



2014 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 30-July 3

- **Art History:** Instructor: John Nici
- **Computer Science A:** Instructor: Kathleen Larson
- **Economics:** Instructor: Dr. Anthony Gyapong
- **English Literature:** Instructor: Ed Schmieder
- **Statistics:** Instructor: Dr. Joe Oechsle

July 7-10

- **Biology:** Instructor: Richard Kurtz
- **U. S. History:** Instructor: Alyce Loesch

July 14-17

- **Calculus BC:** Instructor: Dr. Maxine Lifshitz
- **Environmental Science:** Instructor: Jeanne Kaidy
- **European History:** Instructor: Alice Grant
- **U. S. History:** Instructor: Alyce Loesch

July 21-24

- **Calculus AB:** Instructor: Dr. Maxine Lifshitz
- **Chemistry:** Instructor: Mark Langella
- **Government & Politics: US:** Instructor: Maria Schmidt

July 28-31

- **Biology:** Instructor: Richard Kurtz
- **Psychology:** Instructor: Jeanne Blakeslee

August 4-7

- **Chemistry:** Instructor: Mark Langella
- **English Language:** Instructor: Barbara Murphy
- **Spanish Language:** Instructor: Jose Diaz
- **Spanish Literature:** Instructor: Elizabeth Sherman

August 11-14

- **Physics 1&2:** Instructor: Jesus Hernandez
- **World History:** Instructor: Charles Hart

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Molloy College

AP* Summer Institutes for 2014

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
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- **Chemistry:** see page 2
- **Computer Science A:** see page 2
- **Economics:** see page 2
- **English Language:** see page 2
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- **Government & Politics:** see page 3
- **Physics 1&2:** see page 3
- **Psychology:** see page 3
- **Spanish Language:** see page 4
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- **U. S. History:** see page 4
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AP* Summer Institute Descriptions and Schedule of Classes

ART HISTORY (June 30-July 3)

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.

One full day will be devoted to addressing strategies for the redesigned AP Art History exam effective in 2015.

Instructor: **John Nici** (for a bio please visit:

www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

June 30-July 3; 8 a.m. - 4 p.m.

Suffolk Center, 7180 Republic Airport, Farmingdale

Tuition and Fees: Graduate: \$900 or In-Service: \$795

BIOLOGY (July 7 – 10 or July 28-31)

This AP Biology workshop will explore all aspects of the new program including the Curriculum Framework (the four "Big Ideas", the seven "Science Practices", "Learning Objectives", etc.), how to set up your course, how to run inquiry-based labs, and how to prepare students for the new examination. Participants will get hands-on experience with the new inquiry-based labs. We will also discuss ways to modify your existing lab program to fit the new AP Science Practice Standards.

Participants will be instructed in the new national exam design, particularly in contrast with the former exam. Other topics include the new audit and reviewing resource materials for this course.

In an effort to have participants better prepared for the coming year each participant, who is taking this course for graduate credit, will develop a syllabus appropriate to their school's calendar (part of the audit process) and create a course unit including a new inquiry-based lab or a modified existing lab.

Participants will need to bring their 2014-2015 school calendar, as well as one of their best Biology activities (favorite lab, demonstration, etc.) to share with the others.

Our Biology APSI usually closes out so please register early.

Instructor: **Richard Kurtz** (for a bio please visit:

www.molloy.edu/ce/ap)

Course number: **EDU 524**

(3 graduate credits or 2 in-service credits)

section: TBA July 7-10; 8 a.m. - 4 p.m. or

section: TBA July 28-31; 8 a.m. - 4 p.m.

Rockville Centre Campus, 1000 Hempstead Avenue

Tuition and fees: Graduate \$900 or in-service: \$795.

CALCULUS BC (July 14 - 17)

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.

Instructor: **Dr. Maxine Lifshitz** (for a bio please visit:

www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

July 14-17; 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 21 - 24)

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.

Instructor: **Dr. Maxine Lifshitz** (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

July 21 - 24; M-T-TR-F; 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 21 – 24 or August 4-7)

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

Instructor: **Mark Langella** (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

section: TBA July 21 - 24; 8:00 a.m. - 4:00 p.m. or

section: TBA August 4-7; 8:00 a.m. - 4:00 p.m.,

Rockville Centre Campus, 1000 Hempstead Ave, RVC

Tuition and Fees: Graduate: \$900 or In-Service: \$795

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COMPUTER SCIENCE (June 30 – July 3)

This institute is intended for experienced teachers of AP Computer Science as well as those who are new to the program or anticipating teaching AP* CS for the first time. Topics include principles of object oriented programming, the GridWorld Case Study, preparing students for the AP* CS examination, understanding the grading of the examination, suggestions for organizing and teaching the course, sample syllabi, and the wealth of available resources. An overview of the AP* Computer Science: "Principles" course, currently under development, will be included. The institute is interactive and involves hands-on computing activities.

Instructor: **Kathleen Larson** (for a bio please visit:

www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

June 30 – July 3; 8 a.m. - 4 p.m.

Rockville Centre Campus, 1000 Hempstead Ave, RVC

Tuition and Fees: Graduate: \$900 or In-Service: \$795

ECONOMICS (June 30 July 3)

Structured primarily for new and inexperienced teachers in this field, the week long course will help participants become more aware of the challenges and goals to be met in teaching AP micro and AP macro. In a week, we cannot focus solely on content for one or both areas and so we will model and work with methodology as our way to become more comfortable with content and strategies for the classroom.

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 TBA**

(3 graduate credits or 2 in-service credits)

June 30 – July 3; 8:00 a.m. - 4:00 p.m.,

Suffolk Center, 7180 Republic Airport, Farmingdale

Tuition and Fees: Graduate: \$900 or In-Service: \$795

ENGLISH LANGUAGE (August 4-7)

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/revise 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: TBA**

(3 graduate credits or 2 in-service credits)

August 4-7; M-T-TR-F; 8:00 a.m. - 4:00 p.m.,

Suffolk Center, 7180 Republic Airport, Farmingdale

Tuition and Fees: Graduate: \$900 or In-Service: \$795

ENGLISH LITERATURE (June 30 – July 3)

This course provides an overview of the basic structure and content of an AP* Literature and Composition course. Particular attention will be paid to teaching strategies for poetry and fiction; selecting appropriate works; scoring student responses from previous AP* examinations; and integrating AP* preparation into a literature curriculum. Class members will be required to give brief presentations on poetry and fiction to the group and to draft a syllabus.

Instructor: **Edward Schmieder** (for a bio visit: www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

June 30 – July 3; 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 14 - 17)

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. Page 2 workshop activities will focus on resources available in the 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: TBA**

(3 graduate credits or 2 in-service credits)

July 14-17; 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 14 - 17)

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 a college level European history course covering the period from the Later Middle Ages to the present. The instructor will focus on the organization of units of instruction to address the political, economic, and social themes of the course, the selection of appropriate college level materials--text as well as primary and secondary source readings and other ancillary resources--for use in developing these units, and instructional strategies to help students develop their critical thinking and analytical writing skills. Strategies for improving student performance on the types of assessments used on the AP European History exam--document-based and free response thesis-driven essays, as well as multiple choice questions--will be emphasized. In addition to considering instructor-generated resources, opportunities will be provided for the sharing of best practices by the participants.

Instructor: **Alice Grant**, (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

July 14-17; 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 21-24)

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: TBA**

(3 graduate credits or 2 in-service credits)

July 21-24; 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&2 (August 11 -14)

The Physics AP exam will be completely re-designed for the 2014-15 school year and this course will reflect those changes. Please note: **It is expected that this course will close out** and you should register early to avoid being closed out.

This Summer Institute is designed for teachers who will be teaching the re-designed AP Physics, now Physics 1 & 2. In this workshop, participants will strengthen their understanding of the content of the AP Physics 1 and 2 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 and 2 course descriptions, 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 I and II course syllabi audit process, AP Physics test 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: TBA**

(3 graduate credits or 2 in-service credits)

August 11 - 14; 8:00 a.m. - 4:00 p.m.,

Rockville Centre Campus, 1000 Hempstead Ave, RVC

Tuition and Fees: Graduate \$900 or In-Service: \$795

PSYCHOLOGY (July 28 - 31)

This course will focus on the teaching of psychology as a science. The workshop will include an intensive review of the content of the AP* Psychology examination. Additional topics will include teaching strategies and resources, demonstrations for teaching psychology, activities, important experiments and studies in psychology, test taking techniques for the AP*

psychology examination, and using a rubric to write and score essay questions. Participants are encouraged to bring a few of their favorite lesson plans and books and other teaching resources that they intend to use.

Instructor: **Jeanne Blakeslee** (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**
(3 graduate credits or 2 in-service credits)

July 29 – 31; 8:00 a.m. - 4:00 p.m.,

Suffolk Center, 7180 Republic Airport, Farmingdale

Tuition and Fees: Graduate: \$900 or In-Service: \$795

SPANISH LANGUAGE (August 4-7)

This course will address the new curriculum which went into effect in the 2013-2014 school year. 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: TBA**
(3 graduate credits or 2 in-service credits)

August 4-7; 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 4 - 7)

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: TBA**
(3 graduate credits or 2 in-service credits)

August 4- 7; 8 a.m. - 4 p.m.

Suffolk Center, 7180 Republic Airport, Farmingdale

Tuition and Fees: Graduate: \$900 or In-Service: \$795

STATISTICS (June 30 – July 3)

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: TBA**
(3 graduate credits or 2 in-service credits)

June 30 – July 3; 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 7 – 10 or July 14 -17)

The U.S. History AP exam will be completely re-designed for the 2014-15 school year and this course will reflect those changes. Please note: **It is expected that this course will close out** and two sections of the course will be offered: July 7-10 and July 14-17. You should register early to avoid being closed out.

The course provides students with an overview of the basic structure and content necessary for an Advanced Placement* United States History course. The course will address:

- Crafting historical arguments from historical evidence
- Chronological reasoning
- Historical interpretation and synthesis
- Application of key concepts and themes

During the four day workshop the class will work with a variety of materials including teacher-designed lessons, AP examinations and sample student responses. In addition, changes for the exam and content of the course will be discussed. The workshop will also focus on strategies beyond “lecture”. Participants will share their “best practices” with the class. The instructor will emphasize reading interpretation, political cartoon analysis and graph and chart interpretations.

Instructor: **Alyce Loesch** (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: **EDU 524**

(3 graduate credits or 2 in-service credits)

section: TBA July 7-10; 8:00 a.m. - 4:00 p.m., or

section: TBA July 14-17; 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 11 -14)

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 texts, 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. Instructor: **Charles Hart** (for a bio please visit: www.molloy.edu/ce/ap)

Course Number: **EDU 524 section: TBA**

(3 graduate credits or 2 in-service credits)

August 11 - 14; 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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General Information, Travel Directions, Handouts, Meals, & Hotels

Participants meet for 30 hours of instruction during the week (lunch and breaks are not counted in instructional hours). You must attend the entire institute to receive a certificate of completion from Molloy and the College Board*. Participants who attend only part of the institute will be issued a letter on Molloy College letterhead that is signed by the APSI director certifying the number of hours attended, but they will not receive a certificate.

You must attend each day to receive in-service credit. If you are taking the course for graduate credit, in addition to attending the institute each day, there is a project that is due within 2 weeks of the conclusion of the institute.

Materials from the College Board*, as well as any handouts and textbooks, will be given out in class. They are included in your tuition. You will be notified by email of any prior preparation that is required before the institute begins or anything that you will need to bring with you to the institute.

Breakfast and lunch will be served each day of the institute and are also include in your tuition. Vegetarians should e-mail their request for a vegetarian lunch to cthomas@molloy.edu at least two weeks before their institute begins.

A list of hotels and area attractions near both campuses can be found on our website at: www.molloy.edu/ce/ap. You may also call us at 516-323-3554 or email cthomas@molloy.edu. Accommodations are not included in your tuition.

Dress is casual. Dress for comfort. Our classrooms are air-conditioned. So while it may be hot outside, the classrooms may be chilly. Prepare accordingly by bringing a sweater or other clothes to layer. Comfortable shoes are also a good idea. You may also want to bring your laptop. Wi-Fi is available at both campuses at no charge.

Rockville Centre Campus – Directions, Meals and Office Hours

The campus is located at 1000 Hempstead Avenue, Rockville Centre, NY 11571. New York City is located a few train stops away on the Long Island Rail Road. Directions to the campus can be found on our website at: www.molloy.edu/ce/directions.asp. A parking permit is not necessary and there is ample parking on campus at no charge. You will be notified of the building and room location of your course prior to the start date.

Breakfast and lunch will be available each day in the Anselma Room of Kellenberg Hall and are included in your tuition. Breakfast will be at 7:30 a.m. You will be given a meal card to use for the four days of the Institute. The card can be picked up in the Anselma Room during breakfast. If you do not go to breakfast it will be available to you in the classroom.

The Summer Office is located in Siena Hall, Room 106 **Office Hours:** M-Th, 8:30 am-7 pm; Fri, 8:30 am-5 pm- closed on Fridays in the Summer (7/15-9/2); Sat, 8:30 am-12:30 pm; **Phone:** 516-323-3550 • **Fax:** 516-323-3560 • **E-Mail:** conted@molloy.edu

Suffolk Center Campus – Directions, Meals and Office Hours

The Suffolk Center is located just off Route 110 at 7180 Republic Airport, in Farmingdale, NY. Directions to the Suffolk Center can be found at: www.molloy.edu/suffolk/directions.asp. A parking permit is not necessary and there is ample free parking directly in front of the building. There is only one building at Suffolk and classroom locations are posted in the lobby.

A continental breakfast (starting at 7:00 a.m. in the student lounge) and a buffet lunch at a local restaurant will be served each day and are included in your tuition. The Student Lounge has snack machines and nine computers for student use with internet access. Coffee and tea are available to the students free of charge throughout the day. The Center also has wireless internet access in all of the classrooms and in the lounge.

The main office is open Monday - Thursday from 9:00 a.m. – 7:00 p.m. (7:30 a.m. – 5:00 p.m. in the summer) and Friday from 9:00 a.m. – 5:00 p.m.(closed on Fridays in the summer); **Phone:** 516-323-3570 • **Fax:** 516-323-3573

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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.

2014 APSI Application and Registration Instructions

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: \$2,820 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. You will need to complete the Non-Matriculated Application for Admission and Registration forms that can be found on pages 7-10. 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**.

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Molloy College

Non-Matriculated Application for Admission and Registration Form Graduate Credit - Summer Sessions 2014

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 _____ MI _____

Date of Birth ____/____/____ School _____ Grade _____

Home Address: _____
Street
City
State
Zip

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.

Course Number	Section	Credits	Course Name	Tuition
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 Holder Name _____

Account Number _____

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 an U.S. Citizen, then what country are you a citizen of? _____

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

Do you consider yourself to be Hispanic or Latino? (*Y or N?*) _____

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:

Molloy College

Summer Sessions 2014

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: _____
Street City State Zip

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)

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