

# School of Continuing Education

**Jeffrey Cross, Interim Dean**

## General Mission

The School of Continuing Education creates and delivers excellent student/consumer-sensitive programs through a wide variety of educational delivery systems. These outreach programs in a cost effective manner enhance opportunities for economic, educational, and professional development for individuals seeking to continue their education. Recognizing the rapidly changing educational needs of a global/lifelong learning society, the unit extends the academic resources and services of the University beyond campus boundaries in an affordable manner and provides access to on- and off-campus higher education programs for the nontraditional students. 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, Richland Community College in Decatur, Lake Land College in Mattoon, Kluthe Center in Effingham, the EIU Center at Parkland College (2400 W. Bradley, Room A170, Champaign, IL) in Champaign/Urbana and Triton College (2000 5th Ave, Bldg. A, Room 105, River Grove, IL), Harper College Professional Center (650 E. Higgins Rd., Schaumburg, IL) and University Center at Lake County (1200 University Center Drive, Grayslake, 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 Services and Operations.

## Admission Requirements

(See the Admission Policies section of the catalog.)

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

## 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.

## TUITION

<http://www.eiu.edu/finaid/cost.php>

## Fees

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

<b><u>TEXTBOOK RENTAL</u></b> (Per Semester Hour)	<b><u>UNDERGRADUATE</u></b> \$9.75	<b><u>GRADUATE</u></b> \$9.75
<b><u>CONTINUING EDUCATION</u></b> (Per Semester Hour) (Students should calculate tuition costs, textbook and continuing education fees.)	<b><u>UNDERGRADUATE</u></b> \$44.00	<b><u>GRADUATE</u></b> \$44.00

## Scholarships – Waivers

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

## Military 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/schedulehome.php](http://www.eiu.edu/adulted/schedulehome.php). The summer schedule is also located in the university on campus class schedule.

Please address inquiries:

School of Continuing Education  
2201 Blair Hall  
600 Lincoln Avenue  
Eastern Illinois University  
Charleston, IL 61920  
or telephone (217)581-5114/email: [offcampus@eiu.edu](mailto:offcampus@eiu.edu).  
Web site: [www.eiu.edu/adulted](http://www.eiu.edu/adulted)

## **Degree Programs**

Online, off-campus and hybrid degree programs of particular interest to the adult nontraditional learners can be found at: <http://www.eiu.edu/adulted/offcampus.php>.

## **Academy of Lifelong Learning**

The Academy of Lifelong Learning is a learning community sponsored by the School of Continuing Education. The Academy provides low-cost, high-quality, noncredit courses to individuals in the area. The courses are offered at a reasonable cost and the program provides an opportunity for 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 community. For more information please contact the Academy of Lifelong 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 Extension and Conference Services at 217-581-5114.

## **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 Services and Operations for details.

## **Credit for Continuing Education Courses**

Credit received in EIU courses taught by EIU faculty, either online, on- or off-campus, will be counted as credit in residence. Students may audit courses with permission of the instructor and with payment of the appropriate fees.

## **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 Services and Operations at (217) 581-5114 or visit the Website at [www.eiu.edu/adulted/schedulehome.php](http://www.eiu.edu/adulted/schedulehome.php).

# General Studies Degree Program

## General Studies (B.A.)

The School of Continuing Education Bachelor of Arts in General Studies Degree Program is an individualized, nontraditional program designed for learners with significant life and/or work experience. The program combines sound academic principles with advances in technology to facilitate degree completion. After admission to the program, knowledge and skills acquired by prior learning outside of the traditional classroom, may 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, BGS 3002, Critical Thinking and the Adult Learner and BGS 4001, Self-Directed Leadership. Note: Students must complete BGS 2985 and BGS 3002 with a grade of "C" or higher and have earned at least 90 semester hours prior to enrolling in BGS 4001.
- Complete Electronic Writing Portfolio (EWP) requirements;
- 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. Beginning Fall 2014 and thereafter, all students transferring into the BGS program from another EIU academic program must meet the BGS degree requirements for the catalog year they are admitted into the program.
3. 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.
4. After admission to the program, students may use no more than five (5) one-credit-hour courses towards their degree.

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

The Option in Child Care Education (known for publicity purposes as the ABC/Associate's to Bachelor's in Child Care) is a cooperative effort of the School of Family and Consumer Sciences and the School of Continuing Education. The program is designed to allow students interested in or currently working in the profession of child care flexibility and accessibility. The required 60 hours of coursework are offered online.

ABC graduates will be 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's Credential Levels I through II or the Early Childhood Credential Levels I through V through Gateway to Opportunity Illinois Credentialing Program.

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

1. Admission to the University.
2. Admission to the BA in General Studies Program.
3. Completion of FCS 1800 Life Span Human Development or comparable coursework with the grade of "C" or better.

### **Option Requirements:**

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

- Senior Seminar – Credits: 3
- Other courses needed to satisfy the core requirements of the BA in General Studies not met by the associate's degree.
- BGS 2985 - Adults in Transition. Credits: 2
- BGS 3002 - Critical Thinking and the Adult Learner. Credits: 3
- BGS 4001 - Self-Directed Leadership. Credits: 3
- FCS 1121 - Food Service Sanitation. Credits: 1
- FCS 3300 - Personal and Family Finance. Credits: 3
- FCS 3800 - Family Life Sex Education. Credits: 3
- FCS 3810 - Child Care Issues. Credits: 1
- FCS 3812 - Nutrition Topics for Child Care Professionals. Credits: 2
- FCS 4240 - Child Advocacy. Credits: 1
- FCS 4242 - Computer Use for Childcare Administrators. Credits: 2
- FCS 4244 - Working with Families of Children Identified as Exceptional. Credits: 3
- FCS 4246 - Curriculum for Child Care 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 - Grant Writing and Development in Human Services. Credits: 3
- FCS 4275 - Internship. Credits: 3 to 9
- 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 Infant, Toddler, and Preschool Children. Credits: 3
- FCS 4845 - Family Stress and Resilience. Credits: 3
- FCS 4854 - Parent/Child Study and Community Involvement. Credits: 3
- FCS 4859 - Administration of Child and Family Services Programs. Credits: 3
- FCS 4860 - Addictions and the Family. Credits: 3

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

- Complete BGS 2985, Adults in Transition, BGS 3002, Critical Thinking and the Adult Learner, and BGS 4001, Self-Directed Leadership;

### **Note:**

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