



*College of Education and Human Services*

Fall 2011

*the*

**DIVISION OF PROFESSIONAL  
DEVELOPMENT**

**(DPD)**

# Division Of Professional Development

## HOW TO REGISTER

*Registration procedures for some workshops may differ from the procedures listed here. Exceptions are noted in the descriptions.*

Bring your completed registration form to:

**Division of Professional Development (DPD)**

**415 Allyn Hall**

**or**

Mail your registration form and payment (check) to:

**DPD Workshops**

**415 Allyn Hall**

**Wright State University**

**3640 Colonel Glenn Hwy**

**Dayton, OH 45435-001**

If you are registering for workshops sponsored by the College of Education and Human Services through the Division of Professional Development, you may use the special graduate application and registration form (attached). Your enrollment is based on the information you enter, so make sure it is complete, accurate, and legible. Post-dated checks forwarded with registration forms and registration forms without payment are not acceptable and will be returned. Please disregard payment, add/drop dates and other information applicable to regular Wright State University classes. They do not apply to workshops listed in this catalog.

### *When to Register*

Unless stated otherwise, registrations are accepted until the first day of the class as long as the class is not full. Early registration is strongly recommended. If the course does not meet the required minimum enrollment it will be cancelled and you will be notified in advance. There is a \$25 fee for registering after the registration deadline.

### *University Computer Account Information*

You Must obtain a university computer account to access your grades, pay by credit card, and be able to log-on during certain classes. Please contact DPD, (937) 775-2250 or call the CaTS Help Desk, (937)775-4827.

### *Credit Cards*

You must go on-line to pay by credit card. We accept Discover, MasterCard and American Express. All charge transactions are subject to bank approval. There is a 2.75% fee assessed for paying by credit card.

## REGISTRATION POLICIES

Credit workshops listed in this catalog are intended as continuing education for professionals in the fields of education, human services, and counseling who are not pursuing a degree at Wright State University. **All workshops/sessions meet the Ohio Board of Regents requirement applicable to state supported schools of 20 clock hours of out-of-class work per quarter hour.**

### *Changes in Registration or Withdrawal*

All changes in registration must be processed through DPD and the Registrar's Office. There is no fee for a complete withdrawal from the university or to drop/change a workshop one week prior to the first meeting. In an emergency please contact DPD at 937-775-2250. Be sure to request verification of withdrawal.

### *Residency*

Fees are contingent upon your Ohio residency status (see registration form). The fees listed are Ohio resident fees. Non-Ohio residents must pay an additional \$237 per credit hour for each course taken. For assistance in determining your status please contact the Office of the Registrar, 937-775-5588.

### *Refunds*

This refund policy applies only to workshops offered by the Division of Professional Development (DPD). You will receive a 100% refund if the course is cancelled. To drop a class you must notify the DPD office a week in advance or you will be charged a \$75 fee.

### *Refunds for Weekly Workshops*

If you drop a three-day or four-day workshop prior to the start of the second-class meeting you will receive a 70% refund. No refunds are given after the second-class meeting.

### *Refunds for Two Day and Weekend Workshops*

No refund is given for two-day or a weekend workshop after the first class session convenes.

### *Refund Requests*

Refund requests must be made in writing and directed to DPD.

### **Questions or Account Information?**

Please call (937)775-2250 or email [dpd@cehs.wright.edu](mailto:dpd@cehs.wright.edu)  
Visit our website: [www.cehs.wright.edu/dpd](http://www.cehs.wright.edu/dpd)

# Fall Quarter 2011 Workshops

Wright State University's Department of Counseling and Human Services is an approved provider in counseling with the Ohio Counselor and Social Worker Board. These classes are also approved by the Ohio Department of Education for School Counselors. All classes with CNL designation are approved for renewal of professional counselor and professional clinical counselor licenses. Participants seeking to expand their knowledge and understanding of specific counseling issues will benefit from these courses as well. You may register for credit hours or noncredit clock hours.

## An Introduction to Hypnosis and Hypnotherapy

**CNL 670/65**

**Rubin Battino**

This workshop is an introduction to the uses of hypnosis and hypnotherapy for those who work in the helping professions. It is designed for graduate students and those with advanced degrees in these fields. After a brief history of hypnosis, the myths and misconceptions will be discussed. We will cover the use of hypnosis in a variety of settings, as well as special language usage for hypnosis. Basic induction techniques will be discussed and demonstrated. Participants will have the opportunity to experience hypnosis in a safe environment.

**September 9-10, 2011**

**Classroom: 219 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by August 26, 2011

## Supervision in Counseling

**CNL 670/66**

**Bernadine Parks**

Ohio licensure laws mandate additional and ongoing training for counselors who seek to achieve and maintain Supervising Counselor status. This workshop will provide a review of the Ohio rules for clinical supervision, identify legal and ethical duties, responsibilities and challenges associated with the supervisory relationship, and explore practical strategies for assuring quality clinical care and nurturing the development of supervisees. Students will be exposed to professional resources and materials designed to develop supervisor and supervisee competencies, explore theoretical models for supervision, and identify techniques and skills specific to the role of Supervising Counselor.

**You will need to purchase the following text before class begins:**

Becoming an Effective Supervisor: A Workbook for Counselors and Psychotherapists by Jane M. Campbell

**September 23-24, 2011**

**Classroom: 240 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by September 9, 2011

*Please Register Two Weeks Prior To The Class Being Held*

**Renewal: Coping Skills for Managers, Teachers,  
Counselors & Students**

**CNL 670/67**

**Roger Fortman**

Learn and utilize various coping techniques and apply them to your work. A holistic experience of well-being that honors the body, mind, heart, and soul will be presented and discussed. You will have an opportunity to look at your own well-being and develop a structure for renewal. Assessment tools, resources for self-care, humor, music, games, interactive activities, and special readings will be included.

**Sept 30-Oct 1 and Oct 21-22, 2011**

**Classroom: 219 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$770\* for 2 Graduate Quarter Hours or \$260\* for 20 Non-Credit Hours**

**\* includes \$20 lab fee**

Please register by September 16, 2011

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**\*New!\***

**Inclusive Classrooms:  
Developing Co-Teaching Relationships**

**ED 670/66**

**Margaret Frey**

Various models for inclusive education are emerging, many of which require that intervention specialists and general educators form partnerships in teaching. What all must be considered in entering such a partnership? What are each educator's responsibilities for lesson planning, teaching, assessing student work, designing, and delivering intervention? How will the intervention specialist build a schedule that ensures all specialized instruction is provided as described in each student's IEP? When will partners plan together? Join us for this series that explores these questions and more. Teaching partners and teams are encouraged to attend together.

**September 30-October 1, 2011**

**Classroom: 302 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by September 16, 2011

**\*New!\***

**ED 670/68**

### **Methods in Integrated Language Arts**

**Christa Agiro**

This session will present methods in Integrated Language Arts for middle and high school teachers. It will explore strategies for finding highly effective, developmentally appropriate, and relevant literature for every student, as well as methods for enhancing enjoyment of and prompting critical reflection on that literature. This workshop will present ways to affirm individual student voices and successful strategies that use student writing to enact change in the wider world. It will examine cultural concerns about and methods for addressing non-standard English usage, exploring many cultures through writing and research. It will offer methods for facilitating student grammar through the teaching of reading, speaking, listening, viewing, visually representing, and writing. This session will also consider use of print and non-print media to enhance student competence in Integrated Language Arts.

**October 7-8, 2011**

**Classroom: 410 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by September 23, 2011

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**\*New!\***

**ED 670/69**

### **Creating Learning Communities in the Classroom**

**Margaret Frey**

The classroom is an energetic and exciting community that inspires learning of all members. This session will focus on the development and maintenance of a learning community in your classroom. Communication skills, strategies for collaboration, approaches that motivate learning and academic success are topics that will be addressed. Many individuals spend much of their time in classrooms; make those environments communities where people choose to be and spend every moment actively learning.

**October 14-15, 2011**

**Classroom: 302 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by September 30, 2011

**ED 670/76**

## **Practical Strategies for At-Risk Students**

**Myrna Gifford**

Learners with special needs and those who have experienced failure in traditional classrooms often thrive when learning tasks are presented in new and motivating contexts. This workshop focuses on five goals for turning school failure around by helping students to:

- 1) develop skills and knowledge necessary for success
- 2) develop intrinsic motivation
- 3) become problem solvers
- 4) become lifelong learners
- 5) achieve their personal potential

Workshop activities are designed around ten principles for attaining these educational goals. Participants receive a packet of learning tools that are readily adaptable to a wide range of ability levels. Packets also include information about locating additional resources to meet special learning needs.

**October 21-22, 2011**

**Classroom: 410 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by October 7, 2011

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**\*New!\***

## **Social Studies Across the Curriculum**

**ED 670/71**

**Amy McGuffy**

Meeting the needs of differentiated learners while meeting the new cross curricular social studies standards is going to present more challenges than ever. Limited time and understanding of lessons that can meet all requirements are a major part of the challenge. This class will provide you with the opportunity to align and map out your social studies curriculum to meet the state standards. Questions of the day to improve critical thinking skills and examples of tiered project planning to meet different learning styles will be discussed. These will be integrated with pretesting techniques, management strategies and evaluation rubrics to guide you. Get a head start on the new standards and integrating them into your classroom! This course is applicable for grades 4-8 educators.

**October 21-22, 2011**

**Classroom: 494 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by October 7, 2011

*Thank you for choosing Wright State University*



**Bullies, Victims and Violence:  
The Unrecognized Crisis in Our Schools**

**ED 670/72**

**David Braukman**

The issue of bullies and victims is a universal problem in our schools. Often it is ignored with disastrous results. Many of the school shootings can be traced directly to this problem. Recent research shows that teachers and administrators ignore bullying. The same research also shows a profile of children predisposed to be bullies and victims, including those who witness aggressive behavior in the home and children who come from schools who do not take bullying seriously. This course will offer concrete intervention strategies for both teachers and parents to stop this cycle that leads to so many serious problems.

**October 28-29, 2011**

**Classroom: 229 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by October 14, 2011

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**Spirited Kids in the Classroom**

**ED 670/62**

**Jenny "Alex" Alexander**

How do you teach a child who refuses to take "no" for an answer and seems to know the perfect trigger to your buttons? What strategies work with a child who has meltdowns over minor things? Is there a way to survive and even enjoy teaching spirited children? Join other teachers to discover:

- what makes kids spirited
- techniques that will help you identify and focus on this child's strengths
- effective discipline strategies for stopping challenging behaviors
- tools for teaching essential life skills
- how to plan for success and create an environment where the spirited child thrives
- an appreciation for the joy and excitement within the spirited child

**November 4-5, 2011**

**Classroom: 410 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by October 21, 2011

## **Lessening Your Load with Google Docs**

**EDT 670/62**

**Melissa Ross**

Are you tired of time-honored excuses of papers and projects being left at home or the printer running out of ink? Are you frustrated with not knowing which student completed certain parts of a project? If the answer is yes, then you need to try Google Docs, a free space on the internet that allows collaboration and provides user-friendly templates for both teachers and students. Papers and projects drafted at school can be stored online and accessed at home. There is even a template for online quizzes that can be scored by the computer! You can go green and save time and money with this online tool.

**November 4-5, 2011**

**Classroom: 043 Millett**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by October 21, 2011

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## **Differentiated Learning: How to...When to...Where to...**

**ED 670/78**

**Ann Anzalone**

All students can learn. This course focuses on the fundamentals of learning, content and application of knowledge. Discover how the learning brain wires and rewires. Use that information to create active learning environments that meet the needs of all learners in mixed ability classrooms.

**November 11-12, 2011**

**Classroom: 494 Allyn**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by October 28, 2011

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## **Make Friends With Your Computer: Basic Skills for Today's Classroom**

**EDT 670/63**

**Marni Faris**

Do you feel uncomfortable with the increasing expectation that you have computer skills? Are administrators and coworkers insisting that you submit things electronically? In this course, you'll learn to relax, have fun, and take advantage of the amazing resources that your computer offers. Learn to use basic computer software, including Microsoft Word, and computer tools, such as internet and email, to create classroom publications, track student records, communicate with parents and colleagues, research almost anything, and discover new and motivating instructional tools.

**November 18-19, 2011**

**Classroom: 039 Millett**

**Friday 5:00 - 9:00 & Saturday 8:00 - 2:00**

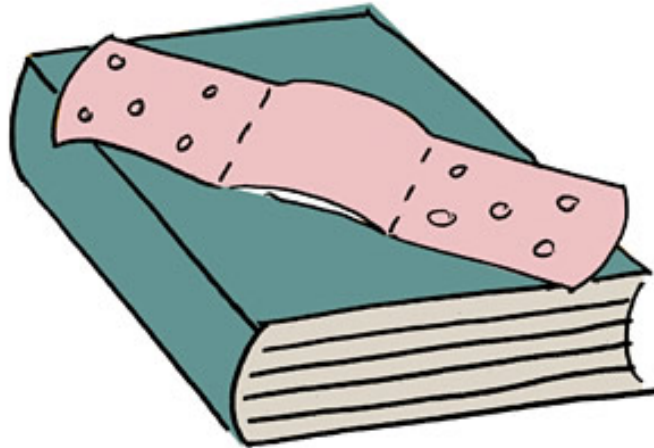
**\$375 for 1 Graduate Quarter Hour or \$120 for 10 Non-Credit Hours**

Please register by November 4, 2011



# Got Damaged Books?

Beyond Duct Tape: Book Repair 101 Beginning Repair  
Book Construction: Book Repair 102 Advanced Repair



Attendees will have hands-on experience repairing damaged books. Ranging from easy 5-minute repairs like small page tears and simple hinge reinforcement to more difficult book repairs like building new spines and sewing book signatures together. Taught by ERC Director, Stephanie Bange, attendees will learn about the tools of the trade, how to prioritize book repairs and know when it may be more cost-effective just to replace a damaged book rather than repair it. This would be perfect for school librarians, library aides and library volunteers. The lab fee for Book Repair 101 covers the cost of some specialized tools needed for many book repairs, including a micro-spatula, a bookbinding knife, binder's clips and glass rods.

**October 14-15, 2011**

**ERC-116 Allyn Hall**

**Friday 5:00 - 9:00 & Saturday 8:30 - 3:30**

**Book Repair 101 -- \$120 for 10 Non-Credit Hours, plus \$35 lab fee**

**Book Repair 102 -- \$120 for 10 Non-Credit Hours**

*(Note: Book Repair 101 is a prerequisite to 102)*

*Limit 10 participants*

Currently working in a school library? Bring some damaged books with you to repair during the workshop!

Questions? Please call 937-775-2250 or email [dpd@cehs.wright.edu](mailto:dpd@cehs.wright.edu)

**Please register by October 1st**

# UGotClass

## *Online Courses from the Learning Resource Network (LERN)*

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**\*New!\*** Online, month-long classes, \$245 each with an additional \$40 for 1 semester graduate credit, if desired, from the University of South Dakota-an accredited distance learning institution. To register, call the Division of Professional Development at Wright State University - (937) 775-2250. We will collect your name, mailing address, phone number, email, and payment in the form of cash or check. We will then forward the information to LERN, who will contact you and answer any questions you may have, including how to arrange for credit. They will provide any materials not included in the online classroom and open access to the course on its scheduled start date. **You must have internet access and an email account to access the course.**

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### **Gender in the Classroom**

**October 3-28, 2011**

**Julie Coates  
William Draves**

Discover why girls waste 30% of their study time, why boys get worse grades than girls, why boys do less homework than girls, and the 5 learning habits girls get in school that hurt them in the workplace. Your female students learn differently than your male students. Discover how girls learn. Take away 10 top tips for helping girls learn more and 5 tips to help girls succeed more. Then discover how boys learn. Take away 10 strategies for helping boys learn more and 5 tips to help boys succeed more. Get information about research not available anywhere else.

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### **Online Teaching and Learning for K-12 Teachers**

**October 3-28, 2011**

**William Draves**

Discover the fascinating world of online learning and teaching. Specifically for K-12 teachers, you will find out why and how your students learn online. Find out about all the wonderful e-tools being used, from drag-and-drop games to virtual labs. Then see how you can begin to use the web in your own teaching. See why web-enhanced courses are being introduced in K-12 schools. Then take home online strategies for helping your students to learn more and preparing them for the workplace.

# UGotClass

*Online Courses from the Learning Resource Network (LERN)*

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## **Generational Learning Styles for K-12 Teachers**

**Nov 7-Dec 2, 2011**

**Kassia Dellabough**

Regardless of your age, it is always helpful to increase your understanding of how your current students learn and what your future students might need. Students learn in a variety of ways, and this course will focus on the influence of generational characteristics on learning styles. Your students learn differently than you do. Come find out how to help your students learn more, and discover something new about yourself too! We will explore fascinating information on the brain and how each generation has responded to their unique “cohort experience.” You will acquire the skills and information needed to facilitate Gen Y and the emerging generation of learners. Understand how your own generational characteristics impact your learning AND your teaching. Come away with our top 20 generational techniques for helping your students learn more.

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## **Social Media & Online Tools for K-12 Teachers**

**Nov 7-Dec 2, 2011**

**Heather Dimitt**

Facebook, Twitter, YouTube-it seems everyone, including your students, is talking about ways the internet lets them stay in touch and see what others are doing. Since many of your students are already there, have you been curious if any of these tools might keep them engaged in your class? Do you ever wonder if there might be some time-effective ways to communicate with their parents?

# UGotClass Registration Form

Please use this registration form ONLY if you are registering for UGotClass online workshops.  
LERN will contact you with further instructions, including how to register for credit.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Indicate the course(s) for which you would like to register:

_____	Gender in the Classroom	\$245
_____	Online Teaching & Learning for K-12 Educators	\$245
_____	Generational Learning Styles for K-12 Teachers	\$245
_____	Social Media & Online Tools for K-12 Teachers	\$245

**Total Amount Due** \$ \_\_\_\_\_

Please submit payment in the form of cash or check payable to Wright State University.

**Send payment and registration to:**

DPD Workshops  
415 Allyn Hall  
3640 Colonel Glenn Hwy.  
Dayton, OH 45435  
Fax Number: (937)775-4855



# SPECIAL GRADUATE APPLICATION AND REGISTRATION FORM

THIS FORM MAY NOT BE USED TO REGISTER FOR REGULAR GRADUATE COURSES. FOR  
REGISTRATION AND ADVISING, CALL THE DIVISION OF PROFESSIONAL DEVELOPMENT AT  
(937) 775-2250

DIVISION OF PROFESSIONAL DEVELOPMENT  
COLLEGE OF EDUCATION AND HUMAN SERVICES

PLEASE TYPE OR PRINT  
(INCOMPLETE FORMS WILL DELAY PROCESSING)

PLEASE MARK WHICH QUARTER YOU ARE ENROLLING  
 FALL QUARTER       SPRING QUARTER  
 WINTER QUARTER       SUMMER QUARTER

## 1. PERSONAL INFORMATION:

LAST NAME		FIRST NAME		MI	MAIDEN NAME	
SOCIAL SECURITY NUMBER OR UNIVERSITY ID NUMBER <input style="width: 100%;" type="text"/>			GENDER FEMALE    MALE <input type="checkbox"/> <input type="checkbox"/>		MARITAL STATUS SINGLE      MARRIED <input type="checkbox"/> <input type="checkbox"/>	
HOME ADDRESS: STREET		CITY		STATE	ZIP CODE	
DATE OF BIRTH (MONTH/DAY/YEAR) <input type="text"/> <input type="text"/> <input type="text"/>		HOME PHONE		BUSINESS PHONE		EMAIL ADDRESS
US CITIZEN? Yes    No <input type="checkbox"/> <input type="checkbox"/>	IF NO, SPECIFY COUNTRY	VISA TYPE?	EXP. DATE?	ETHNIC BACKGROUND (INFORMATION IS STRICTLY VOLUNTARY AND USED ONLY IN REPORTS TO THE FEDERAL GOVERNMENT, PLEASE CHECK ONE OR MORE.)		
				<input type="checkbox"/> CAUCASIAN <input type="checkbox"/> BLACK/AFRICAN AMERICAN <b>RACE (PLEASE CHECK ONE)</b> <input type="checkbox"/> AMERICAN INDIAN OR ALASKAN NATIVE <input type="checkbox"/> HISPANIC/LATINO <input type="checkbox"/> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER <input type="checkbox"/> NON-HISPANIC/NON-LATINO <input type="checkbox"/> ASIAN		

## 2. EDUCATIONAL INFORMATION

HIGHEST DEGREE AWARDED	YEAR AWARDED	INSTITUTION AWARDING HIGHEST DEGREE (NAME, CITY, STATE):
MOST RECENT ATTENDANCE AT WRIGHT STATE UNIVERSITY MONTH/YEAR UNDERGRADUATE _____ GRADUATE _____ NEVER _____		<b>NOTE: A \$10 APPLICATION FEE WILL BE ASSESSED WITH OTHER FEES. THE \$10 FEE IS PAYABLE ONCE ON THE UNDERGRADUATE LEVEL AND ONCE ON THE GRADUATE LEVEL.</b>  <input type="checkbox"/> PLEASE INDICATE WITH AN "X" IF YOU DO NOT WANT TO BE BILLED FOR STUDENT INSURANCE

## 3. OHIO RESIDENCY

FOR THE PURPOSE OF DETERMINING FESS, STUDENTS ARE CLASSIFIED AS OHIO OR NON-OHIO RESIDENTS. PLEASE CHECK ONE OF THE FOLLOWING THAT APPLIES TO YOUR RESIDENCY STATUS.

- I DO NOT RESIDE IN OHIO (NONRESIDENT).
- YES, I RESIDE AND AM GAINFULLY EMPLOYED ON A SELF-SUSTAINING BASIS IN OHIO AND WISH TO PURSUE A PART-TIME PROGRAM.
- YES, I AM ON ACTIVE DUTY IN THE UNITED STATES MILITARY AND I AM STATIONED AND RESIDING IN OHIO, OR I AM A DEPENDENT OF SUCH PERSON.
- YES, I HAVE LIVED IN OHIO FOR AT LEAST 12 CONSECUTIVE MONTHS PRIOR TO THIS ENROLLMENT AND AM NOT RECEIVING FINANCIAL SUPPORT FROM NON-OHIO RESIDENTS
- YES, I AM A DEPENDENT STUDENT WITH AT LEAST ONE PARENT OR GUARDIAN RESIDING IN OHIO FOR AT LEAST 12 CONSECUTIVE MONTHS PRIOR TO THIS ENROLLMENT

**REGISTRATION AGREEMENT AND PROMISE TO PAY**  
 BY SIGNING THIS AGREEMENT WITH WRIGHT STATE UNIVERSITY, I AM REQUESTING TO BE REGISTERED FOR CLASSES AND PROMISE TO ASSUME FINANCIAL RESPONSIBILITY FOR THE PAYMENT OF ALL MY EDUCATION-RELATED CHARGES AND FEES ASSOCIATED WITH MY STUDENT ACCOUNT AND TO PAY THOSE CHARGES WHEN DUE. IN THE EVENT MY ACCOUNT BECOMES PAST DUE, I ACKNOWLEDGE THAT A REGISTRATION AND TRANSCRIPT HOLD WILL BE PLACED ON MY ACCOUNT AND MY ACCOUNT MAY BE REPORTED TO THE CREDIT BUREAUS AND REFERRED TO THE STATE OF OHIO ATTORNEY GENERAL'S OFFICE FOR COLLECTION. I AGREE TO PAY ALL LATE FEES, COLLECTION COSTS, AND ATTORNEY FEES RELATED TO THE COLLECTION OF MY ACCOUNT.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## 4. CLASS/WORKSHOP SELECTION

DEPT.	COURSE NUMBER	SECTION NUMBER	CREDIT OPTION (CHOOSE ONE)		CREDIT HOURS	IN-STATE PER CREDIT HOUR		OUT-OF-STATE PER CREDIT HOUR	
			CREDIT	AUDIT		UG	GR	UG	GR
UG = UNDERGRADUATE GR = GRADUATE						\$	\$	TOTAL FEES \$	

## 5. Payment

Make Checks Payable to Wright State University

Mail to:    DPD Workshops  
 3640 Colonel Glenn Hwy.  
 Dayton, Ohio 45435-0001  
 (937)775-4855 (fax)

NAME \_\_\_\_\_

UID OR SS# \_\_\_\_\_

CHECK OR MONEY ORDER # \_\_\_\_\_

# Non-Credit Clock Hours - Registration Form

Please use this registration form ONLY if you are registering for courses for non-credit clock hours.  
If you are taking the course for non-credit clock hours, you may pay by check, cash, or credit card.

(For Non-Credit Workshops ONLY)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Course 1:**

**Course 2:**

**Course 3:**

Quarter \_\_\_\_\_

Quarter \_\_\_\_\_

Quarter \_\_\_\_\_

Department \_\_\_\_\_

Department \_\_\_\_\_

Department \_\_\_\_\_

Course Number \_\_\_\_\_

Course Number \_\_\_\_\_

Course Number \_\_\_\_\_

Section Number \_\_\_\_\_

Section Number \_\_\_\_\_

Section Number \_\_\_\_\_

**Payment (check one):** \_\_\_ Check \_\_\_ Money Order \_\_\_ Purchase Order \_\_\_ Visa \_\_\_ Mastercard \_\_\_ Discover

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

Name on Card \_\_\_\_\_

Purchase Order Number \_\_\_\_\_

Signature \_\_\_\_\_

**Send payment and registration to:**

DPD Workshops  
415 Allyn Hall  
3640 Colonel Glenn Hwy.  
Dayton, OH 45435  
Fax Number: (937)775-4855



# Map, Directions & Parking Information

## From the North (Toledo area)

I-75 south to I-70 east  
I-70 east to I-675 south  
I-675 south to North Fairfield Road (Exit 17)  
Turn right on North Fairfield Rd, travel approximately 1/2 mile to Colonel Glenn Hwy  
Turn left on Colonel Glenn Highway  
Turn right at the second traffic light onto University Blvd  
Follow the signs to the Visitor's Parking Lot

## Address:

415 Allyn Hall  
3640 Colonel Glenn Hwy  
Dayton, Ohio 45435

## From the Northeast (Cleveland/Akron area)

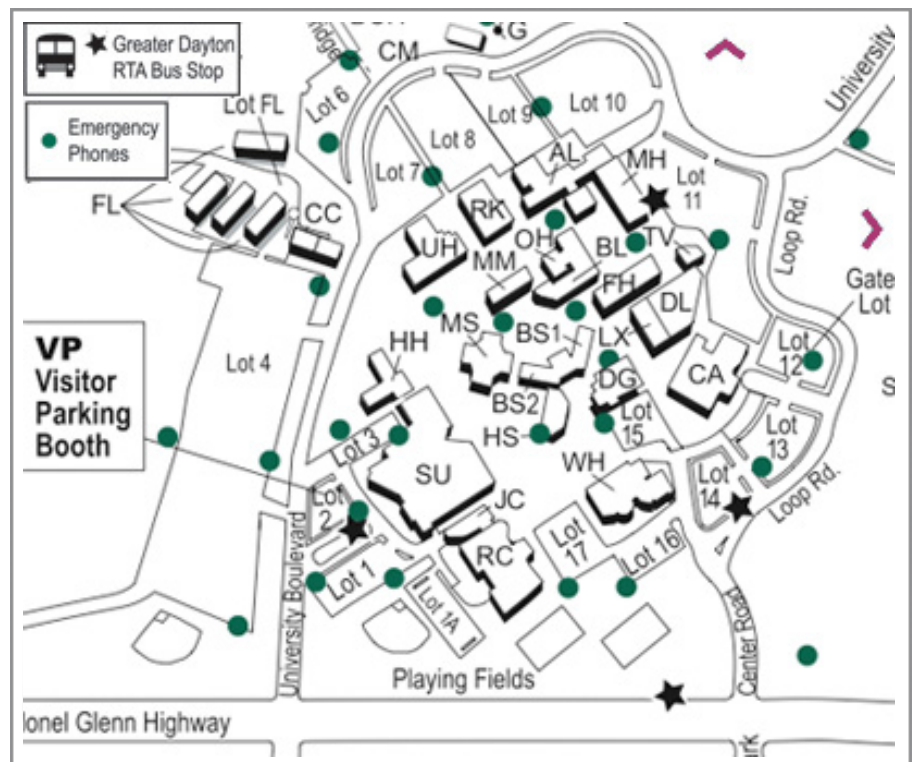
I-71 south to 270 west  
270 west to I-70 west  
I-70 west to I-675 south  
I-675 south to North Fairfield Road (Exit 17)  
Turn right on North Fairfield Road, travel approximately 1/2 mile to Colonel Glenn Hwy  
Turn left on Colonel Glenn Highway  
Turn right at the second traffic light onto University Blvd.  
Follow the signs to the Visitor's Parking Lot

## From the South

I-75 north to I-675 north  
I-675 north to North Fairfield Road (Exit 17).  
Follow sign for North Fairfield Rd (not WSU)  
Turn left on North Fairfield Road, travel approximately 1/2 mile to Colonel Glenn Hwy  
Turn left on Colonel Glenn Highway  
Turn right at the second traffic light onto University Blvd.  
Follow the signs to the Visitor's Parking Lot

## From the East or West

I-70 to I-675 south  
I-675 south to North Fairfield Road (Exit 17)  
Turn right on North Fairfield Road, travel approximately 1/2 mile to Colonel Glenn Hwy  
Turn left on Colonel Glenn Highway  
Turn right at the second traffic light onto University Blvd.  
Follow the signs to the Visitor's Parking Lot



## Directions When On Campus

You are able to park anywhere on campus after 4:00PM on Friday and all day Saturday for no charge. For classes held in Allyn Hall (AL), Lot 9 and Lot 10 should be used. Those attending classes in Millett Hall (MH) should park in Lot 11. Handicap, state vehicle and specifically assigned reserved spaces, and resident lots are restricted at all times.

## **Benefits of taking our workshops...**

- weekend workshops
- one-day seminars
- experienced, quality instructors
- courses approved by the State of Ohio

For more information:

call: (937) 775-2250

email: [dpd@cehs.wright.edu](mailto:dpd@cehs.wright.edu)

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