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# ASU Extended Campus

[www.asu.edu/xed](http://www.asu.edu/xed)

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## PURPOSE

The need for higher education is growing every day, and yet balancing work, family, and learning can be challenging. To help students fit higher education into their busy schedules, the university provides additional access to quality education beyond ASU physical campuses through the ASU Extended Campus. The Extended Campus is a combination of flexible scheduling, innovative technologies, and a vast network of off-campus sites that makes it more convenient for students to pursue their education. Programming includes credit classes, degree programs, certificates, and continuing education. Classes are taught by a faculty of full-time professors and experienced professionals.

For more information about the Extended Campus, access the Web site at [www.asu.edu/xed](http://www.asu.edu/xed), or call 480/965-3986.

## ORGANIZATION

The College of Extended Education is a university-wide college that oversees the delivery of the Extended Campus courses. The college forms partnerships with other ASU colleges and community resources to implement quality programs. It is composed of the following departments: Academic and Professional Programs, American English and Culture Program, Communications and Marketing, Distance Learning and Technology, Downtown Center and Property Administration, Extended Campus Programs, and Planning and Business Services.

## Schedule Options

Through the Extended Campus, students have many opportunities to pursue their educational goals. A variety of

scheduling options are available for credit courses offered by the university's academic departments. Convenient times, locations, and innovative technologies make it easier for students to earn degrees.

As a convenience to students, courses are conducted off campus in locations throughout the state, on campus in the evening, via the Internet and television, and during Winter Session. Academic credits earned off campus are equivalent in all considerations with those credits earned on campus, and the credits are recorded on students' permanent records. Courses are published each fall and spring semester in the *ASU Schedule of Classes* and on the Web at [www.asu.edu/xed](http://www.asu.edu/xed) and [asuonline.asu.edu](http://asuonline.asu.edu).

## Evening Classes

Evening study is perfect for students with busy schedules. The Extended Campus offers several program options.

Evening classes in English as a second language are offered at night at ASU Main. For details, see "English as a Second Language," page 697.

The Undergraduate Evening Degree Completion Programs are designed for the working student seeking a bachelor's degree. Students enrolled in these programs typically have completed 60 lower-division semester hours. For more information about these credit programs, see "Undergraduate Evening Degree Completion Programs," page 690.

The Bachelor of Interdisciplinary Studies is offered at the ASU Downtown Center. Students may earn their entire degree in downtown Phoenix. For more information, see "Bachelor of Interdisciplinary Studies—B.I.S.," page 692.

The W. P. Carey M.B.A. Evening Program offers working professionals a solid managerial degree from two locations: the ASU Downtown Center in Phoenix and ASU Main in Tempe. For more information, see "Master of Business Administration—M.B.A.," page 693.

The Master of Public Administration offers several interdisciplinary courses during the evening at various locations, and the full program is available at the ASU Downtown Center. For more information, see "Master of Public Administration—M.P.A.," page 694.

## Weekend Courses

Each semester, ASU offers weekend courses that often are in a compressed format and involve meeting for several hours on select weekends. Some course work may be required outside of the regular course sessions. For a listing of the current weekend courses offered, refer to the searchable online course schedule at [www.asu.edu/xed](http://www.asu.edu/xed). A student choosing to enroll in a weekend course should contact the department offering the course for details, including specific dates and requirements.

## ASU EXTENDED CAMPUS

### Winter Session

This is an intensive, condensed session offered between the fall and spring semesters. Students may enroll in one course and earn up to three semester hours of credit, which are recorded on fall transcripts. Courses are offered on ASU Main campus. Registration begins October 1 and courses start December 30. The College of Extended Education schedules the Winter Session courses in collaboration with ASU Main academic departments.

For more information, call 480/965-9797.

### Distance Learning

ASU offers more than 200 courses each semester through the Internet, television, and independent learning. Distance learning students complete the course work and exams for the same academic credit as students on campuses. However, they experience the added value and flexibility of earning credit at home or work. Distance learning students keep in touch with instructors and classmates through teleconferencing, e-mail, and discussion boards.

### Independent Learning

Independent learning provides an option for students to earn university credit any time, any place. These courses are appropriate for students seeking flexibility in progressing through their ASU program of study or to fulfill degree requirements. Others might enroll in these courses to enhance their occupational, professional, and intellectual skills.

Anyone with a high school diploma or GED may enroll; however, enrollment in independent learning is not the same as admission to ASU. ASU degree-seeking students must obtain their advisors' and deans' approvals before enrolling. Students may register for courses at any time during the year and have one year in which to complete course work. Some courses are offered on the Internet while most of them are offered in a mail-based format.

For more information, call 480/965-6563, or access the program Web site at [www.dlt.asu.edu](http://www.dlt.asu.edu).

### Internet

Online courses offer students a great level of scheduling flexibility to participate in ASU courses. Various university departments offer Internet classes. Through the Web, students can access lectures, participate in class assignments, interact with the instructor, collaborate with other students, and earn ASU credit at convenient times and locations. A computer, Internet access, e-mail, and a Web browser are necessary to participate in Web-based courses; however, specific equipment and software requirements may vary by course. Students register for Internet courses through the normal university admissions and registration process.

For more information, visit ASUonline, the university's gateway to an "online campus," at [asuonline.asu.edu](http://asuonline.asu.edu). Interested individuals may also write to [distance@asu.edu](mailto:distance@asu.edu), or call 480/965-6738.

### Television

Televised courses make it possible for students to earn course credits by viewing class sessions and completing work assignments at home or work. Courses are available

throughout the Phoenix area via public and cable television providers. Televised courses are also available in university residence halls at ASU Main and ASU East. Most televised courses are available for viewing through University Libraries. Televised courses are listed each fall and spring in the *ASU Schedule of Classes* and online at [www.dlt.asu.edu/info/cable.html](http://www.dlt.asu.edu/info/cable.html).

For more information about televised courses, send e-mail to [asutv@asu.edu](mailto:asutv@asu.edu), or call 480/965-6738.

*Interactive Instructional Television Program.* Students employed by companies participating in this program may take courses for credit at their work sites. The teleconferencing system enables students to interact with other students and instructors in the classroom on campus. Interactive instructional television sites are available at several locations in the Phoenix area. Each site has a coordinator to assist with registration, provide information, and proctor exams, which typically are held at the site. A daily courier service circulates course materials between faculty on campus and their students at remote sites.

*Public Sites.* Certain sites provide the public with access to interactive television courses. Students can participate in most televised courses at locations such as the ASU Downtown Center, ASU East, ASU West, Cactus Shadows High School, and the Gila River Indian Community.

### Off-Campus Locations

Extended Campus classes are held at approximately 250 off-campus sites throughout metropolitan Phoenix, the state, and beyond. Many neighborhood sites, such as community colleges, schools, churches, and businesses, serve as hosts to Extended Campus courses.

The anchor off-campus site is the ASU Downtown Center, located in downtown Phoenix. The center is the educational hub for downtown workers, organizations, and residents, and serves as a meeting site for conferences and seminars.

For more information, see "Locations," page 699.

### DEGREE PROGRAMS

Convenient times and locations, as well as innovative technologies, make it easier for working adults and other nontraditional students to earn a degree. Some of the degrees may be offered in different subject areas or concentrations, at various locations, or through technology. The College of Extended Education facilitates delivery of the courses offered by the university's academic departments. Course listings are published each fall and spring semester in the *ASU Schedule of Classes*. All degree programs offered through the college are shown in the "Baccalaureate Degrees and Majors Offered in Collaboration with the College of Extended Education" table, page 691, and the "Graduate Degrees and Majors Offered in Collaboration with the College of Extended Education" table, page 694.

### Undergraduate Evening Degree Completion Programs

These programs are designed for the working student seeking a bachelor's degree, offering a variety of courses and access to faculty and advisors at night. Most classes are

### Baccalaureate Degrees and Majors Offered in Collaboration with the College of Extended Education

Major	Degree	Concentration*	Administered By
Applied Science	B.A.S.	Aviation maintenance management technology, aviation management technology, computer systems administration, consumer products technology, digital media management, digital publishing, emergency management, fire service management, food retailing, food service management, instrumentation, manufacturing technology and management, materials joining and manufacturing technology, microcomputer systems, multimedia writing and technical communication, municipal operations management, operations management, resource team specialist, semiconductor technology, software technology applications, technical graphics, or wellness Any minor available at ASU West or individualized concentration	Bachelor of Applied Science Advisory Committee (ASU East)  College of Arts and Sciences (ASU West)
Communication	B.A., B.S.	—	Hugh Downs School of Human Communication
Elementary Education	B.A.E.	Optional: multilingual/multicultural education*	Division of Curriculum and Instruction
English	B.A.	Linguistics or literature	Department of English
History	B.A.	—	Department of History
Housing and Urban Development	B.S.D.	—	School of Planning and Landscape Architecture
Interdisciplinary Studies	B.I.S.	See the “B.I.S. Concentrations” table, page 125.	Bachelor of Interdisciplinary Studies Advisory Committee
Nursing	B.S.N.	—	College of Nursing
Political Science	B.A. B.S.	— Optional: public policy advocacy and lobbying or public policy analysis*	Department of Political Science
Psychology	B.A., B.S.	—	Department of Psychology
Religious Studies	B.A.	—	Department of Religious Studies
Social Work	B.S.W.	—	School of Social Work
Sociology	B.A.	—	Department of Sociology

\* If a major offers concentrations, one must be selected unless noted as *optional*.

held on the ASU Main campus. Students enrolled in the program typically have completed 60 lower-division semester hours. Degrees offered are from the College of Liberal Arts and Sciences and the College of Public Programs, and students can earn a bachelor's degree in any of these disciplines: communication, English, history, political science, psychology, religious studies, and sociology. The Undergraduate Evening Degree Completion Programs are offered in partnership with the Maricopa Community Colleges.

For more information, contact the evening degree advisor at 480/965-6506, or e-mail [app.info@asu.edu](mailto:app.info@asu.edu).

## Undergraduate Degrees

### BACHELOR OF ARTS—B.A.

#### Communication

Employers have ranked interpersonal, analytical, teamwork, computer, and verbal communication skills as the top

five attributes desired of employees. The program's curriculum is designed to ensure graduates will be proficient in each of these areas. The program is offered at night on the ASU Main campus and is one of the Undergraduate Evening Degree Programs.

For more information, call the evening degree advisor at 480/965-6506.

#### English

Students have the opportunity to earn their English degree in the evening. This program is offered with a concentration in linguistics or literature. It is one of the Undergraduate Evening Degree Programs.

For more information, call the evening degree advisor at 480/965-6506.

#### History

Upper-division courses for a Bachelor of Arts in History are available via interactive television, the Internet, and in

## ASU EXTENDED CAMPUS

the evening through the Undergraduate Evening Degree Completion Program at ASU Main. While students can complete most of the degree program through distance learning, two required courses must be taken on campus and are available in the evening.

For more information, call the evening degree advisor at 480/965-6506.

### Political Science

Political science degrees prepare students for responsibilities as citizens, leaders, and professionals in a democratic society and an interdependent world. Students can earn their Bachelor of Arts in Political Science at night on the ASU Main campus. This program is one of the Undergraduate Evening Degree Programs.

For more information, call the evening degree advisor at 480/965-6506.

### Psychology

Students with a bachelor's degree in Psychology may find rewarding careers using the strong social, analytical, writing, and research skills they developed through their studies. This degree program accommodates a student's busy schedule and is one of the Undergraduate Evening Degree Programs.

For more information, call the evening degree advisor at 480/965-6506.

### Religious Studies

The religious studies major is for students wishing to explore such areas as African or African American studies; Islamic studies; myths, rituals, and the arts; Native American studies; and religion and politics. Students may obtain their bachelor of arts through this degree completion program offered at night on the ASU Main campus. Students in the program typically have completed 60 lower-division credit hours.

For more information, call the evening degree advisor at 480/965-6506.

### Sociology

Sociology provides distinctive perspectives of the world, generating new ideas and analyzing the old. Students can earn a bachelor of arts in this discipline at night on the ASU Main campus, through the undergraduate degree completion program.

To learn more about this degree, call the evening degree advisor at 480/965-6506.

## BACHELOR OF APPLIED SCIENCE—B.A.S.

### ASU East

This is a practical and flexible degree designed specifically for students holding an associate of applied science degree from a regionally accredited community college. This is a "capstone" degree, which leverages the credits earned in community college with 60 semester hours of upper-division course work completed through ASU East. The goal of the program is to provide students with management, leadership, critical thinking, and community skills—along with significant work in a professional specialization—that will broaden career horizons, promote lifelong learning, and enrich personal and civic life. ASU East fac-

ulty and advisors work with students to match a program of study to their individual interests and career goals, or students may select one of the concentrations shown in the "Baccalaureate Degrees and Majors Offered in Collaboration with the College of Extended Education" table, page 691.

For more information, call 480/727-1874.

### ASU West

Students who have completed an associate of applied science degree may enroll in the B.A.S. degree program at ASU West.

This program emphasizes focused study in critical thinking, communication, and leadership skills and includes individual and team problem-solving experiences; core curriculum is focused on the arts, computer literacy, writing, ethics and career development. Courses are designed to refresh students' academic skills and to develop the resources to succeed in their educational pursuits. Concentration areas are developed by the advisor and student based on educational goals and interests.

For more information, call 602/543-4227, or visit [www.west.asu.edu/bas](http://www.west.asu.edu/bas).

## BACHELOR OF ARTS IN EDUCATION—B.A.E.

### Elementary Education

The College of Education offers this off-campus degree program in elementary education to targeted school district audiences.

For more information, call 480/965-1644.

## BACHELOR OF INTERDISCIPLINARY STUDIES—B.I.S.

The B.I.S. degree program in organizational studies provides students with a unique opportunity to learn about the dynamics of today's organizations by combining courses from a number of academic disciplines. Lower- and upper-division course work from multiple subject-area concentrations are integrated into a program of study. This concentration allows students to study contemporary issues like social processes and human interaction, information management and organizational theory, organizational contexts, diversity, ethics, and more. The B.I.S. degree is offered at the ASU Downtown Center. It also can be customized for employers and delivered on site.

For more information, call 480/965-9797, or write

COLLEGE OF EXTENDED EDUCATION  
ACADEMIC AND PROFESSIONAL PROGRAMS  
ARIZONA STATE UNIVERSITY  
PO BOX 874001  
TEMPE AZ 85287-4001

## BACHELOR OF SCIENCE—B.S.

### Communication

The curriculum of this degree is designed to ensure graduates will be proficient in each of the areas employers rank as the top five skills they desire in employees: interpersonal, analytical, teamwork, computer, and verbal communication skills. This program, offered at night on the ASU Main campus, is one of the Undergraduate Evening Degree Programs.

For more information, call the evening degree advisor at 480/965-6506.

### **Political Science**

Students can earn their Bachelor of Science in Political Science at night on the ASU Main campus, through the Undergraduate Evening Degree Program. Political science degrees prepare students for responsibilities as citizens, leaders, and professionals in a democratic society and an interdependent world.

For more information, call the evening degree advisor at 480/965-6506.

### **Psychology**

This degree program accommodates a student's busy schedule and is one of the Undergraduate Evening Degree Programs. Students in this program learn strong social, analytical, and writing and research skills and may find rewarding careers in marketing, consulting, or technical writing.

For more information, call the evening degree advisor at 480/965-6506.

### **BACHELOR OF SCIENCE IN DESIGN—B.S.D.**

#### **Housing and Urban Development**

This B.S.D. degree with a major in Housing and Urban Development affords graduates the ability to pursue careers in the private home development industry, in publicly sponsored housing and community redevelopment, with non-profit housing agencies, or in postgraduate housing and urban development research and education. This degree is offered primarily at the ASU Downtown Center, although some courses may be available at other locations and via cable television.

For more information, call 480/965-7167, or write

SCHOOL OF PLANNING AND LANDSCAPE  
ARCHITECTURE  
ARIZONA STATE UNIVERSITY  
PO BOX 872005  
TEMPE AZ 85287-2005

### **BACHELOR OF SCIENCE IN NURSING—B.S.N.**

The College of Nursing has two opportunities for the professional registered nurse to expand his or her knowledge by obtaining either a B.S.N. degree or a B.S.N. leading to an M.S. degree in Nursing.

The two program tracks available for RNs include the RN-B.S.N. *only* and the RN-B.S.N.-M.S. They are structured to provide an accessible, accelerated, and predictable pathway through the professional program. (See "RN-B.S.N. Only," page 456, and "RN-B.S.N.-M.S.," page 456.)

These alternative program tracks are offered to RNs who have completed all prerequisite courses and have been admitted to the university (see "RN-B.S.N. Degree Requirements," page 457). The program is designed to enable the completion of all the professional nursing courses in a 12-month period. Convenient times and locations, including on-site classes for various agencies in the local area as well as today's innovative technologies, make it easier for RNs to earn a degree.

For more information, call the Office of Student Services in the College of Nursing at 480/965-2987.

### **BACHELOR OF SOCIAL WORK—B.S.W.**

This program serves students living and working in southern Arizona who are pursuing an undergraduate degree in Social Work. It is designed to increase the number of trained child welfare social workers in rural areas of Arizona. Students can complete all required upper-division social work courses and electives at a centrally located site near downtown Tucson, while completing general studies and other degree requirements through area community colleges and the state's three universities.

For more information, call the Tucson Component at 520/884-5507.

## **Graduate Degrees**

All graduate degree programs offered through the college are shown in the "Graduate Degrees and Majors Offered in Collaboration with the College of Extended Education" table, page 694.

### **D.E.L.T.A. DOCTORATE—ED.D.**

This doctorate in educational administration and supervision responds to the increased demand for enhanced educational leadership in Arizona and addresses these critical areas of school instruction and administration: school law, computer applications, school finance, research techniques, and instructional improvement. The program is designed for qualified public school administrators and recognizes the unique needs of full-time employees; it is available as an off-campus degree program.

For applications and more information, call 480/965-7224.

### **MASTER OF BUSINESS ADMINISTRATION—M.B.A.**

#### **connectMBA**

The ASU West connectMBA option allows working professionals to complete a quality, AACSB International-accredited M.B.A. without weekly attendance on campus. Course delivery combines classroom instruction (every seventh weekend) with self-paced, computer-assisted learning. The two-year program consists of 15 three-semester-hour courses.

For more information, access the Web site at [www.west.asu.edu/som/mba](http://www.west.asu.edu/som/mba).

#### **W. P. Carey M.B.A. Evening Program**

This program offers working professionals a solid managerial degree from two locations: the ASU Downtown Center in Phoenix and the ASU Main campus in Tempe. The program combines theoretical concepts with practical applications. Students at both locations receive the same high-quality instruction and a complete range of student services.

For more information, call 480/965-3332.

## ASU EXTENDED CAMPUS

### Graduate Degrees and Majors Offered in Collaboration with the College of Extended Education

Major	Degree	Concentration*	Administered By
Business Administration	M.B.A.	—	School of Management (ASU West) W. P. Carey School of Business (ASU Main)
Curriculum and Instruction	M.Ed.	Secondary education	Division of Curriculum and Instruction
Educational Administration and Supervision	Ed.D.	—	Division of Educational Leadership and Policy Studies
Electrical Engineering	M.S.E.	—	Department of Electrical Engineering
Engineering	M.Eng.	—	Ira A. Fulton School of Engineering
Engineering Science	M.S.E.	Optional: executive embedded systems*	Ira A. Fulton School of Engineering
Nursing	M.S.	—	College of Nursing
Public Administration	M.P.A.	Optional: nonprofit administration*	School of Public Affairs
Social Work	M.S.W.	Advanced direct practice or planning, administration, and community practice	School of Social Work
Technology	M.S.Tech.	Environmental technology management	Department of Information and Management Technology (ASU East)

\* If a major offers concentrations, one must be selected unless noted as *optional*.

#### W. P. Carey M.B.A. in Technology

ASU Main offers this evening program that is designed specifically for technology professionals. Case studies, applications, and examples emphasize technology, global competition, and rapid organizational change. The program is offered at the ASU Research Park.

For more information, call 480/965-3332.

#### W. P. Carey M.B.A. Online Program

This is an ASU Main program that uses computer and communications technologies to offer the highly ranked W. P. Carey M.B.A. degree to managers and professionals who do not wish to attend a traditional, on-campus program. The program consists of on-site sessions, asynchronous technology-based materials, and electronic communication among faculty and students. This two-year program consists of 12 four-semester-hour courses.

For more information, call 480/965-3332.

#### ScottsdaleMBA

The ASU West ScottsdaleMBA option meets in the Scottsdale Airpark in north Scottsdale. Classes emphasize the development of critical learning skills with practical application in analyzing local industries. Students, faculty, and industry experts work together on projects for local companies. The integrated curriculum provides a comprehensive understanding of interrelated business issues.

For more information, call 602/543-6201.

#### MASTER OF EDUCATION—M.ED.

##### Curriculum and Instruction

The major in Curriculum and Instruction is offered with a concentration in secondary education. This off-campus degree program is designed for school district audiences.

For more information, call 480/965-1644.

#### MASTER OF ENGINEERING—M.ENG.

The tri-university M.Eng. program is intended to meet the educational needs of Arizona's practicing engineers. With industry input, Arizona's three state universities offer courses through a variety of distance-delivery methods in flexible formats at any of the three universities. Course work will enhance the skills, knowledge, and understanding that are critical to today's practicing engineers.

The M.Eng. degree offers the practicing engineer opportunities to design, in conjunction with an advisory committee, a program of study that reflects the increasingly interdisciplinary nature of engineering practice. The degree requires the completion of 30 semester hours of course work; students must complete a minimum of three semester hours in applied engineering mathematics as well as three semester hours of engineering management/business. Up to six semester hours from a practice-oriented project may be applied. A final examination is also required.

For more information about the program, access the Ira A. Fulton School of Engineering Center for Professional Development Web site at [cpd.asu.edu](http://cpd.asu.edu).

#### MASTER OF PUBLIC ADMINISTRATION—M.P.A.

This interdisciplinary program provides professional training for careers in public administration and management. The M.P.A. program is available evenings at the ASU Downtown Center in its entirety. Opportunities to complete course work leading to the M.P.A. degree are also offered during evening hours at ASU Main and various off-campus sites.

For more information, call 480/965-3926, or write

SCHOOL OF PUBLIC AFFAIRS  
ARIZONA STATE UNIVERSITY  
PO BOX 870603  
TEMPE AZ 85287-0603

**MASTER OF SCIENCE IN ENGINEERING—M.S.E.****Electrical Engineering**

This is a professional degree with no thesis requirement. The M.S.E. program is offered to off-campus students through distance learning and designed for engineering and technical professionals who require flexible scheduling. The online program offers specialty areas in solid-state electronics, mixed-signal integrated circuit design, signal processing, and communications. A number of courses are offered online each semester.

For more information about the program, access the Ira A. Fulton School of Engineering Center for Professional Development's Web site at [cpd.asu.edu/online](http://cpd.asu.edu/online).

**Executives Embedded Systems Program**

This degree program provides an interdisciplinary engineering curriculum and strategically aligns a core business curriculum to prepare engineers for management and leadership positions within technical organizations. The program is designed for engineers on the fast track of leadership advancement and, for their convenience, is delivered via distance learning.

The program is administered as a cohort-based two-year program of study consisting of 42 semester hours and a value-added capstone project. Twelve semester hours of business curriculum are offered in this program. The engineering curriculum is on an accelerated trimester of 10-week sessions, and the business curriculum is delivered with five-week course sessions. Successful students graduate with an M.S.E. degree in Engineering Science with a concentration in executive embedded systems.

For more information, access the Web site at [cpd.asu.edu/online](http://cpd.asu.edu/online).

**MASTER OF SCIENCE IN NURSING—M.S.**

The M.S. degree in Nursing and the certificate program offered by the graduate program in the College of Nursing provides access to quality academic credit and degree concentrations for working RNs through flexible schedules; a vast network of sites; classes scheduled days, evenings, and weekends; and innovative delivery technologies, including television and the Internet.

Concentrations available include adult health nursing with options in primary care of chronically ill adults or acute care; community health nursing; psychiatric/mental health nursing; family health nursing; parent-child nursing with options in nursing of children (acute or primary focus), children with special needs, and neonatal nursing; and women's health nursing.

For more information, call the Office of Student Services in the College of Nursing at 480/965-2987.

**MASTER OF SCIENCE IN TECHNOLOGY—M.S.TECH.**

ASU East offers this program with a concentration in environmental technology management through a Web-based distance learning format. Three areas of study are available: environmental management, international environmental management, and emergency management. Students in this program are part of a cohort group that begins

each January and graduates 24 months later at a December ceremony.

Students in the distance learning cohort are expected to be working professionals in fields such as environmental safety and health; environmental engineering; emergency management; national or local regulatory and permitting activities; environmental law; and environmental laboratories. Students should have completed at least one course in inorganic chemistry and one course in organic chemistry as part of their undergraduate degree preparation.

For more information, access the Web site at [www.east.asu.edu/ctas/imt/etm/html/dmasters.html](http://www.east.asu.edu/ctas/imt/etm/html/dmasters.html).

**MASTER OF SOCIAL WORK—M.S.W.**

This program prepares social workers to respond effectively to the needs of the state and other populations of the Southwest. The program is offered in Tucson and Flagstaff.

For more information about the Tucson component, call 520/884-5507, or for more information about the Flagstaff component, call 480/965-3304.

**Graduate Certificates**

All certificates offered by or in collaboration with the College of Extended Education are shown in the "ASU Extended Campus Certificates" table, page 696.

**ASIAN STUDIES**

A Graduate Certificate in Asian Studies is offered through the ASU Center for Asian Studies and is designed for graduate students in any department or discipline who wish to earn a transcript credential for an academic specialization in Asian Studies. All graduate students—including those engaged in master's, doctoral, or nondegree studies—are eligible to apply for the certificate.

The certificate requires 18 semester hours of course work made up of classes with Asian studies content. This includes six hours of advanced language study in one of the following languages: Chinese, Japanese, Korean, Indonesian, Thai, or Vietnamese. In addition to the course work, students must complete a capstone paper; thesis, dissertation, an internship, or overseas experience. Students should make this decision in consultation with the advisor in the Center for Asian Studies.

For more information, call 480/965-7179, send e-mail to [asian.studies@asu.edu](mailto:asian.studies@asu.edu), or access the Web site at [www.asu.edu/asian](http://www.asu.edu/asian).

**GERONTOLOGY**

The Gerontology Certificate Program brings together faculty from several disciplines to teach courses related to adult development and aging, to collaborate on gerontological research projects, and to participate in projects of service for older adults and the community.

The graduate certificate in Gerontology requires 21 semester hours of course work. Students must complete two of the three gerontology core courses, a capstone experience of at least three semester hours (internship, individualized instruction, reading and conference, or applied research), and four additional aging-related courses approved as electives.

ASU Extended Campus Certificates

Certificate Program	Administered By
Asian Studies, Graduate Certificate in	Center for Asian Studies
Business English Certificate	College of Extended Education
Gerontology, Certificate in	Gerontology Program
Human Performance Improvement Certificate*	College of Extended Education and American Society of Training and Development
Maintenance Management Certificate*	College of Extended Education
Multimedia Writing and Technical Communication, Postbaccalaureate Certificate in	East College
Professional Purchasing Certificate*	College of Extended Education
Supervisory and Management Skills Certificate*	College of Extended Education
Transportation Systems Certificate	Committee on Transportation Systems and the Graduate College

\* This certificate is not for academic credit.

For more information, see “Certificate in Gerontology,” page 678, call 602/543-6642, or access the program Web site at [www.west.asu.edu/chs/grn](http://www.west.asu.edu/chs/grn).

**MULTIMEDIA WRITING AND TECHNICAL COMMUNICATION**

A postbaccalaureate certificate in Multimedia Writing and Technical Communication requires 18 semester hours. Students learn the principles of technical communication, writing with technology, technical editing, and visual communication.

For more information, call 480/727-1515, or access the Web site at [www.east.asu.edu/ecollege/multimedia](http://www.east.asu.edu/ecollege/multimedia).

**TRANSPORTATION SYSTEMS**

This interdisciplinary studies certificate program offers current ASU graduate students and transportation professionals the opportunity to pursue a wide range of transportation-related issues from multimodal and interdisciplinary perspectives. The certificate is intended to be either a specialization within an existing master’s degree program or a stand-alone 15-credit nondegree program.

For more information, access the Web site at [www.asu.edu/caed/transportation](http://www.asu.edu/caed/transportation), or call 480/965-6693.

**Professional Development Certificates**

All certificates offered by or in collaboration with the College of Extended Education are shown in the “ASU Extended Campus Certificates” table, on this page.

Certificate programs provide opportunities to those seeking to advance their careers, begin a new career, reenter the workplace, or develop new knowledge. Certificates are a practical choice for career development; in addition, employers recognize them as evidence of professional skill or accomplishment. Some programs may offer academic credit and others may offer continuing education units through professional associations.

**BUSINESS ENGLISH (ESL)**

This certificate program is designed to help professionals who speak English as a second language to succeed in business. It offers five courses that use reading, writing, and discussion and presentation exercises designed to offer practical knowledge and confidence in American and international business practices. Once students successfully complete three certificate courses, they earn a business English certificate. If students wish to continue, and successfully complete five courses, they earn an advanced business English certificate. Most classes are ongoing and meet three hours a week for eight weeks.

For more information, call 480/965-2376, or access the Web site at [www.asu.edu/xed](http://www.asu.edu/xed).

**HUMAN PERFORMANCE IMPROVEMENT**

This six-course certificate program provides a well-rounded understanding of the human performance field by capturing the latest information on analyzing, evaluating, and implementing human performance improvement programs. New certificate cohorts begin each fall semester.

For more information, access the Web site at [www.asu.edu/xed](http://www.asu.edu/xed), or call 480/965-9200.

**MAINTENANCE MANAGEMENT**

This program offers participants the opportunity to explore the latest technical, profit-making and cost-cutting ideas in the industry. This is a four-part, results-oriented seminar series offered at the ASU Downtown Center. Course topics include improving maintenance planning, scheduling, managing maintenance for results, designing and implementing a superior professional purchasing management program, and improving program management skills for supervisors.

For more information, call 480/965-9200, or visit [www.asu.edu/xed](http://www.asu.edu/xed).

**PROFESSIONAL PURCHASING**

Enroll in one seminar to fine-tune skills or all four purchasing seminars to earn a professional purchasing certificate. Each seminar is held at the ASU Downtown Center

and covers the latest technical, profit-making, and cost-cutting ideas to improve purchasing management.

For more information, access the Web site at [www.asu.edu/xed](http://www.asu.edu/xed), or call 480/965-9200.

### **SUPERVISORY AND MANAGEMENT SKILLS**

This certificate is a 56-semester-hour program that provides supervisors the opportunity to enhance their skills in a number of areas. The program is divided into seven core areas: interviewing and hiring, principles and practices of supervision, motivating employees, coaching for improved performance, effective conflict management, problem-solving techniques, and cultural diversity in the workplace.

For more information, call 480/965-9200.

### **Continuing Education**

Ongoing continuing education programs address current issues and trends and are intended to increase competence in the topics. These programs are offered throughout the metropolitan Phoenix area.

#### **Elderhostel**

Elderhostel is an academic experience for older adults looking for a different kind of educational travel. Individuals 55 and older participate in week-long courses that include stimulating lectures and field trips. ASU Elderhostels are held throughout the valley and focus on Southwest history, computer technology, and the arts.

For more information, call 480/965-9200.

#### **English as a Second Language**

This program offers specially designed intensive English language programs for international students and local residents who wish to improve their English proficiency.

The intensive noncredit course of study is designed to help students become proficient in English as a second language. Beginning, intermediate, and advanced courses, divided into six language levels, provide instruction in listening, speaking, reading, and writing. Language-related computer skills, academic advising, and orientation to ASU, Arizona, and the United States are also integral elements of the program.

Most of the classes are offered during the day, but several evening classes also are available; these include American pronunciation, accent reduction, guided conversation, and business writing.

Some courses are offered that are specifically targeted to business professionals who speak English as a second language. These courses may lead to a certificate (see "Professional Development Certificates," page 696).

The fall and spring semesters are divided into two eight-week cycles. Students may enroll for one or more cycles. An eight-week summer session also is offered. Four-week sessions are also offered throughout the year.

While in the program, students have access to master's-level teachers, a student advisor, social and cultural activities, campus clubs, recreation facilities, credit classes, a graduate program, TOEFL and TOEIC testing, e-mail and the Internet, ASU facilities, and university housing and meals. Admission to the program does not constitute admission to ASU. Advanced-level students may be permitted to

enroll concurrently in up to two ASU credit classes with the approval of the director. Several special classes are offered through the program: business English, pronunciation, conversation, TOEFL and TOEIC preparation, grammar, and idioms.

For more information, call 480/965-2376, or access the Web site at [www.asu.edu/xed](http://www.asu.edu/xed).

#### **Hispanic Leadership Institute**

This institute's goal is to promote the participation of Hispanics in leadership roles. It serves as a resource for expertise and advocacy on leadership issues affecting the Latino community. It is a 17-week program with evening sessions once a week at the ASU Downtown Center. The program format is a combination of lectures, panel discussions, and individual and group discussions. Leadership topics include cultural identity, communication skills, activism, ethics, diversity and multicultural issues, resource development, research and development, and public administration and policy.

To apply or request more information, access the Web site at [www.asu.edu/xed/hli](http://www.asu.edu/xed/hli), or call 480/965-9200.

#### **Income Tax Practitioners' Workshop**

Each January, the College of Extended Education offers a two-day workshop for tax preparers, CPAs, and other income tax professionals. These professionals learn the latest information about federal tax legislation and new tax provisions, tax credits, capital gains, and technology changes that affect business and profitability. Participants also may be eligible for 15 CPE hours from the Arizona Board of Accountancy. This program is presented by the three state universities in cooperation with the U.S. Internal Revenue Service and the Arizona Department of Revenue.

For more information, call 480/965-9200, or access the Web site at [www.asu.edu/xed/tax](http://www.asu.edu/xed/tax).

#### **Information Technology**

This program features KnowledgeNet's cutting-edge, Web-based training for students seeking to improve their computer skills. The program is uniquely designed to accommodate different learning styles by providing options such as live, instructor-led sessions delivered via the Internet and self-paced online sessions. Courses include such topics as beginning MS Office and advanced Cisco programming.

To find more information or to register online, access the Web site at [www.asu.edu/xed/knowledgenet](http://www.asu.edu/xed/knowledgenet).

#### **Real Estate Continuing Education**

Arizona real estate agents and brokers, even in the most rural communities of the state, can obtain the 24 hours of continuing education credits they need for license renewal through a series of Web-based, continuing education courses. Courses are offered in the following categories: commissioner's standards, contract law, agency law, fair housing, real estate legal issues, and disclosure.

For more information and to register online, access the Web site at [www.asu.edu/xed/renewal](http://www.asu.edu/xed/renewal).

#### **TravelLearn®**

TravelLearn® educational tours are designed to challenge an individual's mind and offer learning opportunities. These

## ASU EXTENDED CAMPUS

programs for adult learners have no exams, grades, or attendance requirements. Participants may attend any number of the scheduled learning experiences. TraveLearn® students must be between the ages of 30 and 80.

For more information, call 800/235-9114.

### Wealth Management

This program is a series of six evening classes that help personal investors manage their investments like a business. The program offers a comprehensive study of the major advancements and practical application in portfolio theory and provides proven strategies in issues such as asset allocation, risk management, international markets, taxation, estate planning, and performance measurement. The classes are held throughout the valley and at other locations in the state.

For more information, call 480/965-9200, or access the Web site at [www.asu.edu/xed/wealth](http://www.asu.edu/xed/wealth).

### Lectures

The ASU Extended Campus offers a variety of special programs of academic and cultural interest as well as personal enrichment, to the general community. These lectures cover an array of topics and are offered at the ASU Downtown Center in central Phoenix.

For more information about these programs, access the Web site at [www.asu.edu/xed/lectures](http://www.asu.edu/xed/lectures), or call 480/965-3046.

### ASU Community Fellows Lecture Program

This program, offered each spring, is a catalyst in fostering partnerships among neighborhood, university, and business interests seeking to improve the quality of life valley-wide. It also facilitates mutual learning experiences.

### Brown Bag Lunch Lectures

These lectures feature topics of interest to the general public and cover areas such as fine arts, urban issues, history, and culture. While many are stand-alone lectures, some also are part of a series of topics in a particular interest area. Examples of topics include Analyze This..., Matters of the Mind, Health Matters, Here's to Your Job, Hispanic Heritage Month, Native American Recognition Month, Meet the Authors, Out to Lunch and Into the Arts, Substance Abuse Awareness, and You and Your Money.

### Downtown and Gown

These lectures are designed to give central Phoenix residents and the business community a greater awareness of the rich array of talent and resources available at the university. ASU faculty and deans from each of the campuses present the lectures each fall and spring semester.

### John F. Roatch Global Lectures in Social Policy and Practice

This lecture series is an annual event that brings an internationally known scholar to Arizona to lecture on a topic of global reach and social significance to the community. The John F. and Mary Roatch Endowment supports the lectures and occasionally sponsors additional events. A publication of each lecture is disseminated by the College of Extended Education and is deposited at University Libraries.

### Linda Haskell Memorial Master Class on Current Social Events

This annual event invites an internationally known expert to lead an interactive forum to discuss current topics of concern to human services practitioners in Arizona.

### Urban Issues Lecture Series

These lectures encourage discussions of national public policy and its impact on local policy and economic development. The series is offered in partnership with the Phoenix Community Alliance, the ASU College of Public Programs, and the Morrison Institute for Public Policy.

### Downtown Partnerships

The university provides several services to the downtown Phoenix community.

### Advanced Public Executive Program

This program is committed to enhancing the effectiveness of government services and operations. The program provides high-quality professional development and interventions tailored to the specific needs of public managers, executives, and elected officials.

For more information, call 480/965-4006.

### Arizona Prevention Resource Center

This library and distribution center serves as a centralized source for individuals, schools, and communities throughout Arizona to support, enhance, and initiate prevention efforts. Planning, mobilizing, training, and evaluating community prevention efforts can be coordinated through this center.

For more information, call 480/727-2772.

### Joint Urban Design Studio

The studio is the Joint Urban Design Program's physical location at the ASU Downtown Center. It is a place where facilitated discussions among community, civic, and private sector interests can be held. The studio displays ideas and disseminates information on urban issues through models, the Web, and publications of local, regional, and national importance.

For more information, call 480/727-5146.

### Office of Youth Preparation

This nationally recognized program is committed to increasing the flow of college-eligible minority students into higher education. The program provides academic support to Arizona youth through classroom, university, community, and research programs. The program's position within the university system allows for the development of diverse partnerships in order to maintain its commitment to positively impact Arizona's youth.

For more information, call 480/965-8510.

### Urban Data Center

This center serves as a resource for analysis and implementation of public policy in metropolitan Phoenix and works closely with ASU researchers and organizations as well as local governments, state agencies, and other independent organizations.

For more information, call 480/965-3046.

## Locations

Approximately 250 off-campus sites throughout metropolitan Phoenix, the state, and beyond are used to make classes more accessible to students. In addition, various technologies are used to deliver degree programs and credit courses to the workplace and home. Partnerships have been created with public and private organizations to deliver ASU courses off campus. Many neighborhood sites, such as community colleges, schools, churches, and businesses, serve as hosts to many Extended Campus courses.

For more information about off-campus sites, call 480/965-9797. For information about Internet, televised, and independent learning courses, call 480/965-6738.

### ASU Downtown Center

The ASU Downtown Center, located in central Phoenix, is the Extended Campus's anchor location. The center is an educational, applied research, and community service facility. It is host to traditional and interdisciplinary undergraduate and graduate credit classes, professional and continuing education programs, and lectures and community forums. It is the educational hub for downtown workers, organizations, and residents, and serves as a meeting site for conferences and seminars.

Each classroom is equipped with a sound system, video projection system, and Ethernet connections, and has the ability to receive satellite downlinks. The center has three rooms equipped with a teleconferencing system that allows students at corporate and community receiving sites, such as the center, to interact with instructors during televised class sessions. ASU students, faculty, and staff may take advantage of the center's two state-of-the-art computer labs, as well as Web stations throughout the facility and wireless networking. A lab assistant is available during posted hours. Students, faculty, and staff may also access the ASU University Libraries' online catalog, information, and resources. Students may order and return library books and order copied materials. Textbooks for all courses held at the center are available during the first week of classes each spring and fall semester.

The center provides attractive accommodations for meetings and conferences. Room rentals may include advice in logistics planning, professional equipment, technical support (including two computer classrooms), and food and beverage service. Break-out areas are conveniently located throughout the facility. Rooms are also available to non-university organizations, in accordance with university policies and procedures.

The center's art gallery, the Galleria, features works by ASU faculty, staff, students, and local artists. Exhibits rotate monthly. The Galleria participates in monthly and annual art tours, including First Friday and Art Detour, sponsored by ArtLink, a local artists' group.

Convenient parking is available in the Heritage and Science Park garage on the corner of Fifth and Monroe Streets.

For more information about the programs and services provided at the center, call 480/965-3046, or write

ASU DOWNTOWN CENTER  
502 E MONROE ST  
PHOENIX AZ 85004-4442

Several ASU programs and partnerships are located at the center.

The *Advanced Public Executive Program* provides quality professional development and interventions tailored to the specific needs of public organizations.

The *Arizona Prevention Resource Center* is a library and distribution center designed to be a centralized reference and assistance source for individuals, schools, and communities throughout Arizona.

The *Center for the Future of Arizona* works with civic and political leaders to develop a statewide agenda to expand educational opportunities, encourage strategic investments, and achieve a sustainable quality of life for residents.

The *College of Extended Education* has several administrative offices located at the center, including the dean's office.

The *Joint Urban Design Studio* is the Joint Urban Design Program's physical location at the ASU Downtown Center.

The *Office of Youth Preparation* is a nationally recognized program committed to increasing the flow of college-eligible minority students into higher education.

The *Urban Data Center* serves as a resource for analysis and implementation of public policy in metropolitan Phoenix.

