2015 ADVANCED PLACEMENT* SUMMER INSTITUTES

Molloy College, in cooperation with the College Board*, will offer AP* Summer Institutes to teachers of Advanced Placement* High School courses this summer. The Institutes can be taken either for graduate credit for professional development at the reduced rate of $900 per 3-credit Institute or for In-Service (non-credit) credit for $795. The following Institutes will be offered:

June 29-July 2
- **Computer Science A**: Instructor: Kathleen Larson
- **Economics**: Instructor: Dr. Anthony Gyapong
- **Statistics**: Instructor: Dr. Joe Oechsle

July 6-9
- **Biology**: Instructor: Richard Kurtz
- **English Literature**: Instructor: Ed Schmieder

July 13-16
- **Calculus BC**: Instructor: Dr. Maxine Lifshitz
- **Environmental Science**: Instructor: Jeanne Kaidy
- **European History**: Instructor: Alice Grant

July 20-23
- **Calculus AB**: Instructor: Dr. Maxine Lifshitz
- **Chemistry**: Instructor: Mark Langella

July 27-30
- **Art History**: Instructor: John Nici
- **Biology**: Instructor: Richard Kurtz
- **Chemistry**: Instructor: Mark Langella
- **Government & Politics: US**: Instructor: Maria Schmidt
- **U. S. History**: Instructor: Alice Grant

August 3-6
- **English Language**: Instructor: Barbara Murphy
- **Spanish Language**: Instructor: Jose Diaz
- **Spanish Literature**: Instructor: Elizabeth Sherman

August 10-13
- **Physics 1**: Instructor: Jesus Hernandez
- **World History**: Instructor: Charles Hart

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Molloy College
AP* Summer Institutes for 2015

Molloy College, through the Divisions of Education and Continuing Education & Professional Development offers AP* Summer Institutes for teachers of Advanced Placement* High School courses at both its Rockville Centre Campus at 100 Hempstead Avenue, Rockville Centre, as well as at its Suffolk Center Campus at Route 110, on the grounds of Republic Airport located at: 7180 Republic Airport (Grumman Lane), in East Farmingdale, NY on Long Island. All institutes are taught by experienced teachers of AP* and are endorsed by the College Board*. The eighteen AP* Summer Institutes described in the pages that follow may be taken for graduate credit for Professional Development at the reduced rate of $900 per 3-credit Institute or on a non-credit basis for 2 in-service credits for $795 per Institute. All of the Institutes are offered on an intensive one-week format Course descriptions for the Institutes are listed below and on the next pages, along with the schedule of classes, and tuition rates. Application and registration information can be found enclosed. Visit www.molloy.edu/ce/ap for additional information.

The following Institutes will be offered this summer:

- **Art History**: see this page
- **Biology**: see this page
- **Calculus BC**: see this page
- **Calculus AB**: see page 2
- **Chemistry**: see page 2
- **Computer Science A**: see page 2
- **Economics**: see page 2
- **English Language**: see page 2
- **Economics**: see page 2
- **English Literature**: see page 3
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- **Government & Politics**: see page 3
- **Physics 1**: see page 3
- **Spanish Language**: see page 4
- **Spanish Literature**: see page 4
- **Statistics**: see page 4
- **U. S. History**: see page 4
- **World History**: see page 4

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**AP* Summer Institute Descriptions and Schedule of Classes**

**ART HISTORY** (July 27-30)
The Art History AP exam will be completely re-designed for the 2015-16 school year and this course will reflect those changes. Please note: It is expected that this course will close out. You should register early to avoid being closed out.

This program is designed to prepare the teacher for the rigors of the gauntlet known as the Advanced Placement* Art History course and exam. The instructor will emphasize the creation of a logical curriculum to meet the needs of students as well as to allow for a teacher’s self-expression in the classroom.

The course will emphasize both lecturing and non-lecturing techniques and provide creative examples of both strategies. Discussion will also center on the exam itself, and how different teaching techniques address different aspects of the exam.

Participants will be encouraged to create their own lessons during the workshop, and leave the course with a fully self-designed curriculum in place, and a series of sample lessons from each period. Instructor: John Nici (for a bio please visit: www.molloy.edu/ce/ap)

Course number: EDU 524

**CALCULUS BC** (July 13 - 16)
This institute will present major topics in the AP* Calculus BC curriculum including differential equations and slopefields, Euler’s method, logistic growth, infinite series, Taylor and Maclaurin polynomials and estimating using the Lagrange error formula. Details of recent AP* exam questions and their solutions will be presented along with grading procedures. Participants will develop lesson plans and create their own AP*-like questions. This institute is appropriate for new teachers and for experienced teachers seeking new strategies and methods. There will be a discussion of various texts and supplementary materials, as well as useful websites. It is essential that participants have a graphing calculator, TI-83/84 or TI-89, which they will use in class. All of these sources will be used to demonstrate methods of clarifying and enhancing topics on the AP* Calculus syllabus.

Please note that updates to the AP Calculus AB and BC curricula have been announced by the College Board and will take effect in the 2016-17 school year. No topics will be removed from the curriculum, and there will be minor changes to AP Calculus AB and BC course content. In addition, the exam format will have minor changes in the multiple choice section.
The institute will provide information on the new curriculum framework that will tie course content to specific learning objectives. Instructor: Dr. Maxine Lifshitz (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: EDU 524 section: T
(3 graduate credits or 2 in-service credits)
July 13-16; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

CALCULUS AB (July 20 - 23)
This institute will explore major topics in the AP* Calculus AB curriculum including differential equations and slopefields, Riemann Sums and the Fundamental Theorem. Details of recent AP* exam questions and their solutions will be presented along with grading procedures. Participants will develop lesson plans and create their own AP*-like questions. This institute is appropriate for new teachers and for experienced teachers seeking new strategies and methods. There will be a discussion of various texts and supplementary materials, as well as useful websites. It is essential that participants have a graphing calculator, TI-83/84 or TI-89, which they will use in class. All of these sources will be used to demonstrate methods of clarifying and enhancing topics on the AP* Calculus syllabus.

Please note that updates to the AP Calculus AB and BC curriculum have been announced by the College Board and will take effect in the 2016-17 school year. No topics will be removed from the curricula, and there will be minor changes to AP Calculus AB and BC course content. In addition, the exam format will have minor changes in the multiple choice section. The institute will provide information on the new curriculum framework that will tie course content to specific learning objectives. Instructor: Dr. Maxine Lifshitz (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: EDU 524 section: AA
(3 graduate credits or 2 in-service credits)
July 20 - 23; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

CHEMISTRY (July 20 – 23 or July 27-30)
This course will address the new curriculum which went into effect in the 2013-2014 school year. It is expected that this course will close out and you should register early to avoid being closed out. This methodology course surveys the basic structure and content necessary for teaching an Advanced Placement Chemistry course. Chemistry topics such as equilibrium, kinetics, and "how to" problem solving are presented. Class size, student selection, textbooks and labs are also addressed. Special attention is paid to teaching strategies, the AP exam and its grading. Some lab experiments suitable for AP classes are incorporated into the course. Participants receive examples of past AP exams, appropriate tests, worksheets and lab experiments. This institute will provide an opportunity for high school AP Chemistry teachers to observe significant teaching demonstrations, perform experimental procedures using computer interfaced equipment, and to review with presenters a variety of topics covered in AP Chemistry. Teachers will have the opportunity to discuss the methodology of converting typical cookbook lab into a guided inquiry lab. This course will provide an overview of the redesigned AP Chemistry course. In the redesigned AP Exam, the College Board, in collaboration with the National Science Foundation, has done the following:

- reduced content breadth to promote conceptual understanding;
- provided an explicit, comprehensive curriculum framework;
- directed that there must be at least six scientific inquiry and student-directed lab exercises with the development of student inquiry skills;
- articulated clear learning objectives;
- redesigned the format for the AP Chemistry Exam

The course invites participants to become instructed in the goals, structures, and content of the courses in Micro and Macro economics. The course will include a detailed analysis of the AP* Micro and Macro curriculum, strategies for teaching various topics, resources that are available for the AP* teacher, and a thorough review of the content needed to teach AP* economics. The course will conclude with a review of past AP* multiple-choice and essay questions as well as the standards established for the grading of the annual exams. Instructor: Dr. Anthony Gyapong (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: EDU 524 section F
(3 graduate credits or 2 in-service credits)
June 29 – July 2; 8 a.m. - 4 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

ENGLISH LANGUAGE (August 3-6)
This course provides an overview of the basic structure and content necessary for a course in AP* English Language and Composition. The course will address selection of readings, development of instructional methods, design of writing assignments and assessments. The class will work with a multitude of materials including teacher-designed lessons, AP* examinations, and sample student responses. In addition, we will address the 2014 exam and any changes planned by The College Board for future AP* English Language exams or the course itself. The instructor will emphasize strategies that promote close reading and rhetorical analysis using a variety of texts, and strategies to engender clear, cogent, and critical writing for different purposes. Each participant will be given the opportunity to develop/review a syllabus suitable for use in an AP* English Language course. Instructor: Barbara Murphy (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: EDU 524 section: AP
ENGLISH LITERATURE (July 6 - 9)
This course provides an overview of the basic structure and content of an AP® Literature and Composition course. We will practice and discuss a number of strategies and practices that are particularly effective in English instruction and exam preparation. Discussion and synergistic sharing will help teachers select appropriate works for the course; instruction in the development of AP English scoring rubrics and grading protocols will boost teachers’ confidence in scoring student writing. We will also conduct a mock-AP exam reading using scored essays from previous AP® examinations. Some work and discussion will address how an AP course should be richer than a mere test preparation course. Class members will be required to draft a syllabus as part of a post-course assignment if they are seeking graduate credit from the college.
Instructor: Edward Schmieder (for a bio visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: O
(3 graduate credits or 2 in-service credits)
July 6 - 9; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

ENVIRONMENTAL SCIENCE (July 13 - 16)
In this session, participants will learn about the development and grading of the AP® test, discuss and evaluate teaching resources, and experience several different kinds of lessons and student-centered experiences. Participants will ultimately draft a comprehensive syllabus for a year-long AP® Environmental Science course. Much of the week will be spent in the field and in the lab, so that participants leave with a multitude of hands-on activities meant to facilitate student learning and develop critical analysis and problem solving abilities, fundamental skills necessary for this course. Through designing experiments, engaging in inquiry-based activities, and collecting data in the field, students will understand how the process of science works. Hands-on activities rather than lecture are the focus. Workshop activities will focus on resources available to participants in the classroom, community; cemeteries, power plants, fields, forests, ponds, and school campuses are all rich resources of inquiry-based projects. This course is appropriate for both new and experienced AP® teachers.
Instructor: Jeanne Kaidy (for a bio visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: V
(3 graduate credits or 2 in-service credits)
July 13-16; 8:00 a.m. - 4:00 p.m.,
Rockville Centre Campus, 1000 Hempstead Ave, RVC
Tuition and Fees: Graduate $900 or In-Service: $795

EUROPEAN HISTORY (July 13 - 16)
This workshop is designed to provide both beginning and experienced participants with an overview of the content knowledge and intellectual skills required for success in the new college level European History course covering four chronological periods from 1450 to the present. The instructor will focus on the organization of instructional units to address the required components of the new course to be implemented by the College Board during 2015-2016. The selection of appropriate college level materials—textbook as well as primary and secondary source readings and other ancillary resources—for use in developing the instructional units will be considered. Instructional strategies to be applied throughout the course to help students strengthen their historical thinking and analytical writing skills will be emphasized. Suggestions for preparing students for success on the new AP European History examination in 2016—Document Based and Long Essays as well as the new type of multiple choice and shorter extended response questions—will also be presented. Since Mrs. Grant has been participating in the College Board’s national training for the implementation of the new Advanced Placement History courses, the workshop will reflect her understanding of the major changes as well as her recommendations for addressing these changes. As time permits, in addition to considering instructor-generated materials, opportunities will be provided for collaboration with other participants in the planning of curriculum units.
Instructor: Alice Grant (for a bio please visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: W
(3 graduate credits or 2 in-service credits)
July 13-16; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

GOVERNMENT AND POLITICS: US (July 27-30)
This course provides teachers with an overview of the basic structure and content necessary for an AP® course in Government and Politics: United States. The instructor will focus on the development of the content for each of the six units included in the course as well as the development of essential questions, course objectives, learning activities, teaching strategies, and the use of multiple resources. Emphasis will be placed on preparing students for the AP® examination. An analysis of past AP® examinations will be included as well as a review of the standards established for the grading of the annual exams. A major portion of the course is devoted to the development of units for an AP® Government and Politics course by participants including the resources necessary for the implementation of such a course. The course will include a “best practices” sharing session and participants are encouraged to bring a copy of a favorite lesson/activity they have used in, or that could be adapted to, an AP® US Government and Politics course. If participants are already teaching the course, or know the textbook and/or any other books they will be using, they should bring these as well.
Instructor: Maria Schmidt (for a bio visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: AK
(3 graduate credits or 2 in-service credits)
July 27-30; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

PHYSICS 1 (August 10 -13)
This Summer Institute is designed for teachers who will be teaching the re-designed Physics 1 course. In this workshop, participants will strengthen their understanding of the content of the AP Physics 1 curricula and familiarize themselves with teaching techniques that have been designed to increase student understanding through inquiry lab practices and problem solving. Topics will include AP Physics 1 course description, content coverage and focuses, pacing and organizational strategies, and hands-on labs that meet the college-level requirement. In addition, this workshop will focus in the incoming AP Physics 1 course syllabus audit process, AP Physics text development, and exam grading practices.
Throughout the week, sample test questions from past exams will be used with content reviews and compare them with the style sample questions designed for the incoming tests. Participants are expected to take an active role in the institute including discussing teaching strategies, presenting AP labs and demos, solving problems from the free-response section of previously administered AP Physics B exams and from samples of new tests, and setting up rubrics for grading their own work on these free-response questions according to the AP reading processes.
Instructor: Jesus Hernandez (for a bio visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: AW
(3 graduate credits or 2 in-service credits)
August 10 - 13; 8:00 a.m. - 4:00 p.m.,
Rockville Centre Campus, 1000 Hempstead Ave, RVC
Tuition and Fees: Graduate $900 or In-Service: $795

SPANISH LANGUAGE (August 3-6)
This workshop will introduce the participants to the new AP Spanish Language and Culture Curriculum Framework that went into effect September 2013. Participants will examine the themes as well as the recommended contexts and overarching essential questions for exploring each theme in the new Framework. Rubrics and students samples will be used for participants to become familiar with the scoring of the free response sections of the exam. The institute will also address issues of curriculum and of Pre-AP* courses. Some time will be devoted to evaluate the sample syllabus to deliver the new course. Participants will engage in a discussion of textbooks, websites, and resources available for the AP* course. They will also develop a final project according to the needs of their students during the week, in consultation with the instructor. Participants are encouraged to bring copies of successful activities to share.
Instructor: José M. Díaz, (for a bio please visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: AS
(3 graduate credits or 2 in-service credits)
August 3-6; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

SPANISH LITERATURE AND CULTURE (August 3 - 6)
The AP* Spanish Literature Exam changed 2013 to include culture. This course will emphasize preparation for the new exam. The reading list has been shortened, although about 15 percent of the readings are new to the course. There are now 38 titles, with more emphasis on contextual analysis: literary, cultural, and socio-cultural.
We will discuss how to incorporate more media into the study of literature, and how to integrate specific literary terms from the new Curriculum Framework. The new course is organized around six themes, which must be addressed in the new syllabus which each teacher must create. Elizabeth Sherman is an experienced AP consultant who will work with participants throughout the week to prepare the new syllabi so that they are ready for authorization. The course will also focus on activities to foster opportunities to write analytical essays with language appropriate for literary analysis. Activities will be based on the understanding of literary and cultural texts.
Instructor: Elizabeth T. Corrado Sherman (for a bio please visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: AT
(3 graduate credits or 2 in-service credits)
August 3-6; 8 a.m. - 4 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

STATISTICS (June 29 - July 2)
This Summer Institute is designed for teachers of AP* Statistics, both new to the course, or experienced but desiring new strategies and methods to improve their teaching. They will learn to understand and manage the scope of the AP* course and become familiar with the AP* exam as well as the reading process. The role of the College Board* and ETS in the administration of the AP* program will be presented. There will be an overview of the AP* syllabus content with emphasis on topics of concern to the participants. A complete review of the scoring of the 2014 AP* examination will be given. There will be an emphasis on the use of technology, the TI-83, Fathom, and Minitab in the presentation of the course materials. Participants will have opportunities to explore these technologies as well as to share their best practice. The focus is on bringing the best teaching techniques and strategies to the classroom.
Participants are encouraged to bring a laptop.
Instructor: Dr. Joseph Oechsle (for a bio please visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: F
(3 graduate credits or 2 in-service credits)
June 29 – July 2; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate $900 or In-Service: $795

U.S. HISTORY (July 27 – 30)
This workshop is designed to provide both beginning and experienced participants with an overview of the content knowledge and intellectual skills required for success in the new college level United States History course covering nine chronological periods from 1491 to the present. The instructor will focus on the organization of instructional units and pacing necessary to address the required components of the new course currently being implemented by the College Board. The selection of appropriate college level materials—textbook as well as primary and secondary source readings and other ancillary resources—for use in developing the instructional units will be considered. Instructional strategies to be applied throughout the course to help students strengthen their historical thinking and analytical writing skills will be emphasized. Based on experience with the 2015 APUSH examination, suggestions for preparing students for success —Document Based and Long Essays as well as the new type of multiple choice and shorter extended response questions—will also be discussed. In addition, special emphasis will be given to creating multiple choice and short answer questions for classroom practice. Since Mrs. Grant has been participating in the College Board’s national training for the implementation of the new Advanced Placement History courses, the workshop will reflect her understanding of the major changes as well as her recommendations for addressing these changes. As time permits, in addition to considering instructor-generated materials, opportunities will be provided for collaboration with other participants in the planning of curriculum units.
Instructor: Alice Grant (for a bio please visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: AN
(3 graduate credits or 2 in-service credits)
July 27-30; 8:00 a.m. - 4:00 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

WORLD HISTORY (August 10-13)
This weeklong workshop is designed to give the teacher new to the course a sense of pace and organization while offering the teacher who is a veteran to this program a sense of the subtleties of the new format. To do this, there will be an emphasis on lesson plans, essay preparation and evaluation, multiple choice decoding tactics, review suggestions, and strategies to keep students excited about the course. Besides several take-away sample tests, participants will also be provided with a DVD that has scores of tried-and-true lesson plans, a 180-page AP level test bank, and dozens of power points that demonstrate essay writing techniques. Participants will leave this workshop with an arsenal of lesson-ready teaching ideas. Please note that the World History AP exam is scheduled to be re-designed for the 2016-17 school year and a portion of this course will be devoted to discussing those changes.
Instructor: Charles Hart (for a bio please visit: www.molloy.edu/ce/ap)
Course Number: EDU 524 section: AY
(3 graduate credits or 2 in-service credits)
August 10 - 13; 8 a.m. - 4 p.m.,
Suffolk Center, 7180 Republic Airport, Farmingdale
Tuition and Fees: Graduate: $900 or In-Service: $795

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Additional Summer Institutes

Molloy will also be offering Summer Institutes in the methods and techniques of teaching:

- English Language Arts
- Math
- Science
- General Interest

Information can be found on our website at: www.molloy.edu/ce/summer.
The AP* Summer Institutes may either be taken for 3 graduate credits for $900 (no additional fees) or on a non-credit basis for 2 in-service credits for $795 (no additional fees). You tuition includes: complimentary continental breakfast and lunch each day, approved College Board* materials, complimentary textbooks (depending upon the institute) and a binder of handouts from the instructor.

Registration is ongoing and the regular registration deadline is three weeks prior to the start date of each institute. Late registration may be possible if space and materials are still available. If you decide to drop an institute a full refund will be granted prior to the start date. No refund will be granted after an institute has begun.

The application and registration process differs depending upon the type of credit that you would like to receive. Please refer to the instructions below for either graduate or non-credit (in-service) application and registration procedures.

A registration confirmation, with the classroom location will be sent upon receipt of your application and registration. If you should have any questions regarding the application or registration process, please contact Cindy Thomas at 516-323-3554 or by e-mail at cthomas@molloy.edu.

Non-Credit/In-Service: Registration Procedures
Non-Credit, in-service credit tuition for each Institute is $795. You may register for the institutes on a non-credit, in-service basis online at: www.molloy.edu/ce/registration, or by phone by calling 516-323-3554, or by mail or fax by completing the Non-Credit Registration form on page 11. Please note that students enrolled in this course on a non-credit, in-service basis cannot opt to take this course for credit once the course has begun.

Graduate Credit: Application & Registration Procedures
Graduate tuition for teachers taking the AP* Summer Institutes for professional development and not towards a Molloy Master’s degree is a flat rate of $900 per 3-credit course (candidates who teach full time in a religious affiliated school can qualify for a 30% tuition reduction). Tuition for Molloy College graduate students who have been approved to take this course as part of their degree program will be charged: the full rate of tuition plus fees per 3-credit course. Molloy students currently enrolled in the Professional Certification program should check with their advisor to see if this course would be applicable towards their degree requirements.

Teachers not currently enrolled at Molloy in a degree program may register for this course as a non-matriculated student for graduate credit. The Non-Matriculated Application for Admission and Registration forms can be found on the following pages and can also be downloaded from our website at: www.molloy.edu/ce/ap.

The forms consist of the following:
- Non-Matriculated Application for Admission and Registration Form (page 7)
- Student Information Sheet (pages 8-9)
- Emergency Contact Information (page 10)

In addition, if you are taking 6 credits (two courses) or more and you were born after 1/1/57 you will also need to complete an Immunization form and a Meningitis waiver form. You may download the forms at: www.molloy.edu/shs.

You may pay for the institutes using a check or money order (made payable to Molloy College), Visa or MasterCard or a Purchase Order. The completed forms, along with payment or your purchase order information, can be mailed, faxed or presented in-person to the: Division of Continuing Education and Professional Development, Molloy College,1000 Hempstead Avenue, PO Box 5002, Rockville Centre, New York 11571; or Faxed to (516) 323-3560 or (516) 323-3561.
Molloy College
Non-Matriculated Application for Admission and Registration Form
Graduate Credit - Summer Sessions 2015

This form, along with the Student Information Sheet, the Emergency Contact Form, and, if necessary the Health Forms, are to be used by teachers who are applying for graduate credit for the Summer Institutes. Teachers who wish to register on a Non-Credit basis should refer to the Non-Credit Registration Form on the webpage. Current Molloy students should contact their advisor to register. The completed forms, along with payment, can be mailed, faxed or presented in-person to: Division of Continuing Education and Professional Development, Molloy College, 1000 Hempstead Avenue, PO Box 5002, Rockville Centre, New York 11571; Fax (516) 323-3560 or (516) 323-3561.

Please type or print clearly – All information must be completed.

Name: Last ___________________________ First ___________________________ M (full) ___________________________

Date of Birth _______ / _______ / _______ School ____________________________________________ Grade _______

Social Security Number________________________________________

Home Address:__________________________________________________________

Home Phone ( ) ___________________________ Work Phone ( ) ___________________________

Cell Phone ( ) ___________________________ E-mail ___________________________

Reason(s) for applying as a non-matric student: __________________________________________

I understand and agree to comply with the regulations of Molloy College and accept the terms of payment of all tuition and fees stated in the College Catalogue. I certify that all items on this application are answered correctly and completely.

Signature of Student (Required)________________________________________ Date ______________

Registration and Tuition Information

Graduate Tuition: flat rate of $900 per 3-credit course (no additional fees) for teachers who are taking courses towards professional development and not towards a Molloy Master’s degree; tuition for Molloy College graduate students who have been approved to take this course as part of their degree program will be charged the regular rate of tuition, which is currently $855 per credit, plus fees.

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Tuition Total

Payment Method

Tuition or purchase order information is due at the time of registration. Your registration can not be processed without payment or PO information. Please indicate your method of payment:

Check # ___________________________ Please make checks payable to: Molloy College

Purchase Order Please attach PO, or attach contact information for billing.

Credit Card: _____ Visa _____ MasterCard Exp. Date (Month/Year) __________________________

Card ________

Account ________

Name ________

Signature of Cardholder __________________________________________

For Registrar’s Office Use:

Information Updated By ________ Data Entry Date ________ UG or GR Division? ________ 02/06
MOLLOY COLLEGE
STUDENT INFORMATION SHEET

Social Security Number ___________________________ Student ID Number If Known ___________________________

Current Legal Name ___________________________ Last ___________________________ First ___________________________ Middle Name (Required) ___________________________ Suffix ___________________________

Maiden Name or Birth Name ___________________________ Date of Birth ___________________________

Biographical Information:

Citizen of:

[U.S. Citizen] [Resident Alien] [Non-Resident Alien]

If not a U.S. Citizen, then what country are you a citizen of? ___________________________

Ethnic/Racial Origin (See backside for governmental descriptions):

In addition, select one or more of the following racial categories to describe yourself:

[ ] American Indian or Alaska Native Non-Hispanic
[ ] Asian
[ ] Black or African American
[ ] Native Hawaiian or Other Pacific Islander
[ ] White

Marital Status (Please Check One): [ ] Married (M) [ ] Single (S)

Sex (Please Check One): [ ] Male (M) [ ] Female (F)

Religious Preference (Please Check One):

[ ] Roman Catholic (R) [ ] Jewish (J) [ ] Muslim (M) [ ] Protestant (P) [ ] Other (O) [ ] None (N)

New Legal Name** ___________________________ Last ___________________________ First ___________________________ Middle Name (Required) ___________________________ Suffix ___________________________

Maiden Name (Or Prior Names) ___________________________

New Address/ Street __________________________________ County of Residence _________

New City ___________________________ State _________ ZIP _________ - _________

New Home Phone ( ________) ___________________________ New Cell Phone ( ________) ___________________________

New Non-Molloy Email* ___________________________

*Due to FERPA policies, Email from the college will be sent to your campus email account, once you are a student. Self-reported email addresses are listed as secondary records.

**Name changes to name must include appropriate documentation, such as court orders, governmental documents or marriage licenses. Please attach documentation.

Signature of Student (Required) ___________________________ Date ___________________________

For Registrar’s Office Use:

Updated By (Initials) ______ Data Entry Date _________ UG? ______ GR? ______ DO? ______ Revised 1/25/2013
General Definitions of Non-Resident and Resident Alien:

An alien is an individual who is not a U.S. citizen. Aliens are classified as non-resident aliens and resident aliens by the Bureau of Citizenship and Immigration Services.

Definition of Resident Alien

Resident aliens generally are taxed on their worldwide income, similar to U.S. citizens.

To be classified as a resident alien, the individual must meet one of two tests:

1. Green Card Test

A non-resident alien is a lawful permanent resident of the U.S. at any time if they have been given the privilege, according to the immigration laws, of residing permanently as an immigrant. This status usually exists if the Bureau of Citizenship and Immigration Services has issued a green card.

2. Substantial Presence Test

A non-resident alien is classified as a resident alien for tax purposes if they were physically present in the U.S. for 31 days during the current year and 183 days during a three-year period that includes the current year and the two years immediately before that.

Definition of Non-resident Alien

If a person does not meet either the Green Card or Substantial Presence Test, then that person is classified as a non-resident alien.

• A new arrival on a J-1 or F-1 visa is generally a non-resident alien.

Non-resident aliens are taxed only on their income from sources within the U.S. and on certain income connected with the conduct of a trade or business in the U.S.

GO to IRS.Gov for References for detailed information on determining Resident and Nonresident Alien Status, specifically Publication 519, U. S. Tax Guide for Aliens.

Governmental descriptions for ethnic/racial origins, as used for IPEDS data collection:

- Hispanic or Latino
  A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

- American Indian or Alaska Native
  A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.

- Asian
  A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

- Black or African American
  A person having origins in any of the black racial groups of Africa.

- Native Hawaiian or Other Pacific Islander
  A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

- White
  A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
Emergency Contact Information

At least one Emergency Contact is required for All students:

Student’s ID#: ____________________________  Student’s Name: ____________________________

Emergency Contact #1 Information (For 1st Contact, must include required info):

First Name (Required): ____________________________

Middle Initial/Name: ____________________________

Last Name (Required): ____________________________

Relationship: ____________________________

Home Phone (Required): ____________________________

Business Phone: ____________________________

Cell Phone: ____________________________

Email Address: ____________________________

Notes:

__________________________________________

__________________________________________

Optional Emergency Contact #2 Information (For 2nd Contact, must include required info):

First Name (Required): ____________________________

Middle Initial/Name: ____________________________

Last Name (Required): ____________________________

Relationship: ____________________________

Home Phone (Required): ____________________________

Business Phone: ____________________________

Cell Phone: ____________________________

Email Address: ____________________________

Notes:

__________________________________________

__________________________________________

Form as of 3.8.2011
Molloy College
Summer Sessions 2015
Non-Credit/In-Service Credit APSI Registration Form

This form is to be used only if you are taking the institutes on a non-credit/in-service basis. If you wish to take the institutes on a graduate credit basis, please download the graduate credit application and registration forms from our website at: www.molloy.edu/ce/ap. This completed form, along with payment or purchase order information, can be mailed, faxed or presented in-person at the address or fax number as indicated on the bottom of this form.

Online registration is available at: www.molloy.edu/ce/registration.

Please type or print clearly – All information must be completed.

Name: Last ________________________________________ First ___________________________________ MI ______

School ______________________________________ District ____________________________________ Grade _____

Home Address: _____________________________________________________________________________________

Home Phone (______)_________________________ Work Phone (______)____________________________________

Cell Phone (______)__________________________  E-mail ________________________________________________

I understand and agree to comply with the regulations of Molloy College and accept the terms of payment of all tuition and fees stated in the College Catalogue. I certify that all items on this application are answered correctly and completely. I understand that if I enroll in this course on a non-credit, in-service basis I cannot opt to take this course for credit once the course has begun.

Signature of Student (Required) ___________________________ Date ______________

Registration and Tuition Information

In-Service Credit (Non-credit) Tuition: $795 per institute (no additional fees)

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<tr>
<th>Course Number</th>
<th>Section</th>
<th>Course Name</th>
<th>Tuition</th>
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<th>Tuition Total</th>
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Payment Method

Tuition or purchase order information is due at the time of registration. Your registration can not be processed without payment or PO information. Please indicate your method of payment:

_____ Check # ____________________________ Please make checks payable to: Molloy College

_____ Purchase Order Please attach PO, or attach contact information for billing.

_____ Credit Card: _____ Visa _____ MasterCard   Exp. Date (Month/Year) ________________________

   Card Holder Name ____________________________________________________________

   Account Number _____________________________________________________________

   Signature of Cardholder _____________________________________________________

Please either mail, fax, or present in person the completed form to: Division of Continuing Education and Professional Development, Molloy College, 1000 Hempstead Avenue, PO Box 5002, Rockville Centre, New York 11571; Fax (516) 323-3560 or (516) 323-3561