

## Graduate Education Master Schedule & Registration Procedures

84 West South Street, Wilkes-Barre, Pennsylvania 18766 | 1-800-WILKES-U ext. 4671 | Fax 570-408-4905 | [www.wilkes.edu/graded](http://www.wilkes.edu/graded)

### MyWilkes Portal

Current graduate students have 24/7 online access to their records and accounts from the Wilkes portal. To access the MyWilkes portal go to [portal.wilkes.edu](http://portal.wilkes.edu) and use your email user name (firstname.lastname) and password to log in. The default password is upper case initial of your last name, lower case initial of your first name, last 6 digits of your WIN. ex: Joe Doe, WIN(900123456), password = Dj123456 NOTE: If you have previously changed your password, you must use your changed password. Click on the 'Student Services' tab to access the registration links and other important services. If you have any problems, please call the Help Desk @ 1-866-264-1462.

### Registration

Registration will open early morning at 12:01am on Tuesday, June 10th. Online registration is preferred and available through the MyWilkes portal. Registrations are on a first-come, first-served basis. Be sure to register for the correct CRN#, course & section from this schedule. Wilkes will not be responsible for an incorrect course enrollment. Do NOT try to register online from school computers guarded by firewalls as our registration site may be blocked. Telephone registrations are not accepted.

\*Note: If it has been longer than 1 year since your last course, you will NOT be able to register online without first being readmitted in our system. Go to <https://wilkes.edu/academics/graduate-programs/masters-programs/graduate-education/graduate-readmittance-form.aspx> Do not submit a new application. It will take approximately 24-48 hours for the readmit to be processed and for online registration to be available to you. You must know your email user name & password to register online.

Courses with less than 8 enrolled one week prior to the scheduled start may be cancelled, so register early if you intend to take a class. Registration for online courses closes 1 week before the start date to allow the necessary set-up time for student access to the course.

### Important

- *Certification Only or Letter of Endorsement Programs:* Register for CRN# 30013 when completing your last course.
- All courses will have a \$75 Course Fee per course attached to your invoice
- Review the Student Payment & Accounts Receivable Policy at [www.wilkes.edu/GradEd](http://www.wilkes.edu/GradEd) & select Tuition/Payment Options

Every student is issued a Wilkes ID# (WIN) to use as his/her student number. Memorize your WIN and use it for all communications with Wilkes. It begins with 900 and is displayed on all grade reports, invoices and transcripts. If you cannot locate your WIN, you must contact the Wilkes University Help Desk @ 1-866-264-1462. Graduate Education cannot give out that information. New graduate students are sent a Wilkes WIN and email account after their application is processed.

Visit our web site ([www.wilkes.edu/GradEd](http://www.wilkes.edu/GradEd)) for degree program requirement checklists, textbook info, current class enrollment, full course updates, and updated schedule info.

### Textbooks

Books are posted online. Please refer to the Graduate Ed web page for the most current info on required books and how to purchase them. Go to [www.wilkes.edu/GradEd](http://www.wilkes.edu/GradEd) & select Textbook Information.

### Graduating Students \*\*\* IMPORTANT NOTE\*\*\*

If completing your last course this semester, register for CRN# 30002 - GRD OOOB. A \$200 graduation fee is added to your tuition invoice. The deadline for registering for Fall graduation is November 1, 2025, extra fee for late graduation adds. Contact your advisor NOW for a graduation audit to be sure you meet all degree requirements.

### New Students

Any student who has never taken a Wilkes graduate course must submit a Wilkes graduate application before registering for a class. Apply online at [www.wilkes.edu/applyonline](http://www.wilkes.edu/applyonline)

### Drops & Adds

To add or drop a course before it begins, please register through [portal.wilkes.edu](http://portal.wilkes.edu)

To drop a course after it has started, students must complete the official drop form using the link below. Please note: Only the student can initiate this process.

[Drop or Withdraw from a Graduate Education Course – Wilkes University Etrieve Form](#)

### Fee Structure for Graduate Education Students/Courses

Tuition/Fee: The 2025-26 tuition rate is \$588 per credit, or \$1,764 per course. All courses will have an additional \$75 per course fee attached. Please visit [www.wilkes.edu/GradEd](http://www.wilkes.edu/GradEd) for new rates. Courses need to be paid in full within two weeks before your course starts.

### Tuition payment options

Prior to the beginning of each semester, invoices listing all current semester charges and approved financial aid are available via [portal.wilkes.edu](http://portal.wilkes.edu) to all registered students.

Student tuition bills are prepared by term and are due two weeks prior to the start of the semester. Paper bills are not mailed, however all billing statements can be accessed via the Wilkes student portal and a notification is sent to your Wilkes email. You will only receive notification via mail if your account is past due. Wilkes will accept Visa, Mastercard, American Express, or Discover. Personal check or money orders will also be accepted for payment. Telephone payments NOT accepted.

Note: A "finance hold" preventing future course registration and/or issuing of grade reports, transcripts & graduation clearances is placed on any student account with a past-due balance until full payment is received and processed.

### Class confirmations are NOT mailed to students

If a course is cancelled, you will be notified. If we do not contact you, your class is a go, so attend class on the dates listed on the course schedule.

### Attention Students

- All courses will have a \$75 Course Fee per course attached to your invoice.
- Student tuition bills are prepared by term and are due two weeks prior to the start of the semester.
- NEW COURSE WITHDRAWAL POLICY IN EFFECT

Autism Endorsement -online program - \$75 Course Fee - Use Fee per course								
	31358	AUT 504	INA	Adv Autism Instruc & Intervent	McElwee	September 8- November 30	Online; MS Word preferred	
Educational Leadership W/ K-12 Principal Certification - \$75 Course Fee - Use Fee per course								
	31359	ED 517	INA	The Principal as Educ Leader	Smargiassi, C.	September 8- November 30	Online; MS Word preferred	
	31383	ED 523	INA	Administrative Leadership in Curriculum & Instruction	Frank	September 8- November 30	Online; MS Word preferred	
	31384	ED 573	INA	Evaluation of Educ Programs	Makaravage	September 8- November 30	Online; MS Word preferred	
	31385	ED 575	INA	School Law for Principals (no field experience)	Duffy, T.	September 8- November 30	Online; MS Word preferred	
	31386	ED 578	INA	Prof. Development/Supervision	Lowery	September 8- November 30	Online; MS Word preferred	
Permission required	31387	ED 592	INA	Administrative Internship (EDLS)-Part A	Hack	September 8- November 30	Online; MS Word preferred	
Permission required	31388	ED 592	INB	Administrative Internship (EDLS)-Part B	Chomik	September 8- November 30	Online; MS Word preferred	
General ONLINE COURSES: \$75 Course Fee - Use Fee per course								
	31389	ED 508	INA	Intercultural Communication	Berry	September 2 -October 19	Online; MS Word preferred	
	31390	ED 510	INA	Psychological Foundations	Hahn	October 20 - December 7	Online; MS Word preferred	
	31391	ED 515	INA	Cognition	Neitz	October 20 - December 7	Online; MS Word preferred	
	31392	ED 519	INA	Principles of Law & Special Education Law	Duffy, T.	September 2 -October 19	Online; MS Word preferred	
	31393	ED 519	INB	Principles of Law & Special Education Law	Pipech, B.	October 20 - December 7	Online; MS Word preferred	
	31394	ED 520	INA	Using Assessment to Guide Instruction	Speziale, K.	September 2 -October 19	Online; MS Word preferred	
	31395	ED 520	INB	Using Assessment to Guide Instruction	Cisek	October 20 - December 7	Online; MS Word preferred	
	31396	ED 522	INA	Curriculum and Instruction	Nell	September 2 -October 19	Online; MS Word preferred	
	31397	ED 522	INB	Curriculum and Instruction	Nell	October 20 - December 7	Online; MS Word preferred	
	31398	ED 525	INA	Intro to Ed Research	Yourechko	September 8- November 30	Online; MS Word preferred	
	31399	ED 539	INA	Adv. Studies in Teach/Learning	Costello	September 8- November 30	Online; MS Word preferred	
	31400	ED 569	INA	Teach Div Learn- Inc Class Prac	Bewick	September 8- November 30	Online; MS Word preferred	
	31360	ED 585	INA	Integrating Technology in the Curriculum	Sipple	September 2 -October 19	Online; MS Word preferred	
	31361	ED 585	INB	Integrating Technology in the Curriculum	Sipple	October 20 - December 7	Online; MS Word preferred	
LITERACY w/Reading Specialist Certificate - \$75 Course Fee - Use Fee per course								
	31362	LIT 501	INA	Foundations of Literacy	Heron	September 8- November 30	Online; MS Word preferred	
	31363	LIT 502	INA	Advanced Linguistics	Heron	September 8- November 30	Online; MS Word preferred	
	31364	LIT 503	INA	Applying Brain Research to Literacy Development and Instruction	Hoffman	September 8- November 30	Online; MS Word preferred	
	31365	LIT 505	INA	Assessment & Remediation-Pt. 2	Hoffman	September 8- November 30	Online; MS Word preferred	
	31366	LIT 506	INA	Literacy Development and Literature for Adolescents	McHenry	September 8- November 30	Online; MS Word preferred	
	31367	LIT 507	INA	Introduction to the World of Literature for Children and Adolescents	Klee	September 8- November 30	Online; MS Word preferred	
	31368	LIT 508	INA	Literacy and Learning in the Content Area	Pellegrino	September 8- November 30	Online; MS Word preferred	
	31369	LIT 509	INA	Literacy Leadership	Jones, V.	September 8- November 30	Online; MS Word preferred	
	31370	LIT 510	INA	Literacy Education Practicum (100 hours)	Jones, V.	September 8- November 30	Online; MS Word preferred	
Middle Level Master's Degree - \$75 Course Fee - Use Fee per course								
	31371	EDML 5000	INA	Found. of the Educ. Profession	Keiner	September 8- November 30	Online; MS Word preferred	
	31372	EDML 5007	INA	Dev of Adoles Learn Mid Level	Lemoncelli	September 8- November 30	Online; MS Word preferred	
	31373	EDML 5008	INA	Student Teaching	Jones	September 8- November 30	Online; MS Word preferred	
Instructional Media Online - \$75 Course Fee - Use Fee per course								
Session I	31297	EDIM 500	INA	Foundations for Future Ready Students	Mangan, C.	September 2 -October 19	Online; MS Word preferred	
	31298	EDIM 502	INA	Project-Based Learning	Kotz,J.	September 2 -October 19	Online; MS Word preferred	
	31299	EDIM 503	INA	Differentiation Supported by Technology	Grube	September 2 -October 19	Online; MS Word preferred	
	31300	EDIM 508	INA	Instructional Strategies for using Digital Content	Stephens, T.	September 2 -October 19	Online; MS Word preferred	
	31301	EDIM 517	INA	Practs & Implm STEM Education	Dubaich, M.	September 2 -October 19	Online; MS Word preferred	
	31302	ED 521	INA	Using Technology for Assessment	Pipech, B.	September 2 -October 19	Online; MS Word preferred	
Session II							Online; MS Word preferred	
	31303	EDIM 509	INA	Practical Research through Teach Inquiry	Fitzhenry, K.	October 20 - December 7	Online; MS Word preferred	
	31304	EDIM 510	INA	Target Higher Order Thinking	Bortner, J.	October 20 - December 7	Online; MS Word preferred	
	31305	EDIM 513	INA	Inquiry Based Learning	Johnson, K.	October 20 - December 7	Online; MS Word preferred	
	31382	EDIM 515	INA	Mobile Devices for Teach/Learn	Schrock, K	October 20 - December 7	October 20 - December 7	
	31306	EDIM 518	INA	Creating a STEM Culture Through Application	Dubaich, M.	October 20 - December 7		

<b>Instructional Technology Program - \$75 Course Fee - Use Fee per course</b>							
	31307	ED 579	INA	Media Design	Chapman, C.	September 2 -October 19	Online; MS Word preferred
	31308	ED 588	INA	Operating Systems & Networking	Cheskiewicz, S.	September 2 -October 19	Online; MS Word preferred
	31309	ED 587	INA	Technology Leadership	Treese, M.	September 2 -October 19	Online; MS Word preferred
	31310	ED 5080	INA	Technology for Assessment and Adaptation	Mannino, T.	September 2 -October 19	Online; MS Word preferred
	31311	ED 530	INA	Utilizing Emerging Technologies to Improve Learning	Treese, M.	October 20 - December 7	Online; MS Word preferred
	31312	ED 583	INA	Courseware Design & Construct.	Barron, J.	October 20 - December 7	Online; MS Word preferred
	31313	ED 5082	INA	Tech. to Support Curr. & Inst	Bortner, J.	October 20 - December 7	Online; MS Word preferred
	31314	ED 577	INA	Principles of Information Security	Williams, E./ William, K.	October 20 - December 7	Online; MS Word preferred
<b>Online Teaching Online - \$75 Course Fee - Use Fee per course</b>							
Session I							
	31315	ED 5032	INA	Online Teach for PA Educators	Kandianis, S.	September 2 -October 19	Online; MS Word preferred
	31316	ED 5037	INA	Developing Online Programs	Treese, M.	September 2 -October 19	Online; MS Word preferred
Session II	31317	ED 521	INB	Using Technology for Assessment	Lundy, L.	October 20 - December 7	Online; MS Word preferred
	31318	ED 5038	INA	Teach & Learn Online Envrnmnt	Cournoyer, J.	October 20 - December 7	Online; MS Word preferred
<b>**School Business Leadership/PASBO - \$75 Course Fee - Use Fee per course</b>							
	CRN #	Course Number	Section	Course Title	Instructor	Dates	Format
	31319	SBL 501	INA	Public Rel & School Commun	Davis, M.	September 8- November 30	Online; MS Word preferred
	31320	SBL 502	INA	School Facility Management	Erb, W.	September 8- November30	Online; MS Word preferred
	31321	SBL 504	INA	Fin Plan & Mgmt for Sch Bus	Czapp, M.	September 8- November 30	Online; MS Word preferred
	31322	SBL 505	INA	Human Resources in Education	Lentz, M.	September 8- November 30	Online; MS Word preferred
	31323	SBL 506	INA	Materials Mgmt in Schools	Lentz, M.	September 8- November 30	Online; MS Word preferred
	31324	SBL 508	INA	Student Transportation	Erb, W.	September 8- November 30	Online; MS Word preferred
Permission required	31325	SBL 510	INA	Leadership for School Business	Richards, D.	September 8- November 30	Online; MS Word preferred
<b>Special Education Degree - \$75 Course Fee - Use Fee per course</b>							
	31374	EDSP 501	INA	High Incidence Disabilities	TBA	September 8- November 30	Online; MS Word preferred
	31375	EDSP 502	INA	Low Incidence Disabilities	Uplinger	September 8- November 30	Online; MS Word preferred
	31376	EDSP 503	INA	Behavior Intervention/Support	TBA	September 8- November 30	Online; MS Word preferred
	31377	EDSP 506	INA	Internship in Spec Educ	Uplinger	September 8- November 30	Online; MS Word preferred
<b>Teaching English as a Second Language Program - \$75 Course Fee - Use Fee per course</b>							
	31326	ESL 501	INA	Approaches to Teaching Second Languages	Niezgoda	September 2 -October 19	Online; MS Word preferred
	31327	ESL 503	INA	Second Language Assessment	Myers	October 20 - December 7	Online; MS Word preferred
	31328	ESL 502	INA	Language Concepts for Second Language Learning and Teaching	Rackowski	September 2 -October 19	Online; MS Word preferred
	31329	ESL 506	INA	Teaching the Four Skills	Snell	September 2 -October 19	Online; MS Word preferred
	31330	ESL 508	INA	Second Language Program Development	Fisher	October 20 - December 7	Online; MS Word preferred
	31331	ESL 504	INA	Intercultural Communication for Language Teachers	Niezgoda	October 20 - December 7	Online; MS Word preferred
	31332	ESL 507	INA	Sociolinguistics and Second Language Acquisition	Nelms	September 2 -October 19	Online; MS Word preferred
	31333	ESL 512	INA	ESL Teaching and Evaluation Theory (Capstone course)	Rackowski	October 20 - December 7	Online; MS Word preferred
	31334	ESL 509	INA	Computer Assisted Language Learning (IT Majors only)	Barrie	October 20 - December 7	