

## IX. SCHOOL OF CONTINUING EDUCATION

The School of Continuing Education supports a university obligation to citizens and businesses in the state and beyond through the creation and delivery of student/consumer responsive programs using diverse educational delivery systems. These programs greatly enhance the cultural, educational and professional development opportunities for individuals seeking continuing education. Recognizing rapidly changing educational needs of society, the unit extends the academic resources of the University in a cost-efficient manner to provide access to on- and off-campus programs.

We offer a nontraditional degree program for adult students, the Bachelor of Arts in General Studies Degree Program. Credit classes are offered at area centers, including Danville Area Community College, the Salem Education Center, Olney Central College, Richland Community College in Decatur, Lake Land College in Mattoon and Kluthe Center in Effingham and Eastern Region Center in Marshall, the EIU Center at Parkland College (2400 W. Bradley, Room X107, Champaign, IL) in Champaign/Urbana and Triton College (2000 5<sup>th</sup> Ave, Bldg. A, Room 105, River Grove, IL) and Multi-University Center at Oak Brook (1010 Jorie Blvd., Suite 200, Oak Brook, IL). We provide a large number of contract-credit classes to a wide variety of constituents, both of a credit and non-credit nature, throughout the state of Illinois. We are also greatly expanding our online class offerings. Any requests for information should be forwarded to the Office of Academic and Professional Development.

### Admission Requirements

(See Section II., Admission, Readmission, and Enrollment.)

Students must meet the same criteria for admission to continuing education courses as is required for admission to on-campus courses.

### Enrollment Procedures

Pre-enrollment in continuing education courses using the PAWS system is highly recommended. However, in a few cases, students may enroll up to the second class meeting, if space is available. See the off-campus continuing education web site at [www.eiu.edu/~adulted](http://www.eiu.edu/~adulted) for complete details.

### Fees

All tuition and fees are based upon student classification. Student costs are based upon the following:

<b>TUITION</b>		
TEXTBOOK RENTAL (Per Semester Hour)	UNDERGRADUATE \$9.95	GRADUATE \$9.95
CONTINUING EDUCATION (Per Semester Hour)	UNDERGRADUATE \$44.00	GRADUATE \$44.00

(Students should calculate tuition costs, textbook and continuing education fees.)

For information visit the School of Continuing Education website at <http://www.eiu.edu/%7Eadulted/schedule/regular.html#tuition>.

### Scholarships – Waivers

Scholarships and fee waivers must be validated by the appropriate office prior to use in off-campus courses. Contact the School of Continuing Education for information regarding waivers.

### Tuition Assistance

Military personnel should process their tuition assistance forms through their respective agency in advance of the registration date. No registration can be accepted without completed assistance forms.

### Classification of Students

Undergraduate students are classified as follows:

Freshmen .....	0-29 semester hours
Sophomores .....	30-59 semester hours
Juniors .....	60-89 semester hours
Seniors .....	90 and above semester hours

Graduate students are those students who have completed a bachelor's degree from a regionally accredited institution.

### Schedule of Classes

The schedule of continuing education credit classes is available on our web site at [www.eiu.edu/~adulted/schedule](http://www.eiu.edu/~adulted/schedule). The summer schedule is also located in the university on campus class schedule.

Please address inquiries:

School of Continuing Education  
Blair Hall  
600 Lincoln Avenue  
Eastern Illinois University  
Charleston, IL 61920  
or telephone (217)581-5114/fax (217)581-6697.  
Web site: [www.eiu.edu/~adulted](http://www.eiu.edu/~adulted)

### Adult Degree Programs

Degree programs of particular interest to the adult nontraditional learner are Career and Organizational Studies and the Bachelor of Arts in General Studies.

### Academy of Lifetime Learning

The Academy of Lifetime Learning is a learning community sponsored by the School of Continuing Education. The Academy provides low-cost, high-quality, noncredit courses to retirement-aged individuals in the area. The courses are offered at a reasonable cost and the program provides an opportunity for retired and semi-retired persons to enjoy a lifetime of learning in a relaxed atmosphere without the strain of having to do outside study, write papers or take tests. The program also offers opportunities for the development of relationships and networks among the retired community. For more information please contact the Academy of Lifetime Learning at 217-581-5114.

### Conferences, Institutes, and Workshops

Facilitating workshops, conferences, and special programs for non-credit and credit is part of the mission of the School of Continuing Education at EIU. Each year the school collaborates with individuals, agencies, and organizations to develop and implement a wide variety of special courses and programs. The School of Continuing Education has a professional staff that provides expert program planning services. For more information contact the Office of Academic and Professional Development at 217-581-5115.

### Contract-Credit Courses

The School of Continuing Education can develop special credit courses and workshops with educational and governmental agencies on a contractual basis. These special courses can be offered at locations convenient for the students involved. Please contact the Office of Academic and Professional Development for details.

### Credit for Continuing Education Courses

Credit will be given upon successful completion of continuing education courses subject to approved university policies. Students may audit courses with permission of the instructor and with payment of the appropriate fees. Credit received in EIU courses taught by EIU faculty, either on- or off-campus, will be counted as credit in residence.

### Technology Delivered Classes/Workshops

The School of Continuing Education is offering a growing number of classes via technology delivered modalities. For further information, please contact the Office of Academic and Professional Development at (217) 581-5114 or visit the Website at [www.eiu.edu/~adulted/schedule](http://www.eiu.edu/~adulted/schedule).

## GENERAL STUDIES

### **B.A. in General Studies**

(Formerly the Board of Trustees BA)

The School of Continuing Education Bachelor of Arts in General Studies Degree Program is an individualized, nontraditional program designed for working adults. The program combines sound academic principles with advances in technology to facilitate degree completion. After admission to the program knowledge and skills acquired by non-academic means can be evaluated for academic credit.

#### **Core Requirements**

- 120 semester hours total
- 40 semester hours at the junior-senior level
- 20 semester hours taken from EIU
- 12 semester hours in Humanities/Fine Arts
- 12 semester hours in Social/Behavioral Sciences
- 12 semester hours in Scientific Awareness/Mathematics
- 6 semester hours in Communication/English
- 1 course in Cultural Diversity
- 1 Senior Seminar

#### **In Addition Students Must:**

- Complete BGS 2985, Adults in Transition and BGS 4001, Self-Directed Leadership;
- Demonstrate writing competency;
- Maintain a minimum 2.00 cumulative grade-point average.

#### **NOTES:**

1. A student must be admitted to this program by the Director of the Bachelor of Arts in General Studies Degree Program.
2. After the student is admitted to the program, only grades of "C" and above will be counted toward meeting graduation requirements. Grades of "D" and "F" earned after admission to the program will be included in the cumulative EIU grade point average, consistent with current EIU grade policy.

### **B.A. in General Studies: Option in Child Care Education**

The Option in Child Care Education (known for publicity purposes as the ABC/Alternative Bachelor's in Child Care) is a cooperative effort of the School of Family and Consumer Sciences, the School of Continuing Education, and selected community colleges. Designed for nontraditional students who require flexible access to courses, it includes 60 hours of coursework offered primarily on weekends.

At the conclusion of their course of study, graduates are prepared to qualify for the Early Childhood Professional Level IV, as identified by the National Association for the Education of Young Children (NAEYC) and the Illinois Director Credential, as identified by the Illinois Network of Child Care Resource and Referral Agencies. The Option in Child Care Education meets the qualifications of the Illinois Director's Credential as an entitled program.

#### **Criteria for Admission to the Option:**

1. Admission to the University.
2. Admission to the BA in General Studies Program.
3. Completion of an associate's degree with a focus on Child Development/Education or a closely related field. Students completing associate degrees that do not meet the general education requirements of the BGS program may be required to complete additional coursework.
4. Documented employment of at least 30 hours per week in the child care field.

#### **Option Requirements:**

The option comprises a minimum of 60 hours of coursework, to include:

- BGS 2985 - Adults in Transition. Credits: 2
- BGS 4001 - Self-Directed Leadership. Credits: 3
- FCS 1121 - Food Service Sanitation. Credit: 1
- FCS 3300 - Consumer Education. Credits: 3
- FCS 3800 - Family Life and Sex Education. Credits: 3
- FCS 3810 - Child Care Issues. Credits: 1
- FCS 3812 - Nutrition Topics for Child Care Professionals. Credit: 1
- FCS 4240 - Child Advocacy. Credit: 1
- FCS 4242 - Computer Use for Child Care Administration. Credit: 2

- FCS 4244 - Working with Families of Children Identified as Exceptional. Credits: 3
- FCS 4246 - Curriculum for Homes and Centers. Credits: 3
- FCS 4250 - Designing and Managing Learning Environments in Early Childhood Programs. Credits: 2
- FCS 4256 - Working with School-Age Care Programs. Credits: 3
- FCS 4262 - Discipline and Guidance of Young Children. Credits: 2
- FCS 4264 - Child Care Programs: Development and Grant Writing. Credits: 3
- FCS 4275 - Internship. Credits: 3 to 6
- FCS 4680 - Family Systems and their Impact on Child Care. Credits: 3
- FCS 4685 - Developing Cultural Awareness in Young Children. Credits: 3
- FCS 4686 - Activity Planning to Facilitate Brain Development and Concept Formation in Infants and Young Children. Credits: 3
- FCS 4845 - The Family in Crisis. Credits: 3
- FCS 4854 - Parent-Child Study and Community Involvement. Credits: 3
- FCS 4859 - Administration of Child Care Programs. Credits: 3
- FCS 4860 - Addictions and the Family. Credits: 3
- Senior Seminar. Credits: 3
- Other courses needed to satisfy the core requirements of the B.A. in General Studies not met by the associate's degree.

#### **In Addition Students Must:**

- Complete BGS 2985, Adults in Transition and BGS 4001, Self-Directed Leadership (It is considered a capstone program and is strongly recommended);
- Demonstrate writing competency;
- Maintain a minimum 2.00 cumulative grade-point average.

#### **Footnote:**

A "C" or better is required in these courses.