



## May & Summer 2017 Registration Guidelines & Schedule

If you are interested in registering for May or Summer term courses, please follow the guidelines below. You may register anytime between April 3 and May 10.

1. Advisor Appointment

**Please complete all online registration forms on the student portal at <http://eagle.wbcoll.edu> before meeting with your advisor.**

Meet with your Academic Advisor to register for May or Summer classes.

2. Financial Aid

Visit with the Office of Financial Aid to check on the possibility of financial aid assistance.

3. Payment

Payment must be paid in full by noon Wednesday, May 10. Students who register for a course will not be considered enrolled in a class if payment is not made by this date. Types of payment accepted include cash, check, credit card, online payment (Williams Online). Contact the business office for additional information.

4. Confirmation of Class Made

There must be at least five (5) enrollees in a course for the class to make. The college has the right to cancel classes with insufficient enrollment. A class with less than five (5) is considered insufficient enrollment. Please check the WBC Registrar's Facebook page on Thursday, May 11, to confirm a course status. If payment has been made for a course that does not make, a refund will be issued.

5. Course Access

Online Course: Once registration and payment is complete, you may access your online course on the specified date of a particular term by logging onto Vcamp.

### Withdrawal Policy

Students wishing to withdraw from a May or Summer term course must **print, complete** and **sign** the **Course Withdrawal Form** and submit it to the Registrar's office by email at [khennings@wbcoll.edu](mailto:khennings@wbcoll.edu) or by fax at 870-759-4257. (Student signature is required.) This form is located on your Williams Online portal. The withdrawal deadline for a course is the first calendar day of the final week of scheduled classes in a given term. Withdrawals made during this time will be indicated as a "W" on a student's transcript. Withdrawals made after the deadline will result in a grade of "F" recorded on the transcript.

### Withdrawal Refund

All tuition charges are due by noon Wednesday, May 10, before classes begin. There will be a 100% refund if a withdrawal is completed through the Registrar's Office by the end of the first day of classes; no refund for withdrawal, thereafter. (Withdrawal must be before the start of second calendar day of the term.) Students paying with personal check will not receive their refund for two weeks after the payment is credited to their student account.



## 2017 May and Summer Term Schedule

\$400 Per 3 Hour Course • \$500 Per 4 Hour Course • Practicums, Internships and Audits - \$75 per hour  
**(Registration and payment for must be completed by May 10.)**

### May Term 2017 : May 15 – June 2 (REGISTRATION & PAYMENT DUE BY MAY 10)

| <u>COURSE -- SEC</u>          | <u>COURSE TITLE</u>      | <u>TIME</u> | <u>DAYS</u> | <u>ROOM</u> | <u>INSTRUCTOR</u> |
|-------------------------------|--------------------------|-------------|-------------|-------------|-------------------|
| <b><u>GENERAL SCIENCE</u></b> |                          |             |             |             |                   |
| GS 1013 -- A                  | **Aquaponics I           | TBA         | TBA         | WEB         | M HOBBS           |
| <b><u>PSYCHOLOGY</u></b>      |                          |             |             |             |                   |
| PY 3273 A                     | Adv. Positive Psychology | TBA         | TBA         | WEB         | R PROVOST         |
| PY 3323 A                     | Human Sexuality          | TBA         | TBA         | WEB         | D VOWELL          |

### Summer I 2017: May 15 - June 16 (REGISTRATION & PAYMENT DUE BY MAY 10)

| <u>COURSE -- SEC</u>                  | <u>COURSE TITLE</u>                       | <u>TIME</u>         | <u>DAYS</u> | <u>ROOM</u> | <u>INSTRUCTOR</u> |
|---------------------------------------|---|---------------------|-------------|-------------|-------------------|
| <b><u>BUSINESS ADMINISTRATION</u></b> |   |                     |             |             |                   |
| BA 3253 A                             | Special Topics:<br>Social Media Marketing | TBA                 | TBA         | WEB         | J HIMSCHOOT       |
| <b><u>ECONOMICS</u></b>               |   |                     |             |             |                   |
| EC 2273 A                             | Prin. of Macroeconomics                   | TBA                 | TBA         | WEB         | H PARSON          |
| <b><u>HISTORY</u></b>                 |   |                     |             |             |                   |
| HT 2243 A                             | U S History Since 1865                    | TBA                 | TBA         | WEB         | D SPILLMAN        |
| <b><u>RELIGION</u></b>                |   |                     |             |             |                   |
| RL 1123 A                             | Bible History N T                         | TBA                 | TBA         | WEB         | R FOSTER          |
| RL 2001 A                             | *Sum. Missions Practicum                  | 09:00 AM - 11:00 AM | MTWRF       | MC104       | R FOSTER          |
| RL 2002 A                             | *Sum. Missions Practicum                  | 09:00 AM - 11:00 AM | MTWRF       | MC104       | R FOSTER          |
| RL 2003 A                             | *Sum. Missions Practicum                  | 09:00 AM - 11:00 AM | MTWRF       | MC104       | R FOSTER          |

### Summer 2017 Special: May 15 – Aug. 14 (REGISTRATION & PAYMENT DUE BY MAY 10)

| <u>COURSE -- SEC</u>                  | <u>COURSE TITLE</u>                       | <u>TIME</u>         | <u>DAYS</u> | <u>ROOM</u> | <u>INSTRUCTOR</u> |
|---------------------------------------|---|---------------------|-------------|-------------|-------------------|
| <b><u>BUSINESS ADMINISTRATION</u></b> |   |                     |             |             |                   |
| BA 3253 B                             | * Special Topics:<br>Intro to Leadership  | 08:30 AM - 12:00 PM | MTWRF       | MC200       | W NORVELL         |
|                                       | * LAB:                                    | 06:30 PM - 08:00 PM | MTWR        | MC200       | W NORVELL         |
| <b><u>RELIGION</u></b>                |   |                     |             |             |                   |
| RL 4513 A                             | * Special Studies:<br>Intro to Leadership | 08:30 AM - 12:00 PM | MTWRF       | MC200       | W NORVELL         |
|                                       | * LAB:                                    | 06:30 PM - 08:00 PM | MTWR        | MC200       | W NORVELL         |

### Summer II: June 19 – July 21 (REGISTRATION & PAYMENT DUE BY June 14)

| <u>COURSE -- SEC</u>          | <u>COURSE TITLE</u> | <u>TIME</u> | <u>DAYS</u> | <u>ROOM</u> | <u>INSTRUCTOR</u> |
|-------------------------------|---------------------|-------------|-------------|-------------|-------------------|
| <b><u>GENERAL SCIENCE</u></b> |                     |             |             |             |                   |
| GS 3014 -- A                  | **Aquaponics II     | TBA         | TBA         | WEB         | M HOBBS           |

\* Meets at these times during the first week only.

\*\* Special Saturday classes required.

#### INTERNSHIP AND PRACTICUM

Currently enrolled students interested in a Natural Science Internship or Psychology Practicum should contact their department chair for approval. Paperwork must be completed in the Office of Academic Affairs and payment made before beginning the Internship/Practicum.