

FROSTBURG
STATE UNIVERSITY

CATCH UP KEEP UP GET AHEAD

Registration Guidelines

Online From
Anywhere

Earn Your
Degree Sooner

Payment Plan
Available

REGISTRATION BEGINS
OCT. 27

INTERSESSION

January 5-23, 2026



REGISTER OCTOBER 27, 2025 - JANUARY 6, 2026

January 5 - 23

October 27, 2025	Registration Begins
December 5, 2025	Payment Due or Payment Plan Enrollment Completed
Dec. 8- Jan. 6, 2026	Deregistration for Nonpayment
December 12, 2025	Course Cancellations
December 31, 2025	Last Day to Register Without Late Fees
January 1 – January 6, 2026	Registration With Late Fee (\$30)
January 5, 2026	Classes Begin
January 6, 2026	Last Day to Add a Course
January 6, 2026	Last Day to Drop Course Without “W”
January 6, 2026	Last Day for Tuition Refund
January 16, 2026	Last Day to Drop a Course With a “W”
January 19, 2026	M.L. King (No Classes) Offices Closed
January 23, 2026	Last Day Of Classes

General Information

Current Students

Current students can register for Intersession through their PAWS account. Be sure to contact your faculty mentor or university advisor prior to registration for authorization. Additional registration information and processes are listed on page 6 in this booklet.

Visiting Students

Visiting Undergraduate students must complete the online [undergraduate application](#) on our website. A \$45 non-refundable application fee is required when you apply. For more information concerning Undergraduate Admissions please call 301-687-4201.

Visiting and new Graduate students must complete the online [graduate application](#) on our website. A \$45 non-refundable application fee is required when you apply. For more information concerning Graduate Admissions, please call 301-687-7053.

Cancellation

The University reserves the right to cancel classes due to insufficient enrollment. You will be notified on or about December 12, 2025, if a course is canceled.

Credit/Course Limit

Students are limited to six credits or two courses for the Intersession. One three credit course is a full-time load. If you work during Intersession or participate in an intercollegiate sport, one course should be the absolute limit. Before you enroll, see the course syllabus and instructor about course requirements.

Library Hours

The library’s online resources remain accessible via the webpage at www.frostburg.edu/library, and online reference and research help will be available at <https://frostburg.libanswers.com>. For additional information, contact the Library Services Main Desk at 301-687-4395 or email libref@frostburg.edu.

E-Mail - Official Communication Policy Statement

A University-assigned email account shall be used as one of the University’s official means of communication with all students attending FSU as well as Faculty and Staff employed by FSU. Students and employees are responsible for all information sent to them via their University-assigned email account. If a student or employee chooses to forward University email to another account, he or she is responsible for all information, including attachments, sent to the other email account.

Student Responsibilities

You are responsible for checking your University email account and reviewing relevant information on a daily basis. You will be given a maximum of 10 megabytes of storage on the email server. You must purge unnecessary messages from your account to avoid exceeding the storage quota. Exceeding the quota will prevent the delivery of additional email messages.

Requests for Accommodation

Frostburg State University is committed to making all of its programs, services, and activities accessible to persons with disabilities. You may request accommodation through the Office of Federal Regulatory Compliance, Hitchins 126, 301-687-3035.

Contents of this booklet are subject to change without notice.

2 Advising Contacts *(from off-campus use 301-687 then number listed)*

Accounting

Dr. Chelsea Schrader FR 340 4158

Addictions Counseling

Dr. Nicole Andrews LOW204 4743

Adventure Sports Management

Dr. Natalia Buta Lowe EH 461 4458

African American Studies

Dr. James Saku GU 234 4724

Animal Behavior

Dr. Erica Kennedy LOW210-3 4742

Art and Design, Art History

Dr. Travis English FA 120 4941

Athletic Training

Dr. Jacqueline Durst EH 465 3228

Biology

Dr. Rebekah Taylor CH 303 4355

Business Administration

Dr. Michael Monahan FR 315 3090

Chemistry

Dr. Matthew Crawford CH 339C 4940

Child & Family Psychology

Dr. Kimberly James LOW205-2 4194

Coaching

Mr. Hunter Brakeall EH 455 4464

Computer Information Systems,

Computer Science

Dr. Michael Flinn CT 274D 4835

Criminal and Legal Studies

Dr. Scott Johnson FR 110 7432

Critical Gender & Sexuality Studies

Dr. Angela Luvara FR 108B 3198

Cultural Anthropology

Dr. Kara Rogers-Thomas FR 108E 3124

Dance

Ms. Nicole Mattis PA 302B 3212

Dental Hygiene Preparation

Dr. Karen Keller CH 304 4174

Developmental Mathematics

Mr. Chris Boyer CT 244 4186

Early Childhood, Elementary, &

Elementary/Middle Education

Dr. Janet Mattern EH 473 4429

Earth Science

Dr. William Wetherholt GU 230 4266

Economics

Dr. Chelsea Schrader FR 340 4158

Elementary/Special Education

Dr. Heather Hoffert EH 460 4757

Emerging Media

Dr. John Lombardi CT 348J 4146

Engineering

Dr. Jamil Abdo CH 105 7026

English

Dr. Kevin Knott DH 315A 4696

Environmental Science

Dr. William Wetherholt GU 230 4266

Exercise and Sport Science

Dr. Jackie Durst EH 465 3228

Film Studies

Dr. Kevin Kehrwald DH 309 4367

Finance, Financial Services

Dr. Michael Monahan FR 315 3090

Fine Arts

Dr. Travis English FA 120 4941

Foreign Languages and Literature

Dr. Heather Cisneros DH 201 7690

Forestry

Dr. Rebekah Taylor CH 303 4355

Geography

Dr. William Wetherholt GU 230 4266

Global Business

Dr. Michael Monahan FR 315 3090

Graphic Design

Dr. Travis English FA 120 4941

Health and Physical Education

Dr. Nicole Bosley PE 276 4469

Health Science

Dr. Karen Keller CH 304 4174

History

Dr. John McMullen DH 108G 3162

Hospitality Management/Human Resources

Management

Dr. Michael Monahan FR 315 3090

Industrial & Organizational Psychology

Dr. Paul Bernhardt LOW 220 4410

Information Technology

Dr. Michael Flinn CT 274D 4835

International Studies

Dr. Keith Terry CH 247 7020

Interpretive Biology and Natural

History

Ms. Clara Thiel CH 205 4213

Jazz Studies

Dr. Brent Weber PA 202B 4116

Journalism

Mr. Andrew Duncan DH 220 4241

Law, Law School Preparation

Dr. Scott Johnson FR 110 7432

Leadership Studies

Dr. Elesha Ruminski CT 348L 4480

Liberal Studies

Dr. Keith Terry CH 247 7020

Management

Dr. Michael Monahan FR 315 3090

Marketing

Dr. Michael Monahan FR 315 3090

Mathematics

Dr. Marc Michael CT 244D 4777

Mechanical Engineering

Dr. Jamil Abdo CH 105 7026

Medicine, Dentistry, Optometry,

Veterinary Medicine Preparation

Dr. Karen Keller CH 304 4174

Dr. William Seddon CH 311 4707

Dr. Matthew Crawford CH 339C 4940

Multidisciplinary Studies

Dr. Keith Terry CH 247 7020

Music

Dr. Brent Weber PA 202B 4116

Dr. Jay DeWire PA 115 4115

Dr. Mackenzie LaMont PA 105 7453

Musical Theatre

Dr. Brent Weber PA 202B 4116

Nursing, Nursing Preparation

Dr. Kara Platt EH 425 4791

Ms. Audra Houser EH 466 3419

Occupational Therapy Preparation

Dr. Karen Keller CH 304 4174

Pharmacy Preparation

Dr. Matthew Crawford CH 339C 4940

Philosophy

Dr. John McMullen FR 108G 3162

Physical Therapy Preparation

Dr. Jackie Durst EH 465 3228

Physics

Dr. Matthew Crawford CH 339C 4940

Political Science

Dr. John McMullen FR 108G 3162

Psychology

Dr. Erica Kennedy LOW 210-3 4742

Public Relations

Mr. Andrew Duncan DH 220 4241

Recreation and Parks Management

Dr. Natalia Buta Lowe EH 461 4458

Small Business/Entrepreneurship

Dr. Michael Monahan FR 315 3090

Secure Computing and Information

Assurance

Dr. Michael Flinn CT 274D 4835

Social Media

Dr. Elesha Ruminski CT 348L 4480

Social Science

Dr. Keith Terry CH 247 7020

Social Work

Dr. Nancy Giunta FR 206C 4695

Sociology

Dr. John McMullen FR 108G 3162

Strategic Communication

Dr. Elesha Ruminski CT 348L 4480

Sustainable Construction Management

Dr. Thomas Cadenazzi CH 339B 4939

Sustainability Studies

Dr. Phillip Allen GU 228 4891

Theatre

Ms. Nicole Mattis PA 302B 3212

Mr. Darrell Rushton PA 311 4487

Mr. Matthew Georgeson PA 305 4130

Wildlife and Fisheries

Dr. Kate Sheehan CH 314 4306

Zoology

Dr. Rebekah Taylor CH 303 4355

College Deans and Department Chairs

College of Humanities, Arts, and Sciences

<i>Dr. Steven Combs, Interim Dean</i>	CH 241C.....4120
<i>Dr. Keith Terry, Assistant Dean</i>	CH 247.....7020
-Biology,	
Dr. Rebekah Taylor	CH 303.....4355
-Communication and Literature,	
Dr. Kevin Knott	DH 315A.....4696
-Digital Media and Visual Arts,	
Dr. Travis English	FA 120.....4941
-Law, Society, and Humanities,	
Dr. John McMullen	FR 108G.....3162
-Music, Theatre, and Dance,	
Dr. Brent Weber	PA 202B4116
-Physical and Environmental Sciences,	
Dr. Matthew Crawford	CH 339C.....4940

College of Business, Engineering, Computing, & Analytics

<i>Dr. Sudhir Singh, Dean</i>	FR 202C.....4093
-Accounting, Economics, and Finance,	
Dr. Chelsea Schrader	FR 340.....4158
-Computer Science & Information Technologies,	
Dr. Michael Flinn	CT 274D.....4835
-Engineering and Sustainable Technologies,	
Dr. Jamil Abdo	CH 105.....7026
-Management and Marketing,	
Dr. Michael Monahan	FR 315.....3090
-Mathematics,	
Dr. Marc Michael	CT 244D.....4777

College of Education, Behavioral and Health Professions

<i>Dr. Boyce Williams, Dean</i>	EH 4054357
<i>Dr. Yum Nguyen, Interim Assistant Dean</i>	EH 4044216
-Educational Professions,	
Dr. Janet Mattern	EH 4734429
-Kinesiology and Recreation & Parks Mgmt,	
Dr. Jackie Durst	EH 4653228
-Nursing,	
Dr. Kara Platt	EH 425.....4791
-Psychology and Social Work,	
Dr. Erica Kennedy	FR 206C.....4695

Administrative Offices

Director of Intersession

Ms. Brittnei Kaetzl, Pullen Hall 144-B.....	4727
Administration & Finance, Hitchins Adm Bldg 309	4335
Admissions	
Undergraduate, Pullen Hall 114.....	4201
Graduate, Pullen Hall 141	7053
Athletics, Cordts PE Center 284	4462
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Center for Academic Advising & Retention, Pullen Hall 140	3404
Center for International Education, Pullen Hall 108	4714
Counseling and Psychological Services, EHSC 120A	4234
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FSU IT Computing Help Desk, Gira CCIT 123K	7777
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University System of Maryland at Hagerstown.....	240-527-2060
Veterans Services Center, 109 Veterans Center	301-687-4409

4 PAWS Information for Students

About PAWS

PAWS is Frostburg State University's Internet Records system. You can view your academic record, service holds, the schedule of classes, academic requirements report, registration time period and register for classes using this system.

Accessing PAWS

Access PAWS directly at <http://paws.frostburg.edu>.

Login Details

Username

A username and password are required to log into PAWS. Your PAWS username matches your FSU e-mail username, including the numerals.

Example: jasmith0 for Joe Allen Smith with FSU email address jasmith0@frostburg.edu

Don't know your username?

Please contact the FSU IT Computing Help Desk on-campus at x-7777 or off-campus at 301-687-7777.

Password

Please visit password.frostburg.edu to setup your password and security questions. To do so you will need your FSU Username and FSU ID Number.

Forgot your password?

Reset password through the password and account management portal

or

Contact the FSU IT Computing Help Desk on-campus at x-7777 or off-campus at 301-687-7777.

The Help Desk staff can assist you with resetting your own password by telephone, or by visiting the office located in CCIT 123 (please be prepared to show photo id). Normal hours of operation are:

Sunday	3:00 p.m. - 7:00 p.m.
Monday - Thursday	8:00 a.m. - 7:00 p.m.
Friday	8:00 a.m. - 5:00 p.m.
Saturday	1:00 p.m. - 5:00 p.m.

FSU ID and SSN

You are assigned a FSU ID Number (also known as EmplID), which is used as your primary identification code. This ID replaces the use of your social security number. You will keep your FSU ID Number throughout your educational career at FSU. Please memorize or make note of this ID.

PAWS Quick Reference for Students

Access PAWS at portal.frostburg.edu/paws/

Use the Side Panel to View Options or the Menu Button

The screenshot displays the PAWS Student Portal interface for Frostburg State University. The interface is divided into a left sidebar, a main content area, and a right sidebar.

Left Sidebar (Navigation Menu):

- Student Center
- Catalog
- Enrollment
- Academic Planning
- Academic Records
- Finances
- Personal Information
- Degree Progress
- Transfer Credit
- Miscellaneous
- Logout

Main Content Area:

- Academics:**
 - 2023 Spring Schedule
 - SCHEDULE** (Callout: Drop/Add Final Exam Schedule)
 - TBA Online Course
 - Weekly Schedule (Callout: Textbook Summary)
 - Units Taken for Progress: 3.000
 - FERPA: Release of Info (Callout)
 - View Grades Transcript: Request/View (Callout)
 - Plan
 - Enroll
 - My Academics
 - FSU Bookstore
 - Scheduling Assistant
- Finances:**
 - Account Summary** (Callout: FERPA: Restrictions)
 - Due Now 1,363.00
 - Future Due 0.00
 - You owe 1,363.00.
 - ** You have a past due balance of 1,363.00. **
 - Currency used is US Dollar
 - My Account**
 - View E-Bill
 - Account Inquiry
 - Make a Payment
 - Promissory Note / Deferment
 - Setup Direct Deposit
 - Financial Aid**
 - Prior Years - View Financial Aid
 - Prior Years - Accept/Decline Awards
 - 2022-2023 and Future Years
- Personal Information:**
 - Contact Information**
 - Local Mailing Address:** 123 Main Rd
 - Home Address:** Frostburg, MD 21532 01
 - Home Phone:** 301/555-1212
 - Campus E-mail:** tbmctester0@frostburg.edu
 - Demographic Data**
 - Emergency Contact**
 - Names**
 - User Preferences**
- Other Areas:**
 - Change Password
 - Library Acct Info
 - Athletics
 - Student Voting Information
 - PRAXIS Test Scores

Right Sidebar (Menu Button):

- Search for Classes
- Holds:** No Holds.
- To Do List:** No To Do's.
- Enrollment Dates:** Open Enrollment Dates
- Advisor:** Program Advisor: - Faculty Mentor
- Details**
- News and Voter Info:** Voter Registration
- FSU Systems:** Canvas Login

Callouts:

- Drop/Add Final Exam Schedule:** Points to the SCHEDULE button in the Academics section.
- Textbook Summary:** Points to the Weekly Schedule link in the Academics section.
- FERPA: Release of Info:** Points to the FERPA: Release of Info link in the Academics section.
- FERPA: Restrictions:** Points to the Account Summary section in the Finances area.
- Apply for Graduation:** Points to the Miscellaneous link in the left sidebar.
- Menu Button:** Points to the Menu Button icon in the top right corner.

6 Registration Procedures/Textbooks/Grades

PAWS Internet Registration System

October 27 - December 31

(No Late Fee)

January 1 – January 6

(With \$30 Late Fee and Payment is Due Within 48 hrs.)

Registration will be conducted using the PAWS Internet based registration system. You will view your academic record, service holds, advisor assignment, and register for classes using this system. Go to the [PAWS portal](#) to log-in beginning October 27, 2025.

Please note the following registration processes:

- Registrations will take place through PAWS (24/7) beginning October 27, 2025, and will end January 6, 2026. Some transactions such as independent study registrations may still need to be conducted in person at the Registrar's Office.
- **You must see your faculty mentor or advisor prior to attempting to register so that he or she can authorize your access to register for classes.** Make sure to check for prerequisites with your faculty mentor or advisor. The system will prevent you from registering if you do not have the proper prerequisites.
- Academic Departments will conduct over-rides to permission-only courses, class limits, and/or course prerequisites where applicable.

Registration Procedures

1. Login to PAWS.
2. Check for Service Holds that may prevent you from registering.
3. Meet with your faculty mentor or advisor to plan your schedule.
4. List course numbers. A registration form is provided in this booklet, if needed.
5. Register for Classes.

Student Center > Enroll

- Select Enrollment Term - 2026 Intersession.
 - Select classes to add. Make sure to choose a Campus, Frostburg or Online Courses.
 - Classes will be placed in your Shopping Cart.
 - When finished selecting classes click Continue.
 - Click Finish Enrolling.
 - Check the status of your request(s). Status must read SUCCESS to be registered.
 - When finished, click My Class Schedule to verify enrollment.
6. **You must pay your bill or enroll in a payment plan (25% of total due + \$30 fee) by December 1, 2025. After December 1, 2025 payment or enrollment in a payment plan must be completed within 48 hours of registration.**

In-Person Registration

October 27 - December 23

(No Late Fee)

January 5 – 6

(With \$30 Late Fee)

You are to complete the registration form included in this booklet and bring it to the Registrar's Office (Pullen 144), Monday thru Friday between the hours of 8:30 a.m. and 4 p.m. or the USMH Information Desk between 8:30 a.m. and 4 p.m. You must pay your bill at the time of registration or enroll in a payment plan in the University Billing Office (Pullen 148) or at the USMH Information Desk.

Mail-In Registration

If you register by mail, you must include your payment with your registration form. If you fail to include your payment, your registration will be returned to you.

Complete the registration form included in this booklet. Mail the form with payment to:

University Billing Office
Frostburg State University
101 Braddock Road
Frostburg, MD 21532-1099

Reminder: Undergraduate students must secure their faculty mentor or advisor's approval prior to registration.

Requests for Accommodation

Frostburg State University is committed to making all of its programs, services and activities accessible to persons with disabilities. You may request accommodations through the Office of Federal Regulatory Compliance, Hitchins 126, 301-687-3035.

Additional PAWS

Features -

Textbook Information

Textbook information is listed for each course on the class schedule in PAWS. Student Center>Enrollment> My Class Schedule>View Textbook Summary.

Final Grades

Access PAWS for final grades. Student Center>Academic Records>View My Grades.

If you need an official copy of your grades, you will need to order a transcript.

Family Educational Rights and Privacy Act (FERPA) Information

Annually, Frostburg State University informs students of the Family Educational Rights and Privacy Act of 1974, (Buckley Amendment). This act, with which the University intends to comply fully, was enacted to protect the privacy of education records, to establish the right of students to inspect their education records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Policy and Regulations Office concerning alleged failures by the University to comply with the Act.

The University's Policy on the Disclosure of Student Records explains in detail the procedures used for compliance with the provisions of the Act and lists educational records maintained by the University. A summary of The University's Policy on the Disclosure of Student Records is printed in the *FSU Catalog*. In addition, copies of the complete policy are available in the Registrar's Office, Pullen 144.

You may complete the Release of Information and Directory Restrictions form in PAWS. To restrict information, go to your Student Center>Personal Information>FERPA Restrictions. To release information, go to your Student Center>Academic Records>Release of Information. Release of Information forms are purged at the completion of each academic year.

Statement on Non-Discrimination and Equal Opportunity

Frostburg State University affirms its commitment to a campus environment that values human diversity and respect for all individuals. To that end, Frostburg State University does not discriminate on the basis of race, color, religion, national origin, sex, pregnancy, age, marital status, status as an individual with a disability, veteran status, genetic information (including family medical history), having been party to a previous discrimination/harassment complaint/investigation or other protected classes under applicable state and federal laws. It is the policy of Frostburg State University to ensure all persons have equal opportunity and access to its academic and educational programs, services, activities, and facilities and this commitment shall be an integral part of every aspect of the academic and employment programs and processes, including, but not limited to, the recruitment, selection, testing, training, promotional advancement, and treatment of employees.

Any member of the Frostburg State University community has the right to raise concerns or make a complaint regarding discrimination or equal opportunity without regard to personal factors that are irrelevant to the program involved and without fear of retaliation.

- Inquiries regarding non-discrimination policies and procedures, as well as complaints of discrimination, harassment and/or retaliation may be directed to the Office of Federal Regulatory Compliance, 126 Hitchins, 301-687-3035 or the United States Department of Education, Office of Civil Rights, <https://www.ed.gov/about/ed-offices/ocr>.

8 Billing Information

Billing

Payment or enrollment in a payment plan is due by December 5, 2025. After the due date of December 5, 2025, payment is due within 48 hours of registration.

Deregistration begins December 8 for non-payment.

The University is offering a payment plan for Intercession 2026.*

To join:

- Complete an enrollment form,
- pay 1/3 of the total amount due, plus \$45 enrollment fee,
- by December 5, 2025 or within 48 hours of registration.

- 1/3 by December 17, 2025

- 1/3 by January 5, 2026

*International students are not eligible to enroll in a payment plan.

Payment plan forms are available in Pullen Hall, Room 148 or on the Billing Office Webpage.

You may pay online using Visa, MasterCard, American Express, or Discover (a convenience fee applies) or ACH (electronic check) is available online with a \$0.50 fee. Login to PAWS or to the [University & Student Billing Office website](#).

Note: Notwithstanding any other provision of this or any other University publication, the University reserves the right to make changes in tuition, fees, and other charges at any time such changes are deemed necessary by the University and the University System of Maryland Board of Regents.

Refunds – Tuition Only

100% thru January 6, 2026

Intercession is a compressed time in which to complete a course. Before you enroll, talk with the course instructor about the syllabus for the course to ensure that you can complete the requirements in a compressed timeframe, especially if you are uncertain about your abilities or background in the course content. If you work or play an intercollegiate sport during Intercession, you may only enroll in one course for 3 credits.

Tuition and Fees

Undergraduate Tuition

(per credit hour)

In-State.....\$311

Out-Of-State.....\$641

Regional Tuition.....\$484

Tuition and Fees (cont.)

Graduate Tuition

(per credit hour)

In-State.....\$483

Out-Of-State.....\$630

Nurse Practitioner Graduate Tuition

(per credit hour)

In-State.....\$544

Out-Of-State.....\$750

Regional Tuition.....\$616

Physician's Assistant Tuition

(per credit hour)

In-State.....\$637

Out-Of-State.....\$928

Regional Tuition.....\$761

Doctorate Tuition

(per credit hour)

In-State.....\$684

Out-Of-State.....\$858

Fees, Non-Refundable

Application Fee (New Students Only).....\$45

Late Fee.....\$50

(Late fee assessed after December 31, 2025)

Returned Payment Fee.....\$30

Phys. Assist. Prog. Fee.....\$212/Semester

Technology Fee.....\$19 per credit

Special Instruction Fees

All fees are per course unless otherwise noted.

Accounting

305.....\$25

Art

110.....\$10

207, 209, 212, 216, 240, 412, 416.....\$25

307, 336, 407, 414.....\$30

232.....\$35

235, 435, 635.....\$45

104, 105, 432, 440, 621, 622, 632, 640.....\$50

452.....\$60

202, 402.....\$65

221, 421.....\$100

Biology

128, 200, 330, 484.....\$20

109, 149, 150, 159, 160, 161, 211, 218, 230,

302, 304, 309, 310, 313, 321, 322, 328, 334,

340, 401, 404, 405, 406, 409, 410, 411, 412,

414, 417, 421, 422, 423, 425, 426, 427, 430,

435, 438, 439, 440, 445, 456, 460, 493.....\$50

Business Administration

BMIS 320.....\$25

Chemistry

322.....\$40

100, 113, 150, 201, 202.....\$35

304, 305, 312, 320, 411, 420, 421, 445,

446, 456, 493, 499.....\$40

Computer Science

100, 110, 220, 330.....\$25

Developmental Mathematics (certain sections)

095.....\$40

099.....\$45

Education

EDUC 391, 392, ELED 494; SCED 696-- \$400

EDUC 497, 697; ELED 495; HPED 497;

SCED 496.....\$200

ELED 307.....\$50

Emerging Media

101, 205, 213, 250, 287, 313, 326, 350,

388, 465, 487, 488, 499.....\$75

Engineering

ENEE 206; ENES 100; ENME 331, 332

350, 351, 382.....\$20

ENEE 307, 408, 417, 461; ENES 310,

320, 401; ENME 425, 472, 488.....\$25

Geography

103, 113, 413, 430, 433, 470.....\$20

207, 340.....\$25

Mathematics (Certain Sections)

104, 109, 118, 119, 120, 206, 207, 220, 280,

315, 350, 432.....\$56

236, 237, 238, 380.....\$65

104A, 109A, 118A, 119A.....\$74

Music Applied

100, 102, 103, 204, 205, 305, 401.....\$25

319, 321, 327, 329, 330, 331, 335, 336,

337, 339, 340.....\$10

389, 390, 493.....\$150

325.....\$300/credit

490.....\$300

Music

315, 370.....\$10

Nursing

304, 307, 308, 309, 316, 416, 418, 420, 422,

424, 427, 429, 431, 495.....\$100

651, MSN Course Fees.....\$150 flat rate

Physician Assistant - DPAM

601, 602, 603.....\$80

641, 642, 643.....\$24

695.....\$229

700, 701, 702, 703, 704, 705, 706.....\$160

707.....\$161

709.....\$64

Orientation

101.....\$120

Physical Science

101, 203, 211.....\$35

Physics

262.....\$20

215, 216, 261, 263, 320, 331, 332, 350,

492, 499.....\$40

Sociology/Social Work

310.....\$25

Theatre

202, 304, 307.....\$15

203.....\$20

204, 306.....\$25

207, 305.....\$50

311, 360.....\$60

FROSTBURG STATE UNIVERSITY FINANCIAL RESPONSIBILITY POLICY

Registering for courses at Frostburg State University is a contractual agreement, whereby you agree to comply with all laws, rules and regulations applicable to your registration, payment of fees, enrollment and attendance. The rules and regulations that comprise the terms and conditions of this contract are contained in the FSU catalog in effect during the years of your enrollment.

In addition to reading, agreeing with and accepting all of the terms and conditions set forth in the FSU catalog, you must specifically acknowledge the following:

1. All fees and other University expenses are due on the date listed in the written registration materials and on the FSU website for each semester. A late payment fee is assessed for all students who have not completed the payment or made payment arrangements by the due date. Students may enroll in a payment plan through FSU's third party provider, or the FSU in-house payment plan for summer and intersession. More information about payment plans is available on the FSU website and in the Office of the Bursar.
2. It is the student's responsibility to cancel their registration by dropping all courses before the end of the registration period if proper financial arrangements have not been made. ***The student is responsible for ensuring that he or she is no longer enrolled.***
3. It is the student's responsibility to complete all of the requirements for the Office of Financial Aid to disburse, provide third-party documentation, enroll in an approved payment plan, or submit payment, by the billing due date each semester. Any student who has not completed payment or joined a payment plan by the 10th business day of the semester will be charged a fee and placed into a payment plan that splits the amount due into two payments. Additionally, the student will be assessed a late payment and a late registration fee. Each subsequent late payment will result in an additional fee.
4. ***It is the student's responsibility to review the bill and submit payment in a timely manner.*** Students are notified each semester through their Frostburg email account that the e-bill is available for viewing. The student must then enroll in the E-bill system via their PAWS account. The student may also add another payer to the E-bill. Both the student and the additional payer will receive an email each time a bill is generated.
5. FSU reserves the right to withhold future services (registration, diploma, etc.) to persons who has any outstanding obligations with the University or who has an account that was submitted to the Maryland State Central Collection Unit.
6. In the event that financial aid is reduced or canceled, or in the event the student has not met the specified requirements for receiving such aid, the student will become responsible for the full balance of outstanding charges.
7. If payment is in the form of a check (or E-Check) and the check is returned by the bank for any reason, a \$30 fee will be charged to the account. If payment is not made, the student's account may be submitted to the Maryland State Central Collection Unit.
8. Students leaving FSU prior to the 60% point in the semester, officially or unofficially, are obligated to return the federal aid received for that semester in accordance with the University's Return of Title IV Funds Policy. Failure to return that portion of federal aid received may result in the amount owed being transferred to the Maryland State Central Collection.
9. Any debt owed to FSU as a result of the student's failure to make required payments or failure to comply with the terms of the applicable program as governed by the FSU catalog will be a breach of the terms and conditions of this contract. Failure to respond to demands for payment made by FSU may result in such debts being transferred to the Maryland State Central Collection Unit.
10. Any debts transferred to the Maryland State Central Collection Unit will be assessed a 17% collection fee at the time of transfer and this information will become part of a student's credit report.

ONCE YOU REGISTER FOR COURSES, YOU ARE AFFILIATING WITH FROSTBURG STATE UNIVERSITY (FSU), AND THAT YOU ARE A PARTY TO A CONTRACT WITH FSU AND TO THE TERMS AND CONDITIONS DESCRIBED ABOVE.

If you have any questions regarding this Financial Responsibility Policy, please e-mail the Bursar's Office at billingoffice@frostburg.edu or call the Bursar's Office at 301-687-4321.

10 Online Course Information

Course Minimum Requirements & Information

- FSU email account
- Regular and reliable access to the Internet (computer labs are available for students)
- Basic tech skills: working with electronic files (locate, open, rename, save, attach to email), connecting to the Internet and Web navigation
- Download, install and troubleshoot any course-specific plug-ins and software applications on your computer

Canvas Learning Management System

The Canvas Learning Management System is a web-based learning environment which students log onto via an Internet browser. Students and instructors navigate the website according to standard website practices. More information regarding the Canvas Learning Management System can be found at <https://www.frostburg.edu/canvas/>.

System Requirements

There are certain minimum software requirements that a user's computer must meet in order for them to navigate and utilize Canvas courses successfully. All computers available in the student computer labs on campus meet these software requirements. More information can be found at <https://www.frostburg.edu/online/technology-requirements.php>.

How to find Online Courses in PAWS

When searching for online courses in PAWS you will find them all listed in one location. Using the Search for Classes feature under Campus, choose Online Courses. This will list all available online courses.

Registration Information

- The registration deadline is December 31, 2025. Registration after this date carries a late penalty of \$30.
 - You may register in person or, if you are a continuing student, online using PAWS at portal.frostburg.edu/paws/. Make sure to change the campus to **ONLINE** when searching for courses to access the online course offerings.
- If you are not a current FSU student, you may register for Intercession by first completing the online application on our website.
- Please be aware that payment or enrollment in a payment plan for Intercession courses is due by December 1, 2025 or within 48 hours of registration. Full details on payment methods and deadlines are provided in this booklet.
 - Each online course requires a minimum number of students in order for the course to be offered. If, for some reason, the course you have selected does not have adequate enrollment, you will be notified by the Registrar's Office. Course tuition will be reimbursed (fees are reimbursable if you are not enrolled in another course); however, you must write the University and Student Billing Office to request a refund. Otherwise, the refund amount will be applied to your subsequent semester's account.
 - If you wish to withdraw from an online course you may do so through your PAWS account up through the last day to withdraw with a W grade. Withdrawals after the W period require completion of the online course withdrawal after the W period form located on the Registrar's Office website. You may also send an email to reginfo@frostburg.edu from your Frostburg State University email account.

For updated course information, please check PAWS.

If you are not a current FSU student you may access a copy of the schedule of classes on the [Registrar's Office Website](#)
Click on Class Availability in Real-Time

Frostburg State University Undergraduate Registration Form - Intersession 2026

FSU ID

Last Name, First Name, Middle I.

Permanent Address

Phone

Local Address During Intersession

Phone

If you are not registered at FSU for the Fall semester you must complete an [online admission application](#) on our website.

If you were ever dismissed by FSU, you must be readmitted by the Academic Standards Committee.

Continuing Undergraduate Students - before you register, meet with your faculty mentor or university advisor for registration activation.

Registration Procedures

To Register Using PAWS

1. Login to PAWS portal.frostburg.edu/paws/.
2. Check for Service Holds that may prevent you from registering.
3. Meet with your faculty mentor or university advisor to plan your schedule and be activated for registration.
4. List course numbers below.
5. Register for Classes.

Student Center > Enroll

- Select Enrollment Term - 2026 Intersession.
- Select classes to add. Make sure to choose a Campus: Frostburg, Hagerstown, or Online.
- Classes will be placed in your Shopping Cart.
- When finished selecting classes click Continue.
- Click Finish Enrolling.
- Check the status of your request(s). **Status must read SUCCESS to be registered.**
- When finished, click My Class Schedule to verify enrollment.

To Register By Mail

1. Fill out the information listed below beginning with Class Number.
2. Mail Form with payment to:
University and Student Billing Office
Frostburg State University
101 Braddock Road
Frostburg, MD 21532

Class Nbr	Subject	Catlg Nbr	Sect	Units	Days	Times	Dept Appr	Date

Student Signature/Date

Faculty Mentor or University Advisor Approval
Required by all Undergraduate Students and
Biological Science Graduate Students.

I understand that submission of this course request to FSU obligates me to pay the bill generated, that upon official withdrawal from all courses for Intersession on/or after the bill payment deadline obliges me to pay a prorated portion of the entire amount of the bill (See Refund Policy included in this booklet), and that failure to submit an official withdrawal to the Registrar's Office or at the USMH Information Desk results in a grade of F or FX and obliges me to pay the entire bill. I have read and understand the Statement of Financial Responsibility.