

College of Extended Education

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www.asu.edu/xed



The ASU Downtown Center is located in the heart of the Phoenix business, cultural, and sports districts.

College of Extended Education file photo

ASU Extended Campus257
Degree Programs257
Winter Session (Main)259

Certificate Programs259
College Units by Program Area260

PURPOSE

The College of Extended Education was created in 1990 to extend the resources of ASU throughout Maricopa County, the state, and the region. The College of Extended Education is a university-wide college that oversees the ASU Extended Campus and forms partnerships with other ASU colleges to meet the instructional and informational needs of a diverse community.

For the most current information, visit the college's Web site at www.asu.edu/xed.

ASU EXTENDED CAMPUS

The ASU Extended Campus goes beyond the boundaries of the university's three physical campuses to provide access to academic credit and degree programs for working adults through flexible schedules; a vast network of off-campus sites; classes scheduled days, evenings, and weekends; plus innovative delivery technologies including television, the Internet, and independent learning. The Extended Campus also offers a variety of professional continuing education and community outreach programs.

DEGREE PROGRAMS

ASU offers degree programs through the ASU Extended Campus. Convenient times and locations as well as today's innovative technologies make it easier for working adults and other nontraditional students to earn a degree. The College of Extended Education facilitates the delivery of these programs. All courses and degrees are offered through the respective university academic departments. These courses are published each fall and spring semester in the *Extended Campus Catalog* and in the *Schedule of Classes*. All degree programs offered through the college are shown in the "Baccalaureate Degrees and Majors Offered Through the College of Extended Education" table, page 258, and the "Graduate Degrees and Majors Offered Through the College of Extended Education" table, page 259.

Off-Campus Degree Programs (Main)

Bachelor of Interdisciplinary Studies. This interdisciplinary degree completion program enables students to take an active role in creating their educational plan and defining their career goals. The program is offered for selected corporate and municipal employees. It emphasizes self-assessment and appraisal of opportunities to support academic and career goals.

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

College of Architecture and Environmental Design. The faculty in the School of Planning and Landscape Architecture in the College of Architecture and Environmental Design offer the Bachelor of Science in Design degree with a major in Housing and Urban Development primarily at the ASU Downtown Center, although some courses may be available at other locations and via cable television. See the fall and spring issues of the *Extended Campus Catalogs* for

complete scheduling information. For information about this program, call 480/965-7167 or write

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

College of Business. The technology M.B.A. is an evening program designed specifically for technology professionals. The degree program is offered at the ASU Research Park. Cases, applications, and examples emphasize technology, global competition, and rapid organizational change. The evening M.B.A. is offered at the ASU Downtown Center. It is designed to meet the needs of working professionals and combines theoretical concepts with practical applications. Call the College of Business at 480/965-3332 for detailed information about these degree programs.

College of Education. Three education degrees—the Bachelor of Arts in Education degree in Elementary Education; the Master of Education degree in Curriculum and Instruction, with concentrations in either multicultural education or secondary education; and the DELTA doctorate, which leads to the Doctor of Education degree in Educational Administration and Supervision—are available through the Off-Campus Degree Program. These degree programs are targeted to specific audiences. To learn more about these education degrees, call 480/965-1644 (regarding the bachelor's or master's degrees) or 480/965-6357 (regarding the doctorate).

College of Public Programs. The College of Public Programs offers a Master of Public Administration (M.P.A.) degree. This interdisciplinary program is designed to provide professional training for careers in public administration and management. Opportunities for completing course work leading to an M.P.A. are offered during evening hours at ASU Main and the ASU Downtown Center. For more information, call 480/965-3926 or write

SCHOOL OF PUBLIC AFFAIRS
ARIZONA STATE UNIVERSITY
PO BOX 87063
TEMPE AZ 85287-0603

The School of Social Work, in cooperation with the College of Extended Education, offers a Bachelor of Social Work degree in Tucson. This program is grant-funded for a five-year period and offers a part-time curriculum designed to increase the number of trained child welfare social workers in the rural areas of Arizona. For more information, call 520/884-5507, extension 19.

Off-Campus Degree Programs (West)

Bachelor of Applied Science and Bachelor of Arts in Integrative Studies. Because of overlapping degree requirements and the flexibility built into each program, ASU West, working through the College of Extended Education, offers the same set of courses to meet the degree completion needs of students who bring differing educational experiences to the classroom. Thus, students who have completed an Associate of Applied Science (A.A.S.) degree could enroll in the B.A.S. degree program. Those students entering the program with Associate of Arts

Baccalaureate Degrees and Majors Offered Through the College of Extended Education

Major	Concentration	Degree	Administered By
Applied Science	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, instrumentation, microcomputer systems, municipal operations management, operations management, production technology, resource team specialist, semiconductor technology, software technology applications, technical graphics	B.A.S.	Bachelor of Applied Science Advisory Committee (ASU East)
Applied Science	All minors available at ASU West, individualized concentration	B.A.S.	Division of Collaborative Programs (ASU West)
Communication	—	B.A., B.S.	Hugh Downs School of Human Communication
Elementary Education	Bilingual education/English as a second language	B.A.E.	Division of Curriculum and Instruction
English	Linguistics, literature	B.A.	Department of English
History	—	B.A.	Department of History
Housing and Urban Development	—	B.S.D.	School of Planning and Landscape Architecture
Integrative Studies	All minors available at ASU West, individualized concentration	B.A.	College of Arts and Sciences (ASU West)
Interdisciplinary Studies	—	B.I.S.	Division of Undergraduate Academic Services
Political Science	—	B.A.	Department of Political Science
Psychology	—	B.A., B.S.	Department of Psychology
Social Work	—	B.S.W.	School of Social Work
Sociology	—	B.A.	Department of Sociology

degrees or some other combination of courses that totals 60 credit hours and encompasses the equivalent of the ASU General Studies requirements could receive the B.A. degree in Integrative Studies upon program completion. Both sets of students follow the same program of study.

Both degree programs emphasize focused study in the liberal arts, critical thinking, communication, and leadership skills and individual and team problem-solving experience. Both include courses designed to refresh students' academic skills and to develop the resources to succeed in their educational pursuits.

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

Master of Business Administration. The Scottsdale M.B.A. degree from the ASU West School of Management 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 com-

prehensive understanding of interrelated business issues. For more information, call 602/543-6201.

Off-Campus Degree Program (East)

Bachelor of Applied Science. Students holding an Associate of Applied Science (A.A.S.) degree from a regionally accredited community college can earn the Bachelor of Applied Science (B.A.S.) degree by completing 60 semester hours of upper-division course work through ASU East.

The Bachelor of Applied Science degree is practical and flexible. ASU East faculty and advisors work with students to match a 60-semester-hour 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 Through the College of Extended Education" table, on this page.

For more information, call 480/727-1874.

Technology-Delivered Degree Programs (Main)

Master of Science in Engineering. The faculty in the Department of Electrical Engineering offer the Master of Science in Engineering via interactive television. This degree program meets the needs of the part-time student who is working full-time in industry. Ten graduate courses are required; six should constitute a major, two courses a

Graduate Degrees and Majors Offered Through the College of Extended Education

Major	Concentration	Degree	Administered By
Business Administration	—	M.B.A.	College of Business
Business Administration	—	M.B.A.	School of Management (ASU West)
Curriculum and Instruction	Multicultural education or secondary education	M.Ed.	College of Education
Educational Administration and Supervision	—	Ed.D.	College of Education
Electrical Engineering	—	M.S.E.	College of Engineering and Applied Sciences
Engineering	—	M.E.	Tri-University Coordinating Board (ASU, NAU, UA)*
Public Administration	Public information management, public management, public policy analysis and evaluation, urban management and planning	M.P.A.	School of Public Affairs

* This collaborative program is offered by the three state universities.

minor, and two courses should be taken outside the Department of Electrical Engineering. After completing the required hours of course work, students in this program must pass a comprehensive examination covering topics in the major. Using the department's three-year schedule of courses, students are able to complete course requirements over the interactive television system. For more information, call 480/965-3590.

Bachelor of Arts Degree in History. The faculty of the Department of History in the College of Liberal Arts and Sciences offer the B.A. degree in History via technology. (Students are required to take two of the courses on campus in the evening.) For more information, call 480/965-8364.

Tri-University Master of Engineering. The Tri-University Master of Engineering (M.E.) degree program is intended to meet the educational needs of Arizona's practicing engineers. With industry input, Arizona's three state universities—Arizona State University, Northern Arizona State University, and University of Arizona—expect to enhance the skills, knowledge, and understanding that are critical to today's practicing engineers. The courses are offered through a variety of distance-delivery methods in flexible formats at any of the three universities.

The M.E. degree offers the practicing engineer the opportunity to design, in conjunction with an advisory committee, a program of study that can reflect the increasingly interdisciplinary nature of engineering practice. The M.E. degree requires the completion of 30 hours of course work; students must complete a minimum of three hours in applied engineering mathematics as well as three 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 application information, visit the program's Web site at triuniv.engr.arizona.edu, send e-mail to m.eng@asu.edu, or call 480/965-1726.

On-Campus Evening Degree Programs (Main)

College of Liberal Arts and Sciences. The College of Liberal Arts and Sciences offers six evening degree programs: the B.A. degree in English, History, Political Science, and

Sociology, and B.A. and B.S. degrees in Psychology. For more information about these programs, call 480/965-3986 and request "degree programs."

College of Public Programs. The faculty in the Hugh Downs School of Human Communication in the College of Public Programs offer B.A. and B.S. degrees in Communication through the College of Extended Education's Evening Degree Program. For more information, call 480/965-5095.

The School of Public Affairs offers a Master of Public Administration (M.P.A.) degree. This interdisciplinary program is designed to provide professional training for careers in public administration and management. Opportunities for completing course work leading to the M.P.A. are offered during evening hours at ASU Main and the ASU Downtown Center. For more information, call 480/965-3926.

WINTER SESSION (MAIN)

The College of Extended Education schedules the winter session courses in collaboration with academic departments. The condensed, three-week session is offered between the fall and spring semesters. For more information about winter session, call 480/965-9797.

CERTIFICATE PROGRAMS

Certificate programs provide opportunities for those seeking to advance their careers, to begin a new career, to reenter the workplace, or to simply develop new knowledge. A practical choice for career development, certificate programs are recognized by employers as evidence of professional skill or accomplishment.

English as a Second Language Certificate

The American English and Culture Program offers a certificate in the study of English as a second language (ESL), comprising 21 hours a week for eight weeks of language and culture training.

Gerontology Certificate Program

The Certificate in Gerontology, offered by the Graduate College, is available to graduate students enrolled in master's or doctoral degree programs in disciplines such as

communication, exercise science, nursing, psychology, social work, and sociology. Unclassified graduate students may pursue the certificate. This program consists of 24 credit hours evenly divided between required and elective course work.

The Gerontology Program has an affiliated faculty of more than 60 members based in 22 different departments throughout the university. Students can work on independent study or participate with faculty in their aging-related research.

Increased longevity means that by the year 2040 there could be more than 30 million Americans over the age of 85. The certificate is designed for individuals interested in learning more about the aging process. For more information, call 480/965-3225 (ASU Main) or 602/543-6600 (ASU West).

Human Performance Improvement Certificate Program

The Human Performance Improvement Certificate Program is offered by the College of Extended Education and the American Society of Training and Development. This program is designed to provide a well-rounded understanding of the human performance improvement field for those in a human resource capacity. Individuals can receive a Human Performance Improvement Certificate after completing the six courses of the program or may elect to enroll in one or more classes on a per-class basis. For more information, call 480/945-3046.

Nonprofit Management Certificate Program

The Nonprofit Management Institute is offered by the College of Extended Education and the United Way. This program is designed to enhance the management skills of those who serve nonprofit human services groups, hospitals, government agencies, churches, private schools, art organizations, environmental groups, and others in the nonprofit sector.

Individuals can receive a Certificate in Nonprofit Management along with 13 Continuing Education Units after completing 130 hours of the program. The individual class option permits participants to enroll in one or more classes on a per-class basis. Additional full- and half-day workshops are also provided to help those in the nonprofit sector achieve excellence in managing nonprofit organizations. For more information, call 480/965-3046.

COLLEGE UNITS BY PROGRAM AREA

Degree Programs and Credit Courses

The College of Extended Education facilitates the delivery of several degree programs and credit courses. All courses and degrees are offered through the respective university academic departments. These courses are published each fall and spring semester in the *Extended Campus Catalog* and in the *Schedule of Classes*.

Academic and Professional Programs. As a convenience to students, courses are conducted off campus in locations throughout the state, and on campus in the evening, and during the winter session.

Academic credits earned off campus are recorded on a student's permanent record in the same manner as those earned on campus, and both are equivalent in all academic considerations. All academic standards of the university,

including policies related to admission and registration, apply to off-campus courses. It is the responsibility of the student to be aware of all applicable policies before registering. It is the responsibility of each dean to determine what courses to offer off campus and to make faculty assignments.

The tuition and fees for off-campus credit courses are the same as for those offered on campus. (See resident and non-resident rates in the current *Schedule of Classes*.) Before the 21st calendar day of each semester, any combination of on-campus and off-campus resident credit courses resulting in a combined registration of seven or more semester hours requires that the student pay full-time tuition. Off-campus credit courses and programs that commence on or after the 21st calendar day of the start of each semester require full-time and part-time students to pay tuition separate from (but in addition to) those courses starting before the 21st calendar day of the semester.

ASU offers several degree programs through the ASU Extended Campus. Convenient times and locations as well as today's innovative technologies make it easier for working adults and other nontraditional students to earn a degree. For details, see "Degree Programs," page 257.

Professional continuing education activities focus on professional and personal development as well as lifelong learning. Programs are planned and developed to complement the missions of the college and the university. These programs can be customized and transported to reach numerous target populations and levels of need.

Distance Learning Technology. Distance Learning Technology uses a variety of technologies. Semester-based courses are offered through Instructional Television Fixed Service, cable television, public television, satellite, microwave, videotape, and the Internet. In addition, independent learning courses are offered (print- or Internet-based). Distance Learning Technology makes it possible for many people to access and share educational resources locally, regionally, nationally, and internationally through a variety of electronic technologies and distribution systems. In addition to distance learning courses, other products and services are available, including teleconferencing and video production.

Many students are unable to attend class on campus due to schedule or commuting difficulties and prefer to participate in distance learning courses at convenient locations such as the work site or home. The distance learning course schedule consists of approximately 120 courses offered by various ASU colleges each semester, and these courses are available for credit at a variety of remote locations, including students' homes. Students participating in televised courses from the work site or home can interact with faculty and students in the classroom on campus while class is in session via teleconferencing technology. Videotapes of most courses are available through University Libraries Video Resources. Other student support services are available to assist off-campus students.

Cable/Public Television. ASU offers credit courses that require students to view televised class sessions and complete work assignments at home. Exams usually are held on campus. Courses are available throughout the Phoenix area via KAET Channel 8, Cox Communications, Insight Cable, Cable America, Digital Choice TV, or other cable providers.

Televised courses are also available in university residence halls.

Interactive Instructional Television Program (IITP). Students employed by companies participating in the IITP may take courses for credit at the work site. A daily courier service circulates course materials between faculty on campus and their students at remote sites. Exams typically are held at the work site. Each company has an on-site coordinator to assist with registration, to provide information, and to proctor exams. A Master of Science in Engineering degree with a major in Electrical Engineering is available through the IITP. More information about the televised Master of Science in Engineering degree is available from the College of Engineering and Applied Sciences at 480/965-3506.

Interactive Television (Public Sites). Certain sites are open to the public. Students can participate in most televised courses at locations such as ASU Downtown Center, ASU East, ASU West, select community college campuses, Cactus Shadows High School, and the Gila River Indian Community. Each public site has an on-site coordinator to assist with registration, to provide information, and to proctor exams.

Internet Courses. ASUonline is the university's gateway to an "online campus." Internet courses are offered by various departments through ASU Extended Campus, allowing students to participate from any location in the world. Through the Web, students can access lectures, participate in class assignments, interact with the instructor, collaborate with other students, and earn ASU credit at times and locations that are convenient. Students register for Internet courses through the normal university admissions/registration process. Certain computer hardware/software may be required for Internet courses. More information is available from Distance Learning Technology at 480/965-6738 or on the Web at asuonline.asu.edu.

Independent Learning. These courses allow students to pursue ASU credit and to fulfill degree requirements or to enhance occupational, professional, and intellectual skills. Independent Learning courses are appropriate for students seeking flexibility in progressing through university courses. Any individual with a high school diploma or GED may enroll; however, enrollment in Independent Learning is not the same as admission to ASU. For ASU degree-seeking students, enrollment in these courses requires an advisor's and dean's approval. Generally, ASU students may take one course at a time—other students can participate in two. A maximum of 60 semester hours earned by independent learning and/or by comprehensive examination may be applied toward the baccalaureate degree at ASU. Independent Learning courses are not applicable toward graduate credit, and pass/fail options are not available. Students have up to one year to complete courses. More information on registration, lesson formats, submission of assignments, correspondence with instructors, and other course details is available in a catalog from the Independent Learning office, at 480/965-6563.

Professional Continuing Education

Academic and Professional Programs provides professional continuing education programs valleywide. These ongoing programs are intended to improve professional competence and address current issues and trends, and are offered to adult learners in collaboration with ASU colleges,

other educational providers, professional associations, and public and private organizations. In addition, the Elderhostel Program, a series of challenging, thought-provoking college-level courses, is offered to people over 55. For more information, call 480/965-3046.

The Nonprofit Management Institute is offered by the College of Extended Education and the United Way. This program is designed to enhance the management skills of those who serve nonprofit human services groups, hospitals, government agencies, churches, private schools, art organizations, environmental groups, and others in the nonprofit sector. For more information, see "Nonprofit Management Certificate Program," page 260, or call 480/965-9200.

For an international educational travel experience, ASU and TraveLearn partner to provide programs to 15 exciting destinations, including Costa Rica, Egypt, Indonesia, and Kenya. For more information, call 480/965-3046.

For more information about Academic and Professional Programs, call 480/965-9797.

Global and Community Outreach

American English and Culture Program. The American English and Culture Program (AECP) features an intensive course of study designed for adult international students who want to become proficient in English as a second language for academic, professional, or personal reasons. Applicants must be at least 18 years of age and must have a high school diploma or its equivalent. All conditions of the U.S. Immigration and Naturalization laws pertaining to full-time study in the United States must be met by all applicants. Students are required to take an English placement test before the beginning of classes. Certificates of achievement are awarded on completion of the course. Admission to the program does not constitute regular admission to ASU.

Beginning, intermediate, and advanced courses provide instruction in listening, reading, speaking, structure, and writing. Academic advising and orientation to Arizona and the United States are integral parts of the program.

Program-wide social activities each cycle include a field trip, a picnic, a cultural activity, visits to museums, historical sites, or musical presentations. Campus housing and American Homestays are available.

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 AECP. Classes in conversation, speech improvement, and the Test of English as a Foreign Language are offered during alternate terms.

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 of study is also offered. Inquiries concerning admission requirements, enrollment, and fee schedules should be sent to

AMERICAN ENGLISH AND CULTURE PROGRAM
DEPARTMENT 4
ARIZONA STATE UNIVERSITY
PO BOX 873504
TEMPE AZ 85287-3504

For more information, call 480/965-2376.

Extended Campus Programs. Extended Campus Programs was established in response to the rapidly expanding demand for educational services in Maricopa County and throughout Arizona. Analyzing community needs for course offerings, workshops and seminars, the unit oversees the planning, organizing, and staffing necessary to satisfy these educational needs.

A primary goal of this unit is to ensure that qualified students have access to effective, appropriate university programs. Extended Campus Programs focuses on developing and maintaining education, business, government, professional, and community links in order to further the university's and college's missions.

The major components of Extended Campus Programs are the classes and events at the ASU Downtown Center and emerging programs in the east Valley, Scottsdale, and Ahwatukee. For more information, call 480/965-3046.

ASU Downtown Center. The ASU Downtown Center is a university-wide resource located in downtown Phoenix that serves as an educational, applied-research, and community-service facility.

Responding to the needs of business, industry, and state and local governments, the center offers traditional and interdisciplinary upper-division undergraduate- and graduate-level courses. The center also offers professional and continuing education programs, lectures, and community forums, and serves as a meeting location for conferences, workshops and seminars.

ASU faculty, staff, and students can take advantage of the center's computer lab. A lab assistant is available during posted hours. They also can access the ASU library online catalog and ASU library information and resources. Library books may be ordered and returned through the center. Textbooks for all courses held at the center are available at one of the ASU libraries usually at the beginning of each semester.

Accommodations for small or large meetings or conferences are available at attractive rates and can include beverages, food service, and professional equipment. Advice in logistics planning is available as are a wide range of related services. The center is available for use by outside organizations, subject to the limits of university policies and procedures. Contact the center's facility scheduler for details.

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 85004-2337

Several ASU programs and partnerships are located at the Downtown Center.

Academic and Professional Programs. Academic and Professional Programs is part of ASU Extended Campus and the College of Extended Education. This brings the resources of ASU to many who may not be pursuing a traditional degree and are seeking professional and personal enrichment. See "Academic and Professional Programs," page 260, for a description.

Joint Urban Design Program. The Joint Urban Design Program, located in the ASU Downtown Center, is a partnership between the Colleges of Architecture and Environmental Design and Extended Education. The program directs institutional and public resources toward developing an understanding of issues that affect the urban quality of Phoenix. For more information, call 480/965-3046.

Urban Data Center. The Urban Data Center, a partnership with the College of Public Programs, serves as a resource for analysis and implementation of public policy in metropolitan Phoenix. The center works closely with ASU researchers and organizations such as the Joint Urban Design Program, the Morrison Institute for Public Policy, University Libraries, local governments, state agencies, and other independent organizations to build a comprehensive database on policy issues for urban planners and community leaders. For more information, call 480/965-3046.

Advanced Public Executive Program. The Advanced Public Executive Program of the College of Public Programs is housed at the ASU Downtown Center. This program is designed to provide public managers and administrators with analytical approaches and skills through short courses and seminars to help mobilize ideas, people, and resources in support of public programs. For more information, call 480/965-4006.

Office of Youth Preparation and Project PRIME. The Office of Youth Preparation and Project PRIME (Project to Improve Minority Education) are housed at the Downtown Center with evaluation support services located at the Hispanic Research Center. The programs are designed to increase the pool of college-eligible minority students, who have historically been underrepresented in higher education, by providing instructional and support services to seventh-through 12th-grade students and their families at targeted Arizona schools. For more information, call 480/965-8510.

Arizona Drug and Gang Prevention Resource Center. The Arizona Drug and Gang Prevention Resource Center serves as a centralized source for individuals, schools, and communities throughout Arizona to support, enhance, and initiate prevention efforts.

For information about planning, mobilizing, training, and evaluating community prevention efforts, contact the center at 480/727-2772.