

CENTENARY COLLEGE
REGISTRATION FOR GRADUATE EDUCATION COURSES
Spring 2012
ONLINE SCHEDULING: November 15-16

Registration Opens at 7:00 a.m. on November 15 and will Close at Midnight November 16

Currently enrolled students or new students who have submitted all proper credentials and who have been admitted to the MAT program must use their Centenary email to schedule their classes online at <http://www.centenary.edu/education>. We encourage students to do Online scheduling during this period; we no longer have call-in or walk-in registration. This does not obligate you, but it does make your Registration a much easier process. **At this time we have preloaded you into one or two classes that you need for your program, based upon our review of your plan of study. You may go to the Banner Web to view those courses at this time. If you wish to add or drop a class, based upon availability, you may do so during online registration. If you are satisfied with your schedule, you will check an acknowledgement box during online registration.** (We will enroll students into internship or student teaching.)

Your Registration is not complete until you come to Registration in December and make financial arrangements in the Business Office. **If you think you will need a loan, then you should already have filed a FASFA and contacted our Financial Aid Office so that you will be able to complete your financial arrangements when you come to Registration in August.**

If you plan to finish your program in Spring 2012, you are strongly encouraged to select your classes during the Online scheduling period to hold a place for yourself. That is, if you do not participate in Online scheduling and the class you need to complete your degree is already filled at registration, you must wait until it is offered again (which may be as long as a year) to enroll in it.

REGISTRATION: December 6-8 from 2:00 to 4:00 only. Location: Centenary Square, Department of Education. Registration starts in the Education Department in Centenary Square, where you will pick up your schedule, sign a release/address form, and receive parking information. You will then proceed to the Business Office to pay your bill. Regular registration closes on Dec. 8. **If you miss this December registration, then you must come to late registration and you will be charged a \$100 late fee.**

COST: \$610.00 per three hour class.

LATE REGISTRATION: Monday, January 9 from 1:00 to 4:00 only.

Students who do not register Dec. 6-8 may participate in Late Registration providing classes are still open. You must first come to the Department of Education to pick up your schedule, sign a release/address form, and receive parking information. You will be charged a late fee of \$100 if you do not register during regular Registration on Dec. 6-8.

ATTENTION: New students who plan to enroll for the Spring session MUST submit the following items to the Department of Education. UNLESS THE FOLLOWING ITEMS HAVE BEEN SUBMITTED BY THE NOVEMBER 1 DEADLINE, YOU WILL NOT BE ABLE TO REGISTER. NEW STUDENTS WILL NOT BE ADMITTED THE DAY OF REGISTRATION/VALIDATION. RETURNING STUDENTS WHO HAVE NOT ATTENDED FOR (FIVE) YEARS MUST FOLLOW THE SAME GUIDELINES.

1. Application Form (Obtain from Education Dept. (869-5223) or download from Centenary Website) http://www.centenary.edu/attachments/education/graduate/graduate_application.pdf
2. **TWO** official transcripts from **ALL** universities attended (sent directly to the Department of Education, and must have a 2.5 overall GPA)
3. \$35.00 non-refundable application fee
4. Official NTE/PRAXIS Scores
5. State Required Immunization Records, including the meningococcal vaccine.
6. Purchase a subscription to LiveText (available Centenary Bookstore) or online www.livetext.com
7. Statement of Professional Objectives
8. Resume
9. Participate in a successful interview with the Chairperson of the Department of Education or designee

Fall School Dates: January 9-April 26 Final April 30-May 3

ID CARDS:

All students are required to have **Centenary ID cards**. You must go to the Department of Public Safety, located at Centenary Square, Suite 214A and have one made. The Office of Public Safety is open from 8:00 to 4:30. If you can't come until after 4:30, you may call 869-5164 and make an appointment.

CRN	COURSE #	TITLE	TIME	ROOM	INSTR
2205	EDUC 512 SAL	Met/Mat Tch Elem Math/Science	5:00-8:00 W	204	Salinas
2203	EDUC 516 WHT	Met. Tch. Stu w/Special Needs	5:00-8:00 M	204	White
2204	EDUC 519 HAR	Human Growth and Development	5:00-8:00 W	203D	Harris
2207	EDUC 525 HAR	Theories of Learning	5:00-8:00 R	203D	Harris
2325	EDUC 530 HAR	Curriculum	5:00-8:00 T	203D	Harris
2213	EDUC 577 ELE	Student Teaching: Elementary	4:00-5:00 W	203E	Hague
2212	EDUC 578 SEC	Student Teaching: Secondary	4:00-5:00 W	203E	Hague
2210	EDUC 581 ELE	Internship in Teaching	4:00-5:00 W	203E	Hague
2211	EDUC 581 SEC	Internship in Teaching	4:00-5:00 W	203E	Hague
2208	READ 516 EAS	Teaching Children w/Lang Disor	5:00-8:00 M	203D	Eason
2209	READ 518 EAS	Reading in the Content Area	5:00-8:00 R	204	Eason

If you are completing your M.A.T. degree this Fall or Spring, you should have already filed on-line to graduate. Please note that all M.A.T. students who plan to graduate before May, 2012 must go to <http://www.centenary.edu/registrar> to file to graduate. This should have been done by September 30 of the academic year in which you are to graduate. If you fail to file on-line to graduate, your graduation will be delayed: your diploma will be not be ordered and your degree will not be awarded.

REMINDER: Students who do not attend Registration & complete their financial arrangements during the Dec. 6-8 Registration will be dropped from their course(s). Students who miss the December Registration may come to late registration, but the course(s) that were dropped may not be available and a \$100 late fee will be billed.

- ***Students who bypass the Education Department during Registration or during late Registration, and go directly to the Business Office will be dropped from their course(s). All Registration starts with the Education Department!***