

AVILA ADVANTAGE GRADUATE

2019-2020 FALL Semester
August 19-December 14, 2019
6:00 – 10:00 p.m.

EIGHT WEEK SESSIONS		
	SESSION 1	SESSION 2
	August 19-October 14 <i>(Holiday September 2)</i>	October 21-December 9
MON.	OD 660 Organizational Analysis & Strategy	OD 625 Action Research <i>Pre-req: OD 640</i>
	OD/MG 675 Team Development and Facilitation	OD 630 Applications of Psychology in Organizations
	August 20-October 8	October 15-December 3
TUES.	OD 662 Strategic Management	OD 644 Coaching Skills <i>Pre-req: OD 642</i>
	OD 642 Introduction to Coaching	OD 667 Total Rewards & Risk Management
	OD/MG 601 Statistics	
	August 21-October 9	October 16-December 11 <i>(Holiday November 27)</i>
WED.	OD 691 Consulting Skills <i>Pre-req: OD 600, 601, 625, 630, 640</i>	OD 640 OD & Planned Change <i>Pre-req: OD 600</i>
	August 22-October 10	October 17-December 12 <i>(Holiday November 28)</i>
THURS.	PM 677 Six Sigma	OD/MG 688 Leadership and Influence Processes
	August 24, September 21, October 19 & December 7	
SAT.	OD 695 Capstone Applied Research Project <i>Pre-req: OD 691</i> 10:00 am -1:00 pm	
	August 19-December 14	
Arranged	MG 695 Capstone Applied Research Project 01- Project Management - 02- Fundraising -	

Rev. 3/18/2019

EIGHT WEEK ONLINE SESSIONS

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SESSION 1	SESSION 2
August 19-October 13	October 14-December 8
MG 605 Ethics & Legal Environment	FR 610 Direct Response Fundraising <i>Pre-req: FR 600</i>
OD/MG 650 Strategic Communication	MG 630 Financial Decision Making
	PM 672 Practice of Project Management <i>Pre-req: PM 600</i>
September 9-September 29	
PM 600 01 Introduction to Project Management (1 credit hour)	
WEEKEND INTENSIVE SCHEDULE	
SESSION 1	SESSION 2
September 13-14 Friday 6:00 pm-10 pm & Saturday 8:30 am -5:00 pm	
OD 600 Intro to Organizational Development (1 credit hour)	

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Computer Recommendations: A modern browser and broadband internet connection are encouraged. There is no specific RAM or CPU specific requirement for computers; however, as with any Internet Browser, the slower the computer, the slower pages and tools will load.

Operating Systems: Windows XP SP3, Windows Vista, Windows 7, Mac OS X 10.11 or higher

Browsers: Internet Explorer (Latest Version), Firefox (Latest Version), Google Chrome (Latest Version), and Safari (Latest Version)

Additional Programs: Some course content might require Java, Adobe Flash, or Adobe Reader.

Internet Recommendations:

Students will be required to have access to the Internet.

Internet Speeds: Cable modem, DSL, or Local Area Network (LAN) connection (wireless or hard connection). Dial-up connections are not supported. Disable pop-up blocking software you may have installed on your computer or pop-up blocking features that you may have enabled in your browser while using a Learning Management System. Please note that some additional browser toolbars that you may have installed can also act as pop-up blockers. These could include the Yahoo toolbar, Google toolbar, MSN Toolbar and more. Please check to see if your browser has any of these, or other toolbars that may block pop-ups, installed and disable their pop-up blocking feature while using a Learning Management System

ONLINE COURSES:

- Some courses may require use of a device capable of recording and uploading.
- There is **not** a pre-assignment for online classes.
- Course Guides and other courses related information will be available online.

CAMPUS COURSES:

- Due to the accelerated nature of our 8 week classes, there will be **PRE-WORK DUE THE FIRST NIGHT OF CLASS.**
- This assignment as well as other pertinent information will be detailed in your Course Guide.
- Course Guides are located in Canvas in "Advantage Course Guides" at <http://avila.instructure.com/enroll/E4JYLP>.

DROP POLICY:

- Students who drop **after the 1st class meeting** (online classes prior to Sunday at midnight, before the second week of class) will receive no letter grade and forfeit 25% of the tuition.
- Students who drop **after the 2nd class meeting** (online classes prior to Sunday at midnight, before the third week of class) will receive a "W" (withdrawal) and forfeit 50% of the tuition.
- Students who drop **after the 3rd class meeting** (online classes prior to Sunday at midnight, before the fourth week of class) will receive a "W" (withdrawal) and forfeit 100% of the tuition.
- Students may drop **prior to the 1st class meeting** for a weekend intensive course (1 credit hour).

DROP DEADLINES:

- **8-WEEK COURSE:** before the 6th meeting
- **ONLINE:** Sunday at midnight before the start of the 6th week of the course
- **WEEKEND COURSE (1 credit hour):** prior to the first night meeting
- **STUDENTS WHO FAIL TO DROP A COURSE DESPITE NEVER ATTENDING WILL BE CHARGED 100% TUITION AND RECEIVE A LETTER GRADE OF "F."**

