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Lindenwood 4: The College for Individualized Education

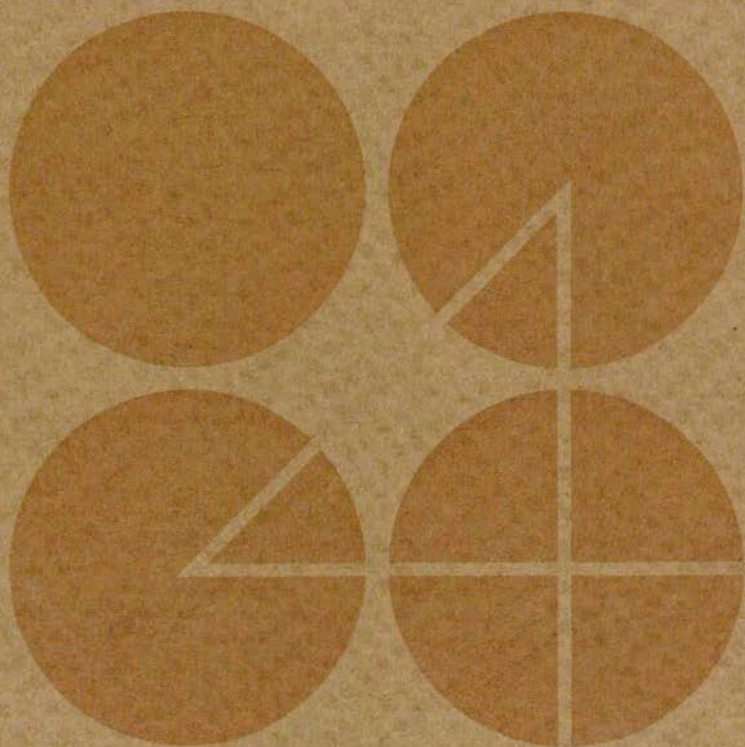
Lindenwood College

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LINDENWOOD



*The College
for
Individualized
Education*

The Lindenwood Colleges



*For a century and a half
a distinguished leader
among Missouri's colleges
and universities.*

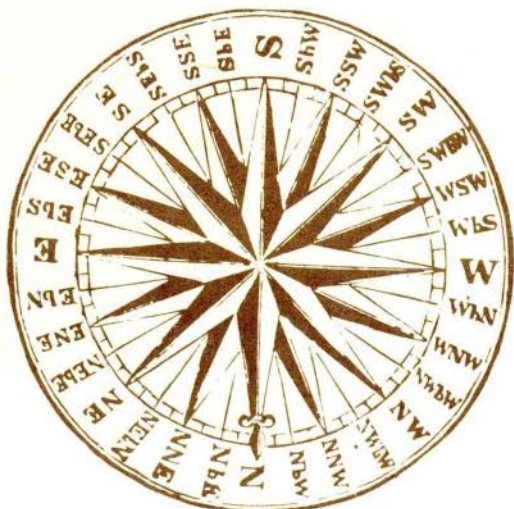
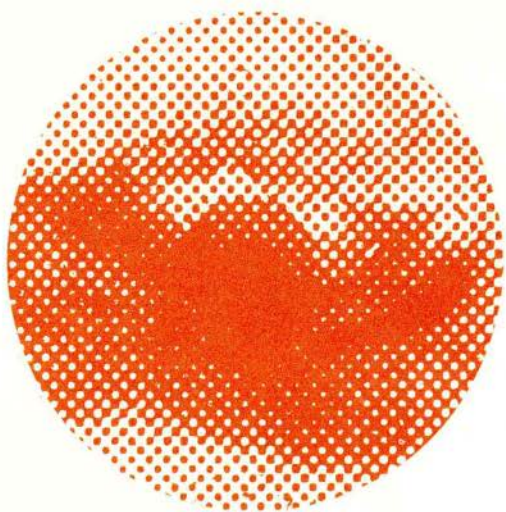
The Lindenwood Colleges, founded in 1827, consist today of a College for Women, a College for Men, an Evening College, and a College for Individualized Education (Lindenwood 4). At Lindenwood 4, students plan their own programs and carry them out in a supportive learning community consisting of faculty, fellow students, and resource persons. Located in several regional centers, Lindenwood 4 offers fully-accredited Bachelor of Arts, Science, Fine Arts, Music and Music Education degrees. At the graduate level, it offers a program leading to the Master of Arts degree.

The academic year 1975-76 consists of three trimesters:

September 8—December 14

January 10 —April 18

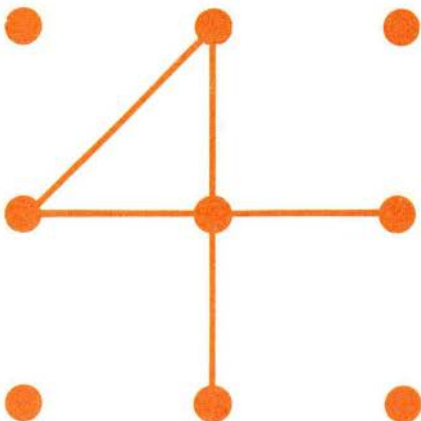
May 8 —August 15

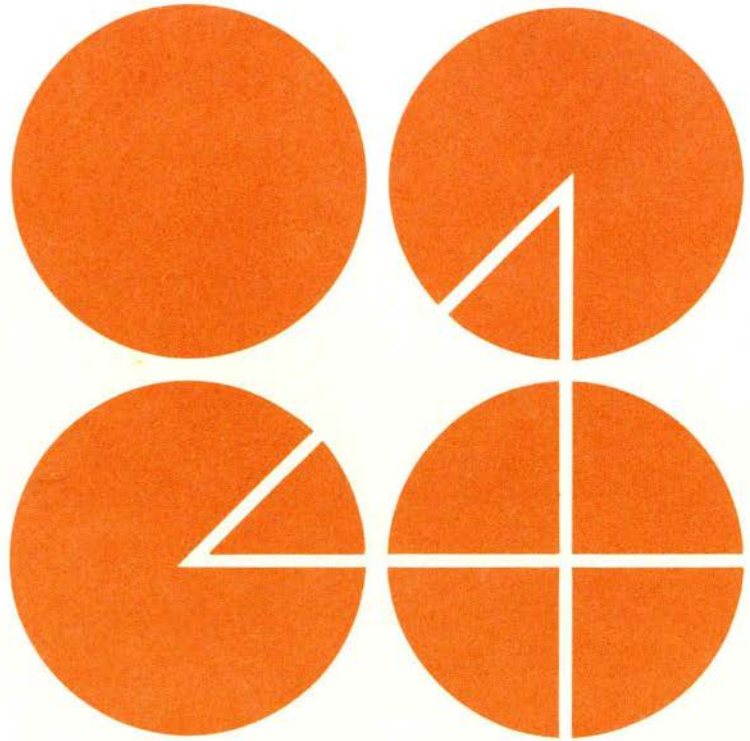


Human existence cannot be silent, nor can it be nourished by false words, but only by true words, with which people transform the world.

But while to say the true word . . . is to transform the world, saying that word is not the privilege of some few people but the right of every person.

PAULO FREIRE





A Community for Learning

LINDENWOOD 4 is a new kind of College attracting a new kind of student. Who is this student?

A woman who after ten years of raising children wants to complete her college education.

A counselor at a community mental health center who wants to broaden his skills in working with adolescents.

A feminist who wants to understand the psychology of pregnancy and childbirth.

An environmental chemist who wants to gain proficiency in the field of air pollution.

A community leader who wants to explore the origins of the Black community in the tribal structure of African life.

Typically, Lindenwood 4 students will be working and over 25 years old. They will be mature, purposeful people who seek in higher education an opportunity to focus and enhance their lives and work. Some may be unable to attend regular classes or may find no school which gives them instruction in their chosen field. Or they no longer find the conventional lecture an acceptable means of instruction.

Lindenwood 4 recognizes the value of their past experience. Undergraduates have the option of receiving as much as three years' advanced standing, computed from previous college work, nationally recognized tests, and critical life experiences. At Lindenwood 4, there is no distinction between learning in the classroom and learning in the life situation.

At the graduate level, exceptional applicants may be admitted without having completed all undergraduate requirements when they can demonstrate advanced competence and expertise in their proposed fields.

Community Organization

The first citizens of the learning community are the students themselves. Their competence and imagination are the most vital resources of Lindenwood 4.

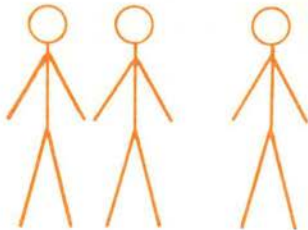
Other citizens of the community are Faculty Administrators, Faculty Sponsors and Resource Persons.

Faculty Administrators serve a nucleus of 30 students as advisors, mentors, and academic and career counselors. They act as general administrators of the Lindenwood 4 program in the regional center and serve as the students' main avenue of communications with the Colleges.

Faculty Sponsors work with no more than ten students, and are chosen for each trimester by the student and Faculty Administrator. Interacting with students on a one-to-one basis, the Faculty Sponsors assist students in developing their program of studies and work substantively with individuals through a regular schedule of meetings. Faculty Sponsors may be independent psychologists, physicians, artists, scientists, writers, community organizers, or professors employed at The Lindenwood Colleges or other institutions.

At the graduate level, a student may nominate his or her own Faculty Sponsor in the student's area of concentration, subject to approval by the Faculty Administrator. In the M.A. program, Faculty Sponsors must be able to work at a level of considerable specialization.

Resource Persons provide the student with a broad range of expertise and help integrate Lindenwood 4 into the



larger community. Regional centers maintain long-term relations with individuals and groups at various institutions such as mental health facilities, hospitals, video centers, business and government agencies, and other colleges and universities. These provide a permanent resource for Lindenwood 4 in career counseling, internships, job placement, and setting academic perspectives. Reciprocally, the regional centers contribute services and provide programs for their communities.

Students, faculty and resource persons work for mutual reinforcement, critique and development. All are teachers, all are learners contributing to the community, opening up new avenues of awareness and developing new skills.

Interaction



THE UNDERGRADUATE PROGRAM

While each regional center establishes its own style of interaction, the following is a typical format.

After acceptance, the student attends a weekend workshop. Here a decision is made concerning the student's Faculty Sponsor and the nature of the internship. Next, with the assistance of his *study committee* (the Faculty Administrator, a Faculty Sponsor, other students, and perhaps resource people), the new student reviews his study goals and refines the preliminary *program overview*, submitted at the time of application. The program overview is the plan for a student's entire participation in Lindenwood 4. As a contract between the student and The Lindenwood Colleges, it says generally what the student has agreed to do each trimester and states his overall objectives.

Then, in consultation with his committee, the student designs and submits for approval a detailed *trimester study plan* (as discussed on page 11).

Students meet an average of two hours a week throughout the trimester with their Faculty Sponsor, other students, and perhaps the internship supervisors. Typically, such a meeting would involve two or three students presenting work-in-progress for commentary and critique.

Once a month, the entire regional group meets for an all-day colloquium in a particular field of inquiry. Presentations are given by students, faculty, and resource people. In discussions and workshops, there is exchange of information and points of view, providing a lively interaction among the participants and the community at large.

To supplement the regular meetings, a student may arrange additional meetings of his committee. Throughout the year, faculty, students and resource people offer seminars and



workshops in which they share their research and experience with the learning community.

At least once a year all participants and graduates of each regional program come together for a week-long conference of seminars, lectures, workshops and special events. Such yearly gatherings provide a unique opportunity for prolonged interaction among students, faculty and community resource people.

At the end of the trimester there is a weekend workshop at which the student meets again with his study committee to evaluate the trimester's work and to begin discussion of the study plan for the next trimester.

After the three-week break, a new trimester begins, and the cycle is repeated.

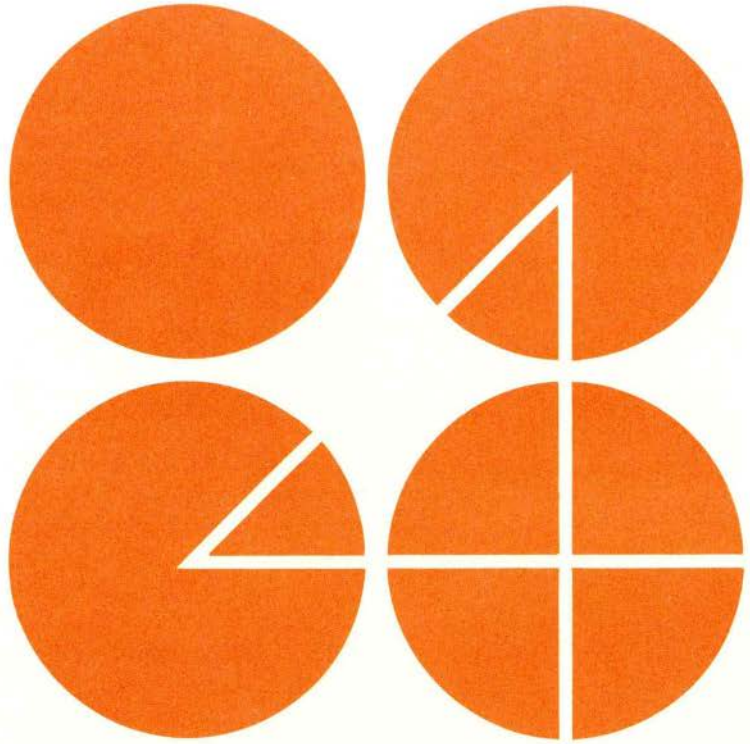
THE GRADUATE PROGRAM

Students in the M.A. program meet a minimum of one hour weekly with their Faculty Sponsors about their studies. In addition, they meet frequently with their internship supervisors, community people, and study committees to critique and enrich their work. Graduate students have the option of serving on undergraduate committees and/or tutoring individual undergraduates. Furthermore, they participate in all functions of the program, particularly the monthly colloquia (discussed above) in which they give presentations and lead discussions.

Governance



Shared responsibility is implicit in the notion of a learning community. Education at Lindenwood 4 means being independent but still participating in the mutual concerns of the whole group. The more participation by all concerned, the more learning takes place. Procedures for admission, evaluation, topics and organization of colloquia, community service and involvement are matters always open to community discussion and assessment. While the Faculty Administrator has responsibility to Lindenwood 4 and The Lindenwood Colleges for maintaining quality within established guidelines, all faculty and students work together to create the unique character of each regional program.



Process and Procedures

The Academic Year, Degrees, and Credits

The academic year at Lindenwood 4 consists of three trimesters of approximately 14 weeks each. The trimesters are separated by a break of about three weeks.

In the undergraduate program, each completed trimester yields *three* Lindenwood course credits (equivalent to 10½ conventional semester hours). A student accepted into Lindenwood 4 with little or no transfer credit must complete 12 trimesters or 36 credits (equivalent to 126 semester hours) for graduation with a Bachelor's degree.

Completion of the Master's degree program takes a minimum of three trimesters. Upon completion of the program, the student receives the M.A. in his particular field and is accorded the equivalent of 30 semester hours of graduate study. Only the Master of Arts degree is granted by Lindenwood 4.

In both the graduate and undergraduate programs trimesters may be completed individually. Therefore it is possible to schedule a one-year program over a period of two years by staggering the trimesters.

Lindenwood 4 welcomes students interested in the liberal arts, social sciences, human services, the creative arts, and the natural sciences (provided necessary laboratory and internship facilities can be arranged). Interdisciplinary work is actively encouraged and readily facilitated in the learning community.

Application Procedures

The applicant completes, in duplicate, the application form and encloses a \$15 non-refundable application fee. High school and college transcripts should be mailed, in duplicate, directly from institutions where studies were undertaken. The fee and all materials requested in the application form are sent to the nearest Lindenwood 4 regional office. In completing the application requirements the applicant may request assistance from the Faculty Administrator of his region.

Upon completion of all application requirements, a personal admissions interview will be requested by the Faculty Administrator who has final responsibility for admissions.

The Undergraduate Program

A. High School Equivalency

Applicants must have earned a high school diploma or a certificate of equivalency, or have been admitted as a regular full-time student to an accredited college or university.

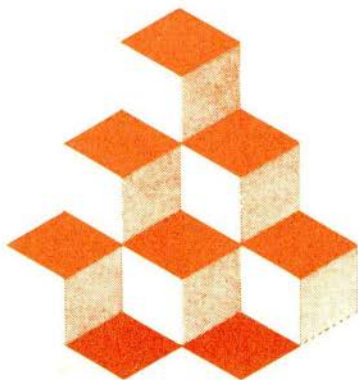
B. Advanced Standing

To receive advanced standing for academic work done at other institutions, the applicant should complete the petition provided in the application form and request official transcripts (in duplicate) to be sent to the nearest Lindenwood 4 office. Credit will be granted only for courses in which a C or better grade was earned.

Up to nine Lindenwood credits may be granted for scoring at the sophomore level or above on the College Level Examination Program (CLEP). Credit for successful completion of CLEP subject matter tests (a maximum of four) can only be earned in fields considered by the regional Faculty Administrator to be relevant to a student's proposed course of study.

Applicants may also gain advanced standing for documenting "critical life experiences." Such experiences, not recorded on transcripts, *must* have contributed to the applicant's understanding and competency in the general area of his





proposed study. Such experiences might include training at research or professional institutions, at hospitals or government agencies; or involve educational employment experiences or individually pursued studies.

Upon review by a Faculty Administrator, an applicant may be accorded tentative approval for critical life experiences claimed on his application. Final approval can only be given when the enrolled student has completed a documentation process undertaken during the course of his studies with the assistance of the Faculty Administrator and Faculty Sponsors.

A *maximum* of 18 Lindenwood course credits, equivalent to six trimesters' participation, may be obtained for a combination of CLEP scores and documented critical life experiences. An *overall maximum* of 27 Lindenwood credits, equivalent to nine trimesters' participation, can be obtained through a combination of previous academic study, critical life experiences, and CLEP examinations.

The number of trimesters to be completed for graduation is tentatively determined by the Faculty Administrator on the basis of information provided by the student at the time of admission. If a student's *final* documentation of critical life experiences does not fulfill the program's requirements, the overall number of credits needed for graduation will be appropriately adjusted by the Faculty Administrator at the time the documentation is evaluated.

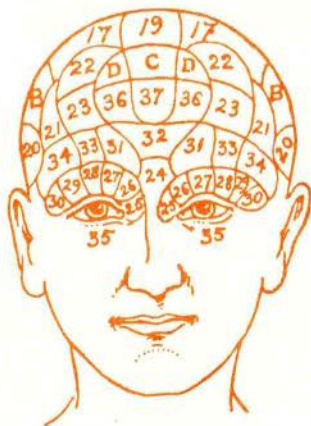
C. The Program Overview

As requested on the application form, the applicant writes a preliminary program overview: a brief narrative statement giving the overall objectives of the entire study, the suggested methods of achieving those objectives, and the proposed methods of evaluation. If any special certification (e.g. teaching certification) is desired, it should be noted.

After a student's application has been accepted and the first trimester's tuition has been paid, the enrolled student is invited to an initial weekend workshop where the first focus of concern is the program overview. With the assistance of the Faculty Administrator, a Faculty Sponsor, and others, the student reviews and finalizes the overview and determines the number of trimesters needed for completion. The overview is then submitted to the Faculty Administrator for final approval. Should substantive changes be desired after the original overview has been approved, the student must request them through the Faculty Administrator.

D. The Trimester Study Plan

At the same weekend workshop the student then constructs a more detailed plan of study for the first trimester. In addition to the Faculty Administrator, the student will be



assisted by the Faculty Sponsor, students and resource people with whom he will be working during the trimester. Typically, the trimester study plan contains the following:

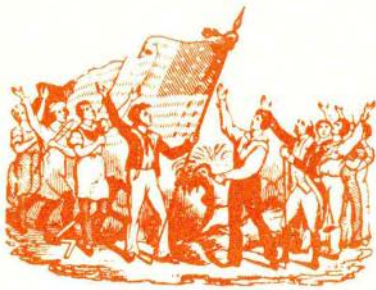
1. *substantive focus of the first phase of the study*
2. *preliminary bibliography*
3. *description of the work—papers, presentations, paintings, case studies, etc.—the student will undertake during the trimester*
4. *description of the internship*
5. *discussion of methods for evaluating the trimester's work*
6. *discussion of how the trimester plan fits into the larger objectives of the program overview.*

The trimester study plan must be approved by the student's Faculty Sponsor and by the Faculty Administrator. If approval is not obtained at the weekend workshop, the student has up to four weeks to gain approval without losing credit for that trimester.

E. Trimester Evaluations

Close consultation with the Faculty Administrator, a Faculty Sponsor, and other members of the learning community keeps a student well informed about the progress of his or her work during the trimester. If work is not satisfactory, a student will know well in advance of the end of the term, in order to make appropriate changes.

In general, the Faculty Administrator, with the advice of the Faculty Sponsor, will approve a student's work if the requirements of the trimester's study plan have been fulfilled. The student's self-evaluation and peer critiques will be considered in the evaluation given at the final weekend workshop at the end of the trimester. No credit will be given for work judged to be unsatisfactory.



The Graduate Program

A. The Preliminary Program Overview

The preparation of a high quality program overview is an indication that an applicant is mature and purposive, with the initiative and planning skills necessary for successful independent graduate study. In general, the proposed program overview will be of central importance in evaluating a candidate for admission.

B. Acceptance Procedures

All applications to the Graduate Program are screened by an admissions committee of three faculty members from The Lindenwood Colleges in St. Charles. When an applicant has been approved by this committee, he or she will be notified by



the regional Faculty Administrator to come to the regional office for an admissions interview. Final acceptance is the responsibility of the Faculty Administrator.

C. Refinement of the Program Overview

As soon as a student is enrolled, he or she meets with the Faculty Administrator and the Faculty Sponsor (nominated by the student) to refine the overview. Methodology, bibliography, research questions, substantive concerns, and field placements are specified in a phased overview. The overview builds around a final project or paper which is the culminating experience in the program. In this meeting, the method of evaluating the student's works is established and the program overview is approved by the Faculty Administrator. Also at this time, a Faculty Sponsor, approved by the Faculty Administrator, is contracted to work with the student.

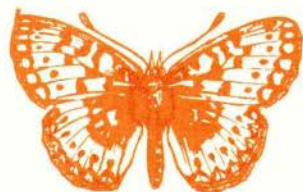
D. Length of the Program

The student remains enrolled in the graduate program for the number of trimesters it takes to complete the work outlined in the program overview. The *minimum* period is three trimesters.

Portfolio

Both undergraduate and graduate students maintain a portfolio of their study plans, overview, examples of their work, and evaluations written by themselves and others. As a part of this, they may also keep a diary-type journal. These materials provide a focus for evaluation and discussion of a student's work by the entire learning community.

Culminating Projects



All undergraduate and graduate students must complete a culminating project as a part of their participation in Lindenwood 4. Undergraduates must submit in writing a description of their culminating project for approval by the Faculty Administrator in the trimester before work on the project is anticipated; graduate students will have described their projects in their program overviews. Although most culminating projects will involve writing, students working in primarily non-verbal media—painting, sculpture, dance, music—and students in community action programs are encouraged to produce a culminating project in whatever medium seems appropriate. An oral presentation to the learning community is a part of the culminating project; it may deal with any aspect of the project and is generally made before the completion of the student program

so that the student can test his or her ideas on a critical audience.

Graduation Requirements

To be awarded a degree, a student must have:

- A. *completed what he proposed in the approved final program overview*
- B. *earned at least 36 Lindenwood baccalaureate course credits or 9 graduate course credits*
- C. *demonstrated a working knowledge of English in written and oral forms*
- D. *demonstrated an acceptable level of competency in the major field of study, both in theoretical and practical forms*
- E. *exhibited a working understanding of the relation of his field of study to other fields*
- F. *submitted a satisfactory culminating project*
- G. *successfully completed the minimum number of trimesters required*
- H. *been recommended for the degree by the Faculty Administrator and have been approved by the faculty of The Lindenwood Colleges.*

The Narrative Transcript

Lindenwood 4 uses a narrative transcript as a permanent record of a student's work. The narrative transcript is more accurate, individualized, and informative than the usual record of course titles and grades. It consists of the student's own descriptive summary of his or her work, and the evaluations submitted by faculty and resource people.

In the undergraduate program, the transcript record is written at the end of each trimester with the assistance of the Faculty Administrator and Faculty Sponsor. The entire record is then reviewed by the Faculty Administrator before the student graduates.

In the graduate program, each student writes a summary of his or her entire program of study, including bibliography, research, field work and abstracts of papers and projects. This is done at the end of the program from records and notes kept throughout. It is approved by the Faculty Administrator.

The official Lindenwood 4 transcript is then abstracted from the student's summary and the faculty evaluations. This transcript is filed in the Registrar's Office of The Lindenwood Colleges from which official copies may be requested.



Costs

Tuition is \$750 per trimester or \$2,250 per academic year in both the undergraduate and graduate programs. After the trimester has begun, all tuition payments are non-refundable for that trimester.

In order to ensure a space in either program, full tuition must be paid no later than two weeks in advance of the beginning of the trimester. If a tuition *refund* is requested prior to these two weeks, it can be made in full. If a refund is requested during this period, two-thirds of the full amount will be refunded. Payment of tuition completes enrollment for a given trimester.

Financial Aid

Limited scholarship assistance is available for Lindenwood 4 students; awards are based primarily on need. Other possibilities for financial aid include federally-insured loans, Veterans' benefits, and other government loans. Applicants seeking financial aid or loan information should check the appropriate space on the application form.

Accreditation

The Lindenwood Colleges are fully accredited by the North Central Association of Colleges and Schools to grant the Bachelor of Arts, the Bachelor of Science, the Bachelor of Fine Arts, the Bachelor of Music, and the Bachelor of Music Education degrees. Accreditation is pending for the Master of Arts degree.

Teacher Certification

The Lindenwood Colleges are recognized by the National Council for Accreditation of Teacher Education and have a long record of leadership in teacher education. Students interested in certification should check the appropriate space on the application form and discuss their interests with their Faculty Administrator prior to writing their preliminary program overviews.

Regional Centers

Each regional center of Lindenwood 4 has one or more Faculty Administrators, and conducts a full program of studies. Regional activities vary according to the nature of the region and the expressed needs of its students. Names and addresses of Faculty Administrators and Regional Centers are listed on page 16.

Study Away from Regional Centers

All undergraduate students must be within commuting distance of a regional center in order to participate in their committee meetings, seminars, and other learning activities. A limited number of graduate students may be accepted who live in areas not readily accessible to a regional office provided that they can easily meet weekly with their Faculty Sponsors and can attend monthly colloquia.

Program Changes

Lindenwood 4 is very much in the process of evolution. Continual growth and improvement are brought about only with the creative participation and advice of everyone in the learning community.

Payments

All checks should be made payable to The Lindenwood Colleges. Address all inquiries and application requests to the regional office nearest you.



Administrative Center

Dean Craig Eisendrath, Ph.D.
The Lindenwood College for Individualized Education
St. Charles, Missouri 63301
Tel: 314/723-7152; Toll-free from St. Louis 946-6912

Regional Centers

St. Charles-St. Louis Office

Lindenwood 4
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Faculty Administrator

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Richard Rickert, Ph.D.
Faculty Administrator

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Santa Monica
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Tel: 213/934-7284
Peggy McAllister, M.A.
Faculty Administrator

