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# ASU Extended Campus

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

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Undergraduate Degrees . . . . .	703
Graduate Degrees . . . . .	705
Winter Session (Main) . . . . .	707
Certificate Programs . . . . .	707
College Units by Program Area . . . . .	708

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## 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](http://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 quality 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 ASU 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 704, and the "Graduate Degrees and Majors Offered in Collaboration with the College of Extended Education" table, page 706.

## Undergraduate Degrees

### OFF-CAMPUS DEGREE PROGRAMS

#### Interdisciplinary Studies—B.I.S.

**ASU Main.** 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

#### Housing and Urban Development—B.S.D.

**ASU Main.** The faculty in the School of Planning and Landscape Architecture in the College of Architecture and Environmental Design offer this degree 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 Catalog* for complete scheduling information. For program information, call 480/965-7167 or write

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

#### Elementary Education—B.A.E.

**ASU Main.** This off-campus degree program is targeted to school district audiences. To learn more, call 480/965-1644.

#### Social Work—B.S.W.

**ASU Main.** The School of Social Work offers this 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.

**Baccalaureate Degrees and Majors Offered Through 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, instrumentation, manufacturing technology and management, microcomputer systems, multimedia writing and technical communication, municipal operations management, operations management, resource team specialist, semiconductor technology, software technology applications, technical graphics All minors available at ASU West, individualized concentration	Bachelor of Applied Science Advisory Committee (ASU East)  Division of Collaborative Programs (ASU West)
Communication	B.A., B.S.	—	Hugh Downs School of Human Communication
Elementary Education	B.A.E.	Multilingual/multicultural education	Division of Curriculum and Instruction
English	B.A.	Linguistics, literature	Department of English
History	B.A.	—	Department of History
Housing and Urban Development	B.S.D.	—	School of Planning and Landscape Architecture
Integrative Studies	B.A.	All minors available at ASU West, individualized concentration	Department of Integrative Studies
Interdisciplinary Studies	B.I.S.	See “B.I.S. Concentrations” table, page 116.	Bachelor of Interdisciplinary Studies Advisory Committee
Political Science	B.A.	—	Department of Political Science
	B.S.	American public policy, civic education, international studies, public policy advocacy and lobbying, public policy analysis	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

**Applied Science (B.A.S.) and Integrative Studies (B.A.)**

**ASU West.** 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 can enroll in the B.A.S. degree program. Students entering the program with Associate of Arts (A.A.) degrees or some other combination of courses that totals 60 semester hours and encompasses the equivalent of the ASU General Studies requirement 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 critical thinking, communication, and leadership skills and include individual and team problem-solving experiences. Both

include courses designed to refresh students’ academic skills and to develop the resources to succeed in their educational pursuits.

Concentration areas, under the Bachelor of Applied Science (B.A.S.) at ASU West, are developed by the advisor and student based on educational goals and interests. The West Campus B.A.S. core curriculum is focused on the arts, computers, writing, ethics, and career development. For more information on the West Campus B.A.S., call 620/543-4BAS or access the Web site at [www.west.asu.edu/bas](http://www.west.asu.edu/bas).

The Bachelor of Arts in Integrative Studies (B.A.) is an upper-division arts and sciences degree. Students are expected to read, write, and think critically which enables them to pursue postbaccalaureate employment, or graduate and professional degrees, in the broadest possible array of fields and specialization. This is a classical liberal arts degree, taught by interdisciplinary scholars in a student-oriented and lifelong learning fashion. Small classes and systematic assessment and feedback are defining characteristics of the program. Students complete 21 semester hours,

including a gateway course in Adult Career Development; a capstone internship experience; and academic seminars in ethics, social and environmental theory; history and philosophy of sciences/mathematics; and multicultural perspectives on autobiographies, literature, and art. Students select one of the established minors or construct with a faculty advisor an area of academic concentration to complement the core curriculum with an additional 18 to 21 semester hours. For more information on the West Campus B.A., call 623/543-6000 or access the Web site at [www.west.asu.edu/iasweb](http://www.west.asu.edu/iasweb).

**ASU East.** 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.

This 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, page 704.

For more information, call 480/727-1874.

## TECHNOLOGY-SUPPORTED DEGREE PROGRAMS

### History—B.A.

**ASU Main.** The faculty of the Department of History offer the B.A. degree completion program in History via technology. (Students are required to take at least two of the courses on campus in the evening.) For more information, call 480/965-8364.

## ON-CAMPUS EVENING DEGREE PROGRAMS

### CLAS Bachelor’s Degree Programs

**ASU Main.** Students who enroll in the College of Liberal Arts and Sciences (CLAS) evening degree program typically have completed 60 lower-division semester hours. They may pursue a Bachelor of Arts degree in English, History, Political Science, Sociology, Psychology, or Religious Studies, or a Bachelor of Science degree in Political Science or Psychology. For more information, call 480/965-3986 and request “degree programs.”

### Communication—B.A. or B.S.

**ASU Main.** The faculty in the Hugh Downs School of Human Communication offer the 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.

## Graduate Degrees

### 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 Col-

lege 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 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 706.

## OFF-CAMPUS DEGREE PROGRAMS

### Business Administration—M.B.A.

**ASU Main.** 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. For more information, call 480/965-3332.

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. For more information, call 480/965-3332.

**ASU West.** The Scottsdale M.B.A. degree program 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.

### Public Administration—M.P.A.

**ASU Main.** The School of Public Affairs offers this interdisciplinary program. The 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, the ASU Downtown Center, 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

### Curriculum and Instruction—M.Ed.

**ASU Main.** The Master of Education degree in Curriculum and Instruction is offered with concentrations in either multicultural education or secondary education. This is an off-campus degree program targeted to school district audiences. For more information, call 480/965-1644.

### Social Work—M.S.W.

**ASU Main.** The Master of Social Work program prepares social workers to respond effectively to the needs of the state and other populations of the Southwest. This program is offered in Tucson and Flagstaff. For more information about the Tucson component, call 520/884-5507. For more

## 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.	—	College of Business (ASU Main) School of Management (ASU West)
Curriculum and Instruction	M.Ed.	Secondary education	College of Education
Educational Administration and Supervision	Ed.D.	—	College of Education
Electrical Engineering	M.S.E.	—	Department of Electrical Engineering
Engineering	M.E.*	—	School of Engineering
Public Administration	M.P.A.	Public information management, public management, public policy analysis and evaluation, urban management and planning	School of Public Affairs
Social Work	M.S.W.	Advanced direct practice; planning, administration, and community practice	School of Social Work

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

information about the Flagstaff component, call 480/965-3304.

#### DELTA Doctorate

**ASU Main.** The DELTA Doctorate, which leads to the Doctor of Education degree in Educational Administration and Supervision, is available as an off-campus degree program. The program is targeted to qualified public school administrators. For more information, call 480/965-6357.

#### TECHNOLOGY-DELIVERED DEGREE PROGRAMS

##### Electrical Engineering—M.S.E.

**ASU Main.** The faculty in the Department of Electrical Engineering offer the Master of Science in Engineering degree in Electrical Engineering via interactive television. This 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 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.

##### Business Administration—M.B.A.

**ASU Main.** The ASU MBA Online program leverages computer and communications technologies to offer the highly ranked ASU M.B.A. 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.

**ASU West.** The connectMBA from ASU West 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).

##### Engineering—M.E.

**ASU Main.** The tri-university Master of Engineering 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 University, and University of Arizona—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 opportunities 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 semester 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 required.

For application information, call 480/965-1726, send e-mail to [m.eng@asu.edu](mailto:m.eng@asu.edu), or access the program's Web site at [truniv.engr.arizona.edu](http://truniv.engr.arizona.edu).

##### Technology—M.S.

**ASU East.** The faculty in the Department of Information and Management Technology offer this degree with a concentration in environmental management technology, which has three areas of study: environmental management, international environmental management, and emergency management. The program has a Web-based distance learning

format. Students in this program are part of a cohort group that begins each January and graduates 24 months later at the December ceremony.

Students in the distance learning cohort are expected to be working professionals in fields such as ES&H (environmental, health, and safety), environmental engineering, emergency management, national or local regulatory and permitting activities, environmental law, and environmental laboratories. A variety of undergraduate degree preparation is appropriate, but students should have at least one course in inorganic chemistry and one course in organic chemistry. 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).

## ON-CAMPUS EVENING DEGREE PROGRAM

### Public Administration—M.P.A.

**ASU Main.** The School of Public Affairs offers this interdisciplinary program. The 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, the ASU Downtown Center, and various off-campus sites. For more information, call 480/965-3926 or write

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PO BOX 870603  
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### Winter Session (Main)

The College of Extended Education schedules the winter session courses in collaboration with academic departments. The condensed 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 simply to develop new knowledge. A practical choice for career development, certificate programs are recognized by employers as evidence of professional skill or accomplishment.

### Business English Certificate Program

Designed to help international students and professionals succeed in the world of business, this program offers five courses: international business, business decisions, business writing, business communication, and TOEIC test preparation. Once students successfully complete three certificate courses, they earn a Business English Certificate. If they wish to complete all five classes, they earn an Advanced Business English Certificate. Classes are ongoing and meet several hours a week for eight weeks.

For more information, call the American English and Culture Program at 480/965-2376, send e-mail to [aecp@asu.edu](mailto:aecp@asu.edu), or access the Web page at [www.asu.edu/xed/aecp/aboutaecp.html](http://www.asu.edu/xed/aecp/aboutaecp.html).

This certificate is not for academic credit.

### 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. For more information, see “American English and Culture Program,” page 709, call 480/965-2376, send e-mail to [aecp@asu.edu](mailto:aecp@asu.edu), or access the Web page at [www.asu.edu/xed/aecp/aboutaecp.html](http://www.asu.edu/xed/aecp/aboutaecp.html).

### Gerontology Certificate Program

The Gerontology Program is interdisciplinary, bringing together faculty from several disciplines to collaborate on gerontological research, to teach courses related to adult development and aging, and to participate in projects of service to older adults.

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 semester 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.

Because of increased longevity, there could be more than 30 million Americans over the age of 85 by 2040, a demographic change with many ramifications. The certificate is designed for individuals interested in learning more about the aging process. For more information, call 480/965-3225 (ASU Main) or 602/543-6642 (ASU West).

### Human Performance Improvement Certificate Program

The Human Performance Improvement Certificate Program is offered at the Downtown Center 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 480/965-9200.

This certificate is not for academic credit.

### Maintenance Management Certificate Program

This program improves maintenance performance for organizations by exploring the latest technical, profit-making, and cost-cutting ideas in the industry. This is a four-part, results-oriented seminar series. Participants can receive a Maintenance Management Certificate after completing all courses of the program or may elect to enroll in one or more classes on a per-class basis. Courses are offered at the ASU Downtown Center. For more information, call 480/965-9200.

This certificate is geared toward professional development and Continuing Education Units (CEUs) are available. The certificate is not for academic credit.

## ASU EXTENDED CAMPUS

### Nonprofit Management Certificate Program

The Nonprofit Management Institute is offered by the College of Extended Education and the Valley of the Sun 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 480/965-9200.

This certificate is not for academic credit.

### Professional Purchasing Certificate Program

This is a four-part seminar series that covers the latest technical, profit-making, and cost-cutting ideas to improve purchasing management. Enroll in the results-oriented seminars individually or combine them to earn a National Association of Purchasing Managers approved Professional Purchasing Certificate. Each seminar is held at the ASU Downtown Center. For more information, call 480/965-9200.

This certificate is geared toward professional development and Continuing Education Units (CEUs) are available. This certificate is not for academic credit.

### Spanish Language Court Interpreter Certificate Program

The program, developed and implemented by ASU and the Superior Court in Maricopa County, is designed to prepare students who are fluent in Spanish and English for a career in court interpreting. The program provides comprehensive training that focuses on interpretation, translation, and legal skills needed to be an effective court interpreter. The program is not designed to teach participants the languages. Applicants fluent in English and Spanish must successfully complete oral and written examinations before acceptance into the program. For more information, call 480/965-9200.

This certificate is geared toward professional development and Continuing Education Units (CEUs) are available. This certificate is not for academic credit.

## 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. 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. 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 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 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 latest *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.

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 and Technology.** Distance Learning and 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 and 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 175 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 com-

plete work assignments at home. Exams usually are held on campus. Courses are available throughout the Phoenix area via KAET Channel 8, Cox Communications, Qwest, Digital Choice TV, and 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 degree is available from the College of Engineering and Applied Sciences at 480/965-6738.

*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 convenient times and locations. Students register for Internet courses through the normal university admissions and registration process. Certain computer hardware and software may be required for Internet courses. For more information about Distance Learning and Technology call 480/965-6738 or access the Web site at [asuonline.asu.edu](http://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. Grades earned are not calculated in the ASU Honors G.P.A. Students have up to one year to complete courses. Independent Learning courses may not be used to change a grade at ASU. An independent learning registration fee is required of all students, including full-time students who have paid registration fees and tuition. Tuition waivers do not apply to independent

learning. On-campus services and activities for students are not covered by independent learning fees. 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 throughout the Phoenix metropolitan area. 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 480/965-9200.

The Nonprofit Management Institute is offered by the College of Extended Education and the Valley of the Sun 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, call 480/965-9200.

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 (AECPP) 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, grammar, and writing. Academic advising and orientation to Arizona and the United States are integral parts of the program.

The program provides a wide variety of social, cultural, and recreational activities including field trips, sports, parties, arts and crafts, concerts, and visits to museums and historical sites.

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 AECPP: business English, pronunciation, conversation, TOEFL and TOEIC preparation, grammar and idioms.

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.

## ASU EXTENDED CAMPUS

Four-week sessions are offered in January and July. AECPC also offers evening English classes and business English certificates.

Inquiries concerning admission requirements, enrollment, and fee schedules should be sent to

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

For more information, call 480/965-2376, send e-mail to [aecp@asu.edu](mailto:aecp@asu.edu), or access the Web page at [www.asu.edu/xed/aecp/aboutaecp.html](http://www.asu.edu/xed/aecp/aboutaecp.html).

**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 to further the university's and college's missions.

The major components of Extended Campus Programs are the lectures 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 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 may take advantage of the center's computer lab. A lab assistant is available during posted hours. Faculty, staff, and students also can access the ASU library online catalog and ASU library information and resources. Library books may be ordered and returned through the center, and copied materials may be ordered as well. Textbooks for all courses held at the center are available during the first week of classes.

Accommodations for small or large meetings or conferences are available at attractive rates and can include beverages, food service, and professional equipment. Meeting rooms include conference rooms, a board room, and two computer classrooms. Most meeting rooms can be configured in a variety of styles and setups. In addition, break-out areas are conveniently located throughout the facilities. 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 ASU Downtown Center.

*Academic and Professional Programs.* As part of ASU Extended Campus and the College of Extended Education, Academic and Professional Programs brings the resources of ASU to many who may not be pursuing a traditional degree but are seeking professional and personal enrichment. See "Academic and Professional Programs," page 708, 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 480/727-5146.

*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 the Phoenix metropolitan area. 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 480/727-5195.

*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, call the center at 480/727-2772.