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BELLEVILLE CATALOG
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BELLEVILLE CATALOG

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2016-17

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UNDERGRADUATE AND GRADUATE DEGREES AND PROGRAMS

Undergraduate Degrees & Programs

Semester Programs

Accounting (BA)
 Acting (BFA)
 Advertising & Public Relations: Corporate
 Communications (BA)
 Athletic Training (BS)
 Biology (BA, BS)
 Business Administration (BA)
 Emphasis in Accounting
 Emphasis in Finance
 Emphasis in Human Resource Management
 Emphasis in Management
 Emphasis in Marketing
 Emphasis in Sport Management
 Criminal Justice (BA)
 Emphasis in Corrections/ Juvenile
 Emphasis in Corrections/Probation and Parole
 Emphasis in Law Enforcement
 Emphasis in Legal Studies
 Educational Studies (BA)
 Elementary Education, Grades 1-6 (BA)
 English (BA)
 Emphasis in Literature
 Emphasis in Creative Writing
 Exercise Science (BS)
 Finance (BA)
 History (BA)
 Human Resource Management (BA)
 Interactive Media and Web Design (BA)
 Marketing (BA)
 Mass Communications (BA)
 Emphasis in Broadcast
 Emphasis in Media Management and Sales
 Emphasis in Sports Information
 Physical Education, K-12 (BA)
 Pre-Medicine/Pre-Dentistry/Pre-Optometry/
 Pre-Veterinary Medicine
 Pre-Nursing
 Psychology (BA)
 Sport Management (BA)

Minors

Accounting
 Advertising
 Biology
 Business Administration
 Communications
 Creative Writing
 Criminal Justice
 English Literature
 Finance
 Gender Studies
 History
 Human Resource Management

Interactive Media and Web Design
 Marketing
 Psychology
 Sociology
 Sport Management
 Theatre

Evening (Quarter) Programs

Business Administration (BS)
 Communications (BA)
 Emphasis in Corporate Communications
 Emphasis in Mass Communications
 Criminal Justice (BS)
 Emphasis in Homeland Security
 Health Management (BS)
 Human Resource Management (BS)
 Information Technology (BS)

Graduate Degrees & Programs

Semester Graduate Degrees

Master of Arts in Education (MA)
 • Model I: Certification/Endorsement Areas
 • Model II: Specialty Areas
 • Model III: Initial Teacher Certification
 Master of Arts in Counseling (MA)
 Master of Arts in School Administration (MA)
 Education Specialist with Emphasis in Educational
 Administration (EdS)

Evening (Quarter) Programs

Master of Arts in Communications (MA)
 Emphasis in Digital and Multimedia
 Emphasis in Media Management
 Emphasis in Promotions
 Emphasis in Training and Development
 Master of Business Administration (MBA)
 Master of Science in Administration (MSA)
 Emphasis in Management
 Emphasis in Marketing
 Master of Science in Criminal Justice Administration
 (MS)
 Master of Science in Healthcare Administration (MS)
 Master of Science in Human Resource Management (MS)

INTRODUCTION

This catalog contains a description of all undergraduate and graduate programs offered by Lindenwood University-Belleville. All statements in this publication concerning policies, program requirements, fees and other matters are subject to change without notice. The statements in this catalog are for informational purposes only and should not be viewed as the basis of a contract between a student and the University.

Mission Statement

Lindenwood University offers values-centered programs leading to the development of the whole person—an educated, responsible citizen of a global community. Lindenwood is committed to

- Providing an integrative liberal arts curriculum,
- Offering professional and pre-professional degree programs,
- Focusing on the talents, interests, and future of the student,
- Supporting academic freedom and the unrestricted search for truth,
- Affording cultural enrichment to the surrounding community,
- Promoting ethical lifestyles,
- Developing adaptive thinking and problem-solving skills,
- Furthering lifelong learning.

Lindenwood is an independent, public-serving liberal arts university that has a historical relationship with the Presbyterian Church and is firmly rooted in Judeo-Christian values. These values include belief in an ordered, purposeful universe, the dignity of work, the worth and integrity of the individual, the obligations and privileges of citizenship, and the primacy of the truth.

History

Lindenwood University was founded in 1827 by pioneering educators Mary Easton Sibley and George Sibley. The Sibleys sought to establish an institution that educated students across disciplinary fields, provided a solid core curriculum, and promoted the desire to serve the community. The Sibleys envisioned a college that would educate the “whole person” by encouraging students to pursue the liberal arts as well as focused studies. Their vision survives to this day.

Accreditation

Lindenwood University is a member of and/or accredited by the following organizations:

The Higher Learning Commission

230 South LaSalle St., Suite 7-500
Chicago, IL 60604-1411
phone: (800) 621-7440/(312) 263-0456
fax: (312) 263-7462
info@hlcommission.org

The Accreditation Council for Business Schools and Programs

11520 West 119th St.
Overland Park, KS 66213
phone: (913) 339-9356
fax: (913) 339-6226
www.acbsp.org

The Council on Social Work Education

1701 Duke St., Suite 200
Alexandria, VA 22314-3457
phone: (703) 683-8080
fax: (703) 683-8099
info@cswe.org

The Commission on Accreditation of Athletic Training Education

2201 Double Creek Drive
Suite 5006 Round Rock, TX 78664
phone: (512) 733-9700
fax: 512-733-9701
www.caate.net

The Missouri Department of Elementary and Secondary Education

PO Box 480
Jefferson City, MO 65102
phone: 573-751-4212
fax: 573-751-8613
http://dese.mo.gov

Lindenwood is fully endorsed by the following organization:

The Society for Human Resource Management

1800 Duke St.
Alexandria, VA 22314
phone: (800) 283-7476
www.shrm.org

Lindenwood is a member of the following organizations:

The Teacher Education Accreditation Council

One Dupont Circle NW, Suite 320
Washington, DC 20036
phone: (202) 466-7236
www.teac.org

The Council for Higher Education Accreditation

One Dupont Circle NW, Suite 510
Washington, DC 20036
phone: (202)-955-6126
fax: (202)-955-6129
chea@chea.org

Commitments

Assessment

The faculty, administration, and staff of Lindenwood University are dedicated to sustaining excellent educational programs and learning environments. Therefore, we are also committed to mission-based, comprehensive, and data-driven assessment for the purpose of continuous institutional improvement and effectiveness.

Given the above commitment, the Culture of Continuous Improvement statement below serves as a compass in guiding our assessment and continuous improvement efforts. The statement describes the type of institutional culture that is needed to live out that commitment.

A Culture of Continuous Improvement: Defining Characteristics

1. The institution publicly affirms its commitment to effectiveness and continuous improvement and, in so doing, recognizes the need for accountability to its stakeholders.
2. The institution values effectiveness and continuous improvement in all facets and levels of its operations (e.g., individual professional development, classroom teaching and learning, program review, measurement of graduate success, student and employee satisfaction, governance).
3. Comprehensive and integrative assessment is conducted for the purpose of continuous improvement.
4. The leadership of the institution understands, values, and provides strong support for efforts related to assessment and continuous improvement.
5. Assessment *for* learning and *of* learning are valued, supported, and recognized.
6. Efforts to improve teaching are valued, supported, and recognized.
7. All aspects of the assessment process are conducted with a spirit of collaboration among colleagues within all programs and departments. There is collective investment in the commitment to effective teaching and learning and to overall institutional effectiveness.
8. Both faculty and staff value inquiry and the important role of evidence in the decision-making processes associated with continuous improvement. Multiple forms of direct and indirect evidence are used to make decisions annually.
9. Assessment processes and results are integrated within the institution's planning and budgeting processes – the institution commits the necessary resources to support its assessment program, and assessment results inform both planning and budgeting.
10. The institution understands the critical importance of sustainable and transparent assessment practices, including documenting and sharing intended outcomes and objectives, appropriate methods of assessment, the results of assessment, and initiatives to “close the loop” wherein the results are used for continuous improvement.

Equal Opportunity

Lindenwood University is an Equal Opportunity Employer. The University complies with the Civil Rights Act of 1964 and other legislation, as amended, including the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act of 1990, and other legislation that prohibits discrimination in employment and access to educational programs because of race, color, national origin, sex, age, or physical handicap.

Lindenwood University is committed to a policy of non-discrimination and dedicated to providing a positive discrimination-free educational and work environment. Any kind of discrimination, harassment, or intimidation is unacceptable. For the purpose of this policy, discrimination, harassment, and intimidation may be defined as any attempt on the part of individuals, groups, or recognized campus organizations to deny an individual or group those rights, freedoms, or opportunities available to all members of the University community. The University is committed to meeting the full intent and spirit of the anti-discrimination laws, not merely the minimum letter of the law. Inquiries concerning the application of Lindenwood University's policy on nondiscrimination should be directed to the University's Vice President for Human Resources.

Lindenwood University complies with the Drug Free Schools and Communities Act of 1989 (Public Law 101-226) as amended; the Drug-Free Workplace Act of 1988 (Public Law 101-690); the Student Right-to-Know and Campus Security Acts of 1990 (final regulations published 1995, as revised 1999); and the Campus Securities Disclosures Section 485 of the Higher Education Amendments of 1992 (final regulations published 1994, with technical corrections published 1995, as revised 1999); the Equity in Athletics Disclosure Act (the Higher Education Amendments of 1992, as revised in the Amendments of 1998); and the Family

Educational Rights and Privacy Act of 1974 (the Buckley Amendment), as amended, including Section 507 of the Patriot Act of 2001 and seeks to provide a healthy, safe, and secure environment for students and employees.

Diversity, Equality, and Inclusion

Lindenwood University is proud of its diverse population, which includes faculty and staff from all corners of the world and students from six continents and nearly 100 countries. We believe that our diversity and commitment to valuing diversity, both in and out of the classroom, places us on the cutting edge of scholastic and pedagogical innovations, preparing our students to be educated, responsible citizens of a global community. Intentionally, we design our policies in such a manner that all stakeholders (whether students, employees, or visitors) will be treated with respect, dignity, fairness, equality, and inclusiveness in the pursuit and achievement of the objectives of their relationship with the University.

Additionally, we strive to ensure that the opportunities afforded by the University for learning, personal advancement, and employment are offered to all without discrimination and that we always provide a safe, supportive, and welcoming environment for all students, employees, and visitors. Upholding a culture of *diversity, equality, and inclusion* means that we fully understand and accept the fact that people of different cultures, races, colors, genders, ages, qualifications, skills, experiences, religions, orientations, affiliations, sexual orientations, socio-economic backgrounds, abilities, disabilities, or countries of origin are simply fellow human beings who are different and have the right to be different without being mistreated or discriminated against on the basis of their differences. Therefore, all Lindenwood policies, facilities, resources, activities, and privileges, irrespective of individual differences, are made available and accessible to everyone in our community.

At Lindenwood University, we will strive to

- Offer collaborative and integrated academic and sporting programs that provide mutually beneficial experiences (locally and internationally) to our diverse body of students.
- Pursue and promote mutual understanding, respect, and cooperation among our teaching and non-teaching staff, contractors, suppliers, and visitors to our community who represent the aforementioned differences.
- Respect the knowledge, skills, and experiences that every person in our community brings to the University.
- Design and operate flexible and easily accessible services, facilities, and activities whose procedures appropriately recognize the needs of both the able and disabled.
- Make every effort to ensure that no discrimination occurs among individuals or groups in the daily discharge of the University's work.
- Protect every member of our community against all forms of discrimination.
- Encourage and promote the empowerment and advancement of ethnic and gender minority groups within our community through academic and social activities, offering activities of special interest to them, and affording them equal-opportunity integration within our community.
- Make every effort to ensure that our current and future contractual agreements and obligations fully reflect and embrace our commitment to the philosophy and culture of *diversity, equality, and inclusion* as delineated in this statement.
- Encourage all faculty and staff members to promote diversity, equality, and inclusion in all locations within our community.

Lindenwood University System

Lindenwood University-St. Charles

The St. Charles, Mo., campus, located at 209 South Kingshighway in the heart of St. Charles, is a 500-acre site and is the original campus founded by George and Mary Sibley in 1827. Historic buildings grace the tree-lined walks and house classrooms, administrative offices, and student residences.

Lindenwood University-Belleville

The Belleville, Ill., campus of the Lindenwood University System is a full-service campus offering a wide range of traditional undergraduate degrees, as well as evening undergraduate and graduate programs. Located at 2600 West Main St., within 15 miles of downtown St. Louis, Lindenwood University-Belleville offers on-campus housing, intercollegiate athletics, campus dining, student activities, as well as modern educational facilities. Complete information on all academic programs at LU-Belleville may be found at www.belleville.lindenwood.edu/.

Initially an extension site of the University, Lindenwood University-Belleville was founded in 2003 on the historic site of the former Belleville Township High School, and traditional daytime semester program was started in 2009. Lindenwood University-Belleville is a blend of tradition and innovation, echoing the educational values of its founders and adapting to meet the needs of its growing student body.

Note: Full-time day students who are admitted at either Lindenwood University-St. Charles or Lindenwood University-Belleville may enroll in classes at the other campus. However, they must also be concurrently enrolled in a minimum of 12 credit hours at their home campus.

Student Resources and Services

The Office of Student Services is located on the first floor of Old Main Hall. The Dean of Students, Director of Residential Services, Work and Learn Coordinator, Director of Student Life and Leadership, and Coordinator

of Student Development are located in the Office of Student Services to aid and assist in all student development and planning.

Student Housing

Lindenwood University-Belleville offers several diverse housing options for students interested in living on campus. Students may choose to live in one of several houses owned and operated by the University that surround the campus. This residential type of living provides students with a familial atmosphere. Other students prefer the convenience of staying in the Lynx Lodge, a former hotel converted into a dormitory and located just one block from the U.S. Senator Alan J. Dixon Student Center. Female students may enjoy the newly constructed, state-of-the-art dorm located just across the street from the dining hall and classroom buildings. A 27-unit apartment building owned by Lindenwood University-Belleville offers students a more independent and private yet secure living environment while still enjoying the University food service. The Fred J. Kern Residence Hall, which opened in the fall of 2014, provides male students with another housing option just across the street from the dining hall and classroom buildings. Each room of both dorms includes phone service, cable, and access to LU Internet.

Library Services

The Lindenwood University-Belleville library, located in the West Wing of Old Main Hall, is a member of the MOBIUS consortium. MOBIUS provides students access to over 14 million book titles throughout the state of Missouri. If an item is not available through MOBIUS, patrons may use the Lindenwood University-St. Charles Butler Library Inter-Library Loan service. The library's dedicated staff is available to help patrons navigate the wealth of traditional print and electronic resources that it offers. The library staff has developed a series of workshops, class presentations, and study guides to assist users.

In addition, the Lindenwood University-Belleville librarians are available during all library hours to assist patrons with their research needs. Reference librarians may be contacted by calling (618) 239-6072 or emailing BellevilleLibrary@lindenwood.edu.

The Academic Success Center

The mission of the Academic Success Center (ASC) is to help students achieve their educational goals while supporting their development toward being efficient, independent learners with a commitment to academic excellence. Located in the lower level of Old Main Hall in rooms M110 and M111, the ASC offers a range of support for students seeking academic assistance of any nature. In the ASC, students can access a wide array of services, including personalized study skills mentoring, one-on-one peer tutoring, and a quiet and comfortable study space. Students may contact ASC staff by calling (618) 239-6077, emailing

BellevilleAcademicSuccess@lindenwood.edu, or stopping by the center.

The writing lab within the ASC has computers where students are encouraged to meet with a writing consultant while they work on an essay or paper. Writing tutors are prepared to help students with all stages of the writing process. The goal at the ASC is to help students become confident and effective writers. Common areas the tutors can address include starting the assignment, essay organization, sentence clarity, paragraph transitions, grammar, and word usage. There are a number of resources for students to use in the center or to take with them.

Peer tutoring is available in other subjects, including biology and math, depending on current needs. Each semester the tutoring schedule is posted and updates are sent to students through their Lionmail accounts. In-person tutoring is available on a walk-in or appointment basis. Online tutoring is also offered 24 hours a day, seven days a week to all Lindenwood students through their student portals from the educational resource Smarthinking.

The ASC Mentoring Program provides a holistic approach to academic student development through a network of comprehensive resources and services. Student participants of the mentoring program receive supportive services that help them transition into academically successful students; these sessions include academic workshops, skill-building sessions, and semester-long tracking of student progress. The highest priority of the ASC is meeting the educational needs of the Lindenwood University-Belleville students. The team includes three full-time staff members, graduate assistants, and students within the Work and Learn program. The Director of Academic Student Success and Retention oversees the ASC and its related programs and can be reached at (618) 239-6223.

Student Healthcare Services

While Lindenwood University-Belleville does not offer healthcare services, students may access two regional hospitals conveniently located just a short distance from campus when in need. For a list of services provided and insurance accepted, please visit the website of St. Elizabeth's Hospital at www.steliz.org or the website of Memorial Hospital at www.memhosp.com.

The Student Counseling and Resource Center

Combining academic, personal, and career counseling, the Student Counseling and Resource Center (SCRC) offers a holistic approach to counseling students in a host of interrelated fields. The SCRC provides free, confidential individual and group counseling services as well as exploration of personality type for career choice. Counseling is provided by graduate students in their final term of the Professional Counseling Program. Students may contact the SCRC office at (618) 239-6161 to make an appointment.

Campus Accessibility

It is the guiding philosophy of Lindenwood University to make our facilities, programs, and classes as accessible to individuals with disabilities as practical. In instances where a room or building is not easily accessible, it may be necessary to bring the service or class to the student. It is the responsibility of the student to advise the campus ADA Coordinator. The ADA Coordinator will work in conjunction with the office of Academic Services to make reasonable accommodations for the student.

The University provides reasonable accommodations to students with aural, visual, and other impairments that might hamper a student's reaching his or her potential achievement level. Students who need assistance or accommodations regarding certified disabilities should contact the ADA Coordinator at (618) 239-6095.

Lionmail

It is every student's responsibility to check his/her Lindenwood Lionmail email account. Important messages including academic standing and financial aid reminders are sent via Lionmail. Students will be held accountable for any information or due dates sent via the campus email system. Lionmail accounts are provided for all students and may be activated by contacting the Computer Services Department at (636) 949-5100.

On-Campus Printing

Students are entitled to print an allotted number of pages from any on-campus computer at no cost per term. Resident students may print up to 500 pages per term; commuter students may print up to 300 pages per term. Once the total number of allotted pages has been reached, students may opt to purchase additional printing capabilities through the student portal at a rate of \$3 per hundred pages.

Degree Programs

Lindenwood University-Belleville offers academic programs leading to Bachelor of Arts (BA), Bachelor of Fine Arts (BFA), and Bachelor of Science (BS) degrees at the undergraduate level. At the graduate level, the University offers coursework leading to Master of Arts (MA), Master of Business Administration (MBA), Master of Science (MS), Master of Science in Administration (MSA), and Education Specialist (EdS) degrees. The major areas of study and the format in which each degree is offered are listed under *Academic Programs* in this catalog.

Program Formats

Lindenwood University-Belleville strives to make quality higher education accessible to traditional and nontraditional students. Undergraduate and graduate academic programs are offered in two distinct formats: the semester and quarter term formats.

Semester Schedule

The undergraduate semester schedule programs are considered "traditional," with classes being offered during the day.

Note: Graduate degrees in education and counseling are also held on a semester basis, but with most classes meeting in the evenings.

Quarter Term Schedule

Lindenwood University-Belleville also offers graduate and undergraduate degrees for the "nontraditional" student. Accelerated programs geared toward these students are offered in the evenings on a quarter-term schedule through the University's School of Accelerated Degree Programs.

Extracurricular Life

Lindenwood University-Belleville espouses the importance of co-curricular involvement in activities as a vital supplement to academic learning and part of the total educational experience. The Department of Student Development serves as a coordination hub on campus, working closely with student organizations in creating, facilitating, and promoting activities and programs. Various student-organized programs and events are scheduled throughout the year. Lindenwood University-Belleville Student Government Association and other student organizations are supported by the Department of Student Development.

Student organizations and activities are an important part of campus life, providing opportunities for students to design and implement activities, programs, and events that support and grow the goals of the Lindenwood University-Belleville mission. Students may complement their educational experiences by becoming involved with approximately 27 student clubs and organizations which, along with the Student Activities Office, are the major scheduling source for lectures, movies, dances, entertainers, and a wide variety of events and activities designed to satisfy the eclectic needs and interests of the student community. Each organization is required to register and seek approval from the Dean of Students each year and provide the name of a faculty or staff advisor, a current mission statement, and a current list of officers and members.

Organizations on the Lindenwood-Belleville campus include Accounting and Finance Club, Arcane Gaming, Association of Sport Business & Entrepreneurship, Bible Study - Sojourn, Biology Club, Black Student Leadership Union - BSU, Campus Activities Board - CAB, Chess Club, Criminal Justice Club, Enactus, Entrepreneurial Ventures, Fellowship of Christian Athletes - FCA, Future Educators of America - FEA, Fusion, Hyperlynx, International Student Organization, Lindenwood Student Government Association - LBSGA, LU Gentlemen's Academy, LU-Belleville Athletic Training Association - LUBATA, Lynx Pack, Lynx Tale Student Newspaper and Momentum Yearbook Committee, Photography Club,

Powerlifting Club, Psi Chi, Psychology Club, Red Cross Club, and Sigma Tau Gamma Fraternity.

Student Government Association

All students at Lindenwood-Belleville, full-time and part-time, undergraduate or graduate are encouraged to participate in the Lindenwood Student Government Association (LBSGA). The LBSGA works to promote structure for student expression and self-government. Members of the LBSGA play a strong role in the academic and administrative decision-making process of the University through representation in various planning governance committees. For more information about LBSGA, visit the LBSGA office on the bottom floor of the U.S. Senator Alan J. Dixon Student Center. Students may also access the LBSGA website, <http://belleville.lindenwood.edu/studentdevelopment/LBSGA/index.html>, or email questions to LSGAPresident_Belleville@lindenwood.edu.

Athletics and Fitness Center

Intercollegiate, intramural, and recreational sports are an important part of out-of-classroom life. Intramural sports offer exercise and healthy competition to all students in the community. Intercollegiate baseball, basketball, bowling, cheerleading, cross country track, football, golf, hockey, lacrosse, soccer, softball, spirit squads, swimming and diving, tennis, track and field, volleyball, field hockey, rugby, and wrestling are offered for full-time students. Lindenwood University-Belleville is a member of the National Association of Intercollegiate Athletics (NAIA) and the American Midwest Conference of NAIA.

For those involved in team sports and others interested in personal fitness, the University has a state-of-the-art fitness center with extensive weight training equipment located in the Fitness and Training Center. For any questions regarding the center, please call (618) 239-6078.

Religious Life

Lindenwood University enjoys a historical relationship with the Presbyterian Church (USA). The University fosters an ecumenical spirit that celebrates the wide range of religious traditions represented on a campus. Students wishing to worship can find religious services of all major faiths within the greater Belleville community.

Community Resources

When Lindenwood-Belleville students want to enjoy big-city amenities, they can ride the Metro Link light rail system to St. Louis and enjoy all that the city has to offer, including the Missouri Botanical Garden, the Fox Theatre, St. Louis Cardinals baseball, the St. Louis Symphony, and St. Louis Zoo. Lindenwood University-Belleville students find the city of Belleville to be diverse and welcoming. Belleville offers parks, cultural events, fall festivals, a farmer's market, shopping, sporting events, and the second oldest philharmonic orchestra in the United States. Seasonal activities in Belleville include

the Oktoberfest, Chili Cook-Off, Art-on-the-Square Art Fair, and holiday parades for St. Patrick's Day, Memorial Day, and Christmas.

University Policies

Abuse of Student Portals

Any student who gains unauthorized entrance to another student's portal, makes changes to another student's schedule via the student portal, or otherwise tampers with or compromises private or privileged communications will be expelled from Lindenwood University. Additionally, such actions will be brought to the attention of law enforcement officials and may be prosecuted through the legal system.

Cancellations Due to Inclement Weather

Only the President (or, in the President's absence, the Provost or Associate Provost) has the authority to cancel classes in the event of severe weather. Should weather conditions create potentially hazardous conditions, Lindenwood University will evaluate the situation and take into consideration both the safety of faculty, staff, and students as well as the services that must be provided despite the inclement weather. After this careful evaluation and depending on the hazardous weather conditions (e.g., tornado, snow/ice, etc.), an alert will be sent to students, faculty, and staff via a Rave system text message and Lionmail message, as necessary. This alert will detail the appropriate action required of faculty, staff, and students and will also specify the essential services that must be provided despite the inclement weather. Instructors are expected to schedule a make-up class meeting when evening classes are cancelled due to inclement weather.

In the unlikely event that LU alters the normal work and/or class schedule, an announcement will be posted on the University's homepage (<http://lindenwood.edu> and <http://belleville.lindenwood.edu>). An announcement will also be distributed via Lionmail and the Rave system. Separate announcements may be made regarding evening classes (those classes starting at or after 4 p.m.).

The University strives to maintain its teaching, research, and service activities in accordance with established schedules and operational demands. To this end, suspension or cancellation of classes due to inclement weather will be avoided whenever possible. Because certain essential functions of the University must be provided at all times, campus operations will not be suspended in the event of severe weather even though classes may be cancelled.

Campus Tobacco Use

In accordance with the law of the State of Illinois, both smoking and the use of smokeless tobacco are prohibited on all campus property. This includes classrooms, laboratories, hallways, offices, restrooms, residence halls and lounges.

Filing a Grievance

The University has established a number of appeal and grievance procedures (such as the process for appealing the suspension of financial aid). Once the normal appeal and grievance procedures have been exhausted, students may submit formal written complaints concerning academic matters to the Provost and complaints concerning student services to the Vice President for Student Development. All other formal written student complaints should be directed to the student ombudsman.

Lindenwood University shares information from students' formal written complaints with the Higher Learning Commission as part of its normal accrediting process. This information is shared in such a manner as to shield all individual identities of complainants. No letters or documents revealing the identities of individual complaints will be shared without the express written permission of the complainants.

Firearms Policy

No person is permitted to carry firearms or other weapons, either concealed or visible, on Lindenwood property or to any Lindenwood class. The exception to this policy applies only to duly sworn, on-duty law enforcement officers. Off-duty police officers may carry concealed weapons to their Lindenwood classes only if authorized to do so by their employer and the states of Missouri or Illinois.

Recording and Electronic Devices

During classroom instruction and testing, the use of cameras, video, audio taping devices, or any other kinds of electronic devices (including telephones, Google glasses, and Bluetooth devices) is allowed only after obtaining written permission from the instructor; otherwise, the use of such devices is prohibited.

Electronic devices used for prosthetic or accessibility purposes may be used only after the faculty member has received a signed accommodation letter from the ADA Coordinator. Any recordings made during class may not be redistributed to anyone not a member of the class without the express written permission of the instructor and all student subjects of the recording.

Recorded video sessions of a class may be used within that class as long as the videos are password-protected. Recordings that involve students cannot be used in future classes. Video sessions of lectures recorded outside of the classroom by the instructor that do not involve students may be used by the instructor in future classes. Students may download electronic course materials for personal use only.

ADMISSION, APPLICATION, AND FEES AND FINANCIAL ASSISTANCE

Undergraduate Admission and Application

Semester and Quarter Term Programs

Admission Standards

The University expects applicants to have sound academic preparation for college. Each applicant's academic record is carefully examined to determine whether the student has the potential to succeed at Lindenwood.

Lindenwood University-Belleville consciously seeks a diverse student body and welcomes applicants from all socioeconomic, religious, and ethnic backgrounds. The University also values geographical diversity and welcomes international students.

Selection Criteria

Undergraduate Semester Programs

Candidates applying to Lindenwood University-Belleville are evaluated by the Lindenwood University-Belleville Office of Day Admissions. Lindenwood recommends that applicants have completed at least 16 units of high school study in academic areas before applying for admission. (One year in a subject is considered an academic unit.) While no single program of academic preparation is required for admission to Lindenwood-Belleville, a university preparatory curriculum is preferred; a student's high school records should reflect four years of study in English and English literature and at least three years of study in natural science, mathematics, and social studies. The University also recommends two years of study in a foreign language as well as some study in the areas of fine and performing arts.

Applicants who are juniors or seniors in high school and are offered admission to Lindenwood University-Belleville are admitted with the provision that all high school graduation requirements will be completed prior to attending the University. A final high school transcript must be submitted to the Office of Day Admissions after the applicant's high school graduation and must include the applicant's date of graduation.

Application Process

Undergraduate Semester Student Application: U.S. Citizens and Residents

To be considered for admission to the University, an applicant's file must include each of the following documents:

- Electronic or paper application, along with a non-refundable \$30 application fee.
- Official transcripts indicating graduation from the last high school attended or from a home school program. A minimum of 2.5 unweighted cumulative GPA is required. A GED certificate may be provided in lieu of the high school transcript. Candidates who do not have a high school diploma or its recognized

equivalent and who meet the requirements outlined by the U.S. Department of Education may submit, in lieu of such documents, a passing score on the Ability to Benefit (COMPASS) exam. Students interested in taking the exam should discuss this possibility with an admissions representative.

- Official college transcript(s) from all institutions attended. A cumulative GPA of 2.0 from all institutions attended is required.
- Results of the ACT or SAT. The Lindenwood University-Belleville code for reporting purposes is 6888 for the ACT and 6781 for the SAT. A minimum of 20 composite ACT is required or 940 SAT (critical reading and mathematics only). Applicants who have been out of high school for five or more years, applicants with 24 or more transferable college level credits, or those given approval by the Dean of Admission may not be required to submit scores from standardized tests, although such scores are recommended. Satisfactory standardized test scores are required for all students majoring in education.
- Transfer students applying for undergraduate semester programs with less than 24 hours of transferable college credits are also required to meet the freshman admission standards by submitting official test scores and high school transcripts.

Notes: (1) Provisional admission to the University may be granted by the Dean of Admissions on the basis of facsimile copies of high school transcripts, ACT/SAT scores, GED scores, and/or other university transcripts. No financial aid will be distributed while a student remains provisionally admitted.

(2) Students who are admitted to either Lindenwood-St. Charles or Lindenwood-Belleville and wish to transfer to the other campus must submit a formal application to transfer to the Office of Day Admissions at the destination campus.

(3) Conditional admission to the University may be granted by the Dean of Admissions for students not meeting the standard admission criteria. Additional paperwork is required.

Undergraduate Semester Transfer Student Application:
U.S. Citizens and Residents

Applicants seeking to transfer university credits awarded at another institution must submit official transcripts from the college or university previously attended directly to the Office of Admissions.

Note that while there is no limit on the number of credit hours that may be transferred to Lindenwood, not all credits may transfer, and some credits may transfer only as electives. Please note the following additional terms, conditions, and requirements regarding the transfer of credit to Lindenwood University:

- All credit hours accepted in transfer must be from regionally accredited colleges and universities, except in rare cases. (Students may contact the Dean of

Admissions for a list of non-accredited institutions from which credit is accepted.)

- In order to count toward graduation, all transferred credits must be earned at the 10000 level or above. Preparatory courses will not be accepted for transfer by the University.
- Courses taken between the 10000 and 40000 level for which a passing grade has been earned and that contain content and credit that is similar to that of a Lindenwood course will be transferred onto the student's transcript as equivalents of Lindenwood courses and credits. (Only credit hours will be transferred; grades earned at other colleges will be made available on the student's transcript for advising purposes but not computed into the Lindenwood University GPA.)
- Lindenwood departments will determine the equivalency of each transferred course relative to the department's respective degree requirements. If the content of a transferred course is unlike any course offered at Lindenwood but within the University's programmatic range of studies, elective course credit may be granted.
- If the transfer credit is unrelated to any Lindenwood program, a maximum of 12 hours of technical credit may be granted. The appropriate department will determine whether and how the evaluated transfer credit may be used to meet major and minor requirements.
- Credits accepted from another institution that correspond to 30000-level Lindenwood courses or higher will be recognized as fulfilling the University requirement that students complete 42-credit hours at or above the 30000-level. Such courses will also count toward the 120 credit hours required for graduation.
- Lindenwood will accept grades of D or better in transfer except for classes equivalent to ENG/EPP 15000 and ENG 17000, which must be transferred with a grade of a C or better. However, a transferred grade of D in those classes will be counted for credit toward other general education and elective requirements.
- A student transferring to Lindenwood University-Belleville with a D in a major course or a major course prerequisite may be required to retake the course at Lindenwood University-Belleville, as dictated by the policies of the department in which the student is completing a major. Decisions concerning requirements to retake courses will be left up to the department chairperson (or division chairperson if the department chairperson is unavailable) who has authority over the major. If a transferred course in which a D is earned is retaken, the transferred course credit will be removed from the transcript.
- Grades of P (pass) will be accepted in transfer and may count for either general education or elective

credit, except where minimum grades of C or higher are required.

- If a major or minor course requirement is transferred to Lindenwood with a P (pass) grade, the department chair and the division chair of the affected division will determine whether the course will meet the major or minor course requirement or whether the course must be retaken or replaced.

Notes: (1) Appeals of transfer credit evaluations should be submitted in writing to Academic Services.

(2) For information about transferring credit for experiential learning or proficiency exam credit, please see Earning Credits through Experiential Learning, Professional Experience, or Examination.

In addition to the terms outlined above, the following criteria must be met in order for students to qualify for graduation:

- A transfer student must take a minimum of 36 hours in residence in order to receive a Lindenwood degree.
- A transfer student must complete a minimum of 50 percent of all courses required for his or her major, minor, emphasis, and track at Lindenwood University-Belleville, but a department or school may require a higher minimum number of hours to be taken at Lindenwood University-Belleville in the major, minor, emphasis or track area to earn a degree.

Undergraduate Semester Student Application:
International Students

To be considered for admission to the University, all international students are required to submit the following documents:

- Electronic or paper international student application, along with a non-refundable \$100 application fee.
- Official transcripts indicating graduation from the last high school attended, along with official transcripts of any college or university attended, if applicable. If the transcript(s) are from a U.S. school or schools, the transcript(s) must be original and sent directly from the U.S. institution(s). If the transcript(s) are from an international institution or institutions, the transcript(s) must be in their original language and accompanied by certified English translation(s). These documents will not be returned to the student. They will become part of the student's official file at Lindenwood University-Belleville.
- Official TOEFL or IELTS score. For score reporting, the Lindenwood University code is 2848.
 - Required minimum TOEFL scores:
 - 500 (paper-based)
 - 173 (computer-based)
 - 61 (Internet-based)
 - Required minimum IELTS score: 6.0

- An affidavit of support in the form of an official document or statement verifying the amount of personal/family funds, in U.S. dollars, available for tuition (personal costs) and educational expenses (books, insurance). The affidavit should provide an official document or statement from the applicant's bank. Documents must be in English.
- Passport (clear, readable copy of the identification page).
- Housing Application, submitted along with a \$300 housing deposit, made payable to Lindenwood University. International residential students are obligated to pay the housing costs for the entire academic year once a housing form is signed and submitted to the Housing Office. Campus housing will be assigned upon receipt of the housing application and deposit, and written confirmation (via email) from the applicant of having received an F-1 Student Visa. Students should include an email address on the housing form.

Notes: (1) The minimum TOEFL and IELTS scores listed above are requirements for admission to the University. Upon arrival, students will also undergo on-site English language testing to determine English language proficiency. Students whose on-site language testing results indicate an English language proficiency below the level necessary for placement into college-level coursework will be placed into courses at the pre-college level.

International Students: Transferring Credit from International Programs

If an international candidate wishes to transfer credit to Lindenwood University-Belleville from an overseas school, the applicant must apply for a course-by-course evaluation from World Evaluation Services (WES). No application for the transfer of international credit will be complete until the WES evaluation is provided. Applicants should list Lindenwood University-Belleville as the recipient of the evaluation. WES will also provide a copy of the evaluation directly to the applicant. Applicants should keep a copy of this evaluation for their records. For more information about transcript evaluation, contact WES at <http://www.wes.org>. Also see *Transferring Credit from International Institutions*.

Notes: (1) Students must request a course-by-course evaluation (not a document-by-document evaluation) in order to transfer credit to Lindenwood for particular coursework.

(2) The cost for the evaluation of international transcripts will be incurred by the applicant. However, once the applicant obtains a visa and arrives at Lindenwood University-Belleville, the cost of the evaluation will be refunded, provided that the applicant brings in the receipt for the evaluation service to the Business Office.

International Students: Transferring Credit from Other U.S. Programs

In addition to submitting the materials required for admission, international students wishing to transfer to Lindenwood University-Belleville from a SEVIS-

sponsored school should also submit the following documents:

- Official transcripts from the college or university previously attended, sent directly to Lindenwood University.
- SEVIS transfer form from previous institution attended after admission.

The student's transfer will not be considered complete until Lindenwood University-Belleville receives the completed transfer paperwork. Once the transfer application has been processed, Lindenwood will issue the student a Lindenwood I-20, permitting the student to legally reside in the U.S. as a full-time international student.

International student must arrive on the designated date prior to the start of classes each semester to move into housing. Upon arrival, international students will receive an orientation to the University and an introduction to academic programs and requirements.

Undergraduate Quarter Student Application: U.S. Citizens and Residents

To be considered for admission to Lindenwood University-Belleville, an applicant's file must include each of the following documents. Please note, individual programs may have additional application procedures. Please review your program of interest in detail.

To be considered for admission to the University, an applicant's file must include the following documents:

1. Online or paper application sent with the non-refundable \$30 application fee.
2. Résumé indicating community service, leadership, clubs, organizations, and non-academic experiences.
3. A personal essay including why the applicant wishes to further his/her education, his/her long-term goals, or a specific experience in his/her life.
4. Official transcript indicating graduation from the last high school attended or home school program. A copy of the student's General Education Development (GED) certificate may be provided in lieu of the high school transcript. Students who earned college credits from another college or university must also submit official transcripts from all previously attended post-secondary institutions.
5. Writing placement testing. Transfer students who have successfully completed a two year program that is acceptable for full credit toward a bachelor's degree may not be required to submit their high school transcripts. Students wishing to transfer credit from a regionally accredited institution should request official university transcripts at the time they apply for admission to Lindenwood University-Belleville.

Undergraduate Quarter Student Application: International Students

To be considered for admission to the University, an international applicant's file must include the following documents:

- International Student Application, submitted along with a non-refundable \$100 application fee.
- An affidavit of support in the form of an official document or statement from a bank verifying the amount of personal/family funds, in U.S. dollars, available for tuition (personal cost) and educational expenses (books, insurance.) All documents must be in English.
- Official transcripts presented in their original language and accompanied by a certified English translation. These documents will not be returned to the student. They will become part of the student's official file at Lindenwood University-Belleville. The cost for the evaluation of the transcript will be incurred by the applicant. However, once the applicant obtains a visa and arrives at Lindenwood University, the cost of the evaluation will be refunded up to \$116, provided that the applicant brings the receipt for the evaluation service. Provisional admission to the University may be granted by the Dean of Admissions on the basis of facsimile copies of high school transcripts or diploma equivalents, ACT/SAT scores, GED scores, and/ or other university transcripts.
- An official TOEFL or IELTS score. Applicants who have taken the ACT or SAT may be eligible to replace the TOEFL/IELTS requirement. The required minimum score for an undergraduate applicant must satisfy one of the following criteria: TOEFL score 550 (paper-based exam, 213 (computer-based exam), or 80 (internet-based exam); or an IELTS score of 6.0 For score reporting, the Lindenwood University-Belleville code is 2848.
- If transfer credit is requested from an international institution, students should submit their transcripts and translations to World Evaluation Services (WES) for evaluation. Applicants should contact WES at wes.org for more information about how to get transcripts evaluated. Students should list Lindenwood University-Belleville as the recipient. WES will also provide a copy of the evaluation directly to the applicant. The applicant should keep this copy for his/her records. (For questions regarding the transfer of international credit to a specific graduate program, please refer to the section of this catalog that describes that program.)
- If an international student applicant is transferring from another university within the United States, the student should forward the Lindenwood University-Belleville transfer paperwork (found in the application) to their schools' officials for processing.
- Housing Application, submitted along with a \$300 housing deposit made payable to Lindenwood

University-Belleville. Campus housing will be assigned upon receipt of the housing application and deposit. Students should include an email address on their housing form.

- Personal Statement, an essay concerning their education plans. For example, the essay may include why the student wishes to further his/her education, long term goals he/she possesses, or a special experience in his/her life.
- A clear, readable copy of the identification page of the applicant's passport.

Notes: (1) The minimum TOEFL and IELTS scores listed above are requirements for admission to the University. Upon arrival, students will also undergo on-site English language testing to determine English language proficiency. Students whose on-site language testing results indicate an English language proficiency below the level necessary for placement into college-level coursework will be placed into courses at the pre-college level.

Graduate Admission and Application

Semester and Quarter Term Programs

Admission Standards

Lindenwood University-Belleville consciously seeks a diverse student body and welcomes applicants from all socioeconomic, religious, and ethnic backgrounds. The University also values geographical diversity and welcomes international students. Admission to graduate programs is granted to students who demonstrate academic preparedness and the potential for academic excellence.

Applications for admission to Lindenwood University-Belleville graduate programs will be reviewed by the Office of Evening and Graduate Admissions and may be reviewed by the Campus Dean for the School of Accelerated Degree Programs, division chair, department chair, or the designated faculty advisor within that discipline.

For admission standards and criteria specific to semester graduate programs, please refer to the section of this catalog that describes those programs specifically.

Graduate Quarter Programs Selection Criteria

The quarter program is an accelerated evening program specifically designed for students with significant employment experience. Graduate students are challenged to expand their knowledge with exercises, techniques, and instruments to update and reinforce learning and enhance understanding of difficult concepts. In addition, students continue to develop their analytical and conceptual skills by enlarging their perspectives and identifying a balance between theory and practice with regard to their particular areas of study. At the completion of the program, students will be prepared to contribute to their organization's goals by effectively administering and developing its resources.

Throughout their course of study, these students will have the opportunity to develop their communication skills,

demonstrate workplace responsibility, use interpersonal skills, practice working within a team, and develop an appreciation of the importance of continuing growth and education with an emphasis on values-centered thinking. Students are encouraged to engage in speculative thinking and to develop original work and/or research in their major areas of interest. This work should be analytical rather than descriptive, demonstrating a distinct, defensible, methodological and theoretical perspective.

Admission to all graduate programs in the School of Accelerated Degree Programs is granted to students who demonstrate academic preparedness and the potential for academic excellence. Once accepted, students must maintain a minimum cumulative grade point average of 3.0. Students whose GPA falls below the 3.0 minimum will be subject to academic probation or suspension, as outlined in the Academic Standards section of this catalog. For more information about academic standards, please refer to that section of the catalog.

Applicants to the graduate degree programs in business, communications, healthcare administration, and human resource management who do not meet the required 3.0 grade point for admission may be granted conditional acceptance. In this case, the submission of a GRE or GMAT score may be considered in support of an application for admission. Conditionally admitted students may remain in conditional status for no more than 18 credit hours. Before advancing to degree candidacy, conditionally accepted candidates' academic performances will be reviewed twice—once upon completion of the first nine credit hours and again upon completion of 18 credit hours. Failure to meet the required 3.0 cumulative grade point average upon the completion of 18 credit hours will result in dismissal from the degree program. In addition, any conditionally accepted student receiving one course grade of "F" or two course grades of "C" during the first nine credit hours will be academically suspended.

Students are assigned a faculty advisor to guide them through their specific degree program. Each degree program is designed to meet both student needs and accreditation requirements. Consequently, students may not deviate from any cluster requirements. Degree programs typically consist of five core clusters, and either a directed thesis/ culminating project or a capstone course. Students may, however, take additional clusters or courses to meet individual needs once their core requirements have been met.

Any application materials found to be misleading or false will result in denial of admission.

Graduate Application Procedures

Graduate Semester Student Application: U.S. Citizens and Residents

To be considered for admission to the University, an applicant's file must include each of the following documents:

- Electronic or paper application, along with a non-refundable \$30 application fee.

- Current résumé.
- Personal statement indicating why the applicant wishes to further his/her education or describing the applicant's long-term goals or a specific life experience.
- An official undergraduate transcript as well as official transcript(s) from any graduate school(s) attended if transfer credit is desired.
- Additional requirements, such as letters of recommendation, a portfolio, or an audition, as required by various programs.

Once the application is submitted, an admissions counselor will contact the applicant to answer any questions and assist in the admission process.

Note: A student must have an admit letter from Lindenwood University-Belleville before any financial aid is processed.

For application procedures specific to particular graduate programs or schools, please refer to the sections of this catalog that describe those programs.

Graduate Semester Student Application: International Students

To be considered for admission to the University, all international students are required to submit the following documents:

- Electronic or paper international student application, along with a non-refundable \$100 application fee.

Note: International applicants to graduate programs should complete the International Application, not the Evening and Graduate Admissions Application.

- Current résumé.
- Personal statement indicating why the applicant wishes to further his/her education or describing the applicant's long-term goals or a specific life experience.
- An affidavit of support or official bank document or statement verifying the amount of personal/family funds, in U.S. dollars, available for tuition and educational expenses (books, insurance, and personal expenses.) All documents must be in English.
- Official transcripts (or certified copies of university transcripts) showing that a baccalaureate degree has been conferred. Transcripts must be in their original language and accompanied by a certified English translation. These documents will not be returned to the student. They will become part of the student's official file at Lindenwood University-Belleville. The cost for the evaluation of the transcript will be incurred by the applicant. However, once the applicant obtains a visa and arrives at Lindenwood University-Belleville, the cost of the evaluation will be refunded up to \$116, provided that the applicant brings the receipt for the evaluation service.
- Official TOEFL or IELTS score. For score reporting, the Lindenwood University code is 2848.

- Required minimum TOEFL scores:
 - 550 (paper-based)
 - 213 (computer-based)
 - 81 (Internet-based)
- Required minimum IELTS score: 6.5
- A clear, readable copy of the identification page of the applicant's passport.
- Housing Application, along with a \$300 housing deposit, made payable to Lindenwood University. (International residential students are obligated to pay the housing costs for the entire academic year once a housing form is signed and submitted to the Housing Office.) Campus housing will be assigned upon receipt of the housing application and deposit. Students should include an email address on the housing form.

Once all application materials have been received, a member of the Office of Admissions will contact the applicant.

International Graduate Student Semester Application: Transferring Credit from International Programs

If an international candidate wishes to transfer credit to Lindenwood from an international institution, the applicant must submit, along with all documentation required for international application, a course-by-course evaluation and translation of all international transcripts, performed by World Evaluation Services (WES). No application for the transfer of international credit will be complete until the WES evaluation is provided.

Applicants should list Lindenwood University as the recipient of the evaluation. WES will also provide a copy of the evaluation directly to the applicant. The applicant should keep this copy of the evaluation for his/her records. For more information about transcript evaluation, contact WES at www.wes.org.

Notes: (1) Students must request a course-by-course evaluation (not a document-by-document evaluation) in order to transfer credit to Lindenwood for particular coursework.

(2) The cost for the evaluation of international transcripts will be incurred by the applicant. However, once the applicant obtains a visa and arrives at Lindenwood University-Belleville, the cost of the evaluation will be refunded, provided that the applicant brings in the receipt for the evaluation service to the Business Office.

International Graduate Semester Student Application: Transferring Credit from Other U.S. Programs

In addition to submitting the materials required for admission, international students wishing to transfer to Lindenwood from a SEVIS-sponsored school should also submit the following documents:

- The transfer student application, sent to the appropriate official at the school the student previously attended, where it will be processed and returned to the Lindenwood University-Belleville Office of Admissions.

- The student's transfer will not be considered complete until Lindenwood University-Belleville receives the completed transfer paperwork. Once the transfer application has been processed, Lindenwood will issue the student a Lindenwood I-20, permitting the student to legally reside in the U.S. as a full-time international student.

Graduate Quarter Application

Prospective students wishing to apply to graduate degree programs in the School of Accelerated Degree Programs should visit the Office of Evening and Graduate Admissions at the Welcome Center on the Lindenwood-St. Charles campus, the office of Evening and Graduate Admissions in the Alan J. Dixon Center on the Lindenwood-Belleville campus, one of our regional extension locations, or online at www.lindenwood.edu/admissions (select Evening and Graduate Admissions). When the application and application fee are received, an admissions counselor will contact the applicant to answer any questions and assist in the admissions process. Once all documents are obtained, the counselor will submit them for review by the program director who will contact the student to schedule an interview.

Graduate Quarter Conditional Admittance and Grade Requirements

Applicants to the graduate degree programs in business, communications, criminal justice, healthcare administration, and human resource management who do not meet the required 3.0 GPA for admission may be granted conditional acceptance. In this case, the submission of a GRE or GMAT score may be considered in support of an application for admission. Conditionally admitted students may remain in conditional status for no more than 18 credit hours. Before advancing to degree candidacy, conditionally accepted candidates' academic performances will be reviewed twice—once upon completion of the first nine credit hours and again upon completion of 18 credit hours. Failure to meet the required 3.0 cumulative GPA upon the completion of 18 credit hours will result in dismissal from the degree program. In addition, any conditionally accepted student receiving one course grade of "F" or two course grades of "C" during the first nine credit hours will be academically suspended.

Graduate Quarter Admission and Program Requirements

Admission to all graduate degree programs in the School of Accelerated Degree Programs is granted to students who have an undergraduate grade point average of 3.0 or better (on a 4.0 scale). Students who earned a 3.0 or better GPA (on a 4.0 scale) in a previously earned a graduate degree are also granted admission to the school for a second master's degree. Students who do not meet that grade point or other admissions standard will be given individual consideration and, possibly, be conditionally admitted. Conditional degree candidacy may be granted to students who have grade point averages between 2.5 and 2.99 or whose program overviews have not yet been

approved. Once accepted for full degree candidacy, graduate students must maintain a cumulative grade point average of at least 3.0. Students who do not maintain a 3.0 grade point average may face academic probation and/or suspension from the university.

Degree programs typically consist of five core clusters and a capstone course. Students are assigned a faculty advisor to guide them through their specific degree program. Each degree program is designed to meet both student needs and accreditation requirements. Consequently, students may not deviate from any cluster requirements.

Graduate Quarter Student Application: U.S. Citizens and Residents

To be considered for admission to the University, an applicant's file must include each of the following documents. Please note, individual programs may have additional application procedures. Please review your program of interest in detail.

To be considered for admission to the University, an applicant's file must include the following documents:

1. Electronic or paper application, along with a non-refundable \$30 application fee.
2. Current résumé.
3. Submit a personal statement describing the applicant's professional experience or philosophy and a description of the applicant's decision to attend a graduate program that includes his/her personal or professional goals upon completion of the program.
4. Provide three letters of recommendation if the applicant's undergraduate or graduate GPA is below 3.0.

Note: Applicants with an undergraduate degree or a previously earned graduate degree who earned a 3.0 or better GPA (on a 4.0 scale) are not required to submit three letters of recommendation.

5. Interview with the program director.
6. Additional requirements, such as a portfolio, or interview, as required by the specific program.

Once the application is submitted, an admissions counselor will contact the applicant to answer any questions and assist in the admissions process. The program director will contact the applicant to schedule an interview. If the applicant is accepted in the program, the program director will enroll him/her in the upcoming quarter.

Students applying for admission to the Master of Science (MS) programs in Administration, Healthcare Administration and Human Resource Management, and the Master of Business Administration (MBA) program must also submit three letters of recommendation and participate in an interview conducted by the Campus Dean or his/her designee.

Note: A student must have an admit letter from Lindenwood University-Belleville before any financial aid is processed.

Graduate Quarter Student Application: International Students

To be considered for admission to the University, an international applicant's file must include the following documents:

- International Student Application, submitted along with a non-refundable \$100 application fee.
- Current résumé.
- Three letters of recommendation.
- An affidavit of support in the form of an official document or statement from a bank verifying the amount of personal/family funds, in U.S. dollars, available for tuition (personal cost) and educational expenses (books, insurance.) All documents must be in English.
- Official transcripts presented in their original language and accompanied by a certified English translation. Graduate candidates must submit certified copies of college transcripts showing that a baccalaureate degree has been conferred. These documents will not be returned to the student. They will become part of the student's official file at Lindenwood University. The cost for the evaluation of the transcript will be incurred by the applicant. However, once the applicant obtains a visa and arrives at Lindenwood University, the cost of the evaluation will be refunded up to \$116, provided that the applicant brings the receipt for the evaluation service. Provisional admission to the University may be granted by the Dean of Admissions on the basis of facsimile copies of diploma equivalents and/or other university transcripts.
- An official TOEFL or IELTS score. Required minimum TOEFL scores: 577 (paper-based exam), 233 (computer-based exam), 91 (Internet-based exam). Required minimum IELTS score: 6.5. For score reporting, the Lindenwood code is 2848.
- If transfer credit is requested from an international institution, students should submit their transcripts and translations to World Evaluation Services (WES) for evaluation. Applicants should contact WES at wes.org for more information about how to get transcripts evaluated. Students should list Lindenwood University as the recipient. WES will also provide a copy of the evaluation directly to the applicant. The applicant should keep this copy for his/her records. (For questions regarding the transfer of international credit to a specific graduate program, please refer to the section of this catalog that describes that program.)
- If an international student applicant is transferring from another university within the United States, the student should forward the Lindenwood University transfer paperwork (found in the application) to their school's officials for processing.

- Housing Application, submitted along with a \$300 housing deposit made payable to Lindenwood University. Campus housing will be assigned upon receipt of the housing application and deposit. Students should include an email address on their housing form.
- Personal Statement, an essay describing the applicant's professional experience or philosophy and a description of the applicant's decision to attend a graduate program that includes his/her personal or professional goals upon completion of the program.
- A clear, readable copy of the identification page of the applicant's passport.
- Interview with the program director.
- Additional requirements, such as a portfolio or a writing sample, as required by various programs.

Transferring Graduate Credit

Transferring Graduate Credit from another University

Students transferring credit hours from a regionally accredited university must submit official transcripts from each university attended to the Office of Evening and Graduate Admissions along with the application for admission. All hours accepted in transfer must be from regionally accredited colleges and universities. In order to count towards graduation, all graduate credit hours must be 50000-level or above and must be in the same subject area. If courses have the same title, contain similar or like content and have a grade of B or above, they may transfer in as equivalents of Lindenwood course credit. Grades of C or below will not transfer into any graduate program. A maximum of nine credit hours of graduate credit will transfer to a graduate program. All transfer credit is subject to approval by the Dean.

Transferring to/from Graduate Programs between Schools at Lindenwood University

Some students may decide to transfer into another program within Lindenwood University to earn their graduate degree. When this occurs, students may be able to transfer nine credit hours from their first graduate degree program toward their new graduate degree program. Approval of transfer credit is at the discretion of the program dean of the receiving program. The same nine credit hour rule applies to graduate credit transferred in from another program within Lindenwood University.

Health Insurance for International Students

Students are encouraged to be insured while studying in the United States. Lindenwood University-Belleville does not provide insurance for students. Students may carry any health insurance policies they choose.

Health Requirements for Residential Students

In accordance with the College Immunization Act (110 ILCS 20), all applicants (except students born before 1956) must provide proof of the following immunizations to be considered for admission:

- Two doses of MMR (Measles, Mumps, and Rubella) vaccination. Even if incomplete, students must provide dates of any doses received.
- Meningococcal Vaccination. Students residing in on-campus housing are required by state law to receive the meningococcal vaccine or to sign a waiver refusing the vaccination.
- Tuberculosis (TB) Screening Questionnaire. This vaccination is required for students who have lived in Africa, Asia, Central or South America, or Eastern Europe.
- Tdap.

Financial Assistance

Financial aid is available to all qualified students. Financial need may be met through a combination of state, federal, and institutional aid. Federal grants are outlined elsewhere in this catalog. Institutional awards and grants are offered in the areas of academics, leadership, athletics, and the fine arts.

The Lindenwood University-Belleville financial aid program provides assistance to students with financial needs who would otherwise be unable to receive an education. Financial need is calculated as the difference between the cost of attendance and the expected family contribution from the student and parent(s). The primary responsibility for paying the student's education expenses rests with the student and the student's family, and the University expects both the student and parent(s) to make a realistic contribution to meet these costs; financial aid is a supplement for those students and families who cannot afford the entire cost of a university education.

Financial aid is provided in the form of an award, grant, or loan and/or work funds that will help meet this need. What the student is expected to pay is determined by a standard analysis of the financial statement the student and family must file. Lindenwood University-Belleville uses the Free Application for Federal Student Aid (FAFSA) to determine eligibility for all Title IV and institutional assistance. Upon completion of all documentation necessary to establish eligibility, financial assistance will be posted to students' accounts at least once each term. To be considered for financial assistance, a student applying for need-based aid must complete a FAFSA (Free Application for Federal Student Aid) online at <http://www.fafsa.ed.gov>. The LU school code is 002480. If students have any questions about their SAR (Student Aid Report), they are encouraged to call 1-800-433-3243. Lindenwood does not require students to fill out supplementary fee-based forms to determine eligibility for institutional financial aid. All students wishing to receive Title IV aid must submit a valid set of

Student Aid Reports or a valid ISIR (Institutional Student Information Record), which results from the processing of the FAFSA, and must complete any required verification.

Institutional Aid

The mission of the Lindenwood University Grant System is to make it possible for the student to earn a college degree when that aspiration would otherwise be financially prohibitive for the student. In short, the Lindenwood University Grant System (institutional merit and need-based gift aid) is intended to fill a funding gap and enable a student with need to pursue a college education. The "gap" is the difference between the total cost of tuition, room, board, and fees, and the sum of all personal and outside funding available to the student. The intent is for Lindenwood and the student to share equitably in covering the cost of the student's college education.

A variety of scholarships and grants are awarded to students who have excelled in fields of study, community activities, the arts, or athletic competitions. Lindenwood University's admissions and financial aid staff can advise prospective students of the full program of grant and scholarship availability. Although Lindenwood University grants and scholarships are credited in total at the beginning of each term, they are actually earned as charges are incurred.

Lindenwood University encourages students to apply for any outside scholarships for which they may be eligible. Scholarships or tuition benefits from outside private and non-profit institutions or organizations are another way to help finance undergraduate education. Students must report all anticipated outside resources, including scholarships, grants, fellowships, tuition benefits, veteran benefits, or any other type of financial resources to the Office of Day Admissions. Lindenwood admissions/financial aid counselors can advise prospective students and families of the policies and procedures regarding grants and scholarships.

In certain cases, outside awards may reduce eligibility for other financial aid or loans. Under NCAA rules, athletes must report the reason for their external awards, whether given based on athletic ability or based on some other criteria, such as academic merit or interest, non-athletic talent, ethnicity, residency, employment affiliation, etc. In certain circumstances, NCAA student-athletes may not be eligible to accept outside awards.

In no case may the total award exceed the cost of attendance (room, board, tuition, books, and fees). When a student becomes eligible for additional outside support above the cost of attendance, that revenue reduces institutional merit or need-based grants. Scholarship checks received by the Office of Day Admissions will be distributed to the current term of enrollment, unless otherwise indicated in writing by the donating organization.

Institutional Scholarships and Grants

A variety of scholarships are awarded to students who have excelled in fields of study, community activities, the arts, or athletic competition. Lindenwood University-Belleville's admissions counselors can advise prospective students of the full program of scholarship availability. Although Lindenwood University-Belleville scholarships and grants are credited in total at the beginning of each term, they are actually earned as tuition and room and board charges are incurred. If, as a result of being "unearned," a student's Lindenwood-Belleville scholarship or grant is reduced, the corresponding charges for tuition, room, and board will be proportionately increased. All institutional aid will be reduced in accordance with the student's reduced scholarship or grant.

Lindenwood University-Belleville undergraduate grants/scholarships are intended for and may only be used for undergraduate programs; they are not intended for and may not be used for graduate programs.

Lindenwood University-Belleville offers a 50-percent scholarship to all persons age 60 and over. The University also offers partial institutional grants for employees of selected companies, municipalities, and school systems. These grants may only be applied toward courses taken for credit and do not apply to courses that are audited. Any other funding may first replace the Lindenwood University-Belleville funding. It is the responsibility of the student to notify the admissions counselor of eligibility for Lindenwood University-Belleville grants.

Taxability of Scholarships and Grants Disclosure

Lindenwood University currently applies institution granted scholarships/grants to student accounts in the following order: (1) tuition, (2) fees, (3) books, (4) room, and (5) board. If a student receives scholarships during the calendar year that exceed the cost of tuition, fees, books, supplies, and equipment, the amount that exceeds those costs should be reported by the student as taxable income. The University is required to send information to students and the Internal Revenue Service (IRS) about the student's tuition charges, grants, and scholarships on Form 1098T. Students are responsible for using this information as well as their own records to complete their tax returns.

Non-U.S. citizens and non-permanent resident aliens may be subject to U.S. taxation. The University uses the GLACIER Online Nonresident Alien Tax Compliance System to gather required information about international students in order to facilitate the tax-withholding determination. Any portion of institution granted scholarships/grants that exceed the cost of tuition, fees, books, supplies, and equipment may be subject to a taxation rate of up to 14% for students who have an F, M, J, or Q visa, while all other visa types may be subject to a taxation rate of up to 30%. Non-U.S. citizens and non-permanent resident aliens may contact the Non-Resident Employee Compliance Specialist at (636) 219-1273 to discuss questions about GLACIER or taxation.

Business Office, Tuition Reimbursement, and Corporate Promissory Note

If your employer provides you with a tuition reimbursement benefit, you probably fit into one of the following two categories:

Tuition Reimbursement Policy

Lindenwood University encourages all students to apply for any outside assistance for which they may be eligible. Scholarships, grants, or tuition benefits from outside private, corporate, nonprofit institutions, or organizations provide other ways to help finance undergraduate and graduate education. Students must report all anticipated outside resources, including scholarships, grants, fellowships, tuition benefits, veteran benefits, or any other type of financial resources, to the Office of Admissions when the application process begins. Lindenwood admissions/financial aid representatives can advise prospective students of the policies and procedures for dealing with employee reimbursement, grants, and scholarships. In certain cases, certain outside benefits may reduce student eligibility for other financial aid or loans.

Corporate Promissory Note

The student's employer reimburses the student for the cost of tuition prior to the beginning of the semester or pays Lindenwood University-Belleville directly, through the corporate promissory note. In this case, it is the student's responsibility to ensure that the tuition payment is made or that the employer's tuition voucher is submitted to the University's Financial Aid and Business Office by the payment deadline of each semester. Students should register for courses and start the reimbursement/payment process with their employers as early as possible to meet the payment and federal financial aid deadlines. Failure to submit payment or the necessary paperwork to the Financial Aid and Business Office by the published payment deadline may result in late fees. In addition, all transcripts and documents must be submitted to the Office of Admissions to facilitate an admit letter to the financial aid office. Once the letter is submitted, federal and state aid programs can be administered. It is the student's responsibility to follow up with the employer and the Financial Aid and Business Office to ensure that all necessary steps have been completed by the deadline.

All tuition charges and fees are due prior to the beginning of the term. Students should consult the Financial Aid and Business Office regarding due dates or to make other payment arrangements prior to the beginning of the term. Alternately, students may utilize their student portals to remit payment.

Note: The Corporate Promissory Note is available to students who work for companies that have tuition reimbursement plans. Proof of employment and a copy of the company's reimbursement policy must be on file in the Financial Aid and Business Office. The amount of the promissory note cannot exceed the amount the employer pays for tuition for each term. The due date for all promissory notes is 30 days following the conclusion of the term for which the note applies. A monthly late charge will be assessed after this date. By signing a promissory note, students give Lindenwood University-Belleville permission

to contact their employers if the note is not paid by the date due. Any payment or financial aid received prior to the promissory note due date will be applied to the balance appearing on the student's account.

Post-Hoc External Benefits Scholarships and Grants

Post-hoc financial aid refers to additional scholarships and grants that a student receives or for which he or she qualifies after receiving an official Lindenwood University financial aid package. In other words, following a student's written commitment to an official financial aid package from Lindenwood, the student may be the beneficiary of a post-hoc outside scholarship, award, or grant from another institution. In these instances, the first \$1,000 annually earmarked (\$500 per semester) for books in post-hoc outside scholarships or awards received will not reduce the amount of the Lindenwood grant. In cases where a student receives an outside award that exceeds \$1,000 earmarked for books, Lindenwood will reduce its institutional merit and need-based gift aid by 50 percent of the external scholarship(s) received in excess of the \$1,000 maximum. In cases where a student received post-hoc outside awards that are not earmarked for books, Lindenwood will reduce its institutional merit and need-based gift aid by 50 percent of the scholarship(s) received. If the student's need has been met 100 percent by financial aid, then aid will be reduced by 100 percent of the outside scholarship, award, or grant. If the student has not received any Lindenwood Grant, this policy does not apply. Written documentation from the external organization indicating the amount of the scholarship and any specific parameters of the scholarship is required. Contingent upon the specifics of the student's original Lindenwood financial aid package, the same gift aid will return to the original level of funding if outside scholarships are not renewed in subsequent years. In no case may the total award exceed the cost of attendance (room, board, tuition, books, and fees). Scholarship checks received by Office of Day Admissions will be distributed to the current term of enrollment, unless otherwise indicated in writing by the donating organization.

Student Worker Program

Lindenwood University employs students through regular part-time and full-time jobs and through the Federal Work Study Program. Jobs are offered at 10, 15, and 20 hours per week for part-time workers, and 40 hours per week for full-time workers. Some student worker opportunities are skill based and others are on a first come first serve basis. Wages vary by position and skill level.

Lindenwood's Student Worker Program operates on a 3 Tier model. Each tier is designed to serve a particular function, and is paid an hourly wage in accordance with that function. Employment lengths vary by position. Lindenwood University is an "at-will" employer and student employees may be released prior to their service end date without cause or notice.

Student workers are paid on a bi-weekly payroll cycle, and receive their checks through direct deposit. All student workers will be required to set up a payment plan

with the Business Office within 5 days of their hire date. Those who fail to do so will not be eligible to participate in the program.

To be considered for the Student Worker Program, students must be “Unconditionally” admitted into the University, enrolled in classes, and on good standing with the University.

Federal Financial Aid

Federal Pell Grant Program

Eligibility is determined by the Pell Grant processor and is based on a student’s Estimated Family Contribution (EFC). The student must submit the Free Application for Federal Student Aid (FAFSA) and request that pertinent financial data be sent to the Pell Grant processing agency for determination of eligibility. The results are forwarded to the student in the form of a Student Aid Report (SAR). Electronic filing results will be sent directly to the institution in the form of an Institutional Student Information Record (ISIR). Pell Grant eligibility is limited to six full-time years.

Note: Graduate students who have an earned bachelor’s degree are not eligible to apply for the Federal Pell Grant Program.

Federal Supplemental Equal Opportunity Grant (FSEOG)

Eligibility for this grant depends on the extent of a family’s inability to pay the educational costs, which is determined by an analysis of the family’s financial situation, as reflected on the Student Aid Reports.

Note: Graduate students are not eligible to apply for the (FSEOG).

Federal Work-Study Program (FWS)

This program provides work opportunity for needy students. Eligibility is dependent on the extent of financial need, as determined by an analysis of the FAFSA. If a student is awarded work-study funds as part of the financial aid package, that student may seek employment on campus. Ordinarily a student will work 10 hours per week while attending school. Wages are \$8.25 per hour.

Federal Loan Programs/Direct Federal Stafford Loan

Undergraduate Students

Subsidized Federal Stafford Loan

The federal government guarantees loans from \$3,500 to \$5,500 for eligible undergraduates. These loans are made by the Department of Education and interest is subsidized. Interest rates for federally guaranteed student loans are set annually. Please consult the Department of Education website for the current interest rate: <https://studentaid.ed.gov/types/loans/interest-rates>.

Eligible Stafford Borrower Limits

Undergraduate Study

1st year of study	\$3,500/academic year
2nd year of study	\$4,500/academic year

3rd, 4th and 5th years of study	\$5,500/academic year
Cumulative limit	\$23,000

Students must file the FAFSA to determine eligibility for a Stafford Loan. Subsidized loan eligibility is limited for first-time borrowers to 150 percent of the length of the borrower’s educational program.

Unsubsidized Federal Stafford Loan

Students who meet the eligibility requirements under section 484 of the Higher Education Amendments and who do not qualify for interest subsidies under the Stafford Loan program may borrow under the Unsubsidized Stafford Loan program. Like the Federal Subsidized Stafford Loan program, the Unsubsidized Stafford Loan is available to all eligible students, and students must complete a valid need analysis.

Unsubsidized Stafford Loans are not need-based; interest accruing on the loan is not subsidized (or paid) by the federal government while the student is in school. Students must therefore make interest payments while in school or allow the interest to capitalize. Interest rates for federally guaranteed student loans are set annually. Please consult the Department of Education website for the current interest rate:

<https://studentaid.ed.gov/types/loans/interest-rates>.

Graduate Students

William D. Ford Unsubsidized Direct Loan Program

The federal government guarantees loans up to \$20,500 for eligible graduate students per academic year, and an aggregate limit of \$138,500.

Students must file the FAFSA to determine eligibility for a Stafford Loan. New borrowers can complete a Master Promissory Note and Loan Counseling online at studentloans.gov. Lindenwood will receive electronic notification once the application is complete.

Unsubsidized Federal Stafford Loan

This loan provides for a maximum \$20,500 a year and \$138,500 aggregate for graduate students. Unsubsidized Stafford Loans are not need based and interest accruing on the loan is not subsidized (or paid) by the federal government while the student is in school. Students must therefore pay the interest payments while in school or allow the interest to capitalize. Interest rates for federally guaranteed student loans are set annually. Please consult the Department of Education website for the current interest rate: <https://studentaid.ed.gov/types/loans/interest-rates>.

Note: All graduate student loans are unsubsidized.

Federal Parent Loans (FPLUS)

Parents may borrow for dependent undergraduate or dependent graduate and professional students. The maximum amount a parent may borrow on behalf of each eligible student is limited to the cost of education, less financial aid. These loan limits do not include amounts borrowed by a student under the FSL programs. FPLUS loans do not qualify for interest subsidy. Interest rates for

federally guaranteed student loans are set annually. Please consult the Department of Education website for the current interest rate:

<https://studentaid.ed.gov/types/loans/interest-rates>.

Unsubsidized Loan (Formerly SLS)

Unsubsidized loans to dependent students provide a maximum of \$2,000 per year for undergraduate study, with an aggregate loan limit of \$8,000. Independent students can borrow \$6,000 per year for the first two years of study and \$7,000 per year for the third or subsequent years, with an aggregate loan limit of \$31,000. Graduate students can borrow up to \$20,500 per year with an aggregate loan limit of \$138,500.

Loans made under the unsubsidized loan program are not eligible for interest subsidy. Students must therefore make this interest payment while in school, or allow the interest to capitalize. Interest rates for federally guaranteed student loans are set annually. Please consult the Department of Education website for the current interest rate: <https://studentaid.ed.gov/types/loans/interest-rates>.

Limiting Loan Borrowing

Pursuant to section 479A(c) of the Higher Education Act, Lindenwood University reserves the right to refuse to certify a loan application or to reduce the amount of the loan in individual cases where the institution determines that the portion of the student's costs covered by the loan could more appropriately be met directly by the student. In addition, requested loan amounts will be reviewed to ensure compliance with educational purpose regulations.

Loan Repayment

Student loans are funds borrowed by students to pay educational expenses. Student loans must be repaid, as outlined in University literature. A sample loan repayment schedule may be obtained by contacting the Financial Aid Office.

Student loan entrance and exit interviews are required for the Federal Stafford Loan Program (required by 34 CFR 685.304). The terms and conditions under which borrowers under the Direct Loan Program may defer payments of their loan principal and interest are reviewed during the exit interview. Additional information regarding deferment of loan repayment may be obtained by contacting the student loan guarantor or the Financial Aid Office.

Vocational Rehabilitation

Assistance may be available for students with disabilities. Students should contact their regional office of Vocational Rehabilitation in regard to benefits.

Veterans' Benefits

Veterans and Service members who believe they may be eligible for benefits can receive information and applications through the Veterans Affairs Center at the St. Charles location or the VA School Certifying Official at the Belleville location. Educational assistance may be provided to widows or children of veterans who have

fallen in service or who are disabled as a result of service-related injuries. Spouses and children of disabled veterans may also be eligible for assistance as determined by the United States Department of Veteran Affairs.

It is the responsibility of the students to notify the VA Certifying Officials of any changes in their class schedules, degree, or major. The VA School Certifying Officials promptly report changes to the Department of Veterans Affairs when notified that a veteran is making unsatisfactory progress or has withdrawn from a class or from studies.

The Department of Veterans Affairs requires specific information that schools must report, and as a condition of being certified to receive benefits from the VA, the student receiving such benefits acknowledges the following policies, which may differ from those required of other students at Lindenwood:

- The University will notify the VA of all terminations, interruptions, or changes in semester-hour load within 30 days. This may change the benefits available to the student.
- The student accepts the responsibility of notifying the Registrar, the VA Certifying Official at the University, and the student's advisor immediately in case of withdrawal from any course.
- The student accepts the responsibility of notifying instructors of any expected absence from class. A student may be withdrawn by the University for excessive absence.
- The School Certifying Officials shall inform the Department of Veteran Affairs that progress is no longer satisfactory with the accumulation of 12 or more hours of F grades.
- Students receiving benefits through the Department of Veteran Affairs must comply with the University's general policies regarding withdrawal, attendance, and satisfactory progress.

If you have any questions regarding Veteran's Education Benefits including Federal and State Tuition Assistance for the Reserves and National Guard Components, please call the Lindenwood Veterans Affairs Center-St. Charles campus (636) 949-4105 (636) 627-2920 or the VA School Certifying Official at the Belleville campus (618) 239-6208.

Fees and Payments

When students have accepted their offer of admission to Lindenwood, students and their parents and/or guardians likewise accept all conditions of payment as well as all terms and regulations of the University. By making the non-refundable \$300 housing deposit (described below), the student and the parent or guardian acknowledge these terms and signify acceptance of these obligations. No promise or contract that differs from these terms shall bind the University unless it has been signed by the Chief Operating Officer of Lindenwood University. The

University reserves the right to increase or reduce fees each year according to changes in fiscal conditions.

Housing Deposit

An initial \$300 housing deposit is required to reserve campus housing for residential students. By making the housing deposit, the student and the student’s parent or guardian indicate acceptance of the terms and conditions of the University. No refund of this housing deposit will be granted to any student who withdraws from the University after making this deposit but prior to the start of an academic term.

The housing deposit becomes a refundable room-damage deposit once the student has attended classes and the semester charges have been paid. This deposit remains on account at the University as long as the student resides in University housing. The cost for any damages to the student’s University housing will be deducted from the deposit.

Students are eligible for the refund of their deposit upon departure from campus housing (coinciding with graduation or any move from University housing). In order to qualify for this refund, students must meet all financial obligations to the University, satisfy all outstanding debts, and complete the Residential Check-Out process. Any student wishing to move off campus and receive a refund of the housing deposit must personally notify the Housing Office in writing of plans to move out of University housing. Failure to do so by the date of the last class or exam of the term or prior to vacating campus housing will result in forfeiture of the deposit.

Applications for the refund of the room-damage deposit are available in the Business Office; materials for the residential check out process are available through the Department of Student Development.

Student Expenses

Full-time Undergraduate Semester Tuition

12 - 18 credit hours	\$7,836/semester
Overload fee (a charge to full-time students who take more than 18 hours in a term)	\$453/credit hour

Full-time Undergraduate Quarter Tuition

Full-time quarter Undergraduate (9 credit hour cluster)	\$3,375/quarter
Quarter overload fee Undergraduate	\$375/credit hour

Full-time Graduate Tuition

Full-time residential semester rate (9-15 credit hours)	\$7,836/semester
Full-time commuter semester rate	\$453/credit hour
Semester overload fee, graduate	\$453/credit hour
Full-time quarter rate, graduate (9 credit hour cluster)	\$4,077/quarter
Quarter overload fee, graduate	\$453/credit hour

Part-time Undergraduate Tuition

Undergraduate Semester	\$453/credit hour
Undergraduate Quarter	\$375/credit hour

Part-time Graduate Tuition

Part-time semester rate	\$453/credit hour
Part-time Education Specialist (EdS) rate	\$513/credit hour

Residential Charges

Semester	\$4,250/term
Quarter	\$3,242/term

Note: An additional charge may be added for all single rooms in campus housing (as available).

Other fees

Housing deposit (non-refundable)	\$300
Resident semester activity fee	\$155/term
Resident quarter activity fee	\$78/term
Communication fee (residence halls)	\$300/year
Technology fee - full time undergraduate semester	\$150/term
Technology fee - part time undergraduate semester	\$75/term
Technology fee - graduate semester	\$75/term
Technology fee - summer semester session	\$40/term
Technology fee - quarter	\$75/term
Lab fee (in specified courses)	\$30-\$75/course
Studio fee (general)	\$30-\$75/course
Studio fee (ceramics, color theory, photography and drawing)*	\$85/course
Applied music course fee**	\$200/credit hour
Student Teaching fee	\$250
Counseling Internship fee	\$65/term
Experiential Learning/Portfolio fee (one-time)	\$300
Experiential Learning credit	\$90/credit hour
Promissory Note origination fee	\$25
Late payment fee (per month)	\$50
Graduation processing/diploma fee - graduate	\$125
Graduation processing/diploma fee - undergraduate	\$100
Academic Integrity Tutorial Fee	\$25

Note: Provisions for “extended stay” housing and meals, degree programs, and tutoring and additional services are available upon request.

**Studio course fees are applied to courses such as ceramics, color theory, photography, and figure drawing.*

***Applied music fees are applied to individual lessons in piano, voice, orchestral instruments, and organ.*

Students are expected to pay tuition charges prior to the beginning of each term. Students may use financial aid (grants and loans) as payment. Student Aid Reports and loan applications should be submitted to the Financial Aid Office prior to the beginning of each term.

The communications fee for resident students covers local and campus exchanges such as computer and internet hook-up, cable, and local and long distance telephone services. Non-resident students pay a smaller email account fee.

Payment Options

All tuition charges and fees are due prior to the beginning of the term. Students should consult their student account representatives in the Business Office regarding due dates or to make other payment arrangements prior to the beginning of the term. Alternatively, students may also use their student portals to remit payment. Payment options include the following items:

- **Corporate Promissory Note:** The Corporate Promissory Note is available to students who work for companies that have tuition reimbursement plans. (Proof of employment and a copy of the company’s reimbursement policy must be on file in the Business Office. The amount of the promissory note cannot exceed the amount the employer pays for tuition for each term. The due date for all promissory notes is 30 days following the conclusion of the term for which the note applies. A monthly late charge will be assessed after this date. By signing a promissory note, students give Lindenwood University permission to contact their employers if the note is not paid by the date due. Any payment or financial aid received prior to the promissory note due date will be applied to the balance appearing on the student’s account.
- **Direct Debit Payment Note (DDP):** Lindenwood University offers a Direct Debit Payment Plan for the convenience of students. Payments can be made directly (electronically) from a checking or savings account; there are no fees associated with this method of payment.

Delinquent Accounts

Students must meet all financial obligations to the University in order to qualify for continued enrollment or graduation. Each semester or term, students must pay all money due to the University, including tuition, fees, parking fines, library fines, and any other financial obligation. A student with a delinquent account can expect the following consequences:

- Enrollment for the subsequent term will not be allowed.
- Grades for the current term will be withheld.
- A transcript will not be issued.
- Graduation will not be permitted.

The University reserves the right to withdraw any student who fails to meet his/her financial obligations to the University. Students who are withdrawn for nonpayment

are liable for all charges on their student accounts at the time of withdrawal.

Withdrawal and Refund Calculation

In the event that a student wishes to withdraw from a course or courses or from the University altogether, the following conditions apply to the refund of tuition charges.

1. Any student who withdraws from the University prior to the beginning of a term is eligible for a refund of all payments for that term except the initial \$300 housing deposit.
2. Any student who withdraws from all courses after a term has begun is eligible for a refund of the tuition charges (including course-overload charges) for those courses, according to the schedule below.

Refunds for Semester Schedule Courses

Time of Withdrawal from University	Tuition Refund
Withdrawal before 1st class meets	100 percent
During weeks 1 and 2 of term	75 percent
During week 3 of term	50 percent
During week 4 of term	25 percent
After week 4 of term	No refund

Refunds for Quarter Schedule Courses

Time of Withdrawal from University	Tuition Refund
Before 1st class meets	100 percent
Before 2nd class meets	75 percent
Before 3rd class meets	50 percent
Before the 4th class meets	25 percent
After 4th class meets	No refund

1. Any part-time semester student (enrolled in 11 or fewer credit hours) who withdraws from one or more courses after a term has begun is eligible for a refund of the tuition charges for those courses according to the schedule in the table above.
2. Full-time undergraduate semester students (enrolled in 12 to 18 credit hours) whose full-time academic status is not affected by the withdrawal from a course or courses they have already attended are not eligible for any refund of tuition for the withdrawal from those courses.

Students wishing to withdraw from Lindenwood University-Belleville should submit a completed withdrawal form (with the signatures of the instructors for each of the courses the student attended and the signature of the student’s advisor) to the Academic Services Office.

Notes: (1) Calculations of the return of Title IV aid for withdrawals occurring during the first two weeks of a term will be based on the last date of attendance for the term in which the student withdraws. Students who initiate a withdrawal from the University after the first two weeks of the term will be eligible for a refund of Title IV aid based on the date that the withdrawal form was submitted to Academic Services. A student who

remains enrolled beyond the 60 percent point of the term will not be entitled to a return of Title IV aid.

(2) Any student who earns the grade of AF in all coursework within a term will be considered unofficially withdrawn for that term and will be subject to a Title IV refund calculation. Based on this calculation, a portion of Title IV aid may be unearned and required to be returned to the appropriate agency.

(3) No refund for residential charges will be made for a term after the student signs either a New Student Housing Application or a Returning Student Housing Application. Application, activity, lab, miscellaneous fees, and room reservation deposits are nonrefundable, except as indicated under the Housing Deposit section of this catalog.

Appeals of Refund Calculation

LU appeals of withdrawal and refund calculations or other institutional charges from students and parents who feel that individual circumstances warrant exceptions from published policy should be addressed to the Lindenwood Chief Business Officer (CBO) on the St. Charles campus. In order to appeal a decision, the student must submit a written request to the CBO including any evidence that would substantiate the appeal.

Refund Distribution of Financial Aid

After the amount of the refund has been calculated, the Financial Aid Office will determine the Title IV refund amounts according to the calculation schedule approved by the US Department of Education. Refunds to specific Title IV programs will be made to the following programs in the order outlined:

1. Outstanding balances on FFEL Program Loans (Unsubsidized Stafford, Subsidized Stafford)
2. PLUS
3. Federal Pell Grant awards
4. Federal SEOG awards
5. Other Title IV student assistance
6. Other federal, state, private, or institutional aid
7. The student

No Title IV program may receive a portion of the federal refund amount if that program was not part of the student's original package.

Cash Disbursements

When a student officially or unofficially withdraws from school and has received a cash disbursement for educational expenses that exceeds non-institutional costs of education up to that time, the student owes the excess amount to the Title IV program(s) that helped meet the student's educational costs. Lindenwood University will follow the same procedures used in the refund policy to determine which Title IV program(s) will receive the student-owed repayment. The University will notify, bill, and collect the amount owed the Title IV program(s) from the student.

Maintaining Financial Aid Eligibility

Satisfactory Academic Progress for Financial Aid

In order to maintain eligibility for financial aid, students must maintain satisfactory academic progress, which requires a student to earn a minimum number of credit hours over a maximum number of enrollment periods and achieve a minimum cumulative grade point average for each period of attendance. The cumulative requirements are outlined below.

Undergraduate Students

Full time Semester Undergraduate Satisfactory Academic Progress

Academic Semesters Attempted	Minimum Earned Credit Hours	Cumulative GPA
1	8	1.7
2	16	1.8
3	26	1.9
4	36	2.0
5	46	2.0
6	57	2.0
7	68	2.0
8	80	2.0
9	92	2.0
10	104	2.0
11	116	2.0
12	120	2.0

Part-time Semester Undergraduate Satisfactory Academic Progress

Part-time undergraduate students must successfully complete at least 50 percent of their attempted credit hours and be in good academic standing at the point in the program that is consistent with the requirement for graduation outlined above.

Full time Quarter Undergraduate Satisfactory Academic Progress

Academic Terms Attempted	Minimum Earned Credit Hours	Cumulative GPA
1	6	1.5
2	12	1.6
3	18	1.7
4	24	1.8
5	30	1.9
6	36	2.0
7	42	2.0
8	48	2.0

To be considered a full-time student at the undergraduate level, a quarter student must be enrolled in 9 credit hours of coursework. At the end of each term of enrollment, students must successfully complete a minimum number of credit hours toward graduation. The table below indicates the minimum number of credit hours that must

be completed for a student to demonstrate satisfactory progress.

For each full-time quarter term after 8, a student must complete a minimum of 6 credit hours each term and maintain a cumulative GPA of 2.0 not to exceed a maximum of 23 full-time terms. Before each payment period, the student's academic record will be checked for satisfactory academic progress. Failure to maintain minimum academic progress will result in a student being ineligible to receive Title IV financial assistance following one term of Financial Aid Warning.

Part-time Undergraduate Quarter Satisfactory Academic Progress

Part-time undergraduate students must successfully complete at least 50 percent of their attempted credit hours and be in good academic standing at the point in the program that is consistent with the requirement for graduation outlined above.

Graduate Students

Full time Quarter Graduate Satisfactory Academic Progress

Academic Terms Attempted	Minimum Earned Credit Hours	Cumulative GPA
1	6	2.66
2	12	2.66
3	20	2.75
4	27	2.75
5	33	2.80
6	39	3.0
7	44	3.0
8	48	3.0

Full time Semester Graduate Satisfactory Academic Progress

Academic Semesters Attempted	Minimum Earned Credit Hours	Cumulative GPA
1	6	2.66
2	12	2.66
3	20	2.75
4	27	2.75
5	33	2.8
6	39	3.0
7	44	3.0
8	48	3.0

Financial Aid Warning/Suspension

If a student fails to meet the minimum requirements outlined in the Satisfactory Academic Progress table, the student will be placed on financial aid warning for the subsequent term of enrollment. If by the end of the financial aid warning term, the student does not meet the minimum requirements for satisfactory academic progress, the student will be placed on financial aid

suspension and will not be eligible for financial aid reinstatement until the minimum cumulative requirements of the policy are attained. Institutional grants awarded to students later placed on financial warning or suspension will also be reevaluated. Financial aid warning and suspension are calculated and applied independently from academic warning or academic suspension.

Notes: (1) Transfer credit hours accepted by Lindenwood University will be included in the calculation of satisfactory academic progress and will count as both "attempted" and "completed" hours.

(2) Students wishing to apply for and receive Title IV assistance must meet specific academic progress requirements in order to maintain Title IV financial aid eligibility. Failure to maintain minimum academic progress will result in a student being ineligible to receive Title IV financial assistance following one financial aid warning term (semester or quarter).

Reinstatement of Aid after Financial Aid Suspension

Financial aid will be reinstated only after the student achieves the minimum cumulative requirements for satisfactory academic progress outlined in the table.

Note: Withdrawal from the University has no effect on the student's satisfactory progress upon readmission.

Appeals of Financial Aid Suspension

A student has the right to appeal the suspension of financial aid if the student feels that the requirements of the satisfactory academic progress were met and that the suspension of aid is inappropriate, or if the student believes that undue hardship (death of a relative, injury, or illness, or similar special circumstances) directly affected academic performance.

To appeal the suspension of financial aid, the student must submit a letter of appeal, along with any relevant supporting documentation to the Director of Financial Aid. If the appeal is granted, the student will be placed on financial aid probation and will be given one subsequent term of enrollment to meet the minimum satisfactory academic progress requirements. If the appeal is denied, the student will be ineligible to receive Title IV aid until the academic requirements are met.

Combining Terms of Enrollment

In some cases, students can combine enrollments in two or more concurrent terms to attain the minimum enrollment for financial aid eligibility. Terms may be combined as indicated in the table below.

Fall Semester	and/or	Fall Quarter	and/or	Fall MBA I
Fall Semester	and/or	Fall Quarter	and/or	Fall MBA II
Spring Semester	and/or	Winter Quarter	and/or	Spring MBA I
Spring Semester	and/or	Winter Quarter	and/or	Spring MBA II
Summer Semester		and		Summer MBA

Note: Spring Quarter and Summer Quarter may not be combined with any other term.

State Financial Aid

As a Missouri institution, Lindenwood University-Belleville is unable to offer Illinois state financial aid; however, the University does offer an institutional matching grant for those who qualify for Illinois state aid. For further explanation and to determine your eligibility for the Lindenwood University-Belleville matching state grant program, please contact the Office of Admissions. Several grants are available to Missouri residents who attend eligible institutions in the state of Missouri. Lindenwood University-Belleville is an eligible institution.

Access Missouri Financial Assistance Program

Formerly the *Charles Gallagher Student Financial Assistance Program*, The Access Missouri Financial Assistance program is a need-based grant available to eligible full-time Missouri resident undergraduate students. Please visit the Missouri Department of Education website at <http://www.dhe.mo.gov/accessmo.shtml> for a list of eligibility criteria.

Missouri Higher Education Academic Scholarship Program

The Missouri Higher Education Academic Scholarship program is available to Missouri residents who have a composite score on either the ACT or SAT tests that places them in the top three percent of all Missouri students taking those tests. The scholarship is renewable for up to four years for Missouri residents who enroll as full-time undergraduate students and maintain a 2.5 cumulative GPA at an approved institution for the period of the scholarship. Lindenwood University is an approved eligible institution. Students will be notified by the Missouri Department of Higher Education as to their eligibility.

Marguerite Ross Barnett Memorial Scholarship Program

This program is available to eligible students who are enrolled part-time and who are employed for at least 20 hours a week. Students interested in this program should visit the Missouri Department of Education website at <http://www.dhe.mo.gov> for eligibility criteria.

Vocational Rehabilitation

Vocational rehabilitation assistance may be available for students with disabilities. Students should contact their regional office of Vocational Rehabilitation in regard to benefits.

Montgomery G.I. Bill, MOARG, and ROTC

Lindenwood assists qualified students in obtaining financial assistance for their education through the various military funding sources. Missouri Army National Guard and Reserve Officer Training Corps members may be eligible for special financial incentives and entitlements such as Lindenwood ROTC GRANT, ARNG Federal Tuition Assistance, MOARNG State Tuition, Monthly Drill Pay, ROTC Stipend, Montgomery G.I. Bill, and Kicker. Information is available from the V.A. school certifying official.

ACADEMIC POLICIES, PROCEDURES, AND ACADEMIC SERVICES

Academic Policies

Academic Load and Enrollment Requirements

All academic credit is stated in credit hours. Full and part-time student status is determined by the number of credit hours in which a student is enrolled during any given term.

Student Type	Full-time	Part-time (three quarter-time)	Part-time (half-time)	Part-time (less than half-time)
Semester Undergraduate	12 or more credit hours	9-11 credit hours	6-8 credit hours	1-5 credit hours
Quarter Undergraduate	9 or more credit hours	8 credit hours	6-7 credit hours	1-5 credit hours
Semester Graduate	9 or more credit hours	Not applicable	6-8 credit hours	1-5 credit hours
Quarter Graduate	9 or more credit hours	Not applicable	6-7 credit hours	1-5 credit hours

Notes: (1) International students must maintain full-time student status to remain in compliance with US visa regulations.

(2) Course extensions, including capstone extensions, are not counted among a student's "hours enrolled." For this reason, students who are only enrolled in the completion of a capstone experience are considered less than half-time students.

(2) Missouri students expecting to qualify for Missouri State Grant funds are required by the state to be enrolled in a minimum of 12 hours per semester or 9 hours per quarter, both at the time the funds are requested and at the time the funds are received.

Expectation of Student Work

Student work is defined as assignments, homework, and other academic activities to be completed outside of instructional time, including reading, studying, writing, research etc. Students should expect to spend a minimum of two hours per week completing this work for each credit hour enrolled (thus, six hours of work outside of class per week for a three-credit-hour course), although the time spent outside of class may increase based on the topic and level of the course.

Extra Credit

At the instructor's discretion, extra credit opportunities may be offered in undergraduate courses. Such

opportunities must be equally accessible to all students enrolled in the course. No extra credit is to be offered in graduate-level courses.

Non-Degree Seeking Students

A student who is not seeking certification or any degree with Lindenwood University-Belleville may be accepted under the designation "Non-Degree, Special Status." Students accepted with Special Status designation may not take more than twelve credit hours of regular, undergraduate, or graduate credit coursework without being fully admitted as a degree seeking student. This policy does not apply to cooperative (workshop) credit. Students accepted with Special Status are not eligible for financial aid or student loans as they are not fully admitted to the University. Payment arrangements must be made with the Business Office prior to attending class.

Catalog of Entry

Students are required to satisfy the degree requirements of the catalog in effect at the time of matriculation. A continuing student who desires to pursue a course of study added to the curriculum in a subsequent catalog year must submit a catalog change request to the office of Academic Services. If the request is granted, the student will be bound by all policies and requirements in the new catalog. Students who discontinue study at Lindenwood University may be required to adopt the requirements of the catalog in effect at the time of readmission depending upon the length of the absence.

Note: The University reserves the right to modify its policies (other than degree requirements) at any time. Students must adhere to all university policies in effect during each term of enrollment.

Early College Start (ECS)

Early College Start (ECS) courses are college-level classes taught in a high school and taken by high-school students for college credit. Such dual-credit courses may be taken through Lindenwood or taken through other universities and transferred to Lindenwood. Any tuition or fees paid for enrollment in the ECS program are non-refundable.

Attendance

All students at Lindenwood University are expected to attend all classes and all class activities for which they have enrolled. Students who miss class are expected to inform the instructor and to make up the work to the instructor's satisfaction.

At times, absence from class may be unavoidable—as in instances of prolonged illness, hospitalization, mandatory religious practices, or participation in an approved student activity. (For information regarding absence due to University-sponsored activity, see the Excused Absence Policy for Students Engaged in LU Authorized Events.) A student who has been hospitalized should submit official

doctor's or hospital documentation. Written verification of religious observances may be required.

In the case of unsatisfactory work due to excessive absences from class, the instructor may give ample warning to the student that the work is unsatisfactory and may report a final grade of F or AF to the registrar.

Note: Persons receiving benefits from the Veterans Administration are governed by special regulations concerning class attendance. See Veterans' Benefits, appearing earlier in this catalog.

Excused Absence Policy for Students Engaged in LU Authorized Events

Lindenwood University allows students engaged in official sports contests, arts events, approved field trips, approved conferences, etc., to be excused from class for University-sponsored events in which those students are officially representing the University. Students are required to communicate personally with their professors regarding their anticipated absences and to make arrangements for missed work in advance of their University-authorized absences. When make-up work is pertinent, students who have provided their professors with advance notice should be afforded the opportunity to complete that work or an educationally equivalent and substitutable activity at a time and place mutually agreed upon by the student and the instructor.

Note: Students enrolled in classes with extremely compressed meeting schedules will not be excused from class attendance, even for a university-authorized event, if participation in the event would cause the student to miss a significant portion of the scheduled meeting time. Such classes will be clearly identified in the course syllabus and in the student portal. Students who enroll in such a class and find that they must be absent will be advised to withdraw from the class.

Responsibilities Related to Excused Absence Policy

All members of the Lindenwood community have responsibilities to ensure that the Excused Absence Policy functions properly and efficiently for students, staff, and faculty. Below are the responsibilities of each party affected by or involved with the Excused Absence Policy:

Athletics Department

The Lindenwood Athletics Department will provide notice of any upcoming student-athlete absence for a sporting event or related, excused sports activity. The notice will be sent through CAMS, and student-athletes will appear in red on faculty portals. This notice is to inform faculty that the student-athlete is representing the University in an athletics event or function. It is the responsibility of the student-athletes to remind professors of their absence at least 48 hours in advance and to make up any missed work.

Academic Departments

A faculty member or academic department sponsoring a special co-curricular event or outing should first complete a field trip form and submit it to the office of the Provost for approval. This form should list the name of each student attending the outing, along with a sponsor

signature, confirming that all students who will be traveling have signed a travel waiver. Once the outing is approved, the sponsor must provide at least 48 hours' advance written notice to the University community by sending the list of names of all students who will be absent from class or other University-related event because they are representing the University at an event or function. This list is to be sent to the Lindenwood University-Bellefonte Campus Provost for distribution. If a situation arises in which 48 hours' notice is not possible, the sponsoring professor or department should notify the faculty of changes or additions to the list of excused students as soon as possible.

Professors

Professors affected by excused student absences should make reasonable accommodations for excused students who are missing class or other academic activities because of their participation in an event or other function related to their participation in a scheduled, University-authorized co-curricular event. Professors should, in advance of any such excused absences, stipulate in writing (i.e., in the course syllabus) their expectations of and procedures for students who must miss class for authorized reasons. Each professor's expectations and procedures should meet the parameters outlined in this Excused Absence Policy and should be reviewed with all students during the first week of class.

Students

Students who must miss class for a Lindenwood sporting event or other Lindenwood-authorized activity must, in person or via personal communication (i.e., Lionmail), provide advance notice to all of the professors whose classes they will miss with specific details of their upcoming absence. If possible, this notice should be provided at least 72 hours in advance of the affected class meetings. If 72 hours' notice is not possible, the student should notify professors as soon as possible. This personal notice shall be given in addition to the general notice provided by the Lindenwood Athletics Department or academic department sponsoring the event. In each case, the student is also expected to prepare thoroughly for and promptly engage in any substitute or make-up assignment or activity.

Earned Credit Time Limits

Credits earned at Lindenwood University will be accepted toward a degree no matter when they were earned, except for requirements in the student's major. Credits earned in the student's major will be reviewed for approval by the department chair. If any course must be repeated within a major and the course is not being offered in the normal sequence of course offerings, it may be offered as a special topics class with credit counting toward graduation. Such a course will be calculated as a part of the student's GPA.

Declaration of Major

Undergraduate Students

All undergraduate semester students must declare a major by the time they complete their fourth semester of full-time enrollment. All undergraduate quarter students must declare a major by the time they complete their third cluster. Students declare a major or change a major by submitting a Change of Major/Advisor form to the Office of Academic Services. This form must be completed and signed by the student and the major advisor(s).

Change in Degree Program

Graduate Students

A student wishing to pursue a degree or program other than the one he/she originally sought should consult with an advisor in the new program to determine whether additional application materials must be submitted for admission to the new program.

Double Major/Second Bachelor's Degree/Second Bachelor's Major

It is possible for a student to earn more than one undergraduate baccalaureate degree type from Lindenwood University. These degrees may be pursued either simultaneously or sequentially. They may be earned in the same school or in two or more schools of the University.

Undergraduate degree types offered at Lindenwood-Belleveille include the following: BA, BFA or BS.

A student may earn a given degree type only once. For example, a student pursuing majors in anthropology and non-profit administration may not earn more than one BA. (See information on double major.)

A student who pursues multiple majors leading to different degree types may earn multiple degrees. For example, a student majoring in biology and social work may earn both a BS and a BSW. Students may earn any combination of degree types. (See information on second bachelor's degree.)

Pursuing a Second Bachelor's Degree or Double Major Simultaneously: No break in attendance

Double Major

If a student simultaneously completes the requirements of two majors leading towards the same degree type, the student will earn one degree, and both majors will be noted on the student's transcript. The student must complete the core requirements for both majors in addition to the general education requirements for the degree earned. (Refer to *General Education Requirements* by degree.)

Second Bachelor's Degree

If a student simultaneously completes the requirements of majors leading towards degrees of different types, the student will earn two degrees, with each major noted under the appropriate degree on the student's transcript.

The student must complete the requirements of each major.

Pursuing a Second Bachelor's Degree or Second Bachelor's Major Sequentially: After a break in attendance

Second Bachelor's Degree

A student who has previously earned a baccalaureate degree from Lindenwood University may return to earn a second bachelor's degree if the student is seeking a major leading to a degree type not previously earned at Lindenwood University. The student must complete the core requirements of the major in addition to the general education requirements of the degree type not previously earned. Upon completion of all requirements, the second degree and major will be added to the student's transcript. The student will receive a new diploma listing the degree and major earned.

Second Bachelor's Major

A student who has previously earned a baccalaureate degree from Lindenwood University may return to earn a second bachelor's major if the student is seeking a major leading to the same degree type previously earned at Lindenwood University. The student must complete the core requirements of the second major. Upon completion of all requirements, the second major will be added to the student's transcript with the notation "Second Bachelor's Major." The student will not receive a new diploma as no new degree type has been earned.

Additional Graduate Degrees/Majors

Second Master's Degree

A student who has previously earned a master's degree from Lindenwood and desires another master's degree type may transfer a maximum of 9 hours of credit from the first degree into the second degree if the credit is applicable. All other requirements for the second degree, including the culminating project or thesis, must be completed. If the student is seeking a major leading to a degree type not previously earned at Lindenwood University the major will be added to the student's transcript and a new diploma will be received listing the degree and major earned.

Second Master's Major

If the student previously earned a degree at Lindenwood University and is seeking a major leading to the same degree type the second major will be added to the student's transcript with the notation "Second Master's Major" but they will not receive a new diploma as no new degree type has been earned.

Additional Master's Degrees

A student who has earned a master's degree from Lindenwood and desires another master's degree type may transfer a maximum of 9 hours of credit from the first degree into the second degree if the credit is applicable. All other requirements for the second degree, including the culminating project or thesis, must be completed. A student who would like to pursue any

additional master's degree type beyond completing a second master's degree will have to complete all degree requirements including the total earned hours for the degree program.

Final Exams

All courses are required to meet until the end of the scheduled academic periods defined in the University calendar. Professors are required to hold a final exam or other significant evaluative activity at the scheduled final exam time as outlined in the final exam schedule.

There are no exceptions to these requirements. Faculty members are not to change the time of the final exam, either by changing the date of the exam or by changing the time of the exam. Students must take their final exams at the designated time and place except under extenuating circumstances beyond the students' control.

In the event that classes are officially cancelled during final exams, the students' final course grades will be calculated based on the work in the course completed to that point, if 75 percent of the graded work in the class has already been assigned. If 75 percent of the graded work in the class has not been assigned by the time of the final exam, a make-up exam will be scheduled.

Academic Standards

In addition to making satisfactory academic progress to maintain financial aid eligibility, students must also meet an additional set of academic expectations in order to remain in good academic standing with the University. Failure to meet these standards will result in academic probation, academic suspension, or dismissal from the University.

To earn a graduate degree from Lindenwood University, students must have a minimum cumulative GPA of 3.0 overall and in the required coursework for the degree. Some programs may require a higher minimum GPA. In such a case, the program requirement will supersede the University minimum.

Maintaining Good Academic Standing

Undergraduate Students

To remain in good academic standing, undergraduate students enrolled in six or more credit hours in a given term must maintain a minimum cumulative GPA of 2.0. Students whose cumulative GPA falls below 2.0 will be placed on probation. Students whose cumulative GPA remains below 2.0 after the subsequent term will be permitted to continue on probation as long as the term GPA is 2.0 or higher. Students are removed from probation when the cumulative GPA reaches 2.0. A student on probation who earns a term GPA below 2.0 will be placed on suspension.

Academic Probation: Undergraduate Students

Academic probation indicates that a student is not in good academic standing and is subject to suspension if the student's work does not reach a satisfactory level.

Students remain on academic probation until the cumulative GPA reaches the minimum level of 2.0, as long as each term GPA is 2.0 or higher.

Academic Suspension: Undergraduate Students

Academic suspension indicates that a student is not in good academic standing and has been dismissed because the student's work has not reached a satisfactory level. Academic suspension must be appealed in writing before a student may continue in a subsequent term.

Graduate Students

To remain in good academic standing, graduate students must maintain a minimum cumulative GPA of 3.0. Students whose cumulative GPA falls below 3.0 will be placed on probation. Students whose cumulative GPA remains below 3.0 after the subsequent term will be permitted to continue on probation as long as the term GPA is 3.0 or higher. Students are removed from probation when the cumulative GPA reaches 3.0. A student on probation who earns a term GPA below 3.0 will be placed on suspension.

Academic Probation: Graduate Students

Academic probation indicates that a student is not in good academic standing and is subject to suspension if his or her work does not reach a satisfactory level. Students remain on academic probation until the cumulative GPA reaches the minimum level of 3.0, as long as each term GPA is 3.0 or higher.

Academic Suspension: Graduate Students

Academic suspension indicates that a student is not in good academic standing and has been dismissed because his or her work has not reached a satisfactory level. Academic suspension must be appealed in writing before a student may continue in a subsequent term.

Note: If individual graduate programs have more stringent definitions of probationary or suspension status than does the University as a whole, that program's definitions will supersede the University's definition.

In addition to these criteria, students must attain a final cumulative 3.0 overall and in the major field or emphasis area in order to qualify for graduation. Students may be permitted to take additional coursework beyond the degree requirements to achieve the necessary minimum 3.0 GPA in order to graduate. These additional courses must be approved by the Chair of the major or emphasis area department.

Appealing Academic Suspension

Upon academic suspension, a student who wishes to resume studies must first appeal the suspension in writing. The appeal must be received and reviewed prior to the beginning of the term following the student's suspension. The university Associate Provost and an appeals committee will review the student's letter of appeal, along with the student's academic history and overall academic performance. The student's instructors and academic advisor may provide feedback that contributes to the

ultimate approval or denial of the student's appeal of academic suspension. Graduate students whose appeals of academic suspension are denied are ordinarily not again admitted to the programs of Lindenwood University.

Continuously enrolled students whose appeals of academic suspension are granted will resume their studies on probation. Any student who discontinued studies for more than two years and who departed the University under academic suspension must appeal the suspension before being readmitted. Upon readmission, such students will be subject to the requirements in the catalog in effect at the time of their return.

Note: Students will be notified of their academic suspension by both mail and Lionmail and will be provided with guidelines for writing a letter of appeal, including a specific date by which the appeal must be received. Guidelines for the appeal letter are also posted on the university website under Academic Services. If a student's appeal is not received by the date specified, the student will be dropped from all classes, and, if a resident, the student's campus housing will be cancelled.

Academic Integrity

Lindenwood University students belong to an educational community invested in the exploration and advancement of knowledge. Academic integrity is a critical part of that investment: all students have a fair opportunity to succeed, and, as such, all students owe their classmates, instructors, administrators, and themselves the duty of scholarly and creative work untainted by plagiarism, dishonesty, cheating, or other infringements of academic integrity. In turn, instructors, staff, and administrators will also uphold these policies in order to promote student intellectual development and preserve the integrity of a Lindenwood degree.

As members of this academic community, students are expected to familiarize themselves with the University's policies in the Lindenwood University Student Handbook and to adhere to these policies at all times. Students are also encouraged to consult the resources of the University library and the Writing Center/Academic Success Center for assistance in upholding the University honesty policy.

The penalty for the first reported offense of academic dishonesty will be determined by the instructor and may result in a reduced or failing grade on the work, a failing grade for the course, or any other appropriate penalty. Upon a first report of academic dishonesty, the student is also required to complete an online Academic Integrity Tutorial. A charge for the tutorial will be applied to the student's Business Office account. For undergraduates, a second offense will result in a failing grade for the course, and a third offense will lead to expulsion from the University. Graduate students will be expelled after a second offense is reported.

The Associate Provost maintains confidential records of academic dishonesty reports. These reports are accessible only to the Provost and Associate Provost and are not linked to students' academic or financial records at the University. However, students remain accountable for any

acts of dishonesty for as long as they pursue studies at Lindenwood, regardless of progression from undergraduate to graduate programs. Any question regarding the academic honesty policy should be directed to the Associate Provost.

Dismissal

The University reserves the right at any time to dismiss a student who is (1) unable to meet academic standards or (2) whose continuance in the University is considered to endanger the student's own health or well-being or that of others, or (3) who does not observe the social regulations and standards of conduct of the university.

Academic Honors

General Honors

The Lindenwood faculty awards general honors to those undergraduate students who have completed all degree requirements with academic distinction. In order to be eligible for general honors, a student must have completed a minimum of 60 credit hours in residence at the Lindenwood University System. (Transferred credits and experiential learning credits do not count toward in-residence credit hours.) A student whose Lindenwood University System cumulative GPA falls within certain ranges are eligible for honors as follows:

- The student who achieves a cumulative GPA between 3.70 and 3.85 receives the degree cum laude.
- The student who achieves a cumulative GPA between 3.86 and 3.93 receives the degree magna cum laude.
- The student who achieves a cumulative GPA of 3.94 or above receives the degree summa cum laude.

Note: Graduate students are not awarded general honors.

Dean's List

Following the end of the fall and spring semesters, the Provost announces the names of semester undergraduate students who were enrolled full-time and achieved a grade point average of 3.5 or above.

Note: Preparatory classes are not used in the calculation of the Dean's list.

University Honors College

University Honors are reserved for exceptional students who demonstrate intelligence, initiative, and perseverance in fulfilling requirements beyond those asked of others. Meeting these expectations exhibits the students' commitment to excellence; such students are members of the University's Honors College.

The Honors College offers semester undergraduate students a special opportunity to be recognized for excellence and extra effort in their coursework. Graduating with such honors is the highest award Lindenwood bestows. This achievement is announced at graduation and recipients wear purple braids at the ceremony. "University Honors" also appears on the student's diploma and transcript. All courses completed

for honors credit are designated as such on the student's transcript.

To apply for membership in the Honors College, an incoming freshman must score a 29 or above on the ACT. Incoming honors students may take up to 19 credit hours in their first term without being charged an overload fee. A transferring or returning student must have a 3.3 GPA to apply for honors courses.

Any undergraduate course may be taken for honors credit with the permission of the professor. To earn honors credit in a non-honors section, students must successfully complete an extra project mutually agreed upon by the professor and student and earn an A in the course. Some students are eligible to register early due to their status as honors students. Early registration for honors students is contingent on having four honors courses completed by the beginning of the junior year and six honors courses completed by the beginning of the senior year.

To graduate with University honors, a student must complete 24 hours of honors credit. To do so, a student may either (a) enroll in up to 12 hours of 10000-level honors sections and earn the remaining 12 hours of honors credit in traditional courses, level 30000 or above, taken for honors credit or (b) enroll in six hours of traditional 10000-level courses for honors credit and earn the remaining 18 hours of credit in traditional courses taken for honors credit at or above the 20000-level.

Academic Procedures

Grading System

Lindenwood University operates under the 4.0 grading system. The grade point average is computed by dividing the total number of quality points earned by the total number of semester hours attempted. An A carries four quality points; thus, a course worth three semester hours in which a student earned an A would merit a total of 12 quality points. A grade of B carries three quality points; a grade of C carries two quality points; and a grade of D carries one quality point. A grade of F or AF (attendance failure) carries no quality points and no credit. Only grades earned at Lindenwood are used in computing the GPA.

A grade of A represents work of outstanding quality; it indicates that the student has shown initiative, skill, and thoroughness and has displayed originality in thinking. A grade of B is awarded for work of high quality, well above average. The grade of C indicates average work and satisfactory completion of course requirements. The grade of D indicates minimally satisfactory completion of course requirements. A grade of F or AF indicates unsatisfactory coursework, and no credit is given.

Note: The grades AH and BH indicate that the student completed the course for honors credit.

Withdrawal (W)

A grade of W indicates that the student withdrew from a class with no effect to the student's GPA. A student wishing to withdraw from a class for a grade of W may do

so by completing an add/drop form and securing the signature of his or her advisor and course instructor before the appropriate deadline, set at the two thirds mark of the semester, term, or quarter.

The only circumstance in which the student will not be charged for a course is if the student never attends a class session. If the student attends one class session or more, he or she will be charged a determined percentage of the course's tuition cost. The percentage applied to the student's account depends on how many classes the student attends and the withdrawal date. For further information, please contact either the Financial Aid Office or the Office of Academic Services.

Note: A student who is a first responder may elect to withdraw from a course with a grade of W at any time during the semester if documentation is provided verifying that the student's first responder duties were the cause of absences exceeding the number of allowable excused absences. This policy applies to academic withdrawal only.

Attendance Failure (AF)

This grade is given when a student stops attending a particular class prior to the published deadline to receive a grade of W but does not withdraw from the course. The grade of AF is treated as a grade of F in the calculation of the student's grade point average.

No Grade (NG)

An administrative grade of NG is assigned by the registrar when final course grades have not been submitted prior to making grades accessible to students. Under normal circumstances, the NG grade will be cleared within two weeks after the end of the term. Faculty members are not authorized to submit a grade of NG.

Incomplete (I)

A grade of I (incomplete) is given at the end of a term only for incomplete coursework due to exceptional circumstances beyond the student's control, such as an extended illness, hospitalization, or death of a close relative requiring absence from class for a significant period of time. When assigning an incomplete grade, the professor should consider whether the student is capable of successfully completing the course. Incompletes should be offered only toward the end of the term for students who are, at the time, successfully completing the coursework.

A grade of I (incomplete) must be resolved prior to the end of the subsequent term; otherwise, the incomplete automatically becomes an F. Any request to extend the time needed to resolve the grade of incomplete must be submitted to the Office of Academic Services no later than two weeks before the date the grade is due. Requests will then be sent to the appropriate school dean and the Associate Provost to be considered for approval.

Pass/Fail (P/F)

Some academic activities such as practica, internships, residencies and thesis projects are graded on the basis of Pass/Fail. In these cases, the grade of P denotes successful

completion of the assigned requirements for the aforementioned academic activity courses.

Auditing a Course

A student may enroll in any lecture course as an auditor. Students are not permitted to audit skill courses such as laboratory, studio, or photography courses involving extensive supervision by an instructor. Auditors will be expected to attend all classes. No credit may be earned or later claimed by a student who audits a course. A student has one week into a regular term and two class meetings into a quarter or summer session to make a change in registration to audit a class or to take it for credit. The audit fee is 50 percent of the regular tuition for a course.

Administrative Withdrawal

When it is in the best interest of a student or of Lindenwood University for a student to withdraw, a student may be given a W and put on administrative hold. This action of administrative withdrawal results in removal of all credits associated with the affected classes and places the student on administrative suspension. Before re-enrolling at the university, the student on administrative suspension must write a letter of appeal to the Dean of Students. An Administrative Withdrawal does not affect the student's grade point average.

Adding, Dropping, and Withdrawing from Courses

Adding Courses

Within the first week of a semester, a full-time student may add or drop classes via the student portal without having to obtain the signature of a faculty member. Students may not add a course via the student portal after 5 p.m. on Friday of the first week of the term. Students may add a class during the second week of class only under extenuating circumstances and with signatures of the course professor, student's advisor, and Campus Provost. A Petition for Policy Exemption is also required in addition to a drop/add/enrollment form to add a course after the deadline.

Dropping Courses during Week One

Within the first week of a semester, a student may drop classes via the student portal without having to obtain the signature of a faculty member. No grade of W will appear on the student's transcript as a result of dropping classes during this week, and the classes will be dropped as a "never attended" as long as the student's academic load does not fall below 12 credit hours for full-time students or six credit hours for half-time students.

Note: The following is an exception to the policy described above: a grade of W will appear on the transcripts of students whose status changes from full-time to half-time or from half-time to less than half-time as a result of dropping a class during the first week if the student attended the class before dropping it.

Withdrawing with a Grade of W

To withdraw from a course with a grade of W, students must complete, sign, and submit a withdrawal form before the last day to withdraw with a W, with the signature of his/her academic advisor, and, if he/she has attended the

course at least once, the signature of the instructor of the course. Students wishing to withdraw from the University altogether must obtain the signatures of the instructors for each course they wish to drop. The deadline to withdraw is set at the two thirds mark of the term.

Late Withdrawals

Late withdrawals will be approved only under extreme, documented circumstances. A late withdrawal requested due to a low grade in the class, lack of interest in the subject matter, a different learning style from that of the classroom professor, or a change of major/requirements will not be granted.

If a student believes that extraordinary circumstances require withdrawing from a class after the deadline, the student must

- Write a letter fully specifying the reasons for the withdrawal.
- Gather supporting documentation (physical report, court documents, hospital documents, etc.)
- Meet with the academic advisor for a signature on a Petition for Late Withdrawal.
- Meet with the dean of the school for a signature on the petition.
- Submit the signed petition, along with the letter and documentation, to the Dean of Academic Services. If approved for a late withdrawal, the student will receive either a WP (withdraw passing) or WF (withdraw failing), depending upon the student's grade at the time of withdrawal.

Repeating a Course

An undergraduate student who has received a grade of D, F or AF in a course may repeat the course. Only the last grade earned will be used in the calculation of the grade point average. Repeating a course does not remove the previous grade from the transcript. Additional credit hours are not earned when a student repeats a course in which a D is earned. LUL 10100, LUL 10101, and LUL 11000 may not be repeated.

If a graduate student retakes a course, the second grade does not replace the first grade; the two grades are averaged. For instance, if a student earns a F for a class and retakes the class, earning an A, the two grades would be the equivalent of two Cs and would affect the overall grade point average as two Cs.

Appealing Grades

Students who wish to appeal a final grade must first contact the course instructor. If the matter cannot be resolved through the instructor, the student may appeal in writing to the Lindenwood University-Belleville Campus Provost. If resolution is not reached at that time, the student may appeal in writing to the LU System Associate Provost. An Academic Grievance Committee may be convened to review a grade appeal before a recommendation is made to the Provost for review.

Information concerning these procedures is available through the Office of Academic Services. Notice of intent to file a grade appeal must be made in writing to the Lindenwood University-Belleville Campus Provost within six weeks of receipt of the grade. Changes under this procedure will be made only during the term immediately following the term in which the disputed grade was given.

Transferring Credit

Transferring Credit from U.S. Institutions

Students wishing to transfer credit from a regionally accredited university should submit official transcripts from each university attended to the Office of Admissions. Evaluation of transfer credit will be made by the Registrar. For the evaluation of credit, official transcripts must be sent directly from the U.S. institution to Lindenwood University.

For more information regarding the transfer of credit, refer to the earlier Admission, Application, and Fees and Financial Assistance section of this catalog.

Transferring Credit from International Institutions

Students with transfer credit from an international institution must submit official transcripts from the international university attended to the Office of International Students and Scholars. The transcripts must be in their original language and must be accompanied by a certified English translation, provided by the student. Applicants should contact WES at www.wes.org for more information about how to get transcripts evaluated. Students should list Lindenwood University as the recipient of the transcript evaluation. WES will also provide a copy of the evaluation directly to the applicant. The applicant should keep this copy.

Note: Evaluations or translations of transcripts from companies other than WES are not accepted by the University and will not be considered.

The transcript translation documents will not be returned to the student. The transcript and the translation will become part of the student's official file at Lindenwood University. If the applicant intends to transfer credits into an undergraduate program, the applicant will incur the initial cost for the evaluation. However, once the applicant obtains a visa and arrives at Lindenwood University, the cost of the evaluation will be refunded up to \$160 if the applicant provides the WES payment receipt to the International Student and Scholars Center. For further information regarding the transfer of international credit, please contact the University Office of International Students and Scholars at international@lindenwood.edu.

For more information regarding the transfer of credit, refer to the Admission, Application, and Fees and Financial Assistance section of this catalog.

Transferring Credit while a Lindenwood Student

A student at Lindenwood who wishes to take courses at another college or university while pursuing a degree at Lindenwood must first obtain permission for the transfer

of these courses from the student's academic advisor, Department Chair/Division Chair of that discipline, Campus Provost, and the Assistant Registrar. A Prior Approval form may be obtained from the Office of Academic Services. Credits accepted in transfer do not affect the student's grade point average at Lindenwood University-Belleville.

Note: A student who has satisfied only three semester hours of a cluster with transfer credit must take the cluster. A three semester hour Special Topics course will be substituted for the transferred course. A student who has satisfied six semester hours of a cluster with transfer credit will be permitted to take a single three semester hour course at Lindenwood University or transfer the remaining three semester hours to Lindenwood to complete the cluster.

Transferring Graduate Credit from another University

Students transferring credit hours from a regionally accredited university must submit official transcripts from each university attended to the Office of Admissions along with the application for admission. All hours accepted in transfer must be from regionally accredited colleges and universities. In order to count towards graduation, all graduate credit hours must be 5000-level or above and must be in the same subject area. If courses have the same title, contain similar or like content and have a grade of "B" or above, they may transfer in as equivalents of Lindenwood course credit. Grades of "C" or below will not transfer into any quarter graduate program. A maximum of nine credit hours of graduate credit will transfer to a quarter graduate program. All transfer credit is subject to approval by the quarter program director and the Dean of the School of Accelerated Degree Programs.

Transferring to/from Graduate Programs between Schools at Lindenwood University

Some students, after taking one or more clusters in the quarter program, may decide to transfer into another program within Lindenwood University to earn their graduate degree. When this occurs, students may be able to transfer nine credit hours from their first graduate degree program toward their new graduate degree program. Approval of transfer credit is at the discretion of the program director or department chair of the receiving program. The same nine credit hour rule applies to graduate credit transferred in the School of Accelerated Degree Programs from another program within Lindenwood University.

Earning Graduate Credit as an Undergraduate Student

With the approval of the dean of the appropriate school, undergraduate students may take up to nine credit hours at the graduate level during their senior year at no additional charge. These hours will count toward a graduate degree if one is ultimately pursued but not toward the student's undergraduate degree. Under this option, the student must be enrolled in at least 12 credit hours at the undergraduate level for each semester that he or she is taking graduate

credit. A maximum of six graduate credits may be earned per semester.

Earning Credits through Experiential Learning or Professional Experience

Experiential Learning

For some students, professional experience or life experience may be accepted as university credit and be recorded as such onto the student's Lindenwood transcript. Credit earned in this fashion is referred to as credit for experiential learning.

The following skills or experiences may be considered equivalent to university credit for purposes of receiving experiential learning credit:

- Professional skills acquired on the job.
- Participation in business seminars.
- Experience in community affairs.
- Professional training in particular fields.
- Non-credit-bearing coursework that contains academic content.

Notes: (1) Credit is awarded only for university-level knowledge and the learning gained from the experience. Experiential learning credit is not granted for non-university level learning, having completed routine professional tasks, having acquired outdated or forgotten knowledge, or for private experiences.

(2) Limits for experiential credits earned may be imposed on the acquisition of such credit for certain technical skills and specialties.

(3) Credit is not given for learning that duplicates a university course the student has already taken.

Students may request to receive up to 27 hours of credit for experiential learning, depending on the requirements of their degree programs. The total number of credit hours awarded for experiential learning may vary according to the time spent on particular activities and the nature of the learning experience.

Students may satisfy some of the requirements for their majors through experiential learning credit; however, at least 50 percent of all coursework toward the major must be taken at Lindenwood University.

Note: Lindenwood cannot guarantee how any other university might interpret transfer credit earned from the Experiential Learning Credit program.

Experiential Learning Not Requiring a Portfolio

Students having the experience or credentials below may apply for experiential learning credit without submitting an additional portfolio of supporting documentation. (Any documentation that is required for the final approval of credit is listed along with each item below.) The application for University credit for the following credentials will be evaluated upon presentation of proof of the required certification or transcripts.

The American Council on Education (ACE): Lindenwood University accepts the recommendations for credit as set

by ACE. To earn experiential learning credit, the student must provide the ACE transcript or certificate verifying that the experience or training is or has been recognized by ACE.

- Medical Laboratory Technician (MLT) or Radiologic Technician: Official transcript from accredited school of MLT or school of radiology and completion of an accredited course of medical laboratory science required.
- Emergency Medical Technician (EMT-B): Up to 9 credit hours may be awarded for the completion of training and certification for EMT. Student must present official current license.
- Paramedic (EMT-P): Up to 39 credit hours may be awarded for the completion of the training and certification for the EMT-P paramedic. Student must present official current license.
- Respiratory Therapist (RT): Up to 12 hours of credit may be awarded for the completion of training and certification in respiratory therapy. Official transcript from accredited school of RT required.
- St. Louis Police Academy, St. Charles Police Academy, or other police academies: Up to 15 hours of credit may be awarded to graduates of the St. Louis or St. Charles Police Academies. Credits from other police academies will be evaluated. Copy of certification or official transcript required.
- Real estate sales license: Up to three hours of credit may be awarded. Copy of license required.
- Real estate broker's license: Up to three hours of credit may be awarded. Copy of license required.
- Life insurance license (completion or training) and certification for life insurance licensure: Up to three hours of credit may be awarded. Students may be eligible for an additional three credit hours in an area of specialization. Copy of license required.
- Stockbroker's license completion of training and certification for a stockbroker's license (series 6 or 7): Up to six hours of credit may be awarded. Copy of completion certificate required.
- Certified legal assistant: Up to 24 hours of credit may be awarded. Copy of certificate required.
- Certified professional secretary in selected business and economic areas: Up to 14 hours of credit may be awarded. Copy of completion certificate required.
- YMCA leadership development courses: Up to five credit hours may be awarded. Submission of YMCA transcript required.

Training courses offered by specific companies or corporations may also be awarded credit for experiential learning. For a list of these companies and eligible courses, check with the registrar or the experiential learning coordinator.

Students who wish to have experiential learning credit posted to their Lindenwood transcript must pay a fee of \$90 per credit hour. Credit will not be applied to the transcript until the fees are paid.

The following organizations have agreements with the University that permit the application of experiential learning credit as follows:

- **Boeing:** Boeing employees who have completed Boeing's V.I.P. or Learning Together Program courses may be eligible to have such experience posted to a Lindenwood transcript for credit for a fee of \$25. A maximum of 12 credit hours may be transcribed onto the student's Lindenwood transcript for these experiences. A copy of a certificate of completion of either of the Boeing programs is required.
- **Center for Financial Training:** Lindenwood University agrees to provide direct transfer credit for designated college-level coursework offered by the Center for Financial Training (CFT) at no charge. A complete listing of CFT course equivalences and acceptable transfer credit may be obtained from the Registrar's Office or the experiential learning coordinator. CFT credits are treated like transfer credits from any accredited college or university.
- **Military Service:** Students seeking an experiential learning award for military experience, formal courses taken in the military or for proficiency in a military occupational specialty (MOS) must provide official military records. Military credits are posted to a student's transcript at no charge, based on the recommendations of the American Council of Education. For credit derived from military experience or from formal courses taken through the military, veterans should submit a DD Form 95, DD Form 214, AARTS and/or SMARTS transcripts, depending on the branch of the military, or a transcript of in-service training.

Experiential Learning Requiring a Portfolio

If the student does not have one of the professional credentials listed on these pages or does not have credit from a course that is specifically listed as being accepted for experiential learning credit, that student may be required to create a portfolio in order to earn university credit for the experience before that credit is posted to the student's Lindenwood transcript.

The portfolio must validate the student's experience by providing proof (by certificate, diploma, syllabi, letters of testimony, and/or samples of work accomplished) that such experience led to university-level knowledge. An essay describing the knowledge gained in the learning experience must accompany all other documentation provided.

The experiential learning coordinator will help the student develop a portfolio. The coordinator will identify potential experiences that may be posted to the student's

transcript as university credit and discuss the organization of the portfolio with the student.

Students wishing to receive experiential learning credit in their majors must apply for this credit before taking courses in their majors. Once the portfolio has been approved, the student will be charged a portfolio fee of \$300 plus \$90 per credit hour. Credit will not be applied to the transcript until payment is received. Financial aid may be applied to experiential learning, but the student must be enrolled in classes at the time the request for funding is made.

Earning Credit by Examination

External Examination (CLEP or DANTES)

Students may earn up to 27 hours of undergraduate credit by successfully completing a College Level Examination Program (CLEP) exam or a DANTES standardized test. Credit is granted for these exams based on the scoring recommendations set by the College Board Assessment Program.

Students with CLEP or DANTES credit should consult the Lindenwood registrar to determine whether their achievement on the exam(s) qualify them to earn university credit.

Notes: (1) Students may not use CLEP or DANTES credit in the place of the following requirements or courses: student teaching, internships, studio courses, laboratory courses, or private music lessons.

(2) Students may not receive credit for courses they have previously audited or attended unofficially.

(3) CLEP credit will not be awarded to non-native English speaking students who complete a CLEP exam in their native language.

(4) Lindenwood University does not currently administer College Board Examinations; the student must arrange to have test results sent directly to Lindenwood for evaluation.

Students who pass a CLEP/DANTES proficiency examination have two options when applying for credit. The student may request that the test score be used to waive an equivalent course at the University. In this case, no credit is awarded to the student, and no credit is posted on the student's transcript. A waived course applies no credit toward graduation. For advising purposes, a note will appear on the student's transcript indicating that a course has been waived. There is no additional cost for a course to be waived.

Alternatively, the student may request that the exam score be posted to the transcript as university credit, for a fee of \$90 per credit hour. In this case, the credit applies toward the total number of credit hours required for graduation and becomes equivalent to a course taken at Lindenwood.

Notes: (1) This fee is subject to change. Please consult the fee schedule for current rates.

(2) The charge for the posting of credit for a proficiency examination is a flat rate. It may not be included in the student's full-time tuition or any other enrollment charge nor will the student be charged an overload fee.

Internal Examination

In addition to the standardized CLEP/DANTES exams described above, students may seek credit for (or waiver of) university coursework by means of taking and passing internally administered proficiency exams. Students should approach their respective departments to learn more about the proficiency exams that have been created for this purpose within their schools. As in the case of CLEP/DANTES credit, a student who passes an internally administered proficiency exam may (1) request to have the course waived, in which case no credit will be granted or (2) request credit for the exam and have the appropriate credit posted to the transcript for a fee of \$90 per credit hour. In this case, the student's cumulative grade point average is not affected because only credit (no grade) is recorded for a course completed in this manner.

Advanced Placement (AP Credit)

Lindenwood University accepts Advanced Placement (AP) credit earned in most areas of study. Students who take AP exams should request scores to be sent to the Office of Academic Services for an evaluation of credit. Credit will be awarded based on the score received (3-5) and approval of the academic school affected.

Stopping Out and Readmission

Semester Undergraduate Students

Stopping out for one semester

An undergraduate semester student may take a leave of absence (or stop out) from the University for one semester (not including the summer term). (Note that any student who takes a leave of absence during a spring semester must also submit a housing request prior to departure to ensure a housing assignment for the following fall semester.)

Students who take a leave of absence must upon their return to campus, visit the admissions office to complete a new application to the University in order to confirm accurate enrollment and reinstatement of financial aid and to be readmitted to the University as described under the Readmission section of the catalog. Students who have received indication of acceptance from the admissions office are eligible to bypass the designated enrollment day and meet directly with an academic advisor to enroll in classes.

A student who leaves Lindenwood University for no more than one semester is subject to the degree requirements outlined in the academic catalog under which the student was originally accepted to the University.

Notes: (1) Reinstatement of any Lindenwood grants that the student was awarded prior to departure from the University is not guaranteed upon the student's return.

(2) Students who are readmitted to the University after more than one year of absence will be subject to the degree requirements outlined in the academic catalog current at the time of the student's return to the University.

(3) Upon return, the student's previously earned credits in the major will be reviewed for approval by the department chair.

(4) Any course or courses that must be repeated will be taken as special topics classes, and credit and GPA for such courses will count toward graduation.

Quarter Students (Graduate or Undergraduate)

Stopping Out for One to Three Successive Quarters

A quarter student may take a leave of absence (or stop out) from a quarter program for up to three successive quarters. During such a leave, the student is not enrolled in courses at Lindenwood; however, the student remains in contact with a Lindenwood faculty advisor. A student who stops out for up to three successive quarters will not be required to complete the readmission process (described below) and may contact his or her academic advisor directly to re-enroll in courses.

Note: (1) Quarter students who re-enroll in courses after three or fewer successive terms of absence will be subject to the degree requirements outlined in the catalog that was current at the time of the student's original admission to the University.

(2) Lindenwood grants will be reinstated at the time of the student's return to the University only if the student's leave does not exceed three successive quarters.

(3) Quarter students who stop out for four or more successive quarters must be readmitted to the University as described below.

Stopping Out for Four or More Successive Quarters

A quarter student who stops out for one year (four successive quarters) or more must reapply and be readmitted to the University in order to continue a degree program. Such students must submit an application for admission to the Office of Evening and Graduate Admissions, as described below.

Note: (1) Students who stop out for four or more successive quarters will be subject to the degree requirements outlined in the academic catalog current at the time of the student's readmission to the University.

(2) Upon the return of any student after an absence of five or more years, a review of the student's previously earned credits toward the degree will be reviewed for approval by the program director.

(3) Any course or courses that must be repeated will be taken as special topics classes, and credit and GPA will count toward graduation.

Semester Graduate Students

Stopping Out for One to Three Successive Semesters

A semester graduate student may take a leave of absence (or stop out) for up to three successive semesters (not including summers). During such a leave, the student is not enrolled in courses at Lindenwood; however, the student remains in contact with a Lindenwood faculty advisor. A student who stops out for up to three successive semesters will not be required to complete the readmission process described below and may contact his or her academic advisor directly to re-enroll in courses.

Note: (1) Semester graduate students who re-enroll in courses after three or fewer successive terms of absence will be subject to the degree requirements outlined in the catalog that was

current at the time of the student's original admission to the University.

(2) Lindenwood grants will be reinstated at the time of the student's return to the University only if the student's leave does not exceed three successive semesters (not including summers).

(3) Semester graduate students who stop out for four or more successive semesters must be readmitted to the University as described below.

Stopping Out for Four or More Successive Semesters

A semester graduate student who stops out for two years (four successive semesters, not including summers) or more must reapply and be readmitted to the University in order to continue a degree program. Such students must submit an application for admission to the Office of Evening and Graduate Admissions, as described below.

Note: (1) Semester graduate students who stop out for four or more successive semesters will be subject to the degree requirements outlined in the academic catalog current at the time of the student's readmission to the University.

(2) Upon the return of any student after an absence of five or more years, a review of the student's previously earned credits toward the degree will be reviewed for approval by the school dean.

(3) Any course or courses that must be repeated will be taken as special topics classes, and credit and GPA will count toward graduation.

Readmission

Semester Undergraduate Students

Any undergraduate student who has not been enrolled in Lindenwood courses for one or more semesters and who wishes to resume his or her coursework must be readmitted to the University by submitting a new application to the Office of Undergraduate Admissions. Students who were suspended at the time of departure from the University must also submit a letter of appeal to the Lindenwood Associate Provost. Upon review of the new application, the Office of Admissions will update the student's profile in preparation for the student's return to Lindenwood. Students without prior approval for a leave of absence will then be directed to attend a scheduled enrollment day on which to enroll in courses. Students with prior approval for the leave of absence will be directed to contact their advisors to enroll in classes.

Notes: (1) Students who are readmitted after only one semester of non-approved absence are subject to the degree requirements outlined in the academic catalog under which the student was originally accepted to the University.

(2) Any student who is readmitted to the University after one year of absence or more will be subject to the degree requirements outlined in the academic catalog that is current at the time of the student's return to the University.

(3) Upon return of any student after an absence of five or more years, a review of the student's previously earned credits in the major will be reviewed for approval by the division chair or dean.

(4) Any course or courses that must be repeated will be taken as special topics classes, and credit and GPA for such courses will count toward graduation.

Students who must be readmitted to the University (as described under Readmission above) and who have received indication of acceptance from the admissions office are eligible to re-enroll in Lindenwood courses and will be enrolled in classes on a scheduled University enrollment day. (For dates of scheduled enrollment days, contact the Office of Day Admissions.) Any changes in the student's degree or major requirements between the time of the student's departure and the time of the student's return to Lindenwood will be discussed at the time of enrollment.

All Quarter Students (Graduate or Undergraduate)

Any quarter student who has not been enrolled at Lindenwood University for one year (four successive quarters) or more and who wishes to resume his or her coursework must be readmitted to the University. The student must complete a new application for admission and submit it to the Office of Evening and Graduate Admissions. Students who were suspended at the time of departure from the University must also submit a letter of appeal to the Lindenwood Associate Provost.

After review of the application (and a successful appeal of suspension, if necessary) the admissions office will update the student's profile in preparation for his or her return to the University. The student will then be directed to an academic advisor to enroll in course.

Note: Readmitted students will be subject to the degree requirements outlined in the academic catalog that is current at the time of readmission.

Semester Graduate Students

Any semester graduate student who has not been enrolled at Lindenwood University for two years (four successive semesters, not including summers) or more and who wishes to resume his or her coursework must be readmitted to the University. The student must complete a new application for admission and submit it to the Office of Evening and Graduate Admissions. Students who were suspended at the time of departure from the University must also submit a letter of appeal to the Lindenwood Associate Provost.

After review of the application (and a successful appeal of suspension, if necessary) the admissions office will update the student's profile in preparation for his or her return to the University. The student will then be directed to an appropriate academic advisor to enroll in course.

Note: Readmitted students will be subject to the degree requirements outlined in the academic catalog that is current at the time of readmission.

Preparing for Graduation

Students are responsible for tracking their own academic progress and eligibility for graduation. Specifically, in order to track the progress through a degree, each student must maintain a checklist of all requirements, including

major and minor requirements, general education requirements, free electives, number of courses completed at or above the 3000 level, and total number of credit hours completed. The academic advisor will confirm that all degree requirements have been met; however, ultimate responsibility for tracking the student's progress through a program and assuring that all degree requirements for graduation are met lies with the student. Only the Provost and the Registrar have the authority to certify that all requirements for graduation have been fulfilled and post a notification of degree completion on a student's transcript.

In addition to tracking their own progress through academic programs, students must submit an Application for Degree. The application must be signed by the student and the student's academic advisor and be submitted to the Office of Academic Services. Failure to submit an application by the appropriate deadline may postpone the posting of the student's degree.

The application deadlines are as follows:

Graduation	Application Due
March	Dec 30 of previous year
May	Dec 30 of previous year
June	Dec 30 of previous year
August	February 28 of the same year
September	March 30 of the same year
October	May 30 of the same year
December	May 30 of the same year

Graduate Degree Time Limit

A graduate student is expected to complete a graduate program within five years of the date of entry.

Academic Services

Requesting Transcripts

A request for a transcript should be made either on a Transcript Request Form or by letter to the office of academic services, including name, student ID number, dates of attendance, and current address. Normal processing time for transcripts is three days. Students may also request a transcript online by accessing the Lindenwood University website and completing the Transcript Request Form located under *Academics* on the University website. A fee of \$5 is charged for each transcript requested, \$6.75 for electronic transcripts via the student clearinghouse.

Requests for official transcripts of the academic record will not be filled until authorization has been received in writing from the individual student.

A transcript will not be issued when the student is delinquent in payment of tuition or fees, has not returned library books, or when there are other unfulfilled obligations to the university. Students will be given 30 days after a transcript request has been made to clear any outstanding balance with the Business Office. After 30

days, it will be the student's responsibility to submit a new request for transcript.

Note: All information in each student's university record is considered confidential and is issued only to authorized individuals.

Requesting Grade Reports

Grade cards are available through the student portal, as are transcripts, class schedules, and information about the business office statements and financial aid. Because grade reports are available online to all students, Lindenwood University no longer mails grade reports to students.

Students who need a copy of their grades for work reimbursement may print a copy from the student portal. If a student's workplace will not accept the printed copy, the student should submit a written request to the Dean of Academic Services (academicservices@lindenwood.edu) and a copy will be sent to the employer. The request must include the mailing address to which the report should be sent, student ID, term for which grades are requested, signature of the student making the request, and a contact telephone number. The request can be sent by fax to (636) 949-4776.

If students have any questions about their Lionmail accounts or their student portals, they can contact CAMSSupport@lindenwood.edu.

The Family Educational Rights and Privacy Act

In conformance with the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment), Lindenwood University has established a system to ensure that students have complete access to their educational records and the right to challenge information they believe to be inaccurate or misleading. Information about these procedures can be obtained from the Office of Academic Services. Unless specifically prohibited by the student, Lindenwood University may release "Directory Information" at its discretion for government-mandated reporting, news releases, and other purposes that it believes serve the student's interest. This information includes:

- Full name
- Local and home addresses
- Local and home telephone numbers
- Email address
- Date and place of birth
- Most recent educational institution attended
- Enrollment status
- Class level
- Dates of attendance
- Degrees, awards, and honors received
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Photographs

Students may withhold information from some of these disclosure requests by notifying the Office of Academic Services in writing the first week of each term. All written

requests for non-disclosure will be honored by the University for only one term; therefore, authorization to withhold student information must be filed during each term of attendance. Students have a right to voice any concerns with the U.S. Department of Education.

FERPA permits the disclosure of Personally Identifiable Information (PII) from students' education records, without consent of the student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, § 99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures.

A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student to the following individuals or entities for the following purposes:

- To other school officials, including teachers, within Lindenwood University system whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as "directory information" under § 99.37. (§ 99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of § 99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§ 99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of § 99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§ 99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

Definitions:

- A "school official" is not defined in the statute or regulations, Lindenwood University interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; board members; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.
- A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

COURSES AND PROGRAMS

Course Numbering

Courses at Lindenwood are numbered sequentially.

- 01000-09999: Preparatory coursework, with credit hours not counting toward the cumulative total number of credit hours required to earn a bachelor's degree
- 10000-19999: Introductory courses open to all students, normally not having prerequisites
- 20000-29999: Specialized courses open to all students
- 30000-39999: Advanced courses having prerequisites
- 40000-49999: Senior level courses having prerequisites
- 50000-79999: Master's, Thesis, EdS, or EdD courses
- 80000-99999: Doctoral level courses and graduate workshops

Course Offering Frequency

The schedule of course offerings is dependent on student enrollment and availability of qualified instructors. The University reserves the right to cancel any course when enrollment is below minimum requirements or a qualified instructor is not available.

Course Types

Special Topics Courses

Special topics courses, listed alphabetically according to department prefix (indicated here by "XXX"), are followed by a course number, as follows: XXX 09000-09999, XXX 19000-19999, XXX 29000-29999, XXX 39000-39999, XXX 49000-49999, XXX 59000-59999, XXX 69000-69999. These courses are offered to cover special topics within a school or department. Special topics courses may be worth one to six credit hours and may be repeated, in some cases. Departments may designate specific course numbers for special topics courses if the courses meet general education or major requirements.

Online Courses

In an online course, 100 percent of course instruction is delivered using an online learning management system platform. There is no time spent in a physical classroom. In some cases, students may meet for an introductory and/or summary meeting; however, these meetings are not mandatory.

Students enrolled in online classes will be expected to participate in the class academically. Attendance for this method of instruction is defined as submitting an academic assignment, taking an exam, participating in an online discussion about academic matters, or initiating contact with a faculty member to ask a question about the academic subject studied in the course. Simply logging

into an online class without active participation does not constitute academic attendance.

Semester undergraduate students are limited to taking two online classes per semester, except for those students enrolled in the Early Access MBA program or any program offered entirely online.

Hybrid Courses

A hybrid course is a method of instruction in which 75 percent or more of the course is taught using a learning management system platform. Time in the classroom is reduced but not eliminated.

Semi-Hybrid Courses

A semi-hybrid course is a method of instruction in which less than 75 percent of the course is taught using a learning management system platform. Time in the classroom is reduced but not eliminated.

Independent Study

An independent study is an innovative, nonstandard class involving independent research/study on the part of the student under the guidance of an instructor. The contact time requirement for an independent study is one documented contact hour every two weeks. It is strongly recommended that undergraduate students who are granted independent studies have at least a 2.5 cumulative GPA. Graduate students should have at least a 3.0 cumulative GPA to qualify for an independent study course. Independent study courses cannot be used to meet an undergraduate general education requirement.

To enroll in an independent study course, the Independent Study Proposal form must be completed, signed, and returned to the Registrar's office no later than the third week of the term in which the work is to be done. An add/drop/enrollment form and a 1-2 page course outline prepared by the student after consultation with the instructor must be attached.

Tutorial

A tutorial is a class listed in the catalog taught to a student on an individual basis. The content of the course is the same as the material taught in the regular class. The contact time requirement for a tutorial is one documented contact hour per week during which the subject matter will be discussed and student progress evaluated. Only instructors who have previously taught the class in the regular session will be approved to teach a tutorial unless permission is granted by the dean (St. Charles campus) or Campus Provost (Belleville). Only students with a true need will be considered for a tutorial, and it is up to the academic school/division, instructor, and Campus Provost (Belleville only) whether to grant a tutorial. It is strongly recommended that undergraduate students who are granted tutorials have at least a 2.5 cumulative GPA. Graduate students should have at least a 3.0 cumulative GPA to qualify for a tutorial course.

To enroll in a tutorial course, the Tutorial Proposal form must be completed, signed, and returned to the Registrar's Office no later than the third week of the term in which the work is to be done. An add/drop/enrollment form and a syllabus must be attached.

Internships

Internships are available in many areas of study and provide the opportunity for students to obtain academic credit through an out-of-classroom work experience. Academic school's/divisions' standards vary by program. Students interested in applying for internships should contact their faculty advisor for additional information. Internships are billed at the current tuition rate per credit hour. Internships are graded on a pass/fail basis.

Standards vary by program. Internships earn between one and three credit hours. Some degree programs may necessitate additional field work and written documentation. Students, however, must meet the minimum standards set forth in this policy to be awarded credit for the internship.

The School of Accelerated Degree Programs requires a minimum of 50 hours of field work for each credit hour in an internship. Additional internship requirements include a term paper of at least five pages for each credit hour, a daily or weekly journal that records activities and assignments during the internship, and a written performance evaluation completed by the internship work supervisor. A final draft of the term paper must be submitted to the faculty advisor and the internship supervisor. The program director may require an alternative to the journal. The faculty advisor and student will create goals and objectives for the internship.

Consortium Programs

Lindenwood University belongs to a consortium of colleges and universities in the Greater St. Louis area. The consortium includes Fontbonne University, Maryville University, Missouri Baptist University, and Webster University. Full-time traditional undergraduate Lindenwood students may enroll in courses offered at colleges and universities in the consortium and count those hours as part of their Lindenwood degree programs. Students must be enrolled full-time at Lindenwood University during the same term of enrollment at colleges and universities in the consortium. No additional tuition cost is involved for combined enrollments between 12 and 18 hours. Lab fees will be charged at the host university.

Study Abroad

Lindenwood University recognizes the value that studying abroad brings to a student's education and encourages students to take advantage of study abroad opportunities. The student has the following study abroad options:

- Faculty-led courses for short-term study abroad, such as courses offered during Spring Break or the summer sessions.
- One of the established LU semester abroad programs.

- An established program supervised by another American college or university, with academic credits being transferred back Lindenwood.
- Independent study (either under the direction of a member of the Lindenwood faculty or by a host institution) that has been recognized by the sponsoring member of the Lindenwood faculty. A student who embarks on such study will need to send his or her transcript through World Education Services (WES) for evaluation before the credits can be accepted by LU.

The student must meet the following requirements to be eligible for a study abroad program:

- Be in good academic, social, and financial standing with the University, with a minimum GPA of 2.0.
- Either have facility in the spoken language of the country to which he or she is going or be planning to study the language as a part of the approved study abroad coursework, if this is required for the program.
- Meet course- or program-specific prerequisites.

All responsibility for travel, finances, application for admission to a foreign institution (where applicable), and the making of any other necessary arrangements rests with the student. For some programs, a student's enrollment in a program of study abroad is considered enrollment at the home institution for the purposes of applying for assistance under the Title IV programs. Students should consult the director of financial aid for additional information. Any student planning to take a course from any institution other than Lindenwood should complete a Prior Approval form before leaving. This will guarantee that the credit will be accepted by LU.

Any study abroad coursework must be approved by the department at Lindenwood that will recommend credit. The academic advisor will help the student make appropriate course choices. Final approval of the program and the credit to be granted after completion of the study abroad period rests with the Dean of Academic Services, who acts on the recommendation of the director of the program. Questions about student study abroad opportunities may be directed to the Director of Study Abroad.

Note: In order to participate in study abroad programs, students must be degree-seeking students at Lindenwood University. Specific programs may have additional requirements. Deadlines for application vary according to the program, and it is the responsibility of the student to be informed as to those deadlines.

ROTC Cross-Enrollment

For information regarding ROTC cross-enrollment and simultaneous membership, see U.S. Air Force ROTC (AES) Aerospace Studies in the course descriptions section of this catalog.

National Outdoor Leadership School Semester

Lindenwood University has an affiliate agreement with the National Outdoor Leadership School (NOLS). This agreement allows students to participate in a semester-long NOLS course and receive 12-15 credits through the Department of Physical Education, Health, and Recreation. Students enrolled in a NOLS semester are charged a reduced tuition rate allowing all remaining financial aid to help pay for the NOLS course. NOLS courses are offered throughout the United States and in many locations around the world. Contact the Department of Physical Education, Health, and Recreation for more information.

UNDERGRADUATE PROGRAMS

Undergraduate Semester Academic Calendar

Fall Semester 2016

New international student orientation and check-in	August 15
Faculty workshops	August 15 – 19
Freshman and transfer residential student check-in	August 17
New student orientation	August 17 – 21
Fall returning residential student check-in	August 21
Last day for in-season athletes to add/drop via student portal	August 21
Classes begin	August 22
Last day to register for or add classes or choose audit	August 26
Fall Convocation, 2:30 p.m.	August 30
Labor Day holiday—no classes held	September 5
First day to request room change for fall 2016 term	September 6
4-week grades due, noon	September 19
Late start classes begin	October 3
Last day to register for late start classes	Before 3rd class
Last day to register for online late start classes	Seven days after class begins
Midterm grades due, 5 p.m.	October 10
Fall Break	October 10 – 11
Homecoming and family weekend	October 21 - 23
Spring semester registration for active honors students	October 28
Last date to withdraw with “W”	October 28
Midterm grades due for late start classes that began Oct 3, 5 p.m.	October 31
Spring semester registration for seniors	October 31
Spring semester registration for juniors	November 1
Spring semester registration for sophomores	November 3
Spring semester registration for freshmen	November 4
Last day to request a room change for spring 2017 term	November 10
Thanksgiving holiday—no classes held	November 23 –27
Last day of classes	December 2
Final exams	December 5 – 9
Deadline for making up Incomplete grades from spring 2016	December 9
Lindenwood residential semester student housing closes, 12 p.m.	December 10
Belleville campus commencement ceremony, 2 p.m.	December 11
Final grades due, 5 p.m.	December 13
Deadline to apply for March/May/June graduation	December 30

Fall Half-Semesters 2016

First Half-Semester, Aug. 22 – Oct. 14	
Classes begin	August 22
Mid-term grades due, noon	September 19
Last day to withdraw with "W"	September 23
Final grades due, 5 p.m.	October 18

Second Half-Semester, Oct. 17 – Dec. 9	
Classes begin	October 17
Mid-term grades due, noon	November 14
Last day to withdraw with "W"	November 18
Final grades due, 5 p.m.	December 13

Spring Semester 2017

New international student orientation and check-in	January 2
Freshman and transfer student check-in	January 4
Spring residential student check-in	January 8
Last day for in-season athletes to add/drop via student portal	January 8
Classes begin	January 9
Last day to register for or add classes or choose audit	January 13
Martin Luther King Jr. Day-no classes held	January 16
Registration to “Keep Same Room” for fall via student portal	February 1 - 28
Four-week grades due, noon	February 6
Late start classes begin	February 20
Deadline to apply for August graduation	February 28
Last day to register for late start classes	Before 3rd class
Last day to register for online late start classes	Seven days after class begins
Midterm grades due, noon	February 28
Spring Break	March 13 - March 19
Fall semester registration for active honors and online students	March 24
Last day to withdraw with "W"	March 24
Midterm grades due for Late Start classes that began Feb. 20, 5 p.m.	March 27
Fall registration and housing sign-up for seniors	March 27
Fall registration and housing sign-up for juniors	March 28
Deadline to apply for September graduation	March 30
Fall registration and housing sign-up for sophomores	March 30
Fall registration and housing sign-up for freshmen	March 31
Good Friday—no classes held	April 14
Deadline to apply for summer 2017 residential program	April 16
Last day of classes	April 28
Final exams	May 1 – 5
Honors convocation, 5 p.m.	May 4
Deadline for making up Incomplete grades from fall 2016	May 5
Lindenwood residential housing closes, 12 p.m.	May 6
Belleville campus graduate commencement ceremony, 10 a.m.	May 7
Belleville campus undergraduate commencement ceremony, 2 p.m.	May 7
Final grades due, 5 p.m.	May 9
Deadline to apply for October/December graduation	May 30

Spring Half Semesters 2017

First Half-Semester, January 9 – March 5	
Classes begin	January 9
Mid-term grades due, noon	February 2
Last day to withdraw with "W"	February 7
Final grades due, 5 p.m.	March 7

Second Half-Semester, March 6 – May 9	
Classes begin	March 6
Mid-term grades due, noon	April 3
Last day to withdraw with "W"	April 7
Final grades due, 5 p.m.	May 9

Proficient Graduates

Success

Lindenwood University has an excellent placement rate for its graduates because it educates the whole person. A degree from Lindenwood means that its holder is adept at reading, writing, speaking, and problem-solving—all the traits by which society judges a person's education level and general competence.

Liberal Arts Education

The university's General Education (GE) program assures that every Lindenwood graduate has been exposed to the essential knowledge amassed by humankind across the ages and has acquired the basic thinking and communication skills needed for both adapting to and shaping the world. Lindenwood's broad-based curriculum in the arts and sciences produces free men and women—enlightened, self-determining, productive citizens of a democracy.

Academic Requirements

Lindenwood University-Belleville offers academic courses of study at the undergraduate level leading to a Bachelor of Arts, Bachelor of Fine Arts, and Bachelor of Science. Specific degree requirements are listed in the sections of the catalog that describe each degree program.

Areas of Study

The major is defined as a student's principal subject or the course of study in which the student intends to earn a bachelor's degree. A minor is defined as a student's secondary subject or course of study. A track is a predetermined course of study as outlined by a student's program major or minor. An emphasis is an additional set of courses or a course of study that is focused on one area of a major or minor.

Bachelor's Degree Requirements

The requirements for a bachelor's degree are as follows:

- Successful completion of a minimum of 120 credit hours (not including preparatory coursework, numbered 01000-09999), at least 42 of which must be earned in upper division courses numbered 30000 or above.
- Successful completion of the requirements for one of the undergraduate majors offered by the University, at least 50 percent of which must be taken within the Lindenwood University system.
- A minimum cumulative grade point average of 2.0 for all courses taken within the Lindenwood University system, as well as a minimum cumulative grade point average of 2.0 for all courses satisfying the student's major, minor, emphasis, or track, with at least 50 percent of the credits earned for the major, minor, emphasis, or track being earned within the Lindenwood University system. Overall cumulative GPA is a continuous representation of grades received

for all courses taken within the Lindenwood University system.

- Successful completion within the Lindenwood University system of the last 24 credits leading to a degree.
- Successful completion of all general education (GE) course requirements for a bachelor's degree, including grades of C or higher in ENG 15000/EPP 15000 and ENG 17000 (whether taken at Lindenwood or accepted in transfer).
- Successful completion of the Writing Proficiency Assessment or ENG 21000 Writing Proficiency Lab.

Note: (1) In addition to the requirements listed above, traditional undergraduate students who are first-time freshmen or transfer students with fewer than 24 credit hours of transferable credit who have not successfully completed a freshmen seminar course must enroll in and complete LUL 10100 or LUL 10101 Freshman Experience in their first semester at the University. Online freshman must complete LUL 11000 during their first semester of enrollment.

(2) A transfer student must complete a minimum of 50 percent of all courses required for his or her major, minor, emphasis, and track at Lindenwood University-Belleville, but a department or division may require a higher minimum number of hours to be taken at Lindenwood University-Belleville in the major, minor, emphasis or track area to earn a degree.

Placement Exam Requirements

Writing Placement Examination (WPE)

Incoming first-year students are required to take the Writing Placement Examination (WPE) during the enrollment process for placement into the Lindenwood University composition sequence. This assessment determines which course in the composition sequence will best serve the student.

Students who transfer to Lindenwood University with a grade of C or better in ENG 15000 or equivalent are placed into ENG 17000, upon completion of which the students take the Writing Proficiency Assessment (WPA). Students who transfer with a grade of C or better in ENG 15000 or equivalent and ENG 17000 or equivalent are required to pass the Writing Proficiency Assessment (WPA), described below.

English Placement Test for International Students

Non-native English speaking students will take an English language placement exam. The student's exam score will determine whether the student must enroll in college level English language courses in conjunction with or prior to degree program classes. Note that students whose English placement test results indicate a level of English language proficiency below the level necessary for placement into college level courses will be placed into courses within the University's English as a Second Language (ESL) Program, where they will receive preparatory, pre-college English language instruction.

Only after receiving an English language exam score will a student receive a class schedule. Note that students

arriving after the language placement exam has been administered must arrange to take the exam through the English Department before enrolling in classes. For more information regarding the English Placement Exam, please refer to the Department of English Preparedness section of this catalog.

Mathematics Placement Exam

Lindenwood University requires all students to complete a mathematics placement exam prior to enrolling in any mathematics course higher than MTH 11000 Intermediate Algebra. The only students exempt from this requirement are those who have already satisfied the necessary course requirements or prerequisites through transfer credit. There are two levels of math placement exam: the general education level and the Algebra-Calculus level. (Students will be advised which math placement exam to take depending on their intended course of study). The general education level math placement exam is administered to all students seeking to enroll in any general education mathematics course below MTH 15100 College Algebra. The Algebra-Calculus level math placement exam includes three possible exam options: the College Algebra exam, the Pre-calculus exam, or the Calculus exam. The appropriate exam is administered to students who wish to enroll in any mathematics course between MTH 15100 College Algebra and MTH 27100 Calculus.

All incoming Lindenwood students can access information about their mathematics placement exam through Canvas. Please note that students must use their Lionmail credentials to log into Canvas. The Lindenwood Department of Information Technology webpage provides more information about how to access your Lionmail account. Once the student completes the exam, it is graded and the student is informed of the exam results. The score of the math placement exam determines whether the student will be required to enroll in a mathematics preparatory course before progressing on to the mathematics course(s) required by the chosen degree program. An entry indicating the placement level will be made on the student’s transcript.

Writing Proficiency Assessment (WPA)

Upon the successful completion of both ENG/EPP 15000 Strategies for University Writing and ENG 17000 Research and Argumentation, all students are required to take the Writing Proficiency Assessment (WPA). Note that this assessment is required whether ENG/EPP 15000 and ENG 17000 or their equivalents were taken at Lindenwood University or transferred from another institution.

A student who does not pass the Writing Proficiency Assessment is required to take an additional writing course, ENG 21000 Writing Proficiency Lab, prior to graduation so as to sharpen competencies in grammar, punctuation, and syntax. Many academic programs at LU also use this assessment as a prerequisite for enrolling in 30000- and 40000-level courses. The student should check with the degree advisor as to when the Writing

Proficiency Assessment requirement should be completed.

General Education (GE) Program

The General Education (GE) Program forms the foundation on which the specialized studies of the major are based, as general education studies introduce the student to some of the key issues, concepts, and perspectives of the disciplines of humanities, social sciences, natural sciences, and quantitative thought and are intended to help students develop analytical, organizational, oral, writing, interpersonal, and research skills.

The GE program is designed to ensure the following student learning outcomes:

- SLO #1: Students will be aware of global history and diversity.
- SLO #2: Students will develop a sense of responsible citizenship.
- SLO #3: Students will communicate effectively.
- SLO #4: Students should be able to draw from a variety of disciplines to arrive at coherent, educated opinions.
- SLO #5: Students will think critically and analytically.
- SLO #6: Students will effectively engage in creative thinking.

The tables below summarize the general education requirements for the completion of bachelor’s degrees at Lindenwood. The requirements listed in the tables have been approved by the University; however, before completing the GE requirements, students must compare the requirements listed below against the particular GE requirements of their respective schools or departments, as some programs require a particular course for the completion of the general education requirements, and other schools or departments have narrowed the list of GE-approved courses within specific majors. Please check the catalog for major-specific direction regarding general education requirements. Unless otherwise specified, students will complete the GE requirements outlined in each section.

BACHELOR OF ARTS AND BACHELOR OF FINE ARTS

English	Required: ENG 15000 (GE-Eng) /EPP 15000 (GE-Eng) and ENG 17000 (GE-Eng)
Communications	Select: one Communications course (GE-Comm)
Literature	Select: two English Literature courses (GE-Lit)
Philosophy or Religion	Select: one Philosophy or Religion course (GE-Phl-Rel)
Fine Arts	Select: one Fine Arts course (GE-FineArt)
American	Select: one (GE-AmGovHis)

Government or American History	American Government or History course
World History	Select: one (GE-WHis)
Culture and Civilization	Select: two Cross-Cultural courses (GE-CrsClt) or two courses of the same Foreign Language* (GE-ForLang)
Social Sciences	Select: two Social Sciences courses (GE-SocSci) from different disciplines
Mathematics	Select: one Mathematics course (GE-Math)
Natural Sciences	Select: two Natural Science courses (GE-BioSci, GE-EarthSci, or GE-PhysSci) from two different science disciplines, one of which must include a lab (GE-BioSciLab), (GE-EarthSciLab), or (GE-PhysSciLab).

**Non-native speakers of that language only*

Some general education courses meet more than one type of general education requirement. For example, (GE-Fine Art/CrsClt), indicating that it meets either the fine art or the cross-cultural requirement. However, the course cannot be used to satisfy both requirements simultaneously.

In contrast, if a GE course and a course required for one's major can be met by one course, that course may be used to satisfy both the GE requirement and the major requirement.

Note: Although two requirements are fulfilled in this instance, the total number of credits earned is still three, as only one course was taken.

Notes (GE-Eng): (1) In order to satisfy the GE-ENG requirement, students must earn a C in both ENG 15000/EPP 15000 Strategies for University Writing and ENG 17000 Research and Argumentation. This requirement applies also to students who have transferred their English composition courses into Lindenwood University.

(2) Upon completion of ENG 17000, students are required to successfully complete the Writing Proficiency Assessment. If students do not pass the assessment, they are required to successfully complete the Writing Proficiency Lab (ENG 21000) prior to graduation. Transfer students are also required to meet this requirement. It is strongly recommended that students complete the writing assessment immediately following the semester in which they complete ENG 17000.

Notes (GE-CrsClt): (1) If foreign language courses are selected, the student must choose two courses of the same foreign languages with a GE-ForLang designation in order to meet the requirement. However, foreign language GE-CrsClt courses can be combined with other GE-CrsClt courses in other departments to meet the cross cultural requirement.

(2) Native speakers of a foreign language may not satisfy the Culture and Civilization GE requirement by taking courses designated as GE-ForLang if taught in their first language.

However, they may satisfy this requirement by taking courses designated as GE-CrsClt even if offered in their first language.

(3) The GE-ForLang courses include elementary, intermediate, conversation and composition, and advanced oral expression and grammar courses.

BACHELOR OF SCIENCE

English	Required: ENG 15000 (GE-Eng) /EPP 15000 (GE-Eng) and ENG 17000 (GE-Eng)
Communications	Select: one Communications course (GE-Comm)
Literature	Select: two English Literature courses (GE-Lit)
Philosophy or Religion	Select: one Philosophy or Religion course (GE-Phl-Rel)
Fine Arts	Select: one Fine Arts course (GE-Fine Art)
American Government or American History	Select: one (GE-AmGovHis) American Government or History course
World History	Required: one (GE-WHis)
Social Sciences	Select: two Social Sciences courses (GE-SocSci) from different disciplines
Mathematics	Select: two Mathematics courses (GE-Math)
Natural Sciences	Select: two Natural Science courses (GE-BioSci, GE-EarthSci, or GE-PhysSci) from two different science disciplines, one of which must include a lab (GE-BioSciLab), (GE-EarthSciLab), or (GE-PhysSciLab)
Mathematics or Natural Sciences	Select: one additional Mathematics or Natural Science course based on the graduation requirements of the individual school from which the degree is being earned.

Notes (GE-Eng): (1) In order to satisfy the GE-ENG requirement, students must earn a C in both ENG 15000/EPP 15000 Strategies for University Writing and ENG 17000 Research and Argumentation. This requirement applies also to students who have transferred their English composition courses into Lindenwood University.

(2) Upon completion of ENG 17000, students are required to successfully complete the Writing Proficiency Assessment. If students do not pass the assessment, they are required to successfully complete the Writing Proficiency Lab (ENG 21000) prior to graduation. Transfer students are also required to meet this requirement. It is strongly recommended that students complete the writing assessment immediately following the semester in which they complete ENG 17000.

Division of Business and Entrepreneurship

Mission Statement

Set forth below, the mission of the ACBSP (www.acbsp.org) accredited Division of Business and Entrepreneurship complements and expands upon the Lindenwood University mission statement. In furtherance of the University's mission, the Division of Business and Entrepreneurship is committed to

- Providing a comprehensive core curriculum of business subjects.
- Instilling a strong and enduring sense of ethical business practices.
- Providing theoretical tools and analytical skills for lifelong use.
- Developing the student's communication and presentation skills.
- Offering major fields of study to equip students for specialized careers.
- Providing opportunities to supplement classroom education with real world experience.
- Expanding the student's geographical and cultural horizons for success in an increasingly global economy.
- Instilling the entrepreneurial model as an essential component of American free enterprise.
- Fostering the scholarship of teaching, application, integration, and discovery among its students and faculty, as appropriate.

Graduate Outcomes

The Division of Business and Entrepreneurship provides instruction, knowledge, and experience in an environment that encourages students to develop motivation and the ethical standards essential to becoming citizens in the global business community. The Lindenwood University-Bellefonte Division of Business and Entrepreneurship expects that its graduates should

- Have the contemporary business competencies of their chosen discipline and the aptitude required for life-long learning and personal development.
- Have the technical, human, and conceptual skills that would contribute to critical analysis, problem solving, operational recommendations, and continuous improvement of dynamic and changing organizations and the ability to professionally communicate those recommendations and improvements.
- Demonstrate the entrepreneurial spirit of being enterprising, resourceful, and productive in their professional lives.
- Be able to act and build upon the foundation of their coursework for the furtherance of their professional careers.

Degrees Offered

- Accounting
- Business Administration
- Business Administration with emphasis
- Finance
- Human Resource Management
- Marketing
- Sport Management

Business Administration with an Emphasis

Students pursuing a Bachelor of Arts in Business Administration may also opt to pursue an additional area of emphasis. An emphasis is earned when 12 credit hours of the student's elective coursework (out of the 21 elective credit hours required for a degree in business administration) are completed from within a single business discipline. Emphases are offered in the following business areas:

Accounting
Finance
Human Resource Management
Management
Marketing
Sport Management

Minors for Business Majors

Students of business degrees may pursue a minor beyond their first business major. A minor is earned when the student has completed an additional 12-15 credit hours of coursework in the minor area (as dictated per minor) in addition to completing all degree requirements for the student's first major. Note that each required major course will satisfy the requirements for only one of the student's majors, minors, or emphasis areas. Minors for business students may be earned in one of the following business areas:

Accounting
Finance
Human Resource Management
Marketing
Sport Management

Minors for Non-Business Majors

Students pursuing undergraduate majors in fields other than those offered by the Division of Business and Entrepreneurship may declare a minor in one of the following business areas by completing 21-30 credit hours of coursework (as dictated per minor) in one of the following business areas:

Accounting
Business Administration
Finance
Human Resource Management
Marketing
Sport Management

Selecting a Double Major

Students may pursue a major beyond their first business major. A second major is earned when the student has

completed (in addition to the core business courses) all required major courses and elective major courses for the second major. Note that each required major course and elective major course the student completes will satisfy the requirements for only one of the student’s declared majors.

Early Access to Graduate Programs

Full time students in the Division of Business and Entrepreneurship maintaining an undergraduate GPA of 3.0 or higher may take up to nine credit hours at the graduate level during their senior year, taking no more than six graduate credit hours concurrently. Such graduate credit hours will count toward a graduate degree and not toward the bachelor’s degree. Students in the early access program must maintain a G.P.A. of 3.0 or higher in all graduate level courses.

Graduate business courses are offered in a five-term format through the Plaster School of Business and Entrepreneurship at Lindenwood University-St. Charles. For more information please see the Lindenwood University-St. Charles graduate program catalog.

Note: Any student whose enrollment exceeds 18 credit hours per semester (including both graduate and undergraduate courses) will be subject to the University overload fee.

Degree and Major Requirements

To earn a Bachelor of Arts in any business discipline, students must complete the following requirements:

- GE business courses (9 credit hours, required for all majors).
- Core business courses (39 credit hours, required for all majors).
- Required major courses (credit hours vary by major).
- Elective major courses (credit hours vary by major; courses are selected from among a list of courses available in the major*).

** Elective courses at or above the 30000 level may require prerequisites.*

GENERAL EDUCATION BUSINESS REQUIREMENTS

9 credit hours

To earn a degree in a business discipline, students must complete, with a grade of C or better, nine credit hours of coursework towards the general education requirements.

General Education Requirements for a Bachelor of Arts in Business		
Requirement	Course	Enrollment Eligibility Requirements
Complete the following (GE-SocSci) course:	ECON 23020	N/A

Select either of the	MTH 14100	MTH 14100:
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following (GE-Math) courses:	or MTH 24100	General Education Math Placement Exam; MTH 24100: Precalculus Placement Exam
Select one of the following (GE-Math) courses:	MTH 14200	General Education Math Placement Exam
	MTH 15100	College Algebra Placement Exam
	MTH 15200, MTH 17300, MTH 17500	Precalculus Placement Exam
	MTH 27100, MTH 27200	Calculus Placement Exam

The following guidelines describe the courses and placement exams required for completion of the MTH component of the general education requirements for a business degree.

1. All incoming business students will take the General Education Math Placement Exam upon arrival. Students with passing scores may enroll directly in MTH 14100 Basic Statistics, a required course for all business students.
2. Students seeking placement into MTH 15100 College Algebra should enroll in MTH 14100 during their first term and take the College Algebra Placement Exam during that term to determine eligibility for placement in MTH 15100 College Algebra.
3. Students seeking placement into MTH 15200 Precalculus, MTH 17300 Survey of Calculus, MTH 17500 Business Calculus, or MTH 24100 Statistics for Natural Sciences must pass the Precalculus Placement Exam; students seeking placement into MTH 27100 Calculus I must pass the Calculus Placement Exam. (Note that MTH 17500 has MTH 15100 College Algebra as a prerequisite. Placing into MTH 17500 without College Algebra credit is only possible for those students who had calculus in high school. Such students should take the Precalculus Placement Exam to determine eligibility for MTH 17500 Business Calculus and Applications.)
4. The DBE recommends that students enroll in MTH 27100 Calculus I if they pass the Calculus Placement Exam, in MTH 17500 Business Calculus and Applications if they pass the Precalculus Placement Exam, and in MTH 15100 College Algebra if they pass the College Algebra Placement Exam.

Note: University general education requirements for students pursuing a BA also include two cross cultural GE courses, and the requirements for business students pursuing a BS include two science GE courses and three mathematics courses. Refer to the general education requirements section of this catalog for more information.

CORE BUSINESS REQUIREMENTS

39 credit hours

Requirements

ACCT 21010	Principles of Financial Accounting
ACCT 21011	Principles of Managerial Accounting
ECON 23030	Principles of Macroeconomics
FIN 32000	Principles of Finance
INTL 38000	Global Business and Society
MGMT 16022	Introduction to Business and Free Enterprise
MGMT 26032	Principles of Management
MGMT 26061	Business Law I
MGMT 36033	Business Analytics I
MGMT 46082	Management Policy
MIS 24000	Introduction to Information Systems
MRKT 35010	Principles of Marketing

MGMT 16022 Introduction to Business and Free Enterprise is waived if the student has nine or more credit hours in business coursework when entering the program.

MGMT 46082 is the capstone course, which is to be taken during the student's last semester of the business program. Note that students pursuing a BA in Sport Management will not take MGMT 46082. Sport Management students will fulfill the capstone requirement with SPMGT 47080.

Students pursuing the Bachelor of Arts in Business Administration online may complete all core business courses listed above online.

Plus one of the HRM courses below:

HRM 36510	Human Resource Management
MGMT 36050	Organizational Behavior

Students pursuing a Bachelor of Arts in Human Resource Management will take both of these courses.

ACCOUNTING, BA

75-77 credit hours

Requirements

A degree in accounting requires the completion of the core business and GE business courses (48-54 credit hours), plus seven major courses (21 credit hours), listed below:

ACCT 31012	Accounting Cycle Analyses
ACCT 31020	Financial Accounting and Reporting I
ACCT 31021	Financial Accounting and Reporting II
ACCT 31040	Accounting Information Systems
ACCT 41030	Introduction to Cost Accounting
ACCT 41050	Income Tax
ACCT 41080	Auditing

Two elective major courses (6 credit hours) selected from the following options:

ACCT 31041	Excel for Accounting
ACCT 39000-39999	Special Topics in Accounting
ACCT 41055	Income Tax-Corporate

ACCT 41060	Governmental and Nonprofit Accounting
ACCT 41065	Introduction to International Accounting
ACCT 41070	Financial Statement Analysis
ACCT 41095	Internship
ACCT 49000-49999	Special Topics in Accounting
MGMT 36062	Business Law II
MGMT 46033	Business Analytics II

ACCOUNTING MINOR

30 credit hours

Requirements

Students interested in pursuing a minor in accounting must complete the following courses:

ACCT 21010	Principles of Financial Accounting
ACCT 21011	Principles of Managerial Accounting
ACCT 31012	Accounting Cycle Analyses
ACCT 31020	Financial Accounting and Reporting I
ACCT 31040	Accounting Information Systems
ACCT 41050	Income Tax
ECON 23020	Principles of Microeconomics
MIS 24000	Introduction to Information Systems
MTH 14100	Basic Statistics
	or
MTH 24100	Statistics for Natural Science

Students must also complete either:

ACCT 31021	Financial Accounting and Reporting II
	or
ACCT 41030	Introduction to Cost Accounting

ACCOUNTING EMPHASIS

12 credit hours

Requirements

Students pursuing a Bachelor of Arts in Business Administration may earn an emphasis in accounting by completing 12 of their 21 credit hours of elective coursework in accounting. Emphasis area courses may be selected from among the following options:

ACCT 31012	Accounting Cycle Analyses
ACCT 31020	Financial Accounting and Reporting I
ACCT 31021	Financial Accounting and Reporting II
ACCT 31040	Accounting Information Systems
ACCT 41030	Introduction to Cost Accounting
ACCT 41050	Income Tax
ACCT 41060	Governmental and Nonprofit Accounting
ACCT 41070	Financial Statement Analysis
ACCT 41080	Auditing

BUSINESS ADMINISTRATION, BA*72 credit hours***Requirements**

A degree in business administration requires the completion of the core business and GE business courses (48 credit hours), plus one required course:

MGMT 36043 Principles of Operations Management

Plus seven elective major courses (21 credit hours) selected from any business course at or above the 30000 level, including no more than one Special Topics and/or Internship course. Students pursuing an emphasis area will complete 12 credit hours of elective coursework from within one business discipline.

BUSINESS ADMINISTRATION MINOR*24 credit hours***Requirements**

Students from majors outside of the Division of Business and Entrepreneurship may earn a minor in business administration by completing the following courses:

ACCT 21010	Principles of Financial Accounting
ECON 23020	Principles of Microeconomics
FIN 32000	Principles of Finance
HRM 36510	Human Resource Management
MGMT 26032	Principles of Management
MGMT 36043	Principles of Operations Management
MRKT 35010	Principles of Marketing
MTH 14100	Basic Statistics
	or
MTH 24100	Statistics for Natural Science

Note that prerequisite coursework may be required prior to enrollment in minor courses.

FINANCE, BA*72 credit hours***Requirements**

A degree in finance requires the completion of the core business and GE business courses (48 credit hours), plus six required major courses (18 credit hours):

ENTR 47510	Financing Business Ventures
FIN 32010	Corporate Finance I
FIN 32020	Investments I
FIN 32050	Financial Institutions and Markets
FIN 42080	Seminar in Finance
INTL 48020	International Finance

Two elective major courses (6 credit hours) selected from the following options:

ACCT 31012	Accounting Cycle Analyses
ACCT 31020	Financial Accounting and Reporting I
ACCT 31021	Financial Accounting and Reporting II
ACCT 41050	Income Tax
ACCT 41070	Financial Statement Analysis

ECON 33025	Money and Banking
FIN 32030	Consumer Finance
FIN 32035	Retirement Planning
FIN 32036	Estate Planning
FIN 32040	Risk and Insurance
FIN 39000-39999	Special Topics in Finance
FIN 42010	Corporate Finance II
FIN 42020	Investments II
FIN 42095	Internship
FIN 49000-49999	Special Topics in Finance

FINANCE MINOR*27 credit hours***Requirements**

Students interested in pursuing a minor in finance must complete the following courses:

ACCT 21010	Principles of Financial Accounting
ECON 23020	Principles of Microeconomics
ECON 23030	Principles of Macroeconomics
FIN 32000	Principles of Finance
FIN 32010	Corporate Finance I
FIN 32020	Investments I
FIN 32050	Financial Institutions and Markets
MTH 14100	Basic Statistics

Students must also complete either:

ENTR 47510	Financing Business Ventures
	or
INTL 48020	International Finance

FINANCE EMPHASIS*12 credit hours***Requirements**

Students pursuing a Bachelor of Arts in Business Administration may earn an emphasis in finance by completing 12 of their 21 credit hours of elective coursework in finance. Emphasis area courses may be selected from among the following options:

FIN 32010	Corporate Finance I
FIN 32020	Investments I
FIN 32030	Consumer Finance
FIN 32040	Risk and Insurance
FIN 32050	Financial Institutions and Markets
FIN 42010	Corporate Finance II
FIN 42020	Investments II
FIN 42080	Seminar in Finance
INTL 48020	International Finance

HUMAN RESOURCE MANAGEMENT, BA

72 credit hours

Requirements

A degree in human resource management requires the completion of the core business and GE business courses (45 credit hours), plus seven required major courses (21 credit hours):

MGMT 36050	Organizational Behavior
HRM 36510	Human Resource Management
HRM 36520	Labor Relations
HRM 36530	Employee Training and Development
HRM 36540	Employment Law
HRM 36550	Compensation and Benefits
HRM 46599	Human Resource Management Capstone

Two elective major courses (6 credit hours), selected from any business course at or above the 30000 level, including not more than one course from among the following options:

HRM 39000-39999	Special Topics in Human Resource Management
HRM 49000-49999	Special Topics in Human Resource Management
HRM 46595	Internship

HUMAN RESOURCE MANAGEMENT MINOR

27 credit hours

Requirements

Students interested in pursuing a minor in human resource management must complete the following courses:

ECON 23020	Principles of Microeconomics
MGMT 36050	Organizational Behavior
HRM 36510	Human Resource Management
HRM 36530	Employee Training and Development
HRM 36540	Employment Law
MIS 24000	Introduction to Information Systems
MGMT 26032	Principles of Management
MTH 14100	Basic Statistics
	or
MTH 24100	Statistics for Natural Science

Students must also complete one of the following courses:

HRM 36520	Labor Relations
HRM 36550	Compensation and Benefits
HRM 39000-39999	Special Topics in Human Resource Management
HRM 49000-49999	Special Topics in Human Resource Management

HUMAN RESOURCE MANAGEMENT EMPHASIS

12 credit hours

Requirements

Students pursuing a Bachelor of Arts in Business Administration may earn an emphasis in human resource management by completing 12 of their 21 credit hours of

elective coursework in human resource management. Emphasis area courses may be selected from among the following options:

MGMT 36050	Organizational Behavior
HRM 36510	Human Resource Management
HRM 36520	Labor Relations
HRM 36530	Employee Training and Development
HRM 36540	Employment Law
HRM 36550	Compensation and Benefits

**MGMT 36050, HRM 36510, or HRM 36540 may be selected as an elective only if not selected to fulfill the core requirement.*

MANAGEMENT EMPHASIS

12 credit hours

Requirements

Students pursuing a Bachelor of Arts in Business Administration may earn an emphasis in management by completing 12 of their 21 credit hours of elective coursework in management. Emphasis area courses may be selected from among the following options:

ENTR 37510	Small Business and Entrepreneurship
HRM 36510	Human Resource Management
HRM 36520	Labor Relations
INTL 48032	International Management
MGMT 36042	Principles of Supply Chain Management
MGMT 36043	Principles of Operations Management
MGMT 36050	Organizational Behavior
MGMT 36062	Business Law II
MGMT 36081	Career Development
MGMT 46040	Project Management
MGMT 46050	Managerial Ethics
MGMT 46063	Business Law III

**MGMT 36050 or HRM 36510 may be selected only if not selected to fulfill the core requirement.*

MARKETING, BA

72 credit hours

Requirements

A degree in marketing requires the completion of the core business and GE business courses (48 credit hours), plus five required major courses (15 credit hours):

MRKT 35020	Marketing Information and Research
MRKT 35030	Pricing Strategy and Negotiations
MRKT 35040	Advertising and Promotional Strategy
MRKT 35050	Selling
MRKT 45080	Marketing Management and Planning

Three elective major courses (9 credit hours) selected from the following options:

INTL 48010	International Marketing
MGMT 36042	Principles of Supply Chain Management
MRKT 35060	Product Management

MRKT 39000-39999	Special Topics in Marketing
MRKT 45060	Marketing Communications
MRKT 45070	Consumer Behavior
MRKT 45095	Internship
MRKT 49000-49999	Special Topics in Marketing
SPMGT 37040	Sport Marketing and Promotion
SPMGT 37050	Event Management

MARKETING MINOR*27 credit hours***Requirements**

Students interested in pursuing a minor in marketing must complete the following courses:

ACCT 21010	Principles of Financial Accounting
ECON 23020	Principles of Microeconomics
MGMT 26032	Principles of Management
MRKT 35010	Principles of Marketing
MRKT 35020	Marketing Information and Research
MRKT 35030	Pricing Strategy and Negotiations
MRKT 35040	Advertising and Promotional Strategy
MRKT 35050	Selling
MTH 14100	Basic Statistics or
MTH 24100	Statistics for Natural Science

MARKETING EMPHASIS*12 credit hours***Requirements**

Students pursuing a Bachelor of Arts in Business Administration may earn an emphasis in marketing by completing 12 of their 21 credit hours of elective coursework in marketing. Emphasis area courses may be selected from among the following options:

INTL 48010	International Marketing
MRKT 35020	Marketing Information and Research
MRKT 35030	Pricing Strategy and Negotiations
MRKT 35040	Advertising and Promotional Strategy
MRKT 35050	Selling
MRKT 35060	Product Management
MRKT 45060	Marketing Communications
MRKT 45070	Consumer Behavior
SPMGT 37040	Sport Marketing and Promotion

SPORT MANAGEMENT, BA*72 credit hours***Requirements**

A Bachelor of Arts in Sport Management requires the completion of the core business and GE business courses (48 credit hours), with SPMGT 47080 Sport Management Policy replacing MGMT 46082 Management Policy, plus five required major courses (15 credit hours):

SPMGT 27020	Orientation to Sport Management
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SPMGT 37040	Sport Marketing and Promotion
SPMGT 37050	Event Management
SPMGT 37060	Sport Law
SPMGT 47095	Practicum in Sport Management

Three elective major courses (9 credit hours) selected from among the courses listed below. (No more than two of the three courses may be taken from within the same category.)

Communications

COM 11500	Sportscasting
COM 15400	Video Production
COM 23300	Internet & Web
COM 30104	Applied Mass Communication-Sports Information
COM 30200	Seminar in Professional Practice and Ethics
COM 30300	Written Communication for Business
COM 30500	Desktop Publishing
COM 34000	Television Sports Production I

Economics and Finance

ECON 33025	Money and Banking
FIN 32040	Risk and Insurance

Human Resource Management and Management

HRM 36510	Human Resource Management
HRM 36520	Labor Relations
HRM 36530	Employee Training and Development
HRM 36540	Employment Law
MGMT 36050	Organizational Behavior
MGMT 36062	Business Law II
MGMT 46050	Managerial Ethics
MGMT 46033	Business Analytics II

**MGMT 36050 or HRM 36510 may be selected only if not selected to fulfill the core requirement.*

Marketing and Retail Management

MRKT 35020	Marketing Information and Research
MRKT 35030	Pricing Strategy and Negotiations
MRKT 35040	Advertising and Promotional Strategy
MRKT 35050	Selling
MRKT 45060	Marketing Communications
MRKT 45070	Consumer Behavior

History

HIS 23200	History of American Sports
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Physical Education

EXS 31500	Physiology of Exercise
PE 15000	Foundations of Physical Education
HFS 16000	First Aid/CPR/Sport Injuries
HFS 20000	Health and Nutrition
HFS 22000	Motor Learning and Rhythmic Activity
HFS 30500	Measurement and Evaluation in Physical Education
HFS 31000	Kinesiology of Physical Education
PE 31800	Coaching with Character
PE 34900	Organization and Administration of Health and Physical Education

Sport ManagementSPMGT 39000- Special Topics in Sport Management
39999SPMGT 49000- Special Topics in Sport Management
49999**SPORT MANAGEMENT MINOR***27 credit hours***Requirements**

Students interested in pursuing a minor in sport management must complete the following courses:

ACCT 21010	Principles of Financial Accounting
ECON 23020	Principles of Microeconomics
MGMT 26032	Principles of Management
MRKT 35010	Principles of Marketing
MTH 14100	Basic Statistics
	or
MTH 24100	Statistics for Natural Science
SPMGT 27020	Orientation to Sport Management
SPMGT 37040	Sport Marketing and Promotion
SPMGT 37050	Event Management
SPMGT 37060	Sport Law

SPORT MANAGEMENT EMPHASIS*12 credit hours***Requirements**

Students pursuing a Bachelor of Arts in Business Administration may earn an emphasis in sport management by completing 12 credit hours of elective coursework in sport management. Emphasis area courses may be selected from among the following options:

SPMGT 27020	Orientation to Sport Management
SPMGT 37040	Sport Marketing and Promotion
SPMGT 37050	Event Management
SPMGT 37060	Sport Law

Division of Education and Counseling

The Lindenwood University-Belleville Division of Education and Counseling offers the following bachelor's degrees:

Degrees and Programs Leading to Certification

- Bachelor of Arts in Elementary Education, Grades 1-6

Degrees Not Leading to Certification

- Bachelor of Arts in Educational Studies

Note: Students wishing to enter into a graduate program in Education or Counseling should consult the Graduate section of this catalog.

Mission

The mission of the Division of Education and Counseling at Lindenwood University-Belleville is to prepare educators, counselors, and leaders who meet the standards

set forth by the national accrediting organizations, state licensing agencies, and/or other learned societies.

Our program completers are

1. Educated in the theory and research-based practices of their content field from a global perspective.
2. Able to demonstrate best practices in pedagogy and adult learning/andragogy.
3. Caring professionals who are disciplined and others-centered. They are skilled in communication and collaboration with diverse learners, colleagues, community, and other stakeholders.
4. Lifelong learners who pursue ongoing professional development in order to respond to the changing needs of their educational context.

Introduction

The Lindenwood University-Belleville Educator Preparation Program (EPP) is accredited by The Higher Learning Commission and the Missouri Department of Elementary and Secondary Education (DESE <http://dese.mo.gov/>). The initial teacher education program is accredited by the Teacher Education Accreditation Council (TEAC www.teac.org) through the Council for the Accreditation of Educator Preparation (CAEP www.caepnet.org).

Students who enroll in the Division of Education may select one of two pathways to completion of the program:

- Successful completion of the Lindenwood University teacher education program qualifies the student for recommendation for teaching certification, issued by the Missouri Department of Elementary and Secondary Education (DESE).
- Those students who desire to work in an educational field but do not desire teaching certification may pursue a degree in Educational Studies.

Application

A student who seeks entrance into the teacher education program typically does so after successful completion of 10 hours of education coursework. Students apply during EDU 21501 Teacher Education Seminar I. All application for admission to the teacher education program and admission to student teaching must be completed and submitted in Foliotek.

Admission

The teacher education program is divided into two stages or benchmarks and is the result of action by the Council of Teacher Education (CTE). The council, broadly representative of all schools at the University, considers the student's application to the teacher education program to be in Stage One after the student has completed the six steps outlined below. The student will not be allowed to enroll in most upper level or methods coursework until he/she has been formally admitted at Benchmark/Stage 1 to the teacher education program.

Benchmark/Stage One

1. The student has been accepted to Lindenwood University.
2. The student has completed 10 hours of coursework from the Division of Education.
3. The teacher candidate has achieved a cumulative minimum GPA of 2.75, a content area coursework GPA of 3.0, and a professional education coursework GPA of 3.0, with a minimum grade of C in all professional education coursework. The student has demonstrated evidence of competency in communications by passing ENG 15000, ENG 17000, and general education oral communications classes with a grade of C or better. Additionally the Lindenwood University Writing Proficiency Assessment or ENG 21000 must be passed.
4. The student has passed the criminal background clearance(s) required by Lindenwood University and the school district(s) for which the teacher candidate is seeking placement.
5. The student has submitted a Missouri Educator Profile (MEP) and developed a professional growth plan with his/her advisor.
6. The student has attained the qualifying cut scores on one of the following Missouri Department of Elementary and Secondary required assessments:
 - a. The student has attained a qualifying score of 186 on the English subtest, 167 on the Writing subtest, and 183 on the Math, Science, and Social Studies subtests of the Missouri General Education Assessment (MoGEA) test codes (001-005) or qualifying score of 220 on all subtest of the Missouri General Education Assessment (MoGEA) test code (66-69). *These qualifying cut scores are currently determined by individual educator preparation programs but are subject to future changes statewide by the MoDESE.

Benchmark/Stage Two

Acceptance into Benchmark/Stage Two is required for admittance into student teaching, consists of the following additional requirements:

1. Lindenwood University Writing Proficiency Assessment or ENG 21000 must be passed.
2. The teacher candidate has obtained a passing score on the PRAXIS II, or the Missouri Content Assessment (MoCA).

The Missouri Content Assessment (MoCA) exams are tests required for all student teacher candidates. The test should be taken after most of the content courses for the desired program have been successfully completed and prior to student teaching. Candidates must also pass the appropriate Missouri Content Assessment in order to be recommended for certification. The MoCA exams replace the Praxis II exams.

Students who passed the Praxis II exam in their content area before August 31, 2014 will have until December 31, 2016 to complete the program, including student teaching in order to use the PRAXIS II for certification. After that date, the Praxis II exam scores will expire.

DESE will not accept the PRAXIS II score if taken after August 31, 2014.

The correct MoCA exam is posted on the Missouri Educator Gateway Assessment (MEGA) website (www.mo.nesinc.com). If a student is unsure of which test to take after reviewing the website, he/she may contact the Teacher Certification Office at 636-949-4379 for more assistance.

A passing score on the MoCA exam demonstrates that the teacher candidate has mastered the subject area that he/she will teach.

3. The teacher candidate must earn a minimum cumulative GPA of 2.75, a minimum content area course GPA of 3.0, and a minimum professional education coursework GPA of 3.0, with a minimum grade of C in all professional education coursework.
4. Additional components for admission to Benchmark/Stage Two can be found on the Lindenwood University School of Education Teacher Education website at (<http://www.lindenwood.edu/education/teacherEd/studentTeachingApplication.html>).

Completion of Teacher Education Program

1. The teacher candidate must earn a minimum cumulative GPA of 2.75, a minimum content area course GPA of 3.0, and a minimum professional education coursework GPA of 3.0, with a minimum grade of C in all professional education coursework.
2. The teacher candidate must successfully complete the student teaching course, EDU 41000, including all seminar sessions and portfolio requirements. The portfolio must be completed according to the standards outlined by the Missouri Department of Elementary and Secondary Education (MoDESE) Missouri Standards for the Preparation of Educators (MoSPE), as specifically outlined in the 9 beginning standards for teacher educators.
3. Candidates are also required to complete the Missouri Performance Teacher Assessment (MoPTA) during student teaching which employs a range of strategies and builds on each candidate's strengths, needs, and prior experiences. The MoPTA consists of four assessment tasks. The tasks will demonstrate performance in content coursework and clinical experience. All of the tasks will require a written commentary and submission of artifacts.

Certification

Each state issues its own teaching certificates based on its own requirements. Upon passing the state-mandated exit assessment and successfully completing the planned degree program, each Lindenwood University School of Education student applies for certification to teach in Missouri. The student who wishes to pursue certification in other states should seek advice from the Department of Education within the state he or she is seeking certification. A list of those contacts is located on the School of Education webpages.

International students or students who have completed high school outside of the United States are also required to complete coursework in the following areas:

- English composition, two courses, each a minimum of three credit hours
- U.S. history, three credit hours
- U.S. (National) government, three credit hours

Note: Students in the teacher education program who have taken the suggested coursework before taking the required assessments and do not pass the assessments can seek assistance from the LU Counseling Center for guidance in test-taking. The Student Counseling Resource Center will advise the Dean for the School of Education of student eligibility for up to 18 additional hours of tuition-free courses in order to further prepare the student for the required assessments. These additional hours do not apply to student teaching. In order to be considered for this support students must have followed all proper procedures throughout the program.

ELEMENTARY EDUCATION, BA (GRADES 1-6)

65-67 credit hours in Elementary Education

21 credit hours in content area

26-27 credit hours additional coursework

Requirements

Students seeking the Bachelor of Arts in Elementary Education must complete a minimum of 120 hours, including completing the following courses:

EDU 10000	Orientation to Educational Experiences
EDU 11100	School Observation
EDU 20200	Psychology of Teaching and Learning
EDU 21501	Teacher Education Seminar I
EDU 24600	Children's Literature
EDU 27600	Methods of Integrating Art, Music, and Movement in Elementary Education
EDU 30500	Elementary Reading Methods
EDU 30600	Elementary/Middle School Language Arts Methods
EDU 30900	Analysis and Correction of Reading Disabilities
EDU 30999	Practicum: Analysis and Correction of Reading Disabilities
EDU 31200	Elementary/Middle School Mathematics Methods

EDU 31300	Elementary/Middle School Social Studies Methods
EDU 31900	Elementary/Middle School Science Methods
EDU 32200	Elementary Classroom Teaching and Technology
EDU 34100	Education of the Exceptional Child
EDU 34400	Elementary School Differentiation and Classroom Management
EDU 34500	Childhood Health, Nutrition and Safety
EDU 38000	Pre-Student Teaching Practicum
EDU 40400	Advanced Measurement and Evaluation to Enhance Learning
EDU 41000	Student Teaching
ESOL 44000	TESOL Methods

The following required courses will also fulfill General Education requirements

BIO 10000	Concepts in Biology
MTH 14800	Mathematical Structures for Teachers I or
MTH 15100	College Algebra
MTH 14900	Mathematical Structures for Teachers II

Select one of the following physical or earth sciences with lab:

CHM 10000	Concepts in Chemistry
ESC 10000	Physical Geology with Lab
ESC 11000	Introductory Meteorology and
ESC 11100	Meteorology Lab
ESC 13200	Introductory Astronomy with Lab
PHY 11100	Concepts of Physics and
PHY 11200	Concepts of Physics Laboratory

Select one of the following geography courses:

GEO 10100	World Regional Geography
GEO 10200	Concepts of Geography

Select one of the following economics courses to fulfill a social science requirement:

ECON 23010	Survey of Economics
ECON 23020	Principles of Microeconomics
ECON 23030	Principles of Macroeconomics

Select the following US government course:

PS 15500	American Government: The Nation
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Select one of the following fine or performing art courses:

ARTH 11000	Concepts in the Visual Arts
ARTH 22200	History of Western Art to 1300
ARTH 22400	History of Western Art from 1300
MUS 15000	Music in America
TA 11700	Introduction to the Theatrical Arts
TA 37000	History of Theatre

Additionally, students must have 21 credit hours in one content emphasis area.

Social Science (History, Economics, Political Science, Sociology, Anthropology, Psychology, Geography),

Science, English, Mathematics OR other content area taken from general education coursework.

EDUCATIONAL STUDIES, BA

An educational studies degree is designed for those students who want to work in an educational field that does not require certification. Those students would meet the same admissions criteria and complete the same requirements as those admitted to the teacher education program with the exception of student teaching and passage of the state-mandated exit assessment. This university degree does not serve as a license to teach.

Requirements

Core courses

EDU 10000	Orientation to Educational Experiences
EDU 11100	School Observation
EDU 20200	Psychology of Teaching and Learning
EDU 21501	Teacher Education Seminar I
EDU 24600	Children's Literature
EDU 27600	Methods of Integrating Art, Music, and Movement in Elementary Education
EDU 30500	Elementary Reading Methods
EDU 30600	Elementary/Middle School Language Arts Methods
EDU 30900	Analysis and Correction of Reading Disabilities
EDU 30999	Practicum: Analysis and Correction of Reading Disabilities
EDU 31200	Elementary/Middle School Mathematics Methods
EDU 31300	Elementary/Middle School Social Studies Methods
EDU 31900	Elementary/Middle School Science Methods
EDU 32200	Elementary Classroom Teaching and Technology
EDU 34100	Education of the Exceptional Child
EDU 34400	Elementary School Differentiation and Classroom Management
EDU 34500	Childhood Health, Nutrition and Safety
EDU 38000	Pre-Student Teaching Practicum
EDU 40400	Advanced Measurement and Evaluation to Enhance Learning
ESOL 44000	TESOL Methods

Note: Students may earn a BA in Educational Studies by completing all education and content coursework for a BA in Physical Education (K-12) with the exception of student teaching, EDU 41000.

Division of Humanities

Acting

The Bachelor of Fine Arts in Acting is designed to prepare students for entry into the professional theatre as a performer. Students in the BFA program are required to attend mandatory assessment meetings with the theatre faculty at the end of each semester. If a student's work is deemed to be deficient, he or she may be put on

probationary status in the program or asked to consider another major with the opportunity to re-audition into the program the following semester or academic year. If necessary, it is recommended that full-time students pursuing the Bachelor of Fine Arts work no more than 15 hours per week in outside employment. Students must receive permission from the department to work on a non-departmental production in any capacity.

ACTING, BFA

76 credit hours

Requirements

The Bachelor of Fine Arts in Acting requires a minimum grade of C in the following courses:

TA 10100	Acting I
TA 10600	Stage Movement
TA 10800	Stage Voice
TA 11100	Introduction to Technical Theatre I
TA 20100	Acting II
TA 21000	Stage Management
TA 21600	Stage Make-up
TA 30400	Script Analysis
TA 30600	Directing
TA 33500	Modern Drama
TA 33600	Survey of Dramatic Literature

Note: TA 33500 and TA 33600 may be used to satisfy the GE-Lit requirements.

TA 37100	History of Theatre I
TA 37200	History of Theatre II

Note: TA 37100 and TA 37200 may be used to satisfy the GE-CrsClt requirements.

Voice

Two credit hours selected from the following options:

MUS 10462	Private Lessons: Voice
MUS 20462	Private Lessons: Voice
MUS 12400	Class Voice I

Acting Studio

Twelve credit hours selected from the following options:

TA 30100-30199	Acting Studio
TA 40100-40199	Advanced Acting Studio

Theatre Electives

Six credit hours of TA electives numbered 30000 or above

Rehearsal and Production

Eight credit hours selected from the following options:

TA 10001	Rehearsal and Production
TA 10002	Rehearsal and Production
TA 20001	Rehearsal and Production
TA 20002	Rehearsal and Production
TA 30001	Rehearsal and Production

TA 30002	Rehearsal and Production
TA 40001	Rehearsal and Production
TA 40002	Rehearsal and Production

Capstone

TA 48000	Career and Portfolio Seminar
TA 48900	Senior Project

Other Requirements

The Bachelor of Fine Arts in Acting also requires the following:

- DAN 10100 to satisfy the GE-Fine Arts requirement.
- Passing scores on periodic assessments of program-level student learning outcomes.

THEATRE MINOR

27 credit hours

Requirements

The requirements for the minor in theatre are as follows:

TA 10100	Acting I
TA 11100	Introduction to Technical Theatre I
TA 20100	Acting II
TA 30400	Script Analysis
TA 37100	History of Theatre I
TA 37200	History of Theatre II

Elective Coursework

Students must complete nine credit hours of theatre arts elective coursework, selected from among the following options:

TA 10600	Stage Movement
TA 10800	Stage Voice
TA 21300	Stagecraft
TA 21600	Stage Make-up
TA 30100-30199	Acting Studio
TA 30301	Acting the Song I
TA 30500	Scenography
TA 30700	Scenic Design
TA 30900	Costume Design
TA 31700	History of Costume and Fashion
TA 33500	Modern Drama
TA 33600	Survey of Dramatic Literature
TA 35000	Directing II
TA 38800-38899	Special Topics
TA 40100-40199	Advanced Acting Studio
TA 40600	Advanced Directing
TA 40700	Advanced Set Design
TA 40800	Advanced Lighting Design
TA 40900	Advanced Costume Design
TA 41000	Advanced Stage Management
TA 41100	Advanced Theatre Technology
TA 46500	Professional Internship
TA 48000	Career and Portfolio Seminar

Communications

Advertising

The vast majority of media industries are fueled by advertising, a business which has as its goal the persuasion of potential clients to purchase products or services. This program teaches the principles and techniques of advertising.

ADVERTISING, PUBLIC RELATIONS: CORPORATE COMMUNICATIONS, BA

63 credit hours

Requirements

The Bachelor of Arts in Advertising, Public Relations: Corporate Communications requires students to complete the following courses:

PSY 10000	Principles of Psychology
COM 11000	Fundamentals of Oral Communication
COM 13000	Survey of the Professional Media
COM 15100	Radio Production
COM 15400	Video Production
COM 20200	Design with Photoshop
COM 23300	Internet & Web
COM 24200	Basic Reporting
COM 30200	Seminar in Professional Practice and Ethics
COM 30500	Desktop Publishing
COM 30700	Writing for the Electronic Media
COM 32700	Media Literacy
COM 32800	Fundamentals of Public Relations
COM 33500	Buying and Selling Media
COM 36000	Media Management
COM 36300	Creative Advertising Concepts
COM 40100	Mass Communications Law
COM 42700	Advertising Campaign Management
COM 44200	Advertising Copywriting
COM 46000	Mass Communications Theory

An additional three credit hours are also required in activity/experiential coursework and must be selected from one of the applied courses:

COM 30101	Applied Mass Communication-Radio
COM 30102	Applied Mass Communication-Video
COM 30103	Applied Mass Communication-Public Relations
COM 30104	Applied Mass Communication-Sports Information
COM 45000	Communications Internship

ADVERTISING MINOR

Requirements

24 credit hours

A minor in advertising requires the following courses:

COM 13000	Survey of the Professional Media
COM 15400	Video Production
COM 20200	Design with Photoshop

COM 23300	Internet & Web
COM 33500	Buying and Selling Media
COM 36300	Creative Advertising Concepts
COM 42700	Advertising Campaign Management
COM 44200	Advertising Copywriting

Interactive Media and Web Design

The interactive media and web design program provides the education necessary for an exciting career in web design and/or interactive media. Students are provided countless opportunities to learn and work with the latest technologies in this continually evolving discipline. LU's IMWD program provides a way for each student to combine and hone their artistic abilities with the complex technological skills necessary for success in the industry. Skills necessary to work with audio, video, graphics, typography, animation, and web pages are all tightly integrated into the curriculum; graduates will be prepared for an entry-level career in the field of multimedia and/or web design. All students majoring in IMWD must complete a portfolio. Faculty advisors will review the specific requirements with students well in advance of their senior year.

INTERACTIVE MEDIA AND WEB DESIGN, BA

66 credit hours

Requirements

The Bachelor of Arts in Interactive Media and Web Design requires students to complete the following courses:

CSC 10022	Introduction to Computer Science or
COM 13600	Programming Logic

Plus the following courses:

PSY 10000	Principles of Psychology
COM 11000	Fundamentals of Oral Communication
COM 12300	Media Design Foundations
COM 15400	Video Production
COM 20200	Design with Photoshop
COM 23300	Internet & Web
COM 30500	Desktop Publishing
COM 33400	Web Design I
COM 33700	Design with Illustrator
COM 33800	Portfolio and Career Foundations
COM 40100	Mass Communications Law
COM 48400	Capstone Interactive Media and Web Design

Activity/Experiential Course

Three credit hours are also required in activity/experiential coursework and must be selected from one of the applied areas of either:

COM 30105	Applied Interactive Media and Web Design
COM 45000	Communications Internship

Six credit hours must be taken from the following courses:

COM 42400	Applications for Mobile Devices
COM 44300	Web Design II
COM 44401	Interactive Design
COM 30201-30299	Focus in Interactive
COM 30801-30899	Focus in Web
COM 40200-40299	Focus in Web
COM 40601-40699	Focus in Interactive

An additional 18 credit hours may be selected from the following courses:

ART 18101	Digital Photography I
COM 13600	Programming Logic
COM 15100	Radio Production
COM 22222	Introduction to 3D Printing
COM 30200	Seminar in Professional Practice and Ethics
COM 30700	Writing for the Electronic Media
COM 32500	Photojournalism
COM 32700	Media Literacy
COM 33310	3D Printing
COM 33600	3D Graphics
COM 35200	Advanced Audio Production
COM 35400	Advanced Video
COM 35700	Intermediate Non-linear Video Editing
COM 42400	Applications for Mobile Devices
COM 44300	Web Design II
COM 44401	Interactive Design
COM 10400-10499	Focus in Web
COM 10600-10699	Focus in Interactive
COM 10700-10799	Focus in Design
COM 20300-20399	Focus in Interactive
COM 20400-20499	Focus in Web
COM 20500-20599	Focus in Design
COM 30001-30099	Focus in Design
COM 30201-30299	Focus in Interactive
COM 30801-30899	Focus in Web
COM 40200-40299	Focus in Web
COM 40601-40699	Focus in Interactive
COM 40700-40799	Focus in Design

INTERACTIVE MEDIA AND WEB DESIGN MINOR

24 credit hours

The minor in interactive media and web design provides students of any major with a hands-on introductory view of this exciting field of study. Students will develop basic skills used in the design and development of digital content, web sites, and interactive pieces. The minor is comprised of an 18 hour core and 6 hours of electives from an approved course list.

Requirements

A minor in interactive media and web design requires the following courses:

18 credit hours

COM 13600	Programming Logic or
CSC 10022	Introduction to Computer Science: Javascript
COM 12300	Media Design Foundations
COM 20200	Design with Photoshop
COM 23300	Internet & Web
COM 33400	Web Design I
COM 33700	Design with Illustrator

Elective courses

6 credit hours

COM 10400-10499	Focus in Web
COM 10600-10699	Focus in Interactive
COM 20300-20399	Focus in Interactive
COM 20400-20499	Focus in Web
COM 30201-30299	Focus in Interactive
COM 30801-30899	Focus in Web
COM 33400	Web Design I
COM 33600	3D Graphics
COM 40200-40299	Focus in Web
COM 40601-40699	Focus in Interactive
COM 42400	Applications for Mobile Devices
COM 44300	Web Design II
COM 44401	Interactive Design
COM 44420	Interactive Media and Web Design Firm

Mass Communications

Mass communications is the study of information sharing through mass media.

MASS COMMUNICATIONS, BA

Credit hours vary by emphasis area

Requirements

The Bachelor of Arts in Mass Communications requires completion of the following core courses for all of the areas of emphases:

Core Courses

36 credit hours

COM 11000	Fundamentals of Oral Communication
COM 13000	Survey of the Professional Media
COM 15100	Radio Production
COM 15400	Video Production
COM 23300	Internet & Web
COM 24200	Basic Reporting
COM 30200	Seminar in Professional Practice and Ethics
COM 30700	Writing for the Electronic Media
COM 32700	Media Literacy
COM 40100	Mass Communications Law
COM 46000	Mass Communications Theory
PSY 10000	Principles of Psychology

Mass Communications Broadcast Emphasis

66 credit hours

COM 25600	Production for Television
COM 30101	Applied Mass Communication-Radio
COM 30102	Applied Mass Communication-Video
COM 30400	Broadcast Newswriting
COM 34300	Television News Production
COM 35200	Advanced Audio Production
COM 35400	Advanced Video
COM 35700	Intermediate Non-linear Video Editing
COM 36000	Media Management

Activity/Experiential Course

An additional three credit hours are also required in activity/experiential coursework and must be selected from one of the applied areas of communications:

COM 30101	Applied Mass Communication-Radio
COM 30102	Applied Mass Communication-Video
COM 30103	Applied Mass Communication-Public Relations
COM 30104	Applied Mass Communication-Sports Information
COM 45000	Communications Internship

Mass Communications Media Management and Sales Emphasis

54 credit hours

COM 30300	Written Communication for Business
COM 33500	Buying and Selling Media
COM 36000	Media Management
MRKT 35010	Principles of Marketing
MGMT 26032	Principles of Management

Activity/Experiential Course

An additional six credit hours are also required in activity/experiential coursework and must be selected from one of the applied areas of communications:

COM 30101	Applied Mass Communication-Radio
COM 30102	Applied Mass Communication-Video
COM 30103	Applied Mass Communication-Public Relations
COM 30104	Applied Mass Communication-Sports Information
COM 45000	Communications Internship

Mass Communications Sports Information Emphasis

60 credit hours

COM 20200	Design with Photoshop
COM 30500	Desktop Publishing
COM 32800	Fundamentals of Public Relations
COM 33500	Buying and Selling Media
SPMGT 27020	Orientation to Sport Management
SPMGT 47080	Sport Management Policy

Activity/Experiential Course

An additional six credit hours are also required in activity/experiential coursework and must be selected from one of the applied areas of communications:

COM 30101	Applied Mass Communication-Radio
COM 30102	Applied Mass Communication-Video
COM 30103	Applied Mass Communication-Public Relations
COM 30104	Applied Mass Communication-Sports Information
COM 45000	Communications Internship

COMMUNICATIONS MINOR

27 credit hours

Requirements

A minor in communications requires the following courses:

COM 13000	Survey of the Professional Media
COM 15400	Video Production
COM 23300	Internet & Web
COM 24200	Basic Reporting
COM 30300	Written Communication for Business
COM 32700	Media Literacy

Students must also complete nine credit hours of communications electives, selected from among the following options:

COM 15100	Radio Production
COM 25600	Production for Television
COM 30200	Seminar in Professional Practice and Ethics
COM 30700	Writing for the Electronic Media
COM 32800	Fundamentals of Public Relations
COM 33500	Buying and Selling Media
COM 35200	Advanced Audio Production

COM 36000	Media Management
COM 40100	Mass Communications Law

English

The Bachelor of Arts in English encourages students to use language both persuasively and creatively and to read, think, and write critically in any setting. English majors go on to graduate school in literature and creative writing, law, or business, or to success in a variety of professions including teaching at the secondary level, journalism, consulting, entrepreneurship, and work in government and non-profit organizations or any other field that requires high-level writing, organization, and creative thinking abilities.

English majors are encouraged to explore broadly within the liberal arts curriculum, complementing their reading, writing, and critical thinking skills with expertise in business, media and web design, psychology, natural science, or any of the many other disciplines that will both (a) increase the depth of the knowledge they can bring to bear on literary analysis and (b) further improve their marketability after graduation.

ENGLISH, CREATIVE WRITING EMPHASIS, BA

34 credit hours

Requirements

A degree in English with a creative writing emphasis requires the completion of six required courses:

ENG 21100	Introduction to Creative Writing
ENG 21200	Introduction to Technical and Professional Writing
ENG 30100	Methods of Literary Study
ENG 31100	Advanced Creative Writing
ENG 35800	Writer's Market
ENG 47000	Seminar in Writing

Two classes selected from the following options:

COM 30300	Written Communication for Business
COM 30700	Writing for the Electronic Media
ENG 30200	Advanced Writing and Research
ENG 32500	Creative Nonfiction
ENG 37200	Modern Grammar
ENG 38200-38299	Advanced Topics in English
ENG 40400	History of the English Language

Additionally required are four courses from the English Focus Areas, with at least two separate areas represented.

English Focus Areas

Literature to 1660

ENG 20100	World Literature I
ENG 23300	British Literature I
ENG 25700	Survey of Greek Literature
ENG 33100	The Bible as Literature
ENG 33200	Chaucer
ENG 33300	Shakespeare

ENG 33800	Medieval English Literature
ENG 33900	Early Modern Literature
Literature from 1660 to 1900	
ENG 23500	American Literature I
ENG 34100	Restoration and 18th-Century Literature
ENG 34200	English Romantic Literature
ENG 34300	19th Century Literature
ENG 38000-38099	Advanced Topics in Literature
Literature from 1900 to Present	
ENG 20200	World Literature II
ENG 23400	British Literature II
ENG 23600	American Literature II
ENG 30900	The Novel
ENG 31000	Modern Fiction
ENG 33500	Modern Drama
ENG 35100	Modern Poetry
ENG 35500	20th- and 21st-Century Literature
TA 33500	Modern Drama
Form, Language, and Textual Studies	
COM 30300	Written Communication for Business
COM 30700	Writing for the Electronic Media
ENG 21100	Introduction to Creative Writing
ENG 21200	Introduction to Technical and Professional Writing
ENG 32500	Creative Nonfiction
ENG 37200	Modern Grammar
ENG 38200-38299	Advanced Topics in English
ENG 40400	History of the English Language
Identity and Approaches	
EDU 24600	Children's Literature
ENG 23800	Young Adult Literature
ENG 27200	Gender and Literature
ENG 27600	African-American Literature
ENG 27800	Latin@ Literature
ENG 45400	Criticism
GS 30000	Gender Theory

Notes: (1) Courses numbered ENG 38000-38099 Advanced Topics in Literature and ENG 38100-38199 Advanced Topics in Literature will count toward the Focus Area relevant to the specific subject matter of the course, but are particularly intended to fulfill the "Identity and Approaches" area requirement.

(2) Of the 34 credit hours in English, at least 22 hours must be at the 30000-level or above. No more than two classes taken outside the English Department may count toward the major. Students may not use the same course to fulfill both GE and major requirements.

ENGLISH, LITERATURE EMPHASIS, BA

33 credit hours

A major in English with an emphasis in literature requires 33 credit hours of coursework through the Department of English.

Requirements

Two core courses:

ENG 30100	Methods of Literary Study
ENG 48000	Senior Thesis

One course from each of the English Focus Areas:

Literature to 1660

ENG 20100	World Literature I
ENG 23300	British Literature I
ENG 25700	Survey of Greek Literature
ENG 33100	The Bible as Literature
ENG 33200	Chaucer
ENG 33300	Shakespeare
ENG 33800	Medieval English Literature
ENG 33900	Early Modern Literature

Literature from 1660 to 1900

ENG 23500	American Literature I
ENG 34100	Restoration and 18th-Century Literature
ENG 34200	English Romantic Literature
ENG 34300	19th Century Literature
ENG 38000-38099	Advanced Topics in Literature

Literature from 1900 to Present

ENG 20200	World Literature II
ENG 23400	British Literature II
ENG 23600	American Literature II
ENG 30900	The Novel
ENG 31000	Modern Fiction
ENG 33500	Modern Drama
ENG 35100	Modern Poetry
ENG 35500	20th- and 21st-Century Literature
TA 33500	Modern Drama

Form, Language, and Textual Studies

COM 30300	Written Communication for Business
COM 30700	Writing for the Electronic Media
ENG 21100	Introduction to Creative Writing
ENG 21200	Introduction to Technical and Professional Writing
ENG 32500	Creative Nonfiction
ENG 37200	Modern Grammar
ENG 38200-38299	Advanced Topics in English
ENG 40400	History of the English Language

Identity and Approaches

EDU 24600	Children's Literature
ENG 23800	Young Adult Literature
ENG 27200	Gender and Literature
ENG 27600	African-American Literature

ENG 27800	Latin@ Literature
ENG 45400	Criticism
GS 30000	Gender Theory

Additionally required are four elective courses, representing at least two of the above focus areas.

Notes: (1) Courses numbered ENG 38000-38099 Advanced Topics in Literature and ENG 38100-38199 Advanced Topics in Literature will count toward the Focus Area relevant to the specific subject matter of the course, but are particularly intended to fulfill the "Identity and Approaches" area requirement.

(2) Of the 33 credit hours in English, at least 21 hours must be at the 30000-level or above. No more than two classes taken outside the English Department may count toward the major. Students are encouraged to take ENG 30100 Methods of Literary Study as soon as possible after completing ENG 17000. Students may not use the same course to fulfill both GE and major requirements.

ENGLISH LITERATURE MINOR

18 credit hours

Requirements

One required course:

ENG 30100	Methods of Literary Study
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Five courses from the English Focus Areas, with at least three separate areas represented.

English Focus Areas:

Literature to 1660

ENG 20100	World Literature I
ENG 23300	British Literature I
ENG 25700	Survey of Greek Literature
ENG 33100	The Bible as Literature
ENG 33200	Chaucer
ENG 33300	Shakespeare
ENG 33800	Medieval English Literature
ENG 33900	Early Modern Literature

Literature from 1660 to 1900

ENG 23500	American Literature I
ENG 34100	Restoration and 18th-Century Literature
ENG 34200	English Romantic Literature
ENG 34300	19th Century Literature
ENG 38000-38099	Advanced Topics in Literature

Literature from 1900 to Present

ENG 20200	World Literature II
ENG 23400	British Literature II
ENG 23600	American Literature II
ENG 30900	The Novel
ENG 31000	Modern Fiction
ENG 33500	Modern Drama
ENG 35100	Modern Poetry
ENG 35500	20th- and 21st-Century Literature
TA 33500	Modern Drama

Form, Language, and Textual Studies

COM 30300	Written Communication for Business
COM 30700	Writing for the Electronic Media
ENG 21100	Introduction to Creative Writing
ENG 21200	Introduction to Technical and Professional Writing
ENG 32500	Creative Nonfiction
ENG 37200	Modern Grammar
ENG 38200-38299	Advanced Topics in English
ENG 40400	History of the English Language
Identity and Approaches	
EDU 24600	Children's Literature
ENG 23800	Young Adult Literature
ENG 27200	Gender and Literature
ENG 27600	African-American Literature
ENG 27800	Latin@ Literature
ENG 45400	Criticism
GS 30000	Gender Theory

Note: Courses numbered ENG 38000-38099 Advanced Topics in Literature and ENG 38100-38199 Advanced Topics in Literature will count toward the Focus Area relevant to the specific subject matter of the course, but are particularly intended to fulfill the "Identity and Approaches" area requirement.

CREATIVE WRITING MINOR

18 credit hours

Requirements

A minor in creative writing requires 18 credit hours of coursework.

Two required courses:

ENG 21100	Introduction to Creative Writing
ENG 31100	Advanced Creative Writing

Two courses selected from the following options:

COM 30300	Written Communication for Business
COM 30700	Writing for the Electronic Media
ENG 21100	Introduction to Creative Writing
ENG 21200	Introduction to Technical and Professional Writing
ENG 30100	Methods of Literary Study
ENG 37200	Modern Grammar
ENG 38200-38299	Advanced Topics in English
ENG 40400	History of the English Language

Two elective courses selected from separate English Focus Areas.

English Focus Areas

Literature to 1660

ENG 20100	World Literature I
ENG 20500	British Literature I
ENG 25600	Survey of Greek Literature

ENG 33100	The Bible as Literature
ENG 33200	Chaucer
ENG 33300	Shakespeare
ENG 33800	Medieval English Literature
ENG 33900	Early Modern Literature
Literature from 1660 to 1900	
ENG 23500	American Literature I
ENG 34100	Restoration and 18th-Century Literature
ENG 34200	English Romantic Literature
ENG 34300	19th Century Literature
ENG 38000-38099	Advanced Topics in Literature
Literature from 1900 to present	
ENG 20200	World Literature II
ENG 20600	British Literature II
ENG 23600	American Literature II
ENG 30900	The Novel
ENG 31000	Modern Fiction
ENG 33500	Modern Drama
ENG 35100	Modern Poetry
ENG 35500	20th- and 21st-Century Literature
TA 33500	Modern Drama
Form, Language, and Textual Studies	
COM 30300	Written Communication for Business
COM 30700	Writing for the Electronic Media
ENG 21100	Introduction to Creative Writing
ENG 21200	Introduction to Technical and Professional Writing
ENG 32500	Creative Nonfiction
ENG 37200	Modern Grammar
ENG 38200-38299	Advanced Topics in English
ENG 40400	History of the English Language
Identity and Approaches	
EDU 24600	Children's Literature
ENG 23800	Young Adult Literature
ENG 27200	Gender and Literature
ENG 27600	African-American Literature
ENG 27800	Latin@ Literature
ENG 45400	Criticism
GS 30000	Gender Theory

Note: Courses numbered ENG 38000-38099 Advanced Topics in Literature and ENG 38100-38199 Advanced Topics in Literature will count toward the Focus Area relevant to the specific subject matter of the course, but are particularly intended to fulfill the "Identity and Approaches" area requirement.

English Preparedness Program

Upon arrival, all international students, regardless of their TOEFL scores, undergo on-site English-language evaluation to assess classroom readiness and to assure appropriate placement in English classes. Based on the English-language evaluation scores, a student may (1) enter directly into general education courses, (2) enroll in a combination of EPP courses and general education

courses, (3) enroll in only EPP courses until the student's language proficiency is such that he or she is prepared to enter general education courses, or (4) enroll in pre-college courses in the University's English as a Second Language (ESL) Program if necessary.

Note: No international student's schedule will be confirmed until he or she has taken the English-language placement exam.

Placement of non-native English speakers into English courses depends on the students' placement test scores, writing samples, and previous experience at institutions of higher education in the United States. Students whose placement exam scores indicate a beginning or intermediate English proficiency will be placed in the appropriate EPP courses.* Students who are placed in only EPP courses should not take any additional coursework other than Freshman Experience. Students who are placed into a combination of EPP and general education or other introductory coursework should take no more than 15 semester hours of coursework.

Students whose placement exam scores indicate advanced language proficiency will be placed in general education or other introductory content courses but may still be recommended for placement in EPP 11000 or EPP 15000 if their placement exam scores indicate that they would benefit from English courses with attention to second-language-learner issues. (Students whose English proficiency is assessed to be near-native will be recommended for placement in ENG 15000).

Students who place into EPP courses are advanced through the EPP curriculum based on exit exam scores, portfolio reviews, or professor recommendations.

**Students whose English language evaluation results indicate a level of English language proficiency below the level necessary for placement into EPP courses will be placed into courses within the University's English as a Second Language (ESL) Program, where they will receive pre-college English language instruction.*

EPP 10000, EPP 10100, EPP 10500, EPP 10600, and EPP 12000

These courses count toward the student's 120 credit hour requirement for graduation but do not fulfill general education requirements.

EPP 11000

Based on English placement scores, this course may be required prior to EPP 15000 or ENG 15000. This course counts toward the student's 120 credit hour requirement for graduation, but does not fulfill the Strategies for University Writing (ENG 15000) general education requirement and is counted as an elective.

EPP 15000

Equivalent to ENG 15000, with attention to ESL issues

This course counts toward the student's 120 credit hour requirement for graduation and fulfills the general education Strategies for University Writing (ENG 15000) requirement. This course is equivalent to (not a

prerequisite for) ENG 15000. Students receiving a C or better in this course are eligible to take ENG 17000.

A more complete description of these courses may be found in the course descriptions section of this catalog.

History

HISTORY, BA

54 credit hours

A Bachelor of Arts in History provides the knowledge and skills that successful students need to prepare them for attending graduate school especially in history or law, or pursuing a career in public history such as working in archives, museums, or historical sites. Their skills and knowledge also make them educated individuals ready to work at any career requiring literate persons.

Requirements

A major in history requires 54 credit hours of coursework through the Department of History as well as the general education requirements listed below.

Eight required courses:

- HIS 10500 America: Colony to Civil War
- HIS 10600 America: Civil War to World Power
- HIS 20000 History of the Contemporary World
- HIS 20300 Historical Methods
- HIS 22300 The Ancient and Medieval World
- HIS 30100 Early Modern Europe
- HIS 30200 Modern Europe
- HIS 40000 Senior Seminar in History

One course selected from the following options:

- HIS 20500 History of Asia
- HIS 22000 History of Latin America

One course selected from the following options:

- HIS 35000 Applied History
- HIS 45000 History Internship

Two courses of European history selected from the following options:

- HIS 26100 History of the British Isles
- HIS 32900 Church and State in Early Modern Europe
- HIS 33000 European Intellectual History
- HIS 33200 Revolution in the Modern World
- HIS 33600 The Civilization of Industrialism
- HIS 33700 The Soviet Union and European Communism
- HIS 33800 War and Society in the Twentieth Century
- HIS 35500 Europe Since 1945

Three courses of United States history, two of which must be at or above the 30000 level, selected from the following options:

- HIS 20700 American Military History though World War Two
- HIS 21400 American Military History Since 1941

- HIS 23200 History of American Sports
- HIS 30800 The Origins of the United States to 1800
- HIS 30900 The Age of Jackson
- HIS 31000 The Civil War and Reconstruction
- HIS 31200 The Growth of Modern America, 1877-1914
- HIS 31400 Economic History of America
- HIS 31500 History of Gender in America
- HIS 31600 A Biography of the Constitution
- HIS 31700 The American West 1830-1960
- HIS 31800 History of Race in America
- HIS 32000 The United States 1918-1945: Prosperity, Depression, and War
- HIS 32100 The United States in the Age of the Cold War

History majors must take the following course, which will fulfill a cross cultural general education requirement:

- GEO 10100 World Regional Geography

History majors must also take the following course to fulfill the general education US history/government requirement:

- PS 15500 American Government: The Nation

History majors must take one of the following courses to fulfill one of the general education social science requirements:

- ECON 23010 Survey of Economics
or
- HIS 31400 Economic History of America

HISTORY MINOR

18 credit hours

Requirements

A minor in history requires 18 credit hours of coursework.

Two required courses:

- HIS 10000 World History Since 1500
- HIS 20000 History of the Contemporary World

Two courses in American history selected from the following options:

- HIS 10500 America: Colony to Civil War
- HIS 10600 America: Civil War to World Power
- HIS 20700 American Military History though World War Two
- HIS 21400 American Military History Since 1941
- HIS 23200 History of American Sports
- HIS 30800 The Origins of the United States to 1800
- HIS 30900 The Age of Jackson
- HIS 31000 The Civil War and Reconstruction
- HIS 31200 The Growth of Modern America, 1877-1914
- HIS 31400 Economic History of America

HIS 31500	History of Gender in America
HIS 31600	A Biography of the Constitution
HIS 31700	The American West 1830-1960
HIS 31800	History of Race in America
HIS 32000	The United States 1918-1945: Prosperity, Depression, and War
HIS 32100	The United States in the Age of the Cold War

Two courses in European, Asian, or Latin American history selected from the following options:

HIS 20500	History of Asia
HIS 20900	The Nazi State
HIS 22000	History of Latin America
HIS 22300	The Ancient and Medieval World
HIS 26100	History of the British Isles
HIST 24100	Early Modern Europe
HIS 30200	Modern Europe
HIST 34100	Church and State in Early Modern Europe
HIS 33000	European Intellectual History
HIS 33200	Revolution in the Modern World
HIS 33600	The Civilization of Industrialism
HIS 33700	The Soviet Union and European Communism
HIS 33800	War and Society in the Twentieth Century

GENDER STUDIES MINOR

18 credit hours

Requirements

A minor in gender studies requires 18 credit hours of coursework.

Two required courses:

GS 20101	A Global Introduction to Gender Studies
GS 30000	Gender Theory

Four courses selected from the following options:

ANT 31800/SOC 31800	Race, Ethnicity, and Gender: A Global Perspective
CJ 31500	Victimology
CJ 35005	Women, Crime, and the Law
COM 32700	Media Literacy
ENG 34200	English Romantic Literature
HIS 31500	History of Gender in America
PSY 31300	Psychology of Adolescence
PSY 36500	Human Sexuality
SOC 30400	The Sociology of Gender Roles

ENG 28004 Selected Topics: Gender Studies and Literature will also meet this requirement.

Additional courses may be substituted with permission from both the chair of the respective department and the chair of the Gender Studies Program.

Division of Sciences

Biology

The Department of Biology offers several degrees in biology to prepare students for a variety of careers. Students who elect to major in biology are interested in pursuing careers in healthcare, such as physician, dentist, physician's assistant, clinical laboratory scientist, and many others. For these students, the Bachelor of Science in Biology is the best degree choice. It is also the best preparation for students who plan to pursue graduate studies in biology and related fields.

A minor in biology is also offered.

BIOLOGY, BA

60 credit hours

Requirements

The Bachelor of Arts in Biology requires the following courses:

BIO 25100	Introduction to Cell Biology and Genetics
BIO 25200	Diversity, Ecology and Evolution
BIO 28500	Methods and Writing for Biology
BIO 32000	Plant Biology
BIO 32400	Animal Biology
BIO 40400	Cell Biology
BIO 40800	Genetics
BIO 46400	Evolution
BIO 46500	General Ecology
BIO 48500	Biology Seminar
BIO 48600	Senior Synthesis
CHM 23000	General Chemistry 1
CHM 23100	General Chemistry 2
CHM 23200	General Chemistry 3
CHM 24100	General Chemistry 2 Laboratory
CHM 24200	General Chemistry 3 Laboratory
MTH 15100	College Algebra
MTH 15200	Pre-calculus: Elementary Functions
MTH 24100	Statistics for Natural Science

Plus 6 credit hours of biology electives, selected from the following courses:

BIO 22700	Human Anatomy and Physiology I
BIO 22800	Human Anatomy and Physiology II
BIO 23000	Microbiology for Health Sciences
BIO 26300	Environmental Policy
BIO 28000	Introduction to Clinical Laboratory Science
BIO 32900	Human Physiology
BIO 33000	Comparative Vertebrate Anatomy and Physiology
BIO 34300	Invertebrate Zoology
BIO 34500	Identification and Taxonomy of the Local Flora
BIO 35100	Field Studies in Taxonomy
BIO 35300	Microbiology
BIO 35800	Parasitology

BIO 36200	Advanced Environmental Biology
BIO 36600	Field Biology
BIO 37000	Wetlands Ecology
BIO 38500/CHM 38500	Medicinal Chemistry
BIO 40000	Field Research
BIO 41300	Immunology
BIO 41700	Molecular Biology
BIO 42200/CHM 42200	Biochemistry: Metabolism
BIO 42600	Developmental Biology
BIO 48000	Independent Research

BIOLOGY, BS*76-78 credit hours***Requirements**

The Bachelor of Science in Biology requires the following courses:

BIO 25100	Introduction to Cell Biology and Genetics
BIO 25200	Diversity, Ecology and Evolution
BIO 28500	Methods and Writing for Biology
BIO 32000	Plant Biology
BIO 32400	Animal Biology
BIO 40400	Cell Biology
BIO 40800	Genetics
BIO 46400	Evolution
BIO 46500	General Ecology
BIO 48500	Biology Seminar
BIO 48600	Senior Synthesis
CHM 23000	General Chemistry 1
CHM 23100	General Chemistry 2
CHM 23200	General Chemistry 3
CHM 24100	General Chemistry 2 Laboratory
CHM 24200	General Chemistry 3 Laboratory
CHM 36100	Organic Chemistry I
CHM 36200	Organic Chemistry II
MTH 24100	Statistics for Natural Science

Students must also select one of the following combinations of courses:

Combination 1

MTH 27100	Calculus I
MTH 27200	Calculus II

Combination 2

MTH 17300	Survey of Calculus
PHY 25100	Introductory Physics I
PHY 25200	Introductory Physics II

Plus 10 credit hours of biology electives, selected from the following options:

BIO 22700	Human Anatomy and Physiology I
BIO 22800	Human Anatomy and Physiology II
BIO 23000	Microbiology for Health Sciences
BIO 26300	Environmental Policy

BIO 28000	Introduction to Clinical Laboratory Science
BIO 32900	Human Physiology
BIO 33000	Comparative Vertebrate Anatomy and Physiology
BIO 33200	Plant Physiology
BIO 34300	Invertebrate Zoology
BIO 34500	Identification and Taxonomy of the Local Flora
BIO 35100	Field Studies in Taxonomy
BIO 35300	Microbiology
BIO 35800	Parasitology
BIO 36200	Advanced Environmental Biology
BIO 36600	Field Biology
BIO 37000	Wetlands Ecology
BIO 38500/CHM 38500	Medicinal Chemistry
BIO 40000	Field Research
BIO 41300	Immunology
BIO 41700	Molecular Biology
BIO 42200/CHM 42200	Biochemistry: Metabolism
BIO 42600	Developmental Biology
BIO 48000	Independent Research

BIOLOGY MINOR*36-37 credit hours***Requirements**

The minor in biology requires the following courses:

BIO 25100	Introduction to Cell Biology and Genetics
BIO 25200	Diversity, Ecology and Evolution
BIO 40400	Cell Biology
BIO 40800	Genetics
BIO 46400	Evolution
BIO 46500	General Ecology
CHM 23000	General Chemistry 1
CHM 23100	General Chemistry 2
CHM 23200	General Chemistry 3
CHM 24100	General Chemistry 2 Laboratory
CHM 24200	General Chemistry 3 Laboratory
MTH 24100	Statistics for Natural Science

Plus three credit hours of BIO courses at or above the 30000 level.

Health and Fitness Sciences**ATHLETIC TRAINING, BS***88 credit hours in content area**17 credit hours of General Education prerequisite credits*

Lindenwood University offers a Bachelor of Science in Athletic Training, and the program is accredited by the Commission on Accreditation of Athletic Training

Education (CAATE). The program received its original accreditation in 2003, and it was recently re-accredited in 2013. This program is designed to prepare athletic training students to succeed on the Board of Certification (BOC) examination and become Certified Athletic Trainers. Lindenwood University's first time pass rate on the BOC examination was 86% in 2015, as compared to the 78% national average. Furthermore, the average first time pass rate for Lindenwood University over the past three years (2013-2015) was 88%, in comparison to the 79% national average.

Traditional students attending Lindenwood University will complete a list of prerequisites during their freshman year and apply for admittance into the athletic training program during their second semester. Upon acceptance, they will have a minimum of six semesters to complete. Transfer students will also have a minimum of six semesters in the program, pending an evaluation of their transcript, completion of the required prerequisites, and formal acceptance into the program.

Lindenwood University utilizes a highly integrated educational model with rigorous coursework combined with clinical observations and experiences to best prepare the athletic training student for professional success. In addition to the required coursework, athletic training students must complete a minimum of 950 contact hours with a preceptor, clinical instructor and/or a certified athletic trainer. Students are challenged on a daily basis in the classroom, and trained preceptors continually motivate and encourage students to apply their knowledge in simulated and authentic scenarios. With the vast number of athletic programs offered at Lindenwood University, the athletic training student is provided with more on-campus clinical diversity than nearly any other program in the country.

Requirements

The Bachelor of Science in Athletic Training requires completion of the following courses:

AT 22100	Medical Terminology
AT 25000	Clinical Practicum I
AT 26000	Clinical Practicum II
AT 28000	Introduction to Athletic Training Lab
AT 28500	Introduction to Athletic Training
AT 30000	Principles of Rehabilitation
AT 30100	Therapeutic Exercise and Rehabilitation of Athletic Injuries
AT 30200	Assessment of Athletic Injuries-Lower Body
AT 30300	Assessment of Athletic Injuries-Upper Body
AT 30400	Therapeutic Modalities
AT 35000	Clinical Practicum III
AT 36000	Clinical Practicum IV
AT 38000	Therapeutic Exercise and Rehabilitation of Athletic Injuries Lab
AT 38100	Assessment of Athletic Injuries-Lower Body Lab

AT 38200	Assessment of Athletic Injuries-Upper Body Lab
AT 38600	Therapeutic Modalities Lab
AT 43100	Organization and Administration of Athletic Training
AT 43200	Pharmacology
AT 43300	Pathology of Non-Orthopedic Injuries and Illness
AT 43800	Senior Seminar
AT 45000	Clinical Practicum V
AT 46000	Clinical Practicum VI

Additional requirements include:

BIO 10000	Concepts in Biology
CHM 10000	Concepts in Chemistry
EXS 24000	Nutrition throughout the Lifecycle
EXS 26000	Concepts in Conditioning
EXS 31500	Physiology of Exercise
EXS 31600	Physiology of Exercise Lab
EXS 34000	Nutrition for Performance
HFS 20400	Care and Prevention
HFS 20500	Health Concepts
HFS 20600	Care and Prevention Lab
MTH 14100	Basic Statistics
	one MTH elective numbered 12100 or higher
PE 33000	Psychological Aspects of Physical Education
PE 35600	Theory and Methods of Coaching Weight Training
PSY 10000	Principles of Psychology

One of the following:

BIO 22700	Human Anatomy and Physiology I
EXS 28000	Applied Anatomy

One of the following:

EXS 32500	Biomechanics
HFS 31000	Kinesiology of Physical Education

One of the following:

BIO 22800	Human Anatomy and Physiology II
EXS 28500	Applied Physiology

See an athletic training advisor for further information.

EXERCISE SCIENCE, BS

60-63 hours core requirements

16-17 hours additional requirements

Exercise science is a scientific program of study that focuses on the anatomy, physiology, biochemistry, human movement, and applications to exercise and therapeutic rehabilitation. Examples of coursework include instruction in clinical exercise physiology, exercise physiology, biomechanics, fitness assessment and exercise prescription, energy sources and strength and conditioning.

Exercise science prepares qualified professionals for employment in health and fitness centers, hospital-based health and wellness programs, corporate-based health and wellness programs, cardiac rehabilitation, strength and conditioning, and allied health areas. Additionally, the program prepares students for advanced study in related fields such as exercise physiology, biomechanics, occupational therapy, physical therapy, physician assistant, medicine and chiropractic medicine.

Students must meet the minimum criteria listed below.

- Admission to Lindenwood University
- Declaration of exercise science as a major
- C or better on all prerequisites and core content courses
- An overall cumulative minimum GPA of 2.50.

Notes: Students must be within 12 credit hours of graduation to register for an internship and must have completed EXS 41000 prior to enrolling in EXS 44000 (Internship).

Requirements

The Bachelor of Science in Exercise Science requires completion of the following courses:

EXS 24000	Nutrition throughout the Lifecycle
EXS 25000	Foundations of Sport and Exercise Science
EXS 26000	Concepts in Conditioning
EXS 27500	Research Methods and Data Interpretation
EXS 30000	Sport and Fitness Administration
EXS 31500	Physiology of Exercise
EXS 31600	Physiology of Exercise Lab
EXS 31700	Advanced Exercise Physiology
EXS 32500	Biomechanics
EXS 34000	Nutrition for Performance
EXS 38900	Exercise Testing
EXS 41000	Exercise Prescription and Implementation
EXS 43000	Physical Activity for Specific Populations
HFS 16000	First Aid/CPR/Sport Injuries
HFS 22000	Motor Learning and Rhythmic Activity
PE 33000	Psychological Aspects of Physical Education
PE 35600	Theory and Methods of Coaching Weight Training

One of the following:

EXS 44000	Internships
EXS 44100	Research Internship

One of the following:

BIO 22700	Human Anatomy and Physiology I
EXS 28000	Applied Anatomy

One of the following:

BIO 22800	Human Anatomy and Physiology II
EXS 28500	Applied Physiology

Additional requirements include:

PSY 10000	Principles of Psychology
MTH 15100	College Algebra

One of the following:

MTH 14100	Basic Statistics
MTH 24100	Statistics for Natural Science

One of the following:

BIO 10000	Concepts in Biology
BIO 25100	Introduction to Cell Biology and Genetics

One of the following:

CHM 10000	Concepts in Chemistry
CHM 23000	General Chemistry I

See an exercise science advisor.

PHYSICAL EDUCATION TEACHING CERTIFICATION (K-12), BA

55 credit hours

38-40 credit hours in education

The Bachelor of Arts in Physical Education with a K-12 certification prepares students to become health/physical educators. Coursework includes both education and health and fitness science.

Requirements

K-12 education course requirements are as follows:

EDU 10000	Orientation to Educational Experiences
EDU 11100	School Observation
EDU 20200	Psychology of Teaching and Learning
EDU 21501	Teacher Education Seminar I
EDU 30710	Content Literacy for Diverse Learners
EDU 32100	Middle/High School Classroom Teaching and Technology
EDU 32500	Perceptual Motor Development
EDU 34000	Secondary Methods of Teaching Physical Education
EDU 34100	Education of the Exceptional Child
EDU 34300	Middle/High School Differentiation and Classroom Management
EDU 38000	Pre-Student Teaching Practicum
EDU 40400	Advanced Measurement and Evaluation to Enhance Learning
EDU 41000	Student Teaching

Course requirements for K-12 certification in physical education are as follows:

BIO 22700	Human Anatomy and Physiology I or
EXS 28000	Applied Anatomy
EXS 31500	Physiology of Exercise
EXS 32500	Biomechanics
HFS 16000	First Aid/CPR/Sport Injuries
HFS 20000	Health and Nutrition
HFS 22000	Motor Learning and Rhythmic Activity

HFS 30500	Measurement and Evaluation in Physical Education
HFS 40000	Adapted Physical Education
PE 15000	Foundations of Physical Education
PE 31800	Coaching with Character
PE 33000	Psychological Aspects of Physical Education
PE 33500	Methods of Elementary Physical Education
PE 33600	Methods of Intermediate Physical Education

Plus four credit hours of coursework in Team or Lifetime Sports selected from the following list of courses:

Team Sports

PE 10000	Team Sports (Competitive Sports)
PE 10100	Recreational Sports I
PE 10200	Recreational Sports II
PE 10300	Volleyball
PE 10400	Softball
PE 10500	Track and Field
PE 10600	Flag Football
PE 10700	Basketball
PE 10800	Soccer
PE 10900	Wrestling
PE 11000	Golf

Lifetime Sports

PE 12000	Weight Lifting I
PE 12100	Weight Lifting II
PE 12200	Orienteering
PE 12600	Aerobic Fitness
PE 12700	Swimming I
PE 12900	Lifeguarding
PE 13000	Water Aerobics
PE 13100	Bowling
PE 13200	Lifetime Sports
PE 13300	Tennis I
PE 13400	Tennis II
PE 14100	Self Defense I
PE 14200	Cardiovascular Fitness
PE 14300	Self Defense II
PE 15100	Table Tennis
PE 15300	Officiating of Team Sports
PE 15400	Billiards and Pool
PE 15500	Swimming II
PE 15600	Fencing
PE 15700	Advanced Lifeguarding/Lifesaving
PE 16100	Outdoor Education
PE 20300	Adventure Education and Leadership
HFS 24000	Stress Management

Additional courses may be considered with faculty approval.

Additional course requirements include:

BIO 10000	Concepts in Biology
CHM 10000	Concepts in Chemistry
PSY 10000	Principles of Psychology
MTH 14100	Basic Statistics
	Or other MTH course

Plus three credit hours of math coursework; MTH 14100 is recommended.

Pre-Chiropractic

Lindenwood University offers a 3+3 degree program in association with Logan College of Chiropractic. Essentially, students follow the Lindenwood curriculum for a Bachelor of Science in Biology. If the student is accepted into Logan College after the third year at Lindenwood, he or she will transfer to Logan for the fourth year. After completing the first year of study at Logan, the student will earn the Bachelor of Science in Biology from Lindenwood University. Two additional years of study at Logan College are required to earn a Doctor of Chiropractic. Students who are interested in this program must work closely with an academic advisor in order to complete the curriculum requirements in the prescribed sequence. Students should also contact Logan College by the second year at Lindenwood to obtain updated information on admission and application requirements.

Pre-Professional Studies in Health Sciences

At Lindenwood, pre-professional studies in the health sciences include pre-medicine, pre-nursing, pre-veterinary medicine, pre-dentistry, and pre-optometry programs, all of which are designed to specifically meet professional school requirements and prepare students to take mandatory entrance exams. More than ever before, health professions schools are placing value on personal characteristics, including intellectual curiosity and a sense of altruism, in the selection of successful applicants. Nevertheless, performance on the entrance exams, cumulative undergraduate GPA, science and math GPA, along with experience (work related or voluntary) in the desired field are still important criteria in obtaining admission into the desired health profession. Some factors which bear serious consideration by the student prior to his/her decision to enter any of the professional studies are personal motivation, realistic assessment of the demands of clinical training and practice, and realities of working with the ill and infirm.

Students should also realize that admission into health professions schools is highly competitive. With regard to undergraduate curriculum, specific course requirements may vary among medical/veterinary/dental/optometry schools, but all schools realize the value of a broad education, with demonstrated ability in the sciences, well-developed verbal and written communication skills, and a background in the humanities and social sciences. To perform above the national norms, students should finish certain courses before appearing for the entrance exam in their chosen profession.

Students should review the coursework-related information on specific schools in the admissions requirements books that are published annually in the various disciplines by the professional associations.

PRE-MEDICINE/PRE-DENTISTRY/PRE-OPTOMETRY/PRE-VETERINARY MEDICINE

The majority of the health professions schools expect the student to have successfully completed the following courses, preferably at a four-year college or university:

General Chemistry with lab: 2 semesters

General Biology with lab: 2 semesters

Physics: 2 semesters

Organic Chemistry: 2 semesters

English: 2 semesters

Students must also complete an entrance test (MCAT, GRE, DAT or OAT).

Many health professions schools require or strongly recommend other courses such as biochemistry, cell/molecular biology, genetics, microbiology, statistics, calculus, humanities, fine arts, and social science. Students who want to prepare themselves for admission to one of these professional programs should meet with a Biology or Chemistry advisor before planning their first semester schedule.

PRE-NURSING

Lindenwood University maintains an articulation agreement with Barnes-Jewish College Goldfarb School of Nursing (BJCoN) in St. Louis. Students pursue a two year course of study at Lindenwood and then transfer to BJCoN for two years of work leading to the BSN degree.

Requirements

The following courses are to be taken by Lindenwood students who intend to participate in this program:

BIO 10000	Concepts in Biology
BIO 12100	Nutrition
BIO 22700	Human Anatomy and Physiology I
BIO 22800	Human Anatomy and Physiology II
BIO 23000	Microbiology for Health Sciences
CHM 10000	Concepts in Chemistry
ENG 15000	Strategies for University Writing
ENG 17000	Research and Argumentation
MTH 14100	Basic Statistics
MTH 15100	College Algebra
PSY 10000	Principles of Psychology
PSY 20500	Human Development
SOC 10200	Basic Concepts of Sociology

Plus four additional courses to be selected from areas specified in the articulation agreement.

A similar schedule of coursework will prepare students to enter other BSN programs as well. Students interested in participating in the pre-nursing program should meet with a pre-nursing advisor before planning their first semester schedule.

Division of Social and Behavioral Sciences**Criminal Justice Department**

The criminal justice degree prepares students to enter the work force with a generalist degree or with a specified emphasis area in criminal justice. The Department of Criminal Justice offers the Bachelor of Arts along with the following emphasis areas:

- Bachelor of Arts in Criminal Justice (no emphasis area)
- Bachelor of Arts in Criminal Justice, legal studies emphasis
- Bachelor of Arts in Criminal Justice, corrections/juvenile emphasis
- Bachelor of Arts in Criminal Justice, corrections/probation and parole emphasis
- Bachelor of Arts in Criminal Justice, law enforcement emphasis

All of the above degrees require the completion of the criminal justice core courses listed below. Majors with no emphasis area must complete the criminal justice elective courses shown below. Students who are completing the Bachelor of Arts in Criminal Justice with an emphasis area must complete the indicated courses listed within the particular area of emphasis selected.

The department also offers a minor in criminal justice.

CRIMINAL JUSTICE, BA

48 credit hours

Core Requirements

36 credit hours

All students seeking the Bachelor of Arts in Criminal Justice must successfully complete the following core courses:

CJ 11000	Criminal Justice Systems
CJ 20000	Criminology
CJ 30000	Policing in America
CJ 30100	Criminal Procedure
CJ 30500	Corrections
CJ 31000	Criminal Law
CJ 31100	The Juvenile Justice System
CJ 31500	Victimology
CJ 32000	Race, Crime, and Punishment
CJ 33100	Criminal Investigation
CJ 35500	Criminal Justice Ethics
CJ 44000	Senior Seminar in Criminal Justice

Elective Courses

12 credit hours

Students seeking the criminal justice degree without an emphasis area must complete the CJ core requirements and 12 credit hours of electives selected from the following options:

ACCT 21010	Principles of Financial Accounting
MGMT 26032	Principles of Management
CJ 20500	Criminal Justice Observation
CJ 22500	Comparative Criminal Justice Systems
CJ 24000-24999	Special Topics in Criminal Justice
CJ 32100	White-Collar Crime
CJ 33800	Criminal Minds
CJ 34000-34999	Special Topics in Criminal Justice
CJ 35005	Women, Crime, and the Law
CJ 45000	Practicum
PSY 20800	Child Psychology
PSY 30300	Abnormal Psychology
SOC 22200	Social Problems
SOC 31500	Alcohol, Drugs, and Society
SOC 31800/ANT 31800	Race, Ethnicity, and Gender: A Global Perspective
SOC 32200	Social Deviance
SW 27000	Human Behavior in the Social Environment I

CRIMINAL JUSTICE, CORRECTIONS/JUVENILE EMPHASIS, BA

54 credit hours

Core Requirements

36 credit hours

All students seeking the Bachelor of Arts in Criminal Justice must successfully complete the following core courses:

CJ 11000	Criminal Justice Systems
CJ 20000	Criminology
CJ 30000	Policing in America
CJ 30100	Criminal Procedure
CJ 30500	Corrections
CJ 31000	Criminal Law
CJ 31100	The Juvenile Justice System
CJ 31500	Victimology
CJ 32000	Race, Crime, and Punishment
CJ 33100	Criminal Investigation
CJ 35500	Criminal Justice Ethics
CJ 44000	Senior Seminar in Criminal Justice

Corrections/Juvenile Emphasis Courses

Students seeking the criminal justice degree with an emphasis in corrections/juvenile are required to complete the CJ core requirements and 18 credit hours of coursework selected from the following options:

CJ 20500	Criminal Justice Observation
CJ 24000-24999	Special Topics in Criminal Justice
CJ 33800	Criminal Minds
CJ 34000-34999	Special Topics in Criminal Justice
CJ 35005	Women, Crime, and the Law
CJ 45000	Practicum
PSY 10000	Principles of Psychology
PSY 20500	Human Development
PSY 30300	Abnormal Psychology
PSY 33400	Social Psychology
SOC 10200	Basic Concepts of Sociology
SOC 21400	The Family
SOC 31500	Alcohol, Drugs, and Society
SOC 32200	Social Deviance
SPA 10100	Elementary Spanish I
SPA 10200	Elementary Spanish II

CRIMINAL JUSTICE, CORRECTIONS/PROBATION AND PAROLE EMPHASIS, BA

54 credit hours

Core Requirements

36 credit hours

All students seeking the Bachelor of Arts in Criminal Justice must successfully complete the following core courses:

CJ 11000	Criminal Justice Systems
CJ 20000	Criminology
CJ 30000	Policing in America
CJ 30100	Criminal Procedure
CJ 30500	Corrections
CJ 31000	Criminal Law
CJ 31100	The Juvenile Justice System
CJ 31500	Victimology
CJ 32000	Race, Crime, and Punishment
CJ 33100	Criminal Investigation
CJ 35500	Criminal Justice Ethics
CJ 44000	Senior Seminar in Criminal Justice

Corrections/Probation and Parole Emphasis Courses

Students seeking the criminal justice degree with an emphasis in corrections/probation and parole are required to complete the CJ core requirements and 18 credit hours from the following:

CJ 20500	Criminal Justice Observation
CJ 22500	Comparative Criminal Justice Systems

CJ 24000-24999	Special Topics in Criminal Justice
CJ 33800	Criminal Minds
CJ 34000-34999	Special Topics in Criminal Justice
CJ 35005	Women, Crime, and the Law
CJ 45000	Practicum
PSY 30300	Abnormal Psychology
PSY 33400	Social Psychology
SOC 10200	Basic Concepts of Sociology
SOC 31500	Alcohol, Drugs, and Society
SOC 32200	Social Deviance
SPA 10100	Elementary Spanish I
SPA 10200	Elementary Spanish II

CRIMINAL JUSTICE, LAW ENFORCEMENT EMPHASIS, BA*54 credit hours***Core Requirements***36 credit hours*

All students seeking the Bachelor of Arts in Criminal Justice must successfully complete the following core courses:

CJ 11000	Criminal Justice Systems
CJ 20000	Criminology
CJ 30000	Policing in America
CJ 30100	Criminal Procedure
CJ 30500	Corrections
CJ 31000	Criminal Law
CJ 31100	The Juvenile Justice System
CJ 31500	Victimology
CJ 32000	Race, Crime, and Punishment
CJ 33100	Criminal Investigation
CJ 35500	Criminal Justice Ethics
CJ 44000	Senior Seminar in Criminal Justice

Law Enforcement Emphasis Courses

Students seeking the criminal justice degree with an emphasis in law enforcement are required to complete the CJ core requirements and 18 credit hours from the following:

ART 18101	Digital Photography I
CJ 20500	Criminal Justice Observation
CJ 24000-24999	Special Topics in Criminal Justice
CJ 32100	White-Collar Crime
CJ 33800	Criminal Minds
CJ 34000-34999	Special Topics in Criminal Justice
CJ 35005	Women, Crime, and the Law
CJ 45000	Practicum
MIS 14000	Microcomputer Applications
PHL 10200	Moral Life: A Study in Ethics
PSY 10000	Principles of Psychology
PSY 30300	Abnormal Psychology
SOC 10200	Basic Concepts of Sociology
SOC 21400	The Family

SOC 31500	Alcohol, Drugs, and Society
SOC 31800/ANT 31800	Race, Ethnicity, and Gender: A Global Perspective
SOC 32200	Social Deviance
SPA 10100	Elementary Spanish I
SPA 10200	Elementary Spanish II

CRIMINAL JUSTICE, LEGAL STUDIES EMPHASIS, BA*54 credit hours***Core Requirements***36 credit hours*

All students seeking the Bachelor of Arts in Criminal Justice must successfully complete the following core courses:

CJ 11000	Criminal Justice Systems
CJ 20000	Criminology
CJ 30000	Policing in America
CJ 30100	Criminal Procedure
CJ 30500	Corrections
CJ 31000	Criminal Law
CJ 31100	The Juvenile Justice System
CJ 31500	Victimology
CJ 32000	Race, Crime, and Punishment
CJ 33100	Criminal Investigation
CJ 35500	Criminal Justice Ethics
CJ 44000	Senior Seminar in Criminal Justice

Legal Studies Emphasis Courses

Students seeking the criminal justice degree with an emphasis in legal studies are required to complete the CJ core requirements and 18 credit hours of coursework from the following:

CJ 20500	Criminal Justice Observation
CJ 22500	Comparative Criminal Justice Systems
CJ 24000-24999	Special Topics in Criminal Justice
CJ 32100	White-Collar Crime
CJ 33800	Criminal Minds
CJ 34000-34999	Special Topics in Criminal Justice
CJ 35005	Women, Crime, and the Law
CJ 45000	Practicum
MGMT 26061	Business Law I
MGMT 36062	Business Law II
PHL 21500	Traditional Logic
PS 15600	American Government: The States

CRIMINAL JUSTICE MINOR

24 credit hours

Requirements

Students may earn a criminal justice minor by completing the following courses:

CJ 11000	Criminal Justice Systems
CJ 20000	Criminology
CJ 31000	Criminal Law
CJ 31500	Victimology

Plus twelve credit hours from the following options:

CJ 30000	Policing in America
CJ 30100	Criminal Procedure
CJ 30500	Corrections
CJ 31100	The Juvenile Justice System
CJ 32000	Race, Crime, and Punishment
CJ 33100	Criminal Investigation
CJ 33800	Criminal Minds
CJ 35005	Women, Crime, and the Law
CJ 35500	Criminal Justice Ethics

Psychology Department

The Bachelor of Arts in Psychology is a general liberal arts degree that prepares graduates for lifelong learning. Features of the major include exposure to and practice in problem solving skills, critical thinking skills, information-gathering and synthesis skills, interpersonal and intrapersonal skills, and skills in research and statistical reasoning. The field's knowledge base regarding human behavior is pertinent to virtually all careers that entail dealing with people. Students with a bachelor's degree in psychology commonly enter careers in the fields of human services, business, human resources, education, and criminal justice. Psychology majors sometimes pursue graduate study in a variety of fields, including counseling, psychology, social work, law, healthcare, business, and education. Lindenwood University offers both a Bachelor of Arts in Psychology and a minor in psychology. Course requirements are given below.

PSYCHOLOGY, BA

42 credit hours

Requirements

The Bachelor of Arts in Psychology requires the following core courses:

PSY 10000	Principles of Psychology
PSY 30300	Abnormal Psychology
PSY 30400	Basic Research Methods
PSY 30600	Behavioral Science Statistics
PSY 48500	Senior Seminar

One of the following:

MTH 14100	Basic Statistics
MTH 24100	Statistics for Natural Science

Plus six credit hours in clinical psychology courses selected from among the following options:

PSY 30900	Personality
PSY 32400	Psychological Testing
PSY 34100	Psychotherapy
PSY 36500	Human Sexuality

PSY 22000 and PSY 31100 are additional options offered at the St. Charles campus. These may also be used to satisfy the requirement.

Plus six credit hours in experimental psychology courses selected from among the following options:

PSY 32500	Behavioral Neuroscience
PSY 32900	Cognition
PSY 33200	Psychology of Motivation and Emotion
PSY 33400	Social Psychology
PSY 33700	Learning and Memory

PSY 32600, PSY 33000, and PSY 33100 are additional options offered at the St. Charles campus. These may also be used to satisfy the requirement.

Plus six credit hours in developmental psychology courses selected from among the following options:

PSY 20500	Human Development
PSY 31300	Psychology of Adolescence

PSY 20800, PSY 21000, and PSY 31200 are additional options offered at the St. Charles campus. These may also be used to satisfy the requirement.

Plus six credit hours in general psychology courses selected from among the following options:

PSY 29000-29999	Special Topics in Psychology
PSY 39000-39999	Special Topics in Psychology
PSY 40400	Advanced Research Methods
PSY 45000	Psychology Practicum
PSY 48000	Psychology Research Lab

PSY 21500, PSY 23100, PSY 23500, PSY 30800, and PSY 48300 are additional options offered at the St. Charles campus. These may also be used to satisfy the requirement.

PSYCHOLOGY MINOR

21 credit hours

Requirements

The minor in psychology requires the completion of the following courses:

PSY 10000	Principles of Psychology
PSY 30300	Abnormal Psychology

One of the following:

MTH 14100	Basic Statistics
MTH 24100	Statistics for Natural Science

Plus three credit hours in clinical psychology courses, selected from among the following options:

PSY 30900	Personality
PSY 32400	Psychological Testing
PSY 34100	Psychotherapy
PSY 36500	Human Sexuality

PSY 22000 and PSY 31100 are additional options offered at the St. Charles campus. These may also be used to satisfy the requirement.

Plus three credit hours in experimental psychology courses, selected from among the following options:

PSY 32500	Behavioral Neuroscience
PSY 32900	Cognition
PSY 33200	Psychology of Motivation and Emotion
PSY 33400	Social Psychology
PSY 33700	Learning and Memory

PSY 32600, PSY 33000, and PSY 33100 are additional options offered at the St. Charles campus. These may also be used to satisfy the requirement.

Plus three credit hours in developmental psychology courses, selected from among the following options:

PSY 20500	Human Development
PSY 31300	Psychology of Adolescence

PSY 20800, PSY 21000, and PSY 31200 are additional courses offered at the St. Charles campus. These may also be used to satisfy the requirement.

Plus three credit hours in general psychology courses selected from among the following options:

PSY 29000-29999	Special Topics in Psychology
PSY 39000-39999	Special Topics in Psychology
PSY 40400	Advanced Research Methods
PSY 45000	Psychology Practicum
PSY 48000	Psychology Research Lab

PSY 23100, PSY 23500, PSY 30800, and PSY 48300 are additional options offered at the St. Charles campus. These may also be used to satisfy the requirement.

SOCIOLOGY MINOR

18 credit hours

Requirements

The minor in sociology requires a total of 18 credit hours. Students must take the following course:

SOC 10200	Basic Concepts of Sociology
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Plus 15 additional credit hours of coursework, selected from the following options:

ANT 11200	Cultural Anthropology
PSY 33400	Social Psychology
SOC 20600	Introduction to Social and Cultural Research Methods
SOC 21400	The Family
SOC 22200	Social Problems

SOC 29000-29999	Special Topics in Sociology
SOC 30400	The Sociology of Gender Roles
SOC 31500	Alcohol, Drugs, and Society
SOC 31800/ANT 31800	Race, Ethnicity, and Gender: A Global Perspective
SOC 32100	Urban Sociology
SOC 32200	Social Deviance
SOC 33500	Sociology of Sport
SOC 39000-39999	Special Topics in Sociology
SOC 40000	Undergraduate Research
SOC 42000/ANT 42000	Sociocultural Theory

Aerospace Studies

Aerospace Studies Program

Lindenwood University has agreements with Washington University and St. Louis University that make their Air Force ROTC basic courses available to qualified Lindenwood students. These programs enable students to earn appointments as commissioned officers in the United States Air Force. Students interested in pursuing these opportunities should consult with the appropriate Air Force ROTC advisor. Any academic major may apply.

For Air Force ROTC, the contact number is: (314) 977-8227.

U.S. AIR FORCE ROTC (AES) AEROSPACE STUDIES

20 credit hours

Requirements

The Air Force ROTC program requires the following courses:

AES 10100	The Foundations of the United States Air Force
AES 10200	The Air Force Today
AES 11000	Leadership Laboratory I
AES 11200	Leadership Laboratory II
AES 20100	The Evolution of USAF Air and Space Power
AES 20200	The Air Force Way
AES 30100	Air Force Leadership and Management I
AES 30200	Air Force Leadership and Management II
AES 40100	National Security Affairs and Preparation for Active Duty I
AES 40200	National Security Affairs and Preparation for Active Duty II

UNDERGRADUATE COURSE DESCRIPTIONS

Note: Courses are listed alphabetically by department prefix.

Courses that can fulfill general education requirements include a designation in their course descriptions indicating the GE category the course can fulfill. The list of such designations and their meanings are listed in the table below.

GE-Eng – Satisfies the GE English Composition requirement	GE-CrsClc – Satisfies the GE Cross Cultural requirement
GE-Comm – Satisfies the GE Communications requirement	GE-ForLang – Satisfies the GE Foreign Language requirement
GE-Lit – Satisfies the GE English Literature requirement	GE-SocSci – Satisfies the GE Social Science requirement
GE-Phl-Rel – Satisfies the GE Philosophy/Religion requirement	GE-BioSci – Satisfies the GE Biological Science requirement
GE-Fine Art – Satisfies the GE Fine Art requirement	GE-EarthSci – Satisfies the GE Earth Science requirement
GE-AmGovHis – Satisfies the GE American Government/History Requirement	GE-PhysSci – Satisfies the GE Physical Science requirement
GE-WHis – Satisfies the GE World History requirement	GE-Math – Satisfies the GE Mathematics requirement

Note: Some courses can fulfill two different GE Requirements. However, no student can use a single course to fulfill two different requirements.

ACCT - Accounting

ACCT 21010 - Principles of Financial Accounting (3)

This course introduces students to the accounting information framework used by organizations to collect, maintain, and report financial information. Special emphasis will be given to transaction analysis and the resulting effect on the financial statements. Lab fee may be required. Prerequisite: a grade of C or better in MTH 14100, MTH 14200, MTH 15100, MTH 15200, MTH 17300, MTH 27100 or MTH 27200.

ACCT 21011 - Principles of Managerial Accounting (3)

This course focuses on the development, analysis, interpretation, and communication of financial information designed to assist managers in achieving the goals of an organization. Topics include discussions about different cost accumulation systems, cost management systems, activity-based costing and management, and planning and control. Lab fee may be required. Prerequisite: A grade of C or better in ACCT 21010 and a

grade of C or better in MTH 14100 or MTH 14200 or higher.

ACCT 31012 - Accounting Cycle Analyses (3)

This course focuses on the technical aspects of the accounting cycle. All aspects of the accounting cycle will be addressed including transaction entry, financial statement presentation, and closing entries. The course is intended for accounting majors or anyone desiring a thorough understanding of the accounting cycle. Prerequisite: a C or better in ACCT 21010 and MTH 14100 or MTH 14200 or higher. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 31020 - Financial Accounting and Reporting I (3)

This course examines the development, application, and importance of accounting standards, principles, and conventions, including US GAAP and IFRS variances. Problems of balance sheet valuations and their impact upon income statements for receivables, inventory, and assets will be covered in detail. Prerequisite: a C or better in ACCT 31012. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 31021 - Financial Accounting and Reporting II (3)

This course is a continuation of ACCT 31020 and will focus on financial instruments and liabilities. Effects of judgment and opinion on the "fairness" of statement presentation will be studied. Prerequisite: a C or better in ACCT 31020. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 31040 - Accounting Information Systems (3)

This course explores the role information managers play in the development and use of event-driven information systems. Topics discussed will include the use of modeling to determine value-added activities within an organization, the identification of risks and corresponding controls developed by an organization, and the design of an integrated relational database to support the information processes of the organization. Lab fee may be required. Prerequisite: a C or better in ACCT 21011 and MIS 24000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 31041 - Excel for Accounting (3)

The student will use Microsoft Excel to examine various aspects of both financial and managerial accounting. This course is designed to enhance students' knowledge of Excel and the many ways it is used by accountants. Lab fee may be required. Prerequisite: a C or better in ACCT 21011. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 31200-31299 - Directed Studies in Accounting (3)

An independent structured learning experience will be developed to ensure student's knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 39000-39999 - Special Topics in Accounting (3)**ACCT 41022 - Financial Accounting and Reporting III (3)**

This course focuses on specialized issues in advanced financial accounting. Topics to be covered include consolidations, mergers, and partnership liquidations. Prerequisite: a C or better in ACCT 31021. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41030 - Introduction to Cost Accounting (3)

This course explores the concepts of cost determination, reporting, and control applied to manufacturing operations with an emphasis placed on job order and process cost accounting systems. Prerequisite: a C or better in ACCT 21011. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41031 - Managerial Accounting (3)

This course investigates the development and use of accounting information for decision making purposes. The course will emphasize the development of financial information for management's use in the decision making process. Topics will include internal reporting techniques, cost-volume-profit analysis, relevant cost, capital budgeting, and management planning and control. Prerequisite: a C or better in ACCT 21011. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41050 - Income Tax (3)

This course introduces students to the conceptual framework of federal and state income tax as applicable to businesses and individuals with an emphasis on determining and controlling the tax consequences of business and personal decisions. Compliance will be addressed but the emphasis will be on planning and concepts. Prerequisite: a C or better in ACCT 21011 and FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41055 - Income Tax-Corporate (3)

Analysis of the Federal Tax Code as it relates to corporations, partnerships, estates, and trusts will be discussed. Prerequisite: a C or better in ACCT 41050. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41060 - Governmental and Nonprofit Accounting (3)

This course introduces students to the concept of accounting and financial reporting for federal, state, and local government and for nonprofit organizations. Lab fee may be required. Prerequisite: a C or better in ACCT 31020. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41065 - Introduction to International Accounting (3)

In this course, the student examines aspects of accounting operations within a multinational corporate environment. Key topics of analysis include foreign exchange exposure; translation of foreign-denominated financial statements; consolidated financial statements; transfer pricing; Foreign Corrupt Practices Act; and related tax and regulatory issues. Comparison of U.S. and foreign practices in areas such as financial standards and reporting, auditing, and performance measurements is examined. Prerequisite: C or better in ACCT 31021 Financial Accounting and Reporting II. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41070 - Financial Statement Analysis (3)

This course explores profitability and risk analysis based on economic characteristics of a firm's business, the strategy a firm uses to compete in its industry, and an understanding of financial statements. Case studies are utilized to apply the tool of financial statement analysis to real companies in a variety of industries. Lab fee may be required. Prerequisite: a grade of C or better in ACCT 31020 or FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41080 - Auditing (3)

This course is designed to help students understand the nature of auditing with an emphasis on techniques and issues as applied by Certified Public Accountants. Professional standards, Generally Accepted Auditing Standards, legal liabilities of auditors, and specific auditing techniques will be explored. Prerequisite: a C or better in ACCT 31021. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41095 - Internship (1-9)

The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's society. Prerequisite: permission of the dean, faculty advisor, and internship coordinator, junior standing, and a cumulative GPA of 2.50 overall and a cumulative GPA of 3.0 in all required degree courses. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 41200-41299 - Directed Studies in Accounting (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ACCT 49000-49999 - Special Topics in Accounting (3)*AES - Aerospace Science***AES 10100 - The Foundations of the United States Air Force (2)**

A survey course designed to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the Air Force, professionalism, military courtesies, Air Force officer opportunities, group leadership problems, and an introduction to communication skills. Leadership Laboratory is mandatory for AFROTC cadets, and it complements this course by providing students with followership experiences. Classroom activity, two hours per week; Leadership Laboratory two hours per week.

AES 10200 - The Air Force Today (2)

A continuation of AES 10100, this course extends students' understanding of the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the Air Force, officership, military customs, Air Force officer opportunities, group leadership problems, and an introduction to communication skills. Leadership Laboratory is mandatory for AFROTC cadets, and it complements this course by providing students with followership experiences. Classroom activity, two hours per week; Leadership Laboratory two hours per week.

AES 11000 - Leadership Laboratory I (0)

This course is taken in conjunction with AES 11200. It is a laboratory that addresses topics associated with the United States Air Force such as physical fitness and health.

AES 11200 - Leadership Laboratory II (0)

This course is taken in conjunction with AES 11200. It is a laboratory that addresses topics associated with the United States Air Force such as drill and ceremonies for officers.

AES 20100 - The Evolution of USAF Air and Space Power (2)

A survey course concerned with the beginnings of manned flight and the development of aerospace power in the United States, including the employment of air power in WWI, WWII, Korea, Vietnam, the Gulf War and the peaceful employment of U.S. air power in civic actions, and scientific missions. Leadership Laboratory is mandatory for Air Force ROTC cadets and it

complements this course by providing cadets with their first opportunity for applied leadership experiences and prepares them for Field Training.

AES 20200 - The Air Force Way (2)

A survey course concerned with the beginnings of manned flight and the development of aerospace power in the United States, including the employment of air power in WWI, WWII, Korea, Vietnam, the Gulf War and the peaceful employment of U.S. air power in civic actions, and support of space exploration. Leadership Laboratory is mandatory for Air Force ROTC cadets and it complements this course by providing cadets with their first opportunity for applied leadership experiences and prepares them for Field Training.

AES 30100 - Air Force Leadership and Management I (3)

This course is a study in the anatomy of leadership, the need for quality and management leadership, and the role of discipline in leadership situations. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts. Cadets deal with actual problems and complete projects associated with planning and managing the Leadership Laboratory. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences in officer-type activities, giving cadets opportunities to apply leadership and management principles of this course.

AES 30200 - Air Force Leadership and Management II (3)

This course is a study in the anatomy of leadership, the need for quality and management leadership, and the variables affecting leadership. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts. Cadets deal with actual problems and complete projects associated with planning and managing the Leadership Laboratory. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences in officer-type activities, giving cadets opportunities to apply leadership and management principles of this course.

AES 40100 - National Security Affairs and Preparation for Active Duty I (3)

Cadets learn about the role of the professional military leader in a democratic society; societal attitudes toward the armed forces; the impact of technological and international developments on strategic preparedness and the overall policy-making process; and military law. In addition, cadets will study topics that will prepare them for their first active-duty assignment as officers in the Air Force. A mandatory Leadership Laboratory complements this course. Leadership Laboratory provides advanced leadership experiences and gives cadets opportunities to develop and apply fundamental leadership and management skills while planning and conducting corps activities.

AES 40200 - National Security Affairs and Preparation for Active Duty II (3)

Cadets learn about the role of the professional military leader in a democratic society; the requisites for maintaining adequate national defense structure; the impact of technological and international developments on strategic preparedness and the overall policy-making process; and military law. In addition, cadets will study topics that will prepare them for their first active-duty assignment as officers in the Air Force. A mandatory Leadership Laboratory complements this course. Leadership Laboratory provides advanced leadership experiences and gives cadets opportunities to develop and apply fundamental leadership and management skills while planning and conducting corps activities.

ANT - Anthropology**ANT 10000 - Introduction to Anthropology (3)**

(GE-SocSci/CrsCl) This course will introduce students to all four major subfields of Anthropology: Cultural, Biological, Archaeology, and Linguistics. Students will learn the basic goals, methods, and theories of each of these subfields, and briefly explore career options in each. This course is designed for non-majors or those interested in the possibility of majoring.

ANT 11200 - Cultural Anthropology (3)

(GE-SocSci/CrsCl) Students are introduced to the various fields within anthropology with a focus on the study of different forms of societies. The course includes such topics as culture, language, and the impact of globalization on societies.

ANT 13100 - Biological Anthropology with Lab (4)

(GE-BioSciLab) This course provides an introduction to the anthropological subfield of Biological Anthropology through both lectures and lab exercises. Students will learn about the biological evolution of humans and current human variation through fossil and genetic studies of primate and human populations. Forensic Anthropology will be introduced in terms of its implications for modern day social and political issues. An introduction to the archaeology of early human cultures of the world is included. Lab fee required.

ANT 21000 - Native North American Indians (3)

(GE-CrsCl) This course offers a broad survey of the archaeology, traditional cultures, and the current conditions and perceptions of the Native American Indian populations of North America. Prerequisite: ANT 10000 or ANT 11200 or HIS 10500.

ANT 31800 - Race, Ethnicity, and Gender: A Global Perspective (3)

(GE-CrsCl) This course focuses on patterns of race, ethnic, and gender relations throughout the world. Selected issues in contemporary race, ethnic, and gender relations in American society are examined. Prerequisite: junior standing, ENG 17000, and ANT 10000, ANT 11200 or SOC 10200. Cross-Listed as: SOC 31800.

ART - Art**ART 10000 - Fundamentals of Drawing and Design (3)**

(GE-Fine Art) This course for non-arts majors focuses on the skills required for communicating through two-dimensional images. Drawing issues, such as space, linear perspective, value, texture and scale, are investigated, along with design issues, including unity, emphasis, balance, repetition, and shape. Demonstration of skills will be accomplished in and out of class through drawings and other studio projects.

ART 10600 - Two-Dimensional (2-D) Design (3)

This is an introductory course in the elements of design applied to a two-dimensional surface. The course will address the variables of these elements as applied to a flat surface; also, the differences in how these variables can positively affect the dynamics of surfaces will be explored. Offered: fall and spring semesters at St. Charles campus.

ART 12000 - Introduction to Graphic Design (3)

This course familiarizes students with the fundamentals of graphic design. It emphasizes the design process; developing an idea from thumbnail sketch, through tight roughs, to a comprehensive design. It also focuses on the importance of presentation, industry standards and professional tools and techniques. Students will be introduced to software applications that are used in the visual communications industry. Studio fee required. Offered: fall and spring semesters at St. Charles campus.

ART 18101 - Digital Photography I (3)

(GE-Fine Art) This is an introduction to digital photography and Photoshop. Basic camera and composition skills are covered, along with an historical overview, software options and techniques. Students are encouraged to have a digital SLR camera. Studio fee applies.

ART 25000 - Typography (3)

Through lectures, demonstrations, and studio projects, this course explores all aspects of typography (the visualization of spoken language). Student exercises include type as image and the relationship between visual and verbal language, the expressive characteristics of letterforms, and type design classifications. This course also explores type terminology, typographic grids, hierarchy, typographic design, and history. Lab fee required. Prerequisite: ART 10600 and ART 12000 or COM 33700. Offered: fall and spring semesters at St. Charles campus.

ARTH- Art History**ARTH 11000 - Concepts in the Visual Arts (3)**

(GE-Fine Art) This course for non-arts majors presents an introduction to artistic media, historical periods and movements, as well as, the roles of the artist and the viewer in its interpretation. Problems in observing artworks through an informed perspective, while appreciating the cultural value of such objects within societal norms, will be presented with the goal of engendering an interest, appreciation, and understanding

of the fundamental elements of style and aesthetic development in the visual arts.

ARTH 22200 - History of Western Art to 1300 (3)

(GE-Fine Art/CrsClt) This course is a historical survey of Western art and architecture from Prehistoric times to the end of the Middle Ages in 1300 with an emphasis on the relationship between art, society, culture, religion, and politics. Major works of art and architecture will be discussed from the Ancient Near East, Egypt, Greece-Rome, and finally the Middle Ages. This course is open to all students and required for all majors within the department of Art and Design.

ARTH 22400 - History of Western Art from 1300 (3)

(GE-Fine Art/CrsClt) This course is a historical survey of Western art and architecture from the Renaissance to the present with an emphasis on the relationship between art, society, culture, religion, and politics. Major works of art and architecture will be discussed as a survey of major artistic movements from the fourteenth to the late twentieth century across Europe and America. This course is open to all students and is required for all majors within the department of Art and Design.

AT - Athletic Training

AT 22100 - Medical Terminology (3)

This course is designed to educate the student in medical terminology in preparation for a career in the healthcare field. Upon completion of the course, students will have a solid foundation in anatomical and medical terminology with the skills necessary to utilize medical terminology with a large vocabulary, including knowledge of prefixes, suffixes, and abbreviations.

AT 22200 - Introduction to Ergonomics (3)

This course is designed to provide the student with the knowledge and skills to identify ergonomic issues in the home, school, and workplace that can cause musculoskeletal disorders and repetitive strain injuries.

AT 25000 - Clinical Practicum I (2)

This course is designed to assist students in becoming proficient in various taping/bandaging techniques commonly used in the athletic training profession. Students will further their knowledge of taping techniques for both upper and lower extremities, as well as immediate care for athletic injuries. Students will be assigned a clinical rotation with a clinical preceptor and will be required to complete 150 hours of supervised observation to assist with their clinical development. Lab fee required. Prerequisite: Admittance into the Athletic Training Program.

AT 26000 - Clinical Practicum II (2)

This course will improve the athletic training students understanding of evidence based research, and specifically, in its application within the field of sports medicine. Students will be assigned a clinical rotation and will work closely with the respective clinical preceptor to incorporate their knowledge of evidence based research and how the application of best practices can improve outcomes within the athletic training setting. Prerequisite:

AT 25000 and completion of WPA or enrollment in ENGL 21000.

AT 28000 - Introduction to Athletic Training Lab (1)

This course is designed to develop taping skills of both upper and lower extremity pathologies commonly seen in athletics. Student will also be exposed to proper methods in basic wound care, splinting, bandaging, crutch fitting, and therapeutic modalities. Students will be required to complete 50 hours within the athletic training setting to improve overall understanding of the athletic training profession, observe patient care in the athletic training setting, and properly demonstrate proficiency with the associated basic skills. Lab fee required.

AT 28300 - Clinical Experience I (3)

This is an introductory course in athletic training with emphasis on what it takes to become an athletic trainer. The student, under the direct supervision of a Staff Certified Athletic Trainer, will complete 165 hours of game and practice observation and athletic training room responsibilities as part of the pre-requisites for the Athletic Training Education Program (ATEP). This clinical experience must be completed prior to formal admission into the ATEP. Lab fee required.

AT 28500 - Introduction to Athletic Training (3)

This is an introduction course in athletic training with emphasis on current practices in Athletic Training and Sports Medicine. The course will concentrate on techniques used in prevention, treatment, and recognition of injuries.

AT 30000 - Principles of Rehabilitation (3)

This course is designed to provide students with an understanding of core principles for the rehabilitation of common musculoskeletal and neurological conditions. Students will learn basic terminology, principles, and theory regarding rehabilitation, and the course will build on the student's understanding of biomechanics, kinesiology, and physical conditioning in their application to physical rehabilitation and reconditioning. Prerequisite: HFS 31000 or EXS 32500.

AT 30100 - Therapeutic Exercise and Rehabilitation of Athletic Injuries (3)

This course will study the ways therapeutic exercise can be applied to the treatment of various athletic injuries including modes of strengthening, flexibility improvement, facilitation techniques, post-operative exercises, muscles testing, and functional activities. This course is taken in conjunction with AT 38000. Prerequisite: HFS 31000 or EXS 32500, EXS 31500, EXS 31600, AT 30300, AT 30400, AT 38200, and AT 38600.

AT 30200 - Assessment of Athletic Injuries-Lower Body (3)

This course will study the mechanism of injuries and specific orthopedic evaluation to determine injury pathology found in lower body injuries in athletics. Mechanism of injury, history, observation and palpation of injuries, range of motion, strength testing, and special testing will all be covered. Taken in conjunction with AT

38100. Prerequisite: HFS 20400, HFS 20600, and HFS 31000 or EXS 32500.

AT 30300 - Assessment of Athletic Injuries-Upper Body (3)

This course will study the mechanism of injuries and specific orthopedic evaluation to determine injury pathology found in upper body injuries in athletics. Mechanism of injury, history, observation and palpation of injuries, range of motion, strength testing, and special testing will be covered. Taken in conjunction with AT 38200. Prerequisite: AT 30200, AT 38100.

AT 30400 - Therapeutic Modalities (3)

This class includes review of physiological and psychological responses to injury and the theory and application of hydrotherapy, electrotherapy, thermotherapy, cryotherapy, and manual and mechanical techniques for the prevention and care of athletic injuries. The knowledge and implementation of treatment protocol will also be challenged. Taken in conjunction with AT 38600. Prerequisite: BIO 22800 or EXS 28500.

AT 30700 - Foot Orthosis: Casting and Fabrication (3)

Students will learn the biomechanical reasons and diagnoses that require orthotics to be prescribed and the basics of biomechanical evaluations. Students will be exposed to step-by-step procedures of casting, constructing and grinding of a foot orthosis. Lab fee required. Prerequisite: 2 sciences, sophomore standing.

AT 35000 - Clinical Practicum III (2)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. The course will provide an opportunity to the student to demonstrate clinical proficiency in the areas of injury prevention, assessment, and management for pathologies of the lower body. Students will be assigned a clinical rotation with an athletic team to complete all necessary competencies and proficiencies under the supervision of an approved preceptor. Prerequisite: AT 26000 and AT 30200 and AT 38100.

AT 36000 - Clinical Practicum IV (2)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. The course will provide an opportunity to the student to demonstrate clinical proficiency in the areas of injury prevention, assessment, and management for pathologies of the upper body. Students will be assigned a clinical rotation with an athletic team to complete all necessary competencies and proficiencies under the supervision of an approved preceptor. Prerequisite: AT 35000 and AT 30300 and AT 38200.

AT 38000 - Therapeutic Exercise and Rehabilitation of Athletic Injuries Lab (2)

This class is used to understand and perform the exercises used in rehabilitation for both upper and lower extremities as well as neck, torso and low back. Specific injuries and doctors protocols will be studied. Taken in conjunction with AT 30100. Lab fee required.

AT 38100 - Assessment of Athletic Injuries-Lower Body Lab (2)

This course is designed to apply the clinical skills of taking a history, observation and palpation, and measuring range of motion, strength, and special tests of the lower body. Taken in conjunction with AT 30200.

AT 38200 - Assessment of Athletic Injuries-Upper Body Lab (2)

This course is designed to apply the clinical skills of taking a history, observation and palpation, and measuring range of motion, strength, and special tests of the upper body. Taken in conjunction with AT 30300. Prerequisite: AT 30200 and AT 38100.

AT 38300 - Clinical Experience II (3)

This course is designed to assist students in becoming proficient in various taping/bandaging techniques commonly used in the athletic training profession. Students will further their knowledge of taping techniques for both upper and lower extremities and will develop proficiency in first aid and wound care, splinting, bandaging, crutch fitting, and administering therapeutic modalities. Students will be assigned a clinical rotation with an athletic team to complete 165 hours and all necessary competencies and proficiencies under the supervision of a preceptor. Lab fee required. Prerequisite: Completion of AT 28000, AT 28300, and AT 28500.

AT 38400 - Clinical Experience III (3)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. The course will provide an opportunity to the student to demonstrate clinical proficiency in the areas of injury prevention, assessment, and management for pathologies of the lower body. Students will be assigned a clinical rotation with an athletic team to complete 165 hours and all necessary competencies and proficiencies under the supervision of a preceptor. Prerequisite: AT 30200, AT 38100, and AT 38300.

AT 38500 - Clinical Experience IV (3)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. The course will provide an opportunity to the student to demonstrate clinical proficiency in the areas of injury prevention, assessment, and management for pathologies of the upper body. Students will be assigned a clinical rotation with an athletic team to complete 165 hours and all necessary competencies and proficiencies under the supervision of a preceptor. Lab fee required. Prerequisite: AT 30300, AT 38200, and AT 38400.

AT 38600 - Therapeutic Modalities Lab (1)

This course is designed to identify how to utilize therapeutic modalities most effectively in order to prepare the athletes for a quick and safe return to their sport. Therapeutic modalities covered in lab consist of cryotherapy, thermotherapy, electrical stimulation, ultrasound, diathermy, massage, and cold laser therapies.

This course is taken in conjunction with AT 30400. Lab fee required. Prerequisite: EXS 28500 or BIO 22800.

AT 42800 - Clinical Experience V (3)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. The course will provide an opportunity to the student to demonstrate clinical proficiency in the areas therapeutic modalities. Students must demonstrate the ability to select and appropriate modality for medical conditions commonly seen in the field of athletic training and understand the healing phase and its influence on modality selection, as well as indications, contraindications, and precautions for all modalities. Students will be assigned a clinical rotation with an athletic team to complete 165 hours and all necessary competencies and proficiencies under the supervision of a preceptor. Prerequisite: AT 30400, AT 38600, and AT 38500.

AT 42900 - Clinical Experience VI (3)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. The course will provide an opportunity to the student to demonstrate clinical competency and proficiency in the areas of therapeutic exercise and various aspects of rehabilitation, such as program design, implementation, and progression. Students must also demonstrate proficiency in the use of therapeutic rehabilitation tools, such as measurement tools and exercise equipment. Students will be assigned a clinical rotation with an athletic team to complete 165 hours and all necessary competencies and proficiencies under the supervision of a preceptor. Lab fee required. Prerequisite: AT 30100, AT 38000, AT 42800, EXS 31500 and EXS 31600.

AT 43100 - Organization and Administration of Athletic Training (3)

This course examines the various policies and procedures involved with the administration of athletic training. Studies include facility organization and design, legal liability, personnel management, equipment, maintenance, budgeting, recordkeeping, health-care services, counseling, and public relations. Prerequisite: senior standing.

AT 43200 - Pharmacology (3)

In this course, students will develop an understanding of basic pharmacology, terminology, pharmacokinetics, pharmacodynamics, and administration of drugs and their application within the profession of athletic training. Topics will include the mechanism of action, side effects, drug interactions, indications, and contraindications of a wide spectrum of drugs that one may encounter while working in the athletic training profession. Specific discussions will also focus on the effects of drugs on physical activity, commonly used ergogenic aids and other supplements, the current list of banned substances in athletic organizations, and drug testing procedures. Prerequisite: EXS 28500 or BIO 22800.

AT 43300 - Pathology of Non-Orthopedic Injuries and Illness (3)

This course prepares the athletic training student for assessing and managing non-orthopedic injuries and illnesses that one may encounter while working in the athletic training profession. The course will focus on the etiology, signs and symptoms, pathological course, treatment, and prognosis of various conditions, such as pathological conditions of the skin, eyes, ears, nose, and throat. Other areas of discussion will include pathological conditions pertaining to the following systems: respiratory, cardiovascular, endocrine, genitourinary, and neurological. Prerequisite: AT 30300, AT 38200, and EXS 28500 or BIO 22800.

AT 43800 - Senior Seminar (1)

Students will begin preparing for the Board of Certification examination. Instruction will focus on students developing an individualized study plan to succeed on the BOC examination through self-assessment exams. Students will be further prepared for their certification examination by developing a deep understanding of the BOC requirements, the National Athletic Trainers' Association (NATA) Role Delineation Study, the NATA position statements, and the NATA domains of athletic training. As part of this course, students will also actively participate in attending an ACES workshop to further their preparation. Lab fee required. Prerequisite: senior standing.

AT 43900 - Athletic Training Integrating Experience (3)

Students will apply the skills and competencies they have learned by doing internships at three different athletic training settings. These settings will be traditional and nontraditional. Prerequisite: senior standing.

AT 45000 - Clinical Practicum V (2)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. The course will provide an opportunity to the student to demonstrate clinical proficiency in the areas therapeutic exercise, therapeutic modalities, and other various aspects of rehabilitation, such as program design, implementation, and progression. Students will utilize clinical rotations to complete all necessary competencies and proficiencies under the supervision of a preceptor. Lab fee required. Prerequisite: AT 36000 and AT 30100 and AT 38000.

AT 46000 - Clinical Practicum VI (2)

This course is designed to expose the student to experiences common in the field of practice as athletic training professionals. Students will be challenged to assess situations and use their knowledge and critical thinking skills to develop intervention plans for common athletic injuries. Students will also be expected to complete a case report and poster presentation as a culminating project to demonstrate their understanding of research within the field of athletic training. Prerequisite: AT 45000

*BIO - Biology***BIO 10000 - Concepts in Biology (4)**

(GE-BioSciLab) This course examines mechanisms of evolution, cellular biology, genetics, and ecology with emphasis on scientific methods, historical developments, current applications, and ethical issues. Laboratory activities reinforce classroom learning. Lab fee required.

BIO 10600 - Modern Topics in Biology (3)

(GE-BioSci) This course is designed for non-majors. Topics of current interest in biological research are discussed by students and faculty. Various areas of biology will be selected on a rotational basis.

BIO 10700 - Human Biology (3)

(GE-BioSci) This course studies human physiological and anatomical systems as they apply to health, disease, and social interactions.

BIO 11000 - Principles in Biology (3)

(GE-BioSci) This course examines mechanisms of evolution, cellular biology, genetics, and ecology with emphasis on scientific methods, historical developments, current applications, and ethical issues.

BIO 11100 - Introductory Lab Techniques in Biology (3)

This is a hands-on study of the basic techniques of biological experimentation such as microscopy, reagent preparation, chromatography, electrophoresis, spectro photometry and centrifugation. Lab fee required.

BIO 11200 - Environmental Biology (4)

(GE-BioSciLab) For non-majors, this course is a study of the biological systems comprising the biosphere and those perturbations which would threaten homeostasis of the systems. Lab fee required.

BIO 11400 - Principles of Environmental Biology (3)

(GE-BioSci) For non-science majors, this course is a study of the biological systems comprising the biosphere and those perturbations which would threaten homeostasis of the systems.

BIO 11500 - Environmental Biology Laboratory (1)

(GE-BioSci) This course must be taken concurrently with BIO 11400. The course includes hands-on activities in both field and classroom settings that complement the topics covered in BIO 11400. Lab fee required.

BIO 12100 - Nutrition (3)

(GE-BioSci) This course is a study of nutrition emphasizing food molecules, their metabolic value and daily allowances. The importance of informed nutritional choices and their effects on health will also be examined.

BIO 22700 - Human Anatomy and Physiology I (4)

(GE-BioSciLab) This course is a study of structure and function in the human body, including the following systems: integumentary, skeletal, muscle, endocrine, nervous, and sensory. Lab fee required. Prerequisite: C or better in BIO 10000 or BIO 25100.

BIO 22800 - Human Anatomy and Physiology II (4)

This course is a study of structure and function in the human body, including the following systems: respiratory, cardiovascular, excretory, digestive, reproductive, and immune. Lab fee required. Prerequisite: C or higher in CHM 10000 or CHM 23000 or CHM 23100, and C or higher in BIO 10000 or BIO 25100, and C or better in BIO 22700.

BIO 23000 - Microbiology for Health Sciences (4)

This course examines microorganisms as they relate to human health and disease. Students will learn the cell structure, growth, and genetics of microorganisms in general, and the pathogenesis of specific microorganisms. The function of the immune system and the effectiveness of antibiotic agents will also be covered. Laboratory investigations will include safety, basic procedures, aseptic technique, isolation, growth and identification of microorganisms, and inquiry into the effect of antibiotics on growth of bacteria and the development of antibiotic resistance. Lab fee required. Prerequisite: C or higher in BIO 10000 or BIO 25100 & CHM 10000 or CHM 23000.

BIO 25100 - Introduction to Cell Biology and Genetics (4)

(GE-BioSciLab) This course introduces biological molecules, cell structure/function, Mendelian and molecular genetics. Lab activities reinforce lecture concepts, introduce techniques, and model modern scientific inquiry. Lab fee required. Prerequisite: C or higher in CHM 23000 or placement into CHM 23100.

BIO 25200 - Diversity, Ecology and Evolution (4)

(GE-BioSciLab) This course will examine the basic biological principles related to the diversity of life with a study of the three domains and their associated kingdoms and an introduction to ecology and evolution. Lab fee required. Prerequisite: Placement into MTH 11000 or higher.

BIO 26300 - Environmental Policy (3)

This course is an introduction to the development of environmental policy in the US and the role of international law. Included is an examination of development and implementation of environmental regulations, conservation and municipal management and environmental impacts of regulation. Prerequisite: C or higher in BIO 25200.

BIO 28000 - Introduction to Clinical Laboratory Science (3)

This course introduces students to the laboratory procedures and subject matter of clinical laboratory science. Taught at St. John's Mercy Medical Center. Prerequisite: C or higher in CHM 23200 and BIO 40400, and permission of the instructor and the dean.

BIO 28500 - Methods and Writing for Biology (1)

Students will be introduced to online literature searching, the keeping of a laboratory notebook, experimental design and analysis, scientific writing, and options for conducting undergraduate research. Prerequisite: C or higher in BIO 25100 and BIO 25200, pass the WPA.

BIO 30600 - Modern Topics in Biology (3)

This class is offered with BIO 10600 and requires additional research focus on one topic to be submitted as a paper. Prerequisite: C or higher in BIO 25200.

BIO 32000 - Plant Biology (4)

This lecture and laboratory course examines concepts in cell biology, energy transformation, genetics, evolution, ecology, anatomy, reproduction, and taxonomic characteristics of plants. Lab fee required. Prerequisite: C or higher in BIO 25100, BIO 25200 and BIO 28500.

BIO 32400 - Animal Biology (4)

This course is a general introduction to the form, function and biodiversity of animals, emphasizing major animal phyla and classes, their evolution, systematics, structure and function, life history, behavior, ecology and conservation. Lab fee required. Prerequisite: C or higher in BIO 25100 and BIO 25200.

BIO 32900 - Human Physiology (4)

This course is an intensive study of the function and interactions of the systems of the human body and will also discuss common disease mechanisms in humans. Lab fee required. Prerequisite: C or higher in BIO 25100, BIO 25200, BIO 28500, and CHM 23200.

BIO 33000 - Comparative Vertebrate Anatomy and Physiology (4)

This course is a study of the structure and function of vertebrate organ systems from an evolutionary perspective. Lab fee required. Prerequisite: C or higher in BIO 32400.

BIO 33200 - Plant Physiology (4)

This course is an in-depth examination of plant growth and development, including plant cells, biochemistry, development, and environmental physiology. Lab fee required. Prerequisite: C or higher in BIO 32000 and CHM 23200.

BIO 34300 - Invertebrate Zoology (4)

A lecture and laboratory study of invertebrate animals, this course emphasizes natural history, ecology, behavior, anatomy, physiology, and phylogenetic relationships of the taxa. Lab fee required. Prerequisite: C or higher in BIO 32400.

BIO 34500 - Identification and Taxonomy of the Local Flora (3)

This survey course examines the local flora with an emphasis on flowering plant taxonomy and includes field trips, lecture, and laboratory experience. Lab fee required. Prerequisite: C or higher in BIO 32000.

BIO 35100 - Field Studies in Taxonomy (3-5)

Students in this course will study taxon of their choice. Work will include collection, identification, and preservation techniques. Lab fee required. Prerequisite: C or higher in BIO 32000 & BIO 32400.

BIO 35300 - Microbiology (4)

This course relates major principles in biology to the microbial world. Primary emphasis is on prokaryotes and viruses. Both general and health-related applications of

microbiology are studied to project microbiology into the clinical setting and emphasize its importance in healthcare. Laboratory activities will illustrate the procedures used in the isolation and identification of microbes, as well as the principles of asepsis and disinfection. Lab fee required. Prerequisite: C or higher in BIO 25100, BIO 25200, BIO 28500, and CHM 23200 or higher.

BIO 35800 - Parasitology (3)

This lecture and laboratory course on parasites of importance to human health and economics emphasizes vectors, reservoirs, hosts, and those ecologic and epidemiologic factors associated with disease transmission and prevention. Lab fee required. Prerequisite: C or higher in BIO 25200.

BIO 36200 - Advanced Environmental Biology (4)

This course emphasizes analysis of environmental problems. Basic ecological principles are used to examine problems of human interactions with the ecosphere. Lab fee required. Prerequisite: C or better in BIO 32000.

BIO 36600 - Field Biology (3)

This course provides students interested in field biology with the necessary background and tools to carry out field research projects. Students learn to analyze and describe populations and communities of organisms and the environments in which they are found. Students learn to use mathematical and chemical procedures for analyzing data and samples. Lab fee required. Prerequisite: C or higher in BIO 25200 and MTH 24100.

BIO 37000 - Wetlands Ecology (4)

This course is the study of wetland ecology, including functional and scale attribute, classification, restoration, conservation, and management. Students will learn identification of wetland plants and delineation techniques. Lab fee required. Prerequisite: C or higher in BIO 32000.

BIO 38500 - Medicinal Chemistry (3)

The study of medicinal chemistry focuses on the design of new drugs. In order to design an effective therapeutic agent, the target must be defined and studied and a lead molecule must be selected then optimized for safety, efficacy, and pharmacokinetics. All of those steps will be examined in this course using current therapeutics and their discovery as case studies. Prerequisite: C or higher in BIO 25100 and CHM 36100. Cross-Listed as: CHM 38500.

BIO 40000 - Field Research (1-6)

May be repeated. Prerequisite: C or higher in BIO 36600 and permission of the instructor and the dean.

BIO 40400 - Cell Biology (4)

This course examines cellular and subcellular structure, organization, and function with emphasis on relationships between cell structure and the dynamics of the cell. Hands-on laboratory experiments strengthen understanding of these concepts. Lab fee required. Prerequisite: C or higher in BIO 32000, MTH 24100, and CHM 23200.

BIO 40800 - Genetics (4)

The course is a study of classical and modern genetics, including Mendelian inheritance, the genetic code, gene interactions, gene control, and population genetics. Lab fee required. Prerequisite: C or higher in BIO 32000 and CHM 23200.

BIO 41300 - Immunology (3)

This course introduces students to the role of blood cells in the defense of the human body. Cells and organs of the immune system, immune effect or mechanisms, and the immune system in health and disease will be covered. Prerequisite: C or higher in BIO 40400.

BIO 41700 - Molecular Biology (4)

This course covers the fundamental roles of nucleic acids and proteins, the molecular basis of the genetic code, and gene expression with special emphasis on current recombinant DNA and RNA technology. Laboratory experiments will focus on using plasmid vector systems to clone bacterial genes. Lab fee required. Prerequisite: C or higher in BIO 40800 and CHM 36200.

BIO 42200 - Biochemistry: Metabolism (4)

This course will focus on understanding metabolic pathways and provide an in-depth examination of cellular energetic, enzyme mechanism and regulation, and metabolic disease. Methods for elucidating metabolic pathways and an introduction to literature in this field will also be covered. The laboratory portion of this course will combine molecular biology techniques and computer techniques for studying these topics. Lab fee required. Prerequisite: C or higher in CHM 36200 and either BIO 40400 or CHM 42100. Cross-Listed as: Cross-listed with CHM 42200.

BIO 42600 - Developmental Biology (4)

This course examines general principles of animal development, including embryology, molecular phenomena of development, and the relationship between development and evolution. Lab fee required. Prerequisite: C or higher in BIO 40400 & BIO 32400.

BIO 46400 - Evolution (3)

This course is an in-depth study of evolutionary theory and its implications throughout biology. Topics include Darwinian Natural Selection, mechanisms of evolutionary change, adaptation, and the history of life on earth. Prerequisite: C or higher in BIO 40800 and senior standing.

BIO 46500 - General Ecology (4)

This course is the study of ecology, including ecosystem dynamics, models of population growth and distribution, measurement of energy flow, and population dynamics. Lab fee required. Prerequisite: C or higher in MTH 24100 & BIO 32000 or BIO 32400.

BIO 48000 - Independent Research (1-6)

May be repeated. Prerequisite: Permission of the instructor and the dean.

BIO 48500 - Biology Seminar (1)

Required for all biology majors. Requires course fee. Prerequisite: Completion of WPA or ENG 21000 plus 30 credit hours of Biology coursework and senior status.

BIO 48600 - Senior Synthesis (1)

This is the capstone course for Biology majors. Students will assimilate information from prior coursework through a focus on contemporary research literature in biology. The course also includes an examination of career options for biology graduates. Prerequisite: C or higher in BIO 48500 and completion of WPA or ENG 21000.

*CHM - Chemistry***CHM 10000 - Concepts in Chemistry (4)**

(GE-PhysSciLab) This course is an examination of the principles of Chemistry, especially those which find application in the study of biology. Topics to be covered include atomic structure, chemical bonding, intermolecular forces, gas laws, solutions, and chemical energy. Laboratory work is included. Lab fee required.

CHM 10100 - The World of Chemistry (3)

(GE-PhysSci) This course serves as a journey through the exciting world of chemistry. The foundations of chemical structures and their behaviors are explored through a combination of lectures and videos. The emphasis will be on the understanding of the principles of chemistry and their application to items in our current daily experiences. This is a course for non-science majors.

CHM 10500 - Chemistry in Society (3)

(GE-PhysSci) This course provides a basis for understanding problems of global proportion facing societies in the coming millennium. Fundamental chemical concepts will provide an understanding of the role chemistry plays in the problems considered, and in their potential resolution or solution. Issues include environmental concerns, energy, hunger and food production, health, pollution, and population considerations.

CHM 11100 - Environmental Science (3)

(GE-PhysSci) An introductory course on global environmental issues with an emphasis on chemistry, this course addresses a need to understand the scientific principles along with social, political, and economic background as pertains to topics such as air and water qualities, energy resources, waste management, and toxicology.

CHM 23000 - General Chemistry 1 (3)

(GE-PhysSci) This course provides a systematic treatment of the principles of chemistry. Topics include the fundamental principles of chemistry, dimensional analysis, basic atomic structure and theory, stoichiometry, general nomenclature, and types of reactions. Prerequisite: Math placement test in MTH 15100 or higher.

CHM 23100 - General Chemistry 2 (3)

(GE-PhysSci) This course is a continuation of CHM 23000. Topics include an advanced review of

stoichiometry, gas laws, intermolecular forces, periodic properties, advanced bonding theory, solutions chemistry, molecular structures, and organic nomenclature. CHM 24100 must be taken concurrently with this course. Prerequisite: Grade of C or better in both CHM 23000 and MTH 15100 or higher.

CHM 23200 - General Chemistry 3 (3)

(GE-PhysSci) This course is a continuation of CHM 23100. Topics include an advanced solution chemistry, acid-base equilibria, thermochemistry, kinetics, electrochemistry, and nuclear chemistry. CHM 24200 must be taken concurrently with this course. Prerequisite: Grade of C or better in both CHM 23100 and MTH 15100 or higher.

CHM 24100 - General Chemistry 2 Laboratory (1)

(GE-PhysSciLab) This course consists of one 2.5-hour laboratory period per week. Laboratory includes hands-on experimental procedures of general chemistry phenomena. Discussion focuses on mastery of chemistry concepts through class participation and group work. Lab fee required. Corequisite: Must be taken concurrently with CHM 23100.

CHM 24200 - General Chemistry 3 Laboratory (1)

(GE-PhysSciLab) This course consists of one 2.5-hour laboratory period per week. Laboratory includes hands-on experimental procedures of general chemistry phenomena. Discussion focuses on mastery of chemistry concepts through class participation and group work. Lab fee required. Corequisite: Must be taken concurrently with CHM 23200.

CHM 35500 - Analytical Chemistry (4)

This course is the study of different quantitative and analytical techniques such as gravimetric, volumetric, and selective precipitation methods of analysis. Laboratory work is included. Lab fee required. Prerequisite: Grade C or better in CHM 23200 and MTH 24100.

CHM 36100 - Organic Chemistry I (4)

This course is a systematic study of the nomenclature, structures, properties, and reactions of organic compounds with emphasis upon the principles by which chemists predict the properties and reactions of organic compounds. Lab fee required. Prerequisite: C or better in CHM 23100.

CHM 36200 - Organic Chemistry II (4)

This course is a continuation of CHM 36100. The principles of chemical behavior are applied to many types of organic compounds, including those of biological significance. Laboratory work is included. Lab fee required. Prerequisite: Grade of C or better in CHM 36100.

CJ - Criminal Justice

CJ 11000 - Criminal Justice Systems (3)

This course offers a survey of various institutions by which the criminal justice system is administered including the police, the legal profession, the courts, and penal institutions as well as an examination of the

problems which the criminal justice system faces and an evaluation of the adequacy of the existing system.

CJ 14000-14999 - Special Topics in Criminal Justice (1-3)

This course deals with a specialized topic in criminal justice at an introductory level.

CJ 20000 - Criminology (3)

(GE-SocSci) This course is designed to introduce students to the field of criminology, the scientific study of crime and related theories. Exploration of the development of criminal law, how crime is defined, trends and patterns of crime, and who is most likely to be a victim of crime will be covered. This course is designed as an overview analyzing the strengths and weaknesses of current theories of crime and causation from perspective based on empirical research.

CJ 20500 - Criminal Justice Observation (1)

Students observe criminal justice practitioners in the areas of police, courts, corrections, or related areas. Students will benefit by observing the relationship between theory and practice in a work related setting.

CJ 22500 - Comparative Criminal Justice Systems (3)

(GE-CrsClt) This course provides an opportunity for students to learn about key criminal justice systems around the world. It is an excellent cross-cultural opportunity for students to visit two to three countries. One goal of comparative studies is to extend a student's knowledge of people and cultures beyond his or her own group. Students are able to compare the American legal system with the countries visited. A comparative view of legal systems around the world allows us to understand better the dimensions of our own system. Lab fee required. Prerequisite: Permission of dean.

CJ 24000-24999 - Special Topics in Criminal Justice (1-3)

This course deals with a specialized topic in criminal justice. Subject areas will change from time to time to reflect relevant issues within the field of criminal justice. Possible topical fields may be drawn from such areas as comparative criminal justice, the history of criminal justice, cybercrimes, gangs, organized crime, probation and parole, and criminal profiling. The particular topic to be addressed will be announced and a course description provided at the time of registration. The course is open to all students and no prerequisites are required. Lab fee may be required.

CJ 30000 - Policing in America (3)

This course is an analysis of the contemporary role of the police relative to such areas as the police subculture and community relations, police accountability and civil liability, police stress, and unique problem situations and groups encountered by the police. Prerequisite: CJ 11000 and CJ 20000.

CJ 30100 - Criminal Procedure (3)

This course offers the study of the law as it relates to arrest, search, and seizure with emphasis on present controlling legal decisions and historical development,

philosophy, and problems underlying these decisions.

Prerequisite: CJ 11000 and CJ 20000.

CJ 30500 - Corrections (3)

This course is a contemporary analysis of the operation of and problems encountered by jails and prisons as well as the study of probation, parole, community service and restitution, electronic monitoring, and other innovative community correctional programs. Prerequisite: CJ 11000 and CJ 20000.

CJ 31000 - Criminal Law (3)

This course is the analysis of the purposes and sources of the criminal law and will include an examination of the preliminary crimes of solicitation, conspiracy, and attempt. The specific elements of crimes against the person and crimes against property are addressed. A consideration of defenses to criminal liability is also undertaken. Prerequisite: CJ 11000 and CJ 20000.

CJ 31100 - The Juvenile Justice System (3)

This course is an examination of the origin, philosophy, and objectives of the juvenile justice system. Emphasis will be placed on the decision making process of police, court, and probation officials relative to the apprehension, processing, and treatment of juveniles. Supreme Court decisions in the juvenile field also will be addressed. Prerequisite: CJ 11000 and CJ 20000.

CJ 31500 - Victimology (3)

This course is designed to familiarize students with victimology, a sub-discipline of criminology concerned with the scientific study of victims in contemporary society. Topics covered include but are not limited to: the development and evolution of the victim movement in the United States, theories of victimization, empirical examination of pertinent issues, understanding differential rates of victimization based on individual characteristics, the impact of institutions such as the media and criminal justice system, and critical analysis of social policies designed to address the plight of victims. Detailed consideration of specific victim populations and types of victimization will be emphasized in turn throughout the semester. Upon successfully completing this course students will have not only an in depth understanding of victimology and relevant research, but also gain the skills to think critically about victimization as it relates to the criminal justice system and bridge the gap between theory and practice. Prerequisite: CJ 11000 and CJ 20000 or permission of dean

CJ 32000 - Race, Crime, and Punishment (3)

A comparative study of racial differences in offending patterns, which will focus on the overrepresentation of minorities in the criminal justice system. Possible causes, current research, government policies, initiatives, and laws will be explored and evaluated. This will be an interactive, discussion-focused special topics course, which will appeal to criminal justice majors but also to anyone working in fields that interface with offenders like social work, psychology, sociology and political science. Prerequisite: CJ 11000 and CJ 20000 or permission of dean

CJ 32100 - White-Collar Crime (3)

Students will examine the definition and scope of the problems associated with White-Collar Crime. The American public often overlooks the violent aspects of elite deviance. Additionally this course will address the costs, institutional corruption, religious fraud, environmental crimes, and the manufacture and distribution of unsafe consumer products. Prerequisite: CJ 11000 and CJ 20000.

CJ 33100 - Criminal Investigation (3)

This course provides students with an in-depth examination of the various aspects associated with conducting a criminal investigation. Course topics to include historical, legal, scientific, and practical application of investigating various major crimes. Students will also participate in practical exercises reflective of the various types of activities with a criminal investigation. Prerequisite: CJ 11000 and CJ 20000.

CJ 33800 - Criminal Minds (3)

This course is an introduction into the criminal mind and aspects of criminal psychology that are useful to criminal justice practitioners. Students will learn about historical trends in the study of the criminal mind, contemporary theories, and research regarding psychopathy, children who kill, serial killing, and interventions with offenders, among other topics. Students will examine the applied use of psychology in criminal justice. Prerequisite: Junior status.

CJ 34000-34999 - Special Topics in Criminal Justice (3)

This course will deal with a specialized topic in criminal justice. Subject areas will change from time to time to reflect relevant issues within the field of criminal justice. Possible topical fields may be drawn from such areas as comparative criminal justice systems, the history of criminal justice, cyber-crimes, ethics in criminal justice, crime scene investigations, gangs, organized crime, quantitative and qualitative research methods, probation and parole, and criminal profiling. The particular topic to be addressed will be announced and a course description provided at the time of registration. This course may be repeated for additional credits if a different topic is offered. Lab fee may be required. Prerequisite: CJ 11000 or CJ 20000 and junior standing.

CJ 35005 - Women, Crime, and the Law (3)

This course will examine the basic study of the female offender, women and girls in the criminal justice system, and the roles of women working in the criminal justice system. The course will introduce students to gender and ethnic diversity issues within the justice system, along with the strengths of oppressed people, especially women of color. A wide range of issues are covered, including the rate of early childhood sexual abuse, victimization among female inmates, and obstacles for women working within the justice system. Prerequisite: Junior standing and completion of one of the following: CJ 20000, SOC 10200, PSY 10000, or ANT 11200

CJ 35500 - Criminal Justice Ethics (3)

This course is an introduction to the basic ethical themes that run through the entire Criminal Justice system. It is a course that will provide practical information and the opportunity to develop practical skills for the analysis of ethical dilemmas-of which there is no shortage in the Criminal Justice field. This course will provide the opportunity to gain a basic knowledge of ethical systems in general, and will address the dilemmas of practitioners in real life criminal justice situations, including those that arise from the systems complex interaction of various police, prosecutor, court, and corrections agencies. Prerequisite: CJ 11000 and CJ 20000.

CJ 44000 - Senior Seminar in Criminal Justice (3)

This is a capstone course dedicated to the analysis of major issues in criminal justice. Emphasis will be placed on the various components of the criminal justice system and encourage students to critically examine the justice system, as it exists in American society today. Additionally, students will explore how criminological theories are applied to practice and public policy. Criminal justice practitioners will be invited as guest lecturers to provide students with relevant information on trends within their respective fields, and students will be able to assimilate knowledge from previous coursework in a meaningful way in order to prepare for graduation and employment. Prerequisite: senior standing (preferably last semester of coursework) and successful completion of the Writing Proficiency Assessment (WPA).

CJ 45000 - Practicum (3-6)

This course is structured for the student to gain field experience in policing, corrections, juvenile justice, law and the court system, or within the private security/investigation sector. Students must complete 50 hours in the field for each credit of internship and weekly assignments. Prerequisite: junior standing, 18 credit hours in Criminal Justice courses, 2.5 GPA, or permission from dean.

COL - All-College**COL 11100 - Internet Library Research Strategies (1)**

An activity based course designed to build upon basic computer/Internet skills necessary for a 21st century society, students will conduct a series of focused retrievals of online information and resources specific to their areas of study.

COL 35000 - Career Development (1)

This course will encompass career development strategies inclusive of self-assessment and exploration, occupational examination, and job campaigning. Experiential learning activities in the areas of leadership development, decision making, and goal setting will also be incorporated. Prerequisite: junior/senior standing.

COL 45000 - Community Service Internship (1)

This course involves service within volunteer agencies and social service programs in the local community, to enable students to be involved in practical experiences beyond their normal disciplines and to provide diverse opportunities that will enhance the student's educational

background and broaden his/her range of marketable talents. Requires 150 hours of service in an approved agency during one semester of the student's junior or senior year. (May only be taken once).

COM - Communications**COM 10400-10499 - Focus in Web (3)**

Techniques in web architecture are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 10500 - Group Dynamics and Effective Speaking (3)

(GE-Comm) This course is designed to teach participants various interpersonal skills pertinent to one-on-one, small group, and large-group communication. Topics covered will include "reading" the audience, non-verbal communication, the rules of etiquette and appropriate dress, effective use of the voice, and group dynamics. Students will be required to make a series of formal and informal presentations in class.

COM 10600-10699 - Focus in Interactive (3)

Techniques in interactive media are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 10700-10799 - Focus in Design (3)

Techniques in design are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 11000 - Fundamentals of Oral Communication (3)

(GE-Comm) This course is an introduction of theories and techniques of non-written communication in business and society. Topics include the nature of human communication, listening skills, interpersonal communication, nonverbal communication, small group communication, and public speaking. Students will participate in communication activities, as well as research, organize and present formal speeches.

COM 11500 - Sportscasting (3)

Students learn the skills and techniques of broadcasting sporting events. Emphasis is given to the roles of play-by-play announcers and analysts for radio and television. Instruction focuses on, but is not limited to football, basketball, baseball and hockey. The course teaches the technical skills necessary to setup sports remotes and anticipating problems posed by various sports venues.

COM 12300 - Media Design Foundations (3)

A computer-based course designed to familiarize students with principles of design, color theory, typography,

layout, usability, storyboarding, and other foundational aspects of interactive media and web design through a hands-on approach.

COM 13000 - Survey of the Professional Media (3)

This course offers an examination of the evolution of media from its traditional roots to the marketplace of today. Students will study careers in the field and be exposed to issues facing those professionals. An introduction to government regulation, ethical issues, and the relationship between media and society will introduce students to the challenges and responsibilities facing the future communications professional.

COM 13600 - Programming Logic (3)

This course introduces students to programming logic in a structured web centric environment. Topics include language syntax, semantics, data types, program organization, pseudo code, flow-charting, algorithm design, and basic programming constructs.

COM 14000 - Introduction to Cinema Arts (3)

This course examines the various forms of cinematic expression and provides an overview of the different industries and careers in the field of visual storytelling. Students will study cinematic aesthetics, technique, and criticism.

COM 15100 - Radio Production (3)

This course serves as an introduction to radio station operations, including an analysis of programs and audiences in American broadcasting. Students will have directed experiences in organization, writing, production, direction, and performance of basic radio programs.

COM 15400 - Video Production (3)

This course offers theory and practice of video production techniques with an examination of basic program types, equipment operation, staff organization, script writing, and studio production problems. Laboratory work in fundamental video productions.

COM 20200 - Design with Photoshop (3)

This is a hands-on course that covers the fundamentals of digital image manipulation and graphic creation using Adobe's Photoshop. Photo retouching, image capture, and image creation will be emphasized as well as current techniques and trends. This class will culminate with the rendering of a professional portfolio component.

COM 20300-20399 - Focus in Interactive (3)

Techniques in interactive media are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 20400-20499 - Focus in Web (3)

Techniques in web architecture are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 20500-20599 - Focus in Design (3)

Techniques in design are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 22222 - Introduction to 3D Printing (3)

This course provides a foundation of 3D modeling and manufacturing through hands-on experience using open-source software and plugins. The course lectures and discussions will focus on the potential impact of this technology in our society in regards to manufacturing, copyright, and intellectual property. In addition, technical emphasis will be given to an analysis of printer types, use of needed software, and future application. Lab fee required.

COM 23300 - Internet & Web (3)

This is a lab-based course designed to familiarize students with advanced methods of information retrieval via the Internet; combined with hands-on design, development, and publication experience through the use of HTML and CSS.

COM 23500 - Supervision of Student Publication (3)

This course is designed for education professionals who will learn successful solutions to the problems generally faced in supervision of newspapers, magazines, yearbooks, and other publications. Lab fee required.

COM 24200 - Basic Reporting (3)

This course is an analysis of the role of the reporter in communicating public intelligence. Laboratory work will stress basic news gathering, reporting and writing techniques. Prerequisite: ENG 15000 or EPP 15000 and COM 13000.

COM 25600 - Production for Television (3)

This course offers a laboratory environment used to develop planning, scripting, shooting, directing, editing, budgeting, and studio skills to produce a program for television or cable broadcast. Prerequisite: COM 15400 and either COM 12300 or COM 13000 or COM 14000.

COM 28100 - Feature Writing (3)

This course consists of analysis and practice of writing human interest stories and personality profiles for newspaper, magazine and online publication. Typically such writing goes beyond news events and issues to capture unusual, trendy, often light topics about people and their activities. Prerequisite: COM 24200.

COM 28200 - Editing (3)

This classroom based course focuses on advanced editing skills required for employment in newspaper, magazine and electronic publications. Coursework will focus on the development of editing for grammar, punctuation, precision and Associated Press style. Prerequisite: COM 24200.

COM 30000 - Online Journalism (3)

Reporting, writing and editing for the Internet will be practiced in this course including instruction in the latest

formats for converged media, with practical application through the production of electronic publication of the student newspaper. Special focus on blogs, podcasts, reader forums and content management. Prerequisite: COM 24200 and COM 15400.

COM 30001-30099 - Focus in Design (3)

Techniques in design are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 30101 - Applied Mass Communication-Radio (3)

With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable for credit. Prerequisite: COM 13000 and COM 15100.

COM 30102 - Applied Mass Communication-Video (3)

With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Prerequisite: COM 25600.

COM 30103 - Applied Mass Communication-Public Relations (3)

With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Prerequisite: COM 24200.

COM 30104 - Applied Mass Communication-Sports Information (3)

With staff assignments in campus-related media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Prerequisite: COM 24200.

COM 30105 - Applied Interactive Media and Web Design (3)

With staff assignments in campus-related web design with a term involvement of 45-70 work hours, this course is designed to give students practical experience in the media. Repeatable. Prerequisite: COM 23300. Lab fee required.

COM 30111 - Applied Television News (3)

This experiential course features staff assignments in television news origination, preparation and production with a term involvement of 45-70 work hours. This course is designed to give students practical journalistic experience in the television news. Repeatable. Prerequisite: COM 15400.

COM 30120 - Focus in Design: Level Design (3)

Students will use industry standard software to create a playable 3d level, including terrain generation, custom texture maps and 3d place-able models. The course will also explore the theory behind level creation and design. Lab fee required. Prerequisite: COM 33600.

COM 30200 - Seminar in Professional Practice and Ethics (3)

An investigation of the complex ethical dilemmas perceived to stem from the clash between individual and organizational values in our increasingly media-dependent persona, social, and professional environments. Attention will be paid to the bases of ethical decision making in modern professional and business organizations engaged in primarily mass-communication related endeavors. Students will be expected to engage in written and oral discourse, based upon secondary research focused upon competing media-driven economic, political, societal claims. Issues examined will include, but not be limited to, media violence, journalistic responsibility, government media regulation, threats to personal privacy, and media industry consolidation. Curricula will include, but not be limited to, various codes of professional ethical conduct published by professional organizations whose membership pursue careers in Advertising, Journalism, Public Relations, etc. Prerequisite: ENG 17000 and either COM 13000 or COM 12300.

COM 30201-30299 - Focus in Interactive (3)

Techniques in interactive media are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 30300 - Written Communication for Business (3)

The study and practice of effective business writing, topics in this class will include writing memoranda, letters, and reports as well as writing for various publics. Special focus will be on persuasive communication, international business communication, and writing style for corporate publications. Prerequisite: ENG 17000.

COM 30400 - Broadcast Newswriting (3)

This lab course examines the preparation and presentation of newscasts and special news programs. Consideration of reporting, interviewing, documentaries, and special events. Prerequisite: COM 24200 and either COM 15100 or COM 15400.

COM 30500 - Desktop Publishing (3)

This course gives the student an understanding of the production cycle of printed materials. The student will develop a working knowledge of pre-press to proof with a variety of printing demands. The student will learn how to use printing software and develop an understanding of professionally designed and produced materials. Prerequisite: COM 20200 or ART 12000 or COM 32500.

COM 30600 - Advanced Reporting (3)

Students expand on basic journalistic skills through in-depth interviews, computer-assisted reporting, electronic newsgathering, and other data-mining available to today's reporters. The course emphasizes informative stories written from fact-based reporting. Prerequisite: COM 24200.

COM 30700 - Writing for the Electronic Media (3)

This laboratory course examines the techniques and forms of script writing for all types of electronic media.

Prerequisite: ENG 15000 or EPP 15000.

COM 30800 - Applied Journalism, Newspaper (1-3)

With staff assignments in campus-related print media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in newspaper journalism. This course is repeatable for different course topics. Coursework includes various assignments involving Newspaper operations.

Prerequisite: COM 24200.

COM 30801-30899 - Focus in Web (3)

Techniques in web architecture are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 30900 - Applied Journalism, Internet (1-3)

With staff assignments in campus-related Internet media with a term involvement of 45-70 work hours, this course is designed to give students practical experience in internet journalism. This course is repeatable for different course topics. Coursework includes various assignments involving Internet operations. Prerequisite: COM 24200.

COM 31200 - Newspaper Design (3)

Students will lay out and paginate newspaper pages, choose and edit photographs and other graphical elements, and write headlines. Theoretical and practical applications of newspaper and news publication design, including typography, graphics, graphics software, and electronic picture editing. Exercises in design for newspapers and news publications in both print and electronic formats. Prerequisite: COM 24200 and COM 13000.

COM 32500 - Photojournalism (3)

This course focuses on the fundamental techniques and principles of photojournalism. Students integrate photography with editorial design to create a portfolio of visually-oriented and journalistically sound packages appropriate for print and Internet. The course will emphasize news photography, typography, info-graphics and other compelling visual components. Prerequisite: COM 24200.

COM 32700 - Media Literacy (3)

In this course, students will focus on the cognitive, emotional, moral, and aesthetic influences of the media. (Radio, Film, TV, Multimedia, and the Internet). Higher levels of media literacy can give students more options and control over their beliefs and behaviors. Prerequisite: ENG 17000 and sophomore status.

COM 32800 - Fundamentals of Public Relations (3)

A focused investigation of how rapidly evolving advances in communication technology are impacting the profession of public relations in a global environment. The fundamental strategic mission of public relations as

an executive function aimed at long-term relationship and reputation management will be explored in various organization contexts, including but not limited to not-for-profit, non-profit, community, governmental, professional services, as well as proprietary consumer and business product/services. The key tactics appropriate to relationship development and management with a variety of stake-holder groups, including but not limited to employees, members, volunteers, regulators, legislators, community activists, investors, charities, as well as consumer/customers, will receive explicit scrutiny. Prerequisite: COM 24200.

COM 33310 - 3D Printing (3)

This course presents the foundation of 3D modeling and manufacturing through hands-on experience. Students will utilize their existing 3D modeling skills to physically prototype objects, and will learn about the software and hardware necessary to print in 3D. Course discussions will focus on the potential impact of this technology on our society, and on future uses of the techniques that are taught. Lab fee required. Prerequisite: COM 33600

COM 33400 - Web Design I (3)

This course focuses on HTML, CSS, and javascript solutions utilized in the design and development of interactive websites. Responsive design, frameworks, jquery, and other design solutions are introduced to students as a means of responding to the demands of the industry. Hands on activities and projects require students to apply techniques covered in the course. A registered domain name and web hosting plan capable of supporting FTP, PHP, MySQL are mandatory. Prerequisite: COM 23300 or CSC 24400.

COM 33500 - Buying and Selling Media (3)

This course is an in-depth study of the process of researching the cost effectiveness of the various media as advertising tools and examines the processes of media buying and the methods of selling radio, television, newspaper, magazine, and cyberspace advertising. Prerequisite: COM 13000.

COM 33600 - 3D Graphics (3)

This hands-on course provides students with the skills needed to design 3D models, materials, lighting, and animation using a popular 3D software application. Rendering techniques, camera usage, and surface-mapping will be covered in an effort to have students capable of producing photo-realistic images. Prerequisite: COM 20200 or ART 30600.

COM 33700 - Design with Illustrator (3)

Students will receive specialized hands-on training in the creation of computer generated vector graphics through the use of Adobe's Illustrator. Attention will be placed on fundamental techniques, corporate branding, logo design, interactive illustrations and illustration for use in both print and screen. Additional focus will be given to the integration of both raster and vector graphics across multiple applications. This class will culminate with the rendering of a professional portfolio component. Prerequisite: COM 20200 or ART 25000.

COM 33800 - Portfolio and Career Foundations (3)

This course provides students with a structured environment to showcase both personal design style and technical skills as it pertains to the field of Interactive Media and Web Design. Students will refine self-selected pieces, and develop an interactive platform in which to display the best of their work. Interviewing, résumé building, and job hunting are closely tied to the distribution of a portfolio and thus are a pivotal part of the course content. Students will conclude the course with a professional résumé, digital portfolio, and set of skills that will assist them in securing both a valuable internship and future career. Prerequisite: Interactive Media and Web Design major or minor, completion of fifteen hours of Communications courses.

COM 34000 - Television Sports Production I (3)

An experiential study in the basic skills of sports television production and broadcasting from planning to post-production this course is offered in conjunction with LUTV coverage of Lindenwood Athletics, and the scheduled assigned work will be determined by the Lindenwood Athletic calendar. Prerequisite: COM 15400 and either COM 13000 or COM 14000.

COM 34300 - Television News Production (3)

An experiential study in the basic skills of television news production, this course combines theory and practice as students learn the essentials in writing, producing, directing, and performing. Coursework includes both in-studio and field production. Prerequisite: COM 15400 and COM 24200.

COM 34600 - Television Fine Arts Production I (3)

This course is an experiential study in the basic skills of television fine arts production. Students are introduced to the unique issues involved in recording and televising artistic presentations from varied venues. Coursework will include producing television broadcasts of Lindenwood theatre and musical presentations. Prerequisite: COM 15400 and either COM 13000 or COM 14000.

COM 35100 - Audio for Fine Arts (3)

This course centers on sound design for non-broadcast majors. Students will develop skills in computer based audio editing using professional-level software and will learn techniques for using sound systems to maximize acoustics and enhance performance venues. Topics will include music editing for accompaniment and dance, sound editing for theatre, and the basic operation and uses of sound systems. Lab fee required.

COM 35200 - Advanced Audio Production (3)

Students carry out advanced assignments in audio production. Preparation, production, and evaluation of various audio projects will require students to refine skills in analog and digital video production. Prerequisite: COM 12300 or COM 15100.

COM 35400 - Advanced Video (3)

This course trains students as producers and directors of visual media. Students will learn the maximize production value when shooting on location. Planning, scripting,

budgeting, shooting, and editing skills will be developed and applied to the production of a professional quality video project. Prerequisite: COM 15400 and COM 30700.

COM 35700 - Intermediate Non-linear Video Editing (3)

This hands on computer course is designed to advance the student's editing skills using non-linear editing systems. Instruction will also include the integration of video, graphics, and audio imported from other multimedia production programs. Students will be instructed in the use of editing software and will be given class assignments that require practical application of theories and software. Prerequisite: COM 15400 and either COM 12300 or COM 13000 or COM 14000.

COM 35800 - Introduction to Game Design (3)

Once considered merely a toy, video games are now more profitable and popular than virtually all other mediums. This popularity has led to video games influencing many aspects of our collective culture well as allowing for creative and even artistic growth in the creation of games. This course will analyze the rise in video game popularity, the psychological effects of prolonged gaming, debate the idea of game design as an art form, and provide students with the skills and opportunity to create a 2-dimensional game. Lab fee required. Prerequisite: COM 20200.

COM 36000 - Media Management (3)

This course is an examination of various media industry operations. Students will focus on management theories and practices, fundamentals in financial administration, and human resources. Emphasis includes understanding and use of media research, effective marketing strategies and costs, FCC rules and regulations, and broadcast engineering and ownership. Prerequisite: ENG 17000, COM 13000, COM 15100, COM 15400, and junior standing.

COM 36300 - Creative Advertising Concepts (3)

This course offers a focused examination of the creative processes involved in developing promotional messages, from brainstorming, through strategic message revision, to finished tactical message execution. Emphases will include practicing the tactics of the creative promotional concept execution, including targeting and tailoring promotional messages by integrating verbal and graphic message components for delivery across a variety of media platforms, including print, outdoor, broadcast, and interactive. Prerequisite: COM 23300, COM 15400 and COM 20200.

COM 37000 - History of Film (3)

(GE-CrsClt) This course is a study of the historical perspective of film from the efforts of early American and European filmmakers through the works of contemporary artists around the world. Emphasis will be placed on the art of film making, and its reflection of culture. Films would include works from Griffith, Eisenstein, Truffaut, Bergman, Kurosawa, and others. Open to all students. Prerequisite: ENG 17000.

COM 37100-37199 - Practicum in Production (1-3)

Students will learn and apply skills in a specific area of digital cinema, television, and motion media production. Course may be repeated for additional credit if taken under a different topic. Prerequisite: COM 15400.

COM 37200-37299 - Practicum in Post-Production (1-3)

Students will learn and apply skills in a specific area of digital cinema, television, and motion media post-production. Course may be repeated for additional credit if taken under a different topic. Prerequisite: COM 15400.

COM 37300-37399 - Practicum in Producing (1-3)

Students will learn and apply skills related to a specific aspect of producing and coordinating digital cinema, television, and motion media projects. Course may be repeated for additional credit if taken under a different topic. Prerequisite: COM 15400.

COM 37400-37499 - Practicum in Scriptwriting (1-3)

Students will learn and apply skills related to a specific type of scriptwriting for digital cinema, television and/or motion media. Course may be repeated for additional credit if taken under a different topic. Prerequisite: COM 15400.

COM 37500-37599 - Topics in Media Studies (1-3)

Students will explore media theory and criticism as they relate to a chosen genre, era, or type of film, television, or other motion medium. Course may be repeated for additional credit if taken under a different topic. Prerequisite: ENG 17000.

COM 37600 - Asian Cinema (3)

(GE-CrsCl) This course is a survey of historical and contemporary Asian films, particularly those of Japan, China, India, and Korea. Emphasis will be placed on the social/cultural significance of selected Asian motion pictures and their relationship to Western counterparts. The course will concentrate on the definitive works of major Asian film directors, including Kurosawa, Ozu, Tsui, Wong, and Woo. Prerequisite: ENG 17000.

COM 38300 - Television News Reporting (3)

Students will develop mastery of the television news package as the preeminent format of broadcast journalism. Students learn to plan, shoot, report, and edit news stories as reporter packages for use in traditional television newscasts. Prerequisite: COM 15400 and COM 24200.

COM 40100 - Mass Communications Law (3)

Students investigate the study of laws which affect and regulate the mass media. This course includes a study of constitutional, statutory, and administrative laws. Prerequisite: Completion of 12 credits in Communication.

COM 40200-40299 - Focus in Web (3)

Techniques in web architecture are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 40600 - Investigative Reporting (3)

Mining databases and primary source material is central to investigative journalism, often considered a vital component of a free and democratic society. Students study a variety of investigative techniques while they plot out and complete their own investigations. Prerequisite: COM 30600.

COM 40601-40699 - Focus in Interactive (3)

Techniques in interactive media are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 40700-40799 - Focus in Design (3)

Techniques in design are constantly changing. This course ensures that the IMWD program is flexible enough to provide students with exposure to the latest techniques, trends, and applications focused on a variety of aspects of design. Prerequisite: Specific to the topic being offered; prerequisites are expected to vary.

COM 42400 - Applications for Mobile Devices (3)

This is an introductory hands-on course focused on the creation of web applications for deployment on multiple platforms such as personal computers, tablets, and smartphones. Topics will include connectivity, interface design, application architectures, and programming. Students will gain skills necessary to develop applications that utilize the unique hardware and communication capabilities of a variety of devices. This course is project based and will likely require extensive time commitment outside of class time. Prerequisite: CSC 10011, CSC 10022, or COM 13600; and either COM 33400 or CSC 24400.

COM 42700 - Advertising Campaign Management (3)

This course offers a comprehensive study of the processes involved in the development and deployment of successful advertising campaigns and will focus on the conceptualization, planning, budgeting, project timeline development and measurements of success and other stages of these campaigns. Creating a media plan, market segmentation overview and analysis of response rate are part of this class. An understanding of expectations, investment and return on investment will be reviewed as well. Prerequisite: COM 36300.

COM 44200 - Advertising Copywriting (3)

This course offers a focused examination and practice of the special skills required in writing for public relations and marketing communications programs. Emphases will include planning and executing written assignments for both advertising and publicity placement in a variety of print and electronic media, including converged media on the World Wide Web. Students will be encouraged to select organizational clients both within and outside the university and to compose work of professional quality sufficient to warrant both inclusion in a professional portfolio and organizational support for its

publication/placement. Prerequisite: ENG 17000 and COM 36300.

COM 44300 - Web Design II (3)

Continuing to build upon the skills and techniques covered in Web Design I, this course focuses on the User Experience through the development of web environments and components. Continued use of HTML, CSS, Javascript, JQuery, Frameworks, and other technologies should be expected along with the introduction of other techniques and technologies currently trending in the industry. A registered domain name and web hosting plan capable of supporting FTP, PHP, MySQL are mandatory. Prerequisite: COM 33400.

COM 44401 - Interactive Design (3)

This course focuses on the engaging of target audiences through the design of interactive and intuitive interfaces. Through hands-on activities and projects, students will apply current trends and techniques using popular software applications in an effort to create environments that are both inviting and stimulating. Prerequisite: COM 33400.

COM 44420 - Interactive Media and Web Design Firm (3)

This course provides students with real-world experience in the design of digital and print content for non-profit entities in our community. Students will work directly with clients in the development of websites, logos, print materials, interactive applications, and overall branding strategies. The course will operate much like a design firm. Students will collaborate on projects, present deliverables to clients, research solutions to client requests, and revise work based on client feedback. Prerequisite: Interactive Media and Web Design major or minor, junior status, minimum GPA of 3.3 or approval by the department chair.

COM 45000 - Communications Internship (3)

This course offers supervised work experience for the advanced student which requires the application of communication principles, skills and strategies in business or professional communications organizations. Repeatable with department permission. Prerequisite: junior standing, minimum 3.0 GPA, and either COM 301XX, COM 30500, COM 32800 or COM 33400.

COM 45101 - Cinema Capstone I (3)

Students will produce professional-level projects appropriate to their individual areas of interest. Projects can include, but are not limited to, half-hour fiction films, documentaries, or TV spec scripts, or feature length screenplays. Prerequisite: COM 35400.

COM 45102 - Cinema Capstone II (3)

Students will produce professional-level projects appropriate to their individual areas of interest. Projects can include, but are not limited to, half-hour fiction films, documentaries, or TV spec scripts, or feature length screenplays. Prerequisite: COM 45101.

COM 46000 - Mass Communications Theory (3)

A focused historical investigation of mass communication theories, as they have evolved in response to developments in mass communication technology. Discussion will emphasize developments since the mid-19th Century. Theories will include political, sociological, and cultural models constructed to explain phenomena, both real and imagined, perceived to be characteristic of audiences' behavioral responses to increasingly rapid technological advances in, and consequent dependence on, mass communication media. Students will be expected to be able to distinguish among theories, placing them in specific historical and social contexts. Assignments will include opportunities for students to demonstrate basic capabilities in secondary research. Prerequisite: Senior standing.

COM 46500 - Journalism Capstone (3)

This course is designed to invite analysis of a prior internship and/or practicum with special focus on journalistic ethics and contemporary controversies facing professional journalists. The capstone project requires news coverage of an assigned topic reported with portfolio level skills applied in newspaper, Internet, television and radio formats. Prerequisite: Journalism major and senior standing.

COM 48400 - Capstone Interactive Media and Web Design (3)

The Interactive Media and Web Design capstone course emphasizes work on a substantial project that reflects the knowledge and skills that a student has acquired through study in the program. The capstone course will challenge students through activities that encourage collaboration, mandate client interaction, and encourage adherence to current technological trends used in the industry. Prerequisite: Interactive Media and Web Design major or minor with senior classification.

CSC - Computer Science

CSC 10011 - Introduction to Computer Science: Python (3)

This course provides the student with a general orientation to computer science, including a basic understanding of the components of a computer and how they function. It will introduce the student to the process of program development and programming using the Python language. Lab fee required. Not open to students with credit in CSC 10022. Prerequisite: Placement into MTH 12100 or higher or pass a mathematics placement exam. Offered: Intermittently at St. Charles campus.

CSC 10022 - Introduction to Computer Science: Javascript (3)

This course provides the student with a general orientation to computer science, including a basic understanding of the components of a computer and how they function. It will introduce the student to the process of program development and programming using the Javascript language. Not open to students with credit in CSC 10011. Prerequisite: Placement into MTH 12100 or higher or pass a mathematics placement exam.

CSC 14400 - Computer Science I (4)

This course is an introduction to problem solving using the JAVA programming language. Topics include algorithm and program development, syntax of JAVA, input/output statements, file I/O, assignment operations, conditional statements, iterative statements, functions, and array processing. Additional topics may be added if time permits. Lab fee required. Prerequisite: CSC 10011 or CSC 10022 or placement test. Offered: fall and spring semesters at St. Charles campus.

CSC 24400 - Computer Science II (4)

This course is a continuation of CSC 14400 using the C++ programming language. Topics include the basic C++ syntax for input/output, assignment statements, conditional statements iterative statements and functions. It will continue with single and multidimensional array processing, character manipulation, elementary searching and sorting techniques, structures, classes, and pointers. Lab fee required. Prerequisite: CSC 14400 with a grade of C or better. Offered: fall and spring semesters at St. Charles campus.

DAN - Dance**DAN 10100 - Introduction to Dance (3)**

(GE-Fine Art) This course is a beginning level movement course in dance techniques, body awareness, creativity, and cultural appreciation. Students are introduced to various styles and genres of dance including ballet, modern, contemporary, jazz, tap hip hop, ballroom, social dance, and world dance forms, through the technique, history and social relevance of each style/genre.

DAN 17100 - Dance as an Art (3)

(GE-FineArt/CrsClt) This course is an introduction to dance styles, techniques, production elements, and the role of dance in culture. Previous dance experience is not required.

ECON - Economics**ECON 23010 - Survey of Economics (3)**

(GE-SocSci) This course introduces basic economics concepts, relationships, and institutions. It provides a foundation for applying economics to individual decision-making and for critically analyzing aggregate economic behavior and policy. Topics covered include supply and demand, consumer choice, competition, monopoly, the labor market, government intervention, business cycles, fiscal policy, money and banks, monetary policy, and international trade. Please note, this course satisfies one social science general education requirement, but does not fulfill core or elective requirements for business majors.

ECON 23020 - Principles of Microeconomics (3)

(GE-SocSci) This course introduces students to economic concepts, relationships, and institutions related to individual and firm decision-making. Supply, demand, and opportunity cost are used to analyze the actions of individuals and firms in a market framework. Topics covered include marginal analysis, production possibilities, elasticity, household and consumer choice, firm production and costs, profit maximization, input

markets, and market structures. This course must be taken by all business majors to fulfill one GE Social Science requirement (ECON 23010 may not be substituted), and a grade of C or better must be earned; any student majoring in a business discipline who does not earn a grade of C or better will be required to repeat the course and earn a minimum grade of C in order to continue in the business degree program. Lab fee may be required. Prerequisite: a C or better in MTH 14100, MTH 14200, MTH 15100, MTH 15200, MTH 17500, MTH 24100, MTH 27100, or MTH 27200.

ECON 23030 - Principles of Macroeconomics (3)

(GE-SocSci) This course introduces students to economic concepts, relationships, and institutions related to the aggregate economy. Keynesian and classical analysis is used to analyze the effect of fiscal and monetary policy actions on employment, output, and prices. Topics covered include business cycles, economic growth, unemployment, inflation, aggregate demand/supply, fiscal policy, monetary policy, and international trade. This course must be taken by all business majors as a part of the business core requirement (ECON 23010 may not be substituted.) Lab fee may be required. Prerequisite: a grade of C or better in MTH 141000, MTH 14200, MTH 15100, MTH 15200, MTH 17300, MTH 27100 or MTH 27200.

Although not required, it is recommended that students complete ECON 23020 prior to taking ECON 23030.

ECON 33020 - Managerial Economics (3)

This course explores the theory of firm decision-making in various market environments through an applications-based approach; economic theory is integrated with other business disciplines. Prerequisite: a C or better in ECON 23020 and ECON 23030. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ECON 33025 - Money and Banking (3)

This course extends macroeconomic policy analysis with emphasis on the role of financial markets, financial intermediaries, foreign exchange markets, and the Federal Reserve. Prerequisite: a C or better in ECON 23030. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

ECON 33065 - Seminar in Economic Federalism (3)

This course familiarizes students with historical shifts in the American tradition in light of current issues. Concepts may include the law of unintended consequences, decentralism, the role of civil society, and others. Students will apply the concepts to current social issues. Note that course has one classroom meeting per week and a weekend-long conference in April. Prerequisite: a grade of C or better in ECON 23010 or ECON 23020. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

*EDS - Education: Special Education***EDS 30200 - Behavior Management (3)**

This course is designed to increase student knowledge and repertoire of ethical, effective, and efficient behavioral management techniques and programs that can be used with children and youth in general and special education, home, and community settings. Research-based conceptual models that have made and continue to make significant contributions to our knowledge of learning and behavior are reviewed and analyzed through an integrative framework. Observation and application of behavior management strategies are a part of this course. Prerequisite: EDU 21501 and EDU 34100.

EDS 31800 - Introduction to Teaching Children with Disabilities in Cross-Categorical Settings (3)

This course allows the student to examine the theories, classification system, characteristics, historical data, and related resources affecting students from the elementary through secondary levels with learning disabilities, behavior disorders, intellectual disability, and physical impairments who are placed in cross-categorical settings. Leading to teaching certification for mild and moderate disabilities K-12, service delivery models of collaborative teaching, consultative services, itinerant teaching, and resource support services are emphasized in this course. This course is required for certification. Prerequisite: EDU 21501 and EDU 34100.

EDS 32600 - Methods of Teaching Children with Disabilities in Cross-Categorical Settings (3)

This course includes a 30 hour practicum experience and is designed for undergraduates with no paid teaching experience. Methods and materials needed in teaching students from the elementary through secondary levels in cross categorical settings are studied. Both commercial and teacher developed materials are examined. Introduction to basic research in the field of mild and moderate disabilities, as well as methodology of the development of academic related areas, perceptual, cognitive, pre vocational, and social skills are emphasized. This class will lead to teaching certification for mild and moderate disabilities K- 12. Service delivery models of collaborative teaching, consultative services, itinerant teaching, and resource support services are emphasized. This course is required for certification. Prerequisite: EDU 21501 and EDS 31800.

EDS 33000 - Introduction and Methods of Teaching Children with Disabilities in Cross-Categorical Settings (4)

This course allows the student to examine the theories, classification system, characteristics, historical data, and related resources affecting diverse learners placed in cross-categorical settings. The student will examine the impact that disabilities have on the cognitive, physical, emotional, social, and communication development of an individual and examine how students differ in their approaches to learning. Methods and materials needed in adapting instruction and supporting special needs learners in general and special education programs are studied. Service delivery models including Response to

Intervention (RtI), collaborative teaching, consultative services, itinerant teaching, and resource support services are emphasized in this course. Both commercial and teacher developed materials are examined. This course will meet the new Illinois certification requirement for veteran and new teachers as a special education course. Prerequisite: EDU 21501.

EDS 33300 - Speech and Language Development for the Exceptional Learner (4)

This course is designed to increase student knowledge of the characteristics of human language and how such knowledge facilitates a clearer understanding of the young special education learner. Theoretical schemes of language acquisition, the child's stages in acquisition of morphology and syntax, sound, and semantics are an integral part of the course. Prerequisite: EDU 21501 and EDU 34100.

EDS 33700 - Special Education Counseling (3)

This course combines the traditional psychology of counseling with special consideration of the problems experienced by exceptional children, their families, and their teachers. Prerequisite: EDU 21501 and EDU 34100.

EDS 34000 - Career Development (3)

This course emphasizes current theories and vocational development. Interest testing and aptitude testing significantly related to vocational development and their application to occupational training are included. Prerequisite: EDU 21501 and EDU 34100.

EDS 35000 - Practicum for Teaching Children with Disabilities in Cross-Categorical Settings (1-3)

This course is required concurrently for students enrolled in EDS 32600 or the semester following. Working with a special education teacher in a cross categorical setting, the student will apply the principles, techniques, strategies, and methods taught in EDS 32600. Practicum students are responsible for observing and working with special education students throughout the semester. Development of an Individual Education Program (IEP), lesson plans, and progress reports are required. This class will lead to teaching certification for mild and moderate disabilities K-12. Service delivery models of collaborative teaching, consultative services, itinerant teaching, and resource support services are emphasized. Prerequisite: EDU 21501 and EDU 34100.

EDS 35700 - Remediation in Elementary Math (3)

This course focuses on (1) the teacher's knowledge of mathematical principles and remedial techniques fundamental to arithmetic and the psychological aspects of arithmetic learning; (2) the teacher's competency in the use of concrete materials embodying mathematical principles and structures; (3) the teacher's sensitivity and willingness to adapt instruction to experiential needs of students. Prerequisite: EDU 21501, EDU 31200, EDU 32100 or EDU 32200, and two college mathematics courses.

EDU - Education**EDU 10000 - Orientation to Educational Experiences (3)**

Students will examine the roles and responsibilities of teachers. This course is designed to allow the student interested in education to investigate current issues, trends, educational reforms and legal issues in education. Historical, philosophical, theoretical, governance and financing perspectives will also be analyzed. All students planning to teach are required to take this course before or in conjunction with their first education course(s). This course is the Prerequisite for EDU 11100 School Observation. In order to prepare students for EDU 11100 when a classroom observation is required, a Criminal Record Check is required for a nominal fee for EDU 11100. Students will also pay a site license fee for their portfolio.

EDU 10001 - Introduction to the Teaching Profession (3)

Introduction to the Teaching Profession (3) This course offers a general introduction to the area of education and schooling. All students planning to teach are required to take this course before or in conjunction with their first education course (s). Classroom observation is required. A criminal record check is required for a nominal fee.

EDU 11100 - School Observation (1)

This course provides the education student with observation experience in the school setting. Students will be required to document 30 hours and 30 entries in a reflection journal. A Criminal Record Check is required for a nominal fee for EDU 11100. Prerequisite: EDU 10000.

EDU 20200 - Psychology of Teaching and Learning (3)

This course requires exploration in current topics of interest in relation to the study and application of learning theories to contemporary educational issues. Concepts, theory, models, and methods of research in developmental and educational psychology are also investigated. Offered: every semester.

EDU 21501 - Teacher Education Seminar I (1)

This is a required course for all teacher education candidates entering the teacher education program beginning in fall 2013. This course provides the student an opportunity to review and synthesize the skills and content knowledge of selected subject areas of teacher certification. This course should be taken at the same time and with the same instructor as EDU 32100 or EDU 32200 Classroom Teaching and Technology. This course will assist in the developing test taking techniques in preparation for the state required certification assessments. Students are also oriented to the requirements of the culminating assessment portfolio. Students will be required to purchase Foliotek, an electronic portfolio system, if they have not already done so. Students will be oriented to the requirements of the culminating assessment portfolio. Students must also take and submit the Missouri Educator Profile (MEP) during this course. Students will describe detailed preparation to

prepare for the DESE required assessments, submit rationale and reflection assignment(s), evaluate the preparation experience in each required education course, and prepare for the intensive writing requirements of EDU 40400 and EDU 41000. P/F grading. Prerequisite: EDU 20200, concurrent with EDU 32100 or EDU 32200. Students should have completed at least 6 hours of teacher education certification coursework. Corequisite: Apply to the teacher certification program.

EDU 23100 - Elementary Music Methods (2)

This course provides a general preparation for the teacher in the elementary classroom. A study of the principles, procedures, and objectives of school music is included. Prerequisite: Prerequisites/Concurrent: EDU 10000.

EDU 23300 - Elementary Art Methods (2)

This course is designed for either the elementary classroom teacher or for the Art teacher in the elementary school. Studio work and lecture on creative expression and techniques is included. Prerequisite/Concurrent: EDU 10000. Lab fee required.

EDU 24600 - Children's Literature (3)

This course is a study of the history and development of literature suitable for elementary school students. Evaluation of current literature material is included.

EDU 24700 - Adolescent Literature (3)

The student will explore the history and development of literature suitable for middle level and secondary education evaluation of current literature material is included.

EDU 27400 - Physical Education in Elementary Schools (2)

This course covers organizational and instructional aspects of planning a sequential K-8 program of physical education, emphasizing fundamental motor skill development, rhythms, games, and sports.

EDU 27600 - Methods of Integrating Art, Music, and Movement in Elementary Education (3)

This course is designed to provide individuals entering the teaching profession with the competencies to teach and integrate art, music, and movement as related to physical education and the performing arts. Additionally, this course will review principles behind integration in relation to the instruction of elementary students from ethnically, culturally, racially, and linguistically diverse backgrounds, who are of different genders, from various socioeconomic levels, and with differing handicapping conditions. Lesson planning, effective teaching techniques, classroom management skills, and evaluation for instructional outcomes will be studied in a unified and thematic approach to curriculum development in art, music, and movement. Lab fee required.

EDU 29800-29899 - Special Topics in Education (1-3)

These courses allow the education major or minor the opportunity to develop individualized learning experiences or select from courses already being offered. Courses are subject to Dean Approval. Lab fee may be required.

EDU 30400 - Measurement and Evaluation to Enhance Learning (3)

The student will experience practical approaches to ensure that classroom assessment is fair and effective. Curriculum mapping and alignment to standards are explored. Students will develop an understanding of the basic mathematics of measurement, item analysis, test score interpretation, test development, performance assessments, standardized testing, portfolios, grading procedures, self-assessment, assessment of diverse student populations, and biases in educational assessment. Student reflection will facilitate an appreciation for the characteristics of an assessment-literate educator. Prerequisite: Prerequisite/Concurrent: EDU 10000 and EDU 20200.

EDU 30500 - Elementary Reading Methods (3)

This course examines a variety of reading methodologies, materials, and evaluation items are presented and used with readers in the school system. The student will participate in a comprehensive study of the skills required for reading development, such as word attack, perception, vocabulary, and comprehension. This course includes a ten-hour practicum. Prerequisite: EDU 21501 and EDU 20200; Concurrent: EDU 32100 or EDU 32200.

EDU 30505 - Methods of Teaching Reading, Writing, and Oral Communication (3)

This course is designed to provide prospective teachers with a comprehensive study of the skills required for the development of reading, writing, and oral communication. Students will be presented with a foundational knowledge of communication theory and language development including phonemic awareness, word recognition and perception, vocabulary, comprehension, and fluency. This course meets the new certification requirement for all current and future Illinois educators. Prerequisite: EDU 21501 and EDU 20200.

EDU 30600 - Elementary/Middle School Language Arts Methods (3)

This course involves a comprehensive study of listening, speaking, reading, writing, thinking, viewing and visually representing communication arts skills as these skills are integrated into the contemporary language and reading program. Various methods and materials are explored. Prerequisite: EDU 21501 and EDU 20200; Concurrent: EDU 32100 or EDU 32200.

EDU 30705 - Methods of Teaching Reading in the Content Areas (3)

This course is designed to provide prospective teachers with a comprehensive study of the skills required for reading development, teaching of reading strategies, diagnosing reading difficulties, assessing and improving reading and study skills in the content area. Students will learn to apply reading concepts, theories, and techniques to content area material by developing model lesson plans and materials. This course is approved to meet the new certification requirement for current and future Illinois educators. Prerequisite: EDU 21501 and EDU 20200.

EDU 30710 - Content Literacy for Diverse Learners (3)

This course is the second required literacy class designed for middle school, high school, and K-12 content area teachers. Students will learn to apply methods of instructional interventions for adolescents with reading deficits. Students will also focus on addressing content-specific needs of English Language Learners. Prerequisite: EDU 38700.

EDU 30900 - Analysis and Correction of Reading Disabilities (3)

This course is designed to teach students the diagnostic/prescriptive process necessary to deal with readers at various developmental levels in the classroom. Students learn to use and analyze a variety of informal and standardized diagnostic reading tests appropriate for individual and group diagnosis. Students also learn to use commercial and teacher-made materials in conjunction with basal readers to provide appropriate instruction. Students are expected to work with a problem reader during the course. Offered every semester. This course is to be taken concurrently with or prior to EDU 30999 to meet early childhood, early childhood special education, and elementary education degree program requirements. Prerequisite: EDU 21501 or EDU 21503. EDU 30500 or 30700.

EDU 30999 - Practicum: Analysis and Correction of Reading Disabilities (2)

This course is required for students working towards completion of an early childhood, early childhood special education, or elementary education degree and taken concurrently with EDU 30900 or the following semester. Working with a regular classroom teacher and remedial teacher in a school setting, students will apply the testing and remediation techniques taught in EDU 30900. Practicum students are responsible for observing and working with students throughout the semester. A diagnostic report, lesson plans, and progress reports are required for each student tutored. Prerequisite: EDU 21501 or EDU 21503 and one of the following, EDU 30500 or EDU 30700.

EDU 31200 - Elementary/Middle School Mathematics Methods (3)

This course provides a survey of approaches in the teaching of mathematics for the student preparing to teach in elementary schools. Prerequisite: EDU 21501, and EDU 32100 or EDU 32200 and two university level mathematics courses.

EDU 31300 - Elementary/Middle School Social Studies Methods (3)

This course includes the theoretical and practical aspects of the early childhood, elementary, and middle school social studies curriculum. Methodology, techniques, strategies, and materials appropriate to the area are investigated. Students are expected to plan and develop a variety of social studies instruction formats. Prerequisite: EDU 21501; Concurrent: EDU 32100 or 32200.

EDU 31400 - Utilizing Family and Community Resources (3)

This course serves as an exploration of resources in the community and methods of incorporating these resources into the early childhood program. Family resources and family school relationships are studied, and materials and methods for developing such relationships that contribute to a focus of efforts. Prerequisite: EDU 20200.

Concurrent: EDU 21501 or EDU 21503, EDU 32200.

EDU 31600 - Language Acquisition and Development for Young Children (3)

This course includes a study of the nature of language, the normal sequence of language development, and an introduction to the theories of language acquisition, and monitoring instruction of linguistically and culturally diverse students in a variety of English Language teaching contexts. This course includes a concern for:

understanding the influence of environment and culture in language development, development of techniques and materials for stimulating language growth, identification of speech and articulation problems and appropriate referral methods, familiarity with instruments, and techniques for assessing language development.

Prerequisite: EDU 21501 and EDU 20200; Concurrent: EDU 32200.

EDU 31700 - Introduction to Early Childhood/Special Education (3)

This course includes a study of basic early childhood environmental principles, which are designed to meet the needs of the developing child. Cognitive, physical, social, emotional, and creative development are investigated and observed in the early childhood setting. Curriculum and materials appropriate for early education are emphasized, as well as planning and executing activities for the young child. Growth, development, and special needs of preschool children with disabilities are discussed, including developmentally appropriate practices, assessment, material, and curriculum adaptation necessary when working with this population. A 30 hour practicum is embedded in this course.

EDU 31900 - Elementary/Middle School Science Methods (3)

This course is designed to explore various methods, materials, strategies, and processes used in early childhood, elementary, and middle school science programs. Students are expected to plan, develop, and teach several science lessons using a variety of science instruction formats. Lab fee required. Prerequisite: EDU 21501 and EDU 20200; Concurrent: EDU 32100 or EDU 32200.

EDU 32000 - History and Philosophy of Education (3)

This course is a comprehensive study of the historical structure and philosophy of American education, its roots in the past, its relationship to other present educational systems and its possible future directions.

EDU 32100 - Middle/High School Classroom Teaching and Technology (3)

This course will enable the student to examine the specific techniques and procedures applicable to effective teaching at the middle school and secondary education level, including an examination of what is required to design logical, engaging, and rigorous lessons that meet the needs of all learners. This course will explore different approaches to lesson planning while concentrating on the direct teaching model. This course will also apply Bloom's Taxonomy as related to lesson plan objectives and the assessments of planned lessons. The technology examined will review and/or introduce the application of instructional technologies, including but not limited to Microsoft Word, Power Point, Microsoft Excel, Smart Board, Web Quest. Prerequisite: EDU 21501 and EDU 20200.

EDU 32200 - Elementary Classroom Teaching and Technology (3)

This course will enable the student to examine the specific techniques and procedures applicable to effective teaching at the elementary level, including an examination of what is required to design logical, engaging, and rigorous lessons that meet the needs of all learners. This course will explore different approaches to lesson planning while concentrating on the direct teaching model. This course will also apply Bloom's Taxonomy as related to lesson plan objectives and the assessments of planned lessons. The technology examined will review and/or introduce the application of instructional technologies, including but not limited to Microsoft Word, Power Point, Microsoft Excel, Smart Board, Web Quest. Prerequisite: EDU 21501 and EDU 20200.

EDU 32400 - Assessment of Intellectual Skills (3)

This course teaches students about the use of non-projective, educationally relevant tests, theories of measurement, test construction, test administration, and ethical use. Students will attain competence in administration of one of the more commonly used methods of assessment, either Binet or Wechsler. Lab fee required. Prerequisite: EDU 21501.

EDU 32500 - Perceptual Motor Development (2)

This course examines the complex relationship between sensory perception and the development of gross and fine motor skills. The student will analyze, evaluate, and apply the research in this field, the methods and tools of assessment, materials and activities used to enhance and/or remediate the development of perceptual-motor skills. Prerequisite: EDU 21501, and EDU 20200 or PE 15000.

EDU 32700 - Early Childhood Cognitive Curriculum Concepts (3)

This course will provide the student with techniques, methods and materials used in the curriculum areas of science and social studies for the young child (ages 3-8). Students will review relevant child development issues, learn the rationale for teaching these curriculum areas, and the importance of integrating them into the entire

curriculum. Development and implementation of lesson plans are a part of this course. Prerequisite: EDU 21501.

EDU 32900 - Creative Curriculum Materials for Early Childhood/ Early Childhood Special Education Programs (4)

This course is designed to familiarize students with innovative curricula and materials which support art, music and movement in developmentally appropriate early childhood and early childhood special education programs. Students will construct and evaluate their own curriculum and materials. Techniques for integrating best practices throughout the curriculum and implementing adaptations for children with special needs is emphasized. Prerequisite: EDU 21501.

EDU 33400 - Secondary Methods of Teaching English (3)

This course examines a variety of methods of teaching English in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to English instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 32100 and EDU 21501 or EDU 21503.

EDU 34000 - Secondary Methods of Teaching Physical Education (3)

This course examines a variety of strategies unique to the teaching of Physical Education in middle schools and high schools, including skills of team sports, skills of individual sports, safety issues, law issues, effective lesson planning, etc. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 21501 or EDU 21503 and EDU 32100.

EDU 34100 - Education of the Exceptional Child (3)

This course allows the student to develop an understanding of the unique characteristics, strengths, and challenges of exceptional children. An overview of the historical and legal aspects in the field of special education are presented, as well as current trends, issues, and best practices for educating children with exceptionalities in contemporary settings. Students will understand the competencies necessary to effectively teach, communicate, and live with individuals who have exceptionalities in educational and natural environments. This course will focus on the social and emotional implications of the "exceptional" label to individuals, their families, and society as a whole. Prerequisite: EDU 20200.

EDU 34300 - Middle/High School Differentiation and Classroom Management (3)

This course will enable the student to examine the specific demands required to differentiate instruction in middle school and high school classrooms. Additionally, the student will examine the role of each instructor in cooperative teaching situations. This course will also explore the demands and techniques of classroom management. The technology examined will review and/or introduce the application of instructional technologies including, but not limited to, SmartBoard,

Podcasting, Clickers, and other types of classroom communications. Legal and ethical issues that control the use of technology in the classroom will be investigated. Taken concurrently with EDU 38000. Prerequisite: EDU 21501 or EDU 21503 and EDU 32100 or EDU 32200.

EDU 34400 - Elementary School Differentiation and Classroom Management (3)

This course will enable the student to examine the specific demands required to differentiate instruction in diverse elementary classroom settings. Additionally, the student will examine the role of each instructor in cooperative teaching situations. This course will also explore the demands and techniques of classroom management. The technology examined will review and/or introduce the application of instructional technologies including, but not limited to, SmartBoard, Podcasting, Clickers, and other types of classroom communications. Legal and ethical issues that control the use of technology in the classroom will be investigated. Taken concurrently with EDU 38000. Prerequisite: EDU 21501 or EDU 21503 and EDU 32200.

EDU 34500 - Childhood Health, Nutrition and Safety (3)

This course focuses on health, nutritional requirements, safety precautions, first aid techniques, and emergency procedures of the young child. Prerequisite: EDU 20200.

EDU 35100 - Early Childhood Screening, Diagnosing and Prescribing Instruction (3)

This course focuses on methods and materials utilized in screening and diagnosing learning problems and prescribing instruction in early childhood education. Field experiences are included in this course. Prerequisite: EDU 21501 and EDU 31700.

EDU 35900 - Multicultural Education (3)

This course is designed to promote an understanding of the importance of multicultural education in a pluralistic society. Students develop awareness of their own cultural heritage and attitudes, obtain information about various minority cultures, and analyze the school as a product of the cultural heritage and attitudes. Prerequisite: EDU 10000.

EDU 38000 - Pre-Student Teaching Practicum (1-3)

This course is designed to offer the education student experience in elementary and secondary schools or other educational environments. Evaluations are conducted by the university consultant and the host teacher. Students must enroll for one hour of practicum (EDU 38000) as a co-requisite with EDU 34300 or EDU 34400. Prerequisite: EDU 21501 or EDU 21503 and EDU 32100 or EDU 32200.

EDU 38500 - Middle School Philosophy/Organization (3)

This course examines the unique philosophy and structure associated with the middle school organization. Special characteristics of program content and design are included. Prerequisite: EDU 21501 and EDU 20200.

EDU 38600 - Middle School Curriculum/Instruction (3)

This course investigates current trends in instructional programs found in typical middle schools. Attention is given to the unique learning needs of adolescents, and how schools can address those needs. Offered every semester. Prerequisite: EDU 21501 and EDU 20200.

EDU 38700 - Reading/Writing Across Curriculum (3)

This course addresses the process of making reading and writing educational activities relevant to adolescents by crossing subject matter lines. Emphasis is placed on integrating basic skills into all subject area instruction. Prerequisite: EDU 21501 and EDU 20200.

EDU 38800 - Middle School Psychology (3)

This course will provide an understanding of and appreciation for the growth of the middle school adolescents physically, emotionally, socially, and intellectually as related to the child's education at the middle school level and in high school. Prerequisite: EDU 21501 and EDU 20200.

EDU 39800-39899 - Special Topics in Education (1-3)

These courses allow the education major or minor the opportunity to develop individualized learning experiences or select from courses already being offered. Courses are subject to Dean Approval. Lab fee may be required.

EDU 40400 - Advanced Measurement and Evaluation to Enhance Learning (3)

The student will experience practical approaches to ensure that classroom assessment is fair and effective. Curriculum mapping and alignment to standards are explored. Students will develop an understanding of the basic mathematics of measurement, item analysis, test score interpretation, test development, performance assessments, standardized testing, portfolios, grading procedures self-assessment, assessment of diverse student populations, and biases in educational assessment. Student reflection will facilitate an appreciation for the characteristics of an assessment-literate educator. Using data driven decision making, students will analyze authentic student data and apply research-based strategies to create a plan for instruction to impact student learning. This course is a writing intensity course for the Department of Teacher Education. For students newly entering or transferring to Lindenwood University beginning fall 2013, EDU 40400 will be a prerequisite for EDU 41000. Prerequisite: EDU 21501, (EDU 32100 or EDU 32200), and Writing Proficiency Assessment (WPA) or ENG 21000.

EDU 41000 - Student Teaching (12)

This course consists of observation, individual conferences, and supervised teaching in an early childhood setting, elementary middle and/or secondary school and a weekly student teaching seminar. This practicum is designed to be the culminating experience in a student's teacher preparation program; thus students should have completed all of the courses necessary for the degree and certification prior to this course. The student is

responsible for arranging and paying the expense of transportation to and from the assigned school. The student teacher's total academic load is limited to one course in addition to student teaching. Students seeking K-12 certification must teach at both the elementary and secondary levels. Special education majors will teach in a regular classroom and a special education classroom. Students must also participate in a pre-teaching experience prior to the official start of the student teaching semester. In addition to enrolling for the student teaching course, an application must be submitted to the School of Education by the preceding semester of student teaching: February 1 for fall student teaching and September 1 for spring and summer student teaching. Students must successfully complete the Praxis exam prior to a student teaching placement being sought. Please see School of Education website for complete information on student teaching application process. A student teaching lab fee is required. Course enrollment must be approved by the Council of Teacher Education. Prerequisite: EDU 21501 or EDU 21503 PRAXIS II Foliotek Seminar for Teacher Education, EDU 38000 Pre-Student Teaching Practicum, EDU 40400, and Writing Proficiency Assessment (WPA) or ENG 21000.

ENG - English**ENG 11000 - Effective Writing (3)**

This course prepares students for ENG 15000. A variety of approaches, including writing prompts, journals, essays, grammar review, and peer/instructor review will be employed to focus on strengthening competence and confidence in writing ability. Smaller sessions will facilitate intensive individual attention to foster writing strengths while successfully addressing areas for improvement in the following areas: sentence-level writing competency, drafting process, basic essay format, and good writing habits. Students will be placed in ENG 11000 based on an assessment of their writing skills. In order to advance to ENG 15000, students must earn a C or above in ENG 11000 or EPP 11000.

ENG 15000 - Strategies for University Writing (3)

(GE-Eng) This course is an intensive review of the English language and its use in college-level writing, including the mechanics of written discourse, sentence structure, paragraph development, and essay organization. Selections from expository and imaginative literature will be discussed as models for the effective use of language and as sources for composition topics. Placement is based on an assessment of writing skills or ENGL/EPP 11000 with a C or better. A writing assessment is part of the initial registration process. In order to advance to ENG 17000, students must earn a C or above in ENG 15000 or EPP 15000.

ENG 17000 - Research and Argumentation (3)

(GE-Eng) Students give special attention to the development of a mature style of writing and to the research, mechanics, and writing of documented argumentation papers. The writing assignments will be related to the subject areas anticipated in college study. Prerequisite: (ENG 15000 or EPP 15000) with a C or

better. In order to advance out of ENG 17000, students must earn a C or above.

ENG 20000 - Introduction to Literature (3)

(GE-Lit) This course is an introduction to the reading and analysis of literature; the semester's work will involve extensive reading across the literary genres. Prerequisite: ENG 17000 with grade of C or better. May not count for credit toward the English major or minor. English majors and minors or prospective majors and minors should take ENG 30100 – Methods of Literary Study instead.

ENG 20100 - World Literature I (3)

(GE-Lit/Crs-Clt) This course is a study of ideas that have shaped early cultures (before 1600 CE) from around the world. Works will be read in English translation. Students will read extensively and participate in discussions about fiction and non-fiction, poetry and prose in order to gain a fuller understanding of cultural context and to better develop critical thinking skills. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 20200 - World Literature II (3)

(GE-Lit/Crs-Clt) This course is a study of ideas that have shaped diverse cultures, beliefs, and understanding from 1600 to the present. Students will read and participate in discussions about fiction and non-fiction, poetry and prose in order to gain a fuller understanding of cultural context and to better develop critical thinking skills. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 21000 - Writing Proficiency Lab (3)

This computer-lab based course allows students to work on their areas of writing and grammar deficiencies as identified by a diagnostic exam completed on the first day of class. Individual and group work as well as written papers are included. This course is designed to prepare students to retake the Writing Proficiency Assessment. Other students may enroll in this course as an elective with permission of the Dean of Humanities, but priority will be given to those students who need the course to fulfill the graduation requirement. Prerequisite: an Incomplete grade in the Writing Proficiency Assessment (WPA) or completion of both ENG 15000 and ENG 17000 and permission of the Division Chair of Humanities.

ENG 21100 - Introduction to Creative Writing (3)

Students will learn and practice the skills required in writing poetry, narrative fiction, and creative non-fiction. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 21200 - Introduction to Technical and Professional Writing (3)

This course introduces the problem-solving skills and forms required in technical and professional writing. Prerequisite: ENG 17000 with a C or better.

ENG 22100 - Introduction to Writing for Performance (3)

Students learn the basic principles of writing for the performance media (stage, film, and television) through the discipline of writing and rewriting performable play scripts. Prerequisite: ENG 17000 with a C or better.

ENG 22200 - Introduction to Writing Creative Non-Fiction (3)

Students learn how to use their own personal experiences in writing popular non-fiction-writing that may focus closely on themselves as individuals but which may turn outward toward other people, places, and social issues. Prerequisite: ENG 21100.

ENG 23300 - British Literature I (3)

(GE-Lit) This course is a survey of English poetry and prose from the Anglo-Saxon period through the 18th century. Representative readings are examined in terms of the cultural changes and literary conventions that constitute English literary history. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 23400 - British Literature II (3)

(GE-Lit) This course covers the early Romantic period through the 19th and 20th centuries and up to the present day. The works of major writers are studied in terms of each writer's own critical statements or in terms of the particular school or movement to which the works belong. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 23500 - American Literature I (3)

(GE-Lit) This course is a survey of American writing from the colonial era to the Civil War with emphasis on the diverse voices contributing to the uniqueness of the American literary scene even at an early stage. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000 with the permission of the instructor. Suggested prerequisite or concurrent enrollment: HIS 10500.

ENG 23600 - American Literature II (3)

(GE-Lit) This course is a survey of American poetry, prose, and non-fiction literature from the end of the Civil War to the present day; it explores distinctive American themes as reflected through an ever-changing society. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000 with the permission of the instructor. Suggested prerequisite or concurrent enrollment: HIS 10600.

ENG 23800 - Young Adult Literature (3)

(GE-Lit) This course is a study of popular literature aimed at readers between the ages of 13 and 18. Readings may include classic and contemporary texts. Students will be asked to consider and analyze young adult literature in regard to cultural and historical contexts. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 25700 - Survey of Greek Literature (3)

(GE-Lit/CrsCl) This course is a study of works from classical Greek literature focusing on the changes in philosophical, political, and economic conditions that are reflected therein. Readings may include works by Homer, Aeschylus, Sophocles, Sappho, Aristophanes, and Euripides, as well as selections from Plato and Aristotle concerning poetry and its role in society. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 27200 - Gender and Literature (3)

(GE-Lit) This course is a survey of literature with a focus on gender. It may have a transnational, historical, and/or thematic structure. Students will read a variety of genres from a feminist critical perspective and use literature as a vehicle for considering gender constructs. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 27600 - African-American Literature (3)

(GE-Lit) This course introduces students to pre- and post- emancipation literature written by African-Americans in the United States. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 27800 - Latin@ Literature (3)

(GE-Lit) This course introduces students to literature of the Latino communities in the United States. The literature will serve as a focal point for discussing the differing values, problems, and assertions of the Latin American culture in contrast with the more dominant American culture. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 28000-28099 - Selected Topics in Literature (3)

(GE-Lit) This course is a study of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 28100-28199 - Selected Topics in Literature (3)

(GE-Lit/CrsCl) This course is a study of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 28200-28299 - Selected Topics in English (3)

This course is designed to study various topics in English. The course may be repeated as topics vary. Prerequisite: ENG 17000 with a C or better. English majors may take this class concurrently with ENG 17000.

ENG 28900-28999 - Study Abroad (5)

The Study Abroad courses are offered at York St. John University. See the director of the English study abroad program for specific information. Study abroad offered every semester. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 28901 - Study Abroad: Literary Theory (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 28902 - Study Abroad: American Literature, Space and Place (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 28903 - Study Abroad: Romantic Period Writing (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 28904 - Study Abroad: Gothic and Horror (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 30100 - Methods of Literary Study (3)

This course is an introduction to the critical practices and theoretical approaches that form the foundation of literary studies. Students will read literary texts that explore a particular theme or that belong to a particular genre, as well as scholarly criticism of those texts, in order to increase the sophistication of their own reading and writing practices. Prerequisite: ENG 17000 with a C or better.

ENG 30200 - Advanced Writing and Research (3)

This course is an introduction to library reference materials as well as to the skills of finding information about topics of individual interest and general knowledge. Students complete bibliographies and papers in their areas of interest. Prerequisite: ENG 17000 with a C or better.

ENG 30500 - British Literature I (3)

(GE-Lit) This course is a survey of English poetry and prose from the Anglo-Saxon period through the 18th century. Representative readings are examined in terms of the cultural changes and literary conventions that constitute English literary history. Prerequisite: one 20000-level literature course.

ENG 30600 - British Literature II (3)

(GE-Lit) This course is a continuation of English 30500, covering the early Romantic period through the 21st century. The works of major writers are studied in terms of each writer's own critical statements or in terms of the particular school or movement to which the works belong. Prerequisite: one 20000-level literature course.

ENG 30900 - The Novel (3)

(GE-Lit) This course is a study of selected novels from the eighteenth century to the present day with attention to the development of the novel as a literary form and to its importance in the culture of its historical period. Prerequisite: One 20000-level literature course.

ENG 31000 - Modern Fiction (3)

(GE-Lit) This course is a study of selected novels and short fiction with a potential emphasis on British, American, or Anglophone works. Consideration will be given to treatment of contemporary problems against a background of modern thought. Prerequisite: One 20000-level literature course.

ENG 31100 - Advanced Creative Writing (3)

This course will enlarge skills developed in Introduction to Creative Writing. Students will work individually and together to explore, practice, and improve their writing in a particular genre or across the genres. Readings may be partially student-generated. Prerequisite: ENG 21100 or permission of the division chair.

ENG 32300 - Advanced Poetry Writing (3)

This poetry workshop is designed to give students a deeper understanding of the creative potential of writing. The course addresses both the art and artifice of poetry, including analysis, close reading, experimental writing, drafting, supportive peer response, reflection, and sharing. Prerequisite: ENG 21100.

ENG 32500 - Creative Nonfiction (3)

This course is a study of creative nonfiction writing including memoirs, literary journalism, biography, travel writing, food writing, blogs, and personal essays. Students will examine the forms of creative nonfiction, as well as the cultural implications of the texts. Prerequisite: One 20000-level literature course.

ENG 33100 - The Bible as Literature (3)

(GE-Lit) This course explores the rhetorical, literary, and historical qualities of canonical and extra-canonical Biblical books and considers the Bible's influence on English-language literature and culture. Prerequisite: One 20000-level literature course.

ENG 33200 - Chaucer (3)

(GE-Lit) This course examines selected works by Chaucer, with emphasis on *The Canterbury Tales*. Students will read and interpret Chaucer's writings in light of the medieval world in which they were written. Chaucer is himself an introduction to that world. Prerequisite: One 20000-level literature course.

ENG 33300 - Shakespeare (3)

(GE-Lit) This course is an introduction to Shakespeare's plays through a representative sample of the comedies, histories, tragedies, and romances. In addition to the dramatic literature, the course may include readings from the sonnets and other poetry. Prerequisite: One 20000-level literature course.

ENG 33500 - Modern Drama (3)

(GE-Lit/CrsClt) This course is a study of direction in modern and contemporary drama from Ibsen to the

present, including realistic, naturalistic, symbolist, poetic, expressionist, existentialist, "epic," and experimental plays. Not open to students with credit in TA 33500. Prerequisite: One 20000-level literature course.

ENG 33700 - Survey of American Literature (3)

(GE-Lit) This course is an advanced survey of major writers and movements in American Literature from the colonial period to the present. Prerequisite: one 20000 level literature course.

ENG 33800 - Medieval English Literature (3)

(GE-Lit) This course includes readings in Old and Middle English literature to 1500 CE. Lyric, narrative, and dramatic works from *Beowulf* to Malory's *Morte D'Arthur* are studied in their cultural, literary, and linguistic contexts. Prerequisite: One 20000-level literature course.

ENG 33900 - Early Modern Literature (3)

(GE-Lit) This course includes readings from 16th- and 17th-century poetry, prose, and non-Shakespearean drama. Major poets from Spenser to Milton, the origins and development of prose fiction, the literary influence of the King James Bible, and major dramatists from Marlowe to Jonson are studied in representative works. Prerequisite: One 20000-level literature course.

ENG 34000 - Advanced Creative Non-Fiction Writing (3)

Students will practice writing popular non-fiction articles for magazines with emphasis on targeting and selling articles to publications. Prerequisite: ENG 17000 with a C or better.

ENG 34100 - Restoration and 18th-Century Literature (3)

(GE-Lit) This course includes selected readings in English poetry, prose, and drama from the re-opening of the theaters in 1660 through the Augustan Age and the Age of Johnson. Authors may include Dryden, Defoe, Gay, Swift, Pope, Johnson, and Sheridan. Prerequisite: One 20000-level literature course.

ENG 34200 - English Romantic Literature (3)

(GE-Lit) This course is a study of English prose and poetry from approximately 1770 to 1832. Major works are studied in conjunction with their socioeconomic, historical, and political backgrounds. Prerequisite: One 20000-level literature course.

ENG 34300 - 19th Century Literature (3)

(GE-Lit) This course examines literature in English (British, American, and/or Anglophone) produced during the nineteenth century. These works are studied in their cultural contexts with special attention given to the political, scientific, and social forces that shaped them. Prerequisite: One 20000-level literature course

ENG 34700-34799 - Topics in American Literature (3)

(GE-Lit) The specific topic of this course will be announced at time of registration. The course may focus on a specific genre, author, or theme. Prerequisite: one 20000-level literature course.

ENG 35100 - Modern Poetry (3)

(GE-Lit) This course is a study of poetry from 1900 to the present, principally by English-language poets, although selections may include some works in translation from other languages. Readings consider diverse works from diverse authors, and consider form and poetics alongside cultural context. Prerequisite: One 20000-level literature course.

ENG 35200 - Early American Literature (3)

(GE-Lit) This course is an advanced survey of early American literature that moves away from the anthologized readings of American Literature I and instead substitutes major novels, poetry, and drama to be read in their entirety. Periods covered will include pre-contact North American literature, Puritan and colonial literature, and the first half of the nineteenth century. Prerequisite: One 20000-level literature course.

ENG 35500 - 20th- and 21st-Century Literature (3)

(GE-Lit) This course studies British, American, and/or Anglophone literature since the early twentieth century up to the present day. Possible topics include post-colonialism, transnationalism, and literature's response to a post-modern world. Prerequisite: One 20000-level literature course.

ENG 35700-35799 - Topics in British Literature (3)

(GE-Lit) The specific topic of this course will be announced at time of registration. The course may focus on a specific genre (e.g., poetry, novel), author, or theme. Prerequisite: One 20000-level literature course.

ENG 35800 - Writer's Market (1)

This course focuses on practical strategies to help students market their work, including how to research various markets and write effective query letters. Prerequisite: ENG 31100.

ENG 37200 - Modern Grammar (3)

This course is an intensive study of the nature and structure of the English language with emphasis on recent developments in linguistic analysis, but with coverage also of traditional grammar. Prerequisite: ENG 17000 with a C or better.

ENG 38000-38099 - Advanced Topics in Literature (3)

(GE-Lit) This course is a concentrated study and analysis of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisite: One 20000-level literature course.

ENG 38100-38199 - Advanced Topics in Literature (3)

(GE-Lit/CrsCl) This course is a concentrated study and analysis of specific authors, genres, or topics in English, American, and world literatures. The course may be repeated as topics vary. Prerequisite: One 20000-level literature course.

ENG 38200-38299 - Advanced Topics in English (3)

This course is designed to promote formal, linguistic, and interdisciplinary approaches to the study of English. The course may be repeated as topics vary. Prerequisite: One 20000-level literature course.

ENG 38901-38999 - Study Abroad (5)

The Study Abroad courses are offered at York St. John University. See the director of the English study abroad program for specific information. Study abroad offered every semester. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 38901 - Study Abroad: Early Twentieth Century Writing (1900-1950) (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 38902 - Study Abroad: The Study of Shakespeare (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 38903 - Study Abroad: Post World War II American Literature (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 38904 - Study Abroad: Writing the Caribbean (5)

This course is offered at York St. John University. See the director of the English study abroad program for specific information. Prerequisite: One 30000-level literature course with a C or better; a minimum GPA of 2.5; and permission of the dean.

ENG 40400 - History of the English Language (3)

This course is an introduction to the study of the English language. The phonology, history, and grammar of English are examined in the context of cultural, social, and political history, with attention to current linguistic theory. Prerequisite: One 20000-level literature course.

ENG 45400 - Criticism (3)

This course examines the major schools of literary theory. Readings will include classic and contemporary texts; students will study the contexts of criticism and apply the theories they learn to various literary texts. Prerequisite: 6 hours of literature.

ENG 47000 - Seminar in Writing (3)

Students complete a portfolio project demonstrating that they have achieved a significant level of mastery in one of the principal genres. Portfolios typically consist of a collection of a dozen or more poems; 2-to-4 short stories, one-act plays, or non-fiction pieces; or a novella-length work of fiction, a full-length play, or an equivalent feature-length television or film script. During the course students develop their work through successive revisions

until, in the instructor's judgment, the required level of mastery has been obtained. Prerequisite: ENG 31100.

ENG 48000 - Senior Thesis (3)

Taken in the senior year in conjunction with a literature class of the student's choice, this course will guide advanced students through a semester-long research project that will culminate in an article-length essay and a presentation. Students will also prepare portfolios of their writing. Prerequisite: Must be an English major or minor with senior status.

ENTR - Entrepreneurial Studies

ENTR 47510 - Financing Business Ventures (3)

Financing Business Ventures is an advanced course designed to apply the theoretical principles of finance to new or emerging businesses. Topics to be covered include capital raising, cash flow management, business planning, and value realization. Lectures and case studies will focus on financing methods, working capital management, expansion, and exit strategies in order to develop decision making skills. Guest speakers will illustrate real-world situations. Prerequisite: a grade of C or better in FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

EPP - English Preparedness Program

EPP 10000 - Basic English Grammar for Non-Native Speakers (3)

This course is designed for non-native English speakers who need a review of basic English grammar rules, with attention given to form, meaning, and use. Students will apply rules through reading and writing activities and assignments. Prerequisite: Placement and non-native English speaker.

EPP 10100 - Advanced English Grammar for Non-Native Speakers (3)

This course provides non-native English speakers with additional intensive review of intermediate and advanced English grammar, with emphasis on application of rules through academic reading and writing assignments. Prerequisite: Placement and non-native English speaker

EPP 10500 - Reading and Writing for Non-Native Speakers (6)

This course will give non-native speakers the opportunity to develop English language skills needed to succeed in college courses. Assignments will focus on developing English proficiency, with emphasis placed on developing reading and writing skills. Additional hours with an English conversation partner may be required. A grade of C is required for advancing from this course. Students who fail to achieve a C will have to retake the course next semester. Prerequisite: Placement and non-native English speaker.

EPP 10600 - Reading and Writing for Non-Native Speakers II (6)

This course is designed to further develop reading and writing skills of non-native English speakers. Instruction in this course will focus on preparing students for

academic courses through assignments aimed at developing reading strategies and writing techniques. Additional hours with an English conversation partner may be required. A grade of C is required for advancing from this course. Students who fail to achieve a C will have to retake the course next semester. Prerequisite: Placement and non-native English speaker, or a C or better in EPP 10500.

EPP 11000 - Academic Writing for Non-Native Speakers (3)

This course is designed for non-native English speakers who are not yet prepared to enter ENG 15000 Strategies for University Writing or EPP 15000 Strategies for University Writing for Nonnative Speakers. This course will focus on developing clear and comprehensible prose in academic writing assignments. A grade of C is required for advancing from this course. Students who fail to achieve a C will have to retake the course next semester. Prerequisite: Placement and non-native English speaker, or a C or better in EPP 10500 or EPP 10600.

EPP 12000 - Spoken Communication and Pronunciation for Non-Native Speakers (3)

This course will provide non-native English speakers opportunities to improve their comprehensibility in communicating in English. The course will provide practice in stress, rhythm, and intonation patterns, and in troublesome consonant and vowel sounds through various means, including class presentations and public speeches. Prerequisite: Placement and non-native English speaker

EPP 15000 - Strategies for University Writing for Non-Native Speakers (3)

(GE-Eng) This course follows the same general guidelines as other sections of Strategies for University Writing, using the same texts and requiring the same amount of academic writing. However, the class will be designed to meet the needs and concerns of nonnative English speakers. This course fulfills the ENG 15000 Strategies for University Writing GE requirement and is equivalent to ENG 15000. Prerequisite: Placement and non-native English speaker, or a C or better in EPP 11000.

ESC - Earth Sciences

ESC 10000 - Physical Geology with Lab (4)

(GE-EarthSciLab) This course focuses on the study of the earth to include its component materials, the physical and chemical changes that take place internally and superficially, and the historical background of the science. The lab involves identification of minerals and rocks, the determination of various surficial processes and how they are reflected by topographical maps. A field trip is included as a lab exercise. Lab fee required.

ESC 10500 - Survey of Geology (3)

(GE-EarthSci) This is a lecture course that focuses on the study of the earth to include the materials it is made of, the physical and chemical changes that take place both internally and superficially, and the historical background.

ESC 11000 - Introductory Meteorology (3)

(GE-EarthSci) This course acquaints the student with the physical and thermal dynamics of the lower atmosphere. It deals with the role the sun plays as the source of energy for all phenomena. Topics include thermal energy; atmospheric temperature, humidity, pressure, and wind; cloud formation; frontal systems; severe weather phenomena and air pollution.

ESC 11100 - Meteorology Lab (1)

(GE-EarthSciLab) This lab course is designed to complement Introductory Meteorology. Students will decode raw data, plot maps, analyze the data, and make forecasts. Time permitting, a field trip will be included to the local National Weather Service Station. Concurrent enrollment in ESC 11000.

ESC 11500 - Physical Geography (4)

(GE-EarthSciLab) This course involves an introductory investigation of the physical and historical processes that have shaped the surface of the earth, including land formation processes; water, weather, and climate systems; biogeography; and the effects of human activity on the earth's physical processes. This course includes a lab.

ESC 13000 - Introductory Astronomy (3)

(GE-EarthSci) In survey fashion, this course addresses the historical background of astronomy, types of telescopes, identification of stellar characteristics, formation of our solar system, characteristics of the planets, space debris, and the birth and death of stars, galaxies, and the universe.

ESC 13100 - Astronomy Lab (1)

(GE-EarthSciLab) This optional lab explores celestial mechanics, calculating distances to stars, measuring the brightness and color spectra of stars, the classification of galaxies, and the formation of the Universe. Concurrent enrollment in ESC 13000 or permission of dean required. Lab fee required.

ESC 13200 - Introductory Astronomy with Lab (4)

(GE-EarthSciLab) This is a survey course that addresses the historical background of astronomy; measuring methods for celestial objects; the electromagnetic spectrum and spectroscopy of celestial objects; telescopes; formation and scale of the solar system; characteristics of planets, moons, and space debris; birth and death of stars; galaxies, dark matter, and dark energy; and the formation of the universe. Weekly laboratory activities reinforce classroom concepts. Lab fee required.

ESOL - Teaching English to Speakers of Other Languages**ESOL 44000 - TESOL Methods (3)**

This course surveys current theory and practice in planning, implementing and monitoring instruction of linguistically and culturally diverse students in a variety of English language teaching contexts. Prerequisite: junior standing and ENG 17000 with a C or better. Cross Listed as TESOL 54000.

EXS - Exercise Science**EXS 21000 - Nutrition and Metabolism (3)**

This course is an introduction to the biochemical processes that drive nutritional and dietary recommendations, including the metabolism of micronutrients and macronutrients, the digestive process, enzymatic reactions, hormonal regulation and the neuroscience of food intake. Prerequisite: BIO 12100.

EXS 23000 - Assessment of Nutritional Status (3)

This course reviews the principles of nutrition assessment for individuals and groups. Evaluation methods for nutrient intakes and diets, anthropometric assessment, analysis of food composition databases and identification of variability and reproducibility of studies will be covered. This course is offered only online. Prerequisite: BIO 12100.

EXS 24000 - Nutrition throughout the Lifecycle (3)

This course will provide students with an understanding of the influence of physiological, psychosocial and environmental changes on nutrient needs throughout the lifecycle. Students will identify appropriate screening tools for evaluating the nutritional status of individuals from birth through death.

EXS 25000 - Foundations of Sport and Exercise Science (3)

This course is an introduction to the foundational information in the field of Exercise Science. Course topics and activities will include exploration of the general concepts, goals, professional organizations and certifications, sub-disciplines, and career employment opportunities.

EXS 25500 - Introduction to Sports Nutrition (3)

This course is an introduction to nutrition and its effect on sport and physical activity and will provide an overview of nutritional guidelines for athletes regarding macronutrients, vitamins/minerals, supplements, body composition, weight loss and hydration. This course will also highlight special cases, including gaining muscle, making weight and working with athletes with eating disorders.

EXS 26000 - Concepts in Conditioning (3)

This course is a study of the physiological components of exercise and their application when working with athletes, individuals, or small/large groups. Students will understand the purpose of selecting safe and effective techniques for aerobic and anaerobic conditioning, contraindications to exercise, and evaluation methods used by professionals when working with these populations.

EXS 26500 - Basic ECG Dysrhythmia Interpretation (2)

This 8 week course is designed to enable the participant to develop beginning skills in ECG monitoring as well as in recognition and management of cardiac dysrhythmias.

EXS 27500 - Research Methods and Data**Interpretation (3)**

This course provides instruction on scientific methods in Exercise Science including basic research design and statistical techniques commonly used in Exercise Science. Students will also be exposed to practical experiences in understanding published research, ethical concerns related to research, designing and completing a research project and developing their scientific writing skills.

EXS 28000 - Applied Anatomy (4)

Lecture and laboratory study of the human body with emphasis on the bones, muscles, and tissues and their operation in affecting human movement. Integrating structural and biomechanical aspects of movement; focusing on functional anatomy using a systematic approach; and how they relate to concepts in physical medicine, physical activity and health. Lab fee required. Prerequisite: C or better in BIO 10000 or BIO 25100.

EXS 28500 - Applied Physiology (4)

Lecture and laboratory study of the human body with emphasis in the fundamental mechanisms of physiology. The course will integrate basic cell functions, biological control systems and function as well as how they relate to concepts in physical medicine, physical activity and health. Lab fee required. Prerequisite: C or better in CHM 10000 or CHM 23000 and EXS 28000 or BIO 22700.

EXS 29000-29999 - Special Topics (1-3)

This course is designed for interest in specific subjects related to exercise science. Lab fee may be required. Prerequisite: permission of dean.

EXS 30000 - Sport and Fitness Administration (3)

This course is designed for fitness directors and leaders in the field of sport and fitness. Topics covered are communication, time management, organizational skills, development of leaders in the fitness industry, implementation of safety procedures, equipment specifications, facility design and business and marketing techniques appropriate to the delivery of new fitness programs. Prerequisite: EXS 25000 or REC 10200.

EXS 30500 - Medical Nutrition Therapy (3)

This course introduces the student to the nutrition care process for assessment, diagnosis, intervention and monitoring/evaluation (ADIME) for individuals of varying disease states. The nutrition recommendations for weight management, digestive disorders, food allergies and intolerances, diabetes, cardiovascular disease, hypertension and cancer will be covered in detail. Prerequisite: BIO 12100 or EXS 24000, and EXS 21000.

EXS 31500 - Physiology of Exercise (3)

This course studies the human body's response and adaptation to physical activity. Specific attention will be directed at the musculoskeletal, nervous, cardiovascular, respiratory, and endocrine systems. Both acute responses and chronic adaptations to exercise within each system will be discussed. Students will develop an understanding of methods used to examine and measure physical fitness/sports performance and understand terminology to effectively communicate this information to others.

Students will explore the importance of physical activity and exercise in a healthy lifestyle and examine how science disciplines can be used to improve overall health, as well as performance in sports. Prerequisite: HFS 20700 or BIO 22800 or EXS 28500.

EXS 31600 - Physiology of Exercise Lab (1)

This course is designed to introduce students to the field of exercise science with resources necessary for the application of material discussed during lecture. An overview includes topics on acute and chronic physiological responses to exercise, nutrition, biomechanics, and other concepts in wellness, physical fitness, and performance enhancement. Specifically, the laboratory experiments will focus on the following: circulatory and respiratory responses to exercise, respiratory metabolic measurements, identification of the lactate and ventilatory thresholds, assessment of maximal oxygen uptake, energy cost of physical activity, assessment of perceived exertion, and assessment of body composition. Lab fee required. Concurrent enrollment in EXS 31500.

EXS 31700 - Advanced Exercise Physiology (3)

An advanced study of human physiology and its interactions with physical activity and training. Emphasis will be placed on the study of the mechanisms underlying the acute and chronic responses to stress. Students will have hands on experience of carrying out a range of laboratory-based experiments. Prerequisite: EXS 31500 and EXS 31600 or PE 31500 and PE 31600.

EXS 32500 - Biomechanics (3)

This course will study muscular structure and function in relation to physical movement, providing extensive information and application of physiological laws and human movement analysis. Projects of analyzing fundamental movements and sport skills will be performed. Prerequisite: BIO 22700 or EXS 28000 or HFS 20700.

EXS 33000 - Current Issues in Exercise Science (3)

This course will target where the sport and exercise science fields are going in the near future. It involves major sociological issues including tobacco use, recreational drugs, narcotics, alcohol, diseases, community health, and personal and family health. Current technology will also be explored. Prerequisite: PE 31500 or EXS 31500 or permission of instructor.

EXS 34000 - Nutrition for Performance (3)

This course includes dietary considerations for weight loss, weight gain, and maintenance for human performance and sport enhancement. Current research of supplements, holistic herbs, ergogenic aids, and diet myths will be examined. Diseases controlled through diet and exercise and medication used in special populations will also be covered. Prerequisite: BIO 12100 or EXS 24000.

EXS 38500 - Advanced Strength Training Techniques (3)

This course is a study of techniques in various strength training exercises. Theory, principle and application of

advanced exercise used in rehabilitation and sport specific training are discussed. Prerequisite: PE 35600.

EXS 38900 - Exercise Testing (4)

This course is designed to provide students with the skills necessary to conduct laboratory and field tests used for assessing physical fitness components. It will focus on cardio respiratory fitness, muscular fitness, body composition, flexibility, and balance. It integrates concepts, principles, and theories based on research in exercise physiology, measurement and evaluation, psychology, and nutrition to provide a direct and straightforward approach to physical fitness assessment. Lab fee required. Prerequisite: EXS 31500 and EXS 31600 or PE 31500 and PE 31600.

EXS 39000-39999 - Special Topics (1-3)

This course is designed for interest in specific subjects related to exercise science. Lab fee may be required. Prerequisite: permission of dean.

EXS 41000 - Exercise Prescription and Implementation (3)

This course is designed for the student to explore techniques and strategies used for designing, implementing, and managing specific exercise, health and wellness, and athletic development programs. The student will apply their knowledge and skills learned in previous courses to administer appropriate evaluations and use the test results to develop an exercise prescription and properly implement the program. Lab fee required. Prerequisite: EXS 38900 or EXS 39000 or EXS 39500.

EXS 43000 - Physical Activity for Specific Populations (3)

This course will explore the fitness professional's role in planning and implementing fitness programs for specific populations. Students will understand the many considerations and possibilities to adapt for specific populations as it relates to their ability to be physically active. Exercise testing and programming will be discussed for groups such as youth, geriatric populations, chronic health conditions, those with physical disabilities, as well as medications for these conditions and their effects on exercise. Prerequisite: EXS 38900 or EXS 39000.

EXS 44000 - Internships (3-6)

This internship will be completed in the area of interest of the student. Fifty on-site hours per credit hour. There is a minimum of 150 hours, maximum of 300. Lab fee required. Prerequisite: senior standing and EXS 41000 or EXS 40500.

EXS 44100 - Research Internship (3)

The purpose of this course is to offer an internship experience for the Exercise Science and Health and Fitness Studies student that is devoted entirely to learning and practicing the research protocols and procedures commonly completed in Exercise Science. Students will be exposed to a number of opportunities that will enhance their skills and abilities in an exercise science laboratory environment including introducing the student to writing and presenting individual research they have performed

during the course. Prerequisite: MTH 14100, EXS 27500, EXS 31500 and permission from the dean.

EXS 45500 - Exam Preparation (3)

This course provides a review of all areas necessary to prepare for the strength training exams including administrative duties, facility management and maintenance, fitness program implementation, dietary considerations, and assessment of fitness, conditioning, strength and flexibility. Lab consists of implementation of strength programs, and application of areas used in strength gains. Prerequisite: senior standing.

FIN - Finance

FIN 31200-31299 - Directed Studies in Finance (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32000 - Principles of Finance (3)

This course introduces the student to the fundamental concepts of financial management including basic financial analysis, working capital management, planning and forecasting, security valuation, capital budgeting, cost of capital, leverage and capital structure, and international financial management. Lab fee may be required. Prerequisite: a grade of C or better in ACCT 21010 and MTH 14100 or MTH 14200 or higher. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32010 - Corporate Finance I (3)

This course provides an in-depth examination of issues and techniques of financial management, including financial statement analysis, financial planning and forecasting, financial markets, valuation of securities, financial options, capital budgeting, and cost of capital. Prerequisite: a grade of C or better in ECON 23030 and FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32020 - Investments I (3)

This course is a survey of the basic concepts of investing with an emphasis on common stocks. Students will be required to prepare a report on an investment in an assigned company based on economic, industry, and company specific factors. Lab fee may be required. Prerequisite: a grade of C or better in ECON 23030 and FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32030 - Consumer Finance (3)

This course surveys the economic factors and personal decisions that affect financial well-being: cash and credit management, taxes, major expenditures, insurance,

investments, and retirement and estate planning. Emphasis is on practical knowledge for personal financial management and serving customers of the banking, brokerage, insurance, and other consumer finance industries. Prerequisite: a grade of C or better in ACCT 21010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32035 - Retirement Planning (3)

Retirement planning focuses on preparation for retirement. The course will include the importance of retirement planning, an evaluation of the client's needs, an understanding of Social Security and Medicare, and qualified and non-qualified retirement plans. Prerequisite: a grade of C or better in one of the following math courses: MTH 14100, MTH 14200, MTH 15100, MTH 15200, MTH 17300, MTH 27100, or MTH 27200. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32036 - Estate Planning (3)

Estate planning focuses on the efficient conservation and transfer of wealth consistent with the client's goals. The course is a study of the legal, tax, financial, and non-financial aspects of this process, covering topics such as trusts, wills, probate, advanced directives, charitable giving, and wealth transfers and their related taxes. Prerequisite: a grade of C or better in FIN 32030. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32040 - Risk and Insurance (3)

This course surveys the area of risk and insurance and examines the concepts of risk, the nature of the insurance device, and the principles of risk management. Life insurance, health insurance, property and liability insurance, and social insurance are treated in terms of their relationship to the wide range of insurable risks to which the individual and the business firm are exposed. Prerequisite: a grade of C or better in one of the following math courses: MTH 14100, MTH 14200, MTH 15100, MTH 15200, MTH 17300, MTH 27100, or MTH 27200. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 32050 - Financial Institutions and Markets (3)

This course is a study of asset and liability management for financial institutions including the effect of regulations and laws on the management of financial institutions. Prerequisite: a grade of C or better in ECON 23030 and FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 39000-39999 - Special Topics in Finance (1-3)

FIN 41200-41299 - Directed Studies in Finance (3)
An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful

completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 42010 - Corporate Finance II (3)

This course is a continuation of FIN 32010 Corporate Finance I. Topics will include capital structure, distributions to shareholders, financing decisions, working capital management, short-term financing, mergers and acquisitions, and multinational financial management. Prerequisite: a grade of C or better in FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 42020 - Investments II (3)

This course covers fixed income securities, mutual funds, commodities, derivative securities, and portfolio management. Prerequisite: a grade of C or better in FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 42030 - Financial Planning Capstone (3)

This course will engage the student in critical thinking and decision-making about personal financial management topics in the context of the financial planning process. The purpose of this course is to refine and develop the skills needed for personal financial planners when working with individuals, families, and business owners in meeting financial needs and objectives. Prerequisite: senior standing, final semester. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 42080 - Seminar in Finance (3)

This course is an application of the theoretical principles of finance theory to case studies on special financial problems, such as international finance, small business finance, the timing of financial policy, and optimum capital structure. Prerequisite: senior standing and a grade of C or better in FIN 32010 and FIN 32020. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 42095 - Internship (1-9)

The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's society. Prerequisite: permission of the dean, faculty advisor, and internship coordinator, junior standing, and a cumulative GPA of 2.50 overall and a cumulative GPA of 3.0 in all required degree courses. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

FIN 49000-49999 - Special Topics in Finance (1-3)

FRE - French

FRE 10100 - Elementary French I (3)

(GE-ForLang) This course is an introduction to French language and culture through reading, writing, speaking, and listening.

FRE 10200 - Elementary French II (3)

(GE-ForLang) This course is a continuation of the 10000-level sequence, in which students deepen their knowledge of French language and culture and further develop reading, writing, speaking and listening skills. Prerequisite: FRE 10100 or permission of dean.

FRE 20100 - Intermediate French I (3)

(GE-ForLang) Through this course students will further develop their language skills and advance their understanding of Francophone cultures through discussions, readings, and written work. Prerequisite: FRE 10200 or permission of dean.

FRE 20200 - Intermediate French II (3)

(GE-ForLang) This review course is designed to further give the student a command of basic grammatical structures and to increase vocabulary and fluency through reading and through oral and written analysis of short literary and cultural selections. Prerequisite: FRE 20100 or permission of dean.

*GEO - Geography***GEO 10100 - World Regional Geography (3)**

(GE-CrsClt) This course is a study of the major areas of the world divided along political boundaries and levels of development. Attention is given to the impact of the physical and cultural environment on the world areas and current issues in population, resource depletion, and economic disparities. Not open to students with credit in GEO 20200.

GEO 10200 - Concepts of Geography (3)

(GE-CrsClt) This course is a study of the major areas of the world divided along political boundaries and levels of development. With each world region, students will investigate the political, cultural, economic, and demographic processes at work as well as methods for incorporating this information into their elementary and high school classrooms. Not open to students with credit in GEO 20100. Prerequisite: EDU 10000.

GEO 10300 - Human Geography (3)

(GE-CrsClt) Human Geography is a survey course that investigates the variability in human activity and human interaction with the environment over space. Sample topics include human behavior in space; population dynamics; economic development; spatial variation in agricultural systems; spatial variation in political systems; popular vs. traditional cultures, and human impacts on the natural environment.

GEO 11500 - Physical Geography (4)

(GE-EarthSciLab) This course involves an introductory investigation of the physical and historical processes that have shaped the surface of the earth, including land formation processes; water, weather, and climate systems; biogeography; and the effects of human activity on the earth's physical processes. This course includes a lab. Not open to students with credit in ESC 11500.

GEO 20000 - Introduction to Geographic Information Systems (3)

This course introduces basic concepts necessary to an understanding of geographic information systems including its purpose, hardware, software, databases, and application. ArcView software will be used to display various databases, and students will design and execute cross-disciplinary projects in order to demonstrate the uses of GIS as a spatial analysis and decision making tool. Lab fee required. Not open to students with credit in ESC 20000.

GEO 28000-28099 - Special Topics (3)

This course is a study of a specific topic, time period, or geographical area. It may be repeated as topics vary. Prerequisites vary by topic and will be noted in course schedule. Lab fee may be required. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

GEO 28100-28199 - Special Topics (3)

(GE-CrsClt) This course is a study of a specific topic, time period, or geographical area. It may be repeated as topics vary. Prerequisites vary by topic and will be noted in course schedule. Lab fee may be required. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

GEO 28200-28299 - Special Topics (3)

(GE-SocSci) This course is a study of a specific topic, time period, or geographical area. It may be repeated as topics vary. Prerequisites vary by topic and will be noted in course schedule. Lab fee may be required. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

*GS - Gender Studies***GS 20101 - A Global Introduction to Gender Studies (3)**

(GE-CrsClt) This interdisciplinary course provides an introduction to the key topics and debates that have shaped the field of gender studies, including masculinity studies and the study of sexuality, history of women's movements and women's studies in America, cross cultural constructions of gender, and a thematic emphasis on the diversity of women's experience across class, race, and cultural lines. Through lecture and class discussion of texts from history, literature, film, psychology, and sociology, we will examine the pervasive influence of gender on the structure of society and our everyday experiences. What role does gender play in our understanding of love, friendship, sexuality, and even violence? Topics will include biological arguments about gender and sexuality; the social construction of gender and identity; intersections of gender, race, class, and sexuality; masculinity and femininity; and theories of sexual difference and the construction of sexuality. Prerequisite: ENG 17000 with a C or better.

GS 30000 - Gender Theory (3)

This course is designed to provide students with an introduction to key arguments and themes in contemporary gender studies. We will also examine the diverse perspectives of feminist and gender theories, and students explore some influential debates and issues within feminist thought and the ways in which feminist

theories critically analyze conceptions of women and gender relations within political, social, and cultural contexts. The course studies feminisms, as well as masculinities, from an interdisciplinary approach. We will study different feminist theories from multiple perspectives, including socialist, psychoanalytic, postcolonial, third wave, and global feminisms. This course is not designed to be comprehensive or to cover all the debates pertaining to gender or feminism. Rather, this course aims to introduce students to key theoretical contributions of feminist thought. The course is focused on theory and is not designed to systematically cover the history of women's movements, with some discussion of political/social movements as well. Prerequisite: ENG 17000 with a C or better.

HFS - Health and Fitness Science

HFS 16000 - First Aid/CPR/Sport Injuries (2)

This course is designed to provide training and offer certification in the areas of First Aid and CPR. Student will meet the skill and knowledge standards as determined by the certifying organization. Lab fee required.

HFS 20000 - Health and Nutrition (4)

This course will provide the student with knowledge of health, fitness, nutrition, and wellness related topics, as well as applicable behavior modification strategies to assist in the prevention of health-related diseases. All components of wellness will be discussed (physical, mental, social, spiritual, and environment) with an emphasis in developing the student's personalized wellness program to develop and maintain a healthy lifestyle.

HFS 20400 - Care and Prevention (3)

This course is designed to develop student competencies pertaining to the prevention, recognition, and management of sports-related injuries, trauma, and emergencies. This course will also prepare students with the necessary skills to become certified through the American Red Cross as a Professional Rescuer. Prerequisite: EXS 28000 or BIO 22700 or HFS 20700.

HFS 20500 - Health Concepts (3)

This course will provide the student with knowledge of physical and mental health concepts and engage the students in hands-on personal health assessments. Behavior modifications strategies to eliminate unhealthy behaviors and assist in the prevention of health-related diseases will be explored with an emphasis in developing the student's personalized wellness program to maintain a healthy lifestyle.

HFS 20600 - Care and Prevention Lab (1)

This lab-based course is designed to provide students hands-on experience in the prevention and care of athletic injuries. Students will receive training in preventative techniques, as well methods of injury management, including splinting, immobilization, and transportation. Students will also have the opportunity to become certified as a Professional Rescuer through the American Red Cross. Lab fee required. Prerequisite: EXS 28000 or

BIO 22700 or HFS 20700. Corequisite: Taken in conjunction with HFS 20400.

HFS 20700 - Human Anatomy and Physiology (4)

(GE-BioSciLab) This course is a study of the structure and function of the human skeletal, muscular, nervous, digestive, respiratory, and circulatory systems. Lab fee required. Prerequisite: CHM 10000 & BIO 10000 with a C or better. This course cannot be taken by Athletic Training and Exercise Science majors.

HFS 22000 - Motor Learning and Rhythmic Activity (3)

This course is designed to show the process and factors related to the acquisition and performance of motor skills and effective application to rhythmic activity teaching methods. Prerequisite: PE 15000 or EXS 25000.

HFS 24000 - Stress Management (3)

This course will explore the psychological and physiological nature of stress as it relates to the body and its role in health-related disease. The impact of stress on one's physical, mental, emotional, social, and spiritual well-being will also be discussed. Students will experience various coping strategies and relaxation techniques through active participation in these life skills. (PE majors receive 3 credit hours of lifetime activities towards degree requirements).

HFS 30000 - Community Health (3)

This on-line course is designed to give a broad overview of the many dimensions of health promotion, care, and legislation. Topics covered include health organizations, communicable and chronic diseases, socioeconomic issues, environmental issues, and other topics related to epidemiology. Prerequisite: PE 15000 or AT 28500 or EXS 25000 or REC 20600 or NPA 10000.

HFS 30500 - Measurement and Evaluation in Physical Education (3)

This course is a survey of the development, evaluation, and application of tests in health and physical education. The use and interpretation of statistical techniques in terms of strengths and weaknesses are considered. Not open to students with credit in REC 30500. Lab fee required. Prerequisite: PE 15000 or REC 20600 or EXS 25000.

HFS 31000 - Kinesiology of Physical Education (3)

The course will study the anatomical and mechanical phenomenon which underlie human motion. The student will learn to undertake a systematic approach to the analysis of motor skill activities and exercise programs and acquire experience in applying that knowledge to the execution and evaluation of both the performer and the performance in the clinical and educational milieu. Prerequisite: HFS 20700 or BIO 22700 or EXS 28000.

HFS 40000 - Adapted Physical Education (3)

The outcome of this course is to produce an individual who is capable of teaching students with various disabilities who are integrated into regular physical education classes. The individual will also have the knowledge to provide an adapted physical education

program for more severely disabled students in an appropriate atmosphere. This will be accomplished by requiring appropriate modifications for activities. Inclusion methods, philosophies, and community based opportunities are offered and discussed. Prerequisite: PE 33500 or PE 33600 or REC 31000 or HFS 22000.

HIS - History

HIS 10000 - World History Since 1500 (3)

(GE-WHis) This course is a study of the growth and interactions of world cultures and concentrates on the history of the world since 1500. The emphasis is on the interaction of the West with other civilizations after the industrial and scientific revolutions. Colonialism, imperialism, and non-Western nationalist movements will be considered, along with the development of the current world situation. All sections may be taken for Honors Program credit. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 10500 - America: Colony to Civil War (3)

(GE-AmGovHis) This survey of American history begins its examination with the colonial origins of the United States and concludes with the Civil War. Political, economic, and social foundations of American development are stressed. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 10600 - America: Civil War to World Power (3)

(GE-AmGovHis) This survey of American history traces the development of the United States from the Civil War to its present status as a world power. Political, economic, and social foundations of American development are stressed. Prerequisite: ENG 15000 or placement in ENG 15000 or EPP 15000 or placement in EPP 15000.

HIS 20000 - History of the Contemporary World (3)

(GE-CrsClt) This course focuses on the post-1945 super-power rivalry, the collapse of European communism, and decolonization and revolution in the Third World. Areas of emphasis include globalization, terrorism, revolutions, the Indochinese wars, Middle East conflicts and origins of the 21st century world. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 20300 - Historical Methods (3)

This class examines the tools and techniques of historical writing and interpretation of history and acts as an introduction to historical methods, source problems, bibliographical aids, source criticism, and use of related techniques. The nature and sources of primary and secondary evidence, as well as historical discourse, will also be examined and utilized in the papers produced for the course. Prerequisite: (HIS 10000, HIS 10500, or HIS 10600); ENG 17000 with a C or better; or permission of professor.

HIS 20500 - History of Asia (3)

(GE-CrsClt) This survey explores the history of South, Southeast, and East Asia from the earliest times to the present. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 20700 - American Military History though World War Two (3)

(GE-AmGovHis) This course is a study of the role of the military in American life during war and peace from colonial times through World War Two. Tactical, strategic, political, and economic contexts as well as technological developments are considered in attempting to understand the causes, conduct, and consequences of armed conflict. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 20900 - The Nazi State (3)

This course is an examination of Hitler and his Reich—the origins of National Socialism, the Nazi Revolution, and the social, cultural, and political changes that followed. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 21400 - American Military History Since 1941 (3)

(GE-AmGovHis) This course is a history of U.S. military involvement in the world since the end of World War II. Beginning with WWII and moving through to the 21st century, this class includes Korea, Vietnam, US interventions as well as the Gulf War. Tactical, strategic, political, and economic contexts as well as technological developments are considered in attempting to understand the causes, conduct, and consequences of these armed conflicts. Not open to students with credit in MS 45000. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 22000 - History of Latin America (3)

(GE-CrsClt) This survey examines the history of Latin America from Columbus to the present and is designed to give the student a better appreciation of Latin American cultures. The course will also examine United States-Latin American relations and their impact. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 22300 - The Ancient and Medieval World (3)

(GE-CrsClt) This course provides a survey of ancient and medieval world civilizations, noting the emergence of the distinct cultures of the Americas, Eurasia, and Africa and the development of connections among medieval Eurasian cultures. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 23200 - History of American Sports (3)

(GE-AmGovHis) This course will offer a survey of American sports history from the 19th century to the present. The class examines the origins of the major sports in the United States as well as a number of more minor ones. The class also examines the role of sports in American culture and society. Not open to students with credit in AST 21200. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 26100 - History of the British Isles (4)

(GE-CrsClt) This course surveys the history of the British Isles, emphasizing England and Scotland. This course is a prerequisite for the semester abroad to York St. John University but is open to any student meeting the prerequisites. Prerequisite: HIS 10000; ENG 17000 with a

C or better or concurrent enrollment; or permission of dean.

HIS 28000-28099 - Selected Topics (3)

This course is a study of a specific topic, time period, geographical area, or civilization. It may be repeated as topics vary. Prerequisites vary by topic and will be noted in the course schedule. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 28200-28299 - Selected Topics (3)

(GE-CrsClt) This course is a study of a specific topic, time period, geographical area, or civilization. It may be repeated as topics vary. Prerequisites vary by topic and will be noted in the course schedule. Prerequisite: ENG 17000 with a C or better or concurrent enrollment.

HIS 28900-28999 - Study Abroad (5)

The Study Abroad courses are offered at York St. John University. See the director of the history study abroad program for specific information. Study abroad offered every semester. Prerequisite: HIS 20300; HIS 26100; minimum GPA of 2.5; and permission of the dean.

HIS 30100 - Early Modern Europe (3)

(GE-CrsClt) This course begins with a survey of the medieval background followed by intensive study of major themes of the evolution of European society from the Renaissance to 1815. Historiography and bibliographical research are integral to the course. Prerequisite: HIS 10000; HIS 22300.

HIS 30200 - Modern Europe (3)

(GE-CrsClt) This course covers European history from the end of the French Revolution to World War II. Historiography and research based on primary sources are integral to the course. Prerequisite: HIS 30100.

HIS 30800 - The Origins of the United States to 1800 (3)

This class is a one-semester survey of North America from its pre-Columbian origins to the election of 1800. It will focus on the creation of British North America, the development of slavery, US political institutions, the Revolution, and the formation of the American Republic. Prerequisite: HIS 10500; ENG 17000 with a C or better.

HIS 30900 - The Age of Jackson (3)

When he won the election of 1828, Andrew Jackson rose as an emblem of the age. The era in which Jackson lived was one of change in America, a transformation from the days of the founding fathers that was marked by revolutions in industry and transportation, westward expansion, the emergence of a new political and partisan order, and new calls for reforms in the social and political order. This course will examine the period in American history that bears the name of the seventh president, the reasons Jackson became such a symbol of the period, and the issues and events leading to the era we call the Age of Jackson and its aftermath. Prerequisite: HIS 10500; ENG 17000 with a C or better.

HIS 31000 - The Civil War and Reconstruction (3)

This course examines the great schism in American history and focuses on the events immediately preceding

the start of the war, the military, social, and political aspects of the war, and the political and social ramifications of the immediate post-war period. Prerequisite: HIS 10500; ENG 17000 with a C or better.

HIS 31200 - The Growth of Modern America, 1877-1914 (3)

This course spans American history from the end of Reconstruction (1877) to 1914. Its main focus is on the social, political, economic, and cultural aspects of the period with particular emphasis on the role of the period in shaping modern-day America. This course utilizes the period to examine the development and impact of industrialization, urbanization, technology, and transportation on the United States; the rise of consumer culture; changing ideologies; and reform movements. Prerequisite: HIS 10600; ENG 17000 with a C or better.

HIS 31400 - Economic History of America (3)

This course will utilize the history of the United States as a method of studying economics. By examining the history of American business and economic issues, students will investigate the following: markets and economic systems and the causes of their changes over time; the impact of economic concepts on governmental decisions, business development, and national growth; different segments of the economy and their evolving interdependence, and the impact of technologies and entrepreneurship on that evolutionary process; the impact of economic decisions by business leaders, governmental officials, and workers on the American political economy; the role of government in shaping and regulating the economy, along with the political, economic, and social consequences of that changing role. Prerequisite: HIS 10500 or HIS 10600; ENG 17000 with a C or better.

HIS 31500 - History of Gender in America (3)

This course is a one semester study of gender in the development of the US from the colonial period to the present. Students will consider both how the environment shaped the role of gender and how gender has influenced America. Prerequisite: HIS 10500 or HIS 10600; ENG 17000 with a C or better.

HIS 31600 - A Biography of the Constitution (3)

This course is a one semester study of the development of US and British political and constitutional thought from their British origins to the present and will focus on the development of both constitutions and the development and shifts in political philosophies. Prerequisite: HIS 10500 or HIS 10600; ENG 17000 with a C or better.

HIS 31700 - The American West 1830-1960 (3)

This course traces the transformation of the American West and how the realities and myths of westward movement shaped us as a nation from the 1830s through World War II. We will explore the clashes of culture with each wave of migration into the trans-Mississippi West along with the role and effects of the environment in western development. Prerequisite: HIS 10500 or HIS 10600; ENG 17000 with a C or better.

HIS 31800 - History of Race in America (3)

The United States remains a nation of peoples from different races, ethnic groups, and nationalities whose cultural backgrounds and American responses to them have shaped the nation's history and culture. The course will focus on the role and experiences of African-Americans, American Indians, Hispanics, immigrants, and Asians to gain a greater understanding of the ideas, traditions, and events that have shaped the ways people of different backgrounds live in America. Prerequisite: HIS 10500 or HIS 10600; ENG 17000 with a C or better.

HIS 32000 - The United States 1918-1945: Prosperity, Depression, and War (3)

The course examines this era of revolutionary social, cultural and political transformation between the wars. Topics include the economic boom and cultural revolution of the 1920s, the Great Depression and the New Deal, and the World War II home front. Prerequisite: HIS 10600; ENG 17000 with a C or better.

HIS 32100 - The United States in the Age of the Cold War (3)

This course will explore the history of the United States from 1945 to 1990. It will focus not only on the expanding conflict with the Soviet Union but also with domestic developments during the post-World War II period. Topics will include the Korean and Vietnam Wars, the Civil Rights Movement, the Arms and Space Races, the Great Society and the fall of the U.S.S.R. Prerequisite: HIS 10600; ENG 17000 with a C or better.

HIS 32900 - Church and State in Early Modern Europe (3)

This class will examine the evolving relationship between the Roman Catholic and Protestant Churches and emerging nation-states of Europe. Areas of emphasis will include the political and religious implications of the Protestant and Catholic Reformations of the 16th century, the emergence of unified nation-states, and the relationship between the rise of science and rational inquiry and traditional views of political and religious authority. Prerequisite: HIS 10000; ENG 17000 with a C or better.

HIS 33000 - European Intellectual History (3)

Using selections from representative thinkers, this seminar-style course examines their impact on 17th century ideas of reason and the scientific method, and then investigates the impact of these on 18th century ideas of political and social reform and on 19th and 20th century theories of human nature, history, and political systems. These thinkers include Bacon, Descartes, Hobbes, Locke, Voltaire, Rousseau, Darwin, Marx, and Freud. Prerequisite: HIS 10000; ENG 17000 with a C or better.

HIS 33200 - Revolution in the Modern World (3)

This seminar-style course examines the course of revolutionary thought and practice from the American Revolution to the present. Revolutions from across the globe will be considered. Prerequisite: HIS 10000; ENG 17000 with a C or better.

HIS 33600 - The Civilization of Industrialism (3)

This course is an examination of the industrial revolution of the eighteenth and nineteenth centuries and its impact on economic, social, political, and intellectual life in Western Europe, especially the British Isles, in the eighteenth and nineteenth centuries. Prerequisite: HIS 10000; ENG 17000 with a C or better.

HIS 33700 - The Soviet Union and European Communism (3)

This course will examine the history of the Soviet Union. It will focus on several themes, including the nature and role of the communist party, the experiences of the Soviet peoples, and the impact that the rise to power of the Communists had on the world outside of the Soviet Union, in particular Europe. Prerequisite: HIS 10000; ENG 17000 with a C or better.

HIS 33800 - War and Society in the Twentieth Century (3)

This course will examine the causes, onsets, course, and results of the two World Wars on the twentieth-century world. The focus of the course will be on Europe, but it will include the involvement of the non-European world and the impact of the two wars on world society. Prerequisite: HIS 10000; ENG 17000 with a C or better.

HIS 35000 - Applied History (3-6)

This course is designed to provide students with opportunities to practically apply historians' skills on projects with campus-related collections including the museum, archives, and the Boone site. The course is repeatable.

HIS 35500 - Europe Since 1945 (3)

This course will introduce students to recent political, economic, and cultural trends on the continent which give Europe its distinctive identity. Prerequisite: HIS 10000; ENG 17000 with a C or better.

HIS 38000-38099 - Selected Topics (3)

This course is a concentrated study of a specific topic, time period, geographical area, or civilization. It may be repeated as topics vary. Prerequisite: ENG 17000 with a C or better; or permission of dean.

HIS 38200-38299 - Selected Topics (3)

(GE-CrsClt) This course is a concentrated study of a specific topic, time period, geographical area, or civilization. It may be repeated as topics vary. Prerequisite: ENG 17000 with a C or better; or permission of dean.

HIS 40000 - Senior Seminar in History (3)

Students will demonstrate proficiency in United States, European, and World history via written examinations and in research methods via a written project. Prerequisite: History majors; minimum 2.00 GPA in major courses; completion of WPA or ENG 21000; and senior standing.

HIS 45000 - History Internship (3-6)

This course provides students with opportunities to practically apply historians' skills in the work world.

Students will be exposed to a range of professional opportunities including museums, archives, and historical sites. The course is repeatable. Prerequisite: HIS 20300; junior standing; and minimum 3.0 GPA.

HRM - Human Resource Management

HRM 36510 - Human Resource Management (3)

This course examines human resource functions related to business organizations, including job descriptions, recruiting and selecting, training and development, performance management compensation, labor management relations, and strategic planning. Lab fee may be required. Prerequisite: a grade of C or better in MGMT 26032. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

HRM 36520 - Labor Relations (3)

This introductory course in labor relations covers labor history, legal foundations, growth of unions, certification, governmental roles, legal issues, collective bargaining, contracts, work stoppages, decertification, protected activity, worker-employer rights, grievance administration, NLRB role, and major labor acts.

Prerequisite: HRM 36510 and the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

HRM 36530 - Employee Training and Development (3)

This course covers the methods and roles of training in the modern organization and examines the relationship between organizational planning and training, needs analysis, program design and delivery, training methods, learning theory, learning styles, and evaluation and testing. Prerequisite: a grade of C or better in MGMT 26032. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

HRM 36540 - Employment Law (3)

This course examines basic law as it applies to personnel situations. Students study equal employment, affirmative action, employment-at-will, constructive and unlawful discharge, wage and hours issues, mandatory benefits, workers compensation, protected classes, disability issues, workplace accommodation, and record-keeping requirements. Prerequisite: MGMT 26061, HRM 36510 and the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

HRM 36550 - Compensation and Benefits (3)

This course is an examination of pay structures, pay systems, parity, comparable worth, the relationship between pay and performance, internal and external equity, executive pay, benefits, and legal issues. Prerequisite: a grade of C or better in MGMT 26032. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

HRM 46595 - Internship (1-9)

The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and

experience firsthand how businesses function in today's society. Prerequisite: permission of the dean, faculty advisor, and internship coordinator, junior standing, and a cumulative GPA of 2.50 overall and a cumulative GPA of 3.0 in all required degree courses. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

HRM 46599 - Human Resource Management Capstone (3)

This is the capstone class for student completing a major in human resource management. The course includes a comprehensive review of HR topics, paired with application and analysis of such topics, including talent management and workforce planning, strategy, training and development, total rewards, employment law, and employee and labor relations. Lab fee may be required. Prerequisite: senior standing, a grade of C or better in HRM 36510 and in at least two of the following HRM classes: HRM 36520, HRM 36530, HRM 36540, HRM 36550. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

INTL - International Business

INTL 31200-31299 - Directed Studies in International Business (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and dean of the School of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

INTL 38000 - Global Business and Society (3)

This course provides students with an overview of global business and trade within the framework of today's dynamic business environment. The course also looks at how historical perspectives influence and shape current events. Topics to be covered include globalization, trade theories, governmental influence on trade, cross national trade agreements, and an introduction to capital markets and foreign exchange. The course also examines how businesses interact with the cultural, political, ethical, legal, and economic environments of multiple nations. An overview of international business strategies is also provided. This course uses library research, case studies, and current business events to understand the methods and practices that international managers use to address these issues. Lab fee may be required. Prerequisite: successful completion the Writing Proficiency Assessment (WPA) or ENG 21000.

INTL 41200-41299 - Directed Studies in International Business (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the

instructor and dean of the School of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

INTL 48010 - International Marketing (3)

This course is designed to provide an extensive analysis of the marketing mix and how it can be standardized for transnational markets. The course will present techniques used to identify potential markets of products and/or services in the global marketplace. Lab fee may be required. Prerequisite: a grade of C or better in INTL 38000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

INTL 48020 - International Finance (3)

This course is a study of financial decision making for multinational companies. Topics will include the international monetary system, the foreign exchange market, management of foreign exchange exposure, world financial markets and institutions, and financial management of the multinational firm. Prerequisite: a grade of C or better in FIN 32000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

INTL 48032 - International Management (3)

This course builds on the foundations of global business through a survey of the International Business issues such as the political, legal, economic and cultural environments. It then proceeds to address management issues on an international scale. These issues include strategy formulation and implementation; organizational structure; managerial decision making and control; and human resource related topics such as leadership, motivation, selection and development. The course uses library research, case studies, and current business events to understand the methods and practices that international management uses to address these issues. Prerequisite: a grade of C or better in INTL 38000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

INTL 48070 - International Business and Cross-Cultural Communications (3)

(GE-CrsClt) This course focuses on factors which can influence communication between individuals from different cultures. Emphasis will be placed on how various cultures think, communicate, and behave. The goal of the course is for students to develop an appreciation for the complexity of cross-cultural communication, to become more aware of their own culturally based perceptions and patterns of thinking and behaving, and to develop skills for communicating in intercultural situations. Prerequisite: Successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

LUL - Lindenwood Orientation

LUL 10100 - Freshman Experience (2)

As an orientation course, the purpose of this course is to introduce students to the many facets of college life and to provide the direction and support that will enhance their

potential for success in their undergraduate program. The seminar will provide information, instruction, exercises, techniques, group identity and interaction, and guidance in the four major areas of personal growth. May not be retaken for a higher grade. Lab fee required.

LUL 10101 - Honors Freshman Experience (3)

As an orientation course, the purpose of this course is to introduce students to the many facets of college life and to provide the direction and support that will enhance their potential for success in their undergraduate program. A philosophical approach will be used to investigate the four major areas of personal growth. May not be retaken for a higher grade. Lab fee required.

LUL 11000 - Academic Success Strategies (1)

This course will provide the direction and support that will enhance adult students' potential for success in their undergraduate online program. Topics will include, but are not limited to, navigating Canvas, balancing college and work, being an online learner, handling stress, academic honesty, managing one's time and energy, study skills, research skill, and learning strategies. Only students in undergraduate online degree programs are able to enroll in this course.

LUL 12000 - Strategies for Successful Veterans (1)

This course is designed to help student veterans transition from the military into Lindenwood University and adjust to the demands of being a college student. The course also aims to promote academic success among student veterans and improve the retention of student veterans, helping them successfully transition out of the military and into a career. Prerequisite: This course is open to veterans of the US armed services only.

MGMT - Management

MGMT 16022 - Introduction to Business and Free Enterprise (3)

Introduction to Business and Free Enterprise is an introductory course designed to familiarize the student with the subject matter of business and how businesses function in a free environment. This course introduces students to the essentials of business activities, including managing, marketing, accounting, and finance. This course is designed to help both non-business majors and those who are considering a business major to understand the nature of various economic systems with special emphasis on the free enterprise system. This course may not be taken by business majors with senior standing. Lab fee may be required. Prerequisite: a grade of C or better in ENG 11000 or EPP 11000 or higher; or placement into ENG 15000 or EPP 15000.

MGMT 17000 - Enactus (0-1)

Enactus is an international organization allowing college students to use their business skills to improve the lives of others. At the same time, the students gain valuable experience, have networking opportunities with some of the nation's largest companies, and become involved in improving their community. Enactus teams are student led with the assistance of a faculty advisor. Our Enactus team will develop and execute outreach projects to help

improve the lives of others through the positive power of business. Our team will present its projects and results at national competition each year. Students may take the Enactus class for either zero (0) or one (1) credit hour. The course may be repeated for one credit hour up to 4 times for a maximum of 4 credit hours.

MGMT 26014 - Excel for Professionals (3)

This comprehensive hands-on lab course focuses on the use of Excel to analyze and graph data, generate reports and support business decisions. Students will learn how to design spreadsheets, work with pivot tables, create forms, consolidate results, publish data to the Web and streamline repetitive tasks through the use of macros.

MGMT 26032 - Principles of Management (3)

This survey course explores the development of the understanding of organizations and of the decision making skills required in management positions. The purpose of this course is to examine how management concepts have developed and continue to change. A detailed examination will be conducted of the four basic functions of management: planning, organizing, motivating, and controlling. Particular emphasis will be given to goal planning, managing change, career progression, and the managerial value system. By the end of this course, students will appreciate the changing environment of management. Lab fee may be required. Prerequisite: a grade of C or better in ENG 17000.

MGMT 26061 - Business Law I (3)

Business law is an introductory course designed to familiarize the student with the subject matter of the legal environment of business. Particular emphasis will be given to the sources of law; the role of society; the judicial function; and selected areas such as governmental regulation and agencies, crimes and torts, contracts, business organizations, personal property, agency, and employment law. Various approaches to understanding legal issues will be used, including case law analysis and the examination of current legal issues affecting business. Lab fee may be required. Prerequisite: a grade of C or better in ENG 17000.

MGMT 31200-31299 - Directed Studies in Management (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 36033 - Business Analytics I (3)

This course provides an introduction to business analytics, which involves the use of statistical, predictive and optimization models to transform data into insight for making better decisions. An important goal is to encourage a more disciplined thinking process in the way a manager approaches management decision situations

and to apply mathematical modeling with spreadsheets to decision making. Topics covered will include data visualization, forecasting, linear optimization, transportation and transshipment problems and simulation modeling. Hands-on projects and cases will relate to problems arising in a variety of functional areas of business, including finance, accounting, economics, marketing, sport management and supply chain management. Lab fee required. Prerequisite: a C or better in MIS 24000; a grade of C or better in MTH 14100 and in one of the following courses: MTH 14200, MTH 15100, MTH 15200, MTH 17300, MTH 27100 or MTH 27200. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 36042 - Principles of Supply Chain Management (3)

This course is designed for students who are interested in the emerging field of Supply Chain Management (SCM). This introductory course is designed to familiarize the student with the subject matter of procurement, forecasting, inventory management, enterprise resource planning, quality management, location selection, and supply chain integration and performance measurement. By the end of this course, students will have a foundation in SCM, and be prepared to determine if they want to pursue a career in SCM. Lab fee may be required. Prerequisite: a grade of C or better in ECON 23020 or ECON 23030. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 36043 - Principles of Operations Management (3)

This course introduces the student to the management of operations, in both the manufacturing and service sectors. This course is designed to help the student to understand the nature of how products or services are transformed for use by the end customer, in the field known as Operations Management. Topics include operations strategy, planning, quality, production systems, inventory management, and project management. Current production initiatives will also be explored including Six Sigma/Lean, Theory of Constraints, and material requirements planning. Lab fee may be required. Prerequisite: a grade of C or better in MGMT 26032 and MTH 14100 or MTH 14200 or higher. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 36050 - Organizational Behavior (3)

This course explores the behavior of individuals, teams, groups, and organizations, in the workplace. Topics include business trends, globalization, ethics, corporate social responsibility, leadership, team dynamics, change management, performance, morale, power, personalities, desirable competencies, and communication. Lab fee may be required. Prerequisite: a grade of C or better in ENG 17000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 36062 - Business Law II (3)

This course is designed to strengthen the student's understanding of the nature of governmental regulation of businesses, including corporations, partnerships, and limited liability companies; selected articles of the Uniform Commercial Code, including sales, commercial paper, and secured transactions; real property and estates; bankruptcy; and insurance. Various approaches to understanding these legal issues will be used, including case law analysis and the examination of current legal issues affecting business. Prerequisite: a C or better in MGMT 26061. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 36081 - Career Development (3)

This course is designed to help students to understand the academic and business career exploration and planning processes. The goal of this course is to provide the student with the strategies and skills necessary for a lifetime of career-related decision making. Students will engage in a variety of self-discovery initiatives through an exploration of personal interests, values, and abilities. With this information, students will utilize various techniques to define and clarify educational and career plans. In addition, several methods of researching academic and career opportunities both at Lindenwood University and in the community will be explored. Prerequisite: junior standing.

MGMT 41200-41299 - Directed Studies in Management (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 46033 - Business Analytics II (3)

This course expands on the material taught in MGMT36033 (Business Analytics I) and provides a more in-depth coverage of predictive analytics and prescriptive analytics, as well as introduction to data mining and decision analysis. Students will work on projects that focus on development of multiple regression models, linear as well as non-linear optimization models and risk analysis with Monte Carlo simulation. Lab fee required. Prerequisite: A grade of C or better in MGMT 36033. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 46040 - Project Management (3)

This course develops a foundation of concepts and solutions that support the planning, scheduling, controlling, resource allocation, and performance measurement activities required for successful completion of a project. This course examines project management roles and environments, the project life cycle, and various techniques of work planning, and control and evaluation

to achieve project objectives. The tools currently available to project managers are illustrated in this course through the use of Microsoft(r) Project software. Prerequisite: successful completion the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 46050 - Managerial Ethics (3)

This course is designed to help students understand the nature of the changing role of management with respect to ethics and public policy in the workplace. Current issues in ethics will be examined, including the position of business enterprises and their perceived value in society. The course will also explore the roles of managers, the public, and government in providing an atmosphere conducive to ethical business operations. This course will also address the business responsibilities of being a "good neighbor" at the local, national, and international levels. Prerequisite: a grade of C or better in MGMT 26032. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 46063 - Business Law III (3)

This course is a comprehensive study of the major areas of law that affect the legal and social environment of business. Topics to be addressed are business ethics, constitutional law, and governmental regulation of business, administrative agencies, international trade, intellectual property rights, and cyber law. Students will utilize reading comprehension, critical thinking, writing competence, and oral communication skills to analyze diverse fact patterns from a legal perspective. The course material will be presented primarily through the Socratic Method. Prerequisite: a C or better in MGMT 26061 and ENG 17000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 46082 - Management Policy (3)

Management Policy is an advanced course designed to apply the theoretical principles of management to the processes of setting, implementing, and evaluating business strategy. This is the capstone course for all business majors, drawing on the information and skills developed over the course of the business program. The course will serve to reinforce the integration of the concepts presented in core business courses with the student's business degree. Various approaches to understanding these management issues will be used, including examinations and case study analyses. Lab fee may be required. Prerequisite: Final semester of senior year. Lab fee required. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MGMT 46095 - Internship (1-9)

The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's society. Prerequisite: permission of the dean, faculty advisor, and internship coordinator, junior standing, and a cumulative GPA of 2.50 overall and a cumulative GPA of 3.0 in all required degree courses. Also required is the

successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MIS - Management Information Systems

MIS 14000 - Microcomputer Applications (3)

An introductory course designed to address issues and practical applications important to microcomputer users, this course utilizes a "hands-on" lab approach. Subject areas addressed include word processing skills development, spreadsheet/database development and use of PowerPoint.

MIS 24000 - Introduction to Information Systems (3)

This course covers essential components of information systems and the impact of information technology on business organizations. Topics discussed include communications and networking, e-commerce, web technologies, database management, and systems development methodologies. Issues of cybercrime and computer ethics will be discussed. Use of spreadsheet software for decision support is emphasized.

MRKT - Marketing

MRKT 31200-31299 - Directed Studies in Marketing (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 35010 - Principles of Marketing (3)

This course is an in-depth introduction to the functional business area of marketing. It examines how goods and services are presented to target customers through the use of the marketing-mix variables: product, price, place, and promotion. Emphasis in this course is on the student developing a working knowledge of the vocabulary, principles, concepts, and theories of contemporary marketing as used in various organizational settings. Lab fee may be required. Prerequisite: a grade of C or better in ENG 17000. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 35020 - Marketing Information and Research (3)

This course provides an introduction to the multiple sources of data and information used in making strategic and tactical marketing decisions. The course is designed to introduce the student to the strengths and limitations of a variety of marketing techniques and to the thought processes involved in selecting appropriate marketing techniques. Particular emphasis will be given to problem definition, design of marketing research studies, data collection techniques, data analysis and interpretation. A comprehensive team case toward the end of the course will tie together the concepts presented and provide an

opportunity for oral and written presentation. Prerequisite: a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 35030 - Pricing Strategy and Negotiations (3)

Pricing is an intermediate course designed to strengthen the student's understanding of pricing strategy. The goal of this course is to provide the student with an understanding of the strategic importance of pricing, the psychological impact of various pricing tactics, a review of the strategic pricing options, and the experience of analyzing the impact of various pricing strategies. Lectures and case studies will provide the theory and analytical tools for development of pricing strategies and tactics. Computer simulations will provide students with the opportunity to apply knowledge derived from lectures and case studies. Prerequisite: a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 35040 - Advertising and Promotional Strategy (3)

This course focuses on the marketing function of communicating the various promotional activities such as advertising and promotion with an emphasis on the planning, preparing, and placing the messages of integrated brand promotion. The role of the advertising agency and the dynamic role of the internet in integrated brand promotion will be explored in detail. A course project will enable students to apply the concepts discussed in the course to a real world situation. Prerequisite: a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 35050 - Selling (3)

This course examines the concepts of personal selling. The goal of this course is to provide a detailed analysis of the innovative selling strategies and concepts necessary to negotiate mutually beneficial agreements. Particular emphasis will be given to professional presentation and image management of the salesperson, building long-term relationships with customers, sales theory concepts involved in personal sales, and business-to-business sales. Lab fee may be required. Prerequisite: a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 35060 - Product Management (3)

This course will study the managerial process and design for new product development. The course will examine the product manager's role in team management as it relates to new opportunity identification; new concept generation; new concept evaluation; development of the product or idea; and the steps necessary for successful market or launch. Particular emphasis will be placed on the following areas: the marketing process of finding and solving consumer needs, concept testing, forecasting, and financial analysis, product protocol, design, product testing, strategic launch planning, and market testing.

Prerequisite: a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 39000-39999 - Special Topics in Marketing (1-3)

MRKT 41200-41299 - Directed Studies in Marketing (3)

An independent structured learning experience will be developed to ensure students' knowledge and competencies are achieved in selected topics. Areas of specific need will be pursued to supplement normal classroom instruction. Prerequisite: Permission of the instructor and chair of the Division of Business & Entrepreneurship. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 45060 - Marketing Communications (3)

This course introduces students to a shift in how organizations (for-profit and nonprofit) promote products, services, and ideas through relationship marketing and marketing communications. Students will examine more credible and cost effective ways to create relationships with target markets than traditional mass-market advertising. They will examine marketing strategies that use the fundamentals of classic public relations, word-of-mouth (WOM) marketing, event marketing, mobile marketing, social media networking, and other forms of creative marketing communications to foster interactions among organizations, products, consumers, and the media. Prerequisite: a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 45070 - Consumer Behavior (3)

This course is designed to strengthen the student's understanding of consumers' marketplace behaviors. Topics to be covered include motivation, buying behavior, learning, problem solving, perception, and decision making. Students will consider the implications of the social, cultural, and psychological factors that form consumer behavior. Particular emphasis will be given to marketing techniques and strategies used to anticipate and define consumers' wants and needs. Prerequisite: a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 45080 - Marketing Management and Planning (3)

This is the capstone marketing course. Topics to be covered include defining marketing problems and opportunities, evaluating alternative solutions, and developing strategies to address these issues. Students will be required to actively participate in discussion of outside readings and case studies that address a variety of marketing related issues. In addition, the course utilizes a team-based computer simulation in which students will form companies and compete in simulated markets. Prerequisite: a grade of C or better in MRKT 35020, MRKT 35050, MRKT 35030, MRKT 35040, and senior

standing. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 45095 - Internship (1-9)

The Internship Program is designed to expose the student to a variety of practical business environments. This exposure will permit the student to observe and experience firsthand how businesses function in today's society. Prerequisite: permission of the dean, faculty advisor, and internship coordinator, junior standing, and a cumulative GPA of 2.50 overall and a cumulative GPA of 3.0 in all required degree courses. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

MRKT 49000-49999 - Special Topics in Marketing (1-3)

MTH - Mathematics

MTH 05100 - Basic Mathematics (2)

MTH05100 is a computer-based course designed to prepare students for MTH12100, MTH14100, and MTH14200. Topics include: order of algebraic operations, simplifying algebraic expressions, fractions and proportions, first degree equations and inequalities, functions and graphs, systems of linear equations, exponents, scientific notation, and quadratic equations. This course will not satisfy any general education requirements, nor will it earn elective credit (thus, does not count toward the 120 hours required for graduation).

MTH 11000 - Intermediate Algebra (3)

MTH 11000 is designed to prepare students for MTH14800, MTH14900, and MTH15100. The topics include: operations with real numbers, first degree equations and inequalities, functions and graphs, operations with polynomials, factoring polynomials, rational expressions, and quadratic equations. This course counts for elective credit but will not satisfy any general education requirements.

MTH 12100 - Introduction to Contemporary Mathematics (3)

(GE-Math) This course is an introductory course on how mathematics is used today. Students will study consumer mathematics plus additional topics selected from apportionment, fair divisions, geometry, growth and decay, numbers systems for encoding information, probability and counting techniques, routes and network, scheduling, statistics, voting systems. Prerequisite: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 14100 - Basic Statistics (3)

(GE-Math) This course is an introduction to the theory and applications of statistics, including probability, descriptive statistics, random variables, expected values, distribution functions, and hypothesis testing. Prerequisite: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 14200 - Quantitative Methods for Business (3)
(GE-Math) This course is designed to introduce business students to the use of quantitative methods. Topics covered will include solving and graphing linear functions and inequalities; writing mathematical models; solving systems of equations; linear regression; and an introduction to linear programming. Tools used will include calculators and computers. A graphing calculator is required. Prerequisite: C or better in MTH 05100 or MTH 11000 or passing the placement test.

MTH 14800 - Mathematical Structures for Teachers I (4)
(GE-Math) This course focuses on problem solving using the real number system and algebra. Topics include: different numeration systems (Roman Numerals and other bases), techniques for calculations, percents and ratios with applications, exponents and roots, the properties of real numbers, arithmetic with irrational and complex numbers, linear functions and piecewise linear functions with applications, systems of linear equations, quadratic functions with applications, polynomial and rational functions with applications. Prerequisite: C or better in MTH 11000 or placement in MTH 15100.

MTH 14900 - Mathematical Structures for Teachers II (3)
(GE-Math) This course provides an introduction to the basic concepts of probability (including counting techniques), statistics, and geometry. The basic geometry concepts to be covered include the fundamentals of planar and 3-dimensional geometry; constructions, congruence and similarity, proofs of congruence of similar triangles; concepts of measure; and motion geometry and tessellations. Prerequisite: C or better in MTH 11000 or placement in MTH 15100

MTH 15100 - College Algebra (3)
(GE-Math) Topics covered: functions and graphs, polynomial and rational functions, exponentials and logarithms, systems of equations and inequalities, sequences and the binomial theorem. The course is designed primarily for science and related majors and students seeking middle school mathematics certification. Prerequisite: C or better in MTH 11000, or passing the placement test.

MTH 15200 - Pre-calculus: Elementary Functions (3)
(GE-Math) This course serves as preparation for calculus covering polynomial and rational functions, exponential and logarithmic functions, trigonometric functions, applications and systems of linear equations. A graphing calculator is required. Prerequisite: C or better in MTH 15100 or passing the placement test.

MTH 17300 - Survey of Calculus (4)
(GE-Math) Topics include a brief review of trigonometry; limits and continuity; derivatives and integrals of polynomials, rational, exponential, logarithmic and trigonometric functions; relative extrema and points of inflection; graphs of functions, derivatives, and integrals; implicit differentiation and related rates; the extreme value theorem; definite and indefinite integrals; and the

Fundamental Theorem of Calculus. A graphing calculator is required. Prerequisite: C or better in MTH 15100 or higher level math course, or passing the placement test.

MTH 24100 - Statistics for Natural Science (3)
(GE-Math) Topics covered in this course include counting rules and probability, normal and binomial distributions, Chi-square, t-tests and F-tests, ANOVA, linear regression, precision, accuracy, absolute and relative error, random error, means, medians, standard deviation (population and sample), standard error of the mean, variance, relative standard deviation, coefficient of variation, confidence levels and intervals, Q-tests, and definitions and sources of error (methodological, sampling, procedural and instrument). Prerequisite: C or better in MTH 15100 or passing the placement test.

MTH 27100 - Calculus I (5)
(GE-Math) This course is the first study of real functions and some of their applications. Topics include limits, continuity, differentiation and integration. A graphing calculator is required. Prerequisite: C or better in MTH 15200 or passing the placement test.

MTH 27200 - Calculus II (5)
(GE-Math) This course is a continuation of the study of real functions of one variable. Topics include integration, applications of integration, and methods of integration, infinite series, and vectors. A graphing calculator is required. Prerequisite: C or better in MTH 27100.

MUS - Music

MUS 104XX - Private Lessons (1-2)
Courses with numbers 10442 through 10467 are specialized private instruction. May be repeated for credit. Course fee required. Prerequisite: the ability to read music or permission of dean.

MUS 10462 - Private Lessons: Voice (1-2) Prerequisite: the ability to read music.

MUS 12400 - Class Voice I (2)
This course serves as an introduction to the fundamental principles and techniques of singing. Emphasis on reading music.

MUS 12500 - Class Voice II (2)
This course serves as an extension of MUS 12400 that requires increased performance expectations. Prerequisite: MUS 12400

MUS 15000 - Music in America (3)
(GE-Fine Art) This course explores the music of America's people, past and present. Includes the great jazz and folk movements, Broadway, gospel, film scores, rock, and popular music styles. Emphasis on listening to, analyzing, and describing music; understanding relationships between music, the arts, and disciplines outside the arts; and understanding music in relation to history and culture.

MUS 15500 - Jazz History (3)
(GE-Fine Art) This course serves as a historical survey of jazz from its roots and inception through its many diverse

permutations. Emphasis on listening to, analyzing, and describing music; understanding relationships between music, the arts, and disciplines outside the arts; and understanding music in relation to history and culture.

MUS 16500 - Introduction to Music Literature (3)
(GE-Fine Art) This course serves as an historical survey of masterworks from diverse genres. Emphasis on listening to, analyzing, and describing music; understanding relationships between music, the arts, and disciplines outside the arts; and understanding music in relation to history and culture.

MUS 18600-18699 - Special Topics (1-3)
Special topics in music that may include a performance component. May be repeated as topics vary. Course fee may be required. Prerequisite: permission of dean.

MUS 204XX - Private Lessons (1-2)
Courses with numbers 20442 through 20467 are specialized private instruction. May be repeated for credit. Course fee required. Prerequisite: MUS 104XX

MUS 20462 - Private Lessons: Voice (1-2) Prerequisite: MUS 10462

MUS 35700 - World Music (3)
(GE-Fine Art/CrsClt) This course is a study of non-Western musical cultures. Emphasis on the characteristics of the world's major musical traditions in historical, stylistic, and cultural contexts and vocabulary for effective analysis and description. Prerequisite: ENG 17000 and sophomore standing.

PE - Physical Education

PE 10000 - Team Sports (Competitive Sports) (1)

PE 10100 - Recreational Sports I (1)

PE 10200 - Recreational Sports II (1)

PE 10300 - Volleyball (1)

PE 10400 - Softball (1)

PE 10500 - Track and Field (1)

PE 10600 - Flag Football (1)

PE 10700 - Basketball (1)

PE 10800 - Soccer (1)

PE 10900 - Wrestling (1)

PE 11000 - Golf (1)

PE 12000 - Weight Lifting I (1)

PE 12100 - Weight Lifting II (1)

PE 12200 - Orienteering (1)

Not open to students with credit in REC 12500.

PE 12600 - Aerobic Fitness (1)

PE 12700 - Swimming I (1)

PE 12900 - Lifeguarding (1)

PE 13000 - Water Aerobics (1)

PE 13100 - Bowling (1)

PE 13200 - Lifetime Sports (1)

PE 13300 - Tennis I (1)

PE 13400 - Tennis II (1)

PE 14100 - Self Defense I (1)

PE 14200 - Cardiovascular Fitness (1)

PE 14300 - Self Defense II (1) Prerequisite: PE 14100

PE 15000 - Foundations of Physical Education (3)
This course is an introductory study of health and physical education intended to help students decide if they wish to major in physical education. The history of physical education is examined with the goal of guiding students in the discovery of themselves and their career interests.

PE 15100 - Table Tennis (1)

PE 15300 - Officiating of Team Sports (1)

PE 15400 - Billiards and Pool (1)

PE 15500 - Swimming II (1)

PE 15600 - Fencing (1)

PE 15700 - Advanced Lifeguarding/Lifesaving (1)

PE 16100 - Outdoor Education (1)
Not open to students with credit in REC 16100.

PE 18200 - Lifeguard Training (1)

PE 18300 - Lifeguard Management (1)

PE 31800 - Coaching with Character (3)
This course is required for all physical education majors. This course examines the complex relationships between a coach and his/her responsibilities to teach values to the team, parents, school, and the community. The student will analyze and evaluate the research in this field. Situations and behavior patterns will also be examined to help coaches make the right decisions. Prerequisite: ENG 17000.

PE 33000 - Psychological Aspects of Physical Education (3)

This course includes the theoretical foundations and historical perspectives of sport psychology, altered states of consciousness, the sport personality, motivation, arousal, anxiety, attention, aggression, self-regulation of psychological processes, sport leadership, humanism in sports, cohesiveness, sex roles, social psychological aspects of play, and research methodology. Prerequisite: PSY 10000.

PE 33100 - Analysis and Teaching of Lifetime Sports (2)

This course includes the study of skill analysis and techniques of teaching team sport activities. An emphasis will be given to exercise, history, strategy, rules,

materials, and teaching of the various activities. The students will have opportunities to plan and teach activities through the use of micro and peer-teaching. Prerequisite: PE 15000 or REC 10200.

PE 33500 - Methods of Elementary Physical Education (3)

This course is designed to prepare the elementary physical education teacher in the methodologies associated with teaching physical education to the elementary school child. Students will apply the tenets of human growth and development, motor learning, physiology of exercise, self-concept, and personal development to the physical education of elementary students (Grades K-4). The course covers basic skills, gymnastics/tumbling, rhythms, relays, games of low organization and body awareness and mechanics. Includes a practicum placement in an elementary school. Prerequisite: EDU 10000.

PE 33600 - Methods of Intermediate Physical Education (3)

This course is designed to provide a study in the techniques for instruction in motor skills, basic game skills, posture and body mechanics, games of low organization, body awareness, and introduce/institute the concepts of fair play and team work to the intermediate school student (Grades 5-9). The course includes a practicum placement in an intermediate school setting. Prerequisite: EDU 10000.

PE 34900 - Organization and Administration of Health and Physical Education (3)

This course includes a study of the organization and administration of the health and physical education program with consideration of such problems as critical issues and present trends, professionalism, class management, facilities, equipment and supplies, budget, intramural programs, and interschool athletics. Prerequisite: ENG 17000.

PE 35000 - Theory and Methods of Coaching Football (3)

This course helps prepare students to coach the game of football. Emphasis will be placed on offensive and defensive theory, the kicking game, scouting, and the components of a successful football program. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000 or COM 13000.

PE 35100 - Theory and Methods of Coaching Basketball (3)

This course includes the study of the rules, regulations, and traditions of basketball along with practical techniques for conditioning players, supervising effective practice, planning games, and effective supervision of players during games. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000 or COM 13000.

PE 35200 - Theory and Methods of Coaching Softball and Baseball (3)

This course includes the study of the game of baseball including the rules, important technology, conditioning the players, the fundamentals of offensive play, the fundamentals of defensive play, the promotion of

teamwork, an array of practice techniques, the use of teamwork in successful play, and game coaching. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000.

PE 35300 - Theory and Methods of Coaching Track and Field (3)

This course includes the study of track and field theories, events, history, and outstanding coaches. The student is prepared to coach track and field events. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000.

PE 35400 - Theory and Methods of Coaching Volleyball (3)

This course includes the study of knowledge, skills, and techniques necessary for coaching volleyball. It includes learning how the skills are performed and participating therein. Practical experience in teaching volleyball is included. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000.

PE 35500 - Theory and Methods of Coaching Soccer (3)

This course is a study of coaching soccer. Emphasis will be placed on specific conditioning for soccer, the technical skills of the game, teamwork, offenses, defenses, the psychology of soccer play, and the game behavior of the coach. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000.

PE 35600 - Theory and Methods of Coaching Weight Training (3)

This course is designed to prepare students to teach and supervise weight training programs in athletic, recreational, and physical education class environment. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000.

PE 35700 - Theory and Methods of Coaching Wrestling (3)

This course will prepare students to coach interscholastic wrestling. The areas of study includes: history, rules, scoring, technology, conditioning, offensive/defensive maneuvers, and actual "on the mat" practice. Additionally, planning and supervising effective practice sessions and administering dual meets and tournaments will be covered. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000.

PE 35800 - Theory and Methods of Coaching Aquatic Sports (3)

This course will prepare students to coach aquatic sports. Emphasis will be placed on specific conditioning, techniques of each event, and teamwork. Meet administration will also be discussed. Prerequisite: HFS 20400 or AT 28500 or PE 15000 or EXS 25000.

PE 42052 - Practicum in Coaching Baseball/Softball (3)

This course is designed as a culminating experience for the coaching minor. The student must complete a minimum of 150 hours in a practicum placement in the sport of baseball/softball. The student may not complete this requirement during season if he/she is a participant in

baseball or softball. Placement will generally be with this institution as a student assistant. Duties and responsibilities will be determined by the head coach of either the baseball team or the softball team, who will also serve as the supervisor/instructor of the placement. Students may opt to be placed with a local youth or high school team with prior approval. Supervision/instruction will be shared between the head coach and a physical education faculty member. Prerequisite: senior standing, PE 35200.

PE 42053 - Practicum in Coaching Track and Field (3)

This course is designed as a culminating experience for the coaching minor. The student must complete a minimum of 150 hours in a practicum placement in the sport of track and field. The student may not complete this requirement during season if he/she is a participant in track and field. Placement will generally be with this institution as a student assistant. Duties and responsibilities will be determined by the head coach of the track and field team, who will also serve as the supervisor/instructor of the placement. Students may opt to be placed with a local youth or high school team with prior approval. Supervision/instruction will be shared between the head coach and a physical education faculty member. Prerequisite: senior standing, PE 35300.

PE 42054 - Practicum in Coaching Volleyball (3)

This course is designed as a culminating experience for the coaching minor. The student must complete a minimum of 150 hours in a practicum placement in the sport of volleyball. The student may not complete this requirement during season if he/she is a participant in volleyball. Placement will generally be with this institution as a student assistant. Duties and responsibilities will be determined by the head coach of the volleyball team, who will also serve as the supervisor/instructor of the placement. Students may opt to be placed with a local youth or high school team with prior approval. Supervision/instruction will be shared between the head coach and a physical education faculty member. Prerequisite: senior standing, PE 35400.

PE 42055 - Practicum in Coaching Soccer (3)

This course is designed as a culminating experience for the coaching minor. The student must complete a minimum of 150 hours in a practicum placement in the sport of soccer. The student may not complete this requirement during season if he/she is a participant in soccer. Placement will generally be with this institution as a student assistant. Duties and responsibilities will be determined by the head coach of soccer team, who will also serve as the supervisor/ instructor of the placement. Students may opt to be placed with a local youth or high school team with prior approval. Supervision/instruction will be shared between the head coach and a physical education faculty member. Prerequisite: senior standing, PE 35500.

PE 42056 - Practicum in Coaching Weight Training (3)

This course is designed as a culminating experience for the coaching minor. The student must complete a

minimum of 150 hours in a practicum placement in the sport of weight training. The student may not complete this requirement during season if he/she is a participant in weight training. Placement will generally be with this institution as a student assistant. Duties and responsibilities will be determined by the head coach of the weight training team, who will also serve as the supervisor/instructor of the placement. Students may opt to be placed with a local youth or high school team with prior approval. Supervision/instruction will be shared between the head coach and a physical education faculty member. Prerequisite: senior standing, PE 35600.

PE 42057 - Practicum in Coaching Wrestling (3)

This course is designed as a culminating experience for the coaching minor. The student must complete a minimum of 150 hours in a practicum placement in the sport of wrestling. The student may not complete this requirement during season if he/she is a participant in wrestling. Placement will generally be with this institution as a student assistant. Duties and responsibilities will be determined by the head coach of the wrestling team who will also serve as the supervisor/instructor of the placement. Students may opt to be placed with a local youth or high school team with prior approval. Supervision/instruction will be shared between the head coach and a physical education faculty member. Prerequisite: senior standing, PE 35700.

PE 42058 - Practicum in Coaching Aquatic Sports (3)

This course is designed as a culminating experience for the coaching minor. The student must complete a minimum of 150 hours in a practicum placement in the sport of aquatics. The student may not complete this requirement during season if he/she is a participant in aquatic sports. Placement will generally be with this institution as a student assistant. Duties and responsibilities will be determined by the head coach of the aquatic team who will also serve as the supervisor/instructor of the placement. Students may opt to be placed with a local youth or high school team with prior approval. Supervision/instruction will be shared between the head coach and a physical education faculty member. Prerequisite: senior standing, PE 35800.

PE 42059 - Practicum in Adaptive Sports (3)

This course is designed as a culminating experience for the coaching minor and/or adaptive sport minor. The student must complete a minimum of 150 hours in a practicum placement in adaptive sport. The student may not complete this requirement during season if he/she is a participant in adaptive sport. Placement will generally be with adaptive sport organizations in the community. Duties and responsibilities will be determined by the supervisor of that program who will also serve as the supervisor/instructor of the placement. Supervision/instruction will be shared between the supervisor and a physical education faculty member. Prerequisite: senior standing and HFS 40000.

*PHL - Philosophy***PHL 10200 - Moral Life: A Study in Ethics (3)**

(GE-Phl-Rel) This course will introduce the student to various moral theories and patterns of moral reasoning and their consequences. It will cover both theoretical and applied ethics and stress the development of good moral character and the habit of sound moral reasoning. Topics covered will include: the nature of morality, moral theories, relativism, and virtue and vice, as well as issues in personal and social ethics. Only original sources are used.

PHL 15000 - Introduction to Philosophy (3)

(GE-Phl-Rel) This course is an introduction to philosophy. Students will be introduced to the subject and methods of philosophy by a close reading of Plato's *Republic* and Aristotle's *Nicomachean Ethics*. Topics will include questions about the nature of reality, knowledge, ethics, and social and political philosophy. Only original sources used.

PHL 18000-18099 - Selected Topics in Philosophy (3)

(GE-Phl-Rel) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Only original sources are used.

PHL 18100-18199 - Selected Topics in Philosophy (3)

(GE-Phl-Rel/CrsClT) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Only original sources are used.

PHL 18200-18299 - Selected Topics in Philosophy (1-3)

This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Only original sources are used.

PHL 21500 - Traditional Logic (3)

(GE-Phl-Rel) This is a course in logic in ordinary language. It will focus on Aristotelian logic and will include Terms and Definitions, Fallacies, Propositions and Immediate Inferences, Syllogisms, and Compound Syllogisms. The course is recommended for students in the humanities, business, political science, communications, or those seeking a course in practical reasoning.

PHL 24000 - Bioethics (3)

(GE-Phl-Rel) This course is an introduction to the field of bioethics and ethical issues in healthcare. Topics will include the relation of general moral theory to the medical field; the nature of medicine and the role of doctors, nurses, and others; moral questions related to the elimination of disease, medical enhancements, and questions relating to life and death; and issues related to technology in medicine, such as cloning and genetic engineering. Only original sources are used. Prerequisite: ENG 17000 with a C or better.

PHL 28000-28099 - Selected Topics in Philosophy (3)

(GE-Phl-Rel) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Only original sources are used. Prerequisite: ENG 15000 with a C or better.

PHL 28100-28199 - Selected Topics in Philosophy (3)

(GE-Phl-Rel/CrsClT) This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Only original sources are used. Prerequisite: ENG 15000 with a C or better.

PHL 28200-28299 - Selected Topics in Philosophy (1-3)

This course is a detailed examination of a topic in philosophy. It may focus on a specific problem in philosophy, a particular philosopher, a major work of philosophy, or a topic or branch of philosophy not covered in other courses. For example, the course may focus on Professional Ethics, Plato, etc. This course may be repeated for different topics. Only original sources are used. Prerequisite: ENG 15000 with a C or better.

*PHY - Physics***PHY 11100 - Concepts of Physics (3)**

(GE-PhysSci) This course is designed for non-science majors. Topics covered include force and motion, energy and matter, electricity and magnetism, heat, and sound. The treatment of these topics is largely nonmathematical and emphasizes their application in daily life.

PHY 11200 - Concepts of Physics Laboratory (1)

(GE-PhysSciLab) This course complements PHY 11100 and presents students an opportunity for hands-on experience of the topics covered in the lecture course. Concurrent enrollment in PHY 11100 is required. Lab fee required.

PHY 25100 - Introductory Physics I (4)

(GE-PhysSciLab) This course is an algebra-based treatment of mechanics including kinematics, vectors, Newton's laws, and conservation of energy and linear momentum. Other topics include rotational motion, moments of inertia, rotational energy, and angular

momentum. This course also treats solids, fluids, waves, and sound. Lab fee required. Prerequisite: MTH 15200, MTH 17300 or MTH 27100.

PHY 25200 - Introductory Physics II (4)

(GE-PhysSciLab) This course is an algebra based treatment of thermodynamics, electricity and magnetism, including electric fields, Gauss's law, voltage, capacitors, inductors, Kirchhoff's laws, AC and DC circuits, and geometric and physical optics. Lab fee required. Prerequisite: PHY 25100.

PS - Public Affairs and Administration

PS 15500 - American Government: The Nation (3)

(GE-AmGovHis) This course focuses on introducing students to the skills involved in political analysis. Attention is focused on examining key terms such as "democracy" and "politics" as well as providing students with an overview of American national government.

PS 15600 - American Government: The States (3)

(GE-AmGovHis) This course focuses on the role and function of state governments in our federal system. Attention is focused on providing students with an ability to analyze state governments through comparison, realizing that there are differences as well as similarities among the fifty states.

PSY - Psychology

PSY 10000 - Principles of Psychology (3)

(GE-SocSci) This course is an exploration of basic psychological concepts, methods, and findings contributing to an understanding of human behavior.

PSY 10100 - Interactive Psychology (3)

(GE-SocSci) Individual activities, group discussion, and a self-directed behavior change project facilitate self-awareness and personal growth. This course is designed for the non-psychology major.

PSY 20500 - Human Development (3)

An overview of human development from conception through death. This course provides an introduction to the study of lifespan development focusing on physical, cognitive, and social development. Prerequisite: PSY 10000.

PSY 30300 - Abnormal Psychology (3)

This course is a survey of the major classes of mental disorders. Emphasis is on understanding symptoms, the complex interaction of factors related to mental disorders, and controversies in the field. Prerequisite: PSY 10000.

PSY 30400 - Basic Research Methods (3)

This course explores the logic and methods of behavioral research. Students complete group research projects designed to reinforce pivotal concepts. Must be taken concurrently with PSY 30600. Prerequisite: PSY 10000, C or higher in MTH 14100 or MTH 24100, and one PSY, ANT, or SOC course above 10000-level.

PSY 30600 - Behavioral Science Statistics (3)

(GE-Math) This course emphasizes the application of descriptive and inferential statistics in behavioral science

research. Must be taken concurrently with PSY 30400. Prerequisite: PSY 10000, C or higher in MTH 14100 or MTH 24100, and one PSY, ANT or SOC course above 10000-level.

PSY 30900 - Personality (3)

Explores core concepts in the field of personality, with emphasis on how those concepts are integrated into personality theories and how they are evaluated scientifically. Students apply these concepts in independent projects. Prerequisite: PSY 30300.

PSY 31300 - Psychology of Adolescence (3)

A cultural approach to physical, intellectual, emotional, and social development during adolescence. Historical context and research are given special attention in studying the development of personal identity, changing roles in the family, school, and community, and problems of adjustment, delinquency, and drug abuse. Prerequisite: PSY 10000 and PSY 20500 or SW 27000.

PSY 32400 - Psychological Testing (3)

Examines mental measurement theory and the principles of reliability, validity, and standardization as related to the construction and interpretation of tests. Tests of achievement, aptitude, intelligence, interest, and personality are studied as illustrations of the problems of measurement and the variety of solutions to those problems. Ethics of test use receives special consideration. Prerequisite: PSY 30300, PSY 30400, and PSY 30600.

PSY 32500 - Behavioral Neuroscience (3)

This course examines the central nervous system, the development and function of nerve cells, and brain-behavior relationships. Topics include motivation, learning, sensation and perception, movement, emotions, and brain dysfunction. Prerequisite: PSY 10000 and two psychology courses at or above the 20000 level.

PSY 32900 - Cognition (3)

Examines theory and research in information processing, perception, attention, problem-solving, thinking, language, decision-making, and the means by which cognitive psychology is applied to everyday life. Prerequisite: PSY 10000 and two psychology courses at or above the 20000 level.

PSY 33200 - Psychology of Motivation and Emotion (3)

An analysis of the major theories of motivation, the data on which they are based, and applications of motivation concepts. Prerequisite: PSY 10000 and C or better in ENG 17000.

PSY 33400 - Social Psychology (3)

This course examines the effect of the social situation on the individual. Topics include: self-perception, social cognition, social influence, attraction and relationships, attitude formation and persuasion, prejudice, and group behavior. Prerequisite: PSY 10000 and C or better in ENG 17000.

PSY 33700 - Learning and Memory (3)

An introduction to the principles of learning and memory, including exploration of research and theory pertaining to the acquisition, retention, retrieval, and forgetting of information. Prerequisite: PSY 10000 and two psychology courses at or above the 20000 level.

PSY 34100 - Psychotherapy (3)

An introduction to the theories, principles, and techniques of various current approaches to psychotherapy. Prerequisite: C or better in PSY 30900.

PSY 36500 - Human Sexuality (3)

This course is a survey of theories and research on psychological aspects of human sexual behavior. Topics include male and female sexual development, psychological and cross-cultural perspectives on sexual behavior, sexual behavior in special populations, aberrant sexual patterns, and current sexual trends in America. Prerequisite: PSY 10000 and ENG 17000 with a grade of C or higher.

PSY 40400 - Advanced Research Methods (4)

An advanced course in the techniques of behavior observation and analysis. Students design and conduct behavioral research, analyze their data, and present their findings to others. Strongly recommended for students planning to pursue graduate study in the social or behavioral sciences. Prerequisite: C or higher in both PSY 30400 and PSY 30600.

PSY 45000 - Psychology Practicum (3)

This course provides opportunities for advanced students to explore applications of psychology in independently-arranged off-campus supervised practicum experiences. Practica require mastery of psychological concepts related to the designated situation. Prerequisite: Completion of WPA or ENG 21000, minimum GPA of 3.0 in Psychology, junior standing and instructor permission. Not repeatable.

PSY 48000 - Psychology Research Lab (1-6)

Students will plan, execute and report on a project in consultation with a faculty mentor. May be repeated for credit. Prerequisite: PSY 30400 and permission of instructor and dean.

PSY 48500 - Senior Seminar (3)

This course is a survey of the history of psychology and recent developments in various fields within the discipline. Learning from previous coursework is consolidated and integrated. Relationships between personal characteristics and career choices are explored. Professional issues and ethics are examined. Prerequisite: Completion of WPA or ENG 21000, 18 credit hours in Psychology and senior standing.

*REL - Religion***REL 15000 - World Religions (3)**

(GE-Phl-Rel/CrsClt) This course aims at familiarizing the student with the great religious traditions of the world. Specific attention is given to Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity, and Islam.

REL 20100 - History of Christianity (3)

(GE-Phl-Rel) This course surveys the origins, development, theology, and practices of Christianity from a historical, developmental perspective. Attention will be given to the major movements, figures, and concepts within Christian history such as: the doctrines of the Trinity and of Jesus Christ, Saint Augustine of Hippo, the historical differences between Western and Eastern Christianity, the development of the central rituals and practices of Christianity, the Reformation, and Christianity in the modern world.

REL 20200 - Religion in America (3)

(GE-Phl-Rel) This course is an overview of the history and development of the major religious traditions in the United States, beginning with the Puritans and concluding with contemporary religious movements. Included are the beliefs, programs, and organizations of the major Protestant denominations, the Roman Catholic Church, and Judaism, along with ethno-religious groupings, ecumenical movements, and church-state relations.

REL 24000 - Introduction to Judaism (3)

(GE-Phl-Rel/CrsClt) This course surveys the origins, development, theology, and practices of Judaism from a historical and developmental perspective. Attention will be given to each of the three major periods of the Jewish religion's development—the Second Temple, Rabbinic, and Contemporary periods—although emphasis may vary. Prerequisite: ENGL 15000

REL 25100 - Jesus: His Life and Influence (3)

(GE-Phl-Rel) This course examines the figure of Jesus of Nazareth, one of the most significant religious figures known to history. In particular, this course will address topics like the following: what historians can tell us about Jesus in his first-century CE Jewish context, the development of thinking about his person and work in early Christian theology, the importance of christology in debates concerning the eucharist during the Reformation, his place in other religions, his significance for American culture, and contemporary christological articulations. Prerequisite: ENGL 15000

REL 28000-28099 - Selected Topics in Religion (3)

(GE-Phl-Rel) This course consists of concentrated work with topics relevant to the study of religion. This course may be repeated for different topics. Prerequisite: ENG 15000

REL 28100-28199 - Selected Topics in Religion (3)

(GE-Phl-Rel/CrsClt) This course consists of concentrated work with topics relevant to the study of religion. This course may be repeated for different topics. Prerequisite: ENG 15000

REL 28200-28299 - Selected Topics In Religion (3)

This course consists of concentrated work with topics relevant to the study of religion. This course may be repeated for different topics. Prerequisite: ENG 15000

SOC - Sociology**SOC 10200 - Basic Concepts of Sociology (3)**

(GE-SocSci) Students are introduced to the basic concepts and theories of sociology as the scientific study of human society. The course includes such topics as collective behavior, socialization, culture, stratification, social institutions, social control, globalization, and social change.

SOC 19000-19999 - Special Topics in Sociology (1-6)**SOC 20600 - Introduction to Social and Cultural Research Methods (4)**

This course will introduce students to various methods of studying culture and society. Students will learn how to prepare research proposals and how to prepare and use a variety of research instruments. Students will learn how to use various forms of quantitative and qualitative analysis. Students will apply what they have learned under the guidance of their professor. Students must have access to a voice recorder. Prerequisite: ANT 11200 or SOC 10200. Cross-Listed as: ANT 20600

SOC 21100 - Introduction to Applied Sociology (3)

This course will provide students the opportunity to learn how to apply sociological concepts, theories, and research methods to solve real-life questions and problems. The contexts in which these questions and problems will occur include, but are not limited to, inequality, education, business, religion, government, social service agencies, health care, aging and assisted living, criminal justice, and civic groups. Specific client-based questions and problems will be provided to students from a local community organization, adding a service learning component to this course. Prerequisite: ENG 17000.

SOC 21400 - The Family (3)

(GE-SocSci) This course is an exploration of the interpersonal dynamics of family life, the variation in family structure and function in different social classes and cultures.

SOC 22200 - Social Problems (3)

This course is a survey of a number of problems often common to the modern world. The relation of these problems to such sociological variables as values, social class, gender, race, and ethnicity is explored. Prerequisite: SOC 10200.

SOC 29000-29999 - Special Topics in Sociology (1-6)**SOC 30400 - The Sociology of Gender Roles (3)**

(GE-SocSci) This course addresses the impact of gender roles on everyday life in society. Students examine gender in relation to stratification, equity, lifestyle, and social interaction across cultures. Prerequisite: ENG 17000.

SOC 31500 - Alcohol, Drugs, and Society (3)

This course is a focus on the social forces that surround and contribute to the definition of drugs and alcohol use and abuse. The various legal and other responses to drug use and abuse are also considered. Prerequisite: ANT 11200 or PSY 10000 or SOC 10200 and junior standing.

SOC 31800 - Race, Ethnicity, and Gender: A Global Perspective (3)

(GE-CrsCl) This course focuses on patterns of race, ethnic, and gender relations throughout the world. Selected issues in contemporary race, ethnic, and gender relations in American society are examined. Prerequisite: junior standing, ENG 17000, and ANT 10000, ANT 11200 or SOC 10200. Cross-Listed as: ANT 31800

SOC 32100 - Urban Sociology (3)

This course is an examination of various features of urban life. This includes both physical features of cities as well as the sort of social interactions common to urban life. Prerequisite: ANT 11200 or SOC 10200 and junior standing.

SOC 32200 - Social Deviance (3)

This course is a consideration of a variety of norm violations, as manifested in thought and appearance as well as behavior. Explanations of deviance and the responses to it are also examined. Prerequisite: ANT 11200 or CJ 11000 or PSY 10000 or SOC 10200 and junior standing.

SOC 33500 - Sociology of Sport (3)

Sport, as a topic of analysis and investigation, is critical to the understanding of the social world for sport has been defined as a microcosm of society, and more importantly because of the immense role sport plays in American culture. This course will approach sport as a social institution that serves a function, reinforces inequality, provides meaning in and to our everyday lives, and can be defined as an empowering experience/activity. We will use sociological perspectives to analyze both past and present issues surrounding sport and physical activity. Issues covered in this course include race, social class, the economy, gender, sexuality, disability, and sport as a corporate entity. Prerequisite: SOC 10200.

SOC 39000-39999 - Special Topics in Sociology (1-6)**SOC 40000 - Undergraduate Research (3)**

Students will be involved in conducting field research in sociology. Prerequisite: Completion of WPA or ENG 21000, SOC 10200 and ANT 42000 or SOC 42000 and junior standing.

SOC 42000 - Sociocultural Theory (3)

This course is a survey introduction to the history and contemporary developments in anthropological and sociological theory. The emphasis is on European and early American theorists who had a strong impact on contemporary anthropology and sociology. Prerequisite: junior standing and ANT 11200 or SOC 10200, and completion of WPA or ENG 21000. Cross-Listed as: ANT 42000. Cross Listed as ANT 42000.

SOC 49000-49999 - Special Topics in Sociology (1-6)*SPA - Spanish***SPA 10100 - Elementary Spanish I (3)**

(GE-ForLang) This course is an introduction to the fundamentals of the Spanish language and culture through reading, writing, speaking, and listening.

SPA 10200 - Elementary Spanish II (3)

(GE-ForLang) This course is a continuation of the 10000-level sequence, in which students deepen their knowledge of Spanish language and culture and further develop reading, writing, speaking, and listening skills. Prerequisite: SPA 10100 or permission of dean.

SPA 20100 - Intermediate Spanish I (3)

(GE-ForLang) Through this course students will further develop their language skills and advance their understanding of Hispanic cultures through discussions, readings, and written work. Prerequisite: SPA 10200 or permission of dean.

SPA 20200 - Intermediate Spanish II (3)

(GE-ForLang) This review course is designed to further give the student a command of basic grammatical structures and to increase vocabulary and fluency through reading and through oral and written analysis of short literary and cultural selections. Prerequisite: SPA 20100 or permission of dean.

SPA 28000-28099 - Special Topics (3)

(Intermediate Level) This course is designed for individualized study of specific topics within the field of Spanish language, culture, and literature. This course may be repeated as topics vary. Lab fee may be required.

*SPMGT - Sport Management***SPMGT 27020 - Orientation to Sport Management (3)**

This course introduces students to the sport management profession and the broad scope of careers currently available in the sport industry. The goal of this course is to provide students with an overview of the sport industry and its relationship to other disciplines. The course will examine the skills necessary to be a successful sport manager and will provide students with knowledge of the various entities involved in sport.

SPMGT 33000 - Sport Economics (3)

This course is an introductory applied economics course in sport economics that will provide an overview of the issues at all levels of sport using basic economic principles. Emphasis will be placed on professional sports, but the course will address amateur sports, including collegiate sports. Concepts used in this course will include supply and demand analysis of sport markets, competitive balance as a profit maximization factor, cost issues including labor markets and contract negotiations, public funding and support for sport and entertainment venues, and relevant issues in collegiate sports. Prerequisite: a grade of C or better in ECON 23020 and ECON 23030, and successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

SPMGT 37040 - Sport Marketing and Promotion (3)

This course examines the unique process of applying marketing principles to the sport industry. The purpose of this course is to survey the functions of sport marketing. Students will learn about integrated marketing strategies within the sport industry and will gain a better understanding of sport consumers, the needs and desires of sport consumers, and the marketing mix as it applies to sport. Prerequisite: a grade of C or better in SPMGT 27020 and MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

SPMGT 37050 - Event Management (3)

This course focuses on the planning, management, and execution of successful events, such as sporting events, artistic performances, corporate conferences, and community and charitable events. Topics addressed include organizational structure, legal issues, risk analysis, budget preparation, negotiations, vendor relations, product and service development, staff management and development, and post-event analysis. Out of class field experience and training will be scheduled as appropriate. Prerequisite: junior or senior standing and a grade of C or better in MRKT 35010. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

SPMGT 37060 - Sport Law (3)

This course explores the study of the law as it pertains to sport and physical activity. SPMGT 37060 is an advanced course that is designed to provide students with an overview of legal issues that arise in all areas of sport, recreation, and physical activity. The course will examine torts, Constitutional law, contracts, collective bargaining agreements, agency, and social responsibility in both amateur and professional sport. Prerequisite: junior standing. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

SPMGT 47080 - Sport Management Policy (3)

This course is an advanced, capstone course that is designed to provide sport management students with a detailed understanding of the sport industry, sport organizations, careers in sport and the decision making principles involved in sport. The course emphasizes the research and communication skills necessary to be a successful manager in the sport industry, and provides students with the ability to evaluate business strategies in the sport industry and understand the business of sport in a global marketplace. Students will also understand the application of marketing and financing specific to the sport industry and discuss ethical decision making in the world and business of sport. Prerequisite: grade of C or better in SPMGT 27020 & senior standing. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

SPMGT 47095 - Practicum in Sport Management (3)

This course is a class designed to provide sport management students with the practical experience necessary to begin a career in the sport industry. Students

will utilize résumé building, communication and networking skills to pursue an internship at an approved site within the sport industry. Students will work 10-20 hours per week, and will practically apply the planning, organizing, marketing, selling, budgeting and human resource skills that they have learned in the classroom. Students will practice their communication skills through their interactions with individuals (supervisors, customers, clients, etc.) throughout their practicum, and through a comprehensive written overview of the experience at the conclusion of the internship. Prerequisite: sport management major and junior or senior standing. Also required is the successful completion of the Writing Proficiency Assessment (WPA) or ENG 21000.

SW - Social Work

SW 11000 - Introduction to Social Work (3)

This course is an introduction to the field of social work as a helping profession at the micro (individual), mezzo (groups and family), and macro (organization, community) levels. The role of the generalist social worker in a variety of service settings with a focus on at-risk populations is presented. An overview of social work history, theories, values, ethics, and skills necessary for the best practices of social work services is presented. Offered: St. Charles Campus.

SW 27000 - Human Behavior in the Social Environment I (3)

This course includes content on the reciprocal relationships between human behavior and social environments. Also considered are empirically based theories and knowledge that focus on the interactions between and among individuals, groups, societies, and economic systems; the range of social systems in which people live, individual, family, group, organizational, and community; and the ways social systems promote or deter people in maintaining or achieving health and well-being. Prerequisite: SW 11000, PSY 10000, and BIO 10700/BSC 10700 Offered: St. Charles campus

TA - Theatre

TA 10001 - Rehearsal and Production (0-1)

All theatre majors are required to enroll in Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Pass/Fail course.

TA 10002 - Rehearsal and Production (0-1)

All theatre majors are required to enroll in Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Pass/Fail course.

TA 10100 - Acting I (3)

This course is designed to teach basic skills to the beginning actor; the course explores the techniques of concentration, relaxation, nonverbal communication, and improvisation. This course is designed for theatre majors.

TA 10300 - Oral Interpretation (3)

This course consists of the study, analysis, and preparation of prose, poetry, and dramatic literature for oral presentation.

TA 10400 - Drawing for Theatrical Design (3)

This course is the study of drawing as it applies to the relevant visual communication required in the theatrical design areas of scenic, costume, lighting and properties.

TA 10500 - Fundamentals of Acting (3)

(GE-Fine Art) This course is designed for non-majors and will focus on empathizing with a character in a variety of dramatic contexts and is particularly suited for students who plan careers where role-playing is necessary and essential. Role-playing and characterization skills will be developed through a variety of acting games, improvisation scenarios, and in-depth character studies.

TA 10600 - Stage Movement (3)

This course is an introduction to movement for performance. Fundamentals include self-awareness, effective warm-ups, relaxation, and physicalization in character development.

TA 10800 - Stage Voice (3)

This course explores the fundamentals of voice for the stage including vocal production, techniques in vocal training, and the International Phonetic Alphabet.

TA 11100 - Introduction to Technical Theatre I (3)

This course is an introduction to the total spectrum of technical theatre. Ten hours per week of lab work is required.

TA 11700 - Introduction to the Theatrical Arts (3)

(GE-Fine Art) This course is an examination of the origins, forms, and styles of drama, dance, and musical theatre and their esthetic values. Students examine the relationships of the collaborative artists in their contributions to these arts in theatrical performance. Laboratory work will include attending actual performances of the various forms. Course fee may be required.

TA 20001 - Rehearsal and Production (0-1)

All theatre majors are required to enroll in Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Requires more production responsibility than TA 1000X. Pass/Fail course. Prerequisite: TA 10001.

TA 20002 - Rehearsal and Production (0-1)

All theatre majors are required to enroll Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student

teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Requires more production responsibility than TA 1000X. Pass/Fail course. Prerequisite: TA 10002.

TA 20100 - Acting II (3)

This course is designed to be a scene-study class, the course explores the techniques for character analysis as described by Stanislavski. Students perform selected scenes from plays especially chosen to give them the necessary skills for building a character and creating a role for the stage. Prerequisite: TA 10100.

TA 20400 - Stage Voice and Movement (3)

This course examines the basic exploration of the actor's voice and body as psychologically and physically responsive instruments.

TA 21000 - Stage Management (3)

This course explores the principles and processes of the stage manager. The course will include examinations of physical equipment, performance procedures, and the production of a practical prompt book. Students will be required to stage manage a scheduled studio production.

TA 21600 - Stage Make-up (3)

This course develops techniques in the design and application of stage make-up. Studio fee required.

TA 21900 - Theatrical Collaboration (3)

The integration and application of theatre collaboration practices through exploration in the theatrical design process. Prerequisite: TA 11100.

TA 30001 - Rehearsal and Production (0-1)

All theatre majors are required to enroll in Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Requires more production responsibility than TA 2000X. Pass/Fail course. Prerequisite: TA 20001.

TA 30002 - Rehearsal and Production (0-1)

All theatre majors are required to enroll in Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Requires more production responsibility than TA 2000X. Pass/Fail course. Prerequisite: TA 20002.

TA 30100-30199 - Acting Studio (3)

This class is designed to be an advanced scene-study class for the study of such topics as: auditioning, improvisation, dialects, and musical theatre. Semester study will be devoted to a particular subject area and related activities. May be repeated for credit. Prerequisite: TA 20100.

TA 30102 - Acting Studio: Audition (3)

This course is designed to teach actors how to audition, including the techniques of improvisation, monologues,

cold reads, interviews, and on-camera auditions. Student will learn to interpret the requirements of a casting notice, how to prepare a resume, the process of auditioning, and how to present themselves in an audition setting.

Prerequisite: TA 20100.

TA 30105 - Acting Studio: Improvisation (3)

This course is a practical performance studio designed to teach actors the rules and uses of improvisation. This course explores the techniques of pantomime, improvisation (short and long form), and team building. Student will gain experience in how improvisation is used in auditions and film. Prerequisite: TA 20100.

TA 30300 - Seminar in Musical Theatre (3)

This is an advanced studio course focusing on various components of musical theatre performance. May be repeated for credit. Prerequisite: TA 20100, two credit hours of private voice lessons, two credit hours of tap dance, and two credit hours of jazz dance.

TA 30301 - Acting the Song I (3)

An advanced course combining acting and singing. Preparation and performance of solos, duets, and audition material utilizing text and music analysis and the creation of appropriate inner life. Prerequisite: TA 20100 or permission of dean.

TA 30302 - Acting the Song II (3)

This course is an extension of TA 30301. Requires advanced vocal and acting repertoire. Prerequisite: TA 30301 or permission of dean.

TA 30303 - History of the American Musical (3)

A study of the history of the American musical from its origin, evolution, and effect on theatre today. Prerequisite: a grade of C or better in ENG 17000 and TA 20100.

TA 30400 - Script Analysis (3)

This basic course in theatrical theory presents the analytical and research processes necessary to the consideration of any play prior to production. The approach is necessary for those working in any of the artistic roles in the theatre. Prerequisite: a grade of C or better in ENG 17000 and TA 10100.

TA 30500 - Scenography (3)

This course is an exploration of the European approach to stage productions in which a scenographer creates the total visual environment including sets, lights, and costumes. The conceptualization process will be examined through script analysis and graphic projects exploring traditional, nontraditional, and naturalistic approaches to stage productions. This course is designed for students seeking 5-8 and/or 9-12 certification in speech-theatre. Prerequisite: TA 21300 or permission of dean.

TA 30600 - Directing (3)

This course consists of fundamental theory and practice for the stage director. Prerequisite: TA 30400 or permission of dean.

TA 31700 - History of Costume and Fashion (3)

(GE-Fine Art) This course is a study of social and cultural history and the resulting costumes worn by men, women and children from primitive times to 1900. Emphasis is given to the ways in which politics, economics and technology affected the changing silhouettes of each period. Prerequisite: ARTH 22200 or ARTH 22400 or permission of dean.

TA 33500 - Modern Drama (3)

(GE-Lit/Fine Art/CrsClt) This course is a study of directions in modern and contemporary drama from Ibsen to the present, including realistic, naturalistic, symbolist, poetic, expressionist, existentialist, "epic," and experimental plays. This course is not open to students with credit in ENG 33500. Prerequisite: a grade of C or better in ENG 17000.

TA 33600 - Survey of Dramatic Literature (3)

(GE-Lit/Fine Art/CrsClt) This course examines all major periods of the Western World from ancient Athens to the present. Prerequisite: a grade of C or better in ENG 17000.

TA 33700 - Seminar in American Drama (3)

(GE-Fine Art) This course will explore the history and development of dramatic literature in America. American playwrights and their work from 1770 to the present will be examined. This seminal heritage of uniquely American theatre forms the foundation for the eventual rise of mainstream modern drama in the United States. Prerequisite: a grade of C or better in ENG 17000.

TA 35000 - Directing II (3)

This course consists of further study of directing as a process culminating in the direction of a short public performance. Studio fee may be required. Prerequisite: TA 30600.

TA 37000 - History of Theatre (3)

(GE-Fine Art/CrsClt) This course is the study of drama in form and production, as well as its basis in historical and contemporary culture. Prerequisite: a grade of C or better in ENG 17000.

TA 37100 - History of Theatre I (3)

(GE-Fine Art/CrsClt) This course presents an in depth exploration the development of drama in form and production from pre-history to the 1700s. Significant chronological contributions to contemporary theatre are analyzed from the standpoint of subject matter, architecture, technology and acting styles. Prerequisite: a grade of C or better in ENG 17000.

TA 37200 - History of Theatre II (3)

(GE-Fine Art/CrsClt) This course presents an in depth exploration the development of drama in form and production from the 1700s to the present. Significant chronological contributions to contemporary theatre are analyzed from the standpoint of subject matter, architecture, technology and acting styles. Prerequisite: a grade of C or better in ENG 17000.

TA 38600-38699 - Special Topics (3)

(GE-FineArt) Special topics in theatre. May be repeated as topics vary. Course fee may be required. Prerequisite: permission of dean.

TA 38700-38799 - Special Topics (3)

(GE-Fine Art/CrsClt) Special topics in theatre. May be repeated as topics vary. Course fee may be required. Prerequisite: permission of dean.

TA 38800-38899 - Special Topics (1-3)

Special topics in theatre. May be repeated as topics vary. Course fee may be required. Prerequisite: permission of dean.

TA 40001 - Rehearsal and Production (0-1)

All theatre majors are required to enroll in Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Requires more production responsibility than TA 3000X. Pass/Fail course. Prerequisite: TA 30001.

TA 40002 - Rehearsal and Production (0-1)

All theatre majors are required to enroll in Rehearsal and Production every fall and spring semester throughout their program of study, excluding any semester of student teaching or internship. Students will actively participate in department productions through various assignments and meetings as indicated in the course syllabus. Requires more production responsibility than TA 3000X. Pass/Fail course. Prerequisite: TA 30002.

TA 40100-40199 - Advanced Acting Studio (3)

This course is an advanced acting class for scene work and acting styles. Topics will include Shakespeare, comedy, Neoclassic, Restoration, and various other styles. May be repeated for credit. Prerequisite: TA 20100.

TA 40103 - Advanced Acting Studio: Meisner (3)

This course is designed to teach the method of Sanford Meisner is his methods of acting and direction. This course is an in-class performance studio. The course will use the exercises and training of Meisner using scripts from a variety of contemporary theatre. Prerequisite: TA 20100.

TA 40105 - Advanced Acting Studio: Shakespeare (3)

This course is designed to teach actors how to understand and perform Shakespeare's plays. This course is an in-class performance studio which will demystify Shakespeare's plays; students will use iambic pentameter, rhyme, and alternations of verse and prose to create dynamic performances. Prerequisite: TA 20100.

TA 40600 - Advanced Directing (3)

This course offers advanced exercises in analysis and style leading to the production of a one act play. May be repeated for credit. Course fee may be required. Prerequisite: TA 35000 or permission of dean.

TA 43000 - Theatre Workshop (1-6)

This advanced course of study which may include such topics as staged readings, new play development, advanced character analysis and application, production and design projects, alternative acting and directing methodologies, and voice and movement studies. Prerequisite: permission of dean.

TA 46500 - Professional Internship (1-6)

Supervised work experience for the advanced student which requires the application of principles, skills, and strategies within the discipline. Requires signed internship agreement by student, faculty of record, and supervisor representing host organization. May be repeated for a maximum of six credit hours. Prerequisite: Sophomore standing, successful completion of the WPA or ENG 21000, and permission of dean.

TA 48000 - Career and Portfolio Seminar (3)

This practical course is designed to prepare students for their successful entry into various careers associated with theatre, including middle and secondary school teaching, admission to graduate school, professional performance, directing, and/or technical theatre work, etc. Course fee required. Prerequisite: Junior standing as a major in the department of theatre or permission of dean.

TA 48900 - Senior Project (3)

All senior level BFA students must enroll in this course which is a culmination of their work at Lindenwood. The student project will be assigned by the faculty member and will depend on production needs and the student's major. The student will be required to work a minimum of 125 hours for this project and participate in the Senior Showcase. Course fee may be required. Prerequisite: permission of dean.

QUARTER UNDERGRADUATE AND GRADUATE PROGRAMS

Quarter Academic Calendar

Summer Quarter 2016

Enrollment for graduate students, seniors, and veterans	May 23 – 30
Open enrollment	May 31 – June 24
Independence Day-no classes held	July 4
Quarter cluster meetings begin for continuing undergraduate students, 6 p.m.	July 5 – 7
Quarter new student orientation, 8:15 a.m.	July 9
Quarter cluster meetings begin for all graduate and new UG students, 10 a.m.	July 9
Quarter individual, science lab, and 3-credit hour classes begin, 6 p.m.	July 11 – 15
Last day to choose an audit	August 5
Midterm grades due, 5 p.m.	August 19
Last day to withdraw with “W”	August 26
Fall convocation, 2:30 p.m.	August 30
Labor Day holiday—no classes held	September 5
Quarter ends	September 23
Deadline for making up Incomplete grades from previous term	September 23
Final grades due, 5 p.m.	September 26

Fall Quarter 2016

Enrollment for graduate students, seniors, and veterans	Aug. 22 – 28
Open enrollment	Aug. 29 – Sept. 16
Quarter cluster meetings begin for continuing undergraduate students, 6 p.m.	Sept. 26 – 29
Quarter new student orientation, 8:15 a.m.	October 1
Quarter cluster meetings begin for all graduate and new UG students, 10 a.m.	October 1
Quarter individual, science lab, and 3-credit hour classes begin, 6 p.m.	October 3 – 7
Last day to choose an audit	October 28
Midterm grades due, 5 p.m.	November 11
Last day to withdraw from a class with “W”	November 18
Thanksgiving holiday—no classes held	November 23 – 25
Belleville campus commencement ceremony, 2 p.m.	December 11
Quarter ends	December 16
Deadline for making up Incomplete grades from previous term	December 16
Final grades due, 5 p.m.	December 19
Lindenwood residential quarter/graduate housing closes, 6 p.m.	December 23
Deadline to apply for March, May, June graduation	December 30

Winter Quarter 2017

Enrollment for graduate students, seniors, and veterans	Nov. 14 – 27
Open enrollment	Nov. 28 – Dec. 23
Quarter cluster meetings begin for continuing undergraduate students, 6 p.m.	January 3 – 6
Quarter new student orientation, 8:15 a.m.	January 7
Quarter cluster meetings begin for all graduate and new UG students, 10 a.m.	January 7
Quarter individual, science lab, and 3-credit hour classes begin, 6 p.m.	January 9 – 13
Martin Luther King Day-no classes held	January 16
Last day to choose an audit	February 3

Midterm grades due, 5 p.m.	February 17
Last day to withdraw with "W"	February 24
Deadline for making up Incomplete grades from previous term	March 24
Quarter ends	March 24
Final grades due, 5 p.m.	March 27
Spring Break	March 25 – April 2
Deadline to apply for September graduation	March 30

Spring Quarter 2017

Enrollment for graduate students, seniors, and veterans	Feb. 20 – 26
Open enrollment	Feb. 27 – Mar. 24
Quarter cluster meetings begin for continuing undergraduate students, 6 p.m.	April 3 – 7
Quarter new student orientation, 8:15 a.m.	April 8
Quarter cluster meetings begin for all graduate and new UG students, 10 a.m.	April 8
Quarter Individual, science lab, and 3-credit hour classes begin, 6 p.m.	April 10 – 14
Good Friday-no classes held	April 14
Honors convocation, 5:00 p.m.	May 4
Last day to choose an audit	May 5
Belleville campus graduate commencement ceremony, 10 a.m.	May 7
Belleville campus undergraduate commencement ceremony, 2 p.m.	May 7
Midterm grades due, 5 p.m.	May 19
Last day to withdraw with "W"	May 26
Memorial Day—no classes held	May 29
Deadline to apply for December graduation	May 30
Deadline for making up Incomplete grades from previous term	June 23
Quarter ends	June 23
Final grades due, 5p.m.	June 26

Introduction

The School of Accelerated Degree Programs was founded in 1975 under the name Lindenwood College for Individualized Education (LCIE). Our school has rich history focused on helping adult students attain their educational goals while managing jobs, families, and community service obligations. Our goal is, and always has been, enhancing the educational experience we provide for our students. To this end, we continually work to update our curriculum in all academic disciplines, improve our instructional methods, and enhance our student services.

This catalog contains descriptions of the undergraduate and graduate programs offered by the School of Accelerated Degree Programs. All statements in this publication concerning policies, program requirements, fees, and other matters are subject to change without notice. The statements in this catalog are for informational purposes only and should not be viewed as the basis of a contract between a student and the University.

Mission of the School of Accelerated Degree Programs

The mission of the School of Accelerated Degree Programs within Lindenwood University is in alignment with the mission of the University.

- Using the Socratic method of learning.
- Providing a sound core in the liberal arts.
- Providing a structured, but wide-ranging approach in majors in business administration, communications, creative writing, criminal justice, gerontology, health management, human resource management, and information technology.
- Preparing students to be competitive in an increasingly global marketplace.
- Developing students' analytical and communication skills, with emphasis on both written and oral communication.
- Using a cluster format to serve the adult learner.
- Providing mentoring for every student.
- Developing an appreciation of the importance of continuing growth and education with an emphasis on values-centered thinking.

Program Format

The School of Accelerated Degree Programs provides an accelerated program of study that enables students to make progress toward an undergraduate or graduate degree without relinquishing career, family and community obligations. Classes are held on a quarterly basis so students may take up to 36 credit hours per year. Many adults who might not pursue higher education in a traditional setting find that the School's educational philosophy and flexible program provide an ideal learning

environment in which to earn a degree or to pursue studies appropriate to personal learning goals. Since its inception, the evening format has maintained a deep commitment to meeting the intellectual and professional needs of adult learners with employment experience.

The School of Accelerated Degree Programs Policies

Individualized Study

The School is committed to the idea that people learn more effectively when their experience and goals converge. To this end, the University actively fosters the participation of students in the planning of their educational programs. Students are also expected to individualize their cluster group work through directed independent research. Upon enrolling in the School, each student is assigned a faculty advisor who helps the student plan and coordinate a program of study from entry through degree completion.

In addition to assisting students in the design of their programs of study, the faculty advisor acts as a mentor, provides a source of continuity to students' ongoing academic experience, and evaluates the overall quality of their work. In regularly scheduled conferences, the faculty advisor monitors student progress by reviewing course work and by providing feedback on projects.

Full-Time Accelerated Pace

The School of Accelerated Degree Programs' academic year consists of four, 12-week terms with 13 cluster meetings per term. Students enroll in one cluster per term, earning nine credit hours in most degree programs. New students may be admitted at the beginning of each term, and they may pursue a full-time academic program by attending all four terms during the year.

In this manner, students make rapid progress toward degree completion while still fulfilling professional and personal responsibilities. Students are not permitted to take more than one cluster per quarter. The accelerated format employing clusters is based on the assumption that highly motivated students are entirely focused on the content of their clusters during the quarter.

The one cluster limit maximizes the likelihood of a quality effort resulting in a quality learning experience. Limiting a student's course load is intended to protect the academic integrity of the program and its degree offerings. Students are permitted to take one three-credit-hour course in the same quarter in which they are enrolled in a cluster. Normally, a maximum of 12 credit hours per quarter is allowed. In rare situations, a student is permitted to take additional coursework in the day semester program. In this instance, a student is permitted to take a combined (day semester and evening quarter) total of twenty four hours. Students wishing to take hours in excess of 12 semester hours are required to complete a "Petition for Policy Exemption."

Cluster Attendance Policy

The School of Accelerated Degree Programs is an accelerated program designed for motivated learners who

take responsibility for their education. It is assumed that a student will not miss any classes. However, recognizing that students are working adults, one absence can be compensated for (at the instructor's discretion) through additional assigned work. Two absences will result in a grade drop in one, two, or all three of the cluster courses, depending on the class format and the instructor's judgment. Three absences are unacceptable as that represents one-fourth of the class periods. A student who has missed or will miss three cluster meetings will receive failing grades in the cluster. The first class (Saturday for new undergraduate students and the first week of classes for all other students) and the thirteenth class (arranged by the instructor) are both considered part of the scheduled coursework and attendance will be counted accordingly.

In addition, the attendance policy is structured so that it incorporates tardiness and early departure from class as part of overall attendance reporting. Students are expected to arrive for the beginning of class periods and remain until the instructor terminates the class meeting. Instructors will monitor and record the names of students who arrive late for class meetings or who leave class early. Tardy or early departure absences are cumulative and counted according to the School's absence reporting policy. Students who accumulate four hours of tardy or early departure penalties will be assessed one evening's absence. This policy shall be strictly enforced and in no cases shall exceptions be allowed.

Cluster Textbook Policy

All students must have their textbooks by the first cluster meeting. Students also have the responsibility of making sure they purchase the correct textbooks for each cluster or class. This is especially true when students choose to purchase textbooks from sources other than Barnes and Noble, Lindenwood's affiliated bookstore. It is the responsibility of the student to purchase or rent the correct textbooks for the cluster in which he or she is enrolled. Lindenwood University will not accept responsibility for any textbooks that were not purchased from Barnes and Noble.

Textbook Ordering

Textbooks for all clusters and courses are available through Barnes and Noble, Lindenwood's affiliated bookstore. To order texts, students should go to the Lindenwood University website and access Barnes and Noble through a direct link to the company's Lindenwood University account. Students will need to know the number of each course within the cluster and be prepared to use a credit card to order books. Students are strongly encouraged to order books at least two weeks before the beginning of the quarter and have them shipped directly to their home addresses if they do not live in close proximity to the St. Charles campus.

The Capstone Course

The capstone course is required for students majoring in business administration, communications, criminal justice, health management, human resource management, gerontology, and information technology. Students who

take the capstone course must have completed all of their required core clusters in their areas of emphasis or enroll in the capstone course concurrently with the final core cluster. The course will emphasize the theories and concepts of the major from an academic viewpoint as well as their practical applications in the professional setting. The course requires a mastery of the concepts within the major and integrates academic studies with issues faced by practicing professionals in their area of employment. Consequently, students should expect midterm and final examinations, case analyses, and at least one major research paper during the term of enrollment. Undergraduate students are required to earn a grade of "C" or above to pass this course. Graduate students are required to earn a grade of "B" or above to pass this course.

The Cluster

Central to the theory and practice of adult education is the ideal of the synthesis of knowledge. The School of Accelerated Degree Programs seeks to achieve this goal through the construction of the cluster. Clusters are comprised of a faculty member and approximately 12 to 14 students who meet for four hours weekly during an evening or weekend. Each student is enrolled in three related subject areas, called cluster groups that are, in many cases, integrated into one seminar. Students pursuing a bachelor of science degree must enroll in a one hour lab in conjunction with the science cluster. The cluster provides students with an opportunity to explore basic subject areas beyond the confines of a single discipline.

These cluster group meetings provide a collegial environment in which students present their work and share their learning. A major objective of this format is the development of knowledge synthesis, so quarter students can expect their learning to be measured in a variety of ways: written and oral presentation, class discussion, research papers, group projects, and traditional testing. However, as is true of most higher-education programs, in the School of Accelerated Degree Programs it is up to each professor to determine how students are to be assessed and graded; therefore, tests and quizzes may be used to supplement papers and presentations as assessments of student mastery.

The cluster follows the quarter schedule and meets one evening a week for four hours, integrating related courses of study. Three semester hours of credit are awarded for successful completion of each course in the cluster for a total of nine semester hours per cluster. Students pursuing a bachelor of science degree must enroll in a one hour lab in conjunction with the science cluster for a total of ten semester hours. The cluster begins with a first assignment, which is available on PC Common. This assignment is due on the first day (evening) of class. Subsequent homework assignments are delineated in the syllabus, and, due to the accelerated nature of the quarter program, it is expected that a student will spend, at a minimum, twenty hours per week working on these out-of-class homework assignments. This time commitment may vary,

however, depending upon the student's level of expertise in a given cluster. A student in a management cluster, for example, who has worked several years in a middle management position, and who has completed a variety of corporate sponsored management courses, may, in fact, spend less time working on assignments for this cluster.

Due to the accelerated nature of the cluster (program), the rewriting of papers or the assigning of extra credit homework to improve a grade, or grades, is not permitted.

Repeating a Course or Cluster

An undergraduate student who has received a D or an F in any part(s) of a cluster may repeat the entire cluster, except for the Communications Cluster, in which grades of C or better in all classes are required. The second set of grades will replace all three parts of the first set of grades. The new grades will be the only grades used in the calculations of the grade point average.

If a graduate student fails and retakes a course, the second grade does not replace the first grade; the two grades are averaged. For instance, if a student earns an F for a class and retakes the class, earning an A, the two grades would be the equivalent of two Cs and would affect the overall grade-point average as two Cs.

Cluster Cancellation Policy

Decisions regarding cluster cancellation due to weather conditions come from the Campus Provost who notifies students and faculty via Rave alerts, television and radio announcements, Lionmail, and website notices. The decision is made after reviewing weather reports and traffic conditions and after consultation with location directors via the Campus School Dean of Accelerated Degree Programs. Only the Campus Provost has the authority to cancel clusters due to weather conditions. The only exception to this policy is an emergency, and, in this case, the Campus School Dean of Accelerated Degree Programs must be notified when a cluster is cancelled. In addition, all cancelled clusters must be rescheduled and made up sometime during the term.

Student Enrollment Process

Once students enroll in the School of Accelerated Degree Programs through the admissions department, a faculty advisor is assigned. Students are required to meet in person with their advisor for enrollment in their second cluster in the program, as well as for enrollment in their final cluster in the program, which serves as their exit interview. Undergraduate students are also required to meet with their advisor in person to take the math placement test. All students are also required to meet with their advisor in person to complete their Application for Degree. During the remainder of their time in the program, students have the option to either (1) meet in person with their advisor for enrollment, or (2) contact their advisor by email or by telephone for enrollment. This contact must occur each quarter during the student's appropriate registration week according to academic rank. During this advisor contact time, the advisor discusses degree and enrollment options, and opens the student's portal for online registration. Students will then register

themselves for classes through their student portal. Once the initial enrollment is completed, the faculty advisor closes the student portal. If a student decides after the initial enrollment to make a schedule change or withdraw from classes, the student must contact the advisor again, who will open the student's portal for the enrollment change. It is the responsibility of the student to schedule this contact time with the advisor and to complete the enrollment process each quarter.

Failure to Complete Cluster Assignments

A grade of "I" (incomplete) is given at the end of a term only for failure to complete course work due to exceptional circumstances beyond the student's control, such as an extended illness, hospitalization, or death of a close relative requiring absence from campus for more than a few days. When assigning an incomplete grade, the professor should consider whether the student is capable of successfully completing the course. Incompletes should be offered only toward the end of the term for students who are, at the time, successfully completing the coursework.

An "I" grade must be resolved prior to the end of the next term, semester, quarter, or 5-term program; otherwise, it automatically becomes an "F." Any request to extend the time needed to complete an "I" must be submitted to the registrar no later than two weeks before the date the grade is due. Requests will then be sent to the dean of the School of Accelerated Degree Programs and vice president for academic affairs to be considered for approval.

Special Topics Courses/Numbers

Special topics courses/numbers, listed in the catalog, are designated for use as substitute classes for those who have taken, through transfer credit, one part of a nine-hour cluster. A special topics course may be taken only in conjunction with a cluster and is not used as a separate course or tutorial. Special topics numbered courses may not be used to extend the cluster for three extra hours beyond the nine-hour cluster; the student may not take a 12-hour cluster. In cases in which the student needs one more hour to graduate, the faculty advisor may allow the special topics course number to be used for one additional semester hour of credit (e.g. 10-semester-hour cluster).

Student Code of Conduct

The School of Accelerated Degree Programs is a program designed for the working adult. As such, it is assumed that classroom and campus behavior will reflect the professional demeanor that adults demonstrate in a work environment. The following guidelines are designed to remind students of appropriate behaviors expected in the classroom.

1. Students are expected to give proper respect to faculty, staff members, and fellow students. Exchange of ideas is an integral component of learning, and participants must feel free to share ideas within the classroom setting.

2. Appropriate language is expected. Language chosen to belittle another person or group or that could be considered hate speech will not be tolerated.
3. In order to not misuse class time and to respect the privacy of class participants, individual grades will only be discussed before class, during breaks, or after class, at the discretion of the professor.
4. All students are to be in the cluster on time and to stay for the entire cluster period.
5. Cell phones and pagers should be set to silent mode during class except for emergency services personnel on call. Text messaging distracts from classroom activity and will not be tolerated.
6. Smoking is prohibited in all campus buildings and is restricted to specific smoking areas outside of the buildings.
7. With the exception of computer lab courses, food in the classroom is allowed only with permission of the instructor. Students are expected to dispose of any trash that they generate during class.
8. A hostile environment is not conducive to learning, and students who violate this code of conduct will be referred to the Associate Dean of Academics and/or the Provost and may be removed from the cluster and possibly from the University.

Introduction to the School of Accelerated Degree Programs: Undergraduate

The School of Accelerated Degree Programs is an accelerated program in which students combine extensive self-directed study with a once-per-week class meeting earning nine semester hours of university credit in twelve weeks. Because of the accelerated format, students can expect a minimum of twenty hours of out-of-class work per week. The program often merges academic goals with practical knowledge applicable to the student's workplace.

The goal of the adult-centered program is to establish the habit of life-long learning beyond degree completion. Upon entry, each student is assigned an academic advisor to guide the student to graduation. The student-advisor link remains critical throughout a student's career. Accreditation policies require that students contact their faculty advisors on a quarterly basis.

Requisite Study in the Major

Requirements vary, but at least 54 semester hours in the major area are necessary for most degree programs, 50 percent of which (three clusters) must be taken at Lindenwood University. Some majors require prescribed areas of study to be covered. In other majors, requirements are more flexible and the program of study is developed by the student in consultation with the faculty advisor.

Graduation Requirements

In addition to completing the work necessary to qualify for a baccalaureate degree, the student must meet the School of Accelerated Degree Programs graduation requirements within the scope of the specific degree program designed with the help of their academic advisor. The following are the overall requirements for graduation from the School of Accelerated Degree Programs with a baccalaureate degree:

1. Successful completion of at least 120 semester hours.
2. Successful completion of the general education requirements.
3. Demonstration of a satisfactory knowledge of English in oral and written forms, as evaluated by the faculty advisor and instructor each term.
4. Completion and approval of the capstone course.
5. Completion of the last 24 semester hours of study within the Lindenwood University system.
6. Forty two (42) semester hours must be upper division courses, numbered 30000 or above.
7. Completion of at least 50 percent of the courses required for a major within the Lindenwood University system.
8. A minimum cumulative grade point average of 2.0 in all courses taken within the Lindenwood University system, as well as in the student's major.

Introduction to the School of Accelerated Degree Programs: Graduate

The School of Accelerated Degree Programs is specifically designed for the student with significant employment experience. Graduate students are challenged to expand their knowledge with exercises, techniques, and instruments to update and reinforce learning and enhance understanding of difficult concepts. In addition, students continue to develop their analytical and conceptual skills by enlarging their perspectives and identifying a balance between theory and practice with regard to their particular areas of study. At the completion of the program, students will be prepared to contribute to their organization's goals by effectively administering and developing its resources.

Throughout their course of study, students will have the opportunity to develop their communication skills, demonstrate workplace responsibility, use interpersonal skills, practice working within a team, and develop an appreciation of the importance of continuing growth and education with an emphasis on values-centered thinking. Students are encouraged to engage in speculative thinking and to develop original work and/or research in their major areas of interest. This work should be analytical rather than descriptive, demonstrating a distinct, defensible, methodological and theoretical perspective.

Degree Requirements

To receive the master's degree from the School of Accelerated Degree Programs, students have two educational alternatives depending on the major.

1. Complete a 45-hour degree program that includes four 9-semester hour clusters, three semester hours of research methods, and a six semester-hour directed thesis/ culminating project, or
2. Complete a 48-hour degree program that typically includes five, nine credit hour clusters and a three credit hour capstone course.
3. In addition, all students must meet the following requirements:
 - a. Have a cumulative grade point average of at least 3.0 overall and in the courses required for the degree.
 - b. Complete the objectives set forth in the program overview.
 - c. Demonstrate graduate level writing and speaking as evaluated by the faculty advisor and instructor each term.
 - d. Complete all practicum, apprenticeship, and residency requirements connected with the degree program, as specified by the program overview.

Graduation Requirements

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 - b. Complete the objectives set forth in the program overview.
 - c. Demonstrate graduate level writing and speaking as evaluated by the faculty advisor and instructor each term.
 - d. Complete all practicum, apprenticeship, and residency requirements connected with the degree program, as specified by the program overview.

Quarter Undergraduate Program Descriptions

Undergraduate Degrees

The quarter program at LU-Belleville awards 7 undergraduate degrees.

Bachelor of Arts

- Communications
- Communications, Mass Communications Emphasis
- Communications, Corporate Communications Emphasis

Bachelor of Science

- Business Administration
- Criminal Justice
- Health Management
- Human Resource Management
- Information Technology

GENERAL EDUCATION REQUIREMENTS

Lindenwood University offers both bachelor of arts and bachelor of science degrees, depending on the major selected. The BA and the BS differ in three areas of the general education requirements: natural science, mathematics, and cross cultural. The notes following the descriptions of these clusters explain that difference. All other general education requirements and clusters remain the same for both the BA and the BS degrees. Clusters, transfer credits, or CLEP (College Level Examination Program) credit may be used to fulfill general education requirements. The following clusters will satisfy these requirements.

Note: A placement test is required to enroll in the Communications cluster. Students who do not pass the placement test must enroll in ICM 05000 Foundations of Effective Writing (3).

Clusters

I. Communications Cluster (9)

In order to advance beyond the Communications Cluster, a student must meet the criteria set by the communications faculty by earning a "C" or above in Communications I, Communications II, and a passing grade in Introduction to Literature. Students who do not meet these standards must repeat the cluster. Grades earned when repeating the cluster will replace previously earned grades.

ICM 10100	Communications I
ICM 10200	Communications II
ICM 20000	Introduction to Literature

Note: The Communications cluster is required of all undergraduate quarter students and may not be met through transfer or experiential learning credits.

II. Cross Cultural Cluster (9)

The Cross Cultural Cluster is required for all bachelor of arts degrees. The bachelor of science degrees require an approved course in world history but do not require the focus courses. IHS 10100 is part of the Cross Cultural Cluster and cannot be taken alone as a three credit hour course. Students pursuing the bachelor of science degree may take the entire Cross Cultural Cluster if they also need elective credits.

IHS 10100 20th Century World History
 Plus 6 hours of Focus Courses selected from the following pairs:

Pair 1

ICL 32000 Chinese Art and Culture
 ICL 32100 Issues in Modern China

Pair 2

ICL 33000 Japanese Art and Culture
 ICL 33100 Issues in Modern Japan

Pair 3

ICL 31200 History of Russia II
 ICL 33700 Russian Authors

Pair 4

ICL 21000 Native American Indians
 ICL 25000 Myth and Civilization

Pair 5

ICL 36100 Art and Culture of Latin America
 ICL 36200 Issues in Modern Latin America

Pair 6

IPS 30000 Comparative Analysis
 IRL 15000 World Religions

Note: In special circumstances and with the permission of faculty advisor, ICL 29400 Special Topics in Cross Cultural (1 - 3) may substitute for one of the above courses.

III. Humanities Cluster (9)

IPH 10000 Survey of Philosophy
 IEN 20100 World Literature I
 IRT 21000 Concepts of Visual Arts

Note: In special circumstances and with the permission of faculty advisor, IEN 29300 Special Topics in Humanities (1- 3) may substitute for one of the above courses.

IV. Math Cluster

IMH 13200 Quantitative Management Applications
 IMH 14200 Basic Statistics
 IMH 22000 Research Design and Methodology

Notes: (1) Requires either passing the Math Placement exam with a score of 80% or better, or completion of IMH 05100 with a grade of "C" or better.

(2) The general education mathematics requirement for the BA is for one course at the level of MTH 12100 or higher. The requirements for the BS degree is for two courses at the level of MTH 12100 or higher. A student with approved transfer credit

needs a minimum of six semester hours of credit from those classes.

(3) Some majors have special requirements as noted in the description of those majors. All business administration, human resource management, and health management majors must take statistics, even if they have transferred in more than one course at the college algebra level (MTH 12100) or above. The Math/Statistics Cluster satisfies the general education requirements for all majors.

V. Natural Science Cluster (9)

INS 10500 Chemistry in Society
 IBS 11400 Principles in Environmental Biology
 IBS 21400 Ethical Problems in Science

Natural Science Lab

IBS 11500 Environmental Biology Laboratory

Notes: (1) The Natural Science Lab must be taken concurrently with the Natural Science Cluster. It is taught on a different night of the week than the cluster Prerequisite: IMH 13200; IMH 14200; IMH 22000 or IMH 11000; IMH 14000; IMH 21000.

(2) The natural science requirement for the bachelor of arts degree is for two courses, one of which has an accompanying lab. The courses must come from two distinct sciences: earth, physical, or biological. The Natural Science Cluster without the lab also satisfies the BA requirement.

(3) The natural science requirement for the bachelor of science degree is for three courses, one of which has an accompanying lab. The courses must come from two distinct sciences: earth, physical, or biological. The Natural Science Cluster taken concurrently with INS 11500 satisfies the BS requirement.

VI. Social Sciences Cluster (9)

IPY 10000 Principles of Psychology
 ISC 10200 Basic Concepts of Sociology
 IPS 15500 American Government: The Nation

Note: In special circumstances and with the permission of faculty advisor, ISS 29300 Special Topics in Social Sciences (1 - 3) may substitute for one of the above courses.

BUSINESS ADMINISTRATION, BS

The Bachelor of Science in Business Administration prepares students to become managers of business and nonprofit organizations and enhances their knowledge of business topics if already employed in a management capacity. The intent of the program is to expand business skills and to provide students with a strong liberal arts and professional business background. All undergraduate degree programs contain core requirements in the liberal arts. This is particularly important to the manager because it provides the opportunity to develop cultural, human, and theoretical understandings essential for successful business interactions and effective community leadership.

Throughout their studies, students gain practice in management techniques as they learn to write concise papers, make small group presentations, practice effective time management, and communicate with fellow student professionals. The business administration major requires 57 semester hours in the area of business administration as listed in the core curriculum. The business

administration major also requires either the completion of the mathematics cluster or appropriate transfer credit for the general education mathematics requirement. Transfer credit must include statistics. Either college algebra or an approved quantitative methods for business course will complete the general education mathematics requirement.

Core Curriculum

Clusters are listed in the recommended sequence.

Accounting/Finance Cluster

IBA 21010	Principles of Financial Accounting
IBA 21011	Principles of Managerial Accounting
IBA 32000	Principles of Finance

Prerequisites: IMH 13200, IMH 14200, IMH 22000

Note: In special circumstances and with the permission of faculty advisor, IBA 41090 Special Topics in Accounting (1-3) and/or IBA 42090 Special Topics in Finance (1-3) may substitute for one of the above courses.

Economics Cluster

IBA 23011	Principles of Microeconomics
IBA 23012	Principles of Macroeconomics
IBA 48040	International Economics

Prerequisites: IMH 13200, IMH 14200, IMH 22000

Note: In special circumstances and with the permission of faculty advisor, IBA 43090 Special Topics in Economics (1-3) may substitute for one of the above courses.

Management Information Systems Cluster

IBA 24000	Introduction to Information Systems
IBA 36043	Introduction to Operations Management
IBA 36500	Microcomputer Applications in Business

Prerequisites: IMH 13200, IMH 14200, IMH 22000

Management Cluster

IBA 36032	Principles of Management
IBA 36510	Human Resource Management
IBA 46050	Managerial Ethics

Note: In special circumstances and with the permission of faculty advisor, IBA 46090 Special Topics in Management (1-3) may substitute for one of the above courses.

Marketing Cluster

IBA 35010	Principles of Marketing
IBA 45080	Marketing Management
IBA 48010	International Marketing

Note: In special circumstances and with the permission of faculty advisor, IBA 45090 Special Topics in Marketing (1-3) may substitute for one of the above courses.

Consumer Finance/Business Law Cluster

IBA 32020	Investments
IBA 32030	Consumer Finance
IBA 36061	Business Law

Prerequisites: IMH 13200, IMH 14200, IMH 22000

Note: In special circumstances and with the permission of faculty advisor, IBA 47900 Special Topics in Investments (1-3) and/or IBA 46900 Cases in Business Law (1-3) may substitute for one of the above courses.

Capstone

In addition, the student must complete:

IBA 48900	Business Administration Capstone
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Students may choose to complete the optional Business Administration Internship for elective credit:

IBA 45000	Business Administration Internship
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COMMUNICATIONS, BA

The Bachelor of Arts in Communications provides students with broad-based knowledge and pragmatic skills. Classes are taught by experienced communications professionals and include a wide range of offerings in both the corporate and mass communication fields. All majors must have at least 45 credit hours of course work in the major plus a three-credit Capstone course.

All majors are required to take Foundation Studies in Communications (ICM 40000, ICM 40500, ICM 40600). This cluster introduces students to the areas of study within the communication discipline, ranging from interpersonal, organizational, public relations, intercultural to mass media. The Foundations cluster is recommended as the first cluster in the major.

In their final term of study, communications majors are required to take the Capstone course (ICM 48900). ICM 48900 Communication Capstone is offered as a traditional classroom course. The capstone project is developed, presented, and assessed within the course.

A communications major may apply for a degree in communications with an emphasis in mass communication or corporate communications if he or she has at least 27 semester hours of coursework in the declared emphasis. Pursuing an emphasis is an option, not a requirement.

Corporate Communications Emphasis

Foundation Studies in Communication Cluster

ICM 40000	Historical Development and Trends in Communication
ICM 40500	Media and Society (Ethics and the Media)
ICM 40600	Theories of Communication

Promotional Mix Cluster

ICM 35000	Principles of Advertising
ICM 38900	Public Relations and Promotions
ICM 39000	Promotion Management

Public Relations Cluster

- ICM 44100 Group Communications
- ICM 44200 PR Ethics
- ICM 44300 PR Research and Planning

Elective Category A

(Select one of the following clusters)

Desktop Publishing Cluster

- ICM 30900 Desktop Publishing in the Workplace
- ICM 44500 Information Systems Projects
- ICM 46300 Computer Based Graphics

Organizational Communication Cluster

- ICM 46000 Organizational Communication Theory
- ICM 46100 Communications Process Analysis
- ICM 46200 Practical Applications of Communication Processes

Elective Category B

(Select one of the following clusters)

Managerial Issues Cluster

- IHR 33400 Gender Issues in Management
- IHR 33600 Implementing and Managing Diversity
- IHR 36000 Adult Learning Processes

Staff Development/Information Systems Cluster

- IHR 36081 Career/Staff Development
- IHR 36300 Human Resource Information Systems
- IHR 36530 Employee Training and Development

Marketing Cluster

- IBA 35010 Principles of Marketing
- IBA 45080 Marketing Management
- IBA 48010 International Marketing

Capstone

All communications majors must complete:

- ICM 48900 Communications Capstone

Note: In special circumstances and with the permission of the Program Director, ICM 49500-49599 (1-3) may substitute in one of the above clusters.

Mass Communications Emphasis

Foundation Studies in Communication Cluster

- ICM 40000 Historical Development and Trends in Communication
- ICM 40500 Media and Society (Ethics and the Media)
- ICM 40600 Theories of Communication

Desktop Publishing Cluster

- ICM 30900 Desktop Publishing in the Workplace
- ICM 44500 Information Systems Projects
- ICM 46300 Computer Based Graphics

Television Production Cluster

- ICM 25600 Production for Television
- ICM 35800 Writing for Television
- ICM 35900 Production Management

Elective Category A

(Select one of the following clusters)

Documentary Expression Cluster

- ICM 37200 Documentary Film and Video
- ICM 37300 Photojournalism
- ICM 37500 Documentary Journalism

Visual Communications Cluster

- ICM 43100 Design-Visual Communication
- ICM 43200 Color Theory and Applications
- ICM 43300 20th Century Art Applications

Elective Category B

(Select one of the following clusters)

Advanced Television Production Cluster

- ICM 47400 Advanced Television Production
- ICM 47600 Advanced Television Directing
- ICM 47700 Advanced Television Editing

Creative Non-Fiction Cluster

- ICM 45500 Literary Feature Writing
- ICM 45600 Memoir and the Personal Essay
- ICM 45700 Studies in Creative Non-Fiction

Or another cluster from Elective Category A or B

Capstone

All communication majors must complete:

- ICM 48900 Communications Capstone

CRIMINAL JUSTICE, BS

The Bachelors of Science in Criminal Justice provide students with interdisciplinary views of the criminal justice system. Students in this major will be required to complete 48-semester hours of credit beyond the general education requirements. The curriculum explores theories related to the causation of crime and criminal behavior as well as the meaning and application of legal principles directly impacting law enforcement, court systems, and the correctional environments. This program nurtures a realistic understanding of the study of crime and its impact on society. Students in this program will be introduced to instructors whose professional experience enhances understanding of the criminal justice field. The combination of theoretical and practical knowledge will help better prepare students for criminal justice careers as well as advanced academic study.

Curriculum

Criminology Cluster

- ICJ 10100 Criminology
- ICJ 21000 Criminal Justice Systems
- ICJ 34500 Survey of International Criminal Justice Systems

Criminal Procedure Cluster

ICJ 30100	Criminal Procedure
ICJ 31000	Criminal Law
ICJ 33100	Criminal Investigation

Prerequisite: ICJ 10100, ICJ 21000, ICJ 34500

The Juvenile System Cluster

ICJ 31100	The Juvenile Justice System
ICJ 31200	Juvenile Law
ICJ 31300	Delinquency in Society

Prerequisite: ICJ 10100, ICJ 21000, ICJ 34500

Criminal Justice Communications Cluster

ICJ 34100	Criminal Justice Communications
ICJ 34200	The Media and Criminal Justice
ICJ 34300	Criminal Justice Alternatives

Prerequisite: ICJ 10100, ICJ 21000, ICJ 34500

Law Enforcement and Corrections Cluster

ICJ 30000	Policing in America
ICJ 30500	Corrections
ICJ 31500	Victimology

Prerequisite: ICJ 10100, ICJ 21000, ICJ 34500

Elective cluster in Criminal Justice

ICJ 35100	Investigating Cybercrime
ICJ 35200	Digital Evidence
ICJ 35300	Case Studies in Cybercrime

Prerequisite: ICJ 10100, ICJ 21000, ICJ 34500

Note: In special circumstances and with the permission of faculty advisor, ICJ 49200-49699 (1-3) may substitute in one of the above clusters.

Capstone

Students must also complete:

ICJ 48900	Criminal Justice Capstone
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CRIMINAL JUSTICE WITH HOMELAND SECURITY EMPHASIS, BS

The Bachelor of Science in Criminal Justice requires 120 semester hours including 45 semester hours in the major itself. The emphasis area in Homeland Security will afford undergraduate criminal justice students the opportunity to enhance their professional development in the criminal justice or security field. The goal of this emphasis area is to allow working professionals the opportunity to add a focus in homeland security to their career or academic plans.

Completion of the capstone course is a requirement for the program, and the capstone may be taken only after all core course requirements have been met or concurrently with the final cluster. The capstone course will emphasize the theories and concepts of the major from an academic viewpoint as well as their practical applications in the professional setting. The course requires a mastery of the concepts within the major and integrates academic studies with issues faced by practicing professionals in their area

of employment. Consequently, students should expect midterm and final examinations, case analyses, and at least one major research paper during the term of enrollment. A grade of "C" or above is necessary to pass the capstone course.

Core Curriculum**Criminology Cluster**

ICJ 10100	Criminology
ICJ 21000	Criminal Justice Systems
ICJ 34500	Survey of International Criminal Justice Systems

Criminal Procedure Cluster

ICJ 30100	Criminal Procedure
ICJ 31000	Criminal Law
ICJ 33100	Criminal Investigation

Historical Perspectives on Homeland Security Cluster

HMS 20000	Introduction to Homeland Security
HMS 21000	History of Homeland Security
HMS 32000	Domestic and International Terrorism

Applications of Homeland Security Cluster

HMS 35000	Security Management and Physical Security
HMS 35100	Disaster and Emergency Preparedness and Effective Communication
HMS 35200	Information Security and Cyber Security

Advanced Homeland Security Cluster

HMS 37000	Advanced Cyber Security
HMS 37100	Constitutional Law and Homeland Security
HMS 37200	Communication and Ethical Issues in Homeland Security

Note: In special circumstances and with the permission of faculty advisor, ICJ 49200-49699 (1-3) may substitute in one of the above clusters.

Capstone

Students must also complete the capstone course:

ICJ 48900	Criminal Justice Capstone
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HEALTH MANAGEMENT, BS

The Bachelor of Science in Health Management prepares students for management positions in a variety of healthcare environments, including but not limited to, hospitals, ambulatory care, long-term care, health promotion/wellness, or community care organizations. The program is based upon curriculum content recommended by the Accrediting Commission on Education for Health Services Administration. The intent of the program is to expand upon existing skills and to give the student a strong liberal arts and professional health and business background. Students majoring in health management will complete the general education requirements, 54-semester hours of core requirements (listed below), and a capstone course. The health

management major also requires either the completion of the mathematics cluster or appropriate transfer credit for the general education mathematics requirement. Transfer credit must include statistics. Either college algebra or an approved quantitative methods for business course will complete the general education mathematics requirement. A total of 120 credit hours are required to graduate.

Core Curriculum

Accounting/Finance Cluster

IBA 21010	Principles of Financial Accounting
IBA 21011	Principles of Managerial Accounting
IBA 32000	Principles of Finance

Prerequisites: IMH 13200, IMH 14200, IMH 22000

Management Information Systems Cluster

IBA 24000	Introduction to Information Systems
IBA 33400	Introduction to Operations Management
IBA 36500	Microcomputer Applications in Business

Foundation of Management Cluster

IHM 30100	Ethical Issues in Healthcare Management
IHM 30200	Healthcare Management
IHM 35100	Healthcare Marketing

Health Law Cluster

IHM 33300	Legal Issues in Healthcare
IHM 33400	Government Organization and the Healthcare Industry
IHM 33500	Cases in Healthcare Administration

Health Policy Cluster

IHM 46000	Healthcare Delivery in the USA
IHM 46100	Healthcare Policy and Research
IHM 46200	Global Healthcare Reform

Healthcare Finance Cluster

IHM 47600	Essentials of Healthcare Finance
IHM 47700	Healthcare Finance
IHM 47800	Economics of Health and Medical Care

Prerequisites: IMH 13200, IMH 14200, IMH 22000

Elective course in Health Management:

IHM 40100	Introduction to Public Health
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Capstone

Students must also complete:

IHM 48900	Health Management Capstone
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HUMAN RESOURCE MANAGEMENT, BS

The Bachelor of Science in Human Resource Management (HRM) focuses on organizational design, structure, theory and the behavior and performance of people within organizations. Planning, implementation and evaluation skills are stressed with an emphasis on the alignment of HRM practices with the strategic and tactical goals of the business. Classes focus on contemporary topics that include employee training and organizational

development, staffing, compensation and benefits management, performance management and the most current and applicable state and federal laws. Students earning a degree in HRM will complete the university general education requirements, the 54-semester hour core curriculum and the undergraduate HRM capstone course. The HRM major also requires either completion of the mathematics/ statistics cluster or appropriate transfer credits. Transfer credit must include statistics. Either college algebra or an approved quantitative methods for business course will complete the general education mathematics requirement.

Core Curriculum

Accounting/Finance Cluster

IBA 21010	Principles of Financial Accounting
IBA 21011	Principles of Managerial Accounting
IBA 32000	Principles of Finance

Prerequisites: IMH 13200, IMH 14200, IMH 22000

Economics/Marketing Cluster

IHR 23021	Survey of Economics
IHR 35010	Principles of Marketing
IHR 38000	Global Business and Society

Management Cluster

IBA 36032	Principles of Management
IBA 36510	Human Resource Management
IBA 46050	Managerial Ethics

Supervision Cluster

IHR 35700	Employee Supervision
IHR 35800	Legal Issues for Human Resource Management
IHR 35900	Performance Management/ Performance Appraisal Systems

Staff Development/Information Systems Cluster

IHR 36081	Career/Staff Development
IHR 36300	Human Resource Information Systems
IHR 36530	Employee Training and Development

Group Dynamics Cluster

IHR 37000	Group Dynamics
IHR 37100	Conflict Resolution
IHR 41000	Labor Economics and Industrial Relations

Note: In special circumstances and with the permission of faculty advisor, IHR 49200 (1-3) may substitute in one of the above clusters.

Capstone

Students must also complete:

IHR 48900	Human Resources Capstone
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Elective Cluster in HRM

IHR 33400	Gender Issues in Management
IHR 33600	Implementing and Managing Diversity
IHR 36000	Adult Learning Processes

Elective Course in HRM

IHR 35700 Employee Supervision

INFORMATION TECHNOLOGY, BS*57 or 60 credit hours*

The Bachelor of Science in Information Technology provides a wide range of courses for students interested in the information age. Classes are taught by experienced professionals in the various areas. The general education requirements of the university must be met by each student. The Bachelor of Science in Information Technology requires 57 or 60 semester hours of credit in the major beyond the general education requirements. The student will work with a faculty advisor to determine an appropriate sequence of courses from the following lists of nine credit hour clusters and individual three semester hour courses.

Core Curriculum*12 or 9 credit hours*

Students complete either the Project Management Cluster and the Capstone course or the Project Management/Capstone Cluster.

Project Management Cluster and Capstone

IIT 33100	Project Cost and Schedule Estimating
IIT 43200	Project Management Process
IIT 43300	Cost and Scheduling Applications and
IIT 48900	Information Technology Capstone

Project Management Cluster is recommended as last cluster.

OR

Project Management/Capstone Cluster

IIT 48100	Introduction to the Project Management Body of Knowledge
IIT 48200	Introduction to the Business Analysis Body of Knowledge
IIT 48900	Information Technology Capstone

*Prerequisite: Last Cluster in IIT or ICS.***Elective Clusters**

Choose one of the options listed to reach 57 or 60 credit hours:

Option 1: 3x10 credit hour clusters and 2x9 credit hour clusters.

Option 2: 4x9 credit hour clusters and 4x3 credit hour courses.

Option 3: 5x9 credit hour clusters and 1x3 credit hour course.

Ten Credit Hour Clusters**Network Technician Cluster**

ICS 11100	Cisco I-Introduction to Networks
ICS 11200	Cisco II-Routing and Switching Essentials

*Offered at Missouri locations.***Network Administrator Cluster**

ICS 21100	Cisco III-Scaling Networks
ICS 21200	Cisco IV-Connecting Networks

*Offered at Missouri locations. Prerequisites: ICS 11100, ICS 11200.***Network Security and Design Cluster**

ICS 31100	Cisco V-Implementing Cisco Security
ICS 31200	Cisco VI-Network Infrastructure Design

*Offered at Missouri locations. Prerequisites: ICS 21100, ICS 21200.***Nine Credit Hour Clusters****Introduction to Programming Cluster**

IIT 21500	Programming Logic and Design
IIT 21600	Introduction to Game Programming
IIT 21700	Introduction to Business Programming

Network Operating System Cluster

ICS 41100	Microsoft Windows Server Installation & Configuration
ICS 41200	Linux Server Installation & Configuration
ICS 41300	Linux Network Installation & Configuration

*Offered at Missouri locations. Prerequisites: ICS 31100, ICS 31200.***Virtualization Fundamentals Cluster**

IIT 36600	Fundamentals of Data Center Virtualization
IIT 36700	Fundamentals of Cloud Computing
IIT 36800	Fundamentals of Desktop and Mobility Virtualization

*Offered at Missouri locations. Prerequisites: ICS 31100, ICS 31200.***Virtualization Administration Cluster**

IIT 42400	Data Center Virtualization Administration
IIT 42500	Cloud Computing Administration
IIT 42600	Desktop and Mobility Virtualization Administration

Offered at Missouri locations. Prerequisites: IIT 36600, IIT 36700, IIT 36800.

Digital Forensic Cluster

ICS 42100 Certified Ethical Hacker
 ICS 42200 AccessData Certified Examiner
 ICS 42300 Computer Hacking Forensics Investigator

IIT 34400 Introduction to Linux Programming
 IIT 49200-49699 Special Topics in Information Technology

Prerequisites: IIT 21500, IIT 21600, and IIT 21700.

Web Design Cluster

IIT 37700 Fundamentals of HTML
 IIT 37800 Applications in Web Development
 IIT 37900 Applications in Website Publishing

Prerequisite: IIT 21500, IIT 21600, IIT 21700

Advanced Web Design Cluster

IIT 47700 Fundamentals of User Interface Design
 IIT 47800 Applications in Object-Oriented Web Development
 IIT 47900 Applications in Multi-Tiered Web Programming

Prerequisites: IIT 37700, IIT 37800, IIT 37900, or equivalent experience.

Database Analysis and Design Cluster

IIT 35100 Database Analysis and Design Concepts
 IIT 45200 Database Application Implementation
 IIT 45300 Database Project Implementation

Cybercrime Cluster

ICJ 35100 Investigating Cybercrime
 ICJ 35200 Digital Evidence
 ICJ 35300 Case Studies in Cybercrime

Prerequisites: IIT 32100, IIT 32200, IIT 32300 or equivalent experience.

Cyber Security Cluster

IIT 33200 Fundamentals of Cyber Security
 IIT 33400 Ethical Issues in Cyber Security
 IIT 33300 Secure Social Interaction in a Digital World

Prerequisites: IIT 32100, IIT 32200, IIT 32300 or equivalent experience.

Networking Cluster

IIT 32100 Networking Essentials
 IIT 32200 Network Applications
 IIT 32300 Network Implementation-A Case Study and Simulation

Individual Elective Courses (3 credit hours each)

The following courses may be incorporated into the undergraduate information technology degree. They are taught as individual courses but are offered in the quarter term.

IIT 34020 Mobile Applications Programming
 IIT 34030 Java Programming
 IIT 34040 C++ Programming
 IIT 34050 C# Programming

QUARTER UNDERGRADUATE COURSE DESCRIPTIONS

Note: Following the Placement Courses and General Education Courses, course descriptions appear alphabetically by degree program.

Placement Courses

ICM 05000 - Foundations of Effective Writing (3)

This course contains two components. The first component introduces the student to basic writing concepts such as basic grammar, sentence structure, spelling, and punctuation. The second component introduces the basic guidelines of MLA and provides the student with practical applications of basic writing skills to increase the student's self-confidence in his or her writing abilities. Journal writing, reader response, drafting, peer response, and revision will be employed to focus on strengthening competence and confidence in writing ability. The student must earn a C or better in this course before enrolling in the communications cluster (ICM10100, ICM10200, and ICM20000). This course is not offered for credit and does not count toward the 120 semester hour degree requirement. Enrollment fee required.

IMH 05100 - Basic College Mathematics (3)

Topics covered in this course include order of operations, exponents, rounding and estimating, fractions, decimals, ratio and proportion, percent, measurement, graphs, signed numbers, scientific notation, variables, linear equations, and word problems. In order to advance to the Math Cluster (IMH 13200, IMH 14200, and IMH 22000), students must earn a "C" or above in ICM 05100. This course is not offered for college level credit and does not count toward the 120 semester hour degree requirement. Enrollment fee required.

General Education

Communications Cluster

ICM 10100 - Communications I (3)

This course is an intensive review of the English language and its use in college-level writing. Concepts include the mechanics of written discourse, sentence structure, paragraph development, and essay organizations. Students use models from English prose and poetry for discussion and composition topics. Testing fee required.

ICM 10200 - Communications II (3)

This course is a continuation of Communications I with special attention to skills involved in writing a major analytical research project, including how to gather and organize viable data. In addition, students learn how to communicate in small group settings. These concepts include problem-solving, leadership styles, and roles of a group member. Testing fee required.

ICM 20000 - Introduction to Literature (3)

This course is an introduction to the reading and analysis of literature; the quarter's work will involve extensive reading in one of the following genres: poetry, short fiction, novel, drama, or essay. Testing fee required.

Cross Cultural Cluster

Note: This cluster consists of IHS 10100 and any two courses in groups as follows: ICL 32000 and ICL 32100; ICL 33000 and ICL 33100; ICL 31200 and ICL 33700; ICL 31000 and ICL 25000; ICL 36100 and ICL 36200; IRL 15000 and IPS 30000. Prerequisite: The Communications Cluster.

IHS 10100 - 20th Century World History (3)

This course is a study of the growth and interactions of world cultures, including the interaction of the West with other civilizations. There will be an emphasis on the development of the current world situation.

Cross Cultural: Native American Indians

ICL 21000 - Native American Indians (3)

This course offers a survey of the origins, traditional cultures, and current conditions of Native North American Indian populations.

ICL 25000 - Myth and Civilization (3)

This course is an introduction to the myths that have been understood as origins of civilization and culture. Readings include tales of creation and myths concerning the origins of organized society. The readings provide information and understanding about the functioning of myth as it survives in the present.

Cross Cultural: Russia

ICL 31200 - History of Russia II (3)

This course consists of an historical and cultural study of the USSR and a survey of Russian history focusing upon the twentieth century. John Reed, Gorbachev, and standard text of Russian history will be read in this course. Cultural studies included.

ICL 33700 - Russian Authors (3)

This course consists of readings in Russian cultural life and Russian literature and is a survey of the literary traditions of Russia with comparisons and contrasts to the Soviet literature of the Twentieth century. Literary themes and their relationship to issues in Russian life will be of special interest.

Cross Cultural: China

ICL 32000 - Chinese Art and Culture (3)

This course is an exploration of Chinese cultural traditions, attitudes, and values through a study of Chinese art and related concepts and ideas.

ICL 32100 - Issues in Modern China (3)

This course is a survey of major trends of thought, culture, politics, philosophy, and religion in China during the modern period. Emphasis will be on how these trends have affected the historical development of China and its current policies.

Cross Cultural: Japan

ICL 33000 - Japanese Art and Culture (3)

This course is an exploration of Japanese cultural traditions, attitudes, and values through the study of Japanese art and related concepts and ideas.

ICL 33100 - Issues in Modern Japan (3)

This course is a study of significant current issues in Japan regarding business and government policies.

Cross Cultural: Latin America

ICL 36100 - Art and Culture of Latin America (3)

This course is an exploration of the rich multicultural heritage of the Spanish- and Portuguese speaking countries of Latin America through a study of their art, music, festivals, and related topics.

ICL 36200 - Issues in Modern Latin America (3)

This course is a survey of major trends in current thought, politics, economics, societal relations, and religion, as they pertain to problems now confronting the region.

Cross Cultural Global

IPS 30000 - Comparative Analysis (3)

This course focuses on providing students with different methods and approaches used in making political comparisons. Furthermore, students are shown how they can use these methods and approaches in the study of individual countries.

IRL 15000 - World Religions (3)

This course aims at familiarizing the student with the great religious traditions of the world. Specific attention is given to Hinduism, Buddhism, Daoism, Confucianism, Judaism, Christianity, and Islam.

Humanities Cluster

IPH 10000 - Survey of Philosophy (3)

This course is designed to introduce the student to the activity of philosophy by studying the ways in which a number of important philosophical schools have attempted to deal with such major concerns as proof of the existence of God, the challenges of science and materialism to free will, the basis for human knowledge, and the justification of moral beliefs.

IEN 20100 - World Literature I (3)

This course is a study of ideas that have shaped civilizations, with emphasis on the literature of various cultures and periods. Works will be read in English translation. Lectures and discussions interpret literature and consider religious and philosophical thought in terms of contrasting as well as universal themes and values.

IRT 21000 - Concepts of Visual Arts (3)

A course for non-art majors, this class presents a study of selected works in the visual arts by exploring the role of art in society with an emphasis on the creation and interpretation of works of art in media by examining style, aesthetics, social function, and the expression of cultural values. Students will explore the creative process via relevant art projects.

Math/Statistics Cluster

IMH 13200 - Quantitative Management Applications (3)

This course emphasizes problem solving skills in management and finance. Topics include simple and compound interest, annuities, discounts, installment buying, amortization, reading and interpreting financial reports, depreciation, taxes, insurance, and investments. Mathematical tools include solving linear equations, linear regression, and basic statistical models. The uses of tables, calculators, and Excel are stressed.

Notes: (1) Requires either passing the Math Placement exam with a score of 70% or better, or completion of IMH 05100 with a grade of "C" or better.

(2) A student who has transferred 3 semester hours in an approved math general education course may take a single 3 semester hour math general education course to satisfy the math requirement. Students with no general education math transfer credit must take the cluster.

(3) Some majors have special requirements as described in all those majors. All business administration, human resource administration, and health management majors must take statistics, even if they have transferred in more than one non-statistics course at the college algebra or above level. The Math/Statistics Cluster satisfies the mathematics general education requirement for all majors.

IMH 14200 - Basic Statistics (3)

This course is an introduction to the theory and applications of descriptive and inferential statistics including probability, random variables, expected values, probability distribution functions, and hypothesis testing.

IMH 22000 - Research Design and Methodology (3)

This is the first course in collecting, organizing, and drawing conclusions from data. Topics include sampling, first steps in statistical design of experiments, ethical problems, correlation, association and causation, and prediction.

Natural Science Cluster

IBS 11400 - Principles in Environmental Biology (3)

(GE-BioSci) This course is a study of the biological systems comprising the biosphere and those perturbations which would threaten homeostasis of the systems. This course must be taken concurrently with INS 10500.

IBS 21400 - Ethical Problems in Science (3)

(GE-BioSci) This course considers how advances in human technological capabilities pose problems for human societies. The course will focus primarily on threats to human and ecosystem health. Students will evaluate scientific data, the sometimes conflicting interpretations of those data, and their implications for public policy. This course must be taken concurrently with INS 10500 and IBS 11400.

INS 10500 - Chemistry in Society (3)

(GE-PhysSci) This course provides a basis for understanding problems of global proportion facing societies in the coming millennium. Fundamental chemical concepts will provide an understanding of the

role chemistry plays in the problems considered, and in their potential resolution of solution. Issues include environmental concerns, energy, hunger and food production, health, pollution, and population considerations.

IBS 11500 - Environmental Biology Laboratory (1)
(GE-BioSciLab) This course includes hands-on activities in both field and classroom settings that complement the topics covered in IBS 11400. This course is taught on a different night of the week than the cluster and requires a lab fee. It must be taken concurrently with IBS 11400. Prerequisite: The mathematics general education requirement must be satisfied as a prerequisite for taking the natural science cluster.

Notes: (1) The Natural Science Lab must be taken concurrently with the Natural Science Cluster. It is taught on a different night of the week than the cluster.

(2) The natural science requirement for the bachelor of arts degree is for two courses, one of which has an accompanying lab. The courses must come from two distinct sciences: earth, physical, or biological. The Natural Science Cluster without the lab also satisfies the BA requirement.

(3) The natural science requirement for the bachelor of science degree is for three courses, one of which has an accompanying lab. The courses must come from two distinct sciences: earth, physical, or biological. The Natural Science Cluster taken concurrently with IBS 11500 satisfies the BS requirement.

Social Science Cluster

IPY 10000 - Principles of Psychology (3)
Students will explore basic psychological concepts, methods, and findings leading to a better understanding of human behavior.

ISC 10200 - Basic Concepts of Sociology (3)
Students are introduced to the basic concepts and theories of sociology as the scientific study of human society. The course includes such topics as collective behavior, socialization, culture, stratification, social institutions, and deviant behavior.

IPS 15500 - American Government: The Nation (3)
This course provides students with an overview of the American national government with attention focused on structures, principles, and decision making processes. Key terms such as “democracy” and “politics” are addressed, as well as selected policy areas.

Special Topics and Independent Study Courses

Special topics courses must be taken in conjunction with a cluster. One hour of credit may be earned if they are added to a cluster. Three hours of credit may be earned if they replace one of the existing three hour courses in the cluster. Independent study courses can be taken outside of a cluster. A special topics syllabus will outline the course requirements that will include advanced level coursework.

ICL 29400-29499 - Special Topics in Cross Cultural Studies (1-3)

IEN 29300-29399 - Special Topics in Humanities (1-3)

ISS 29300-29399 - Special Topics in Social Science (1-3)

HMS-Homeland Security

Advanced Homeland Security Cluster

HMS 37000 - Advanced Cyber Security (3)
This course provides an advanced view of cyber security. It reviews the impact of cyber security on institutions, privacy, business and government applications; and examines the dimensions of networks, protocols, operating systems, and associated applications. Current articles and documents from professional journals and governmental agencies will be used as a basis for this course.

HMS 37100 - Constitutional Law and Homeland Security (3)

Students in this course will examine the legal framework for national and homeland security, discuss the recent enemy combatant cases decided by the Supreme Court, look at the relationship between national security and war, and will also consider the counter-terrorism objectives of homeland security and analyze the implications of homeland security policy and law on civil liberties in the United States.

HMS 37200 - Communication and Ethical Issues in Homeland Security (3)

This course will examine how events and warnings related to homeland security are publicized and also how various governmental agencies work in concert with the media and other areas to keep the general public apprised of what is happening. Ethical issues relating to information disclosure will also be discussed.

Applications of Homeland Security Cluster

HMS 35000 - Security Management and Physical Security (3)

Students will learn basic principles of physical security and how to tailor those principles to various organizations. Proper planning and utilization of resources as well as potential issues related to human resources concerns will also be discussed. Students will examine how security is essentially a fundamental aspect of human interactions from both the individual or local level up to the global level. Various aspects of both governmental security units as well as private security units will also be discussed.

HMS 35100 - Disaster and Emergency Preparedness and Effective Communication (3)

This course analyzes emergency management from a historical perspective. Disaster planning and disaster management in the post 9-11 environment are analyzed. The impact of Homeland Security on local public safety agencies is examined as are selected Homeland Security Presidential Directives (HSPD #5 and HSPD #11 in

particular). The National Incident Management System (NIMS) and the National Response Plan (NRP) are examined with regard to their impact on local public safety agencies. This course will also focus on various segments of the social environment and how the relationship of public law enforcement agencies as well as disaster relief agencies to the general public is developed. Students will examine a variety of case studies and will analyze various resolutions of different scenarios as they relate to homeland security issues and situations. Effective and efficient communication will be key elements or foci of this course.

HMS 35200 - Information Security and Cyber Security (3)

This course will discuss the evolution of the field of cyber security. It will address various aspects of law and policy as well as facilitate the student's ability to manage and effectively utilize their cyber assets. Students will learn about current cyber threats and cyber-security sites. Students will also learn about government mandated directives as well as compliance requirements for cyber-security. Various aspects of forensics as well as network defense and firewall protection will be discussed as well as business continuity planning.

Historical Perspectives on Homeland Security Cluster

HMS 20000 - Introduction to Homeland Security (3)

The primary goals of this course are to familiarize students with basic planning processes as well as enhance their critical thinking skills. Upon completion of this course, students will be able to describe characteristics of effective homeland security planning as well as how to apply their knowledge to a given homeland security scenario.

HMS 21000 - History of Homeland Security (3)

National security as an area of U.S. policy and law has undergone substantial scrutiny ever since the events of September 11, 2001, both in terms of the country's external security in regard to other nations (e.g., the war against Iraq) and the development of "homeland security" in response to the threat of global terrorism. This course will examine the development of the department of homeland security as it relates to other existing governmental departments.

HMS 32000 - Domestic and International Terrorism (3)

This course will provide students with in-depth knowledge regarding domestic and international terrorism. This course will explore various theories of terrorism and will also facilitate identification of trends and patterns of terrorism and hate crimes in the global and local communities. This course will also be a review of the history and evolution as well as the environmental consequences of nuclear, chemical and biological weapons of mass destruction. Students will learn how these weapons work, costs involved, prevalence in society and also how they might be used. Students will also discuss what issues typically arise in debates regarding weapons of mass destruction.

IBA-Business Administration

Accounting/Finance Cluster

IBA 21010 - Principles of Financial Accounting (3)

This course introduces students to the accounting information framework used by organizations to collect, maintain, and report financial information. Special emphasis will be given to transaction analysis and the resulting effect on the accounting equation. Considerable time is spent on financial statement analysis and use by its outside users.

IBA 21011 - Principles of Managerial Accounting (3)

This course focuses on the development, analysis, interpretation, and communication of financial information designed to assist managers in achieving the goals of an organization. Topics include discussions about different cost accumulation systems, cost management systems, activity-based costing and management, and planning and control.

IBA 32000 - Principles of Finance (3)

This course introduces the student to the fundamental concepts of financial management, including basic financial analysis, working capital management, planning and forecasting, security valuation, capital budgeting, cost of capital, leverage and capital structure, and international financial management. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

Economics Cluster

IBA 23011 - Principles of Microeconomics (3)

This course introduces students to economic concepts, relationships, and institutions related to individual and firm decision-making. Supply, demand, and opportunity cost are used to analyze the actions of individuals and firms in a market framework. Economic decision-making and policy will be grounded within the broader ethical context so as to stimulate students' critical thinking. Topics to be covered include marginal analysis, production possibilities, demand and supply, elasticity, household and consumer choice, firm production and costs, profit maximization, and market structures. By the end of this course, students will be prepared to describe and evaluate the determinants of price, apply economic decision-making skills to everyday decisions, and apply the economic tools discussed to the broader world around them.

IBA 23012 - Principles of Macroeconomics (3)

This course introduces students to economic concepts, relationships, and institutions related to the aggregate economy. Keynesian analysis is used to analyze the effect of fiscal and monetary policy actions on employment, output, and prices. Economic decision-making and policy will be grounded within the broader ethical context so as to stimulate students' critical thinking. Topics to be covered include national income accounting, business cycles, economic growth, unemployment, inflation, aggregate demand/supply, fiscal policy, monetary policy, and international trade. By the end of this course, students will be prepared to define the macroeconomic aggregates

such as GDP, inflation and unemployment; explain the relationship between the major macroeconomics aggregates and the policy actions and other events which cause them to fluctuate; compare and contrast Classical and Keynesian economics; and appraise how closely the macroeconomic tools discussed in this course parallel developments in the real economy.

IBA 48040 - International Economics (3)

This course focuses on the causes and composition of international trade and policies used to control or promote it, the balance of payments as an accounting framework and as a framework for macroeconomics adjustments, and foreign exchange markets and institutions. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

Management Information Systems Cluster

IBA 24000 - Introduction to Information Systems (3)

This course covers the introduction to information systems, the internet the world wide web, software, hardware, communications, personal technology, databases, ethics, information security, and provides an update on the challenges and promises of the digital age. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

IBA 36043 - Introduction to Operations Management (3)

This course is an introduction to Operations Management. It covers the concepts of value chains, operations strategy, facility and work design, supply chain design, forecasting and demand planning, managing inventories and resources, scheduling, quality management, quality control, and project management. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

IBA 36500 - Microcomputer Applications in Business (3)

Students learn to integrate software applications to solve business problems. Database cases using Access, decision support cases using MS Excel, and integration cases using both MS Excel and MS Access, and presentation skills are included. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

Management Cluster

IBA 36032 - Principles of Management (3)

This survey course explores the development of the understanding of organizations and of the decision making skills required in management positions. The purpose of this course is to examine how management concepts have developed and continue to change. A detailed examination will be conducted of the four basic functions of management: planning, organizing, motivating, and controlling. Particular emphasis will be given to goal planning, managing change, career progression, and the managerial value system.

IBA 36510 - Human Resource Management (3)

This course examines human resource functions related to business organizations, including techniques of recruitment, training, development, compensation, placement, safety, labor management relations, team formation, and employee security. Students will develop

an understanding of the relationship between human resources and legal matters. The course will also address relevant research pertinent to human resource evaluation and the relationship of human resources to other departments within an organization.

IBA 46050 - Managerial Ethics (3)

This course is designed to help students understand the nature of the changing role of management with respect to ethics and public policy in the workplace. Current issues in ethics will be examined, including the position of business enterprises and their perceived value in society. The course will also explore the roles of managers, the public, and government in providing an atmosphere conducive to ethical business operations. This course will also address the business responsibilities of being a "good neighbor" at the local, national, and international levels.

Marketing Cluster

IBA 35010 - Principles of Marketing (3)

This course offers an in depth introduction to the functional business area of marketing. It examines how goods and services are presented to target customers through the use of the marketing-mix variables: product, price, place, and promotion. Emphasis in this course is on the student developing a working knowledge of the vocabulary, principles, concepts, and theories of contemporary marketing as used in various organizational settings.

IBA 45080 - Marketing Management (3)

This course focuses on defining marketing problems and opportunities, evaluating alternative solutions, and developing strategies to address these issues. Students will be required to actively participate in discussion of outside readings and case studies that address a variety of marketing related issues.

IBA 48010 - International Marketing (3)

This course is designed to provide an extensive analysis of the marketing mix and how it can be standardized for transnational markets. The course will present techniques used to identify potential markets of products and/or services in the global marketplace.

Consumer Finance/Business Law Cluster

IBA 32020 - Investments (3)

This course is a survey of the basic concepts of investing with an emphasis on common stocks. Students will be required to prepare a report on an investment in an assigned company based on economic, industry, and company specific factors.

IBA 32030 - Consumer Finance (3)

This course surveys the economic factors and personal decisions that affect financial wellbeing: cash and credit management, taxes, major expenditures, insurance, investments, and retirement and estate planning. Emphasis is on practical knowledge for personal financial management and serving customers of the banking, brokerage, insurance, and other consumer finance industries.

IBA 36061 - Business Law (3)

This introductory course is designed to familiarize the student with the subject matter of the legal environment of business. Particular emphasis will be given to the sources of law; the role of society; the judicial function; and selected areas such as governmental regulation and agencies, crimes and torts, contracts, business organizations, personal property, agency, and employment law. Various approaches to understanding legal issues will be used, including case law analysis and the examination of current legal issues affecting business.

Capstone Course**IBA 48900 - Business Administration Capstone (3)**

This course examines the decisions required of middle management with respect to problem solving within an organization. Emphasis is given to the contributions of several business disciplines of study, such as marketing, finance, and management to understanding both the internal operations of the organization and the influences of the external environment. Subject matter stressed includes but is not limited to (1) development of organizational planning and strategy, (2) decision making within the framework of a strategy, (3) the planning process, (4) formulation of objectives and policies, and (5) the management of change. A grade of B or better is necessary to pass this course. Testing fee required.

Internship Course**IBA 45000 - Business Administration Internship (1-3)**

While not a requirement of the business program, credit for an internship in business is available to the student who has this opportunity prearranged with his/her current employer.

Special Topics and Independent Study Courses**IBA 41090-41099 - Special Topics in Accounting (1-3)****IBA 42090-42099 - Special Topics in Finance (1-3)****IBA 43090-43099 - Special Topics in Economics (1-3)****IBA 45090-45099 - Special Topics in Marketing (1-3)****IBA 46090-46099 - Special Topics in Management (1-3)****IBA 46900-46999 - Cases in Business/Law (1-3)****IBA 47900-47999 - Special Topics in Investments (1-3)***ICM-Communications***Creative Non-Fiction Cluster****ICM 45500 - Literary Feature Writing (3)**

This course will consist of writing fully developed articles with an emphasis on creative language in reporting everyday life, personality profiles, travel, entertainment, and documentary narrative for magazines and newspapers; study includes fundamentals of journalism, interviewing, reporting, research and how to gauge the needs of publications and sell freelance stories.

ICM 45600 - Memoir and the Personal Essay (3)

Students will use memory and reflection as a creative source and storytelling techniques to enhance non-fictional presentations. Students will also examine the use of voice, style, character development, plot and sense of place.

ICM 45700 - Studies in Creative Non-Fiction (3)

This course consists of selected readings and analysis of exemplary and experimental writings in literary journalism, memoir and related fields.

Desktop Publishing Cluster**ICM 30900 - Desktop Publishing in the Workplace (3)**

This course is a hands-on exploration of computer assisted applications in which students learn to design projects that meet personal and professional needs. Students become familiar with desktop publishing and graphics programs.

ICM 44500 - Information Systems Projects (3)

This course acquaints the student with the gathering and displaying of information from various sources: e.g. databases, desktop office presentations, teleconferencing, and in house video training. Students develop projects in business communications.

ICM 46300 - Computer Based Graphics (3)

This course is a survey of hardware components, software, varieties of systems applications, particularly for large organizations and serves to introduce students to current issues in computer technology: Office automation, artificial intelligence, etc. Individualized study in a selected issue is a part of this course.

Documentary Expression Cluster**ICM 37200 - Documentary Film and Video (3)**

This course defines documentary and traces its development, exploring subject, techniques, and impacts.

ICM 37300 - Photojournalism (3)

This course is the history of photojournalism from its inception in the 19th Century to the present. It features the study of important developments, techniques, and styles in the field from magazines to newspapers and the individual photographers responsible for those developments.

ICM 37500 - Documentary Journalism (3)

This course traces the development of documentary and investigative journalism from its origins to the present with concentration on various styles, methods, and subject matters of recent documentary books, distinguishing between informational journalism, propaganda, and new journalism.

Foundation Studies in Communications Cluster**ICM 40000 - Historical Development and Trends in Communication (3)**

This course is an overview of the communication fields, including identification of its varied elements, history, and trends.

ICM 40500 - Media and Society (Ethics and the Media) (3)

This course includes readings and discussions of major issues involving media's impact on society. Significant ethical and legal issues are included. Content ranges over a variety of media.

ICM 40600 - Theories of Communication (3)

This course introduces the works of major theorists and theories within the areas of interpersonal, organizational, public relations, intercultural and mass media.

Fundamentals of Organizational Communications Cluster**ICM 46000 - Organizational Communication Theory (3)**

This course is the study of major communication theories as they apply to organizational structures.

ICM 46100 - Communications Process Analysis (3)

This course is the study of both formal and informal communication flow within the structure of organizations. Analysis and design of communication models and identification of various publics served by the organization will be investigated.

ICM 46200 - Practical Applications of Communication Processes (3)

This course consists of practical application of communication theory in simulated and actual organizational settings.

Promotional Mix Cluster**ICM 35000 - Principles of Advertising (3)**

Advertising practices, techniques, and strategies, including copywriting, media attributes and selection, media and marketing plans, advertising distribution and budgeting are examined in this course.

ICM 38900 - Public Relations and Promotions (3)

The course looks at public relations practices that contribute to promotions, including press releases, media relations, event planning, etc.

ICM 39000 - Promotion Management (3)

Promotional concepts and practices including integration of various elements, strategic scheduling and planning, and promotions use in development are examined in this course.

Public Relations Cluster**ICM 44100 - Group Communications (3)**

This course is the examination of elements of effective oral and written communication skills that facilitate group dynamics and develop positive interpersonal relationships in the work setting.

ICM 44200 - PR Ethics (3)

This course is an assessment of professional conduct on issues facing Public Relations practitioners relative to the expanding role of PR in American society. Students will examine ethical issues in the context of exploring PR's

role in corporate, nonprofit, institutional, government, and political arenas.

ICM 44300 - PR Research and Planning (3)

This course is the study of the basic practices of Public Relations on a day-to-day basis and includes contingency planning and crisis management, strategizing, elements of a PR campaign, client and media relations, case studies, and public perceptions.

Television Production Cluster**ICM 25600 - Production for Television (3)**

In this course, a laboratory environment is used to develop planning, scripting, shooting, directing, editing, budgeting, and studio skills to produce a program for television or cable broadcast. Lab fee required.

ICM 35800 - Writing for Television (3)

In this course, students will practice the techniques used in writing for television. This includes creating storyboards, scripting commercials of varying lengths and subjects, PSA's and writing and editing news leads. Lab fee required.

ICM 35900 - Production Management (3)

Conceptualization, organization, research, budgeting, and management for video production will be discussed in this course. Demonstration of video switching and post-production assembly and insert editing will be included. Lab fee required.

Advanced Television Production Cluster**ICM 47400 - Advanced Television Production (3)**

This course focuses on hands-on and remote video production, culminating in an individual or class project produced entirely by the student(s.) Lab fee required.

ICM 47600 - Advanced Television Directing (3)

This course is the study of directing television commercials, and documentary programming. Students work closely with talent and technical personnel. Lab fee required.

ICM 47700 - Advanced Television Editing (3)

This course is an advanced study of post-production techniques in lab and seminar setting. Lab fee required.

Visual Communications Cluster**ICM 43100 - Design-Visual Communication (3)**

This course examines two-and three-dimensional design concepts: space, form, balance, rhythm, psychological, and emotional impacts, and historical applications in art and design.

ICM 43200 - Color Theory and Applications (3)

This course examines the physiology of color perception, emotional and psychological impacts, historical applications in art and design.

ICM 43300 - 20th Century Art Applications (3)

This course is an individualized study of application of visual communications concepts in art, advertising, or design approaches of the 20th Century. Each student will select his or her own area of concentration.

Capstone Course**ICM 48900 - Communications Capstone (3)**

This course develops advanced presentation skills and business etiquette as it applies in a variety of communications settings that occur in all phases of career and project development. Students are expected to select a project that is important to their intellectual and professional development in the communication field. The course will provide students with experiences to refine and demonstrate competent communications skills and apply appropriate assessment criteria to various presentation styles and formats through all phases of the capstone project.

Internship Courses

Permission of the faculty advisor, the dean, junior standing and a cumulative GPA of 3.0 or above are required to register for an internship. The faculty advisor will provide the student and his or her mentor with paperwork explaining the internship, the accompanying journal, and the assessment criteria.

ICM 45000 - Communications Internship (1-3)

On-site learning experience in a professional communications setting that focuses upon organizational, human resources, or public relations. Internships require 50 hours of fieldwork per one semester hour of credit. Students must receive a recommendation of the faculty advisor and be accepted by the internship organization. Work performance will be assessed by the internship supervisor. A portfolio and examples of work performed must be submitted to the Faculty Advisor at the end of the internship. See Faculty Advisor for portfolio criteria.

ICM 45100 - Media Internship (1-3)

On-site learning experience in a professional media production setting that produces media program and content for radio, television, film, websites and advertising. Internships require 50 hours of fieldwork per one semester hour of credit. Students must receive a recommendation of the Faculty Advisor and be accepted by the internship organization. Work performance will be assessed by the internship supervisor. A portfolio and examples of work performed must be submitted to the Faculty Advisor at the end of the internship. See Faculty Advisor for portfolio criteria.

Special Topics and Independent Study Courses**ICM 49500-49599 - Special Topics in Communications (1-3)**

Independent research or media project approved by the Faculty Advisor. In special circumstances and with the permission of the Faculty Advisor, ICM 49500-49599 may substitute for one of the courses in the cluster.

*ICJ-Criminal Justice***Criminal Procedure Cluster****ICJ 30100 - Criminal Procedure (3)**

This course is a study of the law as it relates to arrest, search, and seizure with emphasis on present controlling legal decisions and historical development, philosophy,

and problems underlying these decisions. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 31000 - Criminal Law (3)

This course is an analysis of the purposes and sources of the criminal law. It includes an examination of the preliminary crimes of solicitation, conspiracy, and attempt. The specific elements of crimes against the person and crimes against property are addressed. A consideration of defenses to criminal liability is also undertaken. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 33100 - Criminal Investigation (3)

This course is an introduction to the techniques, methodologies and science of criminal investigation. The role of thorough and accurate investigative report writing will be explored in depth. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

Criminology Cluster**ICJ 10100 - Criminology (3)**

This course will examine crime as a social phenomenon through an interdisciplinary investigation of the causes and patterns of criminal behavior.

ICJ 21000 - Criminal Justice Systems (3)

This course is a survey of various institutions by which the criminal justice system is administered-police, the legal profession, the courts, and penal institutions-including an examination of the problems which the criminal justice system faces and an evaluation of the adequacy of the existing system.

ICJ 34500 - Survey of International Criminal Justice Systems (3)

This course allows students to study the criminal justice systems of six model nations. Common aspects of criminal justice systems, which includes policing, courts, corrections, and juvenile justice will be compared and contrasted. Issues such as transnational crime, supranational crime, terrorism and their impact on criminal justice systems worldwide will be explored.

The Juvenile System Cluster**ICJ 31100 - The Juvenile Justice System (3)**

This course is an examination of the origin, philosophy, and objectives of the juvenile justice system. Emphasis will be placed on the decision making process of police, court, and probation officials relative to the apprehension, processing and treatment of juveniles. The ideology, politics, and controversies of the juvenile justice system are also addressed. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 31200 - Juvenile Law (3)

This course is a study of the law as it is related to the arrest, search, and seizure of juvenile offenders. The rights of juveniles in the criminal justice and educational system will be examined and supported with a review of Supreme Court decisions. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 31300 - Delinquency in Society (3)

This course is the study of juvenile delinquency as a complex phenomenon. Causal theories and societal perspectives will be examined and the myriad issues surrounding juvenile delinquency will be studied. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

Criminal Justice Communications Cluster**ICJ 34100 - Criminal Justice Communications (3)**

This course is the study of the major communications processes and theories applied to criminal justice structures and situations. Simulated situations utilizing appropriate writing, interpersonal and group skills will be employed throughout the class. The focus will be on multicultural group communication issues. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 34200 - The Media and Criminal Justice (3)

This course is the study of the utilization of media and technology by criminal justice agencies and institutions as well as an examination of the portrayal of the criminal justice system by the popular media. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 34300 - Criminal Justice Alternatives (3)

This course is an examination of contemporary alternative programs and processes being implemented domestically and internationally. The course may consider the effectiveness and consequences of programs such as community-based justice, community policing, restorative justice, and mediation centers. Prerequisite: ICJ 10100, ICJ 21000, ICJ 34500.

Law Enforcement and Corrections Cluster**ICJ 30000 - Policing in America (3)**

This course is an analysis of the contemporary role of the police relative to such areas as the police subculture and community relations, police accountability and civil liability, police stress, and unique problem situations and groups encountered by the police. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 30500 - Corrections (3)

This course is a contemporary analysis of the operation of and problems encountered by jails and prisons. This course will also examine probation, parole, community service and restitution, electronic monitoring, and other innovative community correctional programs. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 31500 - Victimology (3)

This course will examine the crime victim as a social phenomenon. It will explore the role of the victim in criminal acts and delve into the treatment of victims by the police and the courts. Victim's rights will be examined in relationship to new offender treatment programs such as Restorative Justice and Victim's Compensation Funding. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

Cybercrime Cluster**ICJ 35100 - Investigating Cybercrime (3)**

This course focuses on the principles of computer crime investigation processes. Topics include crime scene/incident processing, information gathering techniques, data retrieval, collection and preservation of evidence, and preparation of reports and court presentations. Upon completion, students should be able to identify cybercrime activity and demonstrate proper investigative techniques to process the scene and assist in case prosecution. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 35200 - Digital Evidence (3)

This course will examine digital forensics as it relates to criminal investigations. Course content includes best practices in securing, processing, acquiring, examining and reporting on digital evidence. Students will be exposed to current technologies and methods as well as leading edge techniques with practical based projects and research opportunities. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

ICJ 35300 - Case Studies in Cybercrime (3)

This course will use Appellate and U.S. Supreme Court decisions to illustrate the effectiveness of current law and investigative procedures in the area of cybercrime. Students will study judicial thought in case analysis to gain a wider understanding of the law. The focal point for this class is the application of ethical decision making in judicial interpretation of current cyber law. Prerequisite: ICJ 10100; ICJ 21000; ICJ 34500.

Capstone Course**ICJ 48900 - Criminal Justice Capstone (3)**

This course will tie together the various components of the criminal justice system and allow students to critically examine the justice system as it exists in American society. A substantial research paper and class presentation of the research paper topic is a major component of the course. Additionally, criminal justice practitioners in the areas of policing, corrections, juvenile justice, and the courts will be frequent guest lecturers who will provide students with relevant information on differing roles within the justice system and enlighten the class on trends within their fields.

Special Topics and Independent Study Courses**ICJ 34000-34999 - Independent Study in Criminal Justice (1-3)**

This course will deal with a specialized topic in criminal justice. Subject areas will change from time to time to reflect relevant issues within the field of criminal justice. Possible topical fields may be drawn from such areas as comparative criminal justice, victimology, the history of criminal justice, white collar crime, ethics in criminal justice, the law of criminal evidence, criminal investigation, drugs and alcohol, and private security. The particular topic to be addressed will be announced and a course description provided at the time of registration.

ICJ 49200-49699 - Special Topics in Criminal Justice (1-3)*ICS-Cyber Security***Network Technician Cluster****ICS 11100 - Cisco I-Introduction to Networks (5)**

This course is the first of two courses which covers the knowledge and skills required to successfully install, operate, and troubleshoot a small branch office network. The course includes topics on the Operation of IP Data Networks; LAN Switching Technologies; IP Addressing (IPv4 & IPv6); IP Routing Technologies; IP Services (DHCP, NAT, ACLs); Network Device Security; Basic Troubleshooting. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the Cisco examination. Taking this course alone does not guarantee the student will pass the Cisco examination. This course is part of cluster; however, it will be taught in sequence.

ICS 11200 - Cisco II-Routing and Switching Essentials (5)

This course is the second of two courses which covers the knowledge and skills required to successfully install, operate, and troubleshoot a small branch office network. The course includes topics on the Operation of IP Data Networks; LAN Switching Technologies; IP Addressing (IPv4 & IPv6); IP Routing Technologies; IP Services (DHCP, NAT, ACLs); Network Device Security; Basic Troubleshooting. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the Cisco examination. Taking this course alone does not guarantee the student will pass the Cisco examination. This course is part of cluster; however, it will be taught in sequence.

Network Administrator Cluster**ICS 21100 - Cisco III-Scaling Networks (5)**

This course is the first of two courses which covers the knowledge and skills required to successfully install, operate, and troubleshoot a small to medium-size enterprise branch network. The course includes topics on LAN switching technologies, IP routing technologies, IP services (FHRP, syslog, SNMP v2 and v3), troubleshooting, and WAN technologies. Extra study and experience may be required outside of the course work to prepare the student to pass the examination. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass

the Cisco examination. Taking this course alone does not guarantee the student will pass the Cisco examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 11100, ICS 11200.

ICS 21200 - Cisco IV-Connecting Networks (5)

This course is the first of two courses which covers the knowledge and skills required to successfully install, operate, and troubleshoot a small to medium-size enterprise branch network. The course includes topics on LAN switching technologies, IP routing technologies, IP services (FHRP, syslog, SNMP v2 and v3), troubleshooting, and WAN technologies. Extra study and experience may be required outside of the course work to prepare the student to pass the examination. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the Cisco examination. Taking this course alone does not guarantee the student will pass the Cisco examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 11100, ICS 11200.

Network Security and Design Cluster**ICS 31100 - Cisco V-Implementing Cisco Security (5)**

This course covers the knowledge of secure Cisco network infrastructure, understanding core security concepts, managing secure access, VPN encryption, firewalls, intrusion prevention, web and email content security, and endpoint security. This exam validates skills for installation, troubleshooting, and monitoring of a secure network to maintain integrity, confidentiality, and availability of data and devices. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the Cisco examination. Taking this course alone does not guarantee the student will pass the Cisco examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 21100, ICS 21200.

ICS 31200 - Cisco VI-Network Infrastructure Design (5)

This course requires a foundation or apprentice knowledge of network design for enterprise network architectures. Students will design routed and switched network infrastructures and services involving LAN/WAN technologies for SMB or basic enterprise campus and branch networks. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the Cisco examination. Taking this course alone does not guarantee the student will pass

the Cisco examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 21100, ICS 21200.

Network Operating System Cluster

ICS 41100 - Microsoft Windows Server Installation & Configuration (3)

This class will focus on the "day-to-day" task faced by a Network Administrator. It will include communication issues (including protocols), event tracking, network function performance and monitoring, security monitoring, disk management, scheduled tasks, and other topics. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the certification examination. Taking this course alone does not guarantee the student will pass the certification examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 31100, ICS 31200.

ICS 41200 - Linux Server Installation & Configuration (3)

This course prepares students to perform maintenance tasks with the command line, install & configure a computer running Linux and be able to configure basic networking. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the certification examination. Taking this course alone does not guarantee the student will pass the certification examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 31100, ICS 31200.

ICS 41300 - Linux Network Installation & Configuration (3)

This course prepares students to administer small to medium-sized mixed networks. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the certification examination. Taking this course alone does not guarantee the student will pass the certification examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 31100, ICS 31200.

Digital Forensics Cluster

ICS 42100 - Certified Ethical Hacker (3)

This course will introduce students to computer incident response and computer forensics. Specific attention will be given to recovery of evidence from desktop computers,

mobile devices, and network resources. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the certification examination. Taking this course alone does not guarantee the student will pass the certification examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 41100, ICS 41200, ICS 41300.

ICS 42200 - AccessData Certified Examiner (3)

This course demonstrates Forensic Toolkit technology. Students will test their knowledge of the skills acquired in the AccessData course by reviewing their course manuals and working hands-on with the FTK tools. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the certification examination. Taking this course alone does not guarantee the student will pass the certification examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 41100, ICS 41200, ICS 41300.

ICS 42300 - Computer Hacking Forensics Investigator (3)

This course educates individuals in the specific security discipline of computer forensics from a vendor-neutral perspective. This course will fortify the application knowledge of law enforcement personnel, system administrators, security officers, defense and military personal, legal professionals, bankers, security professionals, and anyone who is concerned about the integrity of the network infrastructure. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. Extra study and experience may be required outside of the course work to prepare the student to pass the certification examination. Taking this course alone does not guarantee the student will pass the certification examination. This course is part of cluster; however, it will be taught in sequence. Prerequisite: ICS 41100, ICS 41200, ICS 41300.

IHM-Health Management

Foundation of Management Cluster

IHM 30100 - Ethical Issues in Healthcare Management (3)

Issues and problems that arise within the healthcare field will be reviewed and discussed.

IHM 30200 - Healthcare Management (3)

This course examines the development of the understanding of healthcare organizations and the

decision-making skills required in management positions. The origins and functions of various health systems in the U.S. are reviewed and discussed.

IHM 35100 - Healthcare Marketing (3)

This course introduces the student to various marketing concepts as they relate to Healthcare organizations. Students will discuss marketing fundamentals, research, strategy, and the strategic marketing process. Students will attain a foundational application of the principles of marketing and their application to healthcare.

Healthcare Finance Cluster

IHM 47600 - Essentials of Healthcare Finance (3)

This course provides students with material that will assist them in understanding the conceptual basis and mechanics of financial analysis and decision making as it pertains to daily decisions in their organization and in the healthcare industry.

IHM 47700 - Healthcare Finance (3)

This course provides the student with informational methods to enhance productivity, market strategy, quality, and profitability. The student will understand the complexities of the healthcare reimbursement system, including but not limited to federal and state payers, PPO's, HMO's, cost limits, out-of-pocket, and fee-for-service. The course will look at real world experiences of successes and failures in cost cutting measures while maintaining quality.

IHM 47800 - Economics of Health and Medical Care (3)

This course provides the student the fundamental tools necessary to apply basic economic principles to the healthcare field. This course will deliver a balance of population-based health economics and consumer-driven, managed healthcare economics. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

Healthcare Law Cluster

IHM 33300 - Legal Issues in Healthcare (3)

This course begins with an extensive overview of the major issues in health law and continues with a broad discussion of the legal system and the sources of its statutory laws, rules, regulations, and guidelines. This course will include a basic review of tort law, criminal law, contract law, civil procedure, and trial practice.

IHM 33400 - Government Organization and the Healthcare Industry (3)

This course will discuss the organization of our government and the various federal, state, and local administrative departments relevant to the healthcare industry. A variety of issues confronting professionals working in healthcare will be explored.

IHM 33500 - Cases in Healthcare Administration (3)

This course is a discussion and analysis of case law presentations. Because of their effect on the healthcare system, the student should be able to apply appropriate political, social, and economic factors in said analysis.

Health Policy Cluster

IHM 46000 - Healthcare Delivery in the USA (3)

Students are challenged to understand the dynamics of the healthcare industry and the impact that it has on the nation's and world's economy.

IHM 46100 - Healthcare Policy and Research (3)

Students will identify the health policies that have impacted healthcare delivery past and present and the current state of the health environment. Students will be required to identify and define policies that are currently under consideration in Congress and what the future impact will be on the healthcare organizations.

IHM 46200 - Global Healthcare Reform (3)

Students will discuss key diseases which cause death and disability throughout the world and will also discuss general concepts of population health. Potential solutions to global health issues will be discussed, and students will develop a general understanding of the biological and social aspects of major global health issues as they relate to ways to reduce global health inequalities.

Capstone Course

IHM 48900 - Health Management Capstone (3)

This course culminates the undergraduate student's educational experience in becoming a highly effective healthcare Supervisor or Manager and serves to synthesize and integrates the student's educational experience consistency while analyzing the practices and problems confronting today's healthcare managers. Testing fee required.

Special Topics and Independent Study Courses

IHM 48500-48599 - Independent Study in Health Management (1-3)

Specialized area (may be repeated three times for a maximum of 9 credit hours). This course is an intensive study of a topic in the health management health promotion/wellness area. It may be taken independent of a cluster.

IHM 49200-49499 - Special Topics in Health Management (1-3)

IHR-Human Resource Management

Economics/Marketing Cluster

IHR 23021 - Survey of Economics (3)

This course introduces basic economics, concepts, relationships, and institutions. The course provides a foundation for applying economics to individual decision making and for critically analyzing aggregate economic behavior and policy. Topics to be covered include supply and demand, consumer choice, competition, monopoly, the labor market, government intervention, business cycles, fiscal policy, money and banks, monetary policy, and International trade.

IHR 35010 - Principles of Marketing (3)

This course offers an in depth introduction to the functional business area of marketing. It examines how goods and services are presented to target customers

through the use of the marketing-mix variables: product, price, place, and promotion. Emphasis in this course is on the student developing a working knowledge of the vocabulary, principles, concepts, and theories of contemporary marketing as used in various organizational settings.

IHR 38000 - Global Business and Society (3)

This course provides students with an overview of global business and trade within the framework of today's dynamic business environment. The course also looks at how historical perspectives influence and shape current events. Topics to be covered include globalization, trade theories, governmental influence on trade, cross national trade agreements, and an introduction to capital markets and foreign exchange. The course also examines how business interacts with the cultural, political, ethical, legal, and economic environments of multiple nations. An overview of international business strategies is also provided.

Supervision Cluster

IHR 35700 - Employee Supervision (3)

This course examines the industrial environment and the role of the supervisor. It is directed toward the enhancement of managerial skills and includes a survey of current literature on the subject of leadership.

IHR 35800 - Legal Issues for Human Resource Management (3)

This course examines the various laws relating to the employer/ employee relationship. Special emphasis will be placed on topics such as equal employment opportunity, affirmative action, grievance handling, hiring and termination, training, questions of equity, labor relations, and other issues associated with the management of human resources.

IHR 35900 - Performance Management/ Performance Appraisal Systems (3)

Performance appraisal is mandated by the Civil Service Reform Act. This course examines its basic elements, including goal setting, writing behavioral objectives, individual and organizational performance measurement, coaching and counseling, and productivity improvement among both unionized and non-unionized employees. Specific emphasis will be placed on reward systems and methods of positive discipline.

Staff Development/Information Systems Cluster

IHR 36081 - Career/Staff Development (3)

Students are introduced to career development programs in organizations and how they relate to the productivity of individuals. Focus is on the skills and concepts that will enable the student to design and implement staff development programs. Students also work on their personal career development and life planning.

IHR 36300 - Human Resource Information Systems (3)

Topics covered in this course include the evolution of Human Resources and Information Systems, needs and types of HR information systems, the functionality of the

HRIS manager, database management concepts, system planning and integration. Additional topics include organizational needs assessment, system design and cost management. An emphasis on project management themes based upon needs assessment will include real world case studies and problem solving exercises. The course will conclude with specific HRIS applications to the HR business competencies in staffing, applicant tracking, performance management, compensation and benefits and employee self-service.

IHR 36530 - Employee Training and Development (3)

This course is a specialized study of training in organizations, including needs analysis, learning theory, management development, and development of training objectives and programs. Methods of field-based research techniques and evaluation of training programs are included. Projects and exercises supplement readings.

Managerial Issues Elective Cluster

IHR 33400 - Gender Issues in Management (3)

This course focuses on the role of women in management. Areas of study include the function of management, gender differences, barriers to career development, strategies for advancement, the difficult employee, effective communication, motivation, leadership, and problem solving.

IHR 33600 - Implementing and Managing Diversity (3)

This course aims to increase the awareness and dimension of diversity in the work place. Areas of study will include the value of diversity and communicating its importance in the work place, the changing organization, strategies for implementing diversity, and managing a diverse organization.

IHR 36000 - Adult Learning Processes (3)

This course is a study of selected methods and instructional techniques appropriate for the teaching of adults with a focus on the training and development area. Applications of adult development theory will be applied to the design, development, and evaluation of training programs and staff development.

Group Dynamics Cluster

IHR 37000 - Group Dynamics (3)

This course is the study of motivation, leadership, communication, morale, and intra- and inter-group dynamics, and decision making in organizations.

IHR 37100 - Conflict Resolution (3)

This course is an examination of causes of conflict in human interactions, including principles and techniques to diagnose conflict and to differentiate among types of conflict. Students will develop skills in leadership, group facilitation, team building, and handling group conflict.

IHR 41000 - Labor Economics and Industrial Relations (3)

This course is a study of the labor force employment, wages, hours, and industrial conflict. Unions, collective

bargaining, and labor laws will be given important consideration.

Note: In special circumstances and with permission of the faculty advisor, IHR 49200 may substitute in one of the above clusters. Students must also complete IHR 48900 Human Resource Capstone.

Capstone Course

IHR 48900 - Human Resources Capstone (3)

This course provides students with both a foundational review of key human resources management concepts and an emphasis on their alignment with the short and long term goals of the business. The link between strategy and employee performance will be emphasized through case study analysis, group projects, and class presentations and discussion. The HR Capstone will take a strategic perspective that frames human resources interventions with the context of organizational policies and processes that will sustain long term results. Subject matter will include the organizational assessment of business needs, planning and strategy, decision making and sound implementation methods. Testing fee required.

Special Topics and Independent Study Courses

IHR 49200-49299 - Special Topics in Human Resource Management (1-3)

IIT-Information Technology

Introduction to Programming Cluster

IIT 21500 - Programming Logic and Design (3)

This course will introduce students to computer programming concepts and approaches to computer logic. A popular programming language will be used to demonstrate these concepts.

IIT 21600 - Introduction to Game Programming (3)

This course will introduce students to the framework for designing games for computers and mobile devices for entertainment.

IIT 21700 - Introduction to Business Programming (3)

This course will introduce students to the framework for designing games for computers and mobile devices for business productivity.

Virtualization Fundamentals Cluster

IIT 36600 - Fundamentals of Data Center Virtualization (3)

This course will cover the concepts of Data Center Virtualization, including virtual machines, storage, operations, and networking. Availability, scalability, optimization, and management challenges will be addressed. A common virtualization product will be used to demonstrate these challenges and their solutions. Prerequisite: ICS 31100, ICS 31200.

IIT 36700 - Fundamentals of Cloud Computing (3)

This course will provide students with a fundamental understanding of the business challenges can be resolved by cloud computing. Elasticity, efficiency, availability, and management challenges will be addressed. A

common virtualization product will be used to demonstrate these challenges and their solutions.

Prerequisite: ICS 31100, ICS 31200.

IIT 36800 - Fundamentals of Desktop and Mobility Virtualization (3)

This course will provide students with an understanding of the challenges in End User Computing and mobile device management. Areas of discussion will include virtual desktops, clones, pools, application virtualization, mobile device management solutions and device access will be discussed. A common virtualization product will be used to demonstrate these challenges and their solutions. Prerequisite: ICS 31100, ICS 31200.

Web Design Cluster

IIT 37700 - Fundamentals of HTML (3)

This course will introduce development concepts as well as HTML/DHTML tags used to create Web pages. Interface design standards, e-Commerce trends and Web security issues will be discussed.

IIT 37800 - Applications in Web Development (3)

This course will introduce procedures for developing and testing Web pages using the Microsoft Visual Studio. Other development environments will be explored and reasons for choosing one development environment over another will be discussed.

IIT 37900 - Applications in Website Publishing (3)

This course covers the techniques used to implement a website design and will examine the architecture, security, Web-hosting and usability issues with developing Web-based applications for the World Wide Web.

Virtualization Administration Cluster

IIT 42400 - Data Center Virtualization Administration (3)

This course explores the administrative functions (installation, configuration, and management) of data center virtualization technologies. Areas around security, scalability, supportability, and configuration best practices will be discussed using a variety of business driven scenarios based on the size of the organization (i.e. small, medium, large enterprises). Prerequisite: IIT 36600, IIT 36700, IIT 36800.

IIT 42500 - Cloud Computing Administration (3)

This course explores the administrative functions (installation, configuration, support, and management) of cloud computing technologies. Areas around tenancy, security, scalability, supportability and cloud hosting best practices will be discussed using a variety of business driven scenarios based on the size of the organization (i.e. small, medium, large enterprises). Prerequisite: IIT 36600, IIT 36700, IIT 36800.

IIT 42600 - Desktop and Mobility Virtualization Administration (3)

This course explores the administrative functions (installation, configuration, support, and management) of desktop and mobile management technologies. Areas

around device access, security, supportability, and mobility management best practices will be discussed using a variety of business driven scenarios based on the size of the organization (i.e. small, medium, large enterprises). Prerequisite: IIT 36600, IIT 36700, IIT 36800.

Advanced Web Design Cluster

IIT 47700 - Fundamentals of User Interface Design (3)

This course will introduce the steps involved with analysis and design of web based solutions. Project life cycle concepts will be presented and used as a guideline for the Web project. This course will also cover procedures for testing and debugging Web-based applications.

IIT 47800 - Object-Oriented Web Development (3)

This course will introduce object-based programming terminology and concepts. Programming principles will be presented in JavaScript, VBScript, and ASP.NET.

IIT 47900 - Multi-Tiered Web Programming (3)

This course will cover the techniques used to implement a multi-tiered Website design. This course will also examine the architecture and programming issues involved with developing distributed client/ server applications for the World Wide Web. Prerequisite: IIT 21100; IIT 21200; IIT 21400; IIT 37700; IIT 37800; IIT 37900

Database Cluster

IIT 35100 - Database Analysis and Design Concepts (3)

This course explains the components of a database system. It stresses data modeling, data normalization, and database design.

IIT 45200 - Database Application Implementation (3)

Students will develop a database in this course using Microsoft Office DBMS. The course will cover application design, object based implementation, and foundations of relational implementation.

IIT 45300 - Database Project Implementation (3)

Students will become familiar with Structured Query Language and SQL Server, embedding SQL in host languages, client server and related applications and distributed processing. Prerequisite: IIT 21100; IIT 21200; IIT 21400

Cyber Security Cluster

IIT 33200 - Fundamentals of Cyber Security (3)

This course will introduce students to the fundamentals of network security, compliance and operational security, threats and vulnerabilities, application data and host security, access control and identity management, and cryptography.

IIT 33300 - Secure Social Interaction in a Digital World (3)

This course will explore social media and implications for personal and corporate security. Students will develop

policy and procedure for the secure use of social media in enterprise.

IIT 33400 - Ethical Issues in Cyber Security (3)

This course will discuss information technology law and ethics. Students will investigate real world cases through a law and ethics filter. Students will develop a personal code of ethics for use as information technology professionals.

Networking Cluster

IIT 32100 - Networking Essentials (3)

This class will introduce the student to the basics of designing and implementing a modern computer network. It will include an introduction to the elements of the OSI model, protocols, basic network architectures, and requisite basic hardware.

IIT 32200 - Network Applications (3)

This course is an introduction to computer networks and network operating systems. In series of short, practical problems, students will evaluate, troubleshoot, research, and resolve real world networking situations. These problems will include operational difficulties, disaster recovery policies and procedures, network maintenance, and end-user training issues.

IIT 32300 - Network Implementation-A Case Study and Simulation (3)

In this class, the students (working in small groups) will design (or modify) a network for a small business or home office. Working within an assigned budget, the group will research requisite equipment, define the network architecture, and present a proposal for implementation that includes a time line, labor costs, and guidelines for training and ongoing support.

Project Management Cluster

IIT 33100 - Project Cost and Schedule Estimating (3)

This course is an introduction to the theory and applications of Project Cost and Schedule Estimating including life cycle cost, staffing profiles, GUI and object metrics, cost by phase and activity, lines of code, and project risks.

IIT 43200 - Project Management Process (3)

A course in the theory of project management involving planning, organizing, staffing, tracking, measurement, and evaluation. Topics include defining projects, developing networks, managing risk, scheduling resources; inter organizational relations, and international projects.

IIT 43300 - Cost and Scheduling Applications (3)

This course emphasizes problem solving skills needed in project management. The student will be exposed to multiple cost and scheduling systems. Training and problem specific assignments will be given using Microsoft Project. Prerequisite: IIT 21100; IIT 21200; IIT 21400

Capstone Course**IIT 48900 - Information Technology Capstone (3)**

As an overview of Information Technologies in general, this course will cover the history and basic design features of computers including the major components of a computer system and the impact of developing technologies on business. Topics will include an overview of hardware, software, operating systems, operating environments, system development methodologies, and emerging technologies. It will also explore concepts of information management and production systems as they apply to Office Automation and problem solving using microcomputer, based solutions. Prerequisite: Completion of all 54 hours in major or permission of the program director.

Project Management/Capstone Cluster**IIT 48100 - Introduction to the Project Management Body of Knowledge (3)**

This course prepares students to implement the Project Management Body of Knowledge and prepare to perform Project Management functions. It is an introduction to the theory and applications of Project Cost and Schedule Estimating including life cycle cost, staffing profiles, GUI, and objects metrics, and cost by phase and activity, lines of code, and project risks. It is a course in the theory of project management involving planning, organizing, staffing, tracking, measurement, and evaluation. Topics include defining projects, developing networks, managing risk, scheduling resources; inter organizational relations, Agile methods and international projects. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. This course is part of cluster; however, it will be taught in sequence. Prerequisite: Last Cluster in IIT or ICS.

IIT 48200 - Introduction to the Business Analysis Body of Knowledge (3)

This course provides an opportunity for anyone considering a career in business analysis and who has no prior BA experience to gain a comprehensive understanding of the business analyst role. Students will have the knowledge to perform effectively as an entry level business analyst. In addition, the student will learn the real world implications of the technologies as they are actually used in the current technological climate. This course prepares the student to be a practitioner in the network field of Information Technology. This course is part of cluster; however, it will be taught in sequence. Prerequisite: Last Cluster in IIT or ICS.

IIT 48900 - Information Technology Capstone (3)

This course will be culminating project course for the student's degree program. The instructor will act as a mentor to guide the students through the completion of a portfolio or other project document that will demonstrate their successful completion of the goals of the degree. Prerequisite: Must be taken upon completion of all IIT

coursework or concurrent with last cluster. Offered: St. Charles location every term.

Special Topics and Independent Study Courses**IIT 49200-49600 - Special Topics in Information Technology (1-3)***Individual Three Credit Hour Courses***IBA 32000 - Principles of Finance (3)**

This course introduces the student to the fundamental concepts of financial management, including basic financial analysis, working capital management, planning and forecasting, security valuation, capital budgeting, cost of capital, leverage and capital structure, and international financial management. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

IBA 48010 - International Marketing (3)

This course is designed to provide an extensive analysis of the marketing mix and how it can be standardized for transnational markets. The course will present techniques used to identify potential markets of products and/or services in the global marketplace.

IBA 48040 - International Economics (3)

This course focuses on the causes and composition of international trade and policies used to control or promote it, the balance of payments as an accounting framework and as a framework for macroeconomics adjustments, and foreign exchange markets and institutions. Prerequisite: IMH 13200; IMH 14200; IMH 22000.

IBS 10700 - Human Biology (3)

(GE-BioSci) This course studies human physiological and anatomical systems as they apply to health, disease, and social interactions.

IBS 11400 - Principles in Environmental Biology (3)

(GE-BioSci) This course is a study of the biological systems comprising the biosphere and those perturbations which would threaten homeostasis of the systems. Offered: Online each quarter.

ICJ 20000 - Criminology (3)

(GE-SocSci) This course is designed to introduce students to the field of criminology, the scientific study of crime, and related theories. Exploration of the development of criminal law, how crime is defined, trends and patterns of crime, and who is most likely to be a victim of crime will be covered. This course is designed as an overview analyzing the strengths and weaknesses of current theories of crime and causation from an objective point of view. Offered: This course will be offered periodically in St. Charles.

ICJ 31500 - Victimology (3)

This course will examine the crime victim as a social phenomenon. It will explore the role of the victim in criminal acts and delve into the treatment of victims by the police and the courts. Victim's rights will be examined in relationship to new offender treatment programs such as Restorative Justice and Victim's Compensation Funding.

ICJ 34500 - Survey of International Criminal Justice Systems (3)

This course allows students to study the criminal justice systems of six model nations. Common aspects of criminal justice systems, which includes policing, courts, corrections, and juvenile justice, will be compared and contrasted. Issues such as transnational crime, supranational crime, terrorism, and their impact on criminal justice systems worldwide will be explored. Offered: The St. Charles location each term and at the St. Louis location and the Belleville campus once a year; intermittently at Westport, South County and Wildwood locations.

IEN 20100 - World Literature I (3)

This course is a study of ideas that have shaped civilizations, with emphasis on the literature of various cultures and periods. Works will be read in English translation. Lectures and discussions interpret literature and consider religious and philosophical thought in terms of contrasting as well as universal themes and values.

IEN 20200 - World Literature II (3)

This course is a study of ideas that have shaped our cultures, beliefs, and understanding from the Renaissance to the present. Students will examine the cultural contexts of the works and will consider the universal doctrines and themes these works suggest. Prerequisite: ICM 10100 and ICM 10200.

IES 10500 - Survey of Geology (3)

(GE-EarthSci) This is a lecture course that focuses on the study of the earth to include the materials it is made of, the physical and chemical changes that take place both internally and superficially, and the historical background.

IES 11000 - Introductory Meteorology (3)

(GE-EarthSci) This course acquaints the student with the physical and thermal dynamics of the lower atmosphere. It deals with the role the sun plays as the source of energy for all phenomena. Topics include thermal energy; atmospheric temperature, humidity, pressure, and wind; cloud formation; frontal systems; severe weather phenomena and air pollution.

IES 11100 - Meteorology Lab (1)

(GE-EarthSciLab) This lab course is designed to complement Introductory Meteorology. Students will decode raw data, plot maps, analyze the data, and make forecasts. Time permitting; a field trip will be included to the local National Weather Service Station. Concurrent enrollment in IES 11000.

IES 13200 - Introductory Astronomy with Lab (4)

(GE-EarthSciLab) This is a survey course that addresses the historical background of astronomy; measuring methods for celestial objects; the electromagnetic spectrum and spectroscopy of celestial objects; telescopes; formation and scale of the solar system; characteristics of planets, moons, and space debris; birth and death of stars; galaxies, dark matter, and dark energy; and the formation of the universe. Weekly laboratory activities reinforce classroom concepts. Lab fee required.

IHM 30100 - Ethical Issues in Healthcare Management (3)

Issues and problems that arise within the healthcare field will be reviewed and discussed. Offered: Intermittently at select locations.

IHM 30200 - Healthcare Management (3)

This course examines the development of the understanding of healthcare organizations and the decision-making skills required in management positions. The origins and functions of various health systems in the U.S. are reviewed and discussed. Offered: Intermittently at select locations.

IHM 35100 - Healthcare Marketing (3)

This course introduces the student to various marketing concepts as they relate to healthcare organizations. Students will discuss marketing fundamentals, research, strategy, and the strategic marketing process. Students will attain a foundational application of the principles of marketing and their application to healthcare. Offered: Intermittently at select locations.

IHM 40100 - Introduction to Public Health (3)

This is an overview of current topics in public health and will center on discussions regarding U.S. healthcare reform and the effect of globalization of national economies on the health of populations. Analysis of public health efforts in light of natural disasters coupled with practical application of the best practices in the field and discussion centered on the social and ethical challenges of devising public policy will also be focal points for this course.

IHS 10000 - World History Since 1500 (3)

(GE-WHis) This course is a study of the growth and interactions of world cultures and concentrates on the history of the world since 1500. The emphasis is on the interaction of the West with other civilizations after the industrial and scientific revolutions. Colonialism, imperialism, and non-Western nationalist movements will be considered, along with the development of the current world situation. All sections may be taken for Honors Program credit. Not open to students with credit in HIS 22100. Prerequisite: ICM 10100 and ICM 10200.

IIT 10000 - Computer Literacy (3)

This course will introduce students to basic computer terminology and computer usage. Topics will include discussion of computer hardware and software components, user functions, file storage and organization, application usage, the Internet, and information security. This course requires lab time outside of class meeting times.

IIT 34010 - Visual Basic.NET Programming (3)

This course focuses on developing Windows applications using Visual Basic. The goal of this course is for students to learn to build Visual Basic.Net applications with multiple forms and dialog boxes, create menus and sub-menus for program control, and access database files. Essentials of Visual Basic.Net environment are presented including objects, properties, methods, and code structures. Lab fee required. Offered: Intermittently.

IIT 34020 - Mobile Applications Programming (3)

This is an introductory hands-on course focused on the creation of web applications for deployment on multiple platforms such as personal computers, tablets, and smartphones. Topics will include connectivity, interface design, application architectures, and programming. Students will gain skills necessary to develop applications that utilize the unique hardware and communication capabilities of a variety of devices. This course is project based and will likely require extensive time commitment outside of class time. Lab fee required.

IIT 34030 - Java Programming (3)

This course is designed to give the student advanced knowledge of the Java programming language. Emphasis will be placed on the fundamental syntax and semantics of Java for applications. Other topics covered will include variables; data types and expressions; control structures including branching and looping; programmer defined classes; arrays; Graphical User Interfaces; and database access. Lab fee required.

IIT 34040 - C++ Programming (3)

This course is designed to provide working knowledge of object oriented programming using C++. Students will learn the basic concepts of object-oriented programming (OOP) and object oriented software design. The fundamental control structures of C and C++ will be presented. Students will also learn to build objects using classes, define operations on objects, and use predefined classes in C++.

IIT 34050 - C# Programming (3)

This course provides an introduction to programming using the C# language. Emphasis is placed upon the development of correct, efficient programs that are easy to maintain. Topics include problem analysis, program design, documentation, testing, and debugging. Basic features of the C# programming language are covered.

IIT 34400 - Linux Programming (3)

This course will introduce students to the Linux Operating System, with concentrations in security and automation. Topics include Linux Shell Programming, Perl Programming, Kernels, File Systems, System Administration, TCP/IP Networking, Web Environments, TCP/IP Socket Programming, and other business applications for Linux Systems. Lab fee required.

IIT 44020 - Information System Analysis and Design (3)

This course is an introductory Information Systems Analysis and Design course for business analysts, project managers, infrastructure analysts, system analysts, and change management analysts. Information Systems Analysis and Design presents a practical approach to information technology and system development. Throughout the course, students will learn how to translate business requirements into information systems that support a company's short- and long-term objectives. Classical and structured tools for describing data flow, data structure, process flow, file design, input and output design, and program specifications will be applied to

documenting systems. Lab fee required. Offered: Intermittently.

IMH 05100 - Basic College Math (3)

This is a computer-based self-paced course for students who need to review the basics of mathematics. Topics include order of algebraic operations, fractions, proportions, percents, exponents, scientific notation and calculator computations, simple graphs and diagrams, linear and quadratic equation solving, and word problems. This course will not earn elective credit (thus, does not count toward the 120 hours required for graduation), nor will it transfer the general education requirement in mathematics. Offered: Online each quarter and on ground each term at varying locations.

IMH 13200 - Quantitative Management Applications (3)

This course emphasizes problem-solving skills in management and finance. Topics include simple and compound interest, annuities, discounts, installment buying, amortization, reading and interpreting financial reports, depreciation, taxes, insurance, and investments. Mathematical tools include solving linear equations, linear regression, and basic statistical models. The uses of tables, calculators, and Excel are stressed. Offered: Online each term and at St. Charles, Westport, and the Belleville campus each term, intermittently at other locations.

Notes: (1) Both IMH 14200 and IMH 13200 require either passing the Math Placement exam with a score of 70% or better, or completion of IMH 05100 with a grade of "C" or better.

(2) A student who has transferred 3 semester hours in an approved math general education course may take a single 3 semester hour math general education course to satisfy the math requirement. Students with no general education math transfer credit must take the cluster.

(3) Some majors have special requirements as described in all those majors. All business administration, human resource administration, and health management majors must take statistics, even if they have transferred in more than one non-statistics course at the college algebra or above level. The Math/Statistics Cluster satisfies the mathematics general education requirement for all majors.

IMH 14100 - Basic Statistics (3)

This course is an introduction to the theory and applications of descriptive and inferential statistics including probability, random variables, expected values, probability distribution functions, and hypothesis testing.

IPS 15500 - American Government: The Nation (3)

(GE-AmGovHis) This course focuses on introducing students to the skills involved in political analysis. Attention is focused on examining key terms such as "democracy" and "politics" as well as providing students with an overview of American national government. Offered: Online each quarter.

IRC 20600 - Leisure in Contemporary Society (3)

(GE-SocSci) This course will focus on conceptual foundations for understanding the role of leisure in the quality of life in America. The history of and expanding role of recreation and leisure in the United States will be

explored with emphasis on factors influencing leisure, analysis of leisure values as related to individuals and society, and the study of historical significance of key events and individual contributions from cultural, psychological, individual, political, social, and economic points of view.

Quarter Graduate Program Descriptions

Graduate Degrees

The School of Accelerated Degree Programs at LU-Belleville awards 12 graduate degrees.

Master of Arts (MA)

- Master of Arts in Communications, Digital and Multimedia Emphasis
- Master of Arts in Communications, Media Management Emphasis
- Master of Arts in Communications, Promotions Emphasis
- Master of Arts in Communications, Training and Development Emphasis

Master of Business Administration (MBA)

- Master of Business Administration

Master of Science (MS)

- Master of Science in Criminal Justice Administration
- Master of Science in Healthcare Administration
- Master of Science in Human Resource Management

Master of Science in Administration (MSA)

- Master of Science in Administration, Management Emphasis
- Master of Science in Administration, Marketing Emphasis

Master's Degree Requirements

Quarter graduate degree programs typically consist of five core clusters and a capstone course. The following are the overall requirements to earn a master's degree through the quarter program:

1. Completion of a 48 credit hour degree program (five clusters plus the capstone course or culminating project).
2. Completion of the objectives set forth in the program overview.
3. Demonstration of graduate level writing and speaking as evaluated by the faculty advisor and instructor each term.
4. Completion of the capstone course with a grade of "A" or "B."
5. A cumulative grade point average of 3.0 or higher.
6. Completion of all practicum, apprenticeship, and residency requirements connected with the degree program, as specified by the program overview.

ADMINISTRATION, MSA

48 credit hours

The Master of Science in Administration (MSA) program is designed to meet the needs of students who may wish to specialize in marketing, management, or project management. Following are recommended interdisciplinary cluster units of nine semester hours for each of the major areas.

Core Curriculum

Graduate Economics and Information Science Cluster

IBA 50100	Economic Issues
IBA 50300	Business Driven Information Systems
IBA 50500	Quantitative Methods

Graduate Marketing/Finance Cluster

IHR 56100	Essentials of Marketing
IHR 56200	Survey of Accounting
IHR 56300	Introduction to Finance

Graduate Management Cluster

IBA 54000	Management and Administrative Theory
IBA 54100	Organizational Behavior
IBA 54300	Personnel Management and Labor Relations

Management Emphasis

Students pursuing an emphasis in Management take the following required clusters for 18 semester hours in their area of emphasis:

Graduate Organizational Communications Cluster

ICM 51500	Organizational Communications Theories
ICM 51600	Leadership in Organizations
ICM 51800	Communication Process and Motivation

Prerequisite: MSA Core Clusters

Graduate Organizational Assessment Cluster

IHR 57700	Organizational Assessment
IHR 57900	Training Design, Evaluation and Facilitation
IHR 58000	Contemporary Issues

Graduate Organizational Assessment Cluster Prerequisite: MSA Core Clusters

In addition to the five required clusters, students must complete the following course:

Capstone

IBA 60100	Business Policies and Strategies
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Marketing Emphasis

Students pursuing an emphasis in Marketing take the following required cluster (Graduate Marketing) and either the Graduate Integrated Promotional

Communications cluster or the Graduate Product Management cluster for 18 semester hours in their area of emphasis.

Graduate Finance/Marketing Cluster

IHR 56100	Essentials of Marketing
IHR 56200	Survey of Accounting
IHR 56300	Introduction to Finance

Graduate Economics and Information Science Cluster

IBA 50100	Economic Issues
IBA 50300	Business Driven Information Systems
IBA 50500	Quantitative Methods

Graduate Marketing Cluster (Required)

IBA 55020	Marketing Information and Research
IBA 55100	Marketing Strategy and Management
IBA 55200	Issues in Marketing

Prerequisite: MSA Core Clusters

Choose two of the following clusters:

Graduate Integrated Promotional Communications Cluster

ICM 50600	Promotion Strategies and Tactics
ICM 50800	Advertising for Sales Efficiency
ICM 51000	Public Relations Strategies for Business

Prerequisite: MSA Core Clusters

Graduate Management Cluster

IBA 54000	Management and Administrative Theory
IBA 54100	Organizational Behavior
IBA 54300	Personnel Management and Labor Relations

Graduate Product Management Cluster

IBA 55500	Product Management and Product Development
IBA 56000	Brand Management
IBA 56500	Product Positioning Strategy

Prerequisites: IBA 55020, IBA 55100, IBA 55200

In addition to the five required clusters, students must complete the following course:

Capstone

IBA 60100	Business Policies and Strategies
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BUSINESS ADMINISTRATION, MBA

48 credit hours

The MBA program offers a broad-based education in advanced administrative and managerial topics. The program features a curriculum that prepares students for the information economy while emphasizing applications of the latest concepts, practices and skills through case study analysis, and examination of current issues and trends in the rapidly-changing global business environment. It is designed for working professionals from a wide range of backgrounds who wish to advance or enhance their business careers.

The clustered learning format of the School of Accelerated Degree Programs is ideally suited to the new, experienced, or aspiring manager. In weekly seminars, three related subject areas are combined in one interdisciplinary unit of nine semester hours. This synthesis and the small class size provide a unique atmosphere for full-time study. Prerequisite Cluster for students with non-Business Undergraduate degree

Graduate Marketing/Finance Cluster

IHR 56100	Essentials of Marketing
IHR 56200	Survey of Accounting
IHR 56300	Introduction to Finance

Core Curriculum

Graduate Economics and Information Science Cluster

IBA 50100	Economic Issues
IBA 50300	Business Driven Information Systems
IBA 50500	Quantitative Methods

Graduate Accounting Cluster

IBA 51010	Financial Accounting Concepts
IBA 51011	Managerial Accounting
IBA 51200	Case Studies in Accounting

Graduate Management Cluster

IBA 54000	Management and Administrative Theory
IBA 54100	Organizational Behavior
IBA 54300	Personnel Management and Labor Relations

Graduate Marketing Cluster

IBA 55020	Marketing Information and Research
IBA 55100	Marketing Strategy and Management
IBA 55200	Issues in Marketing

Graduate Finance Cluster

IBA 53000	Financial Concepts
IBA 53100	Financial Policy
IBA 53200	Managerial Finance

Prerequisite: Graduate Accounting Cluster or permission of the program director.

In addition to the five required clusters, students must complete the following course:

Capstone

IBA 60100	Business Policies and Strategies
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COMMUNICATIONS, MA

48 credit hours

The MA program in Communications offers a great deal of flexibility in planning and design. The graduate student in communications may specialize in one of four areas of emphases. The four areas of emphasis are

1. Promotions
2. Training and development
3. Media management
4. Digital and multimedia studies

Each cluster is limited to approximately 14 students, which allows for close contact with faculty members and individualization of study to meet each student's needs within the parameters of the cluster. Each cluster meets one evening a week for four hours and integrates related areas of study which, in more traditional formats, are taught separately. Evaluation is based primarily upon projects in which written and oral communications skills are developed.

Students may apply for three credits of either ICM 59300 Media Internship or ICM 59400 Communications Internship, on-site learning experiences in communications-related establishments. Students who wish to pursue an internship must receive the recommendation of the Program Director and be accepted by the internship organization. Internships require 50 hours of fieldwork per one semester hour of credit.

In the final term of study, a capstone course (ICM 60100, 3 credit hours), is required of all majors.

With permission of the Communications Program Director students can earn up to nine hours of Independent Study coursework (ICM 59500 Special Topics I, ICM 59600 Special Topics II, ICM 59700 Special Topics III). These three credit hour courses involve applied individualized studies, under the supervision of Lindenwood faculty, in support of developing programming and operations at LUTV, the Lindenwood television station.

Promotions Emphasis

The MA in Communications with a promotions emphasis requires completion of the following clusters.

Core Curriculum

Graduate Public Relations Cluster

- ICM 54600 Public Relations and Social Media
- ICM 55200 Public Relations Ethics: Case Studies
- ICM 55300 Strategic Research and Planning

Graduate Marketing Cluster

- IBA 55020 Marketing Information and Research
- IBA 55100 Marketing Strategy and Management
- IBA 55200 Issues in Marketing

Graduate Integrated Promotional Communications Cluster

- ICM 50600 Promotion Strategies and Tactics
- ICM 50800 Advertising for Sales Efficiency
- ICM 51000 Public Relations Strategies for Business

Elective Category A

(Select one of the following clusters):

Graduate Corporate Communications Cluster

- ICM 50000 Communications in the Corporate Environment
- ICM 50100 Using Media for Presentations
- ICM 50300 Copywriting

Graduate Organizational Communications Cluster

- ICM 51500 Organizational Communications Theories
- ICM 51600 Leadership in Organizations
- ICM 51800 Communication Process and Motivation

Elective Category B

(Select one of the following clusters):

Graduate Imaging and Design Cluster

- ICM 52600 Design Concepts
- ICM 52700 Design in Media I
- ICM 52800 Design in Media II

Graduate Web Page Design Cluster

- ICM 56400 Web Imaging
- ICM 56700 Web Page Building
- ICM 57000 Web Site Management

Graduate Product Management Cluster

- IBA 55500 Product Management and Product Development
- IBA 56000 Brand Management
- IBA 56500 Product Positioning Strategy

Prerequisites: IBA 55020, IBA 55100, IBA 55200

Capstone

- ICM 60100 Communications Capstone

Training and Development Emphasis

The MA in Communications with a training and development emphasis requires completion of the following clusters

Core Curriculum

Graduate Corporate Communications Cluster

- ICM 50000 Communications in the Corporate Environment
- ICM 50100 Using Media for Presentations
- ICM 50300 Copywriting

Graduate Organizational Communications Cluster

- ICM 51500 Organizational Communications Theories
- ICM 51600 Leadership in Organizations
- ICM 51800 Communication Process and Motivation

Graduate Organizational Assessment Cluster

- IHR 57700 Organizational Assessment
- IHR 57900 Training Design, Evaluation and Facilitation
- IHR 58000 Contemporary Issues

Graduate Managerial Issues Cluster

- IHR 53400 Gender Issues in Management
- IHR 53600 Implementing and Managing Diversity
- IHR 56000 Adult Learning Processes

Elective Category

(Select one of the following clusters)

Graduate HR Strategies Cluster

IHR 58070	Employee Selection and Retention
IHR 58075	Employee Benefits and Compensation
IHR 58080	Employment Law for the Human Resource Professional

Graduate Management Cluster

IBA 54000	Management and Administrative Theory
IBA 54100	Organizational Behavior
IBA 54300	Personnel Management and Labor Relations

Capstone

ICM 60100	Communications Capstone
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Media Management Emphasis

The MA in Communications with a media management emphasis requires completion of the following clusters:

Core Curriculum**Graduate Corporate Communications Cluster**

ICM 50000	Communications in the Corporate Environment
ICM 50100	Using Media for Presentations
ICM 50300	Copywriting

Graduate Documentary Storytelling and Research Cluster

ICM 53500	Documentary Storytelling: Theory and Narrative Structure
ICM 54000	Media Preservation and Archives
ICM 54400	Documentary Research and Writing

Graduate Management Cluster

IBA 54000	Management and Administrative Theory
IBA 54100	Organizational Behavior
IBA 54300	Personnel Management and Labor Relations

Graduate Digital Media Management Cluster

ICM 53400	Principles of Business Graphics
ICM 56500	Electronic Resources
ICM 58800	Media Project Planning

Graduate Web Page Design Cluster

ICM 56400	Web Imaging
ICM 56700	Web Page Building
ICM 57000	Web Site Management

Capstone

ICM 60100	Communications Capstone
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Digital and Multimedia Studies Emphasis

The MA in Communications in digital and multimedia studies combines coursework that involves both hands-on experiences with current technologies and conceptual studies relating to their applications. The MA in communications with a digital and multimedia emphasis requires completion of five clusters and one three-

semester-hour capstone course for a total of 48 credit hours.

Core Curriculum**Graduate Documentary Storytelling and Research Cluster**

ICM 53500	Documentary Storytelling: Theory and Narrative Structure
ICM 54000	Media Preservation and Archives
ICM 54400	Documentary Research and Writing

Graduate Television Production Cluster

ICM 55600	Production for Television
ICM 55800	Writing for Television
ICM 55900	Production Management

Graduate Imaging and Design Cluster

ICM 52600	Design Concepts
ICM 52700	Design in Media I
ICM 52800	Design in Media II

Graduate Web Page Design Cluster

ICM 56400	Web Imaging
ICM 56700	Web Page Building
ICM 57000	Web Site Management

Elective Cluster

(Select one of the following clusters)

Graduate Scriptwriting Cluster

IMF 57500	Scriptwriting Workshop
IMF 57600	The Narrative Arc In Film
IMF 57700	Script Analysis

Prerequisite: Submit writing sample to MFA program director.

Graduate Digital Media Management Cluster

ICM 53400	Principles of Business Graphics
ICM 56500	Electronic Resources
ICM 58800	Media Project Planning

Graduate Advanced Television Production Cluster

ICM 57400	Advanced Television Production
ICM 57600	Advanced Television Directing
ICM 57700	Advanced Television Editing

Prerequisites: ICM 55600, ICM 55800, ICM 55900 or equivalent experience.

Graduate Media Design Applications Cluster

ICM 52400	Media Design Applications: Adobe Illustrator
ICM 52500	Media Design Applications: Adobe Photoshop
ICM 52900	Graphic Design Management and Workflow

Prerequisites: ICM 52600, ICM 52700, ICM 52800 or equivalent experience.

Independent Study Courses

ICM 58850	Media Internship
ICM 58855	Communications Internship
ICM 59500-59599	Special Topics I
ICM 59600-59699	Special Topics II
ICM 59700-59799	Special Topics III
Capstone	
ICM 60100	Communications Capstone

CRIMINAL JUSTICE ADMINISTRATION, MS

48 credit hours

The MS in Criminal Justice Administration is designed for practicing professionals in the fields of law enforcement and criminal justice administration. The degree is designed for both younger professionals who intend to pursue a career in the field and for seasoned professionals who wish to expand their knowledge and skills in criminal justice administration.

Core Curriculum

Graduate Management Cluster

IBA 54000	Management and Administrative Theory
IBA 54100	Organizational Behavior
IBA 54300	Personnel Management and Labor Relations

Graduate Homeland Security Cluster

ICJ 52000	Terrorism and Counter Terrorism
ICJ 52100	Homeland Security
ICJ 52200	Homeland Security and American Policing

Graduate Constitutional Law Cluster

ICJ 51000	Constitutional Law
ICJ 51100	Rules of Evidence
ICJ 51200	Courtroom Testimony and Presentation

Graduate Administration of Justice Cluster

ICJ 50300	Ethics in Criminal Justice
ICJ 50400	Public Policy and Criminal Justice
ICJ 52500	Administration of Justice

Graduate Critical Issues in Policing Cluster

ICJ 50200	Critical Issues in Police Civil Liability
ICJ 52600	Police in Society
ICJ 52700	Police Leadership

Students must also complete:

ICJ 60100	Criminal Justice Administration
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HEALTHCARE ADMINISTRATION, MS

48 credit hours

The MS in Healthcare Administration is designed for practicing professionals in the health and human service professions. Curriculum content is based upon

recommendations of the Accrediting Commission on Education for Health Service Administration.

Core Curriculum

Graduate Quantitative Methods and Analysis Cluster

IHM 52200	Public Health Perspectives
IHM 52300	Quantitative Methods in Healthcare Management
IHM 52400	Statistical Analysis and Research Methods in Healthcare

Graduate Legal Issues Cluster

IHM 53300	Administration of Healthcare Law
IHM 53500	Case Study and Analysis in Healthcare Administration
IHM 53700	Medical Records and the Law

Graduate Healthcare Strategies Cluster

IHM 55000	Strategic Management in Healthcare Organizations
IHM 55100	Healthcare Marketing

IHM 55300	Quality and Strategy in Healthcare Organizations
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Graduate Healthcare Finance, Economics and Accounting Cluster

IHM 57700	Healthcare Finance
IHM 57800	Economic Analysis of Health and Medical Care
IHM 57900	Accounting for Healthcare Organizations

Graduate Healthcare Information Systems and Management Ethics Cluster

IHM 58050	Digital Medicine and Healthcare Information Systems
IHM 58055	Ethical Challenges in the Management of Health Information
IHM 58060	Organizational Behavior in Healthcare

Capstone

IHM 60100	Healthcare Administration Capstone Healthcare Administration Internship (optional)
IHM 50000	Healthcare Administration Internship

HUMAN RESOURCE MANAGEMENT, MS

48 credit hours

The MS in Human Resource Management (HRM) provides a forum for applied and experiential learning for students with career ambitions within the fields of Human Resources Management and Organizational Development. The program encourages the development of business partners with a working understanding of basic business skills in such critically important areas as accounting, finance, and information systems. It further develops their HRM experience with an emphasis on organizational assessment, problem identification and resolution, HR planning and the application of tested and proven HR

solutions to the tactical and strategic needs of the business.

Core Curriculum

Graduate Management Cluster

IBA 54000	Management and Administrative Theory
IBA 54100	Organizational Behavior
IBA 54300	Personnel Management and Labor Relations

Graduate Marketing/Finance Cluster

IHR 56100	Essentials of Marketing
IHR 56200	Survey of Accounting
IHR 56300	Introduction to Finance

Graduate Organizational Assessment Cluster

IHR 57700	Organizational Assessment
IHR 57900	Training Design, Evaluation and Facilitation
IHR 58000	Contemporary Issues

Graduate HR Strategies Cluster

IHR 58070	Employee Selection and Retention
IHR 58075	Employee Benefits and Compensation
IHR 58080	Employment Law for the Human Resource Professional

Graduate Economic Issues Cluster

IHR 50100	Human Resource Economics
IHR 50300	Human Resource Information Systems
IHR 50500	Quantitative Methods for the HR Professional

Capstone

IHR 60100	Human Resource Management Capstone
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In addition to the five required clusters, students may also select an elective cluster to further enhance their degree program:

Graduate Management Issues Elective Cluster

IHR 53400	Gender Issues in Management
IHR 53600	Implementing and Managing Diversity
IHR 56000	Adult Learning Processes

QUARTER GRADUATE COURSE DESCRIPTIONS

IBA-Business Administration

Graduate Economics and Information Science Cluster

IBA 50100 - Economic Issues (3)

This course applies core economic concepts to issues relevant to today's business environment. Topics include markets and market process, applications of demand and supply, profit maximization, and discussions of how the business environment is affected by national and international economic conditions, monetary policy, banking and related issues in macroeconomics, international trade, and finance.

IBA 50300 - Business Driven Information Systems (3)

This course examines the role of management information systems in the business environment. Topics include decision-support systems, information security, enterprise architectures, databases, networks, enterprise resource planning, and systems development.

IBA 50500 - Quantitative Methods (3)

This course applies statistics and probability concepts to managerial decision-making in the business environment, with emphasis on Production and Operations Management applications. Topics include descriptive statistics, probability concepts, confidence intervals, sampling designs, data analysis methods, correlation and regression analysis, and forecasting.

Graduate Accounting Cluster

IBA 51010 - Financial Accounting Concepts (3)

Students examine generally accepted accounting concepts and their influences upon the preparation, analysis, and use of financial statements and reports.

IBA 51011 - Managerial Accounting (3)

This course applies generally accepted accounting practices to the internal use of accounting data by managers for planning, control, and decision making purposes.

IBA 51200 - Case Studies in Accounting (3)

This course will use case analysis to illustrate and describe what accountants do and provide a basis for discussion about alternatives and implications of accounting standards, procedures and reports. The focus will be on the manager as a decision maker, using accounting as a strategic tool.

Graduate Management Cluster

IBA 54000 - Management and Administrative Theory (3)

This course integrates theory, research, and applications that provide the cornerstones for the study of managing within organizations. The functions of management, human behavioral studies and leadership styles are examined.

IBA 54100 - Organizational Behavior (3)

Students study and analyze the primary factors affecting behavior and relationships in organizations. Particular emphasis is given to examining the structure, processes, and behavior within organizations to better understand the management systems and processes that move organizations forward. Offered at all locations intermittently.

IBA 54300 - Personnel Management and Labor Relations (3)

Students will study the elements of union-management relationships. It includes case-study application of the systems and processes associated with labor and management contracts and negotiations. Offered at all locations intermittently.

Graduate Marketing Cluster

IBA 55020 - Marketing Information and Research (3)

This course examines issues in conducting marketing research and the variety of research techniques available to the researcher. Students will also analyze the sources of information that guide decision making in business settings. Although some topics will be explored through lecture, particular emphasis will be given to case analysis, situational vignettes, and discussion of current events. A project at the end of the course will tie together course concepts and allow students to present a comprehensive marketing research plan.

IBA 55100 - Marketing Strategy and Management (3)

This course is an analysis of the dynamics of developing a marketing program: establishing a strategy model for entry, maintenance/ survival, proliferation/ segmentation, exit and re-entry of products and service. Students will study the development of a marketing plan for an organization, budgeting, interfacing with other areas of the organization.

IBA 55200 - Issues in Marketing (3)

Current and significant issues in marketing (electronic marketing, direct marketing, interactive services marketing, Internet marketing, green marketing, international marketing, and social media) are examined. The course applies the existing theories and practices in the marketing discipline, and emphasis is given to new and emerging topics in the field.

Graduate Finance Cluster

IBA 53000 - Financial Concepts (3)

Students examine the managerial functions of finance with emphasis on financial statement analysis, working capital management, capital budgeting, long term financing. Prerequisite: IBA 51000; IBA 51100; IBA 51200 or permission of dean.

IBA 53100 - Financial Policy (3)

This course is an advanced study of corporate financial analysis with focus on mergers, acquisitions, management/ shareholder relations, dividend policy, long

term financing, money and capital marketing institutions, using a case study and problem-solving approach.

Prerequisite: IBA 51000; IBA 51100; IBA 51200 or permission of dean.

IBA 53200 - Managerial Finance (3)

Analysis of major financial decisions is the focus of this course. The traditional financial problems normally reserved for executive decision-making are covered in depth. Prerequisite: IBA 51000; IBA 51100; IBA 51200 or permission of dean.

Graduate Product Management Cluster

IBA 55500 - Product Management and Product Development (3)

Students analyze the product management function, the role of the product manager in the firm, and the interfaces required with other areas of the organization. The application of strategy models to product management, monitoring, tracking, and updating, will be conducted. Development of new products will then be analyzed with methods of evaluation, new venture teams, the pre-entry planning phase, budgeting, and decision trees. Students will develop a new product concept.

IBA 56000 - Brand Management (3)

Product and brand management decisions needed to build, measure and manage brand equity will be discussed and evaluated. Areas of focus will include important issues in planning and evaluating brand strategies, applying appropriate theories, concepts Lindenwood College for Individualized Education, and models to make better branding decisions.

IBA 56500 - Product Positioning Strategy (3)

Students will investigate marketing strategies related to the image of a product or service in the customer's thoughts. Methods of achieving a position, selection of a positioning strategy and writing a plan to implement that strategy as well as how the positioning plan fits with the total written marketing plan will be examined.

Graduate Project Management in Business Cluster

IBA 56070 - Project Management in Business (3)

Students will analyze project management roles and responsibilities in the business organization and apply project management concepts. Organizational structures and their effect on project management are studied using a case analysis approach. Other topics include: organizing and staffing the project team, project office functions, time management and conflict management. Prerequisite: MSA Core Clusters.

IBA 56071 - Project Selection and Initiation (3)

Managing the portfolio of projects in the business organization is the main focus of this course with emphasis on best practices and models for the strategic selection of projects. Students will prepare a project proposal as one of the main deliverables of this course. Prerequisite: MSA Core Clusters.

IBA 56072 - Project Planning and Scheduling (3)

In this course, students will define the scope of a project, and develop a project charter, a work breakdown structure, a project schedule using MS Project and a project budget. Other topics include an analysis of the project lifecycle, canceled and failed projects, network scheduling techniques, and estimating time and cost. Students will prepare a comprehensive project plan and schedule as the main deliverables of this course.

Prerequisite: MSA Core Clusters.

Capstone Course

IBA 60100 - Business Policies and Strategies (3)

This course explores the practices and problems confronting the modern business organization through an analysis of cases or through business simulation studies. Special emphasis is given to strategic management, assessment, analysis, implementation, evaluation and control. A grade of B or better is required in order to pass this course. Testing fee required.

Special Topics Courses

IBA 51900-51999 - Special Topics in Accounting (1-3)

IBA 53900-53999 - Special Topics in Finance (1-3)

IBA 54900-54999 - Special Topics in Management (1-3)

IBA 55900-55999 - Special Topics in Marketing (1-3)

ICM-Communications

Graduate Corporate Writing Cluster

ICM 50000 - Communications in the Corporate Environment (3)

This class is the study and practice of effective business communication, with emphasis on writing, speaking and group communication. Topics will include principles of verbal and nonverbal communication in the work place; writing, social networking, memorandums, letters, reports and proposals; interviewing and oral presentation. Work will focus on persuasive communication for both internal and external business audiences.

ICM 50100 - Using Media for Presentations (3)

This course is the practical application of oral presentation enhancements through the use of audio-visual and computer-aided materials and includes design and use of newsletters for internal and external audiences.

ICM 50300 - Copywriting (3)

Students will learn to write and edit copy for business projects, such as reports, newsletters, brochures, proposals, news releases, blogs, video scripts, and/or speeches.

Graduate Integrated Promotional Communications Cluster

ICM 50600 - Promotion Strategies and Tactics (3)

This course identifies cost-effective multi-media promotional activities that deliver desired business results. Emphasis is placed on clearly understanding

business objectives then developing the most appropriate promotional program to achieve desired results.

ICM 50800 - Advertising for Sales Efficiency (3)

This course examines how business use advertising aimed at targeted groups to achieve specific business goals. Students are exposed to the sub-categories within advertising and emphasis is placed on selecting the media that is best suited to achieve specific business goals.

ICM 51000 - Public Relations Strategies for Business (3)

This course identifies a variety of PR tactics that can be used to provide direct support for product/services sales and how other tactics are used to achieve longer term business objectives that can build a positive future freedom-to-operate atmosphere.

Graduate Organizational Communications Cluster

ICM 51500 - Organizational Communications Theories (3)

This course involves analysis of the communication theories that apply to organizational applications. Using in class discussions, journals, and written assignments, students will expand on life experiences and previous learning by situational analysis of theories, including applying the ABC model to identify communication effectiveness in workplace settings.

ICM 51600 - Leadership in Organizations (3)

This course examines leadership roles in the communication structure and offers a deeper analysis of organizations and "systems" of internal and external communication flow. Special attention to problems of specialization and departmentalization complements the study of styles emphasized in the undergraduate cluster. Using in class discussions, journals, and written assignments, students will identify communication effectiveness, power strategies, and decision-making in the organization at the team and/or individual level.

ICM 51800 - Communication Process and Motivation (3)

This course introduces motivation, motivating and persuasive techniques. Reviewing motivations behind communication and leadership extends to case studies of problems and issues in communication systems within organizational frameworks. Students will develop a final project and a research paper designed to enhance organizational communications, leadership, and performance. Included should be methods to effectively support the organizational mission and maximize potential. Students should also discuss specific strategies for improving their own skills in self-motivation, leadership, communication, strategic thinking, and performance. A discussion of gender and cultural differences will also be included.

Graduate Media Design Applications Cluster

ICM 52400 - Media Design Applications: Adobe Illustrator (3)

This course is a study of intermediate and advanced concepts and techniques needed to be proficient in vector

graphic production for the graphic design workplace using Adobe Illustrator.

ICM 52500 - Media Design Applications: Adobe Photoshop (3)

This course is a study of intermediate and advanced concepts and techniques needed to be proficient in bitmap/raster graphic production for the graphic design workplace using Adobe Photoshop.

ICM 52900 - Graphic Design Management and Workflow (3)

This course is a study of intermediate and advanced concepts and techniques needed to be proficient in using design applications and processes to manage the design workflow from conception to product delivery.

Graduate Imaging and Design Cluster

ICM 52600 - Design Concepts (3)

This course is a study of basic art and design concepts that enable students to produce visually and aesthetically pleasing work in current and emerging software applications.

ICM 52700 - Design in Media I (3)

This course is a study of basic and intermediate concepts and applications of color theory and graphic design within the context of visual media. Students will explore current design trends and strategies and develop a body of work through practical application exercise assignments.

ICM 52800 - Design in Media II (3)

This course is an in-depth examination and analysis of historical, cultural and psychological effects of color and symbolism on the field of vision within design media. This course includes individual research and composition of custom art work using a practical design platform.

Graduate Digital Media Management Cluster

ICM 53400 - Principles of Business Graphics (3)

Students will explore some of the uses of graphics in the business community. Discussions will center on the impact of emerging technologies and how graphics can be used as a communications tool.

ICM 56500 - Electronic Resources (3)

In this course, students will discuss and review examples of the various electronic means to provide electronic graphics resources to the end user. This class will explore and discuss, via examples, distribution means for various graphics, video, photography, digital images and electronic resources.

ICM 58800 - Media Project Planning (3)

This course is intended to evaluate and sharpen the students' knowledge in planning a large media project. Examples may include, but not be limited to, organizing press conferences and major announcement or news events. This section will take into account the utilization of both Advanced Business Graphics and Electronic Resources to deliver the message to the targeted audience.

Graduate Public Relations Cluster**ICM 54600 - Public Relations and Social Media (3)**

The analysis of shifting media environment and application of new media technologies as it affects the Public Relations industry. Students will develop a multi-platform campaign based on organizational goals, audience characteristics that include web analytics.

ICM 55200 - Public Relations Ethics: Case Studies (3)

Close examinations of the ethical choices organizations make and communicate to the public when responding to specific events and crises. Students will apply and assess PR professional codes of conduct to specific organizational messages to ascertain the impact on society and the environment. Students will compare humanistic ethics to professional codes of conduct in developing their own ethical leadership.

ICM 55300 - Strategic Research and Planning (3)

Students master strategic PR principles in the development, design and execution of a campaign plan that includes measurable objectives and evaluations, with heavy emphasis on problem solving and the role of research, sampling, data analysis and interpretations of qualitative findings that inform the planning and management process. Students will work with a client to create and conduct a professional PR campaign and presentation.

Graduate Web Page Design Cluster**ICM 56400 - Web Imaging (3)**

This course covers creation and editing of imagery for electronic delivery. Students will discuss topics including resolution, sizing, and compression. Coursework includes both raster (Photoshop) and vector (Illustrator, Flash) formats and their application.

ICM 56700 - Web Page Building (3)

This course looks at several approaches to constructing web pages, including text based and visual editors. Skills taught in the Imaging course are applied to create visuals for import into pages with text elements.

ICM 57000 - Web Site Management (3)

Students take groups of web pages and gather them into a web site. The class will consider site/page usability, interface philosophy, and how software tools can help in the construction, management, and maintenance of a web site as well as consider different ways to deliver electronic content, i.e., inter/ intra networks and CD.

Graduate Television Production Cluster**ICM 55600 - Production for Television (3)**

In this course, a laboratory environment will be used to develop planning, scripting, shooting, directing, editing, budgeting, and studio skills to produce a program for television or cable broadcast. Lab fee required.

ICM 55800 - Writing for Television (3)

This course is a study and experience in appropriate techniques and layout for writing copy for use in television advertisement, news and feature presentations. Attention is given to connecting words and actions for

effective communication in commercial television and for industrial training efforts. Lab fee required.

ICM 55900 - Production Management (3)

This course serves as a demonstration and experience in setting up lighting, set arrangements and camera positions for effective video production. Demonstration of video switching, audio adjustments, post-production assembly and insert editing for both live and pre-recorded video production is included. Lab fee required.

Graduate Advanced Television Production Cluster**ICM 57400 - Advanced Television Production (3)**

This course demonstrates the use of camera, lighting, writing, casting and other pre-production activities in the production of a taped video documentary or feature. Lab fee required.

ICM 57600 - Advanced Television Directing (3)

This course concentrates on the position and responsibilities of the director in commercial and industrial/training video productions. Students will serve as director in the creation of an original feature project. Lab fee required.

ICM 57700 - Advanced Television Editing (3)

This course consists of direction and experience in the use of editing, assembly and insert, as well as switching and audio mixing and other postproduction video techniques in the creation of an original project. Lab fee required.

Graduate Documentary Storytelling and Research Cluster**ICM 53500 - Documentary Storytelling: Theory and Narrative Structure (3)**

Through a variety of documentary film screenings and readings, students will analyze the epistemologies, ideologies, aesthetic elements, narrative structures and strategies that filmmakers employ in their storytelling. The course will examine new trends and conventions in the documentary genre.

ICM 54000 - Media Preservation and Archives (3)

Students will focus on how documentary filmmakers use archival media materials (photographs, motion pictures and audio recordings) in their films. Students will become familiar with several media archive holdings, learn about various media formats and how to use archives for media productions and related activities such as the process of requesting footage and licensing fees. Students will learn about career opportunity in media preservation and contemporary trends in the profession. Students will work with local archives, such as Lindenwood and the St. Charles Historical Society.

ICM 54400 - Documentary Research and Writing (3)

This course will teach students how to research a topic, find media source materials, conduct interviews, select appropriate consults and on-camera talent. Students will learn how to write a proposal, a short documentary script that incorporates a well-crafted narrative structure and grant applications.

Capstone Course**ICM 60100 - Communications Capstone (3)**

This course develops advanced presentation skills and business etiquette as it applies in a variety of communications settings that occur in all phases of career and project development. Students are expected to select a project that is important to their intellectual and professional development in the communications field. The course will provide students with experiences to refine and demonstrate competent communications skills and apply appropriate assessment criteria to various presentation styles and formats through all phases of the capstone project. Required for Promotions, Media Management, and Training and Development.

Internship Courses**ICM 58850 - Media Internship (3)**

On-site learning experience in a professional media production setting that produces media program and content for radio, television, film, websites and advertising. Internships require 50 hours of fieldwork for one semester hour of credit. Students must receive a recommendation of the Faculty Advisor and be accepted by the internship organization. Work performance will be assessed by the internship supervisor. A portfolio and examples of work performed must be submitted to the Faculty Advisor at the end of the internship. See Faculty Advisor for portfolio criteria.

ICM 58855 - Communications Internship (3)

On-site learning experience in a professional communications setting that focuses upon organizational, human resources, or public relations. Internships require 50 hour of fieldwork for one semester hour of credit. Students must receive a recommendation of the Faculty Advisor and be accepted by the internship organization. Work performance will be assessed by the internship supervisor. A portfolio and examples of work performed must be submitted to the Faculty Advisor at the end of the internship. See Faculty Advisor for portfolio criteria.

Special Topics Courses**ICM 59500-59599 - Special Topics I (1-3)**

Students will complete individually designed studies in Communications.

ICM 59600-59699 - Special Topics II (1-3)

Students will complete individually designed studies in Communications.

ICM 59700-59799 - Special Topics III (1-3)

Students will complete individually designed studies in Communications.

*ICJ-Criminal Justice Administration***Graduate Homeland Security Cluster****ICJ 52000 - Terrorism and Counter Terrorism (3)**

This course examines the history and development of international and domestic terrorism as political tools. It will focus on cultural, religious and philosophical elements that together have provided terrorist

organizations with a fundamental basis for using terrorism to promote their causes. Various terrorist organizations and their philosophies will be studied by examining case histories of terror organization development.

ICJ 52100 - Homeland Security (3)

This course will explore the emergence of homeland security and America's historical approach to defending its homeland and the evolution of the terrorist threat that led to September 11, 2001. Special focus will be given to threat assessment and mitigation, critical infrastructure protection, emergency response, incident management, and continuity of operations. Critical policy issues shaping the future of homeland security and the roles, responsibilities, and methods of major federal, state and local government agencies along with key private sector organizations will be examined.

ICJ 52200 - Homeland Security and American Policing (3)

This course will address the needs of state and local law enforcement to work practically and effectively with the communities they serve in light of the terrorist threat facing the nation. Issues such as preparedness, mitigation, recovery and response will be studied. Special attention will be given to balancing the rights of the citizen against the need for public safety during times when terrorist threats are highest.

Graduate Constitutional Law Cluster**ICJ 51000 - Constitutional Law (3)**

This course examines the history and traditions of the United States Constitution and its impact on American Criminal Justice. The spirit and philosophy of Constitutional Law will be explored through the study of important criminal and civil case law and their impact on American Society.

ICJ 51100 - Rules of Evidence (3)

The rules of evidence, as statutory and constitutional law prescribes them, are examined in this course. The long-standing history of proper evidentiary procedure is explored in depth and is made relevant through examination of related Supreme Court Cases.

ICJ 51200 - Courtroom Testimony and Presentation (3)

The role of courtroom testimony and procedure is examined in this course. The importance of proper case preparation and presentation is carefully examined in this course along with constitutional restrictions on testimony and evidence.

Graduate Administration of Justice Cluster**ICJ 50300 - Ethics in Criminal Justice (3)**

This course places an emphasis on the concepts, principles and theories that comprise ethical practice for administrators in the field of criminal justice. The course is designed to inform students how these concepts are used to examine ethical issues and mandates the use of critical thinking and reasoning skills, as it reviews metaethics and moral psychology. The course provides sound coverage of theory and emphasizes how the ethics

field can inform our understanding of moral issues in criminal justice.

ICJ 50400 - Public Policy and Criminal Justice (3)

This course advises students on the public policy process in the United States and examines the basis for policy development within the criminal justice system. Critical issues that have shaped and formed the criminal justice system to what it is today are reviewed and students are exposed to literature that challenge current policies, their creation, and reviews their results both positive and negative.

ICJ 52500 - Administration of Justice (3)

The course identifies management theories, techniques, and challenges unique to the operation and management of criminal justice agencies. The course reviews organizational principles, models, and typologies, and analyzes organizational effectiveness within the police, court, and corrections arena.

Graduate Critical Issues in Policing Cluster

ICJ 50200 - Critical Issues in Police Civil Liability (3)

This course consists of an analysis of the scope and impact of police civil liabilities as they pertain to such matters as use of excessive force, police vehicle pursuits, high risk drug enforcement operations, and failure to arrest intoxicated drivers.

ICJ 52600 - Police in Society (3)

This course is an analysis of selected readings and research on the police role, selection and training, discretion, use of force, corruption and future trends.

ICJ 52700 - Police Leadership (3)

This course will explore leadership theories to provide a template for current or potential police leaders. The course will provide students with directives on how to examine situations, adopt an informed perspective and make ethical leadership decisions.

Capstone Course

ICJ 60100 - Criminal Justice Administration (3)

The capstone ICJ course addresses administrative strategies in Policing, Corrections, Juvenile Justice, and the Court System. All of these areas are currently experiencing an intense period of examination, reflection, and experimentation. The course will analyze past and present practices and problems in an effort to propose practical solutions to dilemmas encountered by various Criminal Justice Administrators.

Special Topics Courses

ICJ 59300-59399 - Special Topics in Criminal Justice (3)

This course is an analysis of selected criminal justice topics such as organized crime, gangs, drugs, and the white-collar crime.

IHM-Healthcare Administration

Graduate Quantitative Methods and Analysis Cluster

IHM 52200 - Public Health Perspectives (3)

Public health is concerned with threats to the overall health of a community based on population health analysis. Students will learn about public health from both a global and national viewpoint as well as additional topics of disaster preparedness, public policy and research. Disease prevention via behavior and environmental modification along with the cost effectiveness and benefits of public health interventions and technology use will also be reviewed.

IHM 52300 - Quantitative Methods in Healthcare Management (3)

This course offers a comprehensive introduction to quantitative methods and techniques. Discussions will center on practical methods and analysis of operational, tactical and strategic decisions. Techniques for forecasting, decision making, facility location and layout, and many other practical applications will be addressed as they relate to healthcare businesses.

IHM 52400 - Statistical Analysis and Research Methods in Healthcare (3)

Students will learn how to become critical and intelligent consumers of research literature in healthcare. Guidelines to determine if research is valuable will be presented based upon the appropriateness of research design, methodology and statistics. Students will learn how to apply knowledge obtained through research to everyday practices in healthcare organizations.

Graduate Legal Issues Cluster

IHM 53300 - Administration of Healthcare Law (3)

This course will be an in depth discussion of case setting precedents in healthcare Law. The scope and perspective of the intricacies of healthcare law will be discussed from a management perspective, as well as liabilities of healthcare institutions as they relate to legal issues.

IHM 53500 - Case Study and Analysis in Healthcare Administration (3)

Students will learn to analyze, synthesize and apply current and previously established political, social, economic, and legal indications in the analysis of legal cases as they relate to predominant healthcare issues. Current precedent setting cases and established cases will be fully explored as they relate to and contrast the evolution of healthcare law.

IHM 53700 - Medical Records and the Law (3)

The nature and use of health information has changed dramatically over the past decade. With the evolution of the way we create, use and store health information, there is increased accountability for the protection and dissemination of this information. This course is designed to address the substantial changes brought to the industry by HIPAA and the growth in utilization of electronic record systems.

Graduate Healthcare Strategies Cluster

IHM 55000 - Strategic Management in Healthcare Organizations (3)

This course enhances the student's ability to look closely at a healthcare organization and develop a strategic plan. Healthcare organizations, both nonprofit and for-profits, must be concerned with the changing environment and consumer demands. The healthcare organization, similar to other businesses, must be able to respond quickly to demands including but not limited to, health promotion, and wellness programs as well as alternative medicine breakthroughs. Therefore, strategic planning is more important in today's changing healthcare environment.

IHM 55100 - Healthcare Marketing (3)

This course provides the healthcare administration student with a thorough understanding of the principles and concepts of marketing as they apply to healthcare organizations. The class will discuss marketing applications from both a traditional fee-for-service approach and a managed care framework, identifying the strengths and weaknesses of both.

IHM 55300 - Quality and Strategy in Healthcare Organizations (3)

This course reviews the current healthcare system, history of quality, and quality issues specific to health care industry. Health care organizations are under regulatory and financial pressures to improve the quality of care they deliver. Students will discuss the integration of quality into the strategic planning process. Students will understand the strategic role quality in the American health care system. Students will learn domains and dimensions of quality and their integration into operational activities into the healthcare organization. Learn a structured approach for reporting quality performance at multiple levels of the organization. Students will learn that there are parallels between financial performance and quality performance management.

Graduate Healthcare Finance Cluster

IHM 57700 - Healthcare Finance (3)

This course will cover a broad range of topics to include an overview of the healthcare system and evolving reimbursement methodologies; healthcare accounting and financial statements; managing cash, and billing and collections; and an analysis of financing major capital investments. Budgeting and performance measurement and pricing will also be reviewed.

IHM 57800 - Economic Analysis of Health and Medical Care (3)

This course will explain the fundamental failures in the market for healthcare and discusses the concepts of equity and fairness when applied to health and healthcare. Students will also address a range of universal health policy issues through the application of health economic analyses.

IHM 57900 - Accounting for Healthcare Organizations (3)

This course will address the current problems specific to resource management in healthcare delivery and will also emphasize the need for a mix of financial and nonfinancial measurements in reports to support management control. Students will discuss production analysis, cost measurement, and internal reporting concepts that are imperative to making informed management decisions.

Graduate Healthcare Information Systems and Management Ethics Cluster

IHM 58050 - Digital Medicine and Healthcare Information Systems (3)

This course is designed to assist today's healthcare professionals and managers with understanding how to deploy and utilize the powerful resources that are available from today's IT industry. Project Management from an IM/IT perspective will be discussed as well as the importance of system integration and a general understanding of system functions. Government Initiatives with Healthcare Technologies and comprehensive IM/ IT governance strategies will also be reviewed.

IHM 58055 - Ethical Challenges in the Management of Health Information (3)

This course will discuss standards for conduct and ethical uniformity of practice for the Health Information profession. Healthcare managers will learn how to resolve and address ethical issues in a proactive and effective manner. Ethical decision making matrices will be discussed as a guide to understanding the complexity of solving ethical problems. Offered at St. Charles and Westport locations each term and intermittently at select locations

IHM 58060 - Organizational Behavior in Healthcare (3)

Students will attain a clear understanding of individual and group behavior in healthcare organizational settings. Critical insight will be provided so students can understand workplace problems and dynamics as they relate to healthcare organizations. Conflict management, team building and managing organizational change will be reviewed along with leadership philosophies and behaviors.

Capstone Course

IHM 60100 - Healthcare Administration Capstone (3)

This course examines leadership skills in the context of managing in Healthcare organizations. Course content includes strategic thinking, effective communications, team building, and leading in various contexts. While learning about leadership issues, students are required to synthesize the information and skills learned in previous clusters through activities such as group projects, case studies, presentations, and research papers. Testing fee required.

Internship Course**IHM 50000 - Healthcare Administration Internship (1-6)**

Students will secure a place in a practice setting from a variety of healthcare services. All internships must be approved by the program director for Healthcare Administration. Students earn one semester hour of credit for 50 hours of internship service. This is designed for students who have little or no experience in healthcare, or who are in search of a career change or exposure to other services. An internship does not replace the Capstone Course requirement for degree completion. Internship requirements should be completed within one term; however, if the need arises, an internship may be extended one additional term with approval of the program director for Healthcare Administration or Gerontology. In order to receive credit for the Internship, students must complete the portfolio requirements, as specified by the program director.

Special Topics Courses**IHM 59400-59499 - Special Topics in Healthcare Administration (1-3)****IHM 59500-59599 - Special Topics in Healthcare Administration (1-3)***IHR-Human Resource Management***Graduate HR/Marketing Finance Cluster****IHR 56100 - Essentials of Marketing (3)**

This course will examine how goods and services are offered to a targeted market through the application of the marketing mix variables, product, price, promotion and place. There will be an emphasis on concepts, vocabulary and theories of contemporary marketing within the organization.

IHR 56200 - Survey of Accounting (3)

This course will provide an overview of the basic topics in financial and managerial accounting. The non-procedural approach will offer simple, straightforward methods to learn accounting with an emphasis on how accounting reports are used by managers, investors and other stakeholders of the business.

IHR 56300 - Introduction to Finance (3)

This course will emphasize financial institutions and markets, investment and financial management. Students will learn the role and functions of the financial system in the nation's economy, the relationships between the Federal Reserve, the banking system and financial intermediaries, the savings-investment process, the time value of money, securities investments and the control of risk.

Graduate Organizational Assessment Cluster**IHR 57700 - Organizational Assessment (3)**

This course will examine the process of organizational change from a systems perspective. Students will focus on techniques for organizational diagnosis including:

organizational analysis, quality of work life analysis, technical system analysis, and environmental analysis.

IHR 57900 - Training Design, Evaluation and Facilitation (3)

This course will develop students' skills as trainers and their understanding of the basic theories. Students will diagnose their own needs and skills for learning; explore their training style and its effectiveness; develop their design skill; examine various training evaluation designs; and gain a better understanding of the philosophy and ethics of adult and laboratory education.

IHR 58000 - Contemporary Issues (3)

Selected issues and methods in human resource management will be reviewed, critically examined and discussed.

Graduate HR Strategies Cluster**IHR 58070 - Employee Selection and Retention (3)**

This course covers phases of the selection and placement process and includes the interview as a multistage process, cognitive structures brought to the selection task by applicants and interviewers and means of improving the interview as an effective selection and recruiting technique. The course will also deal with concerns of designing and conduct of employee reviews.

IHR 58075 - Employee Benefits and Compensation (3)

This course is a study of the conceptual frameworks that serve to guide the design of strategic reward systems. Other areas of coverage include employee benefits systems, pay discrimination, and compensation administration.

IHR 58080 - Employment Law for the Human Resource Professional (3)

The emphasis is on federal employment laws and case studies that reach widely across U.S. organizations. Employment laws are a dynamic state of continuous change and legal definition. This course provides a solid grasp of employment law principles with an applied orientation that allow for informed interpretations for practical analysis and prudent case management.

Graduate Economic Issues Cluster**IHR 50100 - Human Resource Economics (3)**

HR Economics is a methodology that has been applied to many areas of human behavior and has had enormous influence on the study of organizations and human resources. Developed from the founding research of Edward Lazear, this economic approach adds rigor, structure, and clarifies many important issues.

The goal of this class is to provide the aspiring HR professional a rigorous framework for understanding how organizational design and the management of employees directly impacts the economics of the organization. Not only will students learn and apply ideas from microeconomics, but they will also learn principles that will be valuable in their future careers. Prerequisite: For students without an undergraduate degree or sufficient work experience, the business administration

Management cluster (currently a required cluster for the M.S. in Human Resource Management degree) will serve as the prerequisite.

IHR 50300 - Human Resource Information Systems (3)

This course provides a comprehensive presentation on global Human Resource Information System (HRIS) implementations and the associated challenges faced in global projects. It begins with the basic HR and IT concepts and guides the student through the complete life cycle of HRIS applications, spanning from planning to execution. Both HR and IT play an equal role in the development of HRIS applications. This class will help students from both HR and IT streams in assimilating the intricacies of implementation of HRIS projects.

This class will offer real-life case studies that guide students through the challenges in the implementation of HR specific applications in today's global economy to include outsourcing, mergers and acquisitions (MandA), employee performance management and compensation and benefits data tools that provide a sound understanding of the integration and data aspects of HRIS systems. Prerequisite: For students without an undergraduate degree or sufficient work experience, the business administration Management cluster (currently a required cluster for the M.S. in Human Resource Management degree) will serve as the prerequisite.

IHR 50500 - Quantitative Methods for the HR Professional (3)

This class will improve the effectiveness of Human Resource Management professionals through the use of quantitative tools which will enable them to apply people management systems to improve productivity, quality, safety, lower costs and improve business results with long term reliable methods. Prerequisite: For students without an undergraduate degree or sufficient work experience, the business administration Management cluster (currently a required cluster for the M.S. in Human Resource Management degree) will serve as the prerequisite.

Graduate Managerial Issues Elective Cluster

IHR 53400 - Gender Issues in Management (3)

This course will focus on the role of women in management. Areas of study include, but are not limited to, the function of management, gender differences, barriers to career development, strategies for advancement, the difficult employee, effective communication, motivation, leadership and problem-solving.

IHR 53600 - Implementing and Managing Diversity (3)

This course will increase the awareness and dimension of diversity in the work place. Areas of study will include the value of diversity and communicating its importance in the workplace, the changing organization, strategies for implementing diversity and managing a diverse organization.

IHR 56000 - Adult Learning Processes (3)

This course is a study of selected methods and instructional techniques appropriate for the teaching of adults with a focus on the training and development area. Applications of adult development theory will be applied to the design, development, and evaluation of training programs and staff development.

Capstone Course

IHR 60100 - Human Resource Management Capstone (3)

The Capstone is your final core requirement and offers an intensive exploration of the applied aspect of human resource strategy, concepts and methodologies. Working as a team with other students, you will apply human resources management solutions to management simulations based upon a real-world organizational setting. You will apply what you've learned from your classes through lecture, discussion, case studies, and examples that emphasize the strategic role that human resource management plays in an organization. Students will experience the role of the HR leader as change agent including the organizational development tools of action research, strategic leadership, consensus building and core competencies needed to lead effectively in diverse organizations. Testing fee required.

Special Topics Courses

IHR 59300-59399 - Special Topics in Human Resource Management (1-3)

IHR 59400-59499 - Special Topics in Human Resource Management (1-3)

IHR 59500-59599 - Special Topics in Human Resource Management (1-3)

SEMESTER GRADUATE PROGRAMS**Graduate Semester Academic Calendar***Fall Semester 2016*

New international student orientation and check-in	August 15
Faculty workshops	August 15 – 19
Fall residential student check-in	August 21
Last day for in-season athletes to add/drop via student portal	August 21
Classes begin	August 22
Last day to register for or add classes or choose audit	August 26
Fall convocation, 2:30 p.m.	August 30
Labor Day holiday—no classes held	September 5
First day to request room change for fall 2016 term	September 6
Fall Break	October 10 – 11
Last date to withdraw with “W”	October 28
Spring semester registration begins	October 31
Last day to request room change for spring 2017 term	November 10
Thanksgiving holiday—no classes held	November 23 – 27
Last day of classes	December 2
Final exams	December 5 – 9
Lindenwood residential semester student housing closes, 12 p.m.	December 10
Belleville campus commencement ceremony, 2 p.m.	December 11
Final grades due, 5 p.m.	December 13
Deadline to apply for March/May/June graduation	December 30

Half-Semesters Fall 2016

First Half-Semester, Aug. 22 – Oct. 14	
Classes begin	August 22
Last day to withdraw with “W”	September 23
Final grades due, 5 p.m.	October 18
Second Half-Semester, Oct. 17 – Dec. 9	
Classes begin	October 17
Last day to withdraw with “W”	November 18
Final grades due, 5 p.m.	December 13

Spring Semester 2017

New international student orientation and check-in	January 2
Spring residential student check-in	January 8
Last day for in-season athletes to add/drop via student portal	January 8
Classes begin	January 9
Last day to register for or add classes or choose audit	January 13
Martin Luther King Jr. Day-no classes held	January 16
Registration to “Keep Same Room” for fall via student portal	February 1 - 28
Deadline to apply for August graduation	February 28
Spring Break	March 13 – March 19
Last day to withdraw with “W”	March 24
Fall semester registration and housing sign-up begins	March 27

Deadline to apply for September graduation	March 30
Good Friday—no classes held	April 14
Deadline to apply for summer 2017 Residential Program	April 16
Last day of classes	April 28
Final exams	May 1 – 5
Honors convocation, 5 p.m.	May 4
Deadline for making up Incomplete grades from Fall 2016	May 5
Lindenwood residential housing closes, 12 p.m.	May 6
Belleville campus graduate commencement ceremony, 10 a.m.	May 7
Belleville campus undergraduate commencement ceremony, 2 p.m.	May 7
Final grades due, 5 p.m.	May 9
Deadline to apply for October/December graduation	May 30

Summer session dates vary by program. Contact your advisor for exact dates

Half-Semesters Spring 2017

First Half-Semester, Jan. 9 – Feb. 27	
Classes begin	January 9
Last day to withdraw with “W”	February 7
Final grades due, 5 p.m.	March 7
Second Half-Semester, March 6 – May 5	
Classes begin	March 6
Last day to withdraw with “W”	April 7
Final grades due, 5 p.m.	May 9

Education and Counseling Division

The Mission of the Education and Counseling Division at Lindenwood University-Belleville is to prepare educators, counselors, and leaders who meet the standards set forth by the national accrediting organizations, state licensing agencies, and/or other learned societies.

Our program completers are

1. Educated in the theory and research-based practices of their content field from a global perspective.
2. Able to demonstrate best practices in pedagogy and adult learning/andragogy.
3. Caring professionals who are disciplined and others-centered. They are skilled in communication and collaboration with diverse learners, colleagues, community, and other stakeholders.
4. Lifelong learners who pursue ongoing professional development in order to respond to the changing needs of their educational context.

COUNSELING, MA

The Lindenwood University Master of Arts in Counseling Program is accredited by the The Higher Learning Commission (info@hlcommission.org) and the Missouri Department of Elementary and Secondary Education (DESE, <http://dese.mo.gov/>).

The programs leading to a MA in Counseling are designed to prepare master's level counseling practitioners. The professional counseling and school counseling programs provide students with a broad base of psychological knowledge and theory integrated with extensive training and practice in the use of counseling skills. Graduates of professional and school counseling programs are qualified to work in a variety of school and/or mental health settings with individuals, groups, and families.

The professional counseling and school counseling programs are intensive and comprehensive, requiring a minimum of 48 credit hours of coursework and applied experience. Admission to the counseling program is selective, yet flexible. Please see an earlier section of the catalog for general LU-Belleville admissions requirements. Students who do not meet those requirements should contact the Counseling Department in order to discuss options.

The American Counseling Association *Code of Ethics* (2014) requires that institutions providing counselor education screen students for professional, personal, and academic fit within the profession of counseling. Completion and graduation from the MA in Counseling program requires successful completion of all graduate courses with appropriate academic success; development of appropriate interpersonal and counseling skills evidencing competency as a counselor; and being deemed fit for the counseling profession by program faculty as determined by development of counseling knowledge, skills, and counselor formation, interpersonal relations

with others in the program, and openness to supervision and feedback.

Acceptance into the MA in Counseling program is required in order for potential counseling candidates to enroll in the preliminary courses, IPC 51000 Foundations of School Counseling (3) or IPC 51100 Foundations of Professional Counseling (3). These Foundations classes will be considered screening classes. Foundations instructors will evaluate all students using the *Comprehensive Counselor Candidate Assessment* (CCCA) introduced at the beginning of the Foundations class (see Program Handbooks at www.lindenwood.edu/counseling). Any student identified by Foundations instructors as lacking clinical or academic potential to develop a career as a professional or school counselor will be referred to the Counseling Review Board to determine whether or not the candidate will continue in the program or receive remedial actions (e.g., personal counseling or an action plan developed by the candidate and his or her advisor). This review board will be made up of the head of the department, a full-time faculty member, an adjunct faculty member, and an alumnus of the program. The review board will make recommendations to remediate the student. Efforts at remediation will be reviewed again the following semester. If sufficient progress has been made, the student will continue in the program. If the student demonstrates the same or additional deficits, as described above, the student may be removed from the program.

Students admitted to the MA in Counseling program must attain a 3.0 GPA for the first 12 hours of graduate course work with no grade less than a B nor a report from any instructor for deficits according to the CCCA. Failure to maintain such standards will result in the candidate being referred to the Counseling Review Board to determine if the student will continue in the program. It is the objective of the counseling program to, as early as possible, identify students who demonstrate difficulty achieving the standards for competent practice and to initiate appropriate intervention to assist them. Thus, the faculty of the counseling program reserves the right to review students at any stage of their coursework. A student earning any grade less than a B in IPC 51000 or IPC 51100, IPC 52400, IPC 55100 or IPC 55300, or IPC 62000 (professional internship) or IPC 62100, IPC 62200, IPC 62300, or IPC 62400 (school field placements) will be allowed to repeat the course one time and must earn a grade of B or better to continue in the program. Any instructor may submit a CCCA form to the Counseling Review Board to ensure appropriate clinical skills at any time during the program. The Counseling Review Board process, however initiated, may result in the termination of the student's degree program or other required or recommended remedies to address deficiencies judged by the Counseling Review Board as related to the skills that are essential to the development of competent and ethical practices as a professional counselor.

After a candidate has successfully completed the first 12 hours of coursework, completion of the Counseling program is contingent on meeting the following criteria:

1. Maintaining a minimum GPA of 3.0 in Counseling coursework; and
2. Completing the required number of courses, based on the current curriculum; and
3. Completing an electronic portfolio (school) as a project of Field Placement 1 or 2; and
4. Satisfactory resolution of any Disposition documentation provided by candidate's instructors; and
5. Receiving satisfactory evaluations from site supervisors during internship or field placement experiences; and
6. Passing the Comprehensive Examination [Counselor Preparation Comprehensive Examination (CPCE) for professional counseling candidates or Missouri Educator Gateway Assessments (MEGA): Missouri Content Assessment, test MO056 MEGA Counselor, for school counseling candidates] as an exit requirement.

Note: Missouri's Department of Elementary and Secondary Education (DESE) has raised the criteria for certification as a school counselor. State regulations can and do change and all counseling candidates must meet Missouri DESE requirements to complete this Missouri approved certification program. Current Missouri requirements can be found online at <http://dese.mo.gov/eq/> and your Counseling advisor will help you understand what you are required to do to meet those standards. Currently, a minimum GPA of 3.0 is required for all school counseling coursework.

All students are periodically reviewed to assess their academic progress. Only those students who meet program standards will be allowed to continue.

Students completing the professional counseling track must obtain a minimum of 600 hours of supervised internship experience (700 hours are required for Illinois practitioners). Internship placements may be arranged with a variety of mental health agencies that provide counseling services to clients. Internship students receive individual supervision from qualified professionals at their field sites and will also participate in a group supervision course conducted by a faculty member of the Counseling Department. The Professional Counseling Handbook specifies the details for the internship experience.

Students completing the school counseling track must obtain a minimum of 450 hours of field placement experience in a school setting (700 hours are required for Illinois certification). Students completing their field placement experiences receive individual supervision from a certified school counselor at their site and will also participate in a group supervision course conducted by a faculty member of the Counseling Department. The School Counseling Handbook specifies the details for both field placement experiences.

Exit requirements vary by program. Brief descriptions of the exit requirements are provided in the following

sections. Further information regarding exit requirements is provided in the Professional Counseling Handbook and the School Counseling Handbook.

Background Check

Some states will not provide a professional counseling license to those with a failed background check. If an applicant or student has questions regarding such, he or she should check with the state professional counseling licensure board, preferably prior to applying to the MA in Counseling program. A conviction, guilty plea, or *nolo contendere* plea involving a crime involving drugs, moral turpitude, or other criminal charges may prohibit licensure or employment as a school or professional counselor.

Students submitting applications for field placements in school counseling are required to complete a background check at their own expense. Also note that some professional internship sites require completion of a background check prior to commitment to the field experience. All background checks are at the expense of the student. See the Assistant Dean (Lindenwood-St. Charles) or Department Chair (Lindenwood-Belleville) for more information.

Citizenship/authorized alien/immigrant status is now a prerequisite for a professional license by an agency of a State or local government under Title 8 US Code Section 1621.

COUNSELING, MA: PROFESSIONAL COUNSELING TRACK - MISSOURI PRACTITIONERS

48 credit hours

The program described below is designed to meet the academic requirements toward licensure as a professional counselor set forth by the state of Missouri. Additional requirements for licensure can be found at <http://pr.mo.gov/counselors.asp>.

Requirements

Core Curriculum

IPC 51100	Foundations of Professional Counseling
IPC 51200	Ethics and Professional Issues
IPC 52100	Human Growth and Development
IPC 52200	Personality Theories and Psychopathology
IPC 52400	Adult Diagnosis and Treatment Planning
IPC 54100	Research Methods and Program Evaluation
IPC 55100	Counseling Theory and Practice
IPC 55200	Counseling Skills Lab
IPC 56100	Group Dynamics, Process and Counseling
IPC 56200	Social and Cultural Foundations of Counseling
IPC 58100	Appraisal of the Individual
IPC 58200	Lifestyle and Career Development
IPC 62000	Counseling Internship

Note: Courses are three credit hours unless otherwise indicated.

Electives

Students are to choose six hours of elective credit from among the following course offerings to fulfill degree requirements:

IPC 51300	Principles of School Counseling
IPC 52300	Adjustment and Learning Issues in Children and Adolescents
IPC 53100	Family Counseling
IPC 53200	Marital Counseling
IPC 54200	Statistical Analysis
IPC 55300	Theories of Counseling Children and Adolescents
IPC 56400	Crisis Intervention
IPC 56500	Introduction to Substance Abuse Counseling
IPC 57500	Family and School Consulting
IPC 58300	Analysis of the Individual
IPC 59000-59999	Special Topics in Counseling
IPC 61003	Spirituality and Counseling
IPC 61004	Adult Survivors of Trauma
IPC 61005	Clinical Hypnotherapy (6)
IPC 61006	Grief Counseling
IPC 61007	Core Communication
IPC 62001	Internship Extension

Note: Courses are three credit hours unless otherwise indicated.

Internship Requirement

Students in the professional counseling track are required to complete a minimum of 600 hours of supervised internship experience over two semesters. Prior to Internship, students must have a GPA of 3.0 or higher. Students are expected to earn a grade of A or B in Counseling Internship (IPC 62000) in order to graduate. Students will be required to repeat the course if they earn less than a B. If students take an Incomplete during their first semester of Internship and have less than half the required internship hours, they must enroll in IPC 62001 for 0 credit hours to allow them to attend internship classes while completing the required hours. If students take an Incomplete during their second internship, regardless of how many hours are needed, they must enroll in IPC 62001 for 0 credit hours to allow them to attend internship classes while completing the required internship hours. A fee of \$50 will be incurred for each extension.

Exit Requirements

In order to fulfill degree requirements, each student completes IPC 60500 Comprehensive Examination by obtaining a passing score on the Counselor Preparation Comprehensive Examination (CPCE). Further information regarding exit requirements is provided in the Professional Counseling Handbook.

IPC 60500	Comprehensive Examination (0)
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COUNSELING, MA: PROFESSIONAL COUNSELING TRACK - ILLINOIS PRACTITIONERS

48 credit hours

The program described below is designed to meet the academic requirements toward licensure as a professional counselor set forth by the state of Illinois. Additional requirements for licensure can be found at www.idfpr.com.

Requirements

Core Curriculum

IPC 51100	Foundations of Professional Counseling
IPC 51200	Ethics and Professional Issues
IPC 52100	Human Growth and Development
IPC 52200	Personality Theories and Psychopathology
IPC 52400	Adult Diagnosis and Treatment Planning
IPC 53100	Family Counseling
IPC 54100	Research Methods and Program Evaluation
IPC 55100	Counseling Theory and Practice
IPC 55200	Counseling Skills Lab
IPC 56100	Group Dynamics, Process and Counseling
IPC 56200	Social and Cultural Foundations of Counseling
IPC 56500	Introduction to Substance Abuse Counseling
IPC 58100	Appraisal of the Individual
IPC 58200	Lifestyle and Career Development
IPC 62000	Counseling Internship

Note: Courses are three credit hours unless otherwise indicated.

Internship Requirement

Students in the professional counseling track for Illinois practitioners are required to complete a minimum of 700 hours of supervised internship experience over two semesters. Prior to Internship, students must have a GPA of 3.0 or higher. Students are expected to earn a grade of A or B in Counseling Internship (IPC 62000) in order to graduate. Students will be required to repeat the course if they earn less than a B. If students take an Incomplete during their first semester of Internship and have less than half the required internship hours, they must enroll in IPC 62001 for 0 credit hours to allow them to attend internship classes while completing the required hours. If students take an Incomplete during their second internship, regardless of how many hours are needed, they must enroll in IPC 62001 for 0 credit hours to allow them to attend internship classes while completing the required internship hours. A fee of \$50 will be incurred for each extension.

Exit Requirements

In order to fulfill degree requirements, each student completes IPC 60500 Comprehensive Examination by

obtaining a passing score on the Counselor Preparation Comprehensive Examination (CPCE). Further information regarding exit requirements is provided in the Professional Counseling Handbook.

IPC 60500 Comprehensive Examination (0)

COUNSELING, MA: SCHOOL COUNSELING TRACK - MISSOURI PRACTITIONERS*

48 credit hours

The program of study described below is required for recommendation for certification as a school counselor in the state of Missouri.

**For the option to practice as a school counselor in the state of Illinois, refer to the Illinois Practitioners passage, appearing after these requirements.*

Requirements

Core Curriculum

IPC 51000	Foundations of School Counseling
IPC 51200	Ethics and Professional Issues
IPC 51300	Principles of School Counseling
IPC 52100	Human Growth and Development
IPC 52300	Adjustment and Learning Issues in Children and Adolescents
IPC 54100	Research Methods and Program Evaluation
IPC 55300	Theories of Counseling Children and Adolescents
IPC 56100	Group Dynamics, Process and Counseling
IPC 56200	Social and Cultural Foundations of Counseling
IPC 57500	Family and School Consulting
IPC 58100	Appraisal of the Individual
IPC 58200	Lifestyle and Career Development
IPC 58300	Analysis of the Individual
IPC 62100	Field Placement 1

One of the following:

IPC 62200	Field Placement 2 K-8
IPC 62300	Field Placement 2 7-12
IPC 62400	Field Placement 2 K-12

Electives

Students are to choose three hours of elective credit from among the following course offerings to fulfill degree requirements:

IPC 52200	Personality Theories and Psychopathology
IPC 52400	Adult Diagnosis and Treatment Planning
IPC 53100	Family Counseling
IPC 53200	Marital Counseling
IPC 54200	Statistical Analysis
IPC 56400	Crisis Intervention
IPC 56500	Introduction to Substance Abuse Counseling
IPC 59000-	Special Topics in Counseling

59999

IPC 61002	Peer Helping Programs
IPC 61003	Spirituality and Counseling
IPC 61004	Adult Survivors of Trauma
IPC 61005	Clinical Hypnotherapy (6)
IPC 61006	Grief Counseling
IPC 61007	Core Communication
IPC 62101	Field Placement 1 Extension (0)
IPC 62201	Field Placement 2 K-8 Extension (0)
IPC 62301	Field Placement 2 7-12 Extension (0)
IPC 62401	Field Placement 2 K-12 Extension (0)
IPC 62500	Individual Intelligence Testing
IPC 62600	Individual Diagnostic Assessment

Note: Courses are three credit hours unless otherwise indicated.

Education Courses

Students seeking certification under this degree program must hold a valid Missouri teaching certificate as required to teach in public schools in Missouri or complete the following education classes to be eligible for certification:

EDC 52100	Classroom Teaching/Management for Counselors
EDC 53500	Teaching Methods for Counselors
EDC 54100	Education of the Exceptional Child for Counselors

The Counseling Department offers a cluster of these three education courses, to be taken concurrently, which requires access to and familiarity with the internet and Canvas. If students elect to take these education courses separately (or have taken one or two equivalent education classes previously), they may take the education classes through another program or as tutorials through the Counseling Department. Undergraduate equivalent courses are accepted.

Field Placement Requirement

Students in the school counseling track are required to complete a minimum of 450 hours (700 in Illinois) of supervised field placement experience. Field Placement 1 requires a minimum of 150 clock hours (350 in Illinois). Field Placement 2 requires a minimum of 300 clock hours (350 in Illinois). All field placements must be in K-12 settings under the supervision of a certified school counselor. Students must have at least a 3.0 GPA to begin Field Placement 1 or Field Placement 2. Students are expected to earn a grade of A or B in Field Placement (IPC 62100 and IPC 62200/IPC 62300/IPC 62400) in order to graduate. Students will be required to repeat the course if they earn less than a B. If students take an Incomplete in IPC 62100 and are unable to complete at least half the required field placement hours, they must enroll in IPC 62101 for 0 credit hours to allow them to attend field placement classes while completing the required hours. If students take an Incomplete in Field Placement 2, regardless of how many hours are needed, they must enroll in IPC 62201, IPC 62301, or IPC 62401 (for the various levels of Field Placement 2) for 0 credit hours to allow them to attend field placement classes

while completing the required hours. A fee of \$50 will be incurred for each extension.

Exit Requirements

In order to fulfill degree requirements, each student completes IPC 60500 Comprehensive Examination by passing the Missouri Educator Gateway Assessments (MEGA): Missouri Content Assessment, test MO056 MEGA Counselor. During the program, each student will also complete the Missouri Educator Profile (MEP) and the Missouri School Counselor Performance Assessment (MO SCPA). In addition, each student will purchase and compile an electronic portfolio demonstrating competencies as delineated by the Missouri Department of Elementary and Secondary Education standards, to be completed by the end of Field Placement 2. Further information regarding exit requirements is provided in the School Counseling Handbook.

Illinois Practitioners

Students who wish to practice as school counselors in Illinois may obtain Illinois certification under certain conditions. Illinois candidates must fulfill all Missouri requirements and obtain Missouri certification. In addition, the Illinois State Board of Education requires students who complete an out of state program to obtain additional field placement hours (700 total, as indicated above) and pass the Illinois Content Area Test. Students seeking certification in other states must check requirements with their selected state.

EDUCATIONAL SPECIALIST, EDS

The educational specialist program consists of a minimum of 28-30 credit hours beyond the requirements for the Master of Arts in School Administration or Master of Arts in Education. Evidence of proficiency in educational statistics and research methodology must be provided before the candidate's enrollment in the research project. This evidence will normally be the satisfactory completion of EDA 64500 Statistics in Educational Administration.

If not completed as a part of the Master of Arts, the education specialist program must include a graduate course in the behavioral, social, philosophical, or historical foundations of education. The program may consist entirely of courses in education or, in part, of courses selected from other disciplines. A specialist project that researches significant issues related to the field of education is required.

A minimum of 24 credit hours of coursework is required at the 60000 level for the Educational Specialist in Educational Administration. Twenty-two credit hours of course work at the 60000 level is required for the Educational Specialist in School Administration, and 21 credit hours at the 60000 level is required for the Educational Specialist in Instructional Leadership.

Note: Six credit hours of coursework taken for completion of the Master of Arts in School Administration may be applied toward the Education Specialist in Educational Administration. Nine

credit hours may be applied toward the Education Specialist in Instructional Leadership and School Administration programs.

Program Requirements

Requirements for an educational specialist degree include the following:

- A minimum of 28-30 graduate education credit hours earned after completion of the Master of Arts.
- Satisfactory completion of an educational research course.
- A minimum of 24 credit hours of coursework taken at Lindenwood University.
- A minimum residency requirement of two consecutive terms approved by the student's advisor.
- Successful completion of a Specialist Project. (Prerequisites include EDU 57000 Educational Research and EDU 52000 Curriculum Design.)

EDUCATIONAL ADMINISTRATION, EDS

The Educational Specialist in Educational Administration is intended to lead to certification at the superintendent level. The proposed coursework will be designed to meet the competencies and specific course requirements established by the Missouri Department of Elementary and Secondary Education for certification for those positions.

This program requires a minimum of 24 credit hours of coursework at the 60000 level.

Requirements

Core Curriculum

EDA 53000	Public and Community Relations
EDA 53500	School Facilities
EDA 60000	Instructional Program Leadership and Assessment
EDA 60500	Advanced School Law
EDA 61000	Human Resource Administration
EDA 61500	Advanced School Finance
EDA 62000	School District Administration

Notes: (1) Courses are three credit hours unless otherwise indicated.

(2) EDA 53000, EDA 53500: Up to 6 credit hours of starred coursework completed in the Lindenwood University MA in School Administration may be applied toward the Education Specialist in Educational Administration.

Students must also select two elective courses from EDA or MBA coursework.

Internship Requirement

Students must complete three internship credit hours.

EDA 64100	Educational Administration Internship
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Research Requirement

Students must also complete six research project credit hours.

EDA 64500	Statistics in Educational Administration
EDA 65000	Specialist Project
EDA 68000	Specialist Experience

Notes: (1) Courses are three credit hours unless otherwise indicated.

(2) EDA 68000: Students who have not completed their Educational Specialist Project during the semester enrolled must enroll in EDA 68000 Specialist Experience each fall and spring semester until the project is completed.

Teacher Education Department

The Lindenwood University system teacher education programs are accredited by the The Higher Learning Commission (info@hlcommission.org) and the Missouri Department of Elementary and Secondary Education (DESE, <http://dese.mo.gov/>). The initial teacher education program is accredited by the Teacher Education Accreditation Council (TEAC, www.teac.org/) through the Council for the Accreditation of Educator Preparation (CAEP www.caepnet.org). The Lindenwood University graduate degrees in education are designed to meet the needs of practicing educators as well as those interested in the discipline of education. These degree programs offer new approaches for analyzing contemporary problems and acquiring new perspectives, techniques, and knowledge. These approaches include developing a one-to-one relationship with an experienced and highly trained educator; participating in courses which provide strong foundations for professional growth such as problem-solving opportunities and the opportunity to prescribe an individualized program of study.

Lindenwood University is committed to offering excellent programs in teacher education both at the pre-service and graduate levels of instruction. In response to the needs of beginning and veteran educators, Lindenwood has developed several alternatives by which the practicing educator may complete a Master of Arts. Program options are designed to meet the needs of first and second year teachers as well as satisfy the advanced certification requirements of veteran educators.

Graduate Teacher Education Goals

The goal of the program is to produce skilled and motivated educators who will (1) be more effective in their educational setting (2) show enriched lifetime commitment to the profession, and (3) view learning as a continuing process of self-assessment, planned improvement, and subsequent evaluation.

The graduate student in education at Lindenwood University will have experiences that will enable him/her to

- Analyze and discuss educational issues and write about them in accepted academic formats.
- Analyze one's own teaching behavior and plan strategies for improvement using a variety of instructional models.
- Demonstrate knowledge of human growth and development as it relates to the teaching-learning-leading process.
- Study curriculum theory and to design curricula pertinent to the needs of selected student populations.
- Understand, analyze, interpret, design, and apply research relevant to the setting of the elementary or secondary educational professional.
- Demonstrate the ability to conduct effective library research.
- Effectively prescribe educational experiences for learners with special needs.
- Gain increased understanding of the knowledge, attitudes, and skills needed to teach about global issues and cultural pluralism.
- Design research projects in education or specific areas that will enable the practicing educator to meet his/her professional goals.
- Explore one or more areas of professional concern in some depth.
- Become an informed decision maker, capable of self and educational program evaluation, who recognizes the value of continuing education and who has succeeded in developing within him or herself the art and the science of teaching and leading.

The Division of Education and Counseling at LU-Bellefonte offers the following Teacher Education degree programs:

- Master of Arts in Education (MA)
 - Model I: Certification/Endorsement Areas
 - Model II: Specialty Areas
 - Model III: Initial Teacher Certification
- Master of Arts in School Administration (MA)

Criteria for Admission to the Graduate Education Program

- Completion of application.
- A baccalaureate degree from an accredited college or university with a minimum grade point average of a 3.0 on a 4.0 scale. Candidates with cumulative undergraduate GPAs from 2.5 to 2.99 will be considered on a case by case basis and will be required to follow a prescriptive plan.
- Completion of a program overview with the assistance of a professor who teaches in the specific department in which the applicant is interested.

- Read critically in the areas of contemporary education problems, curriculum, and educational research.

Background Check

Conviction, guilty plea, or *nolo contendere* plea involving a crime involving drugs, moral turpitude, or other criminal charges may prohibit licensure or employment as a professional educator.

Requirements for the Program

- Graduate degrees are to be completed within five calendar years from the date of matriculation in the program. (Matriculation is the date of the first day of the first term in which the student begins the graduate program.) Students requiring longer than five years must file a Petition for Policy Exemption. Students will be expected to meet the degree requirements in effect at the time of the petition.
- Graduate students who have not had a course in Education of the Exceptional Child will be required to take the course.
- Graduate students in Master of Arts programs who register for the Master of Arts Project in one term must continue to register each subsequent term until the project is completed and accepted. The fee for the Master of Arts project extension is \$50per semester. Summer semester sessions are excluded. Failure to register for continuous registration will result in termination from candidacy for the degree.
- Graduate students must complete an Application for Degree in the Registrar’s Office and pay any required fees in order to be accepted for graduation. The application should be submitted according to the academic calendar.

Transfer and Workshop Credit

Students in master’s programs may transfer no more than nine graduate hours of credit to Lindenwood from other accredited institutions.

- All graduate transfer credit must be from an accredited graduate institution and must meet the approval of the Dean of the School of Education and the Registrar.
- All transfer credits must carry a letter grade of B or higher. An official transcript must be provided for verification.
- “Pass-Fail” or “Credit” courses will be accepted in transfer.
- All transfer and workshop graduate credit must be relevant to the student’s proposed program and should have been completed within the last 7 years.
- Once admitted, the student must obtain prior permission from the Dean of the School of Education and the Registrar in order to apply credit from any other college or university toward the degree. Prior Approval forms are available in the Office of Academic Services for this purpose.
- Students may elect to take a maximum of six credit hours of approved workshops to be accepted as part of the credit for the degree. These hours would be

included as part of approved transfer credit if taken at other accredited institutions.

Master of Arts in Education Model I: Certification Areas

EDUCATION, MA-CERTIFICATION AREAS

Model I provides add-on certification after initial certification has been earned. Model I programs are advanced programs for educators who have had experience in either elementary or secondary schools. A student may complete coursework required to be recommended and/or apply for Missouri DESE teacher certification in reading, an area of special education, early childhood education, early childhood special education, or gifted education. In Model I, elective courses are selected from courses required for specialized certification. The program is designed to enable the educator to extend his/her knowledge, skills, and understanding of the process of teaching and learning.

Model I allows the graduate student, in accord with a faculty advisor, to design a portion of the program according to individual needs and career goals. Students admitted to Model I must hold a valid teaching certificate and be presently involved in an educational setting or have worked within one in the last three years. The program includes the four core courses required of all graduate students in Education. The remaining credit hours will be selected by the student in consultation with the advisor from existing graduate courses to meet state certification standards for application to the selected program.

Requirements

Core Curriculum

All students seeking a Master of Arts in Education are required to complete the following courses:

EDU 50500	Analysis of Teaching and Learning Behavior
EDU 51000	Conceptualization of Education
	or
EDU 51010	Conceptualization of Education for Beginning Teachers
EDU 57000	Educational Research
EDU 52000	Curriculum Analysis and Design
	or
EDU 60000	Master's Project

Master of Arts in Education Model II: Specialty Areas

EDUCATION, MA-SPECIALTY AREAS

Model II programs do not lead to additional certification. These programs allow the student to develop extensive expertise in a specific content area. The student and the faculty advisor will design a comprehensive program in a content area. The program includes the four core courses required of all graduate students in education. The remaining credit hours will be selected by the student in consultation with the advisor from existing graduate courses to meet individual needs.

Requirements

Core Curriculum

All students seeking a Master of Arts in Education are required to complete the following courses:

EDU 50500	Analysis of Teaching and Learning Behavior
EDU 51000	Conceptualization of Education or
EDU 51010	Conceptualization of Education for Beginning Teachers
EDU 57000	Educational Research
EDU 52000	Curriculum Analysis and Design or
EDU 60000	Master's Project

Note: Courses earn three credit hours unless otherwise indicated.

Master of Arts in Education Model III: Initial Teacher Certification

Note: While certification requirements can be met by undergraduate coursework, full completion of the MAT degree requires graduate coursework only. Students will need to substitute undergraduate work that met certification requirements with other graduate level coursework in order to meet graduate degree requirements.

Background Check

Conviction, guilty plea, or *nolo contendere* plea involving a crime involving drugs, moral turpitude, or other criminal charges may prohibit licensure or employment as a professional educator.

Educator Preparation Program

Introduction

The Lindenwood University Educator Preparation Program (EPP) is accredited by The Higher Learning Commission and the Missouri Department of Elementary and Secondary Education (DESE <http://dese.mo.gov/>). The initial teacher education program is accredited by the Teacher Education Accreditation Council (TEAC www.teac.org) through the Council for the Accreditation of Educator Preparation (CAEP www.caepnet.org).

Students who enroll in the School of Education may select one of two pathways to completion of the program:

1. Successful completion of the Lindenwood University teacher education program qualifies the student for recommendation for teaching certification, issued by the Missouri Department of Elementary and Secondary Education (MoDESE).
2. Those students who desire to work in an educational field but do not desire teaching certification may pursue the Master of Arts in Education degree.

Application

A student who seeks entrance into the teacher education program typically does so after successful completion of 9 hours of education coursework. Students should apply during EDU 51500 Teacher Education Seminar I. All application for admission to the teacher education program and admission to student teaching must be completed and submitted in Foliotek.

Admission

The teacher education program is divided into two stages or benchmarks and is the result of action by the Council of Teacher Education (CTE). The council, broadly representative of all schools at the University, considers the student's application to the teacher education program to be in Stage One after the student has completed the six steps outlined below. The student will not be allowed to enroll in most upper level or methods coursework until he/she has been formally admitted at Benchmark/Stage 1 to the teacher education program.

Benchmark/Stage One

1. The student has been accepted to the graduate program at Lindenwood University indicating they have completed a bachelor's degree with a cumulative GPA of 3.0.
2. The student has completed 9 hours of education coursework from the School of Education.
3. The teacher candidate has achieved a cumulative minimum GPA of 3.0, a content area coursework GPA of 3.0, and a professional education coursework GPA of 3.0, with a minimum grade of C in all professional education and content area coursework.
4. The student has passed the criminal background clearance(s) required by Lindenwood University and the school district(s) in which the teacher candidate is seeking placement.
5. The student has taken the Missouri Educator Profile (MEP) and developed a professional growth plan with his/her advisor.

Benchmark/Stage Two

Acceptance into Benchmark/Stage Two is required for admittance into student teaching, and consists of the following additional requirements:

1. The teacher candidate has obtained a passing score on the PRAXIS II, or the Missouri Content Assessment (MoCA).

The Missouri Content Assessment (MoCA) exams are tests required for all student teacher candidates. The test should be taken after most of the content courses for the desired program have been successfully completed and prior to student teaching. Candidates must also pass the appropriate Missouri Content Assessment in order to be recommended for certification. The MoCA exams replace the Praxis II exams. Students who passed the Praxis II exam in their content area before August 31, 2014 will have until December 31, 2016 to complete the program,

including student teaching in order to use the PRAXIS II for certification. After that date, the Praxis II exam scores will expire.

DESE will not accept PRAXIS II scores if taken after August 31, 2014.

The correct MoCA exam is posted on the Missouri Educator Gateway Assessment (MEGA) website (www.mo.nesinc.com). If a student is unsure of which test to take after reviewing the website, he/she may contact the Teacher Certification Office at 636-949-4379 for more assistance.

A passing score on the MoCA exam demonstrates that the teacher candidate has mastered the subject area that he/she will teach.

2. The teacher candidate must earn a minimum cumulative GPA of 3.0, a minimum content area course GPA of 3.0, and a minimum professional education coursework GPA of 3.0, with a minimum grade of C in all professional education coursework.
3. Additional components for admission to Benchmark/Stage Two can be found on the Lindenwood University School of Education Teacher Education website at (<http://www.lindenwood.edu/education/teacherEd/studentTeachingApplication.html>). Completion of Teacher Education Program
 1. The teacher candidate must earn a minimum cumulative GPA of 3.0, a minimum content area course GPA of 3.0, and a minimum professional education coursework GPA of 3.0, with a minimum grade of C in all professional education coursework.
 2. The teacher candidate must successfully complete the student teaching course, EDU 60599, including all seminar sessions and portfolio requirements. The portfolio must be completed according to the standards outlined by the Missouri Department of Elementary and Secondary Education (MoDESE) Missouri Standards for the Preparation of Educators (MoSPE), as specifically outlined in the 9 beginning standards for teacher educators.
 3. Candidates are also required to complete the Missouri Performance Teacher Assessment (MoPTA) during student teaching which employs a range of strategies and builds on each candidate's strengths, needs, and prior experiences. The MoPTA consists of four assessment tasks. The tasks will demonstrate performance in content coursework and clinical experience. All of the tasks will require a written commentary and submission of artifacts.

Certification

Each state issues its own teaching certificates based on its own requirements. Upon passing the state-mandated exit assessment and successfully completing the planned degree program, each Lindenwood University School of Education student applies for certification to teach in Missouri. The student who wishes seek certification in

other states should seek advice from the Department of Education within the state she or he is seeking certification. A list of those contacts is located on the School of Education webpages.

International students or students who have completed high school outside of the United States are also required to complete coursework in the following areas:

- English composition, two courses, each a minimum of three credit hours
- U.S. history, three credit hours
- U.S. (National) government, three credit hours

Note: Students in the teacher education program who have taken the suggested coursework before taking the required assessments and do not pass the assessments can seek assistance from the LU Counseling Center for guidance in test-taking. The Student Counseling Resource Center will advise the Dean for the School of Education of student eligibility to repeat up to 18 additional hours of tuition-free courses in order to further prepare the student for the required assessments. These additional hours do not apply to student teaching. In order to be considered for this support, students must have followed all proper procedures throughout the program.

K-12 PHYSICAL EDUCATION

Requirements

Core Curriculum

EDU 50500	Analysis of Teaching and Learning Behavior
EDU 51000	Conceptualization of Education or
EDU 51010	Conceptualization of Education for Beginning Teachers
EDU 57000	Educational Research
EDU 52000	Curriculum Analysis and Design or
EDU 60000	Master's Project

Core Secondary Certification Curriculum

EDU 50000	Foundations of K-12 Education
EDU 50200	Psychology of Teaching and Learning
EDU 50710	Content Literacy for Diverse Learners
EDU 51500-51503	Teacher Education Seminar I
EDU 52110	Middle/High School Classroom Teaching and Technology
EDU 53540	Secondary Methods of Teaching Physical Education
EDU 54100	Education of the Exceptional Child
EDU 54310	Middle School/ High School Differentiation and Classroom Management
EDU 58404	Advanced Measurement and Evaluation to Enhance Learning
EDU 60599	Field Experience (Student Teaching)

Note: Courses earn three credit hours unless otherwise indicated.

ELEMENTARY SCHOOL CERTIFICATION PREPARATION (GRADES 1-6)

Requirements

Core Curriculum

EDU 50500	Analysis of Teaching and Learning Behavior
EDU 51000	Conceptualization of Education
EDU 51010	Conceptualization of Education for Beginning Teachers
EDU 57000	Educational Research
EDU 52000	Curriculum Analysis and Design
EDU 60000	Master's Project

Elementary Certification Curriculum

EDU 50000	Foundations of K-12 Education
EDU 50200	Psychology of Teaching and Learning
EDU 50300	Elementary Reading Methods
EDU 50600	Elementary/Middle School Language Arts Methods
EDU 50900	Analysis and Correction of Reading Disabilities
EDU 51200	Elementary/Middle School Mathematics Methods
EDU 51500-51503	Teacher Education Seminar I
EDU 51900	Elementary/Middle School Science Methods
EDU 52200	Practicum: Diagnosis of Reading Difficulties
EDU 52210	Elementary School Classroom Teaching and Technology
EDU 54100	Education of the Exceptional Child
EDU 54410	Elementary Differentiation and Classroom Management
EDU 54500	Pre K-8 Health, Nutrition and Safety
EDU 55300	Elementary/Middle School Social Studies Methods
EDU 57600	Methods of Integrating Art, Music, and Movement in Elementary Education
EDU 58200	The Integrated Literature Curriculum
EDU 58404	Advanced Measurement and Evaluation to Enhance Learning
EDU 60599	Field Experience (Student Teaching)
ESOL 54000	TESOL Methods

Note: Courses earn three credit hours unless otherwise indicated.

SCHOOL ADMINISTRATION, MA

Initial certification, School Principal

The Lindenwood University school principal preparation program is accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools (info@hlcommission.org) and the Missouri Department of Elementary and Secondary

Education (<http://dese.mo.gov/>). The School of Education is also a member in good standing of the Teacher Education Accreditation Council (www.teac.org/).

The Master of Arts in School Administration meets the needs of those students seeking initial certification as a school principal. The program stresses reflective leadership to foster effective schools. Skills taught prepare students to assume leadership roles in instruction, management, supervision, and problem solving in a creative and effective manner. To be admitted into the Master of Arts in School Administration, all students must meet the following criteria:

- Possess a baccalaureate degree from an accredited college or university with a minimum GPA of 3.0 on a 4.0 scale.
- Complete 36 hours of the required graduate coursework.
- Maintain a GPA of 3.0 or higher.
- Have passing credit for Education of the Exceptional Child.

To receive the initial principal administration certificate in Missouri, students must

- Hold a valid professional initial teaching certificate*.
- Have had two years' teaching experience.

**Note: In Missouri, School Counselor Certificates, Speech-Language Pathologist certificates, etc. are not considered initial teacher certificates. Students pursuing special education administration will be able to work as administrators in these fields but not as building principals unless the valid professional initial teaching certificate is also held, in addition to two years teaching experience. See the Missouri Department of Elementary and Secondary Education for more information.*

Requirements

Core Curriculum

The following core courses are required for all students completing a master of arts in education:

EDU 50500	Analysis of Teaching and Learning Behavior
EDU 57000	Educational Research
EDU 52000	Curriculum Analysis and Design

One of the following:

EDU 51000	Conceptualization of Education
EDU 51010	Conceptualization of Education for Beginning Teachers

Content Curriculum

In addition to the core courses listed above, all master's level students in the MA in School Administration must complete the following courses:

EDA 50000	School Administration Foliotek and MEP Seminar
EDA 50500	Foundations of Education Administration

EDA 51500	School Supervision
EDA 52000	School Business Management
EDA 52500	School Law
EDA 53000	Public and Community Relations
EDA 55300	Field Experience
EDA 53500	School Facilities

One of the following:

EDA 51000	Elementary School Administration and Organization
EDA 51200	Secondary School Administration and Organization
EDA 50000	School Administration Foliotek and MEP Seminar

Those students seeking middle school administration certification must hold a current elementary or secondary teaching certificate. Those students seeking elementary school administration certification must hold a current elementary teaching certificate, and those students seeking secondary school administration certification must hold a current secondary certificate.

GRADUATE COURSE DESCRIPTIONS

EDA - Education: Educational Administration

EDA 50000 - School Administration Foliotek and MEP Seminar (0)

This online course will orient students to the culminating assessment portfolio, the internship experience, and other state requirements for certification as a School Principal in the state of Missouri. Students will be required to purchase Foliotek, an electronic portfolio system, for the portfolio requirement portion of this course. This course requires 15 hours of internship activities. Students will also be required to take the Missouri Educator Profile, an online self-assessment to identify strengths and weaknesses in work habits. In collaboration with the course instructor, students will reflect on their MEP results and develop a plan for improvement. Students should take this course in the first nine hours of their program. P/F grading.

EDA 50500 - Foundations of Education Administration (3)

This course will enable the student to develop an understanding for the role of the administrator in education. Topics include federal, state, and local governance in education, models of administrative practices, planning and problem solving techniques and communication skills.

EDA 51000 - Elementary School Administration and Organization (3)

This course provides the student with understanding, knowledge and skills related to the function and role of the effective elementary school principal. Topics include policy development, organizational structure, faculty and staff development, communications, instructional leadership, planning strategies and school climate. This course requires 45 hours of internship activities.

EDA 51200 - Secondary School Administration and Organization (3)

This course provides the student with the understanding, knowledge and skills related to the function and role of the effective secondary school principal. Topics include policy development, organizational structure, faculty and staff development, communications, instructional leadership, scheduling, vocational education planning strategies, school climate, and administration of school activities. This course requires 45 hours of internship activities.

EDA 51400 - Foundations and Administration of Special Education (3)

Through direct experience, observation, and reflective practice, students will develop the fundamental skills needed to become competent, conscientious, and compassionate special education administrators. Students will learn to analyze and apply administrative skills in the areas of school finance, planning, data collection, personnel preparation and supervision, assessment of students with disabilities, adaptation of curriculum and

specialized materials as related to students who have English as a Second Language (ESL), the referral process for considering special education (Response to Intervention - RtI), the use of assistive technology as an instructional modality. Additionally, this course will address the needs of diverse learners within the context of assessment, instructional planning and delivery, particularly in the core subjects which include numeracy and age appropriate literacy instruction, as well as classroom management. Finally, this course will provide guidance in the supervision of school personnel, current topics, including bullying, and the importance of collaboration, consultation, and communication with parents, teachers and other professionals. While delivering services in the role of a special education administrator, students will respond to the various ethical, legal, cultural, and interpersonal concerns presented and will adhere to the CEC Code of Ethics and Standards for Professional Practice.

EDA 51500 - School Supervision (3)

This course introduces the student to the conceptual tools, theoretical formulations and research findings concerning supervision in the school. Topics include the nature of supervision, a historical perspective of supervision, selection of personnel, evaluation of personnel, and organizational theory. This course requires 45 hours of internship activities.

EDA 52000 - School Business Management (3)

The student will be acquainted with aspects of business management within the context of education. Topics include the role of business management in education, the role of the principal as a business manager, governmental regulations and procedures, budget practices, scheduling and reporting techniques, negotiation techniques, the role of auxiliary services and the current state formula for funding the Local Education Agent. This course requires 45 hours of internship activities.

EDA 52500 - School Law (3)

This course provides the student with knowledge and understanding of the effects of the legal system on education. Areas include the constitutional framework of public education and individual rights, a survey of federal and state laws and regulations, case law, as well as tort, contract and district liability.

EDA 53000 - Public and Community Relations (3)

This course equips the student with knowledge and techniques necessary to maintain an effective public relations program for a school. Topics include public relations policy, recognition of community structure and communications channels, a survey of internal and external public, the use of various forms of presentations and maintenance of a positive relationship with the press and media.

EDA 53500 - School Facilities (3)

This course will equip the student with the strategies and skills necessary to plan and maintain educational facilities

effectively and economically. Topics include space evaluation, effective use of space for the instructional program, modernization of facilities, planning strategies to meet the educational and community needs and supervision of building personnel.

EDA 54500 - Special Education Law (3)

This course begins with an introduction to the statutory framework and major decisions affecting special education. It then turns to the topic of individual education plans and placement issues. The second half of the class focuses on dispute resolution in special education cases, including due process hearings and mediation. Emphasis is placed on procedural and substantive rights of children with disabling conditions.

EDA 55300 - Field Experience (3)

This course will provide an opportunity for the student to closely study the area of administration through participation with a school administrator. Each student will spend at least 150 hours participating in the activities of a building administrator, under the guidance of the professor and an active principal. The student will also survey research in educational administration. This is the culminating course for the program.

EDA 58598 - Special Education Field Experience for Administrators (3)

Through participation, observation, and reflective practice, students will develop the fundamental skills needed to become competent, conscientious, and compassionate special education administrators. Students will continue to build skills in the areas of observations, data collection, and assessment, adaptation of curriculum and materials as related to students who have English as a Second Language (ESL), the referral process for considering special education (Response to Intervention - RtI), the use of assistive technology as an instructional modality. Additionally, this course will address the needs of diverse learners within the context of assessment, instructional planning and delivery, particularly in the core subjects which include numeracy and age appropriate literacy instruction, as well as classroom management. Finally, this course will provide guidance in the supervision of school personnel, current topics, including bullying, and the importance of collaboration, consultation, and communication with parents, teachers and other professionals. While delivering services in the role of a special education administrator, students will respond to the various ethical, legal, cultural, and interpersonal concerns presented and will adhere to the CEC Code of Ethics and Standards for Professional Practice. This course will require 30 hours of field experience.

EDA 60000 - Instructional Program Leadership and Assessment (3)

This course is designed as an advanced level course for the study of educational program development, administration and supervision in accordance with the goals and outcomes of the Educational Administration Program. The course provides a broad overview of the essential elements of education programs including

curriculum, instruction, materials and program evaluation recommended by the various learned societies for education administration. The major focus of this course is the enhancement of the student's understanding of the leadership roles and responsibilities of the school administrator in these critical areas.

EDA 60500 - Advanced School Law (3)

Constitutional, statutory, and case law that relates to all staff personnel, students, school district and other allied governmental units is investigated, analyzed and discussed. Special emphasis is given to the study of contracts, dismissals, tenure, retirement, pupil injuries, liability of school personnel, school district and board members' legal rights and responsibilities.

EDA 60800 - Foundations of Elementary School Administration and Organization (4)

This course will enable the student to develop an understanding of the role of the administrator in education. Topics include federal, state, and local governance in education, models of administrative practices, planning and problem solving techniques and communication skills. The student will apply the learned understanding, knowledge and skills to the function and role of the effective elementary school principal. This application will include policy development, organizational structure, faculty and staff development, communications, instructional leadership, planning strategies and school climate. This course requires 45 hours of internship activities.

EDA 60900 - Foundations of Secondary School Administration and Organization (4)

This course will enable the student to develop an understanding of the role of the administrator in education. Topics include federal, state, and local governance in education, models of administrative practices, planning and problem solving techniques and communication skills. The student will apply the learned understanding, knowledge and skills to the function and role of the effective secondary school principal. This application will include policy development, organizational structure, faculty and staff development, communications, instructional leadership, planning strategies and school climate. This course requires 45 hours of internship activities.

EDA 61000 - Human Resource Administration (3)

This course studies the planning processes and procedures required in implementing policies and practices of school human resource administration. This includes both instructional, administrative and support personnel.

EDA 61500 - Advanced School Finance (3)

This course is the study of school budgeting procedures, expenditure and revenue accounting, and problems related to local, state, and federal financing of public school operations. The Missouri Uniform Accounting System for Public Schools is utilized in the development of a school finance project.

EDA 61600 - School Supervision (3)

This course introduces the student to the conceptual tools, theoretical formulations and research findings concerning supervision in the school. Topics include the nature of supervision, a historical perspective of supervision, selection of personnel, evaluation of personnel, and organizational theory. This course requires 45 hours of internship activities.

EDA 61800 - School Business Management (3)

The student will become acquainted with aspects of business management within the context of education. Topics include the role of business management in education, the role of the principal as a business manager, governmental regulations and procedures, budget practices, scheduling and reporting techniques, negotiation techniques, the role of auxiliary services and the current state formula for funding the Local Education Agent. This course requires 45 hours of internship activities.

EDA 62000 - School District Administration (3)

This course includes an analysis and discussion relating to current problems of school management involving decision making, data collection and operations. Special attention will be given to administrator board relationships, management team development, and public/community relations.

EDA 62500 - Student Achievement Enhancement Techniques (3)

This course assists the instructional leader in understanding how students learn. Attention is given to learning styles, assessment techniques, student motivation, and remediation strategies.

EDA 62600 - School Law (3)

This course provides the student with knowledge and understanding of the effect of the legal system on education. Areas included are the constitutional framework of public education and individual rights, a survey of federal and state laws and regulations, case law, as well as tort, contract and district liability.

EDA 63000 - Instructional Program Improvement Strategies (3)

This course focuses on school improvement efforts underway throughout the nation. Students will study successful models of district and building efforts to enhance academic performance.

EDA 64000 - Educational Administration Internship (3)

(Advanced Principal) This course provides an opportunity for the student to closely study the area of Principalship through participation with veteran building principals. Each student will spend at least 120 hours participating in the activities of at least two building principals, under the guidance of a professor. This is the culminating course for the program.

EDA 64100 - Educational Administration Internship (3)

(Superintendency) This course provides an opportunity for the student to closely study the area of Superintendency through participation with veteran district superintendents. Each student will spend at least 120 hours participating in the activities of at least two district superintendents, under the guidance of a professor. This is the culminating course for the program.

EDA 64200 - Instructional Leadership Internship (3)

This course provides an opportunity for the student to closely study the area of instructional leadership through participation with recognized instructional leaders. Each student will spend at least 120 hours participating in the activities of at least two district leaders, under the guidance of a professor. This is the culminating course in the program.

EDA 64500 - Statistics in Educational Administration (3)

This course examines statistical techniques used in the analysis of data and helps students in the development of a Specialist Project proposal. Class sessions will help students develop research ideas and move from ideas to written drafts of a proposal.

EDA 65000 - Specialist Project (3)

This course requires the student to identify, analyze, and report on issues of significant concern to practitioners of educational administration.

EDA 65300 - Field Experience (3)

This course provides an opportunity for the student to closely study the area of administration through participation with a school administrator. Each student will spend at least 150 hours participating in the activities of a building administrator, under the guidance of the professor and an active principal. The student will also survey research in educational administration.

EDA 68000 - Specialist Experience (0)

This is a non-credit course designed to keep enrollment open in the EdS program while students complete the EdS requirements. Students in the educational specialist degree program are required to continually register for EDA 68000 each semester until the project is completed and accepted. Please see fee schedule located in this catalog.

*EDC - Education: Education for Counselors***EDC 52100 - Classroom Teaching/Management for Counselors (3)**

This course covers techniques and procedures applicable to effective teaching, planning for instruction, practicing specific microteaching skills, techniques of classroom management and discipline.

EDC 53500 - Teaching Methods for Counselors (3)

This course addresses issues of teaching the guidance curriculum K-12. New materials and methods are examined, implemented and evaluated.

EDC 54100 - Education of the Exceptional Child for Counselors (3)

This course allows the student to develop an understanding of the unique characteristics, strengths and challenges of children classified as exceptional. An historical and legal overview of the field of special education will be presented as well as current trends, issues and best practices for educating children with exceptionalities in the 1990's. Students will understand the competencies necessary to effectively teach, communicate and live with individuals with exceptionalities in educational and natural environments. The course focuses on the social and emotional implications of the "exceptional" label to individuals, their families, and society as a whole.

EDNB - Education: National Board for Professional Teaching**EDNB 50000 - National Board for Professional Teaching Pre-Candidate Course (2)**

Participants will study the National Board for Professional Teaching Standards for their certificate area. Students will meet regularly to discuss how standards are applied to their classroom practice. In addition, students will learn to write in descriptive, analytical and reflective styles as necessary to achieve certification and practice analyzing video of a class. Permission of Dean is required.

EDNB 50001 - National Board for Professional Teaching Preparation Course I (3)

Participants will study the National Board for Professional Teaching Standards for their certificate area. Students will meet regularly to discuss how standards are applied to their classroom practice. In addition, students will prepare two portfolio entries including one videotaped classroom lesson. Permission of Dean is required.

EDNB 50002 - National Board for Professional Teaching Preparation Course II (3)

Participants will study the National Board for Professional Teaching Standards for their certificate area. Students will meet regularly to discuss how standards are applied to their classroom practice. In addition, students will prepare two portfolio entries including one videotaped classroom lesson. Permission of Dean is required.

EDNB 50003 - National Board for Professional Teaching Preparation Course III (3)

Participants will continue the study of National Board for Professional Teaching Standards for their certificate area as they apply to their final entry and assessments. They will work independently, meet regularly to discuss how standards are applied to their classroom practice, and prepare one portfolio entries including one videotaped classroom lesson. Study and preparation for the six areas of assessment for each certificate area. Permission of Dean is required.

EDU - Education**EDU 50000 - Foundations of K-12 Education (3)**

This course consists of a general introduction to the area of elementary and secondary education for the graduate student without teacher certification. All students planning to teach are required to take this course before or in conjunction with their first education course(s). A practicum is required.

EDU 50200 - Psychology of Teaching and Learning (3)

This course encourages students to examine current areas of interest in the study of learning theories and application of those theories to education. Concepts, methods, and issues of research in developmental and educational psychology are also investigated.

EDU 50300 - Elementary Reading Methods (3)

In this course, the student will participate in a comprehensive study of the skills required for reading development, such as word attack, perception, vocabulary, and comprehension. A variety of reading methodologies, materials, and evaluation items are presented and used with readers in the school system. This course includes a ten-hour practicum. Prerequisite: EDU 51500-51503, EDU 50200, and EDU 52100 or EDU 52110.

EDU 50305 - Methods of Teaching Reading, Writing, and Oral Communication (3)

This course is designed to provide prospective teachers with a comprehensive study of the skills required for the development of reading, writing, and oral communication. Students will be presented with a foundational knowledge of communication theory and language development including phonemic awareness, word recognition and perception, vocabulary, comprehension, and fluency. This course meets the new certification requirements for current and future Illinois educators. Prerequisite: EDU 51500-51503.

EDU 50500 - Analysis of Teaching and Learning Behavior (3)

This course is designed to enable the educator to analyze/diagnose, prescribe, and evaluate ways to improve teacher and learner behavior. Various methods of analyzing teacher behavior are studied and applied. Emphasis is also given to developing the ability to analyze and prescribe programs for individual learners.

EDU 50600 - Elementary/Middle School Language Arts Methods (3)

This course involves a comprehensive study of listening, speaking, reading, writing, thinking, viewing and visually representing communication arts skills as these skills are integrated into the contemporary language and reading program. Various methods and materials are explored. Prerequisite: EDU 51500-51503, EDU 50200, and EDU 52100 or EDU 52110.

EDU 50705 - Methods of Teaching Reading in the Content Areas (3)

This course is designed to provide prospective teachers with a comprehensive study of the skills required for

reading development, teaching of reading strategies, diagnosing reading difficulties, assessing and improving reading and study skills in the content area. Students will learn to apply reading concepts, theories, and techniques to content area material by developing model lesson plans and materials. This course meets the new certification requirements for current and future Illinois educators

EDU 50710 - Content Literacy for Diverse Learners (3)

This course is the second required literacy class designed for middle school, high school, and K-12 content area teachers. Students will learn to apply methods of instructional interventions for adolescents with reading deficits. Students will also focus on addressing content-specific needs of English Language Learners.

EDU 50800 - Organization and Administration of the Preschool (3)

This course is designed to provide students with various organizational patterns for establishing educational programs for young children. Issues and concerns of administering these programs are emphasized. Observations are required in several local area programs.

EDU 50900 - Analysis and Correction of Reading Disabilities (3)

This course is designed to teach the diagnostic/prescriptive process necessary to deal with readers at various levels in the classroom. Students learn to use and analyze a variety of informal and standardized diagnostic reading tests appropriate for individual and group diagnosis. Students also learn to use commercial and teacher-made materials in conjunction with basal readers to provide appropriate instruction. Students are expected to work with a problem reader during the course. This course is to be taken concurrently with EDU 52200 for students working towards early childhood, early childhood special education, and elementary education certification. Prerequisite: EDU 51500-51503.

EDU 51000 - Conceptualization of Education (3)

This course allows the student to learn how to examine contemporary educational problems by studying them from the perspectives of history, philosophy, sociology, and psychology.

EDU 51010 - Conceptualization of Education for Beginning Teachers (3)

This course is designed for beginning teachers in their first, second or third year of teaching and will examine contemporary educational problems by studying them from the perspectives of history, philosophy, sociology, and psychology. The course will outline the four domains of teaching responsibility: planning and preparation, the classroom environment, instruction, and professional responsibilities. Teachers will engage in thoughtful conversations that promote student learning, evidence-based reflection of instructional practice, and professional inquiry as a means for teacher growth.

EDU 51200 - Elementary/Middle School Mathematics Methods (3)

This course provides a survey of approaches in the teaching of mathematics for the student preparing to teach in elementary schools. Prerequisite: EDU 51500-51503, EDU 52100 or EDU 52110, and two university level mathematics courses.

EDU 51300 - Survey of Gifted and Talented Education (3)

This course includes entry-level concepts and is a prerequisite for future study in the field. The course introduces students to basic terminology, theories, and general approaches and encompasses the following broad aspects of the field: history; major research; philosophy; definitions; cognitive, social and emotional characteristics and needs of the gifted; types and levels of giftedness; broad-based identification procedures; general program issues, approaches; special populations; teacher characteristics and competencies.

EDU 51400 - Utilizing Family and Community Resources (3)

This course is an exploration of the resources of the community and methods of incorporating them into the early childhood program. Family resources and family-school relationships are studied, and materials and methods for developing such relationships contribute a focus of efforts. Practicum experience is a part of course.

EDU 51500-51503 - Teacher Education Seminar I (0-3)

This is a required course for all teacher education candidates entering the teacher education program beginning in fall 2013. This course provides the student an opportunity to review and synthesize the skills and content knowledge of selected subject areas of teacher certification. This course should be taken at the same time and with the same instructor as EDU 52100 Classroom Teaching and Management. This course will assist the student in developing test taking techniques in preparation for the state required certification assessments. Students are also oriented to the requirements of the culminating assessment portfolio. Students will be required to purchase Foliotek, an electronic portfolio system, if they have not already done so. Students will be oriented to the requirements of the culminating assessment portfolio. Students must also make sure they have taken and submitted the Missouri Educator Profile (MEP) before or during this course. Students will describe detailed preparation to prepare for the DESE required assessments, submit rationale and reflection assignment(s), evaluate the preparation experience in each required education course, and prepare for the intensive writing requirements of EDU 58404 and EDU 60599. Offered every semester. P/F grading. Prerequisite: EDU 50200, 6 additional credit hours of EDU coursework, and admission to the teacher certification program. Corequisite: EDU 52100 with same instructor

EDU 51600- Language Acquisition and Development for Young Children (3)

This course involves a study of the nature of language, the normal sequence of language development, and an introduction to the theories of language acquisition, and monitoring instruction of linguistically and culturally diverse students in a variety of English Language teaching contexts. The course includes a concern for understanding the influence of the environment and culture in language development, development of techniques and materials for stimulating language growth, identification of speech and articulation problems and appropriate referral methods, familiarity with instruments and techniques for assessing language development. Prerequisite: EDU 51500-51503.

EDU 51700 - Introduction to Early Childhood/ Special Education (3)

This course includes a study of principles basic to the early childhood environment designed to meet the needs of the developing child. Cognitive, physical, social, emotional, and creative development are investigated and observed in the early childhood setting. Curriculum and materials appropriate for early education will be emphasized, as will the planning and executing activities for the young child. The growth, development and special needs of preschool children with disabilities are discussed. Students will discuss developmentally appropriate practices, assessment, and material and curriculum adaptation that may be necessary when working with this population. Course includes a 30-hour practicum.

EDU 51900 - Elementary/Middle School Science Methods (3)

This course is designed to explore various methods, materials, strategies, and processes used in early childhood, elementary, and middle school science programs. Students are expected to plan, develop, and teach several science lessons using a variety of science instruction formats. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 52000 - Curriculum Analysis and Design (3)

This course has a dual emphasis. First, it includes substantive study of past and current curricula with attention to their bases in research and theory. Second, this knowledge is utilized by participants in preparing curricular programs which will enable them to function more effectively in their particular educational settings.

EDU 52100 - Classroom Teaching/Management (3)

This course covers techniques and procedures applicable to effective teaching, planning for instruction, practicing specific microteaching skills, techniques of classroom management and discipline. A 30-hour practicum is required.

EDU 52110 - Middle/High School Classroom Teaching and Technology (3)

This course will allow students to examine the specific techniques and procedures for effective teaching at the secondary level. Students will examine what is required to

design logical, engaging, and rigorous lessons that meet the needs of all learners. This course will explore several approaches for planning lessons including the direct teaching model. Students will apply Blooms Taxonomy as related to lesson plan objectives and assessments in planned lessons. The technology examined will review and/or introduce the application of instructional technologies, including but not limited to Microsoft Word, Power Point, Microsoft Excel, Smart Board, and smart phone and tablet applications. Prerequisite: EDU 51500-51503.

EDU 52200 - Practicum: Diagnosis of Reading Difficulties (2)

This practicum course is designed for MAT students who are working on their initial teaching certificate. This course provides the student with clinical experiences in the use of various diagnostic instruments and procedure for identifying types of reading difficulties. The student will complete his/her practicum in an after school tutoring or summer reading camp programs taught and supervised by a Lindenwood professor and will be required to either have previously taken or be enrolled in the same semester with EDU 50900. The student will be expected to administer, score, and interpret basic tests and to write case study reports. *Note: Only one practicum course may be taken in a semester.* Prerequisite: EDU 51500-51503

EDU 52210 - Elementary School Classroom Teaching and Technology (3)

This course will allow students to examine the specific techniques and procedures for effective teaching at the elementary level. Students will examine what is required to design logical, engaging, and rigorous lessons that meet the needs of all learners. This course will explore several approaches for planning lessons including the direct teaching model. Students will apply Blooms Taxonomy as related to lesson plan objectives and assessments in planned lessons. The technology examined will review and/or introduce the application of instructional technologies, including but not limited to Microsoft Word, Power Point, Microsoft Excel, Smart Board, and smart phone and tablet applications. Prerequisite: EDU 51500-51503

EDU 52300 - Practicum: Diagnosis of Reading Difficulties (3)

This practicum course was designed to be completed in the candidate's home school under the supervision of a reading certified teacher. As per requirements from MO DESE, practicum hours are to be completed outside of teaching contract hours. This course provides the graduate student who is seeking certification in K-12 Special Reading with clinical experiences in the use of various diagnostic instruments and procedures of identifying types of reading difficulties. The student will be expected to administer, score and interpret basic tests and to write a diagnostic summary with recommendations for developing early literacy skills for young children. A diagnostic summary utilizing a case study approach of pre- and post-assessment information should be included, along with lesson plans and recommendations for parents,

classroom teachers, and the school reading specialist. Offered during fall and spring semesters to allow for supervision in the candidate's home school by a certified reading teacher in the candidate's school, special arrangements may be made to complete this practicum during the Lindenwood Summer Reading Camp, e.g., those who teach in charter, private or parochial schools where there is not a certified special reading teacher to supervise on site. Only one three hour practicum course may be taken in a semester. Prerequisite: EDU 51500-51503, and EDU 30900 or EDU 50900

EDU 52400 - Assessment of Intellectual Skills (3)

This course teaches students about the use of non-projective, educationally relevant tests, including theories of measurement, test construction, test administration, and ethical use. Students will attain competence in administration of one of the more commonly used methods of assessment, either Binet or Wechsler.

EDU 52500 - Perceptual Motor Development (2)

This course examines the complex relationship between sensory perception and the development of gross and fine motor skills. The student will analyze, evaluate and apply research in this field, the methods and tools of assessment, materials and activities used to enhance and/or remediate the development of perceptual motor skills. Prerequisite: EDU 51500-51503.

EDU 52600 - Practicum: Remediation of Reading Difficulties (3)

This practicum course was designed to be completed in the candidate's home school under the supervision of a reading certified teacher. As per requirements from MO DESE, practicum hours are to be completed outside of teaching contract hours. This course allows students to apply appropriate remedial techniques through clinical experiences using commercial and teacher-made materials in teaching students previously diagnosed with reading disabilities. Lesson plans, preliminary remediation reports, progress reports, and a final evaluation of the remediation program are required, with recommendations for correcting literacy skills for secondary students. Offered during fall and spring semesters to allow for supervision in the candidate's home school by a certified reading teacher in the candidate's school, special arrangements may be made to complete this practicum during the Lindenwood Summer Reading Camp, e.g., those who teach in charter, private or parochial schools where there is not a certified special reading teacher to supervise on site. Only one three hour practicum course may be taken in a semester.

EDU 52700 - Early Childhood Cognitive Curriculum Concepts (3)

This course will provide the student with techniques, methods and materials used in the curriculum areas of science and social studies for the young child (ages 3-8). Students will review relevant child development issues, learn the rationale for teaching these curriculum areas, and the importance of integrating them into the entire curriculum. Development and implementation of lesson

plans are a part of this course. Prerequisite: EDU 51500-51503

EDU 52800 - Integrating Thinking Skills in Instruction (3)

This course teaches approaches to integrating deliberate thinking- critical, creative, whole-brained thinking and problem solving- through the disciplines K-12. An in-depth examination of major thinking models will be undertaken.

EDU 52900 - Creative Curriculum Materials for Early Childhood/ Early Childhood Special Education Programs (4)

This course is designed to familiarize students with innovative curricula and materials which support art, music and movement in developmentally appropriate early childhood and early childhood special education programs. Students will construct and evaluate their own curriculum and materials. Techniques for integrating best practices throughout the curriculum and implementing adaptations for children with special needs will be emphasized. Prerequisite: EDU 51500-51503

EDU 53000 - A Survey of Learning Styles (3)

This course includes an in-depth examination of theories of learning styles with emphasis on Brain Dominance, Learning Styles, and Multiple Intelligences. Applications of the models as they can be adapted to basic teaching styles will be stressed.

EDU 53100 - Elementary Music Methods (2)

This course provides a general preparation for the teacher in the elementary classroom. A study of the principles, procedures, and objectives of school music is included. Prerequisite: EDU 52100 or EDU 52110.

EDU 53200 - Practicum: Advanced Reading Instruction (1-3)

This course is approved for one of four required Methods courses for the Special Reading Certificate. Personal goals and objectives for a reading inquiry will be determined by the student and professor. Prerequisite: EDU 50300 and EDU 50900.

EDU 53300 - Elementary Art Methods (2)

This course is designed for either the elementary classroom teacher or for the art teacher in the elementary school. Studio work and lecture on creative expression and techniques is included. Prerequisite: EDU 52100 or EDU 52110.

EDU 53410 - Methods of Teaching Elementary School Dance (3)

This course is designed for either the elementary classroom teacher or for the dance teacher of elementary school students. Students will study the various approaches to dance education for the elementary student. For dance education majors.

EDU 53500-53599 - Secondary Methods of Teaching (3)

This course examines a variety of methods of teaching discipline-specific content in middle schools and

high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to instruction in a given discipline. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53530 - Secondary Methods of Teaching Science (3)

This course examines a variety of methods of teaching Science in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Science instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53531 - Secondary Methods of Teaching Mathematics (3)

This course examines a variety of methods of teaching Mathematics in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Mathematics instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53532 - Secondary Methods of Teaching Modern Languages (3)

This course examines a variety of methods of teaching Modern Languages in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Modern Languages instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53533 - Secondary Methods of Teaching Art (3)

This course examines a variety of methods of teaching Art in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Art instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53534 - Secondary Methods of Teaching English (3)

This course examines a variety of methods of teaching English in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to English instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53535 - Secondary Methods of Teaching Social Sciences (3)

This course examines a variety of methods of teaching Social Sciences in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Social Sciences instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53536 - Secondary Methods of Teaching Business Education (3)

This course examines a variety of methods of teaching Business Education in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Business Education instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53537 - Secondary Methods of Teaching Speech and Theatre (3)

This course examines a variety of methods of teaching Speech and Theatre in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Speech and Theatre instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53538 - Secondary Methods of Teaching Music (3)

This course examines a variety of methods of teaching Music in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Music instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53539 - Secondary Methods of Teaching Technology and Engineering (3)

This course examines a variety of methods of teaching Technology and Engineering in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Technology and Engineering instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53540 - Secondary Methods of Teaching Physical Education (3)

This course examines a variety of strategies unique to the teaching of Physical Education in middle schools and high schools, including skills of team sports, skills of individual sports, safety issues, law issues, effective lesson planning, etc. Students will also develop a Unit Plan of instruction. This course meets twice a week.

Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53541 - Secondary Methods of Teaching Health Education (3)

This course examines a variety of methods of teaching Health Education in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Health Education instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53572 - Secondary Methods of Teaching Dance (3)

This course examines a variety of methods of teaching Dance in middle schools and high schools, including inquiry, cooperative learning, differentiation, and interdisciplinary, etc. as well as specific strategies unique to Dance instruction. Students will also develop a Unit Plan of instruction. This course meets twice a week. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 53800 - Character Education (3)

This course will provide educators with a theoretical and knowledge base regarding character education in educational settings. Specific attention will be given to methods and procedure for educators to use in the implementation and expansion of character education programs at the building level.

EDU 53900 - Classroom Use of Computers (3)

This course provides students involved in teaching with an introduction to the effective use of computers within the classroom.

EDU 54000 - Integration of Technology in Instruction (3)

This course provides elementary and secondary teachers with an overview of the fundamentals of teaching with audio-visual technology and computers.

EDU 54100 - Education of the Exceptional Child (3)

This course allows the student to develop an understanding of the unique characteristics, strengths and challenges of children classified as exceptional. An historical and legal overview of the field of special education will be presented as well as current trends, issues and best practices for educating children with exceptionalities in a contemporary setting. Students will understand the competencies necessary to effectively teach communicate and live with individuals with exceptionalities in educational and natural environments. The course focuses on the social and emotional implications of the “exceptional” label to individuals, their families, and society as a whole.

EDU 54200 - Administration and Supervision of Gifted Programs (3)

This course provides the fundamental principles of program development for the gifted. Topics addressed include student identification procedures with particular

focus on special populations of the gifted; needs assessment; philosophy of curriculum development; staff selection and development; budgeting; resource identification and utilization; strategies for communicating the rationale for gifted education to the education community and the community at large; parent and community role clarification; program monitoring and evaluation, and strategies for producing change. Role functions and referent groups are studied as well as general educational procedures; steps in basic program development, including a manual of guidelines and procedures; provision for appropriate resources; and refinement of effective parent and community involvement.

EDU 54300 - Teaching the Child with Special Needs in the Regular Class (3)

This course reviews the special education system including specific disabilities and their criteria for eligibility as well as the procedures for placing children in special education. Additional topics that will be presented are Alternative Intervention Strategies, assessment procedures, and teacher role in the IEP process. Specific techniques and materials that regular education teachers may use in their classes will be discussed and developed. Record keeping suggestions and ideas for working with families will also be discussed.

EDU 54310 - Middle School/ High School Differentiation and Classroom Management (3)

This course will enable the student to examine the specific demands required for differentiated instruction in the diverse middle school and high school classroom settings. The student will examine the role of each instructor in cooperative teaching situations. This student will also explore the demands and techniques of classroom management. Technology will be examined and/or introduced for the application of instructional technology including, but not limited to, Smart Board, Podcasting, Clickers, and other types of classroom communications. Legal and ethical issues that control the use of technology in the classroom will be investigated. This course has a 45-hour practicum. Prerequisite: EDU 51500-51503.

EDU 54400 - Meeting the Affective Needs of Gifted Children (3)

This course focuses on the differential affective characteristics and needs of students who are gifted. General counseling techniques will be studied as they apply to working with the gifted. This area includes such topics as communicating with the gifted, their teachers and parents; assessing special interests, needs and expectations (e.g., underachievement, perfectionism, self-esteem, leadership peer pressure, depression/ suicide, motivation, personal and social dynamics, and parenting skills); the role of the school in psycho-social development; and the potential of the gifted to achieve.

EDU 54410 - Elementary Differentiation and Classroom Management (3)

This course will enable the student to examine the specific demands required for differentiated instruction in

the diverse elementary classroom setting. The student will examine the role of each instructor in cooperative teaching situations. This student will also explore the demands and techniques of classroom management. Technology will be examined and/or introduced for the application of instructional technology including, but not limited to, Smart Board, Podcasting, Clickers, and other types of classroom communications. Legal and ethical issues that control the use of technology in the classroom will be investigated. This course has a 45-hour practicum. Prerequisite: EDU 51500-51503.

EDU 54500 - Pre K-8 Health, Nutrition and Safety (3)

This course focuses upon health, nutritional requirements, safety precautions, and first aid techniques and emergency procedures of the young child.

EDU 54700 - Adolescent Literature (3)

This course discusses the history and development of literature suitable for the secondary school (junior and senior high). Evaluation of current materials is included.

EDU 54900 - Practicum: Gifted Education (3)

This course involves the application of knowledge, skills, and competencies delineated in the five basic areas of study: survey; program planning and development; screening, assessing, and evaluating; instruction; meeting the affective needs of the gifted and talented. A practicum will be individualized to address the needs, abilities; and prior educational and professional experiences of the students and focus on designing and evaluating curriculum and instruction methods that enhance the specific learning styles of students who are gifted. Individual conferences and group meetings will provide opportunities to share and discuss problems and solutions encountered during the practicum.

EDU 55000 - Graduate Practicum (2-6)

This course is an elective graduate course with credit from two to six hours. The work to be done will be based on the number of credit hours selected. In all cases, the study will involve work in an educational setting, generally a school system where the student is employed or where full cooperation will be extended to the student.

EDU 55100 - Early Childhood Screening, Diagnosing and Prescribing Instruction (3)

This course focuses on methods and materials utilized in screening and diagnosing learning problems in early childhood education. Methods and materials for prescribing instruction are utilized. Field experiences are part of the course. Prerequisite: EDU 51500-51503.

EDU 55300 - Elementary/Middle School Social Studies Methods (3)

This course includes the theoretical and practical aspects of the early childhood, elementary, and middle school social studies curriculum. Methodology, techniques, strategies, and materials appropriate to the area are investigated. Students are expected to plan and develop a variety of social studies instruction formats. Prerequisite: EDU 51500-51503 and EDU 52100 or EDU 52110.

EDU 55900 - Multicultural Education (3)

This course is designed to promote an understanding of the importance of multicultural education in a pluralistic society. Students develop awareness of their own cultural heritage and attitudes, obtain information about various parallel cultures, and analyze the school as a product of the cultural community and as an instrument for promoting cultural understanding.

EDU 56100-56300 - Graduate Seminar on Teaching Strategies (1-3)

This course is designed to update practicing teachers in educational research, theory, strategies and techniques that will provide added expertise to the schools. This course may be taken more than once for credit.

EDU 56401 - Marketing Field Experience I (3)

This will provide an opportunity for the student to closely study the area of marketing through participation with a coordinator in the world of work. Each student will spend 50000 hours under the supervision of an instructor. The student will also survey research in marketing and related fields. This will be one of four courses to fulfill the required occupational work experience for vocational certification.

EDU 56402 - Marketing Field Experience II (3)

This course is a continuation of EDU 56401. The student will continue to accumulate hours toward fulfilling the state requirements for certification. Requirements for this course include a 500-hour internship.

EDU 56403 - Marketing Field Experience III (3)

This course is a continuation of EDU 56402. The student will continue to accumulate hours toward the state requirement for certification. Internships at various locations will be a part of the course requirement. Requirements for this course include a 500-hour internship.

EDU 56404 - Marketing Field Experience IV (3)

This course is a continuation of EDU 56403. The student will continue to accumulate hours toward the state requirement for certification. Requirements for this course include a 500-hour internship.

EDU 57000 - Educational Research (3)

This course is designed in such a way that practitioners will be able to evaluate the results of educational research for use in a variety of educational practices. The student will investigate the basic nature of educational research, along with pertinent methods of data collection and analysis. Emphasis will be placed on research problems, designs, and findings in the student's selected area of concentration. Prerequisite: EDU 50500 and EDU 51000

EDU 58200 - The Integrated Literature Curriculum (3)

This course will examine the research on the effectiveness of the literature based integrated curriculum and the materials and methods used in developing and implementing such a curriculum. A variety of literature elements and genres will be explored as well as a variety of approaches to a literature-based program including

program components, creating literature-based lessons, literature and the basal reading program, organizing materials and instruction, thematic approaches and assessment.

EDU 58404 - Advanced Measurement and Evaluation to Enhance Learning (3)

The student will experience practical approaches to ensure that classroom assessment is fair and effective. Curriculum mapping and alignment to standards are explored. Students will develop an understanding of the basic mathematics of measurement, item analysis, test score interpretation, test development, performance assessments, standardized testing, portfolios, grading procedures self-assessment, assessment of diverse student populations, and biases in educational assessment. Student reflection will facilitate an appreciation for the characteristics of an assessment-literate educator. Using data driven decision making, students will analyze authentic student data and apply research-based strategies to create a plan for instruction to impact student learning. This course is a writing intensity course for the Department of Teacher Education. Prerequisite: EDU 21501 or EDU 51501-51503, and EDU 32100 or EDU 32200 or EDU 52100 or EDU 52110.

EDU 58600 - Middle School Curriculum/Instruction (3)

This course investigates current trends in instructional programs found in typical middle schools. Attention is given to the unique learning needs of adolescents, and how schools can address those needs. Prerequisite: EDU 51500-51503.

EDU 58800 - Middle School Psychology (3)

This course will provide an understanding and appreciation for the characteristics of the middle school adolescent. The growth of adolescents; physically, emotional, social, and intellectual will be studied as they relate to the middle school child's education. Prerequisite: EDU 51500-51503.

EDU 59100-59299 - Self-Prescribed Course (1-3)

This course is designed to allow the educator to have the opportunity to devise learning experiences for oneself. The design of such experiences should not be entirely limited to a choice between already formalized learning experiences but should allow the educator the choice of either selecting courses already offered or proposing experiences to meet individual needs as a practicing educator. These learning experiences can become a Self-Prescribed Course whenever the student and the faculty advisor have identified personal goals and objectives and have determined the direction for meeting these objectives.

EDU 60000 - Master's Project (3)

This course requires the student to be responsible for the preparation of a final project as required for the course and graduation. The project must be a specific application of gathering, analysis, evaluation, and reconceptualization of ideas which have been stressed throughout the program. The topic of the project may focus on a

particular problem which the participant faces in his/her individual situation as an educator. The Master's Project may take the form of curriculum development, whereby the candidate will design, test, and evaluate a curriculum plan within an educational environment. Other paths include analysis of a teaching project for the candidate to observe, record, and analyze various patterns of teaching behavior, or a research project in which a particular research technique is applied to an educational problem. Prerequisite: EDU 57000.

EDU 60599 - Field Experience (Student Teaching) (12)

This course consists of observation, individual conferences, supervised teaching in an appropriate school setting and a weekly student teaching seminar and is designed to be the culminating experience in one's teacher preparation program. Students should have completed all courses necessary for the degree and certification prior to this course. This course can only be applied to the Master of Arts in Teaching (MAT) degree. Prerequisite: EDU 51500-51503.

ESOL - English for Speakers of Other Languages

ESOL 54000 - TESOL Methods (3)

This course surveys current theory and practice in planning, implementing and monitoring instruction of linguistically and culturally diverse students in a variety of English language teaching contexts.

IPC - Counseling

IPC 51000 - Foundations of School Counseling (3)

This course is an introduction to the field of school counseling, services, tools and challenges of the professional school counselor. Another focus is the theoretical and applied study of the helping relationship, the facilitative conditions, techniques of interviewing, counselor self-awareness and use of self and client self-awareness. Prerequisite: Admission to the Counseling Program.

IPC 51100 - Foundations of Professional Counseling (3)

This course is an introduction to the field of counseling, services, tools and challenges of the professional counselor. Another focus is the theoretical and applied study of the helping relationship, the facilitative conditions, techniques of interviewing, and counselor self-awareness and use of self and client self-awareness. Prerequisite: Admission to the Counseling Program.

IPC 51200 - Ethics and Professional Issues (3)

This course is the study of professional programs/organizations and codes of ethics. Students examine professional identity issues in the mental health field and current political, legal, and ethical issues affecting the practice of counseling and review the current status of professional training standards and licensing. Prerequisite: Admission to the Counseling Program.

IPC 51300 - Principles of School Counseling (3)

This course is an introduction to functions and components of a comprehensive school guidance program, with practical strategies for planning,

organization and implementation of such programs. The course includes program evaluation, collaboration with school personnel and legal and ethical issues related to school counseling. Prerequisite: Admission to the Counseling Program.

IPC 52100 - Human Growth and Development (3)

This course is a study of human growth and development from infancy through old age and covers psychological, sociological, and physiological aspects of development as students examine development theories and research and their implications for counseling interventions. Prerequisite: Admission to the Counseling Program.

IPC 52200 - Personality Theories and Psychopathology (3)

This course is a review of current personality theories and the use of these theories in the practice of counseling. Psychopathology and maladaptive behaviors will be included. Prerequisite: Admission to the Counseling Program.

IPC 52300 - Adjustment and Learning Issues in Children and Adolescents (3)

Students will develop an understanding of the factors that affect developmental crisis, disability, psychopathology and learning difficulties in children and adolescents. The course also focuses on counseling strategies in working with students who display such adjustment problems and learning difficulties. Prerequisite: Admission to the Counseling Program.

IPC 52400 - Adult Diagnosis and Treatment Planning (3)

Diagnostic methods will be explored with emphasis on the Diagnostic and Statistical Manual of Mental Disorders. A select overview of psychopathology, assessment, and interventions appropriate to the study of mental disorders will be included. Prerequisite: IPC 51000 or IPC 51100

IPC 53100 - Family Counseling (3)

This course is an intensive study of theories of family counseling. The applied focus emphasizes counseling skills with parents with whole families in a variety of family forms, i.e., traditional, single-parent, and re-marriage families. Communication, systemic and strategic therapies are a focus. Prerequisite: IPC 55100 or IPC 55300.

IPC 54100 - Research Methods and Program Evaluation (3)

This course prepares students to understand, interpret and critically analyze research based counseling literature and focuses on principles and methods of designing counseling outcomes research and evaluation studies as well as methods of data collection and data analysis. Students will be provided with a basic understanding of statistical analysis and interpretation in research literature. Prerequisite: IPC 51000 or IPC 51100.

IPC 55100 - Counseling Theory and Practice (3)

This course is an intensive study of the basic theories, principles, and methods of counseling. Prerequisite: IPC 51000 or IPC 51100.

IPC 55200 - Counseling Skills Lab (3)

This course consists of experiential integration of theoretical material and counseling skills to enable the counselor to understand the client's problems more fully and accurately and to intervene effectively. Prerequisite: IPC 51000 or IPC 51100.

IPC 55300 - Theories of Counseling Children and Adolescents (3)

This course focuses on theories of counseling as they apply to children and adolescents and examines effective counseling strategies for working with the population. Prerequisite: Admission to the Counseling Program.

IPC 56100 - Group Dynamics, Process and Counseling (3)

This course is the study of the principles of group dynamics with an exploration of the processes of group interactions. Students will examine types of groups and theories and techniques of group counseling. Outside group participation will be required. Prerequisite: IPC 55100 or IPC 55300.

IPC 56200 - Social and Cultural Foundations of Counseling (3)

This course is the study of the social bases of behavior with an emphasis on the influence of culture and cultural differences on the counseling process. Students will examine the impact of prejudice and discrimination on specific populations and the adoption of culturally sensitive strategies in working with these populations. Prerequisite: IPC 51000 or IPC 51100.

IPC 56500 - Introduction to Substance Abuse Counseling (3)

This course is designed to provide an overview of the major theories of etiology, dynamics, assessment, treatment and research issues of substance abuse. Consideration for how these aspects are applied to diverse populations is addressed. Prerequisite: 18 hours of counseling coursework.

IPC 57500 - Family and School Consulting (3)

This course examines the development and implementation of solution focused strategies and skills when working with students, school personnel, and families in a school setting. The course requires intensive case studies. Prerequisite: IPC 55100 or IPC 55300.

IPC 58100 - Appraisal of the Individual (3)

This course is an introduction to psychometrics and methods of appraisal. Students will examine several data collection approaches including interviewing and testing and consider factors affecting data interpretation such as age, sex, and ethnic and cultural background. Students will learn how to use and interpret a variety of tests including personality, vocational interest, achievement, group intelligence, and aptitude tests. Lab fee. Prerequisite: IPC 51000 or IPC 51100.

IPC 58200 - Lifestyle and Career Development (3)

This course is the study of major theories of career development including career choice theories and models of career decision making. Students will examine the relationship between career choice and lifestyle. The course serves as an introduction to career counseling techniques and sources of occupational and educational information. Lab fee. Prerequisite: IPC 51000 or IPC 51100.

IPC 58300 - Analysis of the Individual (3)

This course offers intensive study and practice in the administration, scoring and interpretation of several psychological tests used with children and adolescents and the preparation of comprehensive case reports. Lab fee. Prerequisite: IPC 58100.

IPC 59000-59999 - Special Topics in Counseling (1-6)

This course examines topical issues in counseling theory, research, and practice. Prerequisite: 18 hours of counseling coursework.

IPC 60500 - Comprehensive Examination (0)

This includes the standardized Counselor Preparation Comprehensive Examination (CPCE) for professional counseling candidates or the Missouri Educator Gateway Assessments (MEGA): Missouri Content Assessment, test MO056 MEGA Counselor, for school counseling candidates. There will be a fee for the examination. Prerequisite: 36 hours of counseling coursework.

IPC 62000 - Counseling Internship (3-6)

Students complete 700 hours of clinical practice in agency settings. Internship students receive one-to-one supervision from qualified professionals at their field sites and they also participate in a group supervision seminar conducted by a faculty member. Advance approval from a Faculty Advisor is required for registration. Lab fee. Prerequisite: IPC 52400, IPC 56100, and IPC 56200 and 3.0 GPA and permission; is repeatable.

IPC 62001 - Internship Extension (0)

Students who take an Incomplete in first term Internship and have less than half the required hours, and all students who taken an Incomplete in second Internship, must enroll in this extension and continue to attend their Internship class. \$50 fee required.

IPC 62100 - Field Placement 1 (3)

Students complete 150 hours of clinical practice in a mental health or school setting (350 hours for Illinois certification) under the supervision of a certified school counselor as well as a faculty member. Advance approval from a Faculty Advisor is required for registration. Lab fee. Prerequisite: IPC 55300, IPC 56100, IPC 56200, IPC 57500, and IPC 58200, and 3.0 GPA and permission.

IPC 62101 - Field Placement 1 Extension (0)

Students who take an Incomplete in Field Placement 1 and have less than half the required hours must enroll in this extension and continue to attend their Field Placement 1 class. \$50 fee required.

IPC 62200 - Field Placement 2 K-8 (3)

Students complete 300 clock hours in an elementary school setting (350 in Illinois) under the supervision of a certified school counselor as well as a faculty member. Advance approval from a Faculty Advisor is required for registration. Lab fee. Prerequisite: IPC 62000 or IPC 62100, and 3.0 GPA and permission.

IPC 62201 - Field Placement 2 K-8 Extension (0)

Students who take an Incomplete in Field Placement 2 must enroll in this extension and continue to attend their Field Placement 2 class until all required hours are completed. \$50 fee required.

IPC 62300 - Field Placement 2 7-12 (3)

Students complete 300 clock hours in a secondary school setting (350 in Illinois) under the supervision of a certified school counselor as well as a faculty member. Advance approval from a Faculty Advisor is required for registration. Lab fee. Prerequisite: IPC 62000 or IPC 62100, and 3.0 GPA and permission.

IPC 62301 - Field Placement 2 7-12 Extension (0)

Students who take an Incomplete in Field Placement 2 must enroll in this extension and continue to attend their Field Placement 2 class until all required hours are completed. \$50 fee required.

IPC 62400 - Field Placement 2 K-12 (3)

Students complete 150 clock hours in an elementary setting and 150 hours in a secondary setting (350 split between elementary and secondary setting in Illinois) under the supervision of a certified school counselor as well as a faculty member. Advance approval from a Faculty Advisor is required for registration. Lab fee. Prerequisite: IPC 62000 or IPC 62100, and 3.0 GPA and permission.

IPC 62401 - Field Placement 2 K-12 Extension (0)

Students who take an Incomplete in Field Placement 2 must enroll in this extension and continue to attend their Field Placement 2 class until all required hours are completed. \$50 fee required.

ADMINISTRATION

Michael Shonrock (2015)

System President

BS, Western Illinois University; MS, EdS, Pittsburg State University; PhD, University of Kansas

Brett Barger (2005)

Campus President

BA, MBA, EdD, Lindenwood University

Marilyn S. Abbott (1997)

Provost and Vice President for Academic Affairs

AB, Indiana University; PhD, Purdue University

Renee Porter (2007)

Campus Provost

BS, University of Southern Mississippi; MBA, Southern Illinois University-Edwardsville; PhD, Saint Louis University

Deb Ayres (2008)

Vice President for Human Resources

BS, Missouri State University; MS, University of Missouri-St. Louis; EdD, University of Missouri-Columbia

Greg Phelps (2013)

Vice President and Chief Financial Officer

BA, MBA, Washington University

Reeta Piirala-Skoglund (2013)

Dean of Admissions

BS, MBA, Indiana University

TJ Rains (2015)

Vice President for Information Technology

BS, Emporia State University; MS, Capella University

Annie Reis (2010)

Interim Athletic Director

BA, Dayton University; JD, Saint Louis University

Mary Reuter (2004)

Assistant Vice President and Executive Director of Communications

BA, MA, Lindenwood University

Grant Shostak (2012)

General Counsel

BGS, JD, University of Missouri-Columbia

David W. Wilson (2014)

Chief Assessment Officer and Associate Vice President for Academic Affairs

BS, Kansas State University; MS, PhD, Iowa State University

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Dean of Students

BA, MS, PhD, Southern Illinois University-Carbondale

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Anderson, Mary (2015)

Assistant Professor of General Education
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Boyles, Andrea (2011)

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*deceased

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