

DEPARTMENT OF PATHOLOGY
 CLINICAL LABORATORY SCIENCE PROGRAM
 SCHOOL OF MEDICINE & HEALTH SCIENCES ROOM 3131
 501 N COLUMBIA ROAD STOP 9037
 GRAND FORKS NORTH DAKOTA 58202-9037
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Spring Semester 2012 Schedule of Graduate Level MLS Course Offerings

DO YOU KNOW OF ANYONE WHO IS IN NEED OF CONTINUING EDUCATION?
 PASS THE WORD...VISIT OUR LEND WEBSITE:
<http://pathology.med.und.nodak.edu/lend/index.html>

- **Congratulations** to the following December 2011 graduates: Branica Doll, Mike Hill, Gugo Kwot, Elizabeth Matthees, Rosana Morales Potalitsyn, Angeli Parane, and Amos Sarfo
- **Reminder:** Our program title changed to Medical Laboratory Science (MLS) beginning fall semester 2011.
- **Reminder:** Spring semester 2012 Graduation Application Deadline: If you are planning on graduating May 2012 the graduation application deadline is **February 7**.
<http://graduateschool.und.edu/graduate-students/current/forms.cfm>
- **Reminder:** Last day to be advanced for candidacy to graduate in May 2012 is **January 9**.

Use the information provided below to register for spring semester 2012. Do not search for the class number on campus connection (cc), instead go to enroll on cc and insert the class number of the course(s) you are registering for. Please complete your course registration by January 2. If a course you need spring semester is not available below contact your advisor ASAP. <http://www.und.edu/dept/registrar/campusconnection/index.htm>

| Course # | Course Title | Cr | Class# |
|--|---|----|---------|
| MLS 503 | Leukocytes in Health and Disease | 2 | 15064 |
| <p><u>Course Information:</u> Online course. Available on Blackboard January 17. Instructor: Mary Coleman, mary.coleman@med.und.edu <u>Textbook:</u> Wintrobe's Clinical Hematology, 12th Edition. ISBN#13:978-0-7817-6507-7</p> | | | |
| Course # | Course Title | Cr | Class # |
| MLS 515 | Capstone Course in Clinical Laboratory Sciences | 2 | 14949 |
| <p><u>Course Information:</u> On campus course held May 7-10 at the UND School of Medicine and Health Sciences. This course is designed to be taken near the end of the student's program of study. A student graduating in May, August or December 2012 should register for this course. More information on state rate for hotels, etc will be provided to the students registered in the course by 2/15/12. <u>Instructor/Facilitator:</u> Facilitator: Mary Coleman, mary.coleman@med.und.edu</p> | | | |
| Course # | Course Title | Cr | Class # |
| MLS 523 | Clinical Virology, Mycology, and Parasitology | 2 | 15072 |

| Course Information: Online course. Available on Blackboard January 17. | | | |
|--|--|--------|-----------------|
| <u>Instructor</u> Karen Peterson, karen.peterson@med.und.edu | | | |
| <u>Textbook</u> : No textbook required | | | |
| | Course Title | Cr | Class# |
| MLS 521 | Seminar | 1 | 15042 |
| Course Information: On line course. Available on Blackboard January 17. | | | |
| <u>Instructor</u> : Janna Schill, janna.schill@med.und.edu | | | |
| <u>Textbook</u> : None. The student will be required to purchase a headset for recording. Specifics will be posted within the course syllabus in Blackboard January 17. | | | |
| Course # | Course Title | Cr | Class # |
| MLS 591 | Directed Study: Case Study in Laboratory Medicine | 1 | 14967 |
| Course Information: Online course. Course will be available on Blackboard January 17. | | | |
| <u>Instructor</u> : Chris Triske, chris.triske@med.und.edu | | | |
| <u>Textbook</u> : None | | | |
| Course # | Course Title | Cr | Class # |
| MLS 591 | Directed Study: (individual topic) (1 or 2 credits) Contact advisor directly to decide on a specific topic. | 1 or 2 | Contact Advisor |
| Course Information: MLS required courses include 2 credits of Direct Study. If the student has completed the 1 credit MLS 591 DS Case Study in Laboratory Medicine from Chris Triske (or previously Ruth Paur) the student is required to contact their advisor ASAP concerning a specific topic to complete the other MLS 591 requirement. A specific/individual class # for registration will be requested for the student and sent to the student from the MLS office in an email sent to the student's U-mail account. | | | |
| <u>Instructor</u> : Advisor | | | |
| Course # | Course Title | Cr | Class # |
| MLS 996 | Continuing Enrollment | 1 | 14950 |
| Course Information: Enrollment is required <u>only</u> if you are graduating in May 2012 and are <u>not enrolled in any other</u> spring 2012 semester courses. There is a course fee of \$100.00. | | | |
| Course # | Course Title | Cr | Class # |
| MLS 997 | Independent Study | 2 | See Below* |
| Course Information: To be eligible to register in this course an approved topic proposal and an approved program of study are required to have been completed by the student and approved by the student's advisor and the dean of the graduate school. This course is taken near the end of the student's program of study. | | | |
| *Class #: To register use the class number that corresponds with your advisor: Mary Coleman=14968; Ruth Paur=14951; Karen Peterson=14969; Robert Porter=14970; Janna Schill=14971; Brooke Solberg=14972, Chris Triske=14973. | | | |

Registration: Please register by January 2. If you are unable to register by January 2, contact Mary Beth McGurran, MLS Administrative Assistant (marybeth.mcgurran@med.und.edu or 701-777-2634).

- The computer program used by UND to register for your courses is UND Campus Connection. Students will utilize it for registration of courses, viewing class schedule, viewing and paying their bill, viewing final grades, and changing their personal information. To begin:
- Go to: (Campus Connection)
<http://www.und.nodak.edu/dept/registrar/campusconnection/index.htm>

2. Using your Student ID# and password follow the directions on the top of the page.
3. If you do not know your Student ID# and password follow the directions at the bottom of the page. If you experience problems contact the Help desk as indicated.
4. Continue logging in on UND Campus Connection using your ID and password and follow the directions to register.
5. Hint: **Do not “search”** for the class number – instead, choose **“enroll”** and insert the class number given to you above for each particular course. If you choose search you will not find the class# because we do not make our class #'s available on the UND primary class schedule of courses.

Change of Personal Information: VERY IMPORTANT!!

If you have had a change of name, address, phone number, etc., you will want to update this information on UND Campus Connection so that it is always current. Verification of your most current info will be viewed by the MLS program on Campus Connection. Please keep it current.

Blackboard:

Blackboard is the program used to teach a course. Student enrollment and access into Blackboard will not occur until January 17. If **after** January 17 you have any questions concerning Blackboard, please contact Janna Schill at janna.schill@med.und.edu. Please note: If for some reason you register late it may be 24 hours before course enrollment occurs.

Final Course Grades: Final course grades should always be viewed on Campus Connection and not on Blackboard.

Email: All students must activate their U-mail email accounts. **It is also important that you log on to campus connection and go to your preferences and choose your UND U-mail email account as your preferred email.** We will be using your U-mail to contact you and ask that you use it to contact us. REMEMBER: **It is very important that you log on to campus connection go to your preferences and choose your U-mail email account as your preferred email.**

Proctor Information:

At this time a proctor is not required for any courses offered spring semester 2012.

Tuition:

Students who are admitted to the MLS graduate level program and are not residents of North Dakota or Minnesota will be charged tuition based on the contiguous per credit rate instead of the out of state rate. If you are a resident of MN you need to complete the MN reciprocity form: <http://www.getreadyforcollege.org/hesod/reciprocity/apply1.cfm>

- **IMPORTANT:** Student Account Services does not mail tuition bills. To view your tuition/fees due go to UND campus connection.
- To pay your bill see the payment options offered by Student Account Services: <http://www.und.edu/dept/studentaccounts/>

Additional Helpful Hyperlinks:

- UND's spring semester dates and deadlines: <http://und.edu/academics/registrar/files/docs/calendars/deadlines-1230.pdf>
- MLS Graduate Course Rotation Schedule: <http://pathology.med.und.nodak.edu/cis/PDF/1114msrotationschedule.pdf>
- Graduate School Home Page: <http://www.und.edu/dept/grad/>
- Campus Connection Web demo: <http://www.conted.und.edu/coursedev/enroll.htm>
- Student Account Services: <http://www.und.edu/dept/studentaccounts/>

Fall 2012 Course Registration and Schedule of Course Offerings:

To register for fall semester 2012 courses, view the MLS website in late July-early August to

view the fall 2012 announcement. The class numbers to use to register for the courses offered will be listed. Courses to be offered fall semester 2012 are: MLS 513, 514, 521, 524, 591, 997.

MLS Graduate Handbook:

The handbook is presently being updated and will be available by December 15 at the MLS website. <http://pathology.med.und.nodak.edu/cls/> under forms and handbooks.

Computer Requirements:

If you have specific questions concerning your PC's compatibility please contact Janna Schill at Janna.schill@med.und.edu or 701-777-6302.

Assistance:

If you have any questions, concerns, or require additional information, please feel free to contact MaryBeth McGurran, MLS Administrative Assistant, at marybeth.mcgurran@med.und.edu or 701-777-2634.

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| <p><u>Policy Statement (Effective August 1, 2003):</u> The following applies to all MLS graduate course students: If a student desires to enroll in a course out of sequence of the three year course rotation schedule they must request and receive their advisor's and the instructor's permission for course availability.</p> |
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