SCHEDULE OF CLASSES

TERM 4 - 2009
MAR 15 - MAY 8

“A Best Southeastern College”
Named “A 2009 Best College” in the
Southeastern Region by The Princeton Review.
Curious about world events? Want to participate in global issues? Then perhaps Troy University’s Master of Science in International Relations (MSIR) is the program for you!

The MSIR program offers courses on many aspects of international relations, including theories of international behavior, comparative government, foreign and security policy, international law, political economy and development, regional issues, and terrorism. Students can pursue concentrations in Global Studies, National Security Affairs, and Regional Affairs in Latin America, Europe or Asia. In the course of their study, students develop the analytical skills necessary to understand and evaluate how particular issues can affect global affairs and trends.

In short, the Troy University MSIR program can help you make sense of the complex swirl of events in the contemporary world. First offered in the mid-1970s, the program has grown into one of the largest graduate level international relations programs in the country. Admission requires a BA or BS degree in any subject area from a regionally accredited college or university, but has no other prerequisites. All MSIR instructors have PhDs and can offer students the benefits of broad professional experience. Because Troy MSIR students come from a multitude of civilian and military backgrounds, class discussions are always lively, informed, and wide-ranging.

Troy University Ft. Benning/Columbus generally offers two MSIR in-class courses each term, allowing students to complete the 12 course requirements of the masters degree in a little over a year. MSIR courses are taught in-class at other Troy University sites as well, including Tampa FL, Ft. Bragg NC, and Ft. Lewis WA and overseas locations like Kadena AFB Okinawa and Osan AFB South Korea. Courses can also be taken online through eCampus.

Studying international relations is enormously interesting and intellectually rewarding and may also improve employment opportunities. The growing political and economic interdependence of the world demands professionals with international knowledge and sensitivities. Employment opportunities may include US government agencies such as the State Department, Defense Department, and CIA and the very large number of firms engaged in foreign business activity. Students may choose to continue their international relations study toward a PhD, with potential opportunities at colleges, universities, and research institutions.

For more information, check out the Troy University online Graduate Catalog at:
www.troy.edu/catalogs/0708grad/index.html
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**TELEPHONE NUMBERS**

**General Information** .......................................................................................... 866-557-8608

**Administration**
- Ms. Debbie Mullis, Office Mgr, Director’s Office .................................................... 706-685-5704

**Finance**
- Ms. Vanda Zavala, Asst Dir, Financial Services ...................................................... 866-557-8608

**Marketing**
- Ms. Susan Parsons, Bus Development Dir .............................................................. 866-557-8608
- Mrs. Tabetha Getz, Site Coordinator ...................................................................... 706-685-5724

**Admissions**
- Ms. Felecia, Interim Asst Dir, Student Services ...................................................... 866-557-8608
- Ms. Felecia Kelly, Coordinator, Grad. Programs ..................................................... 866-557-8608

**Distance Education**
- Ms. Cynthia Stutzman, eArmyU Coordinator .......................................................... 866-288-2105

**FAX NUMBERS**

**Business Office** .................................................................................................... 706-687-1807
**Registrar’s Office** ................................................................................................. 706-682-1204
**Administration & Faculty** .................................................................................... 706-689-4707
**Marketing/Distance Learning/eArmyU** ................................................................. 706-689-4707

**BUSINESS HOURS**

Fort Benning / Columbus Site

Monday - Thursday  8:00 AM - 5:00 PM
Friday  9:00 AM - 4:00 PM
STUDENT INFORMATION
COMPUTER LAB HOURS
Bldg. 2612, Ft. Benning
Daily: 12:00 NOON – 8:00PM
Including Saturday and Sunday
Lab is closed all holidays.
Classes are NOT held on Federal Holidays.

TERM 3
HOLIDAY SCHEDULE
Wednesday, December 17, 2008 - Thursday, January 1, 2009
Christmas Holiday
Monday, January 19, 2009 - Martin Luther King Birthday
Classes that fall on holidays must be made up.
Contact your instructor for make-up dates and times.

CLASSROOM NOTES
Most courses are now taught at our north Columbus location:
North Columbus Business Park
506 Manchester Expressway
Suites B16 & B21.

Courses taught on Fort Benning will meet in
Bldg. 35 across the street from the Benning Club on Main Post,
and Bldg. 2612 in Soldiers’ Plaza.

AMERICAN WITH DISABILITIES ACT
Troy University supports Section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1990, which insures that postsecondary students with disabilities have equal access to all academic programs, physical access to all buildings, facilities and events, and are not discriminated against on the basis of disability.

Eligible students, with appropriate documentation, will be provided equal opportunity to demonstrate their academic skills and potential through the provision of academic adaptations and reasonable accommodations. Further information, including appropriate contact information, can be found at the following link:

http://www.troy.edu/humanresources/ADAPolicy2003.htm

TROY UNIVERSITY MISSION STATEMENT
Troy University is a public institution comprised of a network of campuses throughout Alabama and worldwide. International in scope, Troy University provides a variety of educational programs at the undergraduate and graduate levels for a diverse student body in traditional, nontraditional, and emerging electronic formats. Academic programs are supported by a variety of student services which promote the welfare of the individual student. Troy University’s dedicated faculty and staff promote discovery and exploration of knowledge and its application to life-long success through effective teaching, service, creative partnerships, scholarship and research.

ACCREDITATION STATEMENT
Troy University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number 1-404-679-4501) to award the associate degree, the bachelor’s degree, the master’s degree, and the education specialist degree. Refer to the college, school and department sections for specialized accreditation information.

Servicemember’s Opportunity College Program (SOC)
Troy University is an affiliate member of the Servicemember’s Opportunity College Program (SOC) network which is designed to permit active duty military service students/spouses/dependents/Civil Service employees to pursue college level programs without penalty for unusual situations and transfer over which they have no control. For more information, see a Student Services representative.
# Degree Programs at Fort Benning / Columbus Site

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<thead>
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<th>Majors</th>
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<tbody>
<tr>
<td><strong>Associate of Science (AS)</strong></td>
<td>Business (ASBUS)</td>
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<tr>
<td></td>
<td>General Education (ASGE)</td>
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<tr>
<td><strong>Bachelor of Applied Science (BAS)</strong></td>
<td>Resource and Technology Management (BASRTM)</td>
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<tr>
<td></td>
<td>Business Administration (BSBA - General Management)</td>
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<tr>
<td></td>
<td>Applied Computer Science (BSCS)</td>
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<td></td>
<td>Criminal Justice (BSCJ)</td>
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<tr>
<td><strong>Bachelor of Science (BS)</strong></td>
<td>History (BSHIS)</td>
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<tr>
<td></td>
<td>Social Science (BSSS)</td>
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<tr>
<td></td>
<td>Sport and Fitness Management (BSSFM)</td>
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<tr>
<td><strong>Master of Public Administration (MPA)</strong></td>
<td><strong>Concentrations:</strong> Justice Administration, Public Management</td>
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<tr>
<td></td>
<td>Criminal Justice (MSCJ)</td>
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<td></td>
<td>Human Resource Management (MSHRM)</td>
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<td>International Relations (MSIR)</td>
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<td>Management (MSM)</td>
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<td>Post-Secondary Education (MSPSE)</td>
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<tr>
<td></td>
<td>Sport and Fitness Management (MSSFM)</td>
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</tbody>
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## Phone Number Change for the Ft. Benning Site

Effective immediately, the Ft. Benning Site has two phone numbers for all student services, financial services and any other business you may need to conduct with our site. In the past, there were several different numbers for different departments. Now, the two primary numbers are **1-866-557-8608** and **706-689-4744**.

You should **begin using these numbers today** since some older numbers are no longer operational or will be terminated soon.

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**Use Trojan Web Express to...**

Troy University students can check their grades, financial aid status, register for classes, view their transcripts and see their unofficial evaluation on Trojan Web Express!!! It doesn’t get any better than that!

**Consider a Master of Science Degree in Criminal Justice**

The Master of Science degree is designed to provide qualified students with an interdisciplinary graduate level education in criminal justice. It provides the student with knowledge for professional entry, advancement or enhancement in the criminal justice career field or entry into advanced studies.

Call 866-557-8608 or email benning@troy.edu to request information. We are waiting to hear from you.
TERM 3, 2009
REGISTRATION INFORMATION
Undergraduate and Graduate
Fort Benning/Columbus Site

Open Registration .......................... 1 DEC 2008 -- 4 JAN 2009
Bldg. 2603, Fort Benning

Classes Begin ................................. 5 JAN 2009
Consult specific course schedules and syllabi

Last Day to Drop without penalty ....................... 4 JAN 2009
See page 13 for tuition refund limits in case of late drops

Last Day to submit Tuition Vouchers ...................... * 16 JAN 2009
Last Day to submit Book Vouchers ....................... 2 JAN 2009
Financial aid, Chap. 31 Voc Rehab students, before noon

Last Day to withdraw without grade penalty ............ 4 FEB 2009
After this date, dropped courses are graded for attendance

Midterm ........................................... 4 FEB 2009
Specific midterm exam times will vary (see syllabus)

Payment Due Date .................................. 30 JAN 2009
Last day to pay without late fee penalty

Last Day to remove incomplete grade from previous term ........ 13 FEB 2009
(Instructor set deadlines take precedence over this date. Please consult your instructor for details.)

Term Ends ......................................... 8 MAR 2009
Administrative; last teaching day will vary (see syllabus)

Graduation ......................................... 5 JUN 2009

* If you are on active duty, ask your Education Center about processing your TA through the GoArmyEd portal. As of April 2006, all active-duty personnel will use the GoArmyEd portal to process their TA requests, in addition to submitting TA paperwork to the Education Center once a year. Registration and drop/add through the portal will end the Thursday before the first day of the term. To find out more go to http://www.GoArmyEd.

TROY E-Mail
applies to all students!

All TROY students are required to use assigned TROY e-mail accounts. This is the official means of communication between you and the University. If you are not using this account, please begin doing so today. You may access your Trojan e-mail account through the E-mail Login menu option on Blackboard or by logging onto http://mail.troy.edu.

Please consult with your Academic Advisor with any questions you may have.

How To Get Started at TROY!
1. Submit Online application at troy.edu
2. Have ALL official transcripts sent.
3. Make appointment with your advisor in your area of study.
5. Register for Classes.

Trojan OneCard & Refunds

How are refunds sent back to the student? There are several ways for this to occur; however, having your refund applied to your Trojan OneCard makes the process very simple and convenient.

The OneCard is issued to new students when they register for classes in their first term at TROY.

Once the student receives his/her Trojan OneCard, the student must go to www.TrojanOneCard.com to activate his/her choice of refund delivery methods. The student should not delay this action. The student should activate his/her choice within two business days.

A student may choose one of the following refund delivery methods:

1. Debit Card OneAccount (Easy Refund)
2. Direct deposit to a bank account of the student’s choosing
3. Paper check issued by Higher One

The Debit Card OneAccount (Trojan OneCard activated as a debit card) is tied to a fully functioning FDIC insured checking account. There is no credit check to open this account. The student may use the debit card anywhere the MasterCard Debit Card is honored.

For more information, please go to www.troy.edu and www.TrojanOneCard.com.

Go Trojans!
REQUIRED TEST INFORMATION
- UNDERGRADUATE -

CLEP Exams
Contact Mr. Leon Johnson at 706-685-5731. Active-duty military may take the CLEP at no cost.

Math and English Placement Tests
All undergraduate students who wish to enroll in Math or English courses must take the placement test first. Both placement tests are given every Tuesday and Thursday. Arrive by 9:30AM, Bldg. 2612. Contact Mr. Johnson at 706-685-5731 for further information. Students are required to submit an electronic request for the Math or English placement tests. The online request form is available at the website: http://troy.edu. Please allow up to 72 hours for the request to be processed, and plan accordingly.

Measure of Academic Proficiency and Progress (MAPP) - formerly called GECE
Undergraduate students pursuing an associate or bachelor’s degree are required to take the Measure of Academic Proficiency and Progress (MAPP) prior to graduation. Students who have earned 60 or more semester hours must take the MAPP. Failure to take this examination during the appropriate term will delay your graduation. This exam must be taken no later than the term for which you filed your Intent to Graduate notice. Students who plan to take the Measure of Academic Proficiency and Progress (MAPP) are required to be in the testing room by 5:45PM ET on the day of the examination. The examination begins promptly at 6:00PM ET. Doors will be locked promptly at that time and no admittance will be granted. A reservation is required for this exam. Reservations must be made 72 hours in advance by completing the online MAPP Testing form at http://troy.edu. Select Student Resources, Forms, and then MAPP Testing form.

TERM 4 Test Date
Location: North Campus
Classroom to be announced

Distance Learners: If you are taking classes via a distance learning program and are over 100 miles from the Fort Benning/Columbus Site, you will need to take the Measure of Academic Proficiency and Progress (MAPP) exam with an approved proctor. Your proctor information must be provided to the Fort Benning/Columbus Site Student Services Office via the online MAPP Testing Form early enough to allow Troy University a minimum of two weeks advance notice to verify your proctor’s identity and to mail the exam to them by certified mail. This is especially important for those students located outside the continental United States. Please follow the instructions above for accessing the MAPP Testing form. More details regarding proctor qualifications are provided on the form. If you have additional questions, please call our Student Services Office.

Classroom Meeting Locations
Troy University - Fort Benning/Columbus Site now has two primary teaching locations. 506 Manchester Expressway, Suites B-16 and B-22 have become a very popular and convenient location for students to take their “in-class” courses.

Other classes are taught on Fort Benning’s Main Post.

Both locations are accessible and convenient for our students. Please check our website the Friday before classes start for your classroom location.
**PHR/SPHR CERTIFICATION EXAM PREPARATION**

Prepare for your HR certification with the SHRM Learning System PHR/SPHR Certification Exam Preparation. It is a 12-week program designed for Human Resource professionals who wish to sit for the PHR and SPHR certification exam. It is intended for professionals who have at least two years of exempt-level Human Resource work experience and SPHR candidates have six to eight years of exempt-level Human Resource work experience.

Our students had a 100% pass rate during the December 2005 - January 2006 PHR/SPHR Certification Exam testing window and 100% pass rate on the SPHR May - June 2006 Testing Window.

**Location:**
Troy University Southeast Region
506 Manchester Expressway, Building B
Columbus, GA

**Contact:**
Martha Borowski
mborowski@troy.edu
706-685-5759

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**MAJOR FIELD TEST (MFT)**
*Undergraduate Business/Management*
*Undergraduate Criminal Justice*
*Undergraduate Psychology*

Any students seeking a bachelor’s degree in criminal justice, psychology, or a business program MUST take the Major Field Test (MFT) the term they register for the respective capstone course (MGT 4476, CJ 4499 or PSY 4480). Students will NOT be allowed to graduate if they do not take the MFT. A lab fee will be assessed as part of registering for MGT 4476 to cover the cost of the testing material. Failure to take this examination during the appropriate term will delay your graduation. **This exam must be taken no later than the term for which you filed your Intent to Graduate notice.**

Students who plan to take the MFT are required to be in the testing room by 5:45PM ET on the day of the examination. The examination will begin promptly at 6:00PM ET. Doors will be locked promptly at that time and no admittance will be granted. **A reservation is required for this exam. Reservations must be made 72 hours in advance by completing the MFT Testing form at http://troy.edu. Select Student Resources, Forms and then MFT Testing form.**

**TERM 3 TEST DATE**

All Programs . . . . . . . .Wednesday, Feb 19, 2009, at 5:45PM ET

**Location:**
Ft. Benning / Columbus Site’s
North Columbus Classroom Suites
506 Manchester Expressway
Suite B-16

Distance Learners: If you are taking classes via a distance learning program and are over 100 miles from Fort Benning/Columbus, you will need to take the MFT with an approved proctor. Your proctor information must be provided to the Student Services Office via the online MFT Testing Form early enough to allow Troy University a minimum of two weeks advance notice to verify your proctor’s identity and mail the exam by certified mail. This is especially important for those students located outside the continental United States. Please follow the instructions above for accessing the MFT Testing form. More details regarding proctor qualifications are provided on the form.

---

**Do you NOW hold a masters degree?**

Did you know that you could transfer up to 6 semester hours, if applicable, to a second masters degree program? Contact the appropriate Program Advisor for further details.

*(See directory on page 15.)*

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**Future “INTENT TO GRADUATE” Filing Dates:**

To graduate in **Term 2, 2008** – File May 20, 2008 to June 20, 2008

To graduate in **Term 3, 2009** – File Aug 5, 2008 to Sep 5, 2008

To graduate in **Term 4, 2009** – File Oct 14, 2008 to Nov 14, 2008

To graduate in **Term 5, 2009** – File Jan 6, 2009 to Feb 6, 2009
The Master of Public Administration (MPA)

The MPA is a 12-course, 36-semester hour program that prepares students to excel in careers as administrators and leaders in public and non-profit agencies.

The MPA program emphasizes skill-building, research, service, and diversity. It can be completed through instructor led on-site and/or on-line coursework.

The MPA is for:

- Those wanting careers in public affairs and public service in government, nonprofit, and private sector
- Those wishing to transition from their current occupation into a management and upper-level administrative positions
- Active or retired military desiring either a master’s degree or specific employment in the Federal Government in public administration
- Working adults who can take some classes at night, or on weekends, or need the flexibility of online classes

Dr. Murray Widener
widenerm@troy.edu

REQUIRED TEST INFORMATION
Graduate Students

Miller Analogies Test (MAT)

Term 4 Date & Time:
Saturday, FEB 21, 2009  10:00 AM

Test Location:
Troy University, Ft. Benning/Columbus Site
506 Manchester Expressway, Suite B21
Columbus, GA

Students entering a graduate (master’s degree) program must have an MAT, GRE, or GMAT score on file by the end of their first term of coursework. Call the Graduate Office at 866-557-8608 for information on graduate entrance requirements. Bring two forms of identification (one with photograph) on test day. Registration must be made at least one week prior to the exam date. You will receive more details regarding payment after registering for the exam.

Comprehensive Exam (“Comps“)/Capstone Exam

Term 3 Dates

<table>
<thead>
<tr>
<th>Test Location</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Troy University, Ft. Benning/Columbus Site</td>
<td>Saturday, FEB 21, 2009</td>
<td>8:45 AM</td>
</tr>
<tr>
<td>Troy University, Ft. Benning/Columbus Site</td>
<td>Part A, Saturday, FEB 21, 2009</td>
<td>8:45 AM</td>
</tr>
<tr>
<td>Troy University, Ft. Benning/Columbus Site</td>
<td>Part B, Saturday, MAR 8, 2009</td>
<td>8:45 AM</td>
</tr>
</tbody>
</table>

All Comprehensive and Capstone exams will be administered at our north Columbus location at 506 Manchester Expressway, Columbus.

Non-business graduate students are eligible to take the general comps during their final term, provided they have filed their “Intent to Graduate” notice and paid their exam fee during the registration period prior to their second-to-last term.

Business graduate students will take their capstone exam in two parts, on the dates indicated above.

You cannot take the exam if you did not file an “Intent to Graduate” notice by FEB 6, 2009 for Term 5 unless you are a business student enrolled in HRM 6698 or MGT 6685 at that time. Please note that the “Intent to Graduate” notice and exam fees are combined when you file. If you must retake the comps (the final strategy exam cannot be retaken), only the exam fee must be paid again.

Graduate Program Directors may conduct exam reviews for students in preparation for the comps. Please use the contact information below for proper guidance.

Business (MSHRM, MSM)
Dr. Pederson ................................. 706-685-5742

Criminal Justice (MSCJ, M.Ed.)
Dr. Widener ................................. 706-685-5741

Instructional Technology (MSPSE, M.Ed.)
Dr. Parker ........................................ 866-557-8608

History (MSPSE, M.Ed.)
Dr. Zeimet ...................................... 706-685-5744

Public Administration (MPA)
Dr. Widener .................................... 706-685-5741

Sport and Fitness Management (MSSFM)
Dr. Tomasi ..................................... 866-557-8608

International Relations
POC Dr. Widener ............................. 706-685-5741

To register, E-mail:
Reginald Roberson at rroberson14815@troy.edu
Cost: $70 (must be paid in advance)
MBS DIRECT
TROY’S Official Bookstore

MBS Direct is the official bookstore for the Fort Benning/Columbus Site. To confirm or order textbooks, contact MBS Direct during the times and by the methods listed below.

DEADLINE:
In order to ensure timely receipt of textbooks and course materials (without incurring additional shipping charges), place your Term 4 order by noon, December 12, 2008.

NOTICE:
If you do not purchase your materials through MBS Direct, you risk overlooking or obtaining the wrong versions or editions of texts, materials, or supplies that are required for your course. Even if you choose not to utilize MBS Direct, you must have all correct books and materials in hand on the first day of class.

See next column for directions on how to place book orders online.

MBS Direct Operating Hours:
- Monday-Thursday: 7:00AM - 9:00PM CT
- Friday: 7:00AM - 6:00PM CT
- Saturday: 8:00AM - 5:00PM CT
- Sunday: 12:00PM - 4:00PM CT

MBS Direct Phone: 800-325-3252

MBS Direct serves other university systems as well. To avoid confusion when calling, be sure to provide the following information:

- Institution: Troy University Southeast Region
- Site: Fort Benning
- Course: ENG 1101, HIS 1112, etc.
- Start Date: March 16, 2009

MBS Direct FAX: 800-243-2260

Be sure to include in your fax message the same details as those presented above.

MBS Direct URL: http://direct.mbsbooks.com/troy.htm

See the next page for details on how to order materials online.

ORDERING BOOKS ONLINE!!!

1. Go to Troy University’s location on the MBS Direct website:
   http://bookstore.mbsbooks.net/troy.htm
2. At Buy Course Materials, click on GO
3. Select Troy University Southeast Region
4. Then click on the View Programs in Selected Site button
5. Click on Fort Benning

You will now be presented with a list of all of the courses being offered at the Fort Benning/Columbus Site for the current term. Scroll through the list and select each course for which you are registered. When you have completed your selections of courses, click on the Submit Course ID Selection(s) button at the bottom right.

You will then see a complete list of the books and materials required for the courses that you selected.

To purchase these books and materials from MBS Direct, click on the Add to Cart button, and then continue by following the instructions given.

GRADUATING SOON?

Your “Intent to Graduate” notice must be completed and submitted to the Student Services Office according to the dates published below. The dates for filing are as follows:

Undergraduate & Graduate Students:
If you are completing your degree requirements at the end of Term 4 (May 2009) and wish to receive your diploma in time for the Dec 2009 graduation ceremony, you must file an “Intent to Graduate” notice during Jan 6 – Feb 6, 2008

To file your Intent to Graduate notice, please go to the Ft. Benning/Columbus Site Website

Once there, select the following on our Home page:

- [Current Students] on Home page (benning.troy.edu)
- [Student Forms] under “Student Resources”
- [Graduate] or [Undergraduate Intent to Graduate] (select the one that applies to your degree level)

Masters At Work

Just call us! Our coordinator will meet with you to review our programs options and details. We will hold information sessions on-site, assist with registration, and handle the details. A typical class accommodates a minimum of 20 people and maximum of 35.

Once the class is formed, a location is chosen and a curriculum is designed specifically for your group. Candidates completing the program may graduate at an on-site graduation prepared by us or you, or they may participate in the nearest TROY Site graduation ceremonies. New classes can start every 10 weeks.
Prepare for Your HR Certification with the SHRM Learning System(R), PHR/SPHR Certification Exam Preparation Course Offered by Troy University

Sign up today for our Fall 2008 course offerings and be prepared to take the PHR or SPHR exam during the winter testing window of December 2008 - January 2009. We offer two convenient course offerings to fit into your busy schedule! You can choose between one weekend class (Friday and Saturday) per month for three months OR take the course online in the convenience of your home or office. Our students had a 100% pass rate in December 2005 - January 2006 on the PHR and SPHR exam and 100% pass rate on the SPHR in the December - January 2008 testing window!

The PHR/SPHR Exam Preparation course:

The course utilizes the SHRM Learning system(r). It is a 12-week program designed for Human Resource professionals who wish to sit for the PHR and SPHR certification exam. It is intended for professionals who have at least two years of exempt-level Human Resource work experience. It is strongly recommended that PHR candidates have two to four years of exempt-level professional Human Resource work experience and SPHR candidates have six to eight years of exempt-level Human Resource work experience. Students are advised to determine if they are eligible to sit for the exam prior to registering for the preparation course. To find out who is qualified to sit for the exam, please check the Certification Handbook at:

http://www.shrm.org/Certification/HANDBOOK/

**Course Includes:**
- SHRM Learning System(r)
- Access to on-line study tools
- On-line Practice Exams
- Up-To-Date Content
- Study Tips
- Interactive Assignments
- Certificate of Completion

**2009 Dates:**

**In-Class Weekend:**
- FEB 6-7
- MAR 6-7
- APR 3-4

**Meeting Times:**
- Friday: 6:00 PM - 9:00 PM
- Saturday: 9:00 AM - 5:00 PM

**On-Line Course:**
- February - April

**Instructor:**
Christi Ellington, PHR
Career Placement Director

**Location:**
Troy University
Fort Benning/Columbus Site
506 Manchester Expressway, Building B
North Columbus Business Park
Columbus, GA

**Fees:**

- $835 for SHRM Members
- $935 for Non-SHRM Members

**Please Contact:**
Martha Borowski
mborowski@troy.edu
Office: 706-685-5759
LIBRARY SERVICES
Troy University Online Libraries
https://library.troy.edu/html/login.html

Accessing the Online Libraries:
In order to access the Troy University Online Libraries, you must be a currently registered student, faculty member, or staff member of Troy University. If you attempt to access and are not accepted at the prompt, please contact the Southeast Region librarian, Tuny Jennings (tuny@troy.edu).

You may also gain access to library services by selecting the eLibrary tab in Blackboard after logging in.

Libraries in Columbus, GA

Columbus Public Library
http://www.thecolumbuslibrary.org
3000 Macon Rd., Columbus, GA 31906
Open Monday-Thursday, 9:00AM – 9:00PM
Friday-Saturday, 9:00AM – 6:00PM
Sunday, 1:30PM – 6:00PM

Other Branches of the Chattahoochee Valley Regional Library System
http://www.thecolumbuslibrary.org

Simon Schwob Memorial Library (Columbus State University)
http://library.colstate.edu

Libraries on Fort Benning, GA

Donovan Technical Library
Infantry Hall (Bldg. 4), Rooms 101 and 102
Open Monday-Friday, 10:00AM – 6:00PM

Sayers Memorial Library
Bldg. 93, Main Post
Open Monday-Wednesday, 11:00AM – 7:50PM
Saturday-Sunday, 12 AM – 7:50 PM
(Closed Thursday and Friday)

MASTER OF SCIENCE IN SPORT AND FITNESS MANAGEMENT

The Sport and Fitness Management program is designed to provide the graduate with the knowledge, skills, and attitudes to engage in the practice of management in a variety of settings. The goals and objectives of the program are guided by, but are not limited to, the criteria and guidelines set forth in the Standards for an Accredited Educational Program by the North American Society for Sport Management.

Students are provided with classroom, laboratory and clinical experiences to accomplish these objectives. Students are evaluated on their progress in meeting the above objectives throughout the program. Opportunities and evaluations are provided for actual participation in professional clinical sites including athletic, sport and club fitness, coaching facilities, rehabilitation facilities and community settings in the practice of Sport and Fitness Management.

Troy University hosts NATIONAL TESTING CENTER at our Ft. Benning/Columbus Site

Our National Testing Center is located on Ft. Benning. This is an open test center that offers testing for the CLEP and DANTES (DANTES Subject Standardized Test) Tests. There are 34 different CLEP tests and 35 different DANTES test that are offered. If you are interested in taking any of the test that are offered through our National Testing Center or if you simply want to inquire about the different tests, please call Leon Johnson, the Test Site Administrator at (706) 685-5731 or email him at johnsonl@troy.edu.
FINANCIAL INFORMATION

Please read carefully! It is your responsibility to be familiar with the payment procedures and the Financial Aid process.

PAYMENTS

Fees, such as, Intent Fees, Comp Fees, MAT Fees, Lab Fees, along with the one-time, non-refundable Application Fee should be mailed to the following address. Payments can be in the form of a Personal Check or Money Order. Cash payments cannot be accepted. Mail payments to:

Troy University – SER Regional Office
Post Office Box 4790
Columbus, GA 31914

All other payments such as: Tuition Payments and Late Fees can be mailed to:

Troy University - University College
314 Adams Administration Building
Troy, AL 36082-0001

If the charges above have been posted to your student account, you can elect to make your payments through Trojan WebExpress by credit or debit card. Go to “Financial Profile” and select “Make a Payment”. If you have questions about your account call 866-557-8608.

Returning students can use the deferred payment plan if tuition payments for prior terms were made on time. Late fees will be charged and the deferred payment plan canceled for students who pay under this plan but do not meet the payment due dates listed on their registration statements.

Students are responsible for all charges, regardless of the source of assistance (VA benefits, TA, employer-paid benefits, grants, loans, etc.). Students are not automatically dropped or withdrawn from courses based on incomplete processing of financial aid. Delinquent student accounts are referred to a collection agency.

OUR FEES

Undergraduate Tuition (in-class) .......................................................... $185.00 per semester hour
Undergraduate Tuition (eCampus) ......................................................... $200.00 per semester hour
Graduate Tuition (in-class) ................................................................. 245.00 per semester hour
Graduate Tuition (eCampus, non-MBA) .................................................... 350.00 per semester hour
Graduate Tuition (MBA) ...................................................................... 490.00 per semester hour
Graduate Tuition (eMBA) ................................................................. 600.00 per semester hour
Application Fee—Undergraduate ......................................................... 30.00 non-refundable
Application Fee—Graduate .............................................................. 50.00 non-refundable
Late Payment Fee .............................................................................. 50.00
MFT Business Program ........................................................................ 30.00
Miller Analogies Test (MAT) .............................................................. 70.00
Intent to Graduate Notice ................................................................. 60.00
Comprehensive/Capstone Examination ............................................... 50.00 graduate students only
PEF 2277 Lab Fee (Weapons class only) .............................................. 80.00
Second Diploma ................................................................................. 25.00
Official Transcript ................................................................................ 7.50
DROPPING or WITHDRAWING FROM A CLASS

Students who contact the Business Office may drop a class or withdraw from school prior to the beginning of the term without incurring charges, or after the term starts, with charges listed below. Simply notifying your instructor of the need to drop or withdraw from a course does NOT constitute a drop or withdrawal from the term. Non-attendance is not an automatic drop/withdrawal for the course. Students are responsible for the procedures listed below:

DROP/WITHDRAWAL CRITICAL DATES TERM 3-2009

If you drop a course after January 2, 2009, you will NOT receive a full refund of your tuition, and a penalty will be imposed on your tuition reimbursement according to the Fee Schedule listed below:

- By close of business Jan 2: Full Refund
- By close of business Jan 9: 95% Refund
- By close of business Jan 16: 90% Refund
- By close of business Jan 23: 75% Refund
- By close of business Feb 6: 50% Refund
- After Feb 6: No Refund

TERM 4 DROP FEES FOR eCampus COURSES ARE AS FOLLOWS:

- 12 Jan to 18 Jan: Full Refund
- 19 Jan to 25 Jan: 50% Refund
- After 25 Jan: No Refund

IMPORTANT:

Students who wish to drop or withdraw from a class MUST FIRST contact one of the following individuals in the Business Office by sending an email to:

Ramona Taylor
taylor36119@troy.edu

Students who are actively registered for classes and do not attend are still responsible for payment of tuition or fees regardless of the intended method of payment, i.e. TA, VA, scholarship, employee paid benefit and financial aid.

CONTACT INFORMATION
Undergraduate Programs

Students with questions or concerns relating to an undergraduate program may contact one of the following individuals:

Site Director
Mr. Bill Glisson
wglisson@troy.edu 866-557-8608 or 706-685-5776

Associate Director, Academics
Dr. Murray Widener
(widenerm@troy.edu) 866-557-8608

Assistant Director, Student Services
Ms. Felecia Kelly
(kellyf@troy.edu) 866-557-8608

Assistant Director, Financial Services
Ms. Vanda Zavala
(zavalav@troy.edu) 866-557-8608

Program Coordinator, Undergraduate Business
Dr. Aaron Lucas
(adlucas@troy.edu) 866-557-8608

Program Coordinator, Computer Science
Dr. Ron Shehane
(shehaner@troy.edu) 866-557-8608

Program Coordinator, Criminal Justice
Mr. Loyal Evans
(evansl@troy.edu) 866-557-8608

Program Coordinator, Education
Dr. April Parker
(parkera@troy.edu) 866-557-8608

Program Coordinator, History/Social Science
Dr. Roger Zeimet
(zeimetr@troy.edu) 866-557-8608

Program Coordinator, General Education
Ms. Paige Paquette
(ppaquette@troy.edu) 866-557-8608

Program Coordinator, Sport and Fitness Management
Dr. Louis F. Tomasi
(tomasil@troy.edu) 866-557-8608

Please visit troy.edu for additional contact information.
ACADEMIC ADVISING

Advisors are available during registration, however, the wait to consult with one may be longer during our peak period. To ensure faster service with advisement matters, we recommend you seek advisement during non-registration periods. To schedule an appointment, please e-mail fbstudentservices@troy.edu or contact your advisor directly. Please note that academic advisement is available by appointment (preferred).

Please keep in mind that personalized unofficial degree plans may be viewed via Trojan Web Express (TWE). Accessing degree plans online prior to registering for courses will provide for more expedient service. If you should have questions after reviewing your degree plan, please seek assistance through the appropriate advisor.

Undergraduate Students

Undergraduate students should work with Academic Advisors for all matters related to registration, advisement, graduation and most other student services needs. If you do not see your Academic Advisor’s name on your unofficial evaluation in TWE, please e-mail your advisor to have it updated.

Faculty advisors are also available and are assigned according to program. Faculty advisors assist undergraduate students with matters related to career counseling and for detailed information on degree programs that go beyond the scope of an Academic Advisor’s expertise. If you do not know where to begin, always start with your Academic Advisor who will point you in the right direction.

Graduate Students

Graduate students should work with Academic Advisors for all matters related to registration, graduation and most other student services needs; however, Faculty Advisors perform all academic advising for graduate students and are assigned according to program. If you do not know your faculty advisor, please e-mail your Academic Advisor who will provide you with the appropriate contact information for your Faculty Advisor.

Academic Advisor Assignments - Undergraduate and Graduate (some changes have occurred recently)

Reginald Roberson, rroberson14815@troy.edu               .Students with last names A-D
Nathaniel Dunlap (J.R.), ndunlap@troy.edu               .Students last names H-L + F
Nathaniel Lindsey, lindseyn@troy.edu               .Students last names M-R + E
Mary Stinyard, mstinyard@troy.edu               .Students last names S-Z + G
Alisha Miles, acmiles@troy.edu               .WHINSEC and COHORT students only

ATTENTION GRADUATING STUDENTS!

Term 3, 2009 students will be filing for Term 5, 2009 – The intent to graduate filing period for Term 5 will be January 6 – February 6, 2009. All degree requirements to include applicable exit exams must be completed no later than the end of Term 5. The Intent to Graduate form on the TROY Fort Benning website (troy.edu) will be open from January 6 until February 6, 2009. This will be the last time to file for the June 2009 Graduation.

Please direct any questions regarding the “Intent To Graduate” filing to your Academic Advisor.

MSPSE ATTENTION, AREA EDUCATORS

We invite you to further your career by earning a Master of Science in Post-Secondary Education.

Courses are scheduled in the evening, on weekends, or web-enhanced, on campus or at your location. This degree can be attained in as little as 12 months!

The MSPSE offers several concentrations. For specific details on a program of interest, feel free to contact the program coordinator, listed as follows:

Instructional Technology
Dr. April Parker
866-557-8606
tomasil@troy.edu
Pursue the theory of instructional design by learning to build and maintain instructional websites.

History
Dr. Roger Zeimet
706-685-5744
zeimetr@troy.edu
Expand your proficiencies in American and world history, the evolution of constitutions and political systems, and the history of the philosophies behind modern thought, for optimal classroom performance.
Troy University offers the most effective way to meet the requirements of the December 2005 Department of Defense Directive 8570. This directive mandates that personnel performing technical or management level information assurance (IA) functions must satisfy both preparatory and sustaining DoD IA training and certification requirements. The Directive goes on to state that “Individuals in IA positions not meeting certification requirements must be reassigned to other duties, consistent with applicable law.” This Directive affects the DoD workforce, which includes government workers (active duty, government civilian and contractors) doing any kind of computer security/information assurance work. All personnel performing IA functions described in the DoD 8570 should be certified by the end of FY 2010.

Troy University offers a host of preparatory classes that provide self-paced computer-based training. Our method gives the student an effective, convenient and affordable alternative to classroom training!

The Directive can be viewed at this website:

To find out more about Troy University’s solutions to help you achieve the necessary certifications now being required to perform your job, call 800-368-2315.

Do You Have A TROY ID Card?

Troy University Students, Faculty and Staff are eligible to receive a Troy University ID card! Yes, the ID card is free to all who are eligible.

How to obtain your TROY ID Card? The process is simple!

• First, email a digital photo of your bust to ucid@troy.edu
• In your email, be sure to include the following information:
  • Your first and last name that we have on record
  • Your student ID number or Social Security Number
  • Your home Site location (Ft. Benning/Columbus Site)
  • Your status (student, faculty, or staff)

Once your information is received via email, the process will take about a week to complete.

Your new ID card will be mailed to your home Site location (Fort Benning/Columbus Site). You should check with our Business Office on Fort Benning in about ten business days to see if your new ID card is ready for pick up. Please be prepared to provide a photo ID (ie., Drivers License) so that we can verify YOU are receiving the correct ID.

Financial Aid, Simple As 1, 2, 3

1. Apply for a PIN www.pin.ed.gov
   Use your PIN to access student information, to submit an electronic signature, and to re-apply for FAFSA each year. PIN can also be used to electronically sign your Master Promissary Note. Go to www.kheaa.com and click “eSign your MPN.”

2. Complete FAFSA www.fafsa.ed.gov
   Applicants must have current tax form in order to complete the FAFSA application. PIN required for electronic filing. Troy University school code: 001047.

3. The online Financial Aid Certification form and FA Counseling form can be completed by going to www.troy.edu/financialaid/2008forms.htm.

4. Students may check Trojan Web Express for additional forms that may be required. (Look under “Communication” and click on “Documents”.)

Types of Financial Aid

Federal Pell Grants (UG only), Federal Stafford Loans, Perkins Loans or Veteran Benefits.

Do you still have questions about financial aid?
The choice is yours:
Contact Ramona Taylor at rtaylor36119@troy.edu

OR

You may reach the Troy University Call Center where specialists can answer phone inquiries about general or specific financial aid questions from 8am to 5pm CST at 1-800-414-5756.

The Call Center is staffed by Greenwood and Hall, a company independent of any of our lenders. Troy University has outsourced the Call Center just as the US Department of Education and the VA have outsourced the operation of their Call Centers.

Visit our website at troy.edu for application and registration information.
### TERM 3 - UNDERGRADUATE GENERAL EDUCATION

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 2200</td>
<td>GTAM Anthropology</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Anderson, Y.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>ART 1133</td>
<td>GTVM Visual Arts</td>
<td>2</td>
<td>Tu 1745-2215</td>
<td>Akbari, P.</td>
<td>None</td>
<td>VTC to Brunswick</td>
</tr>
<tr>
<td>BIO 1100</td>
<td>GTKM Principles of Biology</td>
<td>3</td>
<td>9-11 Jan 30 Jan-1 Feb 13-15 Feb</td>
<td>Lawhon, S.</td>
<td>None</td>
<td>Students must register for both class &amp; lab; Web-enhanced</td>
</tr>
<tr>
<td>BIO L100</td>
<td>GTKM Principles of Biology Lab</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COM 2241</td>
<td>GTKM Fundamentals of Speech</td>
<td>3</td>
<td>Jan 10 Jan 24, Feb 7 Feb 21</td>
<td>White, S.</td>
<td>None</td>
<td>Weekend Format; Web enhanced; VTC to Tifton</td>
</tr>
<tr>
<td>ENG 1100</td>
<td>GTAM Preparatory English</td>
<td>3</td>
<td>M 1745-2215</td>
<td>Paquette, P.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 2206</td>
<td>GTAM World Literature I</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Hicks, W.</td>
<td>ENG 1102</td>
<td></td>
</tr>
<tr>
<td>GEO 2210</td>
<td>GTKM World Regional Geography</td>
<td>3</td>
<td>20-22 Mar 24-26 Apr</td>
<td>D'Andrea, N</td>
<td></td>
<td>Web-enhanced; Special Instructions</td>
</tr>
<tr>
<td>HIS 1111</td>
<td>GTAM US to 1877</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Cleveland, N.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>HIS 1112</td>
<td>GTAM US since 1877</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Cleveland, N.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>IS 2241</td>
<td>GTAM Computer Concepts and Applications</td>
<td>3</td>
<td>M 1745-2215</td>
<td>Basilio, E.</td>
<td></td>
<td>Req for 1st-time students</td>
</tr>
<tr>
<td>MTH 1112</td>
<td>GTAM Pre-Calculus Algebra</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Hand, W</td>
<td>Placement Test or C in MTH 1105</td>
<td></td>
</tr>
<tr>
<td>MTH 2201</td>
<td>GTAM Business Calculus</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Wilhite, J.</td>
<td>MTH 1110 or 1112 with C or higher</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>MTH 2252</td>
<td>GTAM Mathematical Concepts II</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Hayes, L.</td>
<td>MTH 1110 or 1112 with C or higher</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>MUS 1131</td>
<td>GTVM Music Appreciation</td>
<td>2</td>
<td>W 1745-2215</td>
<td>Courson, R.</td>
<td>None</td>
<td>Web-enhanced; VTC to Tifton</td>
</tr>
<tr>
<td>POL 2241</td>
<td>GTAM American National Government</td>
<td>3</td>
<td>M 1745-2215</td>
<td>Thomas, S.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>TROY 1101</td>
<td>GTAM University Orientation</td>
<td>1</td>
<td>W 1800-2000</td>
<td>Carroll, J.</td>
<td>None</td>
<td>Req for 1st-time students; Web-enhanced</td>
</tr>
</tbody>
</table>

### TERM 3 - UNDERGRADUATE BUSINESS

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT 2292</td>
<td>GTAM Principles of Accounting II</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Brannan, J.</td>
<td>ACT 2291</td>
<td></td>
</tr>
<tr>
<td>FIN 3331</td>
<td>GTAM Managerial Finance I</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Davis, C.</td>
<td>ACT 2292</td>
<td></td>
</tr>
<tr>
<td>IS 2241</td>
<td>GTAM Computer Concepts and Applications</td>
<td>3</td>
<td>M 1745-2000</td>
<td>Basilio, E.</td>
<td>None</td>
<td>Req for 1st-Time Students</td>
</tr>
<tr>
<td>LAW 2221</td>
<td>GTAM Legal Environment of Business</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Cielinski, M.</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>MGT 3371</td>
<td>GTAM Principles of Management</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Foster, C.</td>
<td>ECO 2252</td>
<td></td>
</tr>
</tbody>
</table>

**ATTENTION ALL DISTANCE LEARNING STUDENTS**

eCampus is the centralized unit for all Distance Learning courses provided by Troy University.

The Distance Learning Schedule, registration, other important information and changes may be found at:

[troy.edu/ecampus](http://troy.edu/ecampus)

**EFFECTIVE NOW**

It is the student’s responsibility to drop classes. Students who do not drop classes within the prescribed timeframes will be responsible for payment of any fees charged for those classes, even if the student did not attend any class meeting.
**TERM 3 - UNDERGRADUATE CRIMINAL JUSTICE**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ 4430 GTAM</td>
<td>Selected Topics in CJ: Serial Killers</td>
<td>3</td>
<td>M 1745-2215</td>
<td>Horiuchi, D.</td>
<td>CJ 1101</td>
<td>VTC to Pensacola</td>
</tr>
</tbody>
</table>

**TERM 3 - UNDERGRADUATE COMPUTER SCIENCE & INFORMATION SYSTEMS**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>IS 2241 GTAM</td>
<td>Computer Concepts and Applications</td>
<td>3</td>
<td>M 1745-2215</td>
<td>Basilio, E.</td>
<td>SER LAB</td>
<td>In-Class; Weekly Attendance</td>
</tr>
<tr>
<td>CS 2260 GTKM</td>
<td>Computer Programming II</td>
<td>3</td>
<td>Su 1100-1500</td>
<td>Tabor, B.</td>
<td>SER LAB</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>CS 3330 GTKM</td>
<td>Data Structures and Algorithms</td>
<td>3</td>
<td>Sa 0900-1315</td>
<td>Clark, B.</td>
<td>SER LAB</td>
<td>Web-enhanced</td>
</tr>
</tbody>
</table>

**TERM 3 - UNDERGRADUATE HISTORY & SOCIAL SCIENCE**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 2200 GTAM</td>
<td>Anthropology</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Anderson, Y.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>GEO 2210 GTKM</td>
<td>World Regional Geography</td>
<td>3</td>
<td>20-22 Mar 24-26 Apr</td>
<td>D’Andrea, N.</td>
<td>None</td>
<td>Web-enhanced; Special Instructions</td>
</tr>
<tr>
<td>HIS 1111 GTAM</td>
<td>US to 1877</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Cleveland, N.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>HIS 1112 GTAM</td>
<td>US since 1877</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Cleveland, N.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>HIS 4414 GTAM</td>
<td>Emergence of Modern America, 1877-1919</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Zeimet, R.</td>
<td>HIS 1111 &amp; HIS 1112</td>
<td>Web-enhanced; crosslisted with HIS 5514</td>
</tr>
<tr>
<td>POL 2241 GTAM</td>
<td>American National Government</td>
<td>3</td>
<td>M 1745-2215</td>
<td>Thomas, S.</td>
<td>None</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>POL 4452 GTKM</td>
<td>International Law</td>
<td>3</td>
<td>20-22 Mar 24-26 Apr</td>
<td>Rinehart, J.</td>
<td>HIS 1111 &amp; HIS 1112</td>
<td>Web-enhanced; crosslisted with IR 5552</td>
</tr>
</tbody>
</table>

**TERM 3 - UNDERGRADUATE SPORT & FITNESS MANAGEMENT**

<table>
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<tr>
<th>COURSE &amp; SECTION</th>
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<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
</table>

No classes scheduled for Term 3 - Please see the eCampus course offerings.

**TERM 3 - UNDERGRADUATE WEEKEND COURSE INFORMATION**

<table>
<thead>
<tr>
<th></th>
<th>1st Weekend</th>
<th>2nd Weekend</th>
<th>3rd Weekend</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-Weekend Schedule (web-enhanced)</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
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<tr>
<td></td>
<td>Sat 9:00am - 3:30pm</td>
<td>Sat 9:00am - 3:30pm</td>
<td>Sat 9:00am - 3:30pm</td>
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<tr>
<td></td>
<td>Sun 9:00am - 3:30pm</td>
<td>Sun 9:00am - 3:30pm</td>
<td>Sun 9:00am - 3:30pm</td>
</tr>
<tr>
<td>2-Weekend Schedule (lecture only)</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
</tr>
<tr>
<td></td>
<td>Sat 9:00am - 6:15pm</td>
<td>Sat 9:00am - 6:15pm</td>
<td>Sat 9:00am - 6:15pm</td>
</tr>
<tr>
<td></td>
<td>Sun 9:00am - 6:15pm</td>
<td>Sun 9:00am - 6:15pm</td>
<td>Sun 9:00am - 6:15pm</td>
</tr>
<tr>
<td>3-Weekend Schedule (web-enhanced)</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
</tr>
<tr>
<td></td>
<td>Sat 9:00am - 4:00pm</td>
<td>Sat 9:00am - 4:00pm</td>
<td>Sat 9:00am - 4:00pm</td>
</tr>
<tr>
<td></td>
<td>Sun 9:00am - 4:00pm</td>
<td>Sun 9:00am - 4:00pm</td>
<td>Sun 9:00am - 4:00pm</td>
</tr>
<tr>
<td>3-Weekend Schedule (lecture only)</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
<td>Fri 5:30pm - 9:30pm</td>
</tr>
<tr>
<td></td>
<td>Sat 9:00am - 2:00pm</td>
<td>Sat 9:00am - 2:00pm</td>
<td>Sat 9:00am - 2:00pm</td>
</tr>
</tbody>
</table>

ATTENTION

TERM 4

Undergraduate Computer Science Students

The in-class Term 3 course options below are web enhanced and will meet **ONLY** on specially scheduled days during the term to provide students with an understanding they need to succeed in the course.

**CS 2260**

**Computer Programming II**

**CS 3330**

**Data Structures and Algorithms**

The assignments and course content are on the dedicated Blackboard Site for you to access anytime, anywhere.

Class meetings provide instruction and help in setting up software, concepts, and assignments.

**Go Trojans!**

CLASSROOMS

For information about classroom locations, refer to the TROY Fort Benning/Columbus website on or after the Friday before the start of the term.

**troy.edu**
**TERM 3 - MASTER OF EDUCATION / MSPSE * **

**TERM 3 - GRADUATE EDUCATION CORE**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSE 6691</td>
<td>GTKM Research Methodology</td>
<td>3</td>
<td>20-21 Mar 17-18 Apr, 8-9 May</td>
<td>Parker, A.</td>
<td>Instructor Approval</td>
<td>Web-enhanced</td>
</tr>
</tbody>
</table>

**TERM 3 - GRADUATE HISTORY**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIS 5514</td>
<td>GTAM Emergence of Modern America, 1877-1919</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Zeimet</td>
<td>HIS 1111 &amp; 1112; Instructor approval</td>
<td>Web enhanced; crosslisted with HIS 4414</td>
</tr>
<tr>
<td>HIS 6626</td>
<td>GTAM Specialized Study in History</td>
<td>3</td>
<td>W 1745-2214</td>
<td>Zeimet</td>
<td>Instructor Approval</td>
<td>Web-enhanced</td>
</tr>
<tr>
<td>HIS 6651</td>
<td>GTRM Readings in History</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Zeimet</td>
<td>Instructor Approval</td>
<td>Web-enhanced</td>
</tr>
</tbody>
</table>

**TERM 3 - GRADUATE INSTRUCTIONAL TECHNOLOGY**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 6613</td>
<td>GTAM Principles of Instructional Design</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Hutcheson, J.</td>
<td>EDU 6605, or Instructor Approval</td>
<td>SE Region Lab</td>
</tr>
<tr>
<td>EDU 6625</td>
<td>GTAM Specialized Study in Area of Education</td>
<td>3</td>
<td>M 1745-2215</td>
<td>White, D.</td>
<td>Program Chair Approval</td>
<td>SE Region Lab</td>
</tr>
</tbody>
</table>

* Master of Education (M.Ed.) programs have been replaced by the Master of Science in Post-Secondary Education (MSPSE) for students starting in TERM 5-05. Students pursuing M.Ed. programs begun prior to TERM 5-05 will complete them as planned, but please note that some course numbers have changed.

**TERM 3 - MASTER OF PUBLIC ADMINISTRATION**

**TERM 3 - MPA CORE**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>PA 6674</td>
<td>GTVM Ethics in Public Administration</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Widener, M.</td>
<td></td>
<td>VTC from Clarksville</td>
</tr>
<tr>
<td>MGT 6671</td>
<td>GTAM Organizational Behavior</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Pederson, G.</td>
<td>= PA 6646</td>
<td></td>
</tr>
<tr>
<td>PA 6699</td>
<td>GTVM Capstone in Public Administration</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Mitchell,</td>
<td></td>
<td>VTC from Atlanta</td>
</tr>
</tbody>
</table>

**TERM 3 - MASTER OF SCIENCE**

**TERM 3 - MSHRM - See “HUMAN RESOURCE MANAGEMENT” (Page 20)**

**TERM 3 - MSM - See “MANAGEMENT” (Page 21)**

**TERM 3 - GRADUATE CRIMINAL JUSTICE**

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
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<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ 6610</td>
<td>GTVM Justice Administration</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Lowery, A.</td>
<td>None</td>
<td>Web-enhanced: VTC to Augusta &amp; Covington</td>
</tr>
<tr>
<td>CJ 6650</td>
<td>GTVM Research Methods for CJ and Criminology</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Lowery, A.</td>
<td>None</td>
<td>Web-enhanced: VTC to Augusta &amp; Covington</td>
</tr>
</tbody>
</table>

Master of Public Administration

The Master of Public Administration (MPA) is a 12-course, 36-semester hour program that M.P.A. prepares students to excel in careers as administrators and leaders in public and non-profit agencies. The program emphasizes skill-building, research, service, and diversity. It can be completed in as little as 15 months via instructor led on-site and/or on-line coursework.

WHY THE MPA PROGRAM? The M.P.A. program educates students in public administration, developing and enhancing professional excellence and leadership by building professional skills and sound intellectual foundations, emphasizing ethics and diversity, and promoting research and service.

CONCENTRATIONS: (3 courses) At the Ft. Benning/Columbus Site you can chose in-class courses to concentrate in Justice Administration or Public Management. (Other concentrations are available through our online offerings).

Got questions? Contact . . . Dr. Murray C. Widener, MPA Program Coordinator Ft. Benning/Columbus, GA Site 706-685-5741 widen-erm@troy.edu

706-689-4744 / 866-557-8608 / troy.edu
## TERM 3 - MASTER OF SCIENCE - cont’d

### TERM 3 - GRADUATE INTERNATIONAL RELATIONS

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
</table>
| IR 5552 GTAM     | International Law | 3       | 9-10 Jan
20-21 Feb | Rinehart, J. | MSIR core; crosslisted with POL 4452 |         |
| IR 6652 GTKM     | Theory and Ideology in International Relations | 3       | 30 Jan-3 Feb
27 Feb-1 Mar | Krupnick, C. | MSIR elective |         |

### TERM 3 - MSPSE - See “MASTER OF EDUCATION / MSPSE” (Page 19)

### TERM 3 - MPA - See “MASTER OF PUBLIC ADMINISTRATION” (Page 19)

### TERM 3 - GRADUATE SPORT & FITNESS MANAGEMENT

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SFM 6617 GTAM</td>
<td>Readings in Sport and Fitness Management</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Flowers, C.</td>
<td>Program Chair Approval</td>
<td>Web-enhanced,</td>
</tr>
</tbody>
</table>
| SFM 6632 GTKM    | Critical Issues in Sport and Fitness Management | 3       | 21-22 Mar
25-26 Apr | Lydiate, M. | MSIR elective | Web-enhanced |
| SFM 6671 GTAM    | Exercise Through the Lifespan | 3       | M 1745-2215 | McMillian, D. | Web-enhanced, |         |

### TERM 3 - GRADUATE HUMAN RESOURCE MANAGEMENT

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
<th>DAY &amp; TIME OR DATES</th>
<th>INSTRUCTOR</th>
<th>PREREQUISITES</th>
<th>REMARKS</th>
</tr>
</thead>
</table>
| HRM 6601 GTKM    | Legal Environment of Employment Decisions | 3       | 30 Jan-1 Feb
20-22 Feb | Duncan, E. | HRM 6603 recommended | MSHRM core; VTC to Augusta |
| HRM 6603 GTAM    | Human Resource Management | 3       | Th 1745-2215 | Voss, R. | HRM 6603 recommended | MSHRM core; VTC to Albany |
| HRM 6622 GTAM    | Human Resource Staffing | 3       | 3-5 Apr
8-10 May | Voss, R. | HRM 6603 recommended | MSHRM core; VTC to Atlanta |
| MGT 6600 GTAM    | Advanced Concepts and Topics in Management | 3       | Tu 1745-2215 | Pederson, G. | Take first in program | MSHRM core |
| MGT 6671 GTAM    | Organizational Behavior | 3       | Th 1745-2215 | Pederson, G. | MSHRM core; |         |
| MGT 6674 GTKM    | Business Ethics | 3       | 9-11 Jan
13-15 Feb | Duncan, J. | MSHRM elective; VTC to Augusta |         |
| MGT 6681 GTAM    | Organization Development and Change | 3       | Tu 1745-2215 | Michael, D. | MSHRM elective |         |
| MGT 6685 GTAM    | Management Strategy | 3       | W 1745-2215 | Pederson, G. | MSHRM elective |         |

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Important dates and time-lines pertaining to required Financial Aid documents and processing can be found on the Standards of Services (Benchmarks) page on the University Website at:

http://www.troy.edu/financialaid/standardsofservice.htm
TERM 3 - MASTER OF SCIENCE - cont’d

TERM 3 - GRADUATE MANAGEMENT

<table>
<thead>
<tr>
<th>COURSE &amp; SECTION</th>
<th>COURSE TITLE</th>
<th>SEM HRS</th>
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<td>3</td>
<td>30 Jan-1 Feb 20-22 Feb</td>
<td>Duncan, E.</td>
<td>HRM 6603 recommended</td>
<td>MSM elective; VTC to Augusta</td>
</tr>
<tr>
<td>HRM 6603 GTAM</td>
<td>Human Resource Management</td>
<td>3</td>
<td>Th 1745-2215</td>
<td>Voss, R.</td>
<td>HRM 6603 recommended</td>
<td>MSM elective; VTC to Albany</td>
</tr>
<tr>
<td>HRM 6622 GTAM</td>
<td>Human Resource Staffing</td>
<td>3</td>
<td>3-5 Apr 8-10 May</td>
<td>Voss, R.</td>
<td>HRM 6603 recommended</td>
<td>MSM elective; VTC to Atlanta</td>
</tr>
<tr>
<td>MGT 6600 GTAM</td>
<td>Advanced Concepts and Topics in Management</td>
<td>3</td>
<td>Tu 1745-2215</td>
<td>Pederson, G.</td>
<td>Take first in program</td>
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<tr>
<td>MGT 6685 GTAM</td>
<td>Management Strategy</td>
<td>3</td>
<td>W 1745-2215</td>
<td>Pederson, G.</td>
<td></td>
<td>MSM core</td>
</tr>
</tbody>
</table>

NOTE: EVENING CLASSES TRANSMITTING TO THE CENTRAL TIME ZONE START AT 6:00 PM.

All graduate business courses require Internet access. Syllabi and course documents will be posted on the Internet. Check the syllabus, the Blackboard site and your e-mail account frequently in case of any advanced preparation is needed prior to the first meeting.

For weekend courses, you must obtain a course syllabus (if available) from the Graduate Office and have textbooks at least one week prior to the first class meeting.

TRANSFER CREDIT POLICY CHANGE

The policy on transfer credit has changed. Until now, most graduate programs have allowed 12 hours (4 courses) to be transferred in from other regionally accredited schools. The limits have changed to: Arts and Sciences: 9 hours or 3 courses; Business: 6 hours or 2 courses; Education: 12 hours or 4 courses; HHS/Sports: 12 hours or 4 classes.
The Comprehensive and Capstone Exams

Important Dates & Information

If you file(d) your intent to graduate form between January 6 and February 6, 2009 carefully read this article.

Non-Business Comprehensive Exam
The non-business comprehensive exam is scheduled for February 23, 2009.

Capstone Exams—Business Programs
Students enrolled at the Fort Benning/Columbus Site in MGT 6685 or HRM 6698 will take their capstone exam sequence during the course. No special action is necessary to "register for the comps." The capstone exam sequence consists of two standardized exams (a midterm and a final) in MGT 6685 and HRM 6698.

Students enrolled in an eCampus business capstone course (MGT 6685, HRM 6698, EMBA 6611, or MBA 6611) who wish to take their exams at Fort Benning need to submit the usual proctor form and set up an exam date within the course instructor's scheduling parameters. Contact Felecia Kelly (kellyf@troy.edu) to set up a proctored session. Be sure to provide the course instructor's scheduling constraints so that we can optimally set up a single, consolidated session to accommodate all students who make this request.

Students who need to sit for the “old version” of the comprehensive exam (i.e., who are completing the old 10-course program) need to contact the Fort Benning graduate business program coordinator:

Dr. George Pederson
(gpederson@troy.edu)
706-685-5742

NOTICE: Previously, the MAT exam has been accepted as part of the entrance process into the graduate Business school. However, effective TERM 1 - 2008, all students seeking graduate business degrees will be required to take either the GRE or GMAT exam rather than the MAT.

LaGrange Cohort Success!

Troy University is pleased to announce the expansion of classes to LaGrange, Ga.

A Master of Science in Human Resource Management cohort program has been formed and the students are currently enrolled. The group of 18 students will complete two courses per term and graduate in around 15 months. The courses are taught by Troy University faculty members who travel to LaGrange to teach.

Courses are designed for working adults and are scheduled conveniently at night and on weekends. Currently classes are being held at the LaGrange Best Western Lafayette Garden Inn. Most of the students are Human Resource professionals in the LaGrange area employed by various local business and industry organizations.

Troy University is currently forming a Master of Public Administration cohort in LaGrange to begin January 2009. For more information on available graduate degree programs, please contact Tabetha Getz at tpeck@troy.edu or (706) 685-5724

What is “Satisfactory Progress”?

Students must meet “Satisfactory Progress” by maintaining a 2.0 overall grade point average for undergraduates and 3.0 for graduate students and successfully complete 80% of all hours attempted. This measure begins for the undergraduate student at the end of the first year and begins immediately for graduate students; this standard is measured annually. (Hours attempted include repeated courses, dropped courses, withdrawals, and incompletes.)

Students who receive financial aid and drop or withdraw before the completion of the 60% timeframe will be subject to recalculation of their financial aid. These students will therefore owe a balance to the University and will not be permitted to register for classes until the balance has been paid in full.

Troy University can provide you with a future on your terms. Imagine taking a class at midnight from the comfort of your home, while you are traveling for business or pleasure, during your lunch break, or while you are serving your country in the armed forces or sitting in a classroom in Columbus, Georgia. Troy University offers busy adults an unprecedented opportunity to pursue education on their own terms.
Masters at Work
TROY’s Master’s at Work program is designed for employees with Bachelor’s degrees. Because we come to you, it’s simple and seamless to initiate. Our on-site, customized graduate level courses are available after work and/or in compressed weekend sessions and can be completed in as little as one short year!

Just call us! Our coordinator will meet with you to review the program options and details. We will hold information sessions on-site, assist with registration, and handle the details. A typical class accommodates a minimum of 20 people and maximum of 35.

Once the class is full, a location is chosen and the curriculum is designed specifically for your group. Candidates completing the program may graduate at an on-site graduation prepared by us or you, or they may participate in the nearest TROY Site graduation ceremonies.

New classes can start every 10 weeks.

866-557-8608

DROPPING CLASSES
It is the student’s responsibility to drop classes. Students who do not drop classes within the prescribed timeframes will be responsible for payment of any fees charged for those classes, even if the student did not attend any class meeting.

ATTENTION ALL DISTANCE LEARNING STUDENTS
EFFECTIVE NOW
eCampus is the centralized unit for all Distance Learning courses provided by Troy University.

The Distance Learning Schedule, registration, other important information and changes may be found at:

\texttt{troy.edu}

Blackboard Login
Before you can access Blackboard you must be registered for a Blackboard course.

Once registered it can take up to 24 hours for your account to become active allowing you access to Blackboard. Your Username is the same for Blackboard, Web Express, and your Troy Email.

To find your username go to Trojan Web Express, and click on “What’s My User ID?”.

Your Blackboard password will be the last 4 digits of your SSN or your username.

Need Help with Blackboard?
***Call 800-217-5687***
***334-808-6202***
call 24/7
or
e-mail
\texttt{blackboardsupport@troy.edu}

CONDITIONAL STATUS?
Conditional status? You must stop at 9 graduate semester hours before transitioning to unconditional status. That means you are limited to taking one course in your second term if you have taken two in your first. At the end of that time, you must show a GPA of at least 3.0 (a “B” average). Be sure to let your Program Director know your status and arrange your Program Plan accordingly.

WHAT ABOUT MY GPA?
What about my GPA? Once you are classified as unconditional, the Graduate School lets you earn up to two grades below “B” in your program. Happily, you can retake a course if you earned a “D” or “F” (or “C” if your College required a “B”). The “D” or “F” (or “C”) is still counted in your GPA. Otherwise, just complete your program with at least a 3.0 average, and you will be fine.

Go Trojans!

ATTENTION V.A. STUDENTS
Please remember that it is your responsibility to contact the Fort Benning/Columbus Site Business Office immediately after you register for classes so that your V.A. certification can be processed timely.

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TROY UNIVERSITY – NATIONAL TEST CENTER
Fort Benning/Columbus Site

MATH AND ENGLISH PLACEMENT TESTING

All undergraduate students who wish to enroll in Math or English course must take the Troy University placement test first. Both placement tests are given every Tuesday and Thursday from 8:15am – 10:00am, Bldg. 2612, 2nd Floor at Soldiers Plaza on Fort Benning. Students are required to initially complete the Placement Test Request form available at the website: http://benning.troy.edu. The request form will be processed within 72 hrs along with a reply of receipt. Contact Mr. Leon Johnson at 706 685-5731 for further information.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP) and DANTES STANDARDIZED TEST (DANTES)

Troy University offers all service members, National Guard, Reservists and Civilians to opportunity to take any of the 34 CLEP OR 37 DANTES examinations. Exams are administered by appointment only Monday through Friday. A list of exams can be obtained at Bldg. 2603 or 2612, 2nd Floor, Soldiers Plaza or from http://ser.troy.edu, then select the admissions button and scroll down. The Troy University NTC will provide CLEP and DANTES testing for students of any college or university. There is no cost of exams for eligible military personnel but a test center administration fee of $20.00 dollars applies to all examinees. CLEP and DANTES exam fees for all others are $70.00.

All examinees should consult with an advisor prior to taking an exam.


PROCTORING SERVICES INFORMATION

For proctoring services, students should call Mr. Leon Johnson at 706 685-5731 for details on proctoring procedures, costs and to set an appointment date and time. Proctoring is administered by appointment only.

For additional information on any of the above areas contact Leon Johnson at 706 685-5731 or johnson1@troy.edu.

CLEP TESTS AVAILABLE

| AMERICAN GOVERNMENT | ENGLISH COMPOSITION | INTRODUCTION TO PSYCHOLOGY |
| AMERICAN LITERATURE | ENGLISH COMPOSITION w/ESSAY | INTRODUCTION TO SOCIOLOGY |
| ANALYZE. & INTERPRET LITERATURE | ENGLISH LITERATURE | NATURAL SCIENCE |
| BIOLOGY | FRESHMAN COLLEGE COMPOSITION | PRINCIPLES OF ACCOUNTING |
| CALCULUS | HISTORY OF U.S. I | PRINCIPLES OF MACROECONOMICS |
| CHEMISTRY | HISTORY OF U.S. II | PRINCIPLES OF MANAGEMENT |
| COLLEGE ALGEBRA | HUMAN GROWTH & DEVELOPMENT | PRINCIPLES OF MARKETING |
| COLLEGE ALGEBRA – TRIG. | HUMANITIES | PRINCIPLES OF MICROECONOMICS |
| COLLEGE FRENCH LANG. | INFORMATION SYSTEMS AND COMPUTER APPS. | SOCIAL SCIENCE & HISTORY |
| COLLEGE GREMAN LANG. | INTRODUCTION TO EDUCATIONAL PSYCHOLOGY | TRIGONOMETRY |
| COLLEGE SPANISH LANG. | INTRODUCTION TO BUSINESS LAW | WESTERN CIVILIZATION I |
| COLLEGE MATH | |

Examinees must schedule an appointment a week in advance. Exams are taken at bldg. 2612, 2nd Floor at Soldiers plaza on Fort Benning. Contact Mr. Leon Johnson at 706 685-5731 with questions or to make an appointment.
Want a career in Sport?
Think off-the-field!

Bachelor of Science, Sport and Fitness Management and Master of Science in Sport and Fitness Management.

The Sport and Fitness Management Career programs currently work with employers nationwide. Some include NCAA Athletic departments, teams in the NFL, NBA, WNBA, NHL, WNHL, MLB and all the minor leagues, WSA, MLS, & AFL, professional minor league teams, recreation departments, like MWR, and other leaders in the sports industry. TROY continues to expand along with sports-related ventures by corporate giants like NBC Sports, Disney, Warner, and Fox Sports, meaning job opportunities are increasing daily.

Master of Science in Sport and Fitness Management.

TEACHERS NOTE: Troy University - Fort Benning/Columbus Site offers the prestigious Master of Science in Sport and Fitness Management (MS SFM). Upon completion of this degree, many school districts raise certified teachers up a level on the salary scale. With an investment in education you earned a 100% rate of return on your dollar. That is MORE than most coaching stipends & it stays with you for the balance of your teaching career---even when you stop coaching!! If you teach for 20 more years with, let’s say a $5000 per year increase, then your earning potential over the 20 year period would be an additional $100,000. That is your mortgage. Who said, “Education is an Investment?” Yes, it is! (Check with your school administrators about State and County pay schedules.)

Bachelor of Science, Sport and Fitness Management

JobsInSports.com lists all levels of job opportunities within the sports industry including internships, entry-level, management, and executive level positions.

Below is a detailed description of many potential job openings that fall under each category. Other potential sport careers and searches provide access to the largest job board in the sports industry and features over 1,000 current sports jobs and internships:

@ Sports Marketing/Events/Promotions: Includes all levels of Sports Marketing, Events, Promotions, Public Relations, Advertising and Corporate Sponsorship.
@ Sports Media: Includes all levels of Sports Writing, Reporting, Producing, Editing, Copywriting, T.V. and Radio Broadcasting, and Photojournalism.
@ Sports Administration & Management: Includes all levels of Accounting, Administration, Customer Service, Finance, Human Resources, Management, Sports Information, Merchandising, Arena Operations, etc.
@ Health / Fitness / Recreation: Includes all levels of Recreation, Fitness, Athletic Training, Sports Medicine, and Coaching.
@ Computer / Tech Jobs: Includes all levels of Web Design & Maintenance, Graphic Design, Computer Operation, Art, System Coordination, Internet Production, IT Support and Coordination, Programming, and Network Administration.
@ Personal Trainer: Personal trainers guide and motivate clients, assess clients’ fitness needs of clients and develop plans based on them. Personal trainers provide personal training, present classes and instruct on proper nutrition.
@ CAREER SERVICES for the SPORTS INDUSTRY: While we offer a nationwide subscription-based diversity job board for the sports industry, we provide comprehensive career development services ranging from resume preparation and interviewing skills to one-on-one career counseling and sports career seminars with industry leaders.

Dr. Lou Tomasi, Program Coordinator,
Suite B16  506 Manchester Expressway,
Columbus, GA. 31904
 e-mail Tomasil@troy.edu
 706-685-5756        1-866-557-8608.
via DISTANCE LEARNING

eCampus

Distance Learning can help students reach their academic goals by lifting the barriers of space and time. Your success in Distance Learning depends on a steadfast work ethic, independent study skills, good communication habits, and a working knowledge of the Internet. Distance Learning is available to all students.

What is Distance Learning?
Distance learning is a method of education in which students and instructors do not meet together in the classroom for instruction. Class activities are done independently, according to one’s own schedule, or through electronically mediated communication.

What are distance learning courses like?
There are many different forms of distance learning. Distance learning courses at Troy University are Internet courses, which typically combine the use of e-mail, electronic bulletin boards, chat rooms, online mini-lectures, and web-based interactive lessons.

Distance Learning Requirements
Distance learning classes are taught over the Internet. Troy University uses a course management medium called Blackboard (http://troy.blackboard.com). Syllabi and other information become available to you when you enter the course through this site. Students enrolling in these courses must have convenient access to the following:

- **Personal computer** capable of running Netscape Navigator 7.0 or above or Internet Explorer 6.0 or above.
- **Access to the Internet** with a 56.9 Kb modem or better.
- **Personal e-mail account** that you can access on a regular basis. When you register, you will automatically be assigned a Troy University e-mail account, which you must access to receive official Troy University correspondence. You are encouraged to use this account for all of your Internet communication.
- **E-mail software** capable of sending and receiving attached files. Internet-based e-mail accounts usually offer this feature. Troy University e-mail accounts may be used completely via the Internet if desired: https://mail.troy.edu
- **Additional hardware/software requirements**, as may be indicated in your course syllabus. All word-processed documents submitted to instructors must be readable in Microsoft Word (NOT Microsoft Works! — .wps files are NOT readable).

Distance Learning students MUST do the following:

- **Enroll** in your Distance Learning class through the Registrar’s Office or online through Trojan WebExpress.
- **Contact** the instructor or log into your Blackboard course when classes begin.

For further assistance, contact:
Live Blackboard Assistance ................. 1-800-217-5687 or 1-334-808-6202
I. To be considered as a full time student at Troy University- Fort Benning Site, the student must be enrolled in at least six credit hours for undergraduates and three credit hours for graduates.

II. Veterans must verify their enrollment status on the last day of each month that they are enrolled in courses. There are three easy ways for the VA student to accomplish this task:

1. Interactive Voice Response 1-877-823-2378
2. Web-Automated Verification of Enrollment (WAVE) www.gibill.va.gov (this website also gives information about MGIB benefits).
3. GI Bill Toll Free Line 1-888-44-4551

III. Direct Deposit payments are received by the student within 3-5 business days and paper checks are received within 7-10 business days after the verification process in step II above is completed.

IV. If a student is taking courses through the TROY-Fort Benning Site, please contact Vanda Zavala at zavalav@troy.edu or 706-685-5708.

V. If a student is taking courses through TROY eCampus, he or she must complete the VA Information Sheet at https://it.troy.edu/veterans/index.html and request a transient authorization. Jason Messick is the point of contact for all eCampus courses. Mr. Messick can be emailed at the following email address: jmessick@troy.edu

VI. VA students who wish to drop or withdraw from a class should consult the VA Rep at the Ft. Benning/Columbus Site before taking action.

Hey, National Guard!

For many years, Troy University has provided educational opportunities for military personnel. We meet the need for flexible education that can be completed locally or from any location around the world, based on your schedule. The Georgia National Guard, in partnership with Troy University, also recognizes this need. Flexibility is the foundation of our partnership and our goal is to provide a quality education.

TROY would like to be the partner that assists you in achieving your educational goals. Your Education Services Officer can give you information about how the program works or you may call TROY's Southeast Region National Guard Representative, Michael Gilbert, for more information at 706-571-2442.

Visit our website at troy.edu for application and registration information.

EMAIL . . . the official way for TROY students to communicate with their instructors. TROY email also serves as a great tool for students to keep up with changes in their schedule and other pertinent events that are happening.

What’s the Easiest & Quickest Route to Resolving a Problem?

This year our site launched a new Student Assistance Services (SAS) module on our website. It has proven to be very helpful and user friendly tool. The SAS icon can be located on the right side of our website’s home page.

This new SAS system is designed in the format of a help desk ticket system which permits you to file a ticket requesting assistance with a problem or issue or simply to ask a question. Once your ticket is filed, you will receive an automatic email confirming that your request has been submitted and received. Based on the information you provide, the SAS system will direct your ticket to the appropriate Fort Benning/Columbus Site representative who will personally assist you.

The beauty of this new system is that it allows you to check the status of your ticket at any time during the day or night and if for some reason your ticket does not receive timely attention, it will automatically move to a higher level in the in the reporting chain until it is addressed.

Just think, no more phoning in for help only to be placed on hold or transferred into a voicemail box and then waiting for someone to call. The new online SAS system places your request for help in queue; it is tracked and monitored for timeliness. We encourage you to try this new system next time you need assistance!
**GoArmyEd/eArmyU Students:**

eArmyU class sections offered via the GoArmyEd portal after June 1, 2008 will include textbooks for students identified in the portal as eArmyU students.

Students with a Current GoArmyEd Participation Agreement of:

a. eArmyU Laptop—WILL receive textbooks
b. eCourse-Continuing eArmyU—WILL receive textbooks.

Therefore, if your **Current Participation Agreement** in the GoArmyEd portal states that you are one of the following, you will NOT be issued textbooks when registering for eArmyU sections:

a. Traditional eCourse—will NOT receive text book
b. eArmyU eCourse—will NOT receive text book

You can verify your Participation Agreement Type by logging into the GoArmyEd portal. Go to your Personnel page and read the information in the block that looks like the following:

**eArmyU Information**

Initial Participation Agreement (PA) Type & Effective Date:
Current Participation Agreement (PA) Type & Effective Date:

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**Military Spouses, Take Charge of your Future**

**Are You “Ready 2 Work”?**

Did you know that if you are the spouse of an active duty serviceman or woman stationed at Ft. Benning, you may be eligible for a military spouse Career Advancement Account (CAA) that could give you up to $3000 (renewable for one year) to cover tuition and other expenses associated with earning a certificate, diploma or two-year college degree?

Each qualified recipient of a CAA military spouse grant who is interested in **Information Technology, Finance or Healthcare** can attend classes through Troy University’s Ft. Benning/Columbus Site, which is on the State of Georgia’s approved eligible service provider list.

With a credential in hand, a military spouse can pursue a career that adapts to frequent household moves, and at the same time respond to the needs of today’s local job market.

For more information visit [http://milspouse.org](http://milspouse.org) or call the Ft. Benning CAA Military Spouse One Stop Center at 706-545-7397
“The Past is Prologue!”

The History Major

“The Past is Prologue!” In other words, History has shaped and molded the world in which we live today. It provides us with insight and knowledge as to how that world came to be, equipping us with the understanding we need to deal effectively with it. This requires more than simply knowing the events of the past (Who? What? Where? When?). It involves attempting to make sense of it and thus determine the Why? of the past as well. Why did the Civil War occur? Why did we win the American Revolution? Why did we invade Iraq? Students of history wrestle with a myriad of such questions as they delve into the experience of the past. In the process of their study of History they develop valuable analytical skills as they determine the worth and reliability of historical evidence and weigh the validity of competing historical interpretations. They also are required to come to their own conclusions about the past and commit them to paper, further honing their writing skills in the process; skills that are in heavy demand in the private business sector of our national economy.

Majoring in History also can serve as good training for a career in Law which requires one to analyze evidence and develop sound conclusions from it. There are additional opportunities in the Public Sector at all levels (local, state, and national) in such agencies as County Historical Societies, State Historical Associations, Historical Museums, and Federal Departments and Agencies as diverse as the Department of Defense and the National Park Service.

Finally, the committed student of History can pursue an academic career by attaining an advanced degree in the discipline after successfully completing the undergraduate major program. The History Major is the foundation and stepping stone to the pursuit of a Master’s and/or Doctorate Degree in the field. They in turn enable one to become a faculty member at either the Secondary or College level of our nation’s educational system.

For more information, check out the Troy University online Graduate Catalog at:

www.troy.edu/catalogs/0708grad/index.html

or contact

Dr. Roger Zeimet at 706 685-5744
History Program Coordinator
zeitmet@troy.edu
TROY Ft. Benning/Columbus Site

Why History Matters!

"Those who cannot remember the past are condemned to repeat it."

George Santayana (1905)
Did you know?

A few important things you need to know!

Dropping or Withdrawing from Class . . .

Students who contact the Ft. Benning/Columbus Business Office may drop or withdraw from school prior to the beginning of the term without incurring charges. If the term has started charges will be applied.

Please note that non-attendance or simply notifying your instructor will NOT constitute a drop NOR will withdraw you from the course(s) in which you are registered. To drop a course, contact:

Ramona Taylor
rtaylor36119@troy.edu
866-557-8608

by email or telephone to inquire about the proper process for dropping or withdrawing from a class.

Intent to Graduate

Important Dates and Forms

Did you know that the . . .

First day to file an intent to graduate for T5/09                        Jan 6, 2009
Last day to file an intent to graduate for T5/09                  Feb 6, 2009

The intent To Graduate form can be found easily on our Website by going to benning.troy.edu. Once you’re on the website, follow the steps below:

Click . . .

[Current Students] on Home page (benning.troy.edu)

[Student Forms] under “Student Resources” in right navigation menu.

[Graduate] or [Undergraduate Intent to Graduate]
(select the one that applies to your degree level)

Be sure to file on time so that you can graduate on time! Students MUST meet their respective filing due dates.

IMPORTANT: New and transfer students who are requesting financial aid and fail to forward their official transcripts to the Fort Benning/Columbus Student Services Office will receive an invalid status which will prevent the processing of their financial aid.

Academic Advising

Did you know that academic advising is available by phone or in-person? It is highly recommended that you set up an appointment to meet with your Academic Advisor prior for registration. Advisors are available during registration however the wait time is longer.

To set up an appointment to speak with your advisor, email: fbstudentservices@troy.edu or contact your advisor directly.

Advisors are assigned according to the first intial of your last name:

Reginald Roberson, rroberson14815@troy.edu . . . Students with last names A-D
Nathaniel Dunlap (J.R.), ndunlap@troy.edu . . . . . . Students last names H-L + F
Nathaniel Lindsey, lindseyn@troy.edu . . . . . . . . . . Students last names M-R + E
Mary Stinyard, mstinyard@troy.edu . . . . . . . . . . Students last names S-Z + G
Alisha Miles, acmiles@troy.edu . . . . . WHINSEC and COHORT students only

MFT (Major Field Test) and MAPP (Measure of Academic Proficiency and Progress Exam)

All students seeking a bachelors degree in criminal justice, psychology or a business program must take the Major Field Test (MFT) the term they register for their respective capstone course (CJ 4499, PSY 4480, or MGT 4476).

The MAPP is required for all students who have reached 89 semester hours of coursework.

Because of limited seating, a reservation is required. Walk-ins or students without a reservation will not be tested.
Military Spouses!
Do you have your Career Advancement Account?

Use your Career Advancement Account (CAA) at the Troy University Fort Benning/Columbus Site. TROY offers several exciting career development programs designed to meet the career needs of those who live a “mobile” life.

Career Advancement Accounts, sometimes called CAAs, are self-managed accounts that enable military spouses to gain the skills needed to successfully start, navigate, and advance their 21st century careers. Spouses may use their accounts to pay for expenses directly related to post-secondary education and training, including tuition, fees, books, equipment necessary to complete their education or training, and credentialing and licensing fees. Education and training activities must lead toward an educational credential or industry-recognized credential.

The amount of a Career Advancement Account is up to $3,000 per year (from the training start date). A Career Advancement Account is renewable for a second year, for a two-year total of up to $6,000.

The purpose of these Career Advancement Accounts is to provide portable career opportunities for military spouses in high-growth or high-demand industries with job opportunities across the country and in which individuals can earn a credential recognized in multiple states. Some of the target industries identified by the Departments of Defense and Labor are:

Financial Services*
Information Technology*
Healthcare*
and others

Initially, the Career Advancement Account (CAA) initiative was limited to spouses of active duty service members in the grades of E1-E5 and O1-O3. Now, spouses of all active duty personnel are eligible to participate regardless of grade level.

How do you get started? Visit or contact the Ft. Benning Army Continuing Education System Division office located at:

Bldg 2602, 7200 Dixie Road,
Ft Benning Ga 31905-5593
Phone: 706-545-7397
DSN: 835-7397

*Programs available through the Ft. Benning/Columbus Site. Call us at 866-557-8608 for more information on our programs.

Exam Proctoring

In Term 1, the University will implement a new test proctoring policy for eCampus students. This new policy is designed to integrate the new Secure Exam Remote Proctor device into all eCampus courses by the end of the 08-09 School Year.

Effective Term 1, students taking eCampus courses will begin transitioning by programs to being required to either buy a Remote Proctor device at an expected cost of about $150 (a one-time cost), or to take an exam for a proctoring fee at an authorized testing center. Authorized testing centers will include commercial testing locations (i.e. Sylvan Centers) and Troy Campuses or Sites. A fee of $25 per exam will be charged to all transitioned eCampus students who schedule a proctored exam at a TROY Campus or Site.

In Term 1, all online graduate Business courses will fall under this new policy which means that Business graduate students taking eCampus courses that require exam proctoring will be charged for the proctoring service in Term 1 and beyond.

By Term 2, the MSIR and MPA graduate programs will transition to the new policy.

By Term 3, all of the eCampus graduate programs will be under this policy. Also by Term 3, the first of the undergraduate programs will also begin to transition (General Education, BSBA, and BASRTM).

Please note that students with unique circumstances might still be approved for third-party proctors but these exceptions will be tightly controlled by eCampus.

Additionally, eCampus students under this new policy who elect the option of testing for a proctoring fee at a Troy University Location will take their exam at a testing station using a Remote Proctor device.

In a closing note, eCampus students will not be charged the proctoring fee covered under this policy until the term that their program is transitioned.

If you have questions please call or email Mr. Leon Johnson in our National Testing Center here at Fort Benning.

Mr. Leon Johnson
706-685-5731
johnsonl@troy.edu
MASTERS AT WORK

YOU WORK ALL DAY...now is the perfect time to earn a Master’s degree.

It’s easy to start on your way to earning a graduate degree with Troy’s Master’s At Work program.

Troy University understands the high demands on working adults. That’s why Troy made it easy to go back to school with the Master’s At Work Program. The Master’s At Work program is designed for employees who have already completed an undergraduate degree and are interested in advancing their education. Troy University will bring classes to your location. Our professors will design the curriculum especially to fit your group. Take classes after work with other professionals in your area and form lasting networking relationships. What are you waiting for? Enroll today!

BENEFITS
Evening and weekend classes
Convenient location
Accelerated 10 week terms
Graduate in as little as 15 months
Small class size of 20-25 students
Affordable tuition
Employer tuition assistance and reimbursement accepted

GETTING STARTED
Local information sessions
Online application
Hassle-free application and registration process
Online financial aid application
Ft. Benning/Columbus site support staff

PROGRAMS OFFERED
Master of Science in Management
Master of Science in Human Resource Management
Master of Science in Sport and Fitness Management
Master of Science in International Relations
Master of Science in Criminal Justice
Master of Science in Post Secondary Education
Master of Public Administration
* Many concentrations available

Call today to find out how to start a Masters at Work program at your office!

Tabetha Getz
(706)685-5724
tpeck@troy.edu

Susan Parsons
(706) 685-5723
parsonss@troy.edu