

m o r e

Undergraduate
Program
Schedule

Fall 2010
through
Summer 2011

OU-Kansas City

Ottawa University Policies

Notice of Nondiscrimination Policy

Ottawa University is committed to equal opportunities for students and does not unlawfully discriminate in the recruitment of students on the basis of race, age, sex, color, religion, disability, national origin, sexual orientation, or any other characteristic protected by law.

Any person having concerns with the University's compliance with the regulations implementing The Americans With Disabilities Act, Title VI, Title IX, or Section 504 is directed to contact:

- Denise Haushahn
Associate Registrar
4370 West 109th Street, Suite 200
Overland Park, KS 66211
913-266-8605

Denise Haushahn has been designated by the University to comply with the regulations implementing Title VI, Title IX or Section 504. Students seeking assistance regarding accessibility under The Americans With Disabilities Act should contact the above named University person.

Any person may also contact the Assistant Secretary for Civil Rights, United States Department of Education, regarding the institution's compliance with the regulations implementing the Title VI, Title IX or Section 504, or The Americans With Disabilities Act.

Drug-Free Workplace

Ottawa University is a drug-free workplace and actively complies with the regulations of the federal Drug-Free Workplace Act. For additional information, please refer to this section in the current Student Handbook.

Accreditation Statement

Accredited by the Higher Learning Commission and a member of the North Central Association, 312-263-0456, www.ncahigherlearningcommission.org.

Notice

For a complete list of University policies, please reference your Student Handbook.

History of Ottawa University™

With a rich history tied to the Ottawa Indians and the American Baptist Churches USA, Ottawa University is proud of its heritage and committed to honoring those who are responsible for it. From 1837 to 1855, Reverend Jotham Meeker and his wife, Eleanor, were Baptist missionaries to the Ottawa Indian Tribe in the Midwest region, which is now Ottawa, Kansas. The Meekers devoted themselves to improving the lives of the Ottawa Indians and inspiring a hunger for education and religion. After the Meekers' deaths, the Ottawa Indians carried on the missionaries' Christian leadership with a strong desire to educate their children.

John Tecumseh (Tauy) Jones also carried on the Meekers' commitment to the tribe. Serving as an interpreter and Baptist minister, he was responsible for arranging a meeting between the Baptists and the Ottawa Indians, which led to the development of Ottawa University. The Ottawa Indians donated 20,000 acres for a university to ensure the education of their children. In exchange, the Baptists agreed to build and operate the school with a promise to provide free education to the Ottawa Indians. After delays due to the Civil War, Ottawa University was founded in 1865. Today, Ottawa University provides free undergraduate tuition at The College in Ottawa, Kansas, to recorded members of the tribe who are descendants of the Kansas Ottawa Indians.

The first building erected on campus, in the spring of 1869, was destroyed by fire in 1875; however, through generous support of the community, it was rebuilt in 1876. It stands today, appropriately named Tauy Jones Hall. The first commencement was held in 1886, with the graduation of one student. Throughout its history, The College has enjoyed many changes and additions, to become the beautiful campus it is today.

In recognition of the growing demand for programs suited to the needs and learning styles of adults, the University opened its first adult campus in Kansas City in 1974. Additional campuses were opened in Arizona in 1977, Wisconsin in 1992 and Indiana in 2002. International programs were added in 1986. OU expanded course offerings in a fully-online format in early 2009 with the addition of the Ottawa University Online campus.

Mission Statement

The mission of Ottawa University is to provide the highest quality liberal arts and professional education in a caring, Christ-centered community of grace which integrates faith, learning and life. The University serves students of traditional age, adult learners and organizations through undergraduate and graduate programs.

Vision Statement

By 2020, Ottawa University will be a distinctive and highly effective institution educating as many as 25,000 students per year for lifetimes of enlightened faith, exemplary service, inspired leadership, and personal significance.

Ottawa University - Undergraduate Program Overview

The School of Arts and
Sciences

Communication (blended)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Courses Required

- COM 30163 Interpersonal Communication
- COM 30263 Small Group Communication
- COM 30363 Organizational Communication
- COM 40164 Intercultural and International Communication
- COM 40464 Persuasive Communication
- COM 49100 Applied Seminar in Communication (Capstone Course)

English (blended)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Courses Required

- ENG 31023 Advanced Expository Writing OR
- ENG 40524 Process Writing
- ENG 31723 Multicultural Literature
- ENG 32523 The English Language
- ENG 41823 Shakespeare Seminar
- ENG 45023 Seminar: American Literature
- ENG 45123 Seminar: British Literature
- ENG 49201 Integrative Seminar in Criticism (Capstone Course)

History (blended)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Courses Required

- HPS 30754 America's Rise to World Power
- HPS 45553 Contemporary American 1945-Present
- HPS 35054 Seminar in World History I
- HPS 35154 Seminar in World History II
- HPS 35555 History of America 1840-1890
- HPS 35556 The Early Republic
- HPS 49400 Global Issues in Historical Perspective (Capstone Course)

Human Services (blended)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Courses Required

- HUS 36000 Statistics for the Social Sciences
- PSY 12053 Principles of Psychology or PSY 32353 Developmental Psychology
- HUS 30000 Social Welfare: Issues in Human Services
- HUS 30253 Social Policy and the Community
- HUS 40553 Skills and Techniques in Human Services I
- HUS 40554 Skills and Techniques in Human Services II
- HUS 40454 Ethics in Human Services
- PSY 30353 Psychology of Abnormal Behavior
- SOC 30653 Ethnic Relations and Multiculturalism
- HUS 49000 Seminar in Human Services (Capstone Course)

Mathematics (blended)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Courses Required

- MAT 10443 Intermediate College Algebra
- MAT 10643 College Algebra
- MAT 11143 Pre-Calculus
- MAT 21044 Calculus I
- MAT 21144 Calculus II
- MAT 31044 Calculus III
- MAT 22043 Linear Algebra
- MAT 31044 Differential Equations
- MAT 49201 Integrative Seminar in Mathematics (Capstone Course)

The School of Arts and
Sciences

Police Science/Law Enforcement Administration (online only)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Courses Required

- PLS 30000 Examination of the Criminal Justice System from a Police Perspective
- PLS 30100 Individual Rights, Police Practices and Police Systems in a Democracy
- PLS 30200 Police Responsibilities, Ethics, Liabilities and Rights
- PLS 30300 Understanding Criminal and Human Behavior: Applying the Theories of Criminology
- PLS 40000 Race, Crime and Social Policy
- PLS 40100 Public Safety Supervision
- PLS 40200 Policing in Today's Communities
- PLS 40300 Leadership in Law Enforcement
- PLS 49000 Selected Contemporary Topics in Policing (Capstone Course)

Psychology

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Courses Required

- MAT 32044 Statistics
- PSY 12053 Principles of Psychology
- PSY 30153 Theories of Personality
- PSY 30353 Psychology of Abnormal Behavior
- PSY 31354 Physiological Psychology
- PSY 32153 Social Psychology
- PSY 32253 Research Design and Analysis
- PSY 32353 Developmental Psychology
- PSY 40854 History and Systems of Psychology
- PSY 49201 Seminar in Psychology (Capstone Course)

Accounting

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Foundation Courses

- ACC 20364 Accounting for Business Operations (or equivalent)
- ECO 30564 Economics for Managers (or Micro and Macro Economics)
- MAT 20143 Business Math (or equivalent college-level math course)
- OAD 30763 Business Statistics (or equivalent statistics course)
- OAD 31664 Business Ethics (or equivalent)

Major Required Courses

- ACC 20464 Accounting for Financing and Investing Activities
- ACC 30163 Cost Accounting or ACC 40264 Advanced Cost Accounting
- ACC 33164 Intermediate Accounting I
- ACC 33264 Intermediate Accounting II
- ACC 36264 Federal Income Tax*
- ACC 40164 Advanced Accounting I
- ACC 40165 Advanced Accounting II
- ACC 44163 Auditing
- OAD 40063 Financial Administration
- ACC 49060 Seminar in Applied Accounting (Capstone Course)

Business Administration

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Foundation Courses

- ACC 20364 Accounting for Business Operations (or equivalent)
- ECO 30564 Economics for Managers (or Micro and Macro Economics)
- MAT 20143 Business Math (or equivalent college-level math course)
- OAD 30763 Business Statistics (or equivalent statistics course)
- OAD 31664 Business Ethics (or equivalent)

Major Required Courses

- ACC 20464 Accounting for Financing and Investing Activities
- COM 30363 Organizational Communication or COM 32663 Business Communication
- OAD 30563 Management
- OAD 31063 Business Law
- OAD 31863 Marketing
- OAD 40063 Financial Administration
- OAD 49100 Strategies and Policies (Capstone Course)

The School of Business

Healthcare Management - Clinical Track (blended)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Major Required Courses

- OAD 36020 Planning and Budgeting in Health Care
- OAD 38663 Human Resources in Health Care Organizations
- OAD 40654 Health Care Law and Ethics
- OAD 46000 Health Care Policy and Regulation
- OAD 48563 Management of Health Care Organizations
- OAD 49500 Seminar in Applied Health Care Management

Healthcare Management - Non Clinical Track (blended)

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Foundation Courses

- ACC 20364 Accounting for Business Operations (or equivalent)
- ECO 30564 Economics for Managers (or Micro and Macro Economics)
- MAT 20143 Business Math (or equivalent college-level math course)
- OAD 30763 Business Statistics (or equivalent statistics course)
- OAD 31664 Business Ethics (or equivalent)

Major Required Courses

- OAD 36000 Medical Terminology (1 credit)
- OAD 36010 Introduction to Health Care Delivery Systems
- OAD 36020 Planning and Budgeting in Health Care
- OAD 36064 Managing Integration of Health Care Systems
- OAD 38663 Human Resources in Health Care Organizations
- OAD 40654 Health Care Law and Ethics
- OAD 46000 Health Care Policy and Regulation
- OAD 48563 Management of Health Care Organizations
- OAD 49500 Seminar in Applied Health Care Management (Capstone Course)

The School of Business

Human Resources

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Foundation Courses

- ACC 20364 Accounting for Business Operations (or equivalent)
- ECO 30564 Economics for Managers (or Micro and Macro Economics)
- MAT 20143 Business Math (or equivalent college-level math course)
- OAD 30763 Business Statistics (or equivalent statistics course)
- OAD 31664 Business Ethics (or equivalent)

Major Required Courses

- ACC 30664 Managerial Accounting or OAD 40264 Planning & Budgeting
- OAD 30063 Behavior in Organizations or OAD 30563 Management
- OAD 30264 Employment Law and Policies
- OAD 32563 Human Resource Administration
- OAD 32864 Employment and Staffing
- OAD 41564 Compensation and Benefits
- OAD 41764 Training and Development
- OAD 49200 Seminar in Applied Human Resources (Capstone Course)

Management

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Foundation Courses

- ACC 20364 Accounting for Business Operations (or equivalent)
- ECO 30564 Economics for Managers (or Micro and Macro Economics)
- MAT 20143 Business Math (or equivalent college-level math course)
- OAD 30763 Business Statistics (or equivalent statistics course)
- OAD 31664 Business Ethics (or equivalent)

Major Required Courses

- ACC 30664 Managerial Accounting or OAD 40264 Planning and Budgeting
- COM 30363 Organizational Communication or COM 32663 Business Communication
- OAD 30063 Behavior in Organizations
- OAD 30563 Management
- OAD 32563 Human Resources Administration
- OAD 49300 Seminar in Applied Management (Capstone Course)

The School of Business

Management w/ Emphasis

Ottawa University- Kansas City provides the opportunity for students with a technical or professional educational background to pursue an undergraduate management degree that includes a field-related emphasis area. This degree program is designed to assure that students learn the essential functions of management while gaining added knowledge relevant to the professional field in which they are engaged. Students coming from such fields as electronics, computer operations, criminal justice, aviation, or fire sciences are just a few who might benefit from this educational offering.

Students earning a management degree with an emphasis must have at least 48 semester credit hours transcribed in the combined area. A minimum of 18 of those semester credit hours must be in management and at least 15 must be in the field of emphasis. The rest of the credits may come from either or both of those two areas.

Required Courses

- MAT 20143 Business Math (or equivalent college-level mathematics course)
- OAD 32563 Human Resources Administration
- OAD 30063 Behavior in Organizations
- OAD 30664 Managerial Accounting OR OAD 40264 Planning & Budgeting
- OAD 31664 Business Ethics
- OAD 49300 Seminar in Applied Management: Capstone Course

Professional/Technical Courses - A minimum of 18 semester credit hours in professional/technical specialty are required

Management of Information Systems

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

Foundation Courses

- MAT 20143 Business Math or equivalent college-level math course
- OAD 30763 Business Statistics or equivalent statistics course
- ACC 20364 Accounting for Business Operations or equivalent
- ECO 30564 Economics for Managers or Microeconomics AND Macroeconomics
- OAD 31664 Business Ethics or equivalent

Organization Core

- OAD 30063 Behavior in Organizations
- OAD 30563 Management
- COM 32663 Business Communication or COM 30363 Organizational

Major Required Courses

- MIS 13063 Foundations of Information Technology
- MIS 30163 Database Management
- MIS 30163 Enterprise Architecture
- MIS/OAD 41464 Project Management
- MIS 47163 Information Technology Infrastructure

The School of Education

Elementary Education

Liberal Arts Studies Courses

- LAS 30012 Proseminar
- LAS 45012 Graduation Review

General Education Required Courses

- Communication
- Natural sciences/Math
- History/Social Science
- Humanities/Religion

Major Required Courses

Pre-Professional Education Courses

- EDU 20000 Technology for Educators
- EDU 30731/30732 The Teaching Profession Part I & II
- MAT 10543 Topics in Math
- PSY 20153 Survey of Developmental Psychology

Professional Education Requirements

- EDU 31132 The Exceptional Child
- EDU 31233 Educational Psychology
- EDU 31633 Assessment in Today's Classroom
- EDU 33035 Foundations of Schools in a Diverse Society
- EDU 40632 Managing the Educational Environment

Content Area Coursework

- EDU 20033 Integrating Fine Arts
- EDU 30000/30001 Elementary Reading Methods and Practicum: Part I & II
- EDU 30030/30031 Elementary Math Methods and Practicum: Part I & II
- EDU 30530/30531 Elementary Science Methods and Practicum: Part I & II
- EDU 31632 Reading in the Content Area
- EDU 32734 Elementary Language Arts Methods
- EDU 32834 Elementary Social Studies Methods
- EDU 40233 The Differentiated Classroom
- PED 30933 Health and Physical Education Methods for Elementary Classroom Teachers

Student Teaching Block

- EDU 40933 Reflective Teaching
- EDU 49001/49002 Elementary Student Teaching I & II

Center for Academic and Professional Services (CAPS)

School of Business &
School of Arts & Sciences
Advisors

Megan Temchin
Academic Advisor
913-266-8623
megan.temchin@ottawa.
edu

Amanda Bien
Academic Advisor
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School of Education
Advisor

Jaclyn Krueger
Academic Advisor
913-266-8641
jaclyn.krueger@ottawa.
edu

Center for Academic and Professional Services (CAPS)

Center for Academic and Professional Services (CAPS) is the division of the University which provides auxiliary services for the student beyond the classroom experience. Although it is in the initial development stage, the Center will provide academic and professional support services and educational experiences that enhance the academic program. These experiences will include colloquia, internships, and service learning.

The Academic Advisor

The Academic advisor counsels the adult learner from the point of registration through graduation. The Academic advisor is responsible for each student's progress through the degree program, aids the student in degree planning, and is the ombudsperson for the individual student throughout the degree-seeking relationship.

The Academic advisor serves as the primary contact between the adult learner and the University in all aspects of the adult learner's life and experience with Ottawa University. All students in the University community are part of CAPS and its services are available to all students.

Undergraduate Programs At A Glance

(12 Month Calendar)

Contact

Megan Temchin
Academic Advisor
913-266-8623
megan.temchin@ottawa.
edu

Amanda Bien
Academic Advisor
913-266-8682
amanda.bien@ottawa.
edu

**School of Education
Advisor**

Jaclyn Krueger
Academic Advisor
913-266-8641
jaclyn.krueger@ottawa.
edu

The TENTATIVE course schedule on the following page is provided to aid student planning. Every effort will be made to run all the courses listed on the schedule, but some courses may be added or deleted. Students are advised to check their degree completion plans prior to registering each term. Please contact your advisor if you find any discrepancies between this schedule and the courses listed on your plan, or if any changes need to be made to your plan. Timely communication with your advisor will help us offer the best mix of courses each term.

Planning Notes for Students

- Students can access the online course schedule at:
http://www.ottawa.edu/Course_Schedules/Online.aspx
- The (Program At A Glance) document is updated about four times annually and is uploaded on the website when revised.

12 Month Calendar

Courses offered at the Kansas City Campus (Listed Alphabetically)

KEY

M, T, W, TH, F, SA
Course is offered at the Campus.
(1 night a week)

O
Course is offered in the Online Format
(completely Online with students in other parts of the country)

Course

Course Name

ACC 20364	Accounting for Business Ops
ACC 20464	Financing & Investing Activities
ACC 30163	Cost Accounting
ACC 30664	Managerial Accounting
ACC 33164	Intermediate Accounting I
ACC 33264	Intermediate Accounting II
ACC 36264	Federal Income Tax
ACC 40164	Advanced Accounting I
ACC 40165	Advanced Accounting II
ACC 40264	Advanced Cost Accounting
ACC 44163	Auditing
ACC 49060	Seminar in Applied Accounting (Capstone)
COM 30163	Interpersonal Communication
COM 30263	Small Group Communication
COM 30363	Organizational Communication
COM 32663	Business Communication
COM 38000	Intro to Online Research - 1 Credit
COM 40164	Intercultural & International Communication
COM 40464	Persuasive Communication
COM 49100	Applied Seminar in Communication (Capstone)
ECO 30564	Economics for Managers
ENG 31023	Advanced Expository Writing
ENG 31723	Multicultural Literature
ENG 32523	The English Language
ENG 40524	Process Writing
ENG 41823	Shakespeare Seminar
ENG 45023	Seminar in American Literature
ENG 78456	Seminar in British Literature
ENG 49201	Integrative Seminar in Criticism (Capstone)
HPS 13353	American Government
HPS 30754	America's Rise to World Power
HPS 35054	Seminar in World History I
HPS 35154	Seminar in World History II
HPS 35555	History of America 1840-1890
HPS 35556	The Early Republic
HPS 40154	Philosophy & Ethics of Public Administration
HPS 45553	Contemporary American 1945-present
HPS 49300	Public Policy (Capstone)
HPS 49400	Global Issues in Historical Perspective (Capstone)
HUS 3000	Social Welfare: Issues in Human Services
HUS 30253	Social Policy and the Community
HUS 40154	Addiction Studies in the Media
HUS 40553	Skills and Techniques in Human Services
HUS 49000	Seminar in Human Services
ITS 48163	Systems Analysis & Design
LAS 30012	Proseminar (also available online)

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Undergraduate Program Sched- OU-Kansas City

Courses offered at the Kansas City Campus (Listed Alphabetically)

KEY

M, T, W, TH, F, SA
Course is offered at the
Campus.
(1 night a week)

O
Course is offered in the
Online Format
(completely Online
with students in other
parts of the country)

Course

Course Name

LAS 39014	Individual In Society
LAS 45012	Grad Review (also available only)
LAS 45012	Grad Review Police Science
MAT 10443	Intermediate College Algebra
MAT 10543	Topics In Math
MAT 10643	College Algebra
MAT 11143	Pre-Calculus
MAT 20143	Business Mathematics
MAT 21044	Calculus I
MAT 21144	Calculus II
MAT 22043	Linear Algebra
MAT 31044	Calculus III
MAT 33043	Differential Equations
MAT 49201	Integrative Seminar in Mathematics (Capstone)
MUS 10323	Jazz In America
OAD 30063	Behavior in Organizations
OAD 30264	Employment Law and Policies
OAD 30364	Conflict Resolution
OAD 30563	Management
OAD 30763	Business Statistics
OAD 31063	Business Law
OAD 31664	Business Ethics
OAD 31863	Marketing
OAD 32064	Women in Management
OAD 32563	Human Resources Administration
OAD 32864	Employment & Staffing
OAD 33064	Governmental Budgeting
OAD 36000	Intro to Medical Terminology (1 Credit)
OAD 36010	Intro to Health Care Delivery
OAD 36020	Planning & Budgeting in Healthcare
OAD 36064	Management Integration of Healthcare
OAD 38663	Human Resources in Health Care Organizations
OAD 40063	Financial Administration
OAD 40264	Planning and Budgeting
OAD 40654	Health Care Law and Ethics
OAD 41064	International Business
OAD 41564	Compensation and Benefits
OAD 41764	Training and Development
OAD 41767	Performance Management
OAD 41864	Managing Cultural Diversity
OAD 43264	Organizational Change
OAD 43464	Leadership
OAD 43564	Administration of Public Organization
OAD 46000	Health Care Policy & Regulation
OAD 48563	Management of Health Care Organization

	Fall '10	Fall II '10	Spring '11	Spring II '11	Early Summer '11	Summer '11
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Courses offered at the
Kansas City Campus
(Listed Alphabetically)

KEY

M, T, W, TH, F, SA
Course is offered at the
Campus.
(1 night a week)

O
Course is offered in the
Online Format
(completely Online
with students in other
parts of the country)

Course #

Course Name

MIS 13063	Foundations of Information Technology
MIS 30163	Database Management
MIS 30563	Enterprise Architecture
MIS 41464	Project Management
MIS 47163	Information Technology Infrastructure
MIS 48163	Systems Analysis and Design
MIS 49100	Methodologies of Project Development (Capstone)
OAD 49100	Strategies & Policies
OAD 49200	Seminar in Applied Human Resources
OAD 49300	Seminar in Applied Management
OAD 49500	Seminar in Applied Health Care Management
PLS 30000	Exam of Criminal Justice System
PLS 30100	Individualized Rights, Police Practice
PLS 30200	Police Responsibility Ethics Liability
PLS 30300	Understanding Criminal Behavior
PLS 40000	Race, Crime & Social Policy
PLS 40100	Public Safety Supervision
PLS 40200	Policing in Todays Communities
PLS 40300	Leadership in Law Enforcement
PLS 49000	Seleted Contemporay Topics
PSY 12053	Principles of Psychology
PSY 30153	Theories of Personality
PSY 30254	Adolescent Psychology
PSY 30353	Psychology of Abnormal Behavior
PSY 30654	Marriage & Family
PSY 31354	Physiological Psychology
PSY 32153	Social Psychology
PSY 32253	Research Design and Analysis
PSY 32353	Developmental Psychology
PSY 40854	History & Systems of Psychology
PSY 42654	Health Psychology
PSY 45650	Psychological Experience of Music
PSY 45651	Psychology in Film
PSY 46000	Psychology of Leadership
PSY 49201	Seminar in Psychology
ENG 20524	Writing Skills Development
WMS 3000	Women's Studies - A Global Perspective
PSY 50354	Feminist Psychology
UNV 32314	Experiential Learning
OAD 43465	Women's Leadership
PSY 11043	Physical Science and Lab

	Fall '10	Fall II '10	Spring '11	Spring II '11	Early Summer '11	Summer '11
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Undergraduate Program Sched- OU-Kansas City

Courses offered at the Kansas City Campus (Listed Alphabetically)

KEY

M, T, W, TH, F, SA
Course is offered at the
Campus.
(1 night a week)

O
Course is offered in the
Online Format
(completely Online
with students in other
parts of the country)

Course

COM 3800
HPS
HPS
PSY 30010
PSY/HUS 30953
REL 45525
REL 20224
PLS 40200
PLS 40300
PLS 49000
UNV 22312

Course Name

Intro to Online Learning (1 Credit)
African American Women's History (2 Credits)
African American History (2 Credits)
Psychological and Sociological Aspects of Gender
Death and Dying
Search for Historical Jesus
Gospels
Policing in Today's Communities
Leadership in Law Enforcement
Selected Contemporary Topics
Understanding and Appreciating Type (2 Credits)

	Fall '10	Fall II '10	Spring '11	Spring II '11	Early Summer '11	Summer '11
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MyOttawa

MyOttawa, myottawa.ottawa.edu, is your student portal.

Login Information: Student ID
Username: Student E-mail Password

Portal Access

Through the portal you can:

- Register for classes
- Access to OU™ bookstore
- Access to OU™ library
- Access to blackboard
- Access to e-mail
- Check financial aid status
- Make tuition payments
- View grades
- View unofficial transcripts
- Request official transcripts
- Print receipts
- Access to the 24/7 Help Desk

Ottawa University™ Drop Policy

Office of the Registrar

The Office of the Registrar is responsible for the evaluation of transcripts, the recording of grades, and graduation audits.

Grades

Grades and unofficial transcripts can be accessed directly by the student through the MyOttawa student portal.

Add/Drop Procedure

- The official add period lasts from the first day of each new term and ends after completion of the first week of classes.
- The official drop period lasts from the first day of each new term and ends after completion of the second week of classes for an 8-week format and after the first week of classes for a 6-week format.
- Alternate formats may be used and are subject to different add/drop, withdrawal, and refund criteria.
- Students should consult with their academic advisors for details regarding alternate formats.
- Courses dropped during this official add/drop period will not appear on the transcript and tuition charges for dropped courses will be refunded as outlined in the Ottawa University refund policy (see Academic Catalog or Student Handbook)

Withdrawal Procedure

- Courses dropped during this official add/drop period will not appear on the transcript and tuition charges for dropped courses will be refunded as outlined in the Ottawa University refund policy (see Academic Catalog or Student Handbook)
- Ottawa University considers a student actively enrolled for a course(s) unless notified by the student that she/he has withdrawn.
- Timely written notification, including last date of participation, is required before the end of week 6 for an 8-week format and before the end of week 2 for a 6-week format.
- A grade of “W” will appear on a transcript for any withdrawal initiated after the add/drop period.
- Written notification may be made by submitting an e-mail notification to kcregistrar@ottawa.edu or denise.haushahn@ottawa.edu. The date of the e-mail is the official date of notification.
- Students may also complete a withdrawal form available at the Ottawa University- Kansas City campus.
- Failure to officially withdraw from a course could result in financial aid implications or a balance owed to the University.

Registrar Office

Contact

Denise Haushahn
KC Associate Registrar
913-266-8605
denise.haushahn@ottawa.edu
kcregistrar@ottawa.edu

Campus Offices Information

Business Office Contacts

Chad Taldo
Business Administrator
913-266-8637
chad.taldo@ottawa.edu

Jillian Johnson
Student Business Services
913-266-8649
jillian.johnson@ottawa.edu

Financial Aid Office Contact

Judy Woelfel
Financial Aid Coordinator
913-266-8613
judy.woelfel@ottawa.edu

Student Service Contacts

Jake Ashley
Director of Enrollment Management
913-266-8618
jake.ashley@ottawa.edu

Ryan Arnet
Enrollment Advisor
913-266-8622
ryan.arnet@ottawa.edu

Craig Grow
Enrollment Advisor
913-266-8624
craig.grow@ottawa.edu

Stacy Barr
Enrollment Advisor
913-266-8661
stacy.barr@ottawa.edu

Business Office

The Business Office manages, finances, billing, collection, and the student account function. The Business Office is available to assist you with questions regarding your account, collection of tuition and fees, management of student payments and methods of available payment.

Payment options available include:

1. Direct payment by student;
2. 3rd Party Billing - Ottawa University™ bills the employer directly and the employer sends payment to Ottawa University™ directly;
3. Ottawa University's™ Employer Reimbursement Deferment Program—Students are responsible for payment, but the due date of that payment is deferred until 30 calendar days after the term ends in order to give employers the opportunity to reimburse students. A nominal fee is charged for this service; and
4. Financial Aid.

Financial Aid Office

This office is available to assist you with financial support in pursuit of your undergraduate, graduate or teacher licensure program. Ottawa University™ participates in a variety of financial aid programs, including federal grants and loans, to assist students in obtaining the necessary funds to attend the university. The Financial Aid Coordinator can also assist you with questions regarding the GI Bill.

Three primary types of financial assistance available are:

1. Grants—including the Federal PELL Grant program awarded on an annual basis;
2. Loans—available to students through both federal and private-lending programs; and
3. Additional Sources—Veteran's benefits, employer reimbursement and local scholarship programs.

Go to <https://myottawa.ottawa.edu/> and click on "Financial Information" to locate forms and additional information.

Enrollment Management

The Enrollment Management is the initial contact for all prospective students. Enrollment Advisors are available to answer questions regarding the programs offered at Ottawa University™ as well as to offer assistance with entrance requirements and application processes.