FALL 2020 ACADEMIC CALENDAR

IMPORTANT SEMESTER DATES & INFORMATION

First day of instruction. Late registration begins. ............................................................ Monday, August 24
(Some courses may have a different start date—be sure to check when registering)
Deadline for adding classes and late registration (5pm in person, 12midnight at UAOnline) ........... Friday, September 4
Last day for student- and faculty-initiated drops with refund (course does not appear on academic record) . . Friday, September 4
Deadline for tuition and fee payment and refunds (5pm in person, 12midnight at UAOnline) ........... Friday, September 4
Late fee charges starting at $125 will be added to your account if prior fee payment arrangements were not made.
Labor Day (offices closed - no classes, registration, or fee payment) ........................................ Monday, September 7
Early progress reports due. ........................................................................................................... Monday, October 5
Deadline to apply for fall 2020 graduation ........................................................................................ Thursday, October 15
Spring 2021 course list available at UAOnline ............................................................................. Monday, October 26
Last day for student- and faculty-initiated withdrawals (“W” appears on academic record) and change to audit . . Friday, October 30
Begin registration & fee payment for degree-seeking students for spring 2021 semester ............. Monday, November 9
Begin registration & fee payment for nondegree-seeking students for spring 2021 semester ......... Monday, November 23
Thanksgiving break (no classes, most offices closed) ................................................................. Wednesday-Sunday, November 25-29
myCACHE deadline for BSF, Sitnasuak, and Kawerak ..................................................................... Tuesday, December 1
Last day of instruction ..................................................................................................................... Saturday, December 5
Final examinations ......................................................................................................................... Monday-Saturday, December 7-12
Deadline for faculty to post grades ............................................................................................... 12noon Wednesday, December 16
myCACHE deadline for NSHC and NSEDC ................................................................................... Thursday, December 31
Uvlullautaq! We have a hardworking group of staff and faculty members at Northwest Campus, each of whom contributes greatly to the mission of providing excellent opportunities for academic, vocational, and community education in the Bering Strait region.

This proved particularly true during the spring 2020 semester as we began working remotely from home and had to cancel face-to-face courses to ensure the safety and wellbeing of students, staff, faculty, families, and communities.

We are working internally and with partners to adapt courses and programs using alternate delivery modes. In partnership with Nome Public Schools, we have implemented the newly-adopted Cultural Knowledge Campus Credential and continue semesterly offerings. The newly-formed Indigenous Language Planning Committee, with representation from across the region, continues to meet and is exploring ways to support the teaching and learning of our Indigenous languages.

We encourage you to continue to work toward your goals and, if they involve university, allow us to support you. Most importantly, stay safe and well. Quyaanna!

Barb Amarok, Director
UAF Northwest Campus

This guide was created for UAF Northwest Campus students. Courses you will find in this guide include:

- **Northwest Campus courses (pages 10-14).** This section includes NWC’s distance courses (requiring phone, Internet, etc.), courses limited to high school students of the region, and courses offered face-to-face in Nome or in area villages. Enroll in face-to-face courses only if you are able to attend at the specified location.

- **Distance-delivered courses from all UAF rural campuses and some Fairbanks-based programs (pages 15-19).** These courses are delivered by audio conference, Internet, email, Blackboard, Blackboard Collaborate, etc. Full course descriptions are not included. For course descriptions, consult the UAF course catalog online: [http://uaf.edu/courses/](http://uaf.edu/courses/)

Visit the UAF Northwest Campus website: [www.nwc.uaf.edu](http://www.nwc.uaf.edu)
NORTHWEST CAMPUS DIRECTORY

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Chad Oleson
Grant Manager
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Keane Richards
Village Program
Development Specialist
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(907) 443-8406
Katy Tomter
Program Outreach Advisor
ktomter@alaska.edu
(907) 443-8424
Marie Tozier
Admissions and Records Coordinator
mtozier@alaska.edu
(907) 443-8403
Kathi Tweet
Administrative Assistant,
Cooperative Extension Service
katweet@alaska.edu
(907) 443-2320

NWC STUDENT SUPPORT TEAM

Our student support services team provides assistance with registration, course prerequisites, degree progress, distance learning technology, financial aid, and anything related to enrollment. Contact us today! nwc.advising@alaska.edu

KATHY COMMACK
Program & Outreach Coordinator
■ Based in Unalakleet
■ (907) 624-3157
■ kicommmack@alaska.edu

MATT JOHNSON
Student Services Technology Specialist
■ Based in Nome
■ Toll-free: 1-800-478-2202, ext. 8421 / (907) 443-8421
■ mrjohnson11@alaska.edu

KACEY MILLER
Student Services Manager
■ Based in Nome
■ Toll-free: 1-800-478-2202, ext. 8416 / (907) 443-8416
■ klmiller@alaska.edu

KATY TOMTER
Program Outreach Advisor
■ Based in Nome
■ Toll-free: 1-800-478-2202, ext. 8424 / (907) 443-8424
■ ktomter@alaska.edu

NWC STUDENT SERVICES EMAIL: nwc.advising@alaska.edu
FOR A PROCTOR OR TESTING SERVICES, EMAIL: nwc.testing@alaska.edu

Like UAF Northwest Campus on Facebook: facebook.com/uaf.nwc
FALL SEMESTER: GET STARTED!

These steps will help you through the registration and enrollment process at Northwest Campus. Please be aware of deadline and financial aid details.

Let's do this!

1. Connect with a NWC advisor. NWC advisors make sure you’re aware of course details, modes of delivery, and required course supplies. Advisors also assist with placement tests, financial aid and help work out your class schedule. Email: nwc.advising@alaska.edu or make an appointment online: tinyurl.com/nwcadvisors

2. With advisor approval, register for your courses. You may be able to register online through your student account at UAOnline: https://uaonline.alaska.edu, via fax (443-5602), through your advisor, or at Northwest Campus.

3. Verify your enrollment in your secure student account at UAOnline (link above).

4. Order your textbooks! See page 4 for details.

5. Confirm your financial aid and funding sources. (See pages 6-7). Adhere to scholarship application and university payment deadlines. The deadline for tuition and fee payment is Friday, September 4.

6. Make a note of the first day of class and talk to your advisor about student support resources.

7. Confirm your enrollment and financial aid status in your online student account (UAOnline).

8. Attend the first day of class! Be on time!

9. Drop and withdraw dates are important to keep in mind throughout the semester. Find those dates on the inside front cover of this semester guide.

How do I find what courses are being offered this semester?

To find the most current information across the University of Alaska system, check UAOnline:

- Go to UAOnline: https://uaonline.alaska.edu
- Under the “Current Students” tab, select “Class Schedule Search”
- Under “Search by Term”, select “Fall Semester 2020”
- From the “Campus” list, select “UAF - all campuses”
- Select “All courses - any type of delivery” (This will display asynchronous as well as regularly schedule distance meeting options.)
- Make selections under “Subject”
- Click the “Class Search” button
- Note the CRNs of the classes you want to take and click on the CRN for more detailed information about the particular course.

If you don't find what you are looking for or need help, please contact a NWC advisor. Email: nwc.advising@alaska.edu.

SET GOALS. ACHIEVE THEM!

Not sure you’re ready to earn a degree or start a training program? You are! Here are insights and encouragement from 2020 Northwest Campus graduate, Alice Amaktoolik:

How will this degree/accomplishment affect you and your plans?

Achieving my CNA license has helped me in so many ways. It has given me the motivation to keep going to school to one day become a nurse.

What would you say to encourage others to pursue their education?

Even when times get tough, don’t give up because struggling through hardships is better than living in regret of not achieving a life goal. You have so many people who stand behind you and want to see you succeed.

In Spring 2020, Alice Amaktoolik celebrated achieving her UAF Certified Nurse Aide Occupational Endorsement.
GENERAL INFORMATION

TIME TO ORDER TEXTBOOKS. HERE’S HOW:

Once you’ve registered, you need to order textbooks. Students can order books through the UAF Bookstore. You might choose to purchase books through another bookseller, but you first need to visit the UAF Bookstore website to find out what books you need.

Note the department, course number, and section number for each of your courses. Then:

> Go to https://bkstr.com/alaskafairbanksstore
> Point to “Textbooks” near upper left of the screen
> Select your term (semester)
  - Have the CRN? Click “Shop By Course ID”
  > Enter CRN and click “Find Materials for Course”
  - No CRN? Click “Shop By Course”
  > Enter your department
  > Enter your course
  > Enter your section
  > Click “Find Materials for Course”

View the list of books and materials. You might be able to buy used or new books. It’s also possible to rent textbooks.

Textbook ordering tips and tricks:

1. Call for help. Need help ordering books or figuring out how to pay? You can call the UAF Bookstore: 1-888-280-8500 or contact a Northwest Campus advisor for help.
2. If you want to purchase or rent your textbook from an alternate book seller, find your required book first through the UAF Bookstore website under your specific class and instructor. Not all instructors use the same books for the same course. Find your required book’s ISBN # and use it to search for your book on an alternate site.
3. Save all return label and packaging supplies. Often bookstores or textbook rental sites have deadlines for book return. Pay attention! and make sure to return in time in order to receive your refund.

YOU CAN TEACH FOR NORTHWEST CAMPUS!

Do you have skills or knowledge that you’d like to teach to others? Consider becoming an adjunct instructor for UAF Northwest Campus!

In order to meet the diverse needs of the Bering Strait region, we rely heavily on adjunct instructors—part-time instructors who teach a limited number of courses. Each year, more than 60 adjunct instructors teach for Northwest Campus.

Required credentials for instructors vary widely, depending on the subject to be taught. Some departments require instructors to have a master's degree. Some require a bachelor's degree. Some require no degree at all, but do require evidence of expertise in the subject matter to be taught (e.g. a certification, relevant work experience, evidence of artwork created, etc.).

NWC adjuncts teach community interest courses, workforce training courses, and courses that are required for various degrees. Here are just a few of the many courses taught by adjunct instructors at NWC:

- ATV Maintenance and Repair
- Conversational Inupiaq
- Ceramics
- Introduction to Psychology

Interested in teaching? Contact:

LAURA DAVIS COLLINS
PROGRAM DEVELOPMENT MANAGER

Email: laura.daviscollins@alaska.edu
Phone: (907) 443-8420
Toll-free: 1-800-478-2202, ext. 8420
GET READY FOR DISTANCE LEARNING

While some face-to-face courses are offered in Nome and our regional communities, most courses available to you are taught from a distance. Make sure you’re ready to go for your first day of class.

First, get logged in! Many students need a reminder for their UA username and/or password, and UA has ELMO (Easy Login Maintenance Option) to help recover it.

Using ELMO:
1. Go to https://elmo.alaska.edu
2. Click on Option 3: Search for my Account
3. Enter your birth date, last name, and the last four digits of your social security number, then click GO ELMO! (It may take a minute or two depending on your internet connection.)
4. Answer any security questions to access your account information.
5. Your UA ID Number and UA Username should be viewable. You can change your password in the box on the bottom right side of the screen.
6. If you are still unable to recover your username and password, call OIT: 1-800-478-8226.

How to call in to your audio course:
1. 2-5 minutes before class, dial 1-866-832-7806
2. Enter your PIN (see pp. 17-21).

Audio Conference (AC): Students participate in class by dialing a toll-free number listed by the course listings starting on page 17. Equipment required: Telephone or headset with microphone, computer with Internet access.

How to log in to Blackboard online:
1. Go to www.classes.alaska.edu
2. Enter your UA credentials
3. From here, access your courses, grades, and other useful information.

Blackboard (BB): Instruction is delivered online. Equipment required: Computer with Internet access.

Blackboard Collaborate (COLL): Access through Blackboard, online. Equipment required: Computer with Internet access, 256 KBs or faster cable or DSL modem, headset with a microphone. Depending on your computer’s software, downloads may be required.

TECHNICAL DIFFICULTIES?

Navigating the university websites and online processes can be overwhelming. Have a computer question or problem? Can’t see your classes in Blackboard? Forgot your UA email password?

Contact Matt Johnson, NWC’s Technology Specialist:

Matt Johnson
Student Services Technology Specialist
Based in Nome
Email: mrjohnson11@alaska.edu
Phone: (907) 443-8421 Toll-free: 1-800-478-2202, ext. 8421

You can find Matt’s office in the Student Resource Center, located in the Ticasuk Building at NWC. After normal business hours, UAF has resources for you to troubleshoot your issues and report problems. Contact UAF’s Office of Information Technology in Fairbanks (OIT):

■ 1-800-478-8226
■ helpdesk@alaska.edu
■ www.alaska.edu/oit

On the OIT website, you can find general help without making a phone call. Search keywords in the service catalog search bar, or choose a quick link that most-closely relates to your issue. There is also a chat service and a place to submit requests on the right side of the OIT homepage.
A concern for most college students is how they will pay for classes. Searching for, identifying, and applying for funds is hard work—but it pays off!

The Bering Strait region is one of the most supportive in Alaska in terms of funding higher education. Always apply on time so that you can be considered for all funds available. You should pursue all possible scholarships before seeking an educational loan or borrowing money. If you need financial aid applications, help or advising, contact your Northwest Campus advisor (see page 2).

**Is federal student aid available?**
The first step in your search for financial aid is completing the Free Application for Federal Student Aid, or FAFSA. Note that timing is key with FAFSA. The earlier you apply (after October 1 of the year before the academic year in which you’ll enroll), the more likely it is that funds will be available.

*Note: Beware of websites that charge to help students complete the FAFSA.*

*You can apply for free at www.fafsa.ed.gov.*

**PLEASE NOTE:** Some regional scholarship deadlines have changed! Check out the chart below and apply on time!

### REGIONAL SCHOLARSHIPS

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Fall Deadlines</th>
<th>Spring Deadlines</th>
<th>More Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free Application for Federal Student Aid (FAFSA)</td>
<td>After October 1 for funding July 1-June 30</td>
<td>Dec. 31</td>
<td>Need W2 and tax information. Apply online: <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a></td>
</tr>
<tr>
<td>• Bering Straits Foundation</td>
<td>June 30</td>
<td>Dec. 1</td>
<td>These five scholarships are found in the CACHE packet, available online at <a href="https://my-cache.org">https://my-cache.org</a></td>
</tr>
<tr>
<td>• Kawerak Higher Education</td>
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<tr>
<td>• Sitnasuak Native Corporation</td>
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<tr>
<td>• Norton Sound Economic Development Corporation</td>
<td>June 30</td>
<td>Dec. 31</td>
<td></td>
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<tr>
<td>• Norton Sound Health Corporation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Caleb Lumen Pungowiyi Scholars Program</td>
<td>July 1</td>
<td>Dec. 1</td>
<td><a href="http://calebscholars.org">http://calebscholars.org</a></td>
</tr>
<tr>
<td>Nome Eskimo Community</td>
<td>July 15</td>
<td>Dec. 1</td>
<td><a href="http://www.necalaska.org">www.necalaska.org</a></td>
</tr>
<tr>
<td>Local IRA / Village Corporation/City Office</td>
<td>Varies</td>
<td>Varies</td>
<td>Check with the local office for scholarships</td>
</tr>
<tr>
<td>Vernon &amp; Beda Slwooko Memorial Scholarship (NWC student scholarship)</td>
<td>Varies</td>
<td>Varies</td>
<td>Contact a Northwest Campus advisor for application information. Email: <a href="mailto:nwc.advising@alaska.edu">nwc.advising@alaska.edu</a></td>
</tr>
<tr>
<td>UA Foundation and privately-funded scholarships</td>
<td>Feb. 15</td>
<td></td>
<td>Find applications at <a href="https://uaonline.alaska.edu">https://uaonline.alaska.edu</a></td>
</tr>
</tbody>
</table>
PAYING FOR YOUR COURSES

What is the cost of taking courses?
Per-credit tuition and UA fees appear on chart at right. Courses may also require books, lab fees, materials fees, or other fees—be sure to add in those costs as well. Students are not considered registered until all tuition and fees are paid. Registered students may be dropped for non-payment if payments or arrangements have not been made by Friday, September 4.

How do I find my account balance?
It is your responsibility to check your UA email account regularly.

- View your student bill and account at UAOnline!
  > Go to https://uaonline.alaska.edu
  > Click “Log In” and sign in to your student account
  > Choose “Student Services & Account Information”
  > Choose “Student Account”
  > Choose “Account Summary By Term”
- An electronic bill will also be emailed to you around the 15th of each month.

How can I pay for my classes?
Your advisor can help you arrange a payment plan, walk you through paying online, and provide information about payment options. You can also call the UAF Office of the Bursar if you need help: 907-454-7384.

PAY FOR YOUR CLASSES BY FRIDAY, SEPTEMBER 4. HERE’S HOW!

| BY MAIL | Mail full payment to: UAF Northwest Campus, P.O. Box 400, Nome, AK 99762, Attn: Sue Luke, Business Office |
| IN PERSON | Visit Northwest Campus at 400 Front Street, Nome (next door to the Aurora Inn). |
| ONLINE | Pay with Visa/MasterCard or electronic check at www.uaonline.alaska.edu. A link to the “Statement and Payment History” page will take you to the site to pay with credit card or electronic check. (May require fee). |
| SCHOLARSHIPS | Notify Northwest Campus before Friday, September 4, about your scholarships or grants. If scholarship or grant funds have not been received by NWC by September 4, you will need to provide a letter indicating funds awarded so that UAF doesn’t send you bills. |
| PAYMENT PLAN | You can set up a payment plan on UAOnline. Call the UAF Office of the Bursar if you need assistance: (907) 454-7384. |

Late fees starting at $125 will be assessed if payment, scholarships/grants, proof of scholarships/grants, or a payment plan is not in place by September 4. Additional $175 charged if balance not paid or no payment plan by October 30.

UAF DISABILITY SERVICES

UAF Disability Services provides accommodations to all UAF students, including Northwest and regional eCampus students. Students are encouraged to contact UAF’s Disability Services and identify themselves at the start of each semester. To be considered for accommodations, students must be enrolled for at least one UAF credit.

Students must identify themselves to UAF Disability Services, provide documentation, deliver the letter of accommodation to the faculty at the start of each semester, and alert the Disability Services office of difficulties or problems with accommodations.

UAF DISABILITY SERVICES

Office located at UAF in Fairbanks
Website: https://uaf.edu/disabilityservices/
Email: uaf-disability-services@alaska.edu
Phone: (907) 474-5655 Fax: (907) 474-5688

Visit the UAF Northwest Campus website: www.nwc.uaf.edu
GENERAL INFORMATION

STAY LOCAL FOR YOUR EDUCATION

Continue Your Education HERE.
You can stay in-region and pursue your education. Many UAF programs are available via distance, and Northwest Campus has the resources to support you on the path to your educational goals, whether you’re in Nome, or want to stay in your community.

NWC student Michele Adams is working toward a certificate through the Northwest Campus High Latitude Range Management program to build knowledge about natural resource management and reindeer husbandry.

Michele says she keeps up her studies for the HLRM program through hard work, paying attention, and doing homework. She says, “It’s the only way to learn.”

Though distance education presents challenges in travel from home and learning new things, Michele says, “taking college courses is worth your time when you love what you’re learning about.”

Where to start?
Not sure how to make that first step? Northwest Campus advisors are available to help with everything from course selection to degree planning and more. Don’t hesitate to reach out and ask for resources, guidance, and encouragement.

Contact an advisor! See page 2 for specific advisor contact information or email: nwc.advising@alaska.edu. Want to call? in Nome, phone: (907)443-8416.

Outside Nome? Contact Kathy Commack, Program & Outreach Coordinator in Unalakleet. Email: kicommack@alaska.edu, phone: (907)624-3157.

Interested in the HLRM program? Each semester, new students start on the required coursework. Contact Katie Herzner to learn more. Email: kmherzner@alaska.edu, phone: (907) 443-8410.

We’re on Facebook! Stay informed about financial aid resources, training programs, regional postsecondary events, and opportunities through the UAF Northwest Campus and Bering Strait Higher Education Connection Facebook pages. Search #uafnwc and #bshec to join!

Degrees Close to Home
Some UAF occupational endorsements, certificates, associate, bachelor’s and graduate degrees are available entirely by distance or require minimal travel to Fairbanks or Nome, including the following. Ask your advisor for more details, and visit https://distance.alaska.edu/programs

- Accounting Technician
- Alaska Native Studies
- Applied Accounting
- Applied Business
- Associates of Arts, Science
- Child Development/Family Studies
- Community Health
- Early Childhood Education
- Elementary Education
- Healthcare Reimbursement
- High Latitude Range Management
- Information Technology Specialist
- Medical Billing & Coding
- Justice
- Process Technology
- Rural Development
- Rural Human Services
- Social Work
- Tribal Management
STUDENT ACCOUNT RESOURCES

Retrieve your UA ID number or username
Access ELMO—UA’s Easy Login Maintenance Option!
  > Go to https://elmo.alaska.edu
  > Select Option 3 and follow the directions.

Having login or technology problems? Contact our Student Services Technology Specialist, Matt Johnson: mrjohnson11@alaska.edu or call toll free: 1-800-478-2202, ext. 8421, or 443-8421.

Update student account information online
It is your responsibility to keep your mailing and email addresses and phone number updated on UAOnline, so that you receive important communication from Northwest Campus and UAF.

Use your UAF student email account
Every UAF student is assigned an official UAF email account upon enrollment. Email is the only way some information is distributed from UA. You are responsible for knowing and acting on the contents of all university communications sent to your official UAF email account.

Make sure you see these emails! Here’s how:
  ▪ Check your UAF email account. Not sure how to access it? Go to alaska.edu/google.
  ▪ You can forward mail from your UAF account to an email address you check frequently. Learn how here: www.alaska.edu/google/faqs/top/ (click on “How do I forward my email to another account?”).
  ▪ If for some reason you have multiple UAF email accounts (e.g. a student account and a staff account), forward them to the account you check most often.

Attend class
You might be dropped if you do not attend the first class and have not received prior approval from your instructor. If you do not plan to attend, you must drop your classes by Friday, September 4, to avoid assessment of tuition and fees. The university will drop you from your classes for non-payment.

Check your grades regularly and access your transcripts
Provided you do not have holds on your account, you can access your unofficial transcript, midterm and final grades at UAOnline.
  ▪ Log in to UAOnline (https://uaonline.alaska.edu) secured area.
  ▪ Click on the following links:
    > “Student Services & Account Information”
    > “Student Records”
    > Select “Midterm Grades,” “Final Grades” or “Academic Transcript” and follow the instructions.

Transcripts. You may obtain an unofficial transcript online at UAAOnline or request one from a member of the NWC student support team (see inside front cover).

Order an official transcript on the web at https://uaonline.alaska.edu and follow the instructions.

Disability Services
UAF is committed to equal access for students with disabilities. Students experiencing a disability should contact the Disability Services Office at (907) 474-5655 or www.uaf.edu/disability/. Accommodations are determined through an interactive process that includes a completed application, documentation of the disability and essential requirements of the course.

Information Release & FERPA
Student records are governed by the Family Educational Rights and Privacy Act (FERPA). For information on the University of Alaska’s FERPA policies, go to http://www.alaska.edu/studentservices/ferpa/. If you have questions about FERPA or wish to request a printed copy of the University’s policy, contact the UAF Office of Admissions and the Registrar at (907) 474-5879.

Student Code of Conduct & Crime Statistics
UAF students are subject to the UA Student Code of Conduct. For the information on this, go to http://www.alaska.edu/bor/policy/09-02.pdf.

UAF is committed to providing a safe and respectful campus environment free from gender-based violence and sexual harassment. The Title IX Office leads the effort to ensure UAF moves beyond mere compliance with civil rights laws to embodying the principles of respect and equality for all.

For information about the University of Alaska Fairbanks Title IX offices, please visit https://uaf.edu/titleix/

For information on UAF crime statistics, go to https://uaf.edu/csrr/resources/crime-statistics.php

Questions should be directed to the office of Judicial Services on the UAF campus at (907)474-7317 (phone), or (907)474-7900 (fax).
The following courses are taught by instructors from UAF Northwest Campus. Included are face-to-face courses in Nome, distance courses, and courses available to sponsored groups.

### ALASKA NATIVE STUDIES

**ANS F111X U1I CRN: 77575**  
3 credits  
**History of Colonization in Alaska**

**Tues/Thurs— 6:50pm to 8:20pm — 8/25 to 12/12**  
Meghan Topkok  
mtpkok@alaska.edu

**AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:** The history of the colonization of Alaska from contact to the signing of the Alaska Native Claims Settlement Act in 1971. This course examines Alaska history, how colonization and federal Indian policy shaped the state and some of the ways that Alaska Natives responded to and dealt with the changes. **NOTE:** This class satisfies the Alaska Studies course requirement for state of Alaska teacher certification.

**REGISTER BY:** 8/25  
Limited to 20 students  
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

### APPLIED ART

**APAR F150P N04 CRN: 78192**  
1 credit  
**Ceramics: Wheel Throwing and Hand Building**

**Tues— 6:00pm to 8:00pm — 9/8 to 10/20**  
Cheryl Thompson

**CLASSROOM COURSE (NOME):** Learn and practice the basics of ceramics in this course that is open to beginners and those with some experience. Explore techniques of hand-building (slab, coil, pinch), wheel-throwing and glazing. **NOTE:** There is a $35 materials fee for this course.

**REGISTER BY:** 9/1  
Limited to 10 students.  
Lab time available Saturdays from 12:00pm to 2:00pm for duration of class.

**APAR F150P N03 CRN: 78191**  
1 credit  
**Ceramics: Wheel Throwing and Hand Building**

**Tues— 6:00pm to 8:00pm — 10/27 to 12/8**  
Kevin Busk

**CLASSROOM COURSE (NOME):** Learn and practice the basics of ceramics in this course that is open to beginners and those with some experience. Explore techniques of hand-building (slab, coil, pinch), wheel-throwing and glazing. **NOTE:** There is a $35 materials fee for this course.

**REGISTER BY:** 10/20  
Limited to 10 students.  
Lab time available Saturdays from 12:00pm to 2:00pm for duration of class.

**APAR F150P N02 CRN: 78190**  
1 credit  
**Ceramics: Introduction to Raku Pottery**

**Sat — 2:00pm to 5:30pm — 9/26 to 10/3**  
Kevin Busk  
**Sat — 9:00am to 5:00pm — 10/10**

**CLASSROOM COURSE (NOME):** Create your own ceramics pieces for raku firing. Build upon basic ceramics knowledge and explore the raku firing technique. Students will also learn about the firing and glazing process for hand-made ceramics. Previous ceramics experience required. **NOTE:** There is a $35 materials fee for this course.  
**PREREQUISITES:** Completion of a NWC Ceramics course in prior two years or permission of instructor.

**REGISTER BY:** 9/18  
Limited to 10 students.

### NWC COURSES

**APAR F150P N01 CRN: 78187**  
1 credit  
**Sewing Beyond Beginning**

**Tues/Thurs— 6:00pm to 9:00pm — 11/5 to 11/19**  
Rhonda Schneider  

**CLASSROOM COURSE (NOME):** In this course, students will select projects of their choice that may include sewing for around the home, sewing for children, altering, repairing and repurposing. Students will learn skills that will enhance their skills and build confidence. Each session will offer opportunities for students to learn from each other and build upon each other's creativity. Designed for students with some experience with a sewing machine. (No class 4/16).

**REGISTER BY:** 10/29  
Limited to 10 students.  
Students must purchase some supplies on their own for this course. Please contact NWC for a supplies list before the first day of class.

**APAR F150P N05 CRN: 78265**  
2 credits  
**Atigi Parka Sewing**

**Sat — 1:00pm to 4:00pm — 9/19-12/5**  
Marilyn Koezuna-Irelan

**CLASSROOM COURSE (NOME):** Learn to make a King Island-style atigi, or parka! Adapt and cut a pattern to size, cut out pieces and sew together a finished product. By the end of class you will have made a custom-sized atigi. Sew a parka for yourself or as a gift for someone special! Please bring your own sewing machine to class. Prerequisite: Prior sewing experience.

**REGISTER BY:** 9/12  
Limited to 10 students.  
Instructor will provide information at first class on supplies to purchase for this course.

**APAR F150P CRN: TBA**  
1 credit  
**Beginning Acrylics through Landscapes**

**Days/Dates/Time:** TBA  
Elaine Phillips

**CLASSROOM COURSE (NOME):** Embrace the beauty of the world around you and learn basic acrylic painting through landscapes. We'll explore basic design, color theory, and learn to use acrylic painting, pouring and glazes. No experience required. Join the class and have fun being creative!

**REGISTER BY:** TBA  
Limited to 12 students.

**APAR F150P CRN: TBA**  
1 credit  
**Beginning Watercolor Painting**

**Days/Dates/Time:** TBA  
Elaine Phillips

**CLASSROOM COURSE (NOME):** Learn the basics of watercolor through this introductory course. Delve into fundamental techniques including washes, dry-brush, controlled strokes, and wet-into-wet applications. Use traditional tools along with experimental approaches. Watercolor materials, pigment properties, composition, and color design will be introduced. Create notecards or prints and learn to embellish with calligraphy for a final product.

**REGISTER BY:** 10/19  
Limited to 10 students.  
Students must purchase some supplies on their own for this course. $15 fee payable to instructor on first class session.
APAR F157 P01 CRN: 78186
1 credit
Sew a Trapper-Style Fur Hat
Thurs — 6:00pm to 8:30pm — 11/5 to 11/21
Cheryl Thompson
Sat — 10:00am to 12:30pm

CLASSROOM COURSE (NOME): Learn to sew a trapper-style fur hat—that fits!—in this class. You will learn to select and prepare a hide, how best to cut pattern pieces from fur, how to stitch and knot leather and skins and how to make and insert a fleece lining. Learn to fit and make a hat for yourself or someone else. Contact NWC prior to the first day of class to obtain a materials list (fleece fabric, needles, etc.; fur selection will be discussed in class so we do not recommend purchase of fur before class begins).

REGISTER BY: 10/29
Limited to 10 students
Instructor will provide information at first class on supplies to purchase for this course.

APPLIED BUSINESS

ABUS F154 UN1 CRN: 77122
Human Relations
Mon/Wed — 5:10pm to 6:40pm — 8/24 to 12/12
Miranda Musich
mbmusich@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE: Improve your interpersonal and workplace relationship skills in this course. Students will examine seven major themes of human relations: communication, self-awareness, self-acceptance, motivation, trust, self-disclosure, and conflict resolution. Through lectures, discussions, and self-reflections we will look at the way we interact with others and how we can create a more positive and effective work environment.

NOTE: This course is part of an NWC campus credential.

REGISTER BY: 8/24
Limited to 20 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

How to call in to your audio course:
1. 2-5 minutes before class, dial 1-866-832-7806
2. Enter your PIN (see pp. 15-19).

ABUS F183 UN1 CRN: 77129
Professional Skills for the Job Hunt
Tues/Thurs — 6:50pm to 8:20pm — 8/25 to 12/12
Anthony Husemann
ajhusemann@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE: Learn skills needed to be an awesome office employee in this course! You’ll learn about getting organized, teamwork on the job, communication at work, giving presentations, planning meetings and events, managing office records, managing electronic records and arranging travel, understanding financial documents, banking, employment procedures, managing your time and workload, and more.

NOTE: This course is part of an NWC campus credential.

REGISTER BY: 8/25
Limited to 20 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

How to log in to Blackboard online:
1. Go to www.classes.alaska.edu
2. Enter your UA credentials

VILLAGE-BASED TRAINING

We can bring training to you
The UAF Northwest Campus team is ready to help develop the local knowledge, skills, and leadership needed to strengthen your community.

By working with local organizations such as the city government, IRA/tribal government, or Native corporation, we can find and hire instructors to meet your local training and education needs.

What courses do you want? Let us know!
Here are examples of courses we have offered in communities of the Bering Strait region upon request. What needs do you see in your village?

- Conversational Inupiaq
- Beginning Carving
- Computer Skills Courses
- Off-Highway Driver Education for Adults, including CDL
- Basic Accounting & QuickBooks

To get started, contact:

KEANE RICHARDS
PROGRAM DEVELOPMENT SPECIALIST
UAF Northwest Campus • Nome
Email: ksrichards2@alaska.edu
Phone: (907) 443-8406
Toll-free: 1-800-478-2202, ext. 8406

How to call in to your audio course:
1. 2-5 minutes before class, dial 1-866-832-7806
2. Enter your PIN (see pp. 15-19).

ABUS F161 NP1 CRN: TBA
Personal Finance for the Real World
Mon-Fri — 8:30am-9:20am — 9/1 to 12/18
Anthony Husemann
ajhusemann@alaska.edu

CLASSROOM COURSE (NPS DUAL CREDIT): Get a jumpstart on financial success! Explore the management of personal and family finances, including financial planning, budgeting, time value of money, consumer buying, personal credit, savings and investment, home ownership and mortgages, insurance, estate planning, retirement, consumer fraud, and laws.

REGISTER BY: 8/28
Limited to 20 students

Looking for more?
If you don’t see the courses you’re looking for in this section, don’t worry—there are many more courses available to you by distance! See pages 15-19 or speak to a NWC advisor (see page 2) for more information.

Visit the UAF Northwest Campus website: www.nwc.uaf.edu
**AUTOMOTIVE**

**AUTO F172 N01 CRN: 78193**  
1 credit  
**ATV Maintenance & Repair**

**Fri — 6:00pm to 8:00pm — 10/2**  
Brian Marvin

**Sat — 9:00am to 4:30pm — 10/3 & 10/10**

**CLASSROOM COURSE (NOME):** Fundamental skills for maintenance and repair of an all-terrain vehicle. Engine tune-up, lubrication, clutch & belt, transmission troubleshooting (if applicable), tire and wheel repair, alignment and other basic problems encountered during operation, along with safe shop procedures. Students are welcome to bring their own machines to class for maintenance and repair.

**REGISTER BY:** 9/25

Limited to 10 students.

All necessary tools will be provided. If working on your own ATV, please bring consumables such as gas, oil, gaskets, etc.

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**BIOLOGY**

**BIOL F112X UN1 CRN: 77149**  
4 credits  
**Human Anatomy & Physiology II**

**Mon/Wed — 5:10pm to 6:40pm — 8/24 to 12/12**  
Claudia Ihl  
cihl@alaska.edu

**AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:** Integrated view of human structure and function for students in pre-professional allied health programs, biology, physical education, psychology and art. Examines circulatory, respiratory, digestive, excretory, endocrine and reproductive systems.

**PREREQUISITES:** BIOL F111X, CHEM F103X, CHEM F105X, or permission of instructor. **SPECIAL LAB FEE:** Students will need to order a lab kit for the course at a cost of approximately $410. Details on how to order will be provided by the instructor. Microscope required; some available for rent from NWC for $250, with $200 refunded upon return to NWC.

**REGISTER BY:** 8/26

Limited to 25 students.

Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

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**BIOL F112L UN1 CRN: 77150**  
0 credits  
**Human Anatomy & Physiology II Lab**

**Mon/Wed — 5:10pm to 6:40pm — 8/24 to 12/12**  
Claudia Ihl  
cihl@alaska.edu

**AUDIO CONFERENCE AND BLACKBOARD DISTANCE LAB:** If you register for BIOL F112X, you must also register for this 0 credit lab.

**REGISTER BY:** 8/26

Limited to 25 students.

Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

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**BIOL F193 N01 CRN: TBA**  
1 credit  
**Climate Change Basics**

**Tues/Thurs — 6:00pm to 8:00pm — 10/20 to 10/29**  
Claudia Ihl  
cihl@alaska.edu

**Sat — 10:30am to 1:30pm — 10/24 & 10/31**

**CLASSROOM COURSE (NOME):** An introduction to the science of climate change for any interested student. No science experience necessary! Gain a basic understanding on the data, mechanisms and consequences of climate change. Topics covered include climate of the past of our planet, data and evidence for current climate change and its effects on ecosystems and human societies in Alaska and other parts of the world.

**REGISTER BY:** 10/13

Limited to 25 students.

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**BIOL F240 UN1 CRN: 77152**  
4 credits  
**Beginnings in Microbiology**

**Mon/Wed — 6:50pm to 8:20pm — 8/24 to 12/12**  
Claudia Ihl  
cihl@alaska.edu

**AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:** Fundamentals of microbiology. Survey of the microbial world, interactions between microbes and host, microbial human diseases, and the environmental and economic impact of microorganisms. Provides background in basic and applied microbiology with emphasis on the role microorganisms play in human health and life.

**PREREQUISITES:** One course in high school or college-level biology required, or permission of the instructor. **RECOMMENDED:** One course in chemistry. **SPECIAL LAB FEE:** Students will need to order a lab kit for the course at a cost of approximately $410. Details on how to order will be provided by the instructor. Microscope required; some available for rent from NWC for $250, with $200 refunded upon return to NWC.

**REGISTER BY:** 8/24

Limited to 25 students

Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500.

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**How to call in to your audio course:**

1. **2-5 minutes before class,** dial 1-866-832-7806
2. Enter your PIN (see pp. 15-19).

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**GET YOUR NURSING DEGREE IN Nome**

Register now for pre-nursing classes!

The Nome-based associate degree nursing program of the University of Alaska Anchorage will admit its next cohort of four students in January 2023.

**SOUND FAR AWAY?** It’s not! You must complete more than 30 credits of pre-nursing courses before applying to the nursing program. If you haven’t taken any required pre-nursing courses, consider taking one this semester so you can get started on completing the necessary course requirements.

**START NOW!** Contact a Northwest Campus advisor to register for fall 2020 courses! (See page 2).
BUSINESS ADMINISTRATION

BA F151X UN1 CRN: 77078 3 credits
Introduction to Business
Tues/Thurs — 5:10pm to 6:40pm — 8/25 to 12/12 Miranda Musich mbmusich@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:
Business organization, business theory and the nature of major business functions such as management, finance, accounting, marketing and personnel administration are the main components of this course. This course will also focus on the methods and data required to research and analyze good business practices and decisions while developing these major business functions. Additionally, this course will review opportunities and requirements for professional business careers.
REGISTER BY: 8/25
Limited to 20 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

COMPUTER INFORMATION + OFFICE SYSTEMS

CIOS F150 UN1 CRN: 77779 3 credits
Computer Business Applications
Meeting times To be arranged — 8/24 to 12/12 Miranda Musich mbmusich@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:
Designed to develop computer literacy in the use and understanding of computer systems, office productivity applications and the Internet. Topics include operating system fundamentals, file management, word processing and spreadsheet fundamentals and safe, secure and effective use of Internet technologies
NOTE: This course is part of an NWC campus credential.
REGISTER BY: 8/25
Limited to 20 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

NWC CAMPUS CREDENTIALS

NWC is offering campus credentials focused on strengthening skills and building a knowledge base for future careers. These credentials provide students with achievable recognition for completing a few courses toward a specific area of focus, from applied business to cultural knowledge and education.

The Northwest Campus Advisory Council has approved these credentials to help regional residents strengthen their skills and knowledge in these areas. Students will earn a certificate of completion upon ending their program. Contact us today to learn more!

APPLIED BUSINESS: Interested in building your office skills or expanding your knowledge to supervision and management? Check out these campus credentials:

- Introductory Computer and Job Skills (3-5 credits)
- Office Communication and Procedures (7-9 credits)
- People Skills for the Workplace (6 credits)
- Supervision Basics (4-6 credits)
- Introductory Personnel Management (9 credits)

Learn more about Applied Business credentials by contacting:

MIRANDA MUSICH
ASSISTANT PROFESSOR OF APPLIED BUSINESS
Email: mbmusich@alaska.edu
Phone: (907) 443-8427
Toll-free: 1-800-478-2202, ext. 8427

EDUCATION: Whether interested in early childhood or high school, this campus credential will provide base knowledge to get a start in the classroom.

- Qualified Substitute Teacher (8 credits)

CULTURAL KNOWLEDGE: Expand your knowledge of the region through this in-depth look at the culture of the Bering Strait; from traditional dress and language to the history of Alaska schooling.

- Cultural Knowledge of the Bering Strait (6 credits)

Find out more! Reach out to a NWC advisor:

CONTACT AN ADVISOR:
Email: nwc.advising@alaska.edu
Phone: (907) 443-2201
Toll-free: 1-800-478-2202

In coordination with regional school districts, NWC developed the following credentials to build skills in the classroom for substitute teachers, and for current K-12 teachers to grow cultural knowledge of the region:

EDUCATION:

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Expand your knowledge of the region through this in-depth look at the culture of the Bering Strait; from traditional dress and language to the history of Alaska schooling.

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Find out more! Reach out to a NWC advisor:

CONTACT AN ADVISOR:
Email: nwc.advising@alaska.edu
Phone: (907) 443-2201
Toll-free: 1-800-478-2202

Visit the UAF Northwest Campus website: www.nwc.uaf.edu
LIBRARY SCIENCE

LS F101X UNI CRN: 77079 1 credit
Library Information & Research
Mon/Wed - 5:10pm to 6:40pm - 9/14 to 10/14
Nancy Bahnke
nbauer1@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:
Introduction to effective library research methods and principles of information organization and retrieval. Emphasis on applied experience with finding and evaluating information, especially through use of library catalogs, journal indexes and Internet resources.

REGISTER BY: 9/9
Limited to 15 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

TRIBAL MANAGEMENT

TM F101 NP1 CRN: TBA
Tribal Government + Youth Leadership
Mon-Fri - 1:35pm to 2:25pm - 9/1 to 12/18
Meghan Topkok

CLASSROOM COURSE (NPS DUAL CREDIT): An introduction to the study of tribal government and politics in Alaska as well as an exploration of the attributes of good tribal leadership. Focus will be on growing youth leadership skills through a critical examination of the history of Alaska Native peoples and current issues facing tribal entities. Presents key concepts of Federal Indian Law, Self-Determination, and self-governance for building and enhancing tribal governments.

REGISTER BY: 8/28
Limited to 20 students

WRITING

WRTG F110 UNI CRN: 77111 3 credits
Introduction to College Writing
Mon/Wed - 5:10pm to 6:40pm - 8/24 to 12/12
Sheri Skelton
sskelton@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:
Intensive preparatory work in the college writing skills needed for WRTG F111X, including research, writing and revising, and critical reading skills. Special fees apply.

PREREQUISITES: C or better in WRTG 090; or appropriate placement test scores.

REGISTER BY: 8/24
Limited to 20 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

WRTG F111X UNI CRN: 77131 3 credits
Writing Across Contexts
Mon/Wed - 6:50pm to 8:20pm - 8/24 to 12/12
Sheri Skelton
sskelton@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:
Instruction and practice in written inquiry and critical reading. Introduction to writing as a way of developing, exploring and testing ideas. Concentration on research methods and techniques.

PREREQUISITE: Placement into WRTG F111X.

REGISTER BY: 8/24
Limited to 20 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

WRTG F213X UNI CRN: 77821 3 credits
Writing and the Sciences
Tues/Thurs - 6:50pm to 8:20pm - 8/25 to 12/12
Sheri Skelton
sskelton@alaska.edu

AUDIO CONFERENCE AND BLACKBOARD DISTANCE COURSE:
Instruction in critical reading and argumentative writing by reading and responding to essays from the social and natural sciences. Concentration on the research methods and techniques necessary to create an extended written argument.

PREREQUISITES: ENGL F111X or WRTG F111X or equivalent.

RECOMMENDED: Sophomore standing.

REGISTER BY: 8/25
Limited to 20 students
Order books/materials: www.uaf.bkstr.com or call 1-888-280-8500

NON-CREDIT WORKSHOPS

NONC F001 CRN: 78263 0 credits
Ceramics for Kids
Sat - 10:00am to 12noon - 9/12 to 10/3
Vickie Erickson

CLASSROOM WORKSHOP (NOME): Kids ages 7-14 will learn and develop basic pottery skills during this 6-week course. Students will hand-build and sculpt fun projects with clay. Techniques explored will include pinching, coiling, slab construction, surface decoration, and glazing.

REGISTER BY: 9/4
Limited to 8 students

NONC F002 CRN: 78264 0 credits
Ceramics for Kids
Sat - 10:00am to 12noon - 10/31 to 12/12
Vickie Erickson

CLASSROOM WORKSHOP (NOME): Kids ages 7-14 will learn and develop basic pottery skills during this 6-week course. Students will hand-build and sculpt fun projects with clay. Techniques explored will include pinching, coiling, slab construction, surface decoration, and glazing.

REGISTER BY: 10/23
Limited to 8 students.

NONC F003 CRN: TBA 0 credits
Inupiuragluta: Yesterday, Today, Tomorrow
Tues/Thurs - 6:30pm to 7:45pm - 10/6 to 11/12
Josie Bourdon

CLASSROOM WORKSHOP (NOME): While learning the basic structure of the Inupiaq language, students will study; pronounce, and write the alphabet, learn phonology, and read and write fundamental sentence structure applicable to home and work. Inviting fluent speakers of ‘yesterday’, inspiring students ‘today’, and preserving the Inupiaq language for ‘tomorrow’.

REGISTER BY: 9/30
Limited to 25 students.

LIKE US ON FACEBOOK

www.facebook.com/uaf.nwc

FALL CLASSES BEGIN AUGUST 24
TAKE PLACEMENT TESTS BY AUG 14
Contact your advisor to schedule testing
# COURSES BY DISTANCE

## How to access your audio conference course:
- **STEP 1:** 2-5 minutes before the assigned time for your class, dial 1-866-832-7806
- **STEP 2:** Follow the instructions for entering your 7-digit student PIN (PINs are in the last column of chart below).

### Problems connecting?
Please call customer service (1-866-649-1700) and have the name of your instructor ready.

### How to access a recorded class session:
If your instructor records your class, the number with which to access the class later is: 800-230-8546. You will need the student PIN and the date of the audio recording you want to access.

If your PIN is not listed, please contact Northwest Campus at 443-2201 or 1-800-478-2202. Some PINs had not yet been assigned by the time this publication was printed.

For the most current course information, consult the UAOnline schedule or go to [www.uaf.edu/coursefinder/](http://www.uaf.edu/coursefinder/).

**NOTE:** Courses taught by NWC instructors are highlighted in gray.

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<td>ABUS</td>
<td>F154</td>
<td>UN1</td>
<td>Human Relations</td>
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<td>8/24 - 12/12</td>
<td>M, W</td>
<td>5:10 - 6:40 PM</td>
<td>MUSICH, MIRANDA <a href="mailto:mbmusich@alaska.edu">mbmusich@alaska.edu</a></td>
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<td>77129</td>
<td>ABUS</td>
<td>F183</td>
<td>UN1</td>
<td>Professional Skills for the Job Hunt</td>
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<td>T, R</td>
<td>6:50 - 8:20 PM</td>
<td>HUSEMANN, ANTHONY <a href="mailto:ajhusemann@alaska.edu">ajhusemann@alaska.edu</a></td>
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<td>ANL</td>
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<td>UK1</td>
<td>Interpretive Communication</td>
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<td>8/25 - 10/5</td>
<td>T, R</td>
<td>11:30 AM - 12:30 PM</td>
<td>SAMSON, SALLY <a href="mailto:spsamson@alaska.edu">spsamson@alaska.edu</a></td>
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<td>ANS</td>
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<td>History of Colonization in Alaska: The Indigenous Response</td>
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<td>8/25 - 12/7</td>
<td>T, R</td>
<td>6:50 - 8:20 PM</td>
<td>TOPKOK, MEGHAN <a href="mailto:matopkok@alaska.edu">matopkok@alaska.edu</a></td>
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<td>2:30 - 3:30 PM</td>
<td>AGIMUK, BENJAMIN <a href="mailto:bjamuk@alaska.edu">bjamuk@alaska.edu</a></td>
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<td>DD4</td>
<td>Native Cultures of Alaska</td>
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<td>8/25 - 12/12</td>
<td>T, R</td>
<td>11:30 AM - 1:00 PM</td>
<td>RAMOS, JUDITH <a href="mailto:jramos2@alaska.edu">jramos2@alaska.edu</a></td>
<td>AC</td>
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<td>Cultural Knowledge of Native Elders</td>
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<td>8/25 - 12/12</td>
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<td>Lab fee applies $269 per student</td>
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[Key to chart abbreviations:]
- **AC** Audioconference
- **BB** Blackboard
- **COLL** Blackboard Collaborate
- **F2F** Face-to-face
- **MM** Multi-media
- **WB** Web-based
- **O** Oral communication-intensive
- **W** Writing-intensive
- **h** Humanities
- **s** Social science
- **m** Mathematics
- **n** Natural science
- **a** Northern/Arctic/circumpolar studies

**CALL IN FOR YOUR AUDIO COURSE!**
**STEP 1:** 2-5 minutes before class, dial 1-866-832-7806 • **STEP 2:** Enter PIN
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**STEP 2:** Enter PIN
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**CALL IN FOR YOUR AUDIO COURSE!**

**STEP 1:** 2-5 minutes before class, dial 1-866-832-7806 • **STEP 2:** Enter PIN

Visit the UAF Northwest Campus website: www.nwc.uaf.edu
# Drop/Add/Withdraw Form

Please PRINT information clearly, or complete this fillable form on a computer.

## Form Fields

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## Add a Course

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**Reason Codes:**

- A: Academic
- E: Employment
- F: Financial
- H: Health
- S: Schedule conflict
- 1: Work conflict
- 2: Personal
- 3: Course not as anticipated
- 4: Instructor
- 5: Other

I understand that I am responsible for all applicable UAF academic regulations, tuition and fees, whether or not I successfully complete the course or courses in which I am enrolling. (Current costs and fees can be viewed at UAOnline.)

**Signature**

If you anticipate needing an accommodation for any of your classes, please contact a Northwest Campus Student Services staff member or the UAF Office of Disability Services: Phone: (907) 474-5655 • Fax: (907) 474-5688 • Email: uaf-disabilityservices@alaska.edu

UAF is an affirmative action/equal opportunity employer and educational institution.
NAME: ___________________________ UA ID (or SSN): _______________________

Please print (Last) (First) (M I)

Previous names used at the University of Alaska: ______________________________________________________________

SEMIESTER OF ENROLLMENT: Year 20 ______ Fall ☐ Spring ☐ Summer ☐ Date of Birth (MM/DD/YYYY): ______________________

CURRENT MAILING ADDRESS: _____________________________________________________________

Email Address: _____________________________________________________________

Phone: _____________________________________________________________________________

Cell Phone #: _____________________________________________________________ YES! Please text me class information updates.

DEMOGRAPHIC INFORMATION:
Your response helps us better serve students and impacts NWC’s eligibility for some funding sources. See Page 2 for information and codes.

Sex: ☐ Male ☐ Female ☐ Prefer not to answer
Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino
Race: ____________________________________________ Vet/Military Status: ______________

US Citizen? ☐ Yes ☐ No If no, Nation of birth: ___________________________ Nation of citizenship: ___________________________

Visa Type: ___________________________ Permanent Resident? ☐ Yes ☐ No

For instructions on withholding directory information, please see INFORMATION RELEASE on reverse side.

PRIOR EDUCATION INFORMATION
Did you graduate from high school? ☐ Yes ☐ No If no, Date of Birth (MM/DD/YYYY): ___________________________

High School location: (city/state): _____________________________________________________________

☐ No If NO, did you complete the GED? ☐ Yes ☐ No

Date GED completed? (MM/Year): ___________________________ Location of GED (state): ___________________________

COURSE INFORMATION (Complete all information requested below. Refer to the class schedule on UAOnline for course information)

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I understand I am responsible for all applicable UAF academic regulations, tuition and fees whether or not I successfully complete the course or courses in which I am enrolling. The university may drop me for non-payment.

I promise to pay attorney’s fees and other reasonable collection costs necessary for the collection of any amounts owed UA. If I do not pay, the university may take my Permanent Fund Dividend under Alaska Statutes 14.40.251 and 43.23.073.

Student’s Signature ___________________________ Date: ________________

Advisor’s Signature (for degree-seeking students only): ___________________________ Date: ________________

Office use only

Processed By: ___________________________ Date: ________________
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<td>Alaska Aleut</td>
</tr>
<tr>
<td>AE</td>
<td>Alaska Eskimo, Other/Unspecified</td>
</tr>
<tr>
<td>AH</td>
<td>Alaska Indian, Haida</td>
</tr>
<tr>
<td>AI</td>
<td>Alaska Indian, Other/Unspecified</td>
</tr>
<tr>
<td>AK</td>
<td>Alaska Indian, Tingit</td>
</tr>
<tr>
<td>AM</td>
<td>Alaska Indian, Tsimshian</td>
</tr>
<tr>
<td>AN</td>
<td>Alaska Native, Other/Unspecified</td>
</tr>
<tr>
<td>AQ</td>
<td>Alaska Eskimo, Inupiaq</td>
</tr>
<tr>
<td>AS</td>
<td>Alaska Native, Southeast</td>
</tr>
<tr>
<td>AT</td>
<td>Alaska Indian, Athabascan</td>
</tr>
<tr>
<td>AY</td>
<td>Alaska Eskimo, Yup’ik</td>
</tr>
<tr>
<td>BL</td>
<td>Black, Non-Hispanic</td>
</tr>
<tr>
<td>IN</td>
<td>American Indian (Not Alaska Native)</td>
</tr>
<tr>
<td>NH</td>
<td>Native Hawaiian or Other Pacific Islander</td>
</tr>
<tr>
<td>SI</td>
<td>Asian</td>
</tr>
<tr>
<td>UN</td>
<td>Unspecified</td>
</tr>
<tr>
<td>WH</td>
<td>White</td>
</tr>
</tbody>
</table>

* Requested for compliance with Title IV of the Civil Rights Act of 1964.

## 2 VETERAN/MILITARY STATUS

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Non-veteran</td>
</tr>
<tr>
<td>FMAI</td>
<td>UAF Air Force Student</td>
</tr>
<tr>
<td>FMAR</td>
<td>UAF Army Student</td>
</tr>
<tr>
<td>FMCO</td>
<td>UAF Coast Guard Student</td>
</tr>
<tr>
<td>FMDP</td>
<td>UAF Military Dependent</td>
</tr>
<tr>
<td>FMIL</td>
<td>UAF Military Student</td>
</tr>
<tr>
<td>FMMA</td>
<td>UAF Marine Corps Student</td>
</tr>
<tr>
<td>FMNA</td>
<td>UAF Navy Student</td>
</tr>
<tr>
<td>FVDP</td>
<td>UAF Veteran Dependent</td>
</tr>
<tr>
<td>FVET</td>
<td>UAF Veteran Student</td>
</tr>
</tbody>
</table>

## 3 INFORMATION RELEASE

### FERPA

The Office of Admissions and the Registrar is responsible for keeping student education records. The full copy of the university’s policies regarding access to student records under the Family Educational Rights and Privacy Act of 1974 (FERPA) are available at [www.alaska.edu/studentservices/ferpa/](http://www.alaska.edu/studentservices/ferpa/).

### Directory Information

The university may release certain directory information to the public on a routine basis unless a student requests, in writing, that the university not release it. Forms to request that directory information not be released are available in the Office of Admissions and the Registrar.

No directory information will be released until the last day of late registration. Any request to withhold directory information will continue until a student provides permission, in writing, for the university to release such. After that, information will be released when appropriate. The names of students who have requested their directory information be withheld will not appear in the published university chancellor’s and dean’s lists.

The following is considered directory information:

1. Name
2. Email address
3. Home city and state
4. Weight and height of students on athletic teams
5. Dates of attendance at UAF
6. Program/major field(s) of study
7. Degrees and certificates received, including dates
8. Participation in officially recognized university activities
9. Academic and co-curricular honors, awards and scholarships received, including dates

## 4 LATE PAYMENT/REINSTATEMENT FEES

Cover payment for your class by the payment deadline to avoid late fees, drops for non-payment, and reinstatement fees.

For more information about fees, contact the Office of the Bursar at 907-474-7384.
Use the chart below to help you plan your fall 2020 course schedule. Work with your advisor to make sure you are selecting the courses that will help you reach your academic goals. Remember to make sure you don’t select two courses that meet in the same time slots! You might also want to jot down specific time periods in which you’ll do homework for each course.

<table>
<thead>
<tr>
<th>TIMES</th>
<th>SUNDAY</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
</tr>
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<tbody>
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</tr>
<tr>
<td>12:30pm-3:30pm</td>
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<td></td>
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</tr>
<tr>
<td>3:30pm-5:00pm</td>
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<tr>
<td>5:10pm-6:40pm</td>
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<tr>
<td>6:50pm-8:20pm</td>
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<td>Other</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
FALL 2020 FACTS

- **FIRST DAY OF CLASSES**: Monday, August 24.
- **DEADLINE TO ADD CLASSES**: Friday, Sept. 4.
- **DEADLINE TO DROP CLASSES**: Friday, Sept. 4.
  You must complete a drop form. The class will not appear on your transcript and you won’t be billed.
- **DEADLINE FOR FEE PAYMENT**: Friday, Sept. 4.
  Your student account must be paid or you may be charged late fees starting at $125.
- **FEE FOR LATE ADDS**: Students given permission to add a semester-length class after the fee payment deadline will be charged a late registration fee of $50. There are some exceptions; contact Northwest Campus for details!
- **DROP FOR NON-PAYMENT POLICY**: If your account is not paid by the fee payment deadline of Friday, Sept. 4, you may be dropped from your classes but can be reinstated for a fee. If you have an unpaid UA bill, your PFD could be garnished and you might be prevented from taking future classes.
- **DEADLINE TO WITHDRAW FROM A CLASS**: Friday, October 30. A “W” will appear on your transcript. You are still responsible for the tuition for with that class.
- **LAST DAY OF CLASSES**: Saturday, December 5.
RESOURCES FOR STUDENTS

Need to arrange testing? Email us!
- Northwest Campus testing
  nwc.testing@alaska.edu

Need computer assistance? Get help with Blackboard, email, UAOnline & more!
- UAF Office of Information Technology
  1-800-478-8226 • www.alaska.edu/oit.index • helpdesk@alaska.edu

Need help with homework? Live homework help for intro-level college students!
- Live Homework Help
  sled.alaska.edu/homework.html

Having trouble with your math class? Get math help and tutoring!
- UAF Math Hotline
  1-866-823-6284 (866-UAFMATH)
- Online Tutoring through Blackboard Collaborate
  www.uaf.edu/dms/mathlab/online-tutoring-schedule/

Need someone to proofread your essay? Contact the Writing Center!
- UAF Writing Center
  (907)474-5314 • www.uaf.edu/english/writing-center

Researching a particular topic? Call the library!
- UAF Off-Campus Library Services
  1-800-478-5348 • www.uaf.edu/library/offcampus • fylend@uaf.edu

Need a registration form? Trying to contact a specific department? Find student resources online:
- Northwest Campus website
  www.nwc.uaf.edu
- College of Rural & Community Development website
  www.uaf.edu/rural/students

Questions about classes, degrees, or financial aid?
Contact your advisor! See inside front cover for contact information.

TITLE IX: KNOW YOUR RIGHTS AND RESPONSIBILITIES

“No person in the United States shall on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.” — Title IX of the Education Amendments of 1972

The University of Alaska Board of Regents has clearly stated in policy that discrimination, harassment and violence will not be tolerated on any campus of the University of Alaska.

If you report discrimination, harassment or violence to any university employee, they must notify the university Title IX coordinator about basic facts of the incident.

Your choices for reporting include:
- You may access confidential counseling by contacting the Campus Health & Counseling Center;
- You may access support and file a Title IX report by contacting the UA Title IX Coordinator at (907) 474-6600;
- You may file a criminal complaint with the University Police Department at (907) 474-7721.

Even if the incident occurred off campus and the accused is not affiliated with UAF, the university must stop,

remedy, investigate and prevent incidents by:
- Having an established procedure for handling complaints of sex discrimination.
- Offering remedies to the victim.
- Taking immediate action to ensure a victim can continue their education free of ongoing harassment or retaliation.
- If requested, a no-contact order can be enacted before a formal hearing (vs the legal process).
Never taken a college course before? Check it out!

Northwest Campus is the University of Alaska Fairbanks’ link to our Bering Strait region. We work closely with regional and community organizations to offer courses and trainings in area communities. There are many courses available to you by distance. You can even earn a degree while living at home!

Whether you want to pursue a degree, build job skills, learn a local language, delve into traditional crafts, or otherwise expand your horizons, we are here to help you meet your goals.

Look inside this fall 2020 semester guide to learn more about what’s coming up. Additional courses are continuously being developed. Don’t see what you’re looking for? Contact us!