (also online)

Spring 2010

AIS 101...Introduction to American Indian Studies (online)
 ART 290/WOM 295...Women in the Arts
 ENG 278...Multicultural Literature in America (online)
 INT 290...Social Class in America
 INT 290...Theories of Popular Culture
 REL 101...Introduction to the Study of Religion (online)
 WOM 101...An Introduction to Women's Studies (online)

Study Abroad Opportunities 2009 - 2010

UW Colleges will offer five exciting short-term study abroad trips for the 2009-10 academic year. Space is limited and registration deadlines for most courses are more than three months prior to travel, so inquire early to secure your place.

Updated information and application forms are available at:

<http://www.uwc.edu/academics/abroad/>

Pass/Fail

You may enroll in courses on a pass/fail basis. See catalog pg 28, or go to www.uwc.edu/academics/catalog/information.pdf

Repeating Courses

See catalog pg 22 & 29, or go to www.uwc.edu/academics/catalog/information.pdf

Withdrawal

Withdrawal means terminating your registration in all courses for the semester. You must withdraw no later than the 10th week of classes in any semester, or a proportionate time for a shorter session. If you do not withdraw in any of the ways below, you will receive grades in all courses for which you were registered. Non-attendance does not constitute official withdrawal.

You may officially withdraw from UWMC by:

1. Withdrawal Form. Submitting a completed Withdrawal Form to the Office of Student Services. The effective date of withdrawal will be the date this form is received in that office.
2. Letter. Directing a certified dated letter with your signature to the Office of Student Services stating your desire to withdraw. The

postmark date will be used to determine the effective date of withdrawal. This letter must be postmarked no later than the end of the 10th week of classes.

3. Telephone. Calling the Office of Student Services. The date of the call will be used as the effective date of withdrawal. This must be followed by a signed letter of authorization, postmarked within two (2) days of making the call. (FAX or Certified Letter is recommended.)

4. Withdrawing online through PRISM.

ACADEMIC STANDING

You are expected to maintain certain standards of academic achievement in your work at UWMC. This is measured by both semester and cumulative Grade Point Averages (GPA).

See catalog pg 34 or go to www.uwc.edu/academics/catalog/information.pdf

Grade Point Requirements

See catalog pg 35, or go to www.uwc.edu/academics/catalog/information.pdf

Dean's List

See catalog pg 33, or go to www.uwc.edu/academics/catalog/information.pdf

Grading System

See catalog pg 33, or go to www.uwc.edu/academics/catalog/information.pdf

Incompletes

See catalog pg 33, or go to www.uwc.edu/academics/catalog/information.pdf

Final Grades

Final grades must be reported by your instructor within four working days after the final exam. A final grade report will be available on PRISM at the end of the semester and/or summer session. Final grades will not be mailed. Notification of any probationary or suspension action will be on your academic transcript.

Suspension Status

The first suspension status results in a suspension from the UW Colleges for one semester. A subsequent suspension will result in a suspension from the UW Colleges for two semesters. Suspended students who wish to enroll in summer or winterim coursework may do so by consulting with student services.

You may appeal a suspension to the Academic Action Committee. All appeals include a meeting before the Committee, a clear explanation of problems causing your inadequate achievement and how you propose to resolve those problems. If you are allowed to continue, you will be on final probation and may be subject to other conditions.

DEGREES, TRANSFER & REQUIREMENTS

The Associate of Arts and Science Degree

See catalog pg 46, or go to www.uwc.edu/academics/degrees.asp

Bachelor's Degree Programs

Bachelor's Degrees in Business Administration Bachelor's Degrees in American Studies (Collaborative Degree Program)

Degrees are conferred by UW-Stevens Point, with classes being held at UWMC or online. See www.uwsp.edu/business/uwmc.aspx/
See www.uwsp.edu/cdp/ for American Studies.

Bachelor's Degrees in Engineering

Contact Libby Heidmann in Student Services, Room 150 for more information. Phone 261-6297 or liberty.heidmann@uwc.edu
Degrees in civil, electrical, engineering physics, environmental, industrial, mechanical and software engineering are offered at UWMC through UW-Platteville. Core classes are taught by UWMC's engineering professor, and upper-level classes are streamed from UW-Platteville to UWMC via computer.

Bachelor's Degrees in Nursing

Contact Patti Thwaits in Student Services, Room 150 for more information. Phone 261-6231 or email patti.thwaits@uwc.edu

In addition to taking classes at UWMC and then transferring to universities that offer Bachelor's degrees in nursing, area students have the following options:

UW-Oshkosh BSN at Home Programs

Contact Deborah Allar, UWMC Room 326. Phone 261-6293 or email allard@uwosh.edu
The Step Ahead BSN Program is a cooperative program with UWMC, UW-O and Northcentral Technical College where you can earn your bachelor's degree in Wausau. Students take general education classes at UWMC, earn an Associate Degree in Nursing from NTC, then take online nursing classes through the BSN at Home Program. Clinical experiences are set up in the students' home communities.

Registered Nurses holding a degree from a two-year nursing program are eligible for up to 60 pre-earned credits. Additional general education credits can be earned at UWMC and online nursing classes from the BSN at Home Program will complete their bachelor's degree.

UW-Eau Claire Nursing Marshfield Site Program

Contact Patti Thwaits in Student Services, Room 150 for more information. Phone 261-6231 or email patti.thwaits@uwc.edu
Students can earn their BSN by taking classes at UWMC, followed by entrance into the UW-Eau Claire Nursing Program, located at St. Joseph Hospital in Marshfield.

Guaranteed Transfer

A smooth transfer after your freshman and sophomore years at UWMC is extremely important to you. Guaranteed Transfer was designed to help. It enables you to begin your education as a freshman at UWMC and be guaranteed admission to a UW System campus as a junior. After fulfilling certain credit and grade point average requirements, you will transfer with the same rights and privileges as those who begin their education at the campus you choose. See catalog pg 13 & 44, or go to www.uwc.edu/transfer/guarantee/

PROGRAMS & POLICIES

Academic Support and Tutoring Services

Go to www.uwmc.uwc.edu/student_services/academic_support.asp/

Accessibility Services

The University of Wisconsin Colleges complies with both the Rehabilitation Act of 1973, specifically Section 504, and the Americans with Disabilities Act, signed into law in 1990. For information on accessibility services at UWMC, go to www.uwmc.uwc.edu/student_services/disability_info.asp

Bookstore

Textbook and college supplies are available in the UWMC Co-op Bookstore, Room 167. Students will receive information about required textbooks and refund policies when purchasing books. Bookstore hours will be posted and will be sent to students with tuition fee statements.

Please bring in your class schedules when purchasing books. Textbooks must be purchased during the first three weeks of classes; after that, unsold books are returned to publishers.

The Bookstore accepts Mastercard and Visa. For more information, call 261-6217.

Career Exploration Resources

Career exploration is an important part of college decision making. Students are encouraged to learn about themselves, explore majors and ultimately get involved with internships and volunteer opportunities.

Go to www.uwmc.uwc.edu/student_services/career_services.asp

Class Attendance

If you do not attend your **first** class session and haven't contacted your instructor by email, phone or mail, you will be dropped from the course. If you do not attend **any** of your **first** class sessions, you will be withdrawn from UWMC and will forfeit your \$100 Advance Tuition Deposit. Contact Student Services for further information.

Instructors may establish class attendance policies. Such policies will be announced in the course syllabus. You are responsible for completing all work missed when you are absent from class.

Continuing Education Non-Credit Opportunities

The UWMC Continuing Education-Extension Office offers a wide variety of non-credit courses, certificate programs and theatre trips that may be of interest to you. Included are short-term computer

software courses, business and other professional development courses, world languages, College for Kids, and other field trips and cultural activities. Courses can also be offered on site. For information on these programs and events, contact the Continuing Education Office, Room 085, phone (715) 261-6294 or check out our website: www.uwmc.uwc.edu/continuing_education

Financial Aid

Financial Aid includes scholarships, grants, loans and work study. The UW Colleges' program includes all major federal and state aid funds. A central office in Madison coordinates the financial aid operation, analyzes financial need and determines individual awards.

Our Financial Aid Specialist, Kristin Severson (261-6240) is located in Student Services. She will provide the application forms and assist you in all areas of the financial aid process. In addition, information and advice on pre-college financial planning, money management, and post-college debt repayment is available.

YOU MUST APPLY FOR FINANCIAL AID EACH YEAR.

Eligibility does NOT carry over from one year to the next. The academic year for financial aid begins with fall, followed by spring and ends with summer. Students who have a bachelor or associate degree, or have attempted 90 credits, are not eligible for financial aid with the UW Colleges. For more information see www.uwc.edu/financial-aid/

Satisfactory Academic Progress Policy (for financial aid)

Once you have received financial aid, federal policy requires you to maintain Satisfactory Academic Progress (SAP) toward your degree to remain eligible for financial aid.

The UW Colleges SAP policy includes reviewing a) grade point average (GPA), b) the number of full-time equivalent terms for which a student has received financial aid, and c) the ratio of credits attempted to credits earned.

The academic progress of all students is verified at the end of each semester. Students who fail to meet SAP standards will be notified and will lose eligibility for financial aid. Loss of aid eligibility may be appealed under extenuating circumstances only.

For detailed information regarding the SAP policy and aid eligibility requirements, contact the financial aid specialist in Student Services, see page 22 of the UW Colleges catalog, or go to www.uwc.edu/financial-aid.

Veterans Benefits

Veterans or the dependents of disabled/deceased must visit their local County Veterans Service Office representative. The Marathon County Veterans Service is located in Wausau at 212 River Drive, phone (715) 261-1141.

Health & Accident Insurance

The University of Wisconsin Colleges have arranged for Student Assurance Services, to provide coverage to interested students. All registered students taking credit hours are eligible to enroll in the insurance plan. For more information, go to www.sas-mn.com

Intramural Sports/Athletics

The pool and fitness center are open to all students. Hours are posted in the Fieldhouse.

The University does not provide health and accident insurance coverage for injuries or accidents incurred in the gym during instructional, intramural or varsity sport participation. Participants

should be covered by a family or personal policy. Varsity sport practices, games and intramural activities are usually scheduled after 3:00 pm. Students who intend to participate should plan their class schedules accordingly. Athletes must be cleared by a physician before they may practice or participate in varsity sport programs. Forms to be taken to a physician are available in the Student Services Office or from members of the Athletic Department. This medical certification is good for two years. Students who plan to participate in a fall sport must return the completed form to the coach before practice begins. Fall sport practices often begin two weeks before classes begin. For information on intramurals or varsity athletics call 261-6310.

Meal Plans

UWMC cafeteria meal plans are offered to all Marathon Hall residents. Ten, 14 or 19 meals-a-week options are available. Meals can also be purchased on an individual basis by students, faculty, staff and campus guests. For more information contact Kristine McCaslin at 261-6212.

Residence Hall Living

UWMC offers a residence hall program for full-time students who choose to live on campus. Marathon Hall is a coed residence hall community for approximately 160 students. Students are encouraged to apply to Marathon Hall as early as possible. Applications are accepted on a first-come, first-served basis, and when available spaces are filled, a waiting list is established. (Many on the waiting list are eventually offered housing contracts because of changes in students' plans.) For more information and a 2009-2010 application, contact the Residence Life Office at Marathon Hall (715) 261-6136.

Student IDs

Student photo IDs are needed for the library, computer lab, athletic events and L&FA events. New students can obtain an ID during registration, or at the beginning of each semester photo sessions are scheduled in the Student Union. Watch the monitor for days and times or contact Kristine McCaslin, 261-6212, Room 190. **You do not need to get a new ID every year.** There is a charge to replace your ID.

Transcripts

A written request is required to have academic transcripts sent to another university or to yourself. Forms are available in Student

Services. There is a \$6 charge for each transcript. No transcript will be furnished to any student who owes the University any fine, money, or materials or has a delinquent loan account through the University Financial Aid Office. Go to www.uwmc.uwc.edu/student_services/transcripts.asp

University Policies

- The following policies can be found in the UW-Colleges 2007-2009 Catalog or online at www.uwc.edu
- Academic Policies - Catalog pg 27
www.uwc.edu/academics/policies
 - Admission Policies - Catalog pg 12
www.uwc.edu/admissions/policy
 - Alcohol & Other Drug Information
www.uwc.edu/aode/
 - Americans with Disabilities Act (ADA) - Catalog pg 38
www.uwc.edu/students/disability/#laws
 - Campus Security Act - Catalog pg 38
www.uwc.edu/students/safety
 - Drug-Free Schools and Campuses Act -
www.uwc.edu/students/safety
 - Equal Opportunity and Affirmative Action -
www.uwc.edu/administration/hr/policies
 - Family Educational Rights and Privacy Act of 1974 -
Catalog pg 39
www.uwc.edu/students/uwc-student-rights-regulations-booklet.pdf
 - Instructional Technology Policies -
www.uwc.edu/it/policies
 - Nondiscrimination - Catalog pg 10
www.uwc.edu/administration/hr/eeo
 - Safety and Health Policy - Catalog pg 38
www.uwc.edu/students/safety
 - Student Rights and Regulations -
www.uwc.edu/students/safety
 - Student Rights and Responsibilities - Catalog pg 38
www.uwc.edu/students/uwc-student-rights-regulations-booklet.pdf
 - Sexual Assault Information -
www.uwc.edu/students/safety
 - Wisconsin and Other State Sex Offender Registry Web Sites -
www.uwc.edu/students/safety

TUITION & FEES

**TUITION AND FEES MUST BE PAID NO LATER THAN:
MONDAY, SEPTEMBER 14, 2009 (Fall Semester) and
THURSDAY, FEBRUARY 4, 2010 (Spring Semester)**

Registration creates a financial liability. Any person not beginning or discontinuing class attendance must officially withdraw at the Student Services Office in order to limit his/her financial obligation.

2008-2009 tuition rates are shown below for information only. The Board of Regents hasn't yet set the rates for **2009-2010**.

Credits	Resident	Non-resident
1-11	\$ 189.79/credit	\$ 480.78/credit
12-18	\$ 2255.47	\$ 5747.35
19+	\$ 2255.47+	\$ 5747.35+
+Beyond 18	\$ 177.83/credit	\$ 468.82/credit

- A \$2.00 United Council Fee will be added to each account if UWMC's Student Association continues its affiliation.
- Online course rates are higher and are assessed in addition to traditional course tuition.
- A \$10 per course technology surcharge is assessed to Distance Education courses.
- Students concurrently enrolled at more than one UW campus for more than 12 credits combined should consult at the Business Office to determine the proper tuition costs.
- Minnesota students covered by reciprocity will pay different rates.
- Students who have been Wisconsin residents for less than one year should check in Student Services to determine residency status.
- 0 credit courses are billed at the one-credit rate.
- Some courses may require a Special Course Fee. These are listed in course descriptions.

2008-09 Rates for Information Only -- Auditors

<u>Resident Audit Only</u>	<u>Non-resident Audit Only</u>
\$ 55/cr.	\$ 236/cr.

Audit rates apply only when all courses are being audited. Regular tuition rates must be paid for auditing if credit courses are also being taken. Wisconsin residents receiving Social Security Disability benefits are exempt from audit fees.

Fee Schedules (subject to change)

	Week 1	Week 2	Week 3	Week 4	Thereafter
FALL SEM	9/2 - 9/9	9/10 - 9/16	9/17 - 9/23	9/24 - 9/30	
SPRING SEM	1/26 - 1/31	2/1 - 2/7	2/8 - 2/14	2/15 - 2/21	
If you paid tuition but withdraw in writing after classes start, your refund is determined by this schedule:	100%	100%	50%	50%	0
If you did not pay tuition but are withdrawn for any reason after classes start, the amount due is determined by this schedule:	NC	NC	50% of fees	50% of fees	100%
<i>A \$100 administrative withdrawal fee is assessed in all the above cases.</i>					

Advance Tuition Deposit

A \$100 Advance Tuition Deposit (ATD) must be paid before you can register. It may be paid by cash or check at the Business Office. It may also be paid online after June 1 (for Fall term) and Nov 1 (for Spring term). See the "Registering for Fall 2009 and Spring 2010" handout for complete information.

- The ATD is applied to tuition. It is refundable only until June 30 (for Fall term) and November 30 (for Spring term), if you withdraw from classes.

Tuition Payment

The balance of Fall term tuition must be paid by Monday, September 14; of Spring term, by Thursday, February 4. Payment reminders will be sent to student email accounts. Paper invoices may not be mailed.

- Tuition may be paid by cash, check, webcheck or credit card. **Credit card tuition payments must be made online (see below).** Other payments may be made at the Business Office, dropped in the Business Office depository, or mailed.
- Make checks payable to *UW Marathon County*. The student's ID# should be noted.
- Mailed payments should be sent to UWMC Business Office, 518 S 7th Ave, Wausau WI 54401.

Installment Payments

Students registered for three or more credits may pay tuition in installments by enrolling in a partial payment plan. A minimum \$200 downpayment is required, with the balance to be paid in two equal installments in the fifth and eighth weeks of the semester. A \$25 enrollment fee is added to the account. More details will be provided with the tuition invoice.

Online Payment (Mastercard or Discover)

Online payments may be made by webcheck or credit card. A student's PRISM password is required to do so. (Admission letters provide instructions for obtaining this password.)

- Webcheck transactions are free of charge.
- Credit card transactions are assessed a \$15 convenience fee.

Fee Schedule Notes (Subject to change)

When you pay your Advance Tuition Deposit and register for classes, you are financially committed to UWMC.

- 1) You are also considered financially committed if you enrolled in the partial payment plan, received a written deferment to pay tuition at a later date, or established a third party payment relationship.
- 2) If you want to withdraw from all your classes, you must officially withdraw by contacting Student Services or you will owe full tuition and fees. You will not be automatically withdrawn for not paying your tuition.
- 3) A \$100 late payment fee will be assessed if you do not pay tuition in full by the 10th class day of the semester, unless you have enrolled in the partial payment plan, received a written deferment to pay at a later date, or established a third party payment relationship.
- 4) The amount of a refund of tuition, or portion due, is determined by the date classes are dropped, not the date of last class attended. The refund or amount due and any other assessments are determined by the refund schedule.
- 5) Classes that run less than the full semester are subject to a modified refund schedule. The same percentages for refunds and withdrawals without payment apply to full-time and part-time students.