

JANUARY INTERTERM 2012
January 3-13, 2012

Monday January 3-Friday January 13, 2012

Non-Credit Workshop in German

Carolyn Spanier

8:30-12:00 Monday-Friday

This is an intermediate level workshop for translating German into English for scholarly competency. Focus is on the syntax and grammar introduced at the beginning level and intense vocabulary training for the Ph.D German Language examinations at Claremont School of Theology, Claremont Lincoln University and Claremont Graduate University. A \$260 non-credit fee is due at the time of registration. No auditors will be allowed to register for this course.

Dr. Carolyn Spanier is seasoned instructors of German at various institutions in the area.

Monday January 9-Thursday January 12, 2012

Non-Credit Research Intensive Requirement for new Ph.D. students (open to all Ph.D. and DMIN students)

LIS4080 Resources and Documentation for Doctoral Students

Betty Clements and Elaine Walker

8:30-12:00 Monday-Thursday

This non-credit intensive is required for students entering Ph.D. programs as of Fall 2010. All other Ph.D. and DMIN students are encouraged to attend. Research methods and resources available in preparation for qualifying exams, major papers, and dissertations are reviewed. Use of documentation software (Endnote, Refworks, etc.) is briefly discussed. Major bibliographic styles (Chicago, SBL, and APA) are presented in some detail, and documentation issues – including plagiarism, copyright, fair use, and permissions—are explored.

Betty Clements is Reference Librarian at Claremont School of Theology

Elaine Walker is Circulation Librarian at Claremont School of Theology

Monday January 3-Friday January 13, 2012

TIS 4005 D.Min Thesis & Project Research Colloquium

Lincoln Galloway

8:30-11:30 Monday-Friday

The DMIN Thesis & Project Research Colloquium provides DMIN students with a basic introduction and orientation to the tasks and requirements of the DMIN project. The course will review the necessary tasks of research, writing, presentation, documentation and bibliographic forms that the research project will require.

2 Semester Units, CEU's not available.

Dr. Galloway is Associate Professor of Homiletics at Claremont School of Theology.

Registration:

Registration must be completed on or before the first day of class. No Registrations will be accepted after the first day of class. Students may return registration forms by mail to:

Claremont School of Theology
Office of the Registrar
1325 N. College Ave.
Claremont, CA. 91711

Students may also register in person Monday-Friday 8:30am-5:00pm in the Office of the Registrar. Please note that classes with insufficient enrollment on December 9, 2011 are subject to cancellation.

Deadline for Adding Courses in the January Interterm:

All Students who wish to add a January Interterm course must do so by the first day of class.

Deadline for Dropping Courses in the January Interterm:

All January Interterm courses must be dropped by the end of the 2nd day of class. Failure to drop a course by the deadline will result in a grade of "UW" for the class. A grade of "UW" will be calculated in the cumulative GPA as a grade of "F". Please see the refund schedule for information regarding refunds for dropped courses.

Transient Students

Current graduate degree-seeking students at other regionally accredited colleges or universities may enroll at Claremont School of Theology for academic credit as transient students. Transient students must be in good academic standing at their home institution and must be eligible to return to their home institution for further study. All Transient students must complete the Transient Student Enrollment Request form and have it approved by the Registrar or Dean at their current school. The Transient Student Enrollment Request form and a Registration form should be returned to the Claremont School of Theology Office of the Registrar by the first day of class.

Admission to Claremont School of Theology

All students wishing to enroll in a January Interterm 2012 course for academic credit who have not previously enrolled at the Claremont School of Theology and students who are registering for Advanced Course of Study credit must complete a Non-degree Application for Admission by December 1, 2011.

Students who have been admitted to the Claremont School of Theology for the Spring 2012 semester may register for the January Interterm without completing a Non-degree application.

Please contact the Claremont School of Theology Office of Admission to receive a Non-degree Application:

(909) 447-2507

e-mail: admission@cst.edu

web: www.cst.edu

There is a \$50 application fee for Non-Degree students enrolling for the first time at the Claremont School of Theology.

Tuition and Fees:

M.A., M.Div., Non-Degree students:	\$635 per unit
DMIN Students	\$680 per unit
PH.D. Students	\$905 per unit
Continuing Education Units:	\$100 per CEU
Advanced Course of Study:	\$220 per unit
Audit:	\$100 per unit

Full payment of tuition is due by the first day of class. Fees may be paid by cash, check or credit card (Visa and Mastercard).

Claremont School of Theology retains a security interest in all transcripts, diplomas, certificates, letters of recommendation, or grade reports, which shall not be released until all outstanding balances are paid in full. In the event the School deems it necessary to employ a collection agent or attorney to enforce payment, the registrant agrees to pay all reasonable collection costs and attorney's fees. No future registrations will be allowed until all charges are paid in full.

Dropping Courses:

All January Interterm courses must be dropped by the end of second day of class. Students must process an Add/Drop form through the Office of the Registrar to drop a course. Any student who submits an Add/Drop form after the drop deadline but before the last day of the term will receive a grade of "W". To not attend or stop attending a course does not constitute a drop or withdrawal. Students who do not officially drop or withdraw from a course in which they are enrolled but are not attending, will receive a non-passing grade of "UW" (Unauthorized Withdraw) in that course. This action will be noted on the transcript and will be calculated the same as a grade of "F" in the student's grade point average

Refund Schedule for Dropping Courses:

100% Refund	By the first class meeting less \$50 deposit
75% Refund	By the second class meeting less \$50 deposit
No Refund	After the second class meeting.

Housing

Limited Housing is available on campus. Availability of on-campus housing and lists of area hotels can be obtained through the Housing Office. Early registration for on-campus housing is essential. No housing reservations will be accepted over the telephone. Please contact the Housing Office at 909-447-2566 for more information.

January Interterm 2012 Registration

Classes with insufficient registration one month before start date may be cancelled. Registration MUST be completed by the first day of class. Return registrations forms to: Claremont School of Theology, Office of the Registrar 1325 N. College Ave., Claremont, Ca. 91711

Name _____

Address _____

Phone (home) _____ (work) _____ Email _____

Social Security No. _____

Program: Degree Seeking Non-Degree Audit Continuing Education Advanced COS

Denomination _____

Conference, Region, Presbytery or Diocese _____

COURSE REGISTRATION:

Course No. & Title _____

Registration Option (Please Circle One): Academic Credit Audit Advanced Course of Study Continuing Education Units

Grade Option (Please Circle One): Letter Grade Credit/ No Credit

REGISTRATION FEES: (Make checks payable to CST)

_____ \$50 Non-degree application fee

_____ \$50 tuition deposit (non-refundable, applied to all students' tuition)

_____ Total registration fees enclosed

Visa or M/C No. _____ Expiration Date _____

Signature _____

Information:

For questions regarding the January Interterm 2011 at the Claremont School of Theology please contact:

Office of the Registrar
Claremont School of Theology
1325 N. College Ave.
Claremont, Ca. 91711-3199
(909) 447-2503, (909) 447-2502
Fax: (909) 447-6242, (909) 447-6241
E-Mail: costregistrar@cost.edu