# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>About National Louis University</td>
<td>4</td>
</tr>
<tr>
<td>About the University Course Catalog</td>
<td>7</td>
</tr>
<tr>
<td>2016–2017 Academic Calendar</td>
<td>7</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>11</td>
</tr>
<tr>
<td>Admissions</td>
<td>12</td>
</tr>
<tr>
<td>Types of Credit</td>
<td>16</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>20</td>
</tr>
<tr>
<td>Student Services</td>
<td>24</td>
</tr>
<tr>
<td>Policies</td>
<td>26</td>
</tr>
<tr>
<td>Degrees Offered</td>
<td>88</td>
</tr>
<tr>
<td>Certificates</td>
<td>89</td>
</tr>
<tr>
<td>Non-Degree Endorsement Offerings</td>
<td>90</td>
</tr>
<tr>
<td>General Education Core</td>
<td>91</td>
</tr>
<tr>
<td>College of Professional Studies and Advancement</td>
<td>93</td>
</tr>
<tr>
<td>National College of Education</td>
<td>126</td>
</tr>
<tr>
<td>Harrison Professional Pathways</td>
<td>196</td>
</tr>
<tr>
<td>Majors</td>
<td>197</td>
</tr>
<tr>
<td>Minors</td>
<td>211</td>
</tr>
<tr>
<td>Concentrations</td>
<td>223</td>
</tr>
<tr>
<td>Course Options</td>
<td>246</td>
</tr>
<tr>
<td>Other Programs of Study</td>
<td>251</td>
</tr>
<tr>
<td>Course Descriptions</td>
<td>253</td>
</tr>
<tr>
<td>Directory</td>
<td>417</td>
</tr>
</tbody>
</table>
ABOUT NATIONAL LOUIS UNIVERSITY

Mission Statement
National Louis University provides access to quality higher education that nurtures opportunity for students through innovative teaching, scholarship, community engagement, and service excellence.

A Brief History
More than 130 years ago National Louis University was founded on the principle that a quality education can transform lives, careers and communities. Founder Elizabeth Harrison, education pioneer and social reformer, opened a kindergarten training school to promote early childhood education, a radical idea at the time. Harrison's groundbreaking work helped launch the National Parent-Teacher Association and the Head Start program, and the National College of Education (NCE) became the first university in Illinois to offer a four-year teaching degree.

In 1986, Michael W. Louis made a historic $30 million gift to the National College of Education and the school was formally renamed National Louis University in 1990. This gift enabled the institution to expand its programs beyond education to also offer business, fine arts, English, psychology, public policy, social sciences and more.

National Louis is the outcome of and testament to the vision of its founders. It is a contemporary university committed to innovation and best practices in both undergraduate and graduate education. A university that excels in creating learning communities where theory complements practice, NLU sustains a tradition of access to higher education for first-generation and urban university students who want to make a lasting impact in their lives and in their communities.

Today, NLU offers bachelor's, master's and doctoral degrees in 60 fields including business, education, health and human services, and social and behavioral sciences through its two colleges- National College of Education and College of Professional Studies and Advancement. Nivine Megahed, Ph.D. is the institution's eleventh president.

A Note from the President
Dear National Louis Student,

National Louis University is proud to offer a range of high quality, professionally focused programs in the fields of business, education, health and human services, and social and behavioral sciences. The 60+ programs that NLU offers are detailed in this catalog and we invite you to use this as your guide to finding the one that's right for you.

Programs are offered at the bachelor's, master's, doctoral and certificate levels through our National College of Education and College of Professional Studies and Advancement. Whether you are seeking a graduate degree, undergraduate degree or non-degree certificate that will enrich your professional experience, National Louis has a program that will fit your lifestyle and help you achieve your goals. We offer programs in a variety of convenient delivery models that allow you the flexibility you need to pursue your education—on-campus, online, and at partner sites.

For more than 130 years, NLU has been proudly delivering holistic professional preparation and contemporary academic experience. Our mission is to prepare students to lead in their professions and communities, and we encourage excellence in the pursuit of career and personal goals. NLU students and graduates inspire us every day with their passion and dedication to bringing innovative ideas to their workplaces, their communities, and anyplace they see an opportunity to make a positive difference.

We invite you to explore our catalog and our website at www.nl.edu. Through these pages, you will learn about the richness of National Louis—its programs, its people, and the diversity of experience and ideas that keep our community motivated and energized.

Best wishes,
Nivine Megahed, Ph.D.
President

Locations

Illinois Campuses

Chicago Campus
122 South Michigan Avenue
Chicago, IL 60603-3032
888.658.8632
National Louis University’s main campus comprises five floors of a historic landmark office building in downtown Chicago. The campus includes classrooms, developmental skills laboratories, computer labs, a library and the NLU gift shop. The offices of the President, Provost and other academic and administrative personnel are also located on this campus.

Programs in the National College of Education and the College of Professional Studies and Advancement are offered on this campus with classes scheduled during the daytime, evening and weekend. The P.A.C.E. program at NLU is also housed on this campus.

**Elgin Campus**
620 Tollgate Rd.
Elgin, IL 60123-9364
888.658.8632

NLU’s Elgin campus is conveniently located in a fast-growing business district off I-90 and Route 31. The campus features 10 classrooms with high-tech media equipment; a computer lab with high-speed Internet access; two conference rooms; and comfortable student lounges. With classes offered late afternoons, evenings and weekends, working adults at the undergraduate or graduate level can easily attend classes.

**Lisle Campus**
850 Warrenville Road
Lisle, IL 60532
888.658.8632

The Lisle campus offers working adults upper-level undergraduate and graduate programs in the National College of Education and the College of Professional Studies and Advancement. The Lisle campus includes classrooms, administration and faculty offices, computer labs, student lounges and a library. The Reading Recovery Center is also housed on this campus.

**North Shore Campus**
5202 Old Orchard Road, Suite 300
Skokie, Illinois 60077-4409
888.658.8632

The North Shore Campus serves undergraduate and graduate students in the National College of Education and the College of Professional Studies and Advancement. The campus offers classrooms, computer labs, a library, and group study areas. Also located on this campus are the Reading Center and Lifelong Learning.

**Wheeling Campus**
1000 Capitol Drive
Wheeling, IL 60090-7201
888.658.8632

Classes at the Wheeling campus are easily accessible to adults who live and work in northwest Cook and Lake Counties. The Wheeling campus offers classrooms, computer labs and student lounges. It also houses the University Library Research Collection and student records. Many university faculty, administrators and staff members have offices on the Wheeling campus. The McCormick Center for Early Childhood Leadership is also located adjacent to the Wheeling campus.

**Other Locations**

**Florida Regional Center**
5110 Sunforest Drive
Suite 102
Tampa, FL 33634
888.658.8632

Serving a diverse Florida population, this NLU location supports class groups throughout the state and offers programs through the National College of Education and the College of Professional Studies and Advancement. The Florida Regional Center provides a full range of NLU services, including enrollment counseling, academic services, financial services, academic development, information and library support and student affairs. The Center offers classrooms, a computer lab, library support and a student lounge.

**Wisconsin Administrative Office**
P.O. Box 11562
Milwaukee, WI 53211
888.658.8632

The Wisconsin Administrative Office serves existing students of southeastern Wisconsin during the teach-out phase following the Milwaukee campus closing in September 2016. Located in the Milwaukee area, the administrative office provides local student advisement and information and acts as liaison with the offices of academic advising, student finance, library assistance, student affairs and academic development.
Accreditation and Approvals

Accreditation

National Louis University is accredited by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools, 30 N. LaSalle St., Suite 2400, Chicago, IL 60606 312.263.0456, and is a participant in the HLC’s Academic Quality Improvement Program (AQIP). National College of Education meets all standards of the National Council for the Accreditation of Teacher Education. Certain business programs in the College of Professional Studies and Advancement have earned professional accreditation from the International Assembly of Collegiate Business Education. Selected programs in the National College of Education are approved by the Illinois State Board of Education for licensure of education professionals.

Approvals

National Louis University is authorized to operate as a degree granting institution in the following states and foreign countries:

Illinois: The University is authorized to operate in Illinois by the Illinois Board of Higher Education.

Florida: National Louis University is a not-for-profit organization registered with the Florida Division of Corporations to do business in Florida.

The University holds License by Means of Accreditation from the Florida Commission for Independent Education of the Florida Department of Education to operate as a university, to offer programs of instruction, and to award degrees.

Credit and degrees earned from colleges in the State of Florida which are licensed by the Florida Commission for Independent Education do not automatically qualify the holder for a Florida teaching certificate. Any person interested in obtaining a Florida teaching certificate should contact the Office of Teacher Certification, Department of Education, Tallahassee, FL 32399-0400.

Graduates of the M.Ed. and Ed.S. in Educational Leadership programs may receive a transcript endorsement indicating the completion of a state approved program in Educational Leadership.

The M.Ed. degree in Teaching, Learning and Assessment does not provide for teacher certification by the Florida Board of Education. It is intended only for teachers who already hold certification. Additional information regarding NLU may be obtained by contacting the Commission at: 325 W. Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400. Toll free phone number: 888.224.6684.

Poland: The University is approved by the Higher Learning Commission to offer select Bachelor of Arts degrees and the Master of Business Administration.
The University Course Catalog contains official statements on University programs and academic policies. It is each student’s responsibility to become familiar with his or her program requirements as well as University and college policies. While every effort is made to provide accurate and current information, National Louis University reserves the right to change without notice statements in the University Course Catalog concerning rules, policies, curricula, courses or other matters. Any academic unit may issue additional or more specific information that is consistent with approved policy.

2016 Fall Quarter

September
12  Monday  Fall quarter classes begin
15  Thursday  Summer term degree date
18  Sunday  Last day to add/drop classes

October
7  Friday  December 31st degree date application deadline
16  Sunday  First 5-week classes end
23  Sunday  First 6-week classes end
24  Monday  Late start classes begin
30  Sunday  Last day to drop late start classes

November
20  Sunday  Fall 10-week classes end
24–25  Thursday–Friday  Thanksgiving holiday (University closed)

December
4  Sunday  Second 5- and 11-week classes end
11  Sunday  Second 6- and 12-week classes end
26–30  Monday–Friday  Winter holiday (University closed)
31  Saturday  Fall term degree date

2017 Winter Quarter

January
1  Sunday  New Year’s Day holiday (University closed)
11  Wednesday  Winter quarter classes begin
13  Friday  April 15th degree date application deadline
16  Monday  Martin Luther King Jr. holiday (University closed)
18  Wednesday  Last day to add/drop classes

**February**
10  Friday  June 30 degree date application deadline
14  Tuesday  First 5-week classes end
21  Tuesday  First 6-week classes end
22  Wednesday  Late start classes begin
28  Tuesday  Last day to drop late start classes

**March**
21  Tuesday  Winter 10-week classes end
28  Tuesday  Second 5- and 11-week classes end

**April**
4  Tuesday  Second 6- and 12-week classes end

**2017 Spring Quarter**

**April**
5  Wednesday  Spring quarter classes begin
11  Tuesday  Last day to add/drop classes
15  Saturday  Winter term degree date
28  Friday  September 15th degree date application deadline for those who plan to march in commencement

**May**
9  Tuesday  First 5-week classes end
16  Tuesday  First 6-week classes end
17  Wednesday  Late start classes begin
23  Tuesday  Last day to drop late start classes
29  Monday  Memorial Day holiday (University closed)

**June**
13  Tuesday  Spring 10-week classes end
20  Tuesday  Second 5- and 11-week classes end
27  Tuesday  Second 6- and 12-week classes end
17  Saturday  Florida area commencement ceremony
24  Saturday  Chicago area commencement ceremony
### 2017 Summer Quarter

#### June
- **28** Wednesday: Summer quarter classes begin
- **30** Friday: Spring term degree date

#### July
- **4** Tuesday: Independence Day holiday (University closed)
- **5** Wednesday: Last day to add/drop classes
- **7** Friday: September 15 degree date application deadline
- **18** Tuesday: First 3-week classes end
- **19** Wednesday: Second 3-week classes begin

#### August
- **1** Tuesday: First 5-week classes end
- **2** Wednesday: Second 5-week classes begin
- **8** Tuesday: Second 3- and 6-week classes end

#### September
- **4** Monday: Labor Day holiday (University closed)
- **5** Tuesday: Second 5- and 10-week classes end
TUITION AND FEES

The tuition charges assessed do not cover the full instructional and operational costs involved in educating a student. The University receives additional funding from several sources including contributions by private individuals and corporations who recognize the quality of education provided by the University.

The University operates an extensive financial assistance program, with more than one-half of all full-time students receiving some form of financial assistance. Visit the Office of Student Finance for more details.

Tuition and fee rates are established by the Board of Trustees. These amounts are subject to change without notice.

Tuition and Fees 2016–2017

The 2016–2017 tuition and fees are posted online and are effective for the summer 2016 term through the spring 2017 term for courses offered on the standard term calendar. Tuition rates and fees are subject to change.
ADMISSIONS

The admissions process at National Louis University (NLU) is designed to ensure that students’ needs are properly identified and matched to appropriate degree programs. The Office of Admissions considers individual students through a personalized review which takes into account prior academic record, personal and professional achievement and student goals and objectives. The University reserves the right to change requirements for admission at any time and every non-admitted applicant for a degree program shall be held to compliance with these changes.

NLU enrolls a diverse student population. Through academic and other support services, the University makes every effort to create environments that promote student success and achievement and reflect the diversity of the student population.

Please note:
• Many programs have specific admissions requirements. Undergraduate admission to the University does not guarantee admission to the program of your choice.
• All graduate students taking graduate courses at National Louis University should understand that credit toward a graduate degree at the University is awarded only upon formal admission to a program of graduate study
• Applicants can usually expect a reply to their application within five business days of receipt of all admission documents
• Financial assistance cannot be awarded prior to admission
• Incomplete applications are inactivated one year from the application date and may be reinstated by submitting an application update form
• Inactive applications and supporting documents are destroyed three years from the original application date
• Documents submitted without an application are destroyed one year after receipt
• National Louis University is approved for benefits for the education of veterans, active duty service personnel, disabled veterans, and qualified dependents (widows, war orphans, etc.). A veteran who seeks admission should follow the regular admission policies. For more information visit the veterans benefits page.

• The decision to deny admission cannot be appealed

Admissions Pending Students

Applicants who, for valid reasons, cannot complete the application file before registration may be allowed to enroll as Admissions Pending students under the following conditions:
• Admissions Pending students must have on file an application for admission and are required to sign a statement prior to registration that they understand the Admissions Pending student policy and believe in good faith that they will meet the requirements for admission. It is the student’s responsibility to make certain that the admission requirements are completed well before the end of the first term of registration.
• If the formal admission process is not completed by the end of the first term, the student will be dropped from the program
• The decision to deny admission cannot be appealed
• Undergraduate Admissions Pending students are not eligible for financial aid
• Graduate Admissions Pending students may not be eligible for financial aid. Contact Financial Aid for more information.

Returning to NLU

Re-entry

Students who have previously attended NLU, but have been away from the University for one calendar year or longer, but fewer than five calendar years (excluding the summer session or an approved leave of absence), must submit a Returning Student Form.

The following rules apply to re-entry:
• Students return with the same academic status (p. 38) as when they left
• Students who were dismissed for reasons of academic ineligibility may apply for reinstatement
Admissions

Freshman Admissions

- Freshman students are high school graduates who are first-time college attendees or have fewer than 15 quarter hours of transferable college credit
- Freshman applicants must request that their high schools send final transcripts including eighth semester grades and indication of high school graduation
- Freshman applicants must have a minimum high school GPA of 2.0 on a 4.0 scale (C average). Applicants with less than a 2.0 GPA may be considered for admission as high potential students (p. 13).

Undergraduate Transfer Admissions

- Entering students who have earned 15 quarter hours or more of transferable credit at another accredited college or university are considered transfer students
- Transfer students are required to have a 2.0 GPA on a 4.0 scale (C average) and to be in good standing at the college previously attended. Applicants with less than a 2.0 GPA may be admitted as high potential students (p. 13).
- Applicants with coursework in progress at another college or university must submit official transcripts of the completed coursework.

Undergraduate High Potential Students

NLU believes that a change in a student’s learning environment may change his or her academic performance. In that light, NLU will consider applications from students who do not meet the admissions criteria described above. Such students may be admitted on a high potential basis and referred for appropriate assistance to Library and Learning Support or other academic and student support services.

Criteria used in determining whether or not students can be admitted on a high potential basis could include work experience, demonstrated leadership in their community, extracurricular activities, motivation and attitude toward learning or career objectives. The applicant is required to submit a personal statement and two letters of support reflecting his or her academic work or ability. A personal interview may also be required. Some students may be asked to take the skills assessment prior to admission and the results of these tests will be used as a basis for the admission decision.

Readmission

Students who have previously attended NLU, but have been away from the University for five calendar years or longer (excluding the summer session or an approved leave of absence), must submit a new Admissions Application.

The following rules apply to readmission:

- Students return with the same academic status (p. 38) as when they left
- Students who were dismissed for reasons of academic ineligibility may apply for reinstatement after two quarters of non-enrollment (p. 39). Petition for reinstatement should be the Office of the Registrar who will forward the petition to the governance unit designated by the respective college to deal with student appeals.
- Students are subject to degree requirements in effect at the time of readmission

Undergraduate Admissions

Undergraduate Admission Requirements

- Completed application available at www.nl.edu/applyonline
- Appropriate transcripts (high school or GED for Freshman Admission, or college transcripts for Undergraduate Transfer Admission)
- Proof of English language proficiency is required if English is not the applicant’s native language and/or the applicant’s high school degree was earned outside the United States. This requirement may be waived if the applicant has proof of completion of a high school degree at an institution where English is the primary language of instruction. Click here for more information on proof of English Language Proficiency.
Graduate Admissions

Students applying for graduate admission must meet the following requirements and additionally must meet all of the requirements of the program to which they are applying:

• Completed application available at www.nl.edu/applyonline

• Bachelor’s degree from a regionally accredited institution. Some exceptions apply.

• Official transcripts from all institutions where degrees were awarded. Some programs may require official transcripts from all institutions attended.

• 3.0 GPA (there may be exceptions at the college level)

• Proof of English language proficiency is required if English is not the applicant’s native language and/or the applicant’s high school degree was earned outside the U.S. This requirement may be waived if the applicant has proof of completion of a high school degree for undergraduate admission, or a bachelor’s degree for graduate admission, at an institution where English is the primary language of instruction. Click here for more information on proof of English Language Proficiency.

Applicants who do not meet the above criteria are not eligible for full admission, but may be admitted under one term or four-course review status, depending on the college. See each college’s graduate admissions requirements for details.

Completion of courses prior to formal acceptance to graduate study does not guarantee admission to graduate school. It is the student’s responsibility to submit all documents necessary for a decision regarding admission to graduate study. Admissions decisions will not be made until all documents are received. The student is then notified of formal admission status. Until such notification is given, formal admission to a graduate program is not to be presumed. Credentials will not be returned to applicants.

Admitted students should contact their advisors to review degree requirements.

International Students

Students Whose Previous Academic Work Was Not in the United States

The following guidelines apply to students whose previous academic work was not in the United States:

• U.S. citizens or resident aliens whose previous academic work was from an institution outside the U.S. are required to have their high school transcripts and/or undergraduate transcripts evaluated by one of NLU’s approved foreign credential evaluation agencies

• Graduate applicants with a baccalaureate degree or college coursework from an institution outside the U.S. are required to have their undergraduate transcripts evaluated by an approved foreign credential evaluation agencies verifying degree equivalence to a U.S. regionally accredited baccalaureate degree

• The NLU Office of Admissions and Records will examine foreign transcript evaluations and make a determination of suitability for undergraduate and graduate admission

Veterans

National Louis University is approved for benefits for the education of veterans, active duty service personnel, disabled veterans, and qualified dependents (widows, war orphans, etc.). A veteran who seeks admission should follow the regular admission policies. For more information visit the veterans benefits page.

NLU is in full compliance with the Higher Education Relief Opportunities For Students (HEROES) Act of 2003 (Public Law 108-76). The HEROES Act of 2003 is intended to ensure that service members who are receiving Federal student aid are not adversely affected because of their military status and to minimize the administrative burden placed on such individuals.

In full compliance with the US Department of Education’s Readmission Requirements for Service Members (eCFR §668.18), NLU does not deny readmission to a person who is a member of, applies to be a member of, performs, has performed, applies to perform, or has an obligation to perform, service in the uniformed services on the basis of that membership, application for membership, performance of service, application for service, or obligation to perform service.
NLU will promptly readmit to the institution an individual as described above with the same academic status as the student had when the student last attended the institution or was last admitted to the institution, but did not begin attendance because of that membership, application for membership, performance of service, application for service, or obligation to perform service.
TYPES OF CREDIT

Dual Credit
As part of our shared missions in providing access to higher education, National Louis University and Township High School District 214 have signed a memorandum of understanding to offer dual credit to D214 high school students. Dual credit allows students to earn college credit while also applying the credit toward high school graduation, it improves college affordability and helps provide a seamless transition to college.

Students attending a participating high school can earn high school and college credit simultaneously by taking pre-selected college level courses.

NLU courses recognized for dual credit:
• ELE 210, ECE 210, SPE 210- History and Philosophy of Education, 3SH
• MGT 101 (p. 360)- Intro to Business, 4 QH
• MGT 120 (p. 361)- Accounting Principles I, 4 QH
• MGT 121 (p. 361)- Accounting Principles II, 4 QH
• MGT 122 (p. 361)- Accounting Principles III, 4 QH
• MGT 476- Entrepreneurship, Creativity, and Innovation, 5 QH

Please visit http://www.nl.edu/admissions/d214/ for more detailed information.

Transfer Credit

Undergraduate Transfer Credit
All bona fide college level courses, appropriate to the program to be pursued, may be applied toward National Louis University’s undergraduate degree programs if the coursework meets the following criteria:

• The courses are normally applicable to a baccalaureate program
• The courses were taken at an institution with CHEA-recognized accreditation (note: NCE accepts only credit from regionally accredited institutions)
• The student received a grade of “C” (GPA of 2.0/4.0) or better
• Note: The way in which credit may be applied toward the degree is at the discretion of the University. The transfer of NLU credit is subject to the policies and discretion of the receiving institution.

Evaluation of transfer coursework toward specific degree program requirements is completed by Office of the Registrar in consultation with the academic departments at the time of admission. Admitted students should work with their academic advisors in completing their degree plans. All credit considered of appropriate level, content and applicability to the degree program being pursued may be accepted for transfer according to established admissions standards.

The following restrictions apply:
• Only up to three quarter hours of physical education credit may be accepted
• Up to 60 quarter hours of technical credit may be accepted by the Applied Behavioral Science (p. 93), Health Care Leadership (p. 102), Management (p. 106) and Management Information Systems (p. 108) programs only
• Students planning to take a mathematics course at another institution must receive written approval from their academic advisors before enrolling to ensure the course will be accepted for transfer credit
• There may be additional limits to the acceptance of different kinds of credit according to the specific degree program

Students whose academic work was not in the United States are asked to provide official transcripts or appropriate equivalent documentation of their work. Certified English translations of such documents may be required. In addition, students may be required to submit their foreign credentials to one of several approved foreign credentials evaluation services. Credit will be awarded only after official documents have been received and appropriately evaluated.

Examples of academic work that must be submitted to one of the approved foreign credentials evaluation services include:
• Credit taken at any institution that is not located in the United States
• Study abroad credit that is not through an institution located in the United States

Credit may also be granted for credit recommendations made by the American Council on Education. This includes the Council’s military
evaluations program and the National College Credit Recommendation Service.

Community college students who plan to complete their bachelor’s degrees at NLU can use the Transfer Articulation Guide to learn how their credit will transfer to NLU programs. Community college students matriculating from colleges that are not available on the drop-down menu should contact their enrollment representatives for transfer credit information.

Per the University Undergraduate Residency Policy Requirement, a minimum of 45 QH must be taken at NLU, including the last 12 QH (minimum of three courses) taken for the degree.

Articulation Agreements
To aid students in transferring credit toward undergraduate programs, NLU has created various articulation agreements with local community colleges and other institutions.

These agreements allow students who have earned associate’s degrees from institutions with which NLU has current and verified articulation agreements to transfer all credits earned as part of their degrees to NLU. Accepted credits include all courses, even those transferred from other institutions and approved by the institution with which NLU has an articulation agreement. All transferring students will be assessed. Students continuing a sequence of courses at NLU will be assessed for placement into the sequence. This assessment may include a recommendation for additional assistance or tutoring through Library and Learning Support or placement into appropriate NLU courses. Please consult the Transfer Articulation Guide.

Transfer Credit Policy for Satisfactory/No Credit and Pass/Fail Credit
At the undergraduate level, transfer courses with “pass” or “satisfactory” grades will be accepted by NLU, providing the institution issuing the grade has verified the level of competence required of the student to be equivalent to a “C” or better.

Graduate Transfer Credit
Transfer of graduate credit varies by college and program and must be approved by Office of the Registrar and the program director or faculty. For transfer credit to be considered, a student must contact his or her academic advisor and submit a completed Student Adjustment Form (signed by the appropriate faculty) to the Registrar’s Office. The Office of the Registrar must also have on file an official transcript reflecting the credit to be transferred.

Although additional requirements may apply, the following criteria must be met for graduate transfer credit:

- Students in the National College of Education and the College of Professional Studies and Advancement must be admitted before submitting a request for transfer credit
- Credit must be bona fide graduate credit that would have fulfilled graduate degree requirements at the institution where the course was offered
- Credit must be from a regionally accredited institution
- The course must not have been used toward another degree
- The student must have received a grade of “B” or better in the course. If the student has received any type of grade other than a traditional letter grade, a letter is required from the Registrar of the institution where the course was taken verifying that the grade is equivalent to at least a “B” (3.0 on a scale of 4.0)
- Transfer credit from institutions outside the United States must be submitted to an approved outside agency for evaluation. These agencies translate and interpret the transcript according to American university standards. The official foreign transcript evaluation must be submitted to the Office of Admissions and Records for processing.
- The number of credit hours that may be transferred is determined on an individual basis
- No transfer is automatic
- Transfer credit may be prohibited or limited in certain academic programs

In addition to the above requirements, each of the colleges has its own transfer credit restrictions and some programs may further restrict or prohibit transfer credit.

College of Professional Studies and Advancement Graduate Transfer Credit
In addition to the university-wide requirements (p. 17), the following criteria apply to graduate transfer credit in the College of Professional Studies and Advancement:
- A maximum of nine semester hours may be transferred
• Credit earned more than six calendar years before graduate admission is not transferable
• A “Pass” grade for a completed pass/fail graduate course is acceptable. A letter is required from the Registrar of the institution where the course was taken verifying that the grade is equivalent to at least a "B" (3.0 on a scale of 4.0)
• Students may transfer credit hours once admitted into a program

Specific graduate programs may have additional transfer credit requirements. See programs for details.

Exceptions to these rules may be appealed to the Admissions and Academic Standards Council of the CPSA. Petitions must be presented to the Council by the student’s advisor.

National College of Education Graduate Transfer Credit

In addition to the university-wide requirements (p. 17), the following criteria apply to graduate transfer credit in the National College of Education:

• Transferred credits are included in the number of maximum credits allowed for off-campus work
• Transferred credit may not be substituted for core courses
• Courses can be transferred at any time after admission until finalization of the degree
• For graduate degrees, there is a six-year limit between the first course and the last course used for the degree, including any transfer credit. Graduate degrees include the Master of Arts in Teaching (M.A.T.), Master of Education (M.Ed.), Certificate of Advanced Study (C.A.S.) and Educational Specialist (Ed.S.).
• Transfer credit is limited to six semester hours of graduate credit for those pursuing the M.Ed., or M.A.T degrees
• Those who are pursuing an Ed.S. degree may transfer a maximum of six semester hours of post-master’s degree coursework
• Up to a third of the C.A.S. degree candidate’s required hours can be post-master’s degree transfer credit
• Doctoral students (Ed.D.) can bring up to 12 hours of post-master’s degree courses taken before admission into the program, including courses taken at NLU
• Students must work with their academic advisor to petition the Academic Policies Committee for approval of transfer credit beyond the number of hours allowed by their program

Credit for Prior Learning

Credit for Prior Learning (CPL) embraces multiple articulated pathways to award credit to all students who can demonstrate that they have achieved specific learning outcomes gained from experiences outside post-secondary education. Applying prior learning toward a postsecondary degree, certificate, or credential allows the nation to capture the large investments made in workplace or military education and training.

Application of CPL may help more nontraditional students find smoother pathways in and through postsecondary programs. These pathways could include, but are not limited to:

• NLU’s internal Prior Learning Portfolio Assessment
• American Council on Education (ACE) - ACE credit recommendations for Military Experience and Professional Training
• Nationally recognized examinations such as DSST, CLEP, Excelsior College Exams, or Advanced Placement (AP)

Credit for Prior Learning can be accepted toward undergraduate and graduate programs in the College of Professional Studies and Advancement and the National College of Education upon approval of program faculty, college leadership, and the Provost Office. National Louis University policy sets the maximum allowable for prior learning credit that can be awarded by the institution to complete the student’s program at 60 quarter hours. This requirement does not apply to courses/credit hours transferred from other institutions.

Programs seeking to include a Credit for Prior Learning option must abide by the University Residency Requirement Policy which assures that all students who graduate from NLU will have taken at least 25% of their degree coursework at the institution, including the last 12 quarter-hours in residence (for undergraduate programs) and the last 9 semester-hours in residence (for graduate programs).

Prior Learning Assessment (PLA)

Credit awarded through National Louis University’s internal prior learning portfolio assessment process is possible for programs that wish to include this form of CPL assessment as an option. Students may
demonstrate the required competencies in a course and receive credit for that course through a portfolio of evidence.

PLA portfolios are evaluated via an objective, dual, independent, criterion-referenced assessment process, which uses faculty evaluators who have successfully completed standard evaluator training through the Office of Assessment and is in accordance with guidelines for the evaluation of prior or extra-institutional learning recommended by the Council for Adult and Experiential Learning (CAEL) and the American Council on Education (ACE).

The portfolio that is recommended by program faculty for assessment and award of prior learning credit as a CPL option must be vetted through the Provost Office for approval. Fees for the three different portfolio options are charged to cover administrative costs.

For more information on Prior Learning Assessment Credit and fees visit, http://www.nl.edu/pla/.

Military Experience and Professional Training

National Louis University recognizes that significant learning experiences may have occurred during the course of the United States Armed Forces military service and through non-collegiate training programs or examinations completed at nontraditional educational companies and other organizations such as government agencies, unions, or businesses. NLU uses the American Council on Education’s Guide to the Evaluation of Educational Experience in the Armed Services and National Guide to College Credit to Workforce Training to evaluate military experience and professional workforce training. Credit will not be taken from another school’s transcript unless it is listed as experiential learning credit. In that case, it will be accepted as such. Specific documents will be required in order to do a military or professional training evaluation.

All programs in the College of Professional Studies and Advancement may accept ACE credit. Programs in the National College of Education may also choose to accept ACE credit (pending any state mandated or regulations placed on licensure programs) upon approval of the program faculty, college leadership, and the Provost Office.

ACE approved credit for the military experience and professional training can be used to fulfill any requirements in a program including general education, major, minor, or concentration. Programs seeking to include CPL options into their major, minor and concentration coursework must consult with their program faculty, college leadership, and the Provost Office.

Credit by Examination (Undergraduate)

National Louis University awards credit to students who have achieved acceptable scores on the Advanced Placement (AP), the American College Testing Program (ACT-PEP), the College Board’s College Level Examination Program (CLEP), the DANTES Subject Standardized Tests (DSSTs), Excelsior College Examinations, and other nationally recognized examinations.

The University has determined required scores and credit awards for AP and adopted the American Council on Education’s (ACE) recommendations for acceptable score requirements and credit awards for CLEP and DANTES. CLEP and DANTES exams may be taken at NLU and are scheduled on a regular basis. Fees are charged to cover the costs of tests and administration. Visit our Credit by Examination webpage for more details and a breakdown of acceptable scores.

Foreign Credit

Students whose academic work was not in the United States are asked to provide official transcripts or an appropriate equivalent documentation of their work. Certified English translations of such documents may be required. In addition, students may be required to submit their foreign credentials to one of several approved foreign credentials evaluation services. Credit will be awarded only after official documents have been received and appropriately evaluated.

Examples of academic work that must be submitted to one of the approved foreign credentials evaluation services include:

- Credit taken at any institution that is not located in the United States
- Study abroad credit that is not through an institution located in the United States
FINANCIAL AID

National Louis University participates in the federal Title IV financial assistance programs and the Illinois and Florida State Grant programs and awards institutional grants and scholarships.

For a complete list of grants and scholarships, please visit http://www.nl.edu/financialaid/financialaidresources/.

Student eligibility for federal and state financial assistance is based on the annual completion of the Free Application for Federal Student Aid (FAFSA). The FAFSA may be completed as early as January 1 (as early as October 1 beginning with the 2017-2018 academic year) at www.fafsa.gov. National Louis University’s school code is 001733.

Financial aid, including federal and state grants, institutional scholarships, student loans and student employment are available to both undergraduate and graduate students.

To be eligible for financial aid, students must:

- Be enrolled at least half-time (six quarter hours for undergraduates and three semester hours for graduates in standard length terms). Undergraduate students enrolled in one-to-five quarter hours may qualify for partial awards from the Federal Pell Grant and/or the State of Illinois Monetary Award Program (MAP).
- Meet citizenship requirements
- Maintain Satisfactory Academic Progress (p. 20)
- Not be in default of a prior student loan nor owe a repayment on a federal grant
- Be fully admitted to a qualifying degree or certificate program at NLU

Once the FAFSA is completed and a student has been fully admitted, the Student Finance Office will send an award letter detailing the awards and dollar amounts for which she or he is eligible. This award letter will include the information and forms required for the student to accept any applicable student loans. A change in number of hours enrolled may result in a change to the financial aid award letter. All financial aid recipients are required to complete a FAFSA for financial assistance each year.

Please visit http://www.nl.edu/financialaid/ for detailed information on available aid programs and eligibility requirements.

Standards of Satisfactory Academic Progress for Financial Aid Eligibility

Federal regulations require that a student receiving Title IV financial aid funds maintain specific standards in his or her academic program in order to remain eligible to receive these federal financial aid resources. These standards are called Satisfactory Academic Progress (SAP). SAP is defined as passing a required number of hours and achieving a required grade point average during a reasonable period of time. Regulations require that a student’s entire academic history be considered, including periods of time when he or she did not receive financial aid. These Standards of Satisfactory Academic Progress apply only to eligibility for financial aid, and not necessarily to eligibility for continuation at the University, or for readmission to the University.

Please see the Standards for Academic Review (p. 38) for University guidelines.

The SAP Components

SAP regulations require that the University monitor three different areas of a student’s academic record. Students must meet the required threshold in all of these areas in order to remain eligible to continue to receive financial aid. These standards are cumulative and a student must meet the requirements at the end of each term of enrollment.

The three components of SAP are:

1. Quantitative Standard – Pace

Pace is the rate at which a student is progressing toward program completion. Students must receive passing grades (A, B, C, D, P or X) in at least 67% of all credits attempted. Credit hours attempted include withdrawals (WW, WS, WF, WU or WN), in progress evaluation (I), no credit (N) and failing (U, F, FX) grades. Pace is calculated by dividing the total number of hours completed by the total number of hours attempted. For example, a student who has attempted 50 credit hours and has successfully completed 40 credit hours would have a Pace of 80%. All transfer credit hours that are accepted from other institutions will be counted as both attempted and completed hours.

2. Qualitative Standard – GPA

An undergraduate student must maintain a minimum cumulative grade point average (CGPA) of 2.0. A graduate student must maintain a minimum CGPA of
3.0. Some programs require a higher GPA. Please refer to the individual program for specific requirements.

3. Quantitative Standard – Maximum Time Frame

A student is ineligible to receive financial aid after she or he has attempted 150% of the credit hours required to complete the degree program. The maximum time frame is one and a half times the degree program length. For example, an undergraduate student enrolled in a 180-hour degree program is allowed 270 hours to complete the program. At the end of the add/drop period all registered hours will be counted in the maximum time frame determination. All transfer credit hours that are accepted from other institutions will be counted as both attempted and completed hours. Once a student has reached the maximum time frame, she or he is no longer eligible to receive financial aid.

Please note that SAP is monitored at the end of each academic term of enrollment for all students. The quantitative and qualitative standards used to judge academic progress will be cumulative and will include all periods of the student’s enrollment, even periods in which the student did not receive financial aid funds.

Withdrawal and In-Progress Grades
Courses with withdrawal (W) grades and those with in-progress (I) grades are included in hours attempted but not in hours passed.

Repeated Courses
Students are permitted to repeat a course when the grade earned does not award credit for the degree of study two times and receive financial aid for the class. Students are also permitted to repeat a passed course once and receive financial aid for it. Repeating courses must be in accordance with University policy. The grade achieved in the repeated course is recorded on the academic record, however, the original grade also remains on the academic record. The course with the highest grade is used in determining cumulative credit earned and in computing the GPA. All repeated courses are included in hours attempted.

Failure to Meet Satisfactory Academic Progress for Financial Aid Eligibility

Financial Aid Warning
All students will be reviewed at the end of each academic term of enrollment to ensure they are meeting the SAP standards (p. 20). If a student does not meet all of the SAP criteria, the student will be placed on “Warning” status for the next term of enrollment. The student will be notified in writing of the financial aid warning status. While on Financial Aid Warning, the student will continue to receive financial aid for one additional term.

The criteria for Financial Aid Warning are:
- The Cumulative Grade Point Average (CGPA) falls below 2.0 CGPA undergraduate/3.0 CGPA graduate and/or
- The student’s overall Pace (completion ratio) falls below 67%

Financial Aid Suspension
If, after the term of Financial Aid Warning, a student fails to achieve a 2.0 CGPA undergraduate/3.0 CGPA graduate and/or the student’s overall completion ratio is below 67%, the student will be placed on “Suspension” status. The student will no longer qualify for financial aid and will be notified in writing.

Student Appeal and Academic Plan
If a student is placed on financial aid suspension she or he has the right to appeal. Students may be considered for an appeal based on mitigating circumstances that seriously impaired academic performance. Examples of possible extenuating circumstances include an injury or illness of the student or the death of a student’s relative. The appeal letter must include an explanation of why the student failed to meet SAP standards and what has changed that will now enable the student to successfully meet SAP standards. The appeal letter, along with the supporting documentation, should be sent to the Student Finance Office and the merit of the appeal will be considered. The student will be notified in writing as to whether the appeal was approved.

If the appeal is approved the student must agree to an academic plan that ensures he or she will be able to meet the SAP standards in a defined period of time. If the student agrees, he or she will be on Financial Aid “Probation” status. While on Financial Aid Probation, the student will continue to receive financial aid as long as she or he is meeting the conditions of the academic plan.

Good Standing
A student on Financial Aid Warning, Suspension or Probation will return to Good Standing by fulfilling the following conditions:
- The student must have a CGPA of at least 2.0 undergraduate/3.0 graduate and
• The student must have a 67% overall pace

The student may be paid Pell and campus-based funds for the term during which he or she regains satisfactory progress, but cannot be paid for any term during which the standards were not met. For Stafford Loans, a student who regains eligibility during a loan period is eligible for the entire loan period (usually an academic year) in which she or he met the satisfactory academic progress standards.

The U.S. Department of Education houses a Federal Student Aid Ombudsman group as a last resource when other approaches have failed.

Financial Aid Policies

Policy for Issuing Cash Refunds to Financial Aid Students

Financial aid is posted on a rolling basis as financial aid awards are processed. If the application of financial aid or other resources to a student’s account results in a credit balance (excess cash), a refund is issued to the student. The University’s goal is to process refunds via direct deposit on a daily basis and via paper check at least once per week but never later than 14 days after the date that the credit balance occurs. Please note that dropping courses can impact a financial aid award.

The amount of financial aid awarded is determined by many factors including the number of hours for which a student enrolls. A reduction in hours may reduce the amount of financial aid a student is eligible for during a term with the possibility of being completely ineligible for financial aid for the term. In addition, federal regulations require that a student complete more than 60% of a term to earn all Title IV funds awarded for that term.

Policy on Course Non-Attendance

This policy pertains to student non-attendance in registered courses. Students who do not attend any enrolled course during the first two weeks of the class and do not inform the instructor of an intention to join the course will be dropped from the class.

This drop will result in a change in enrollment status for the term as well as adjustments in any financial aid that had been previously awarded. Federal regulations require that a student establish attendance in a course in order to receive aid for it. Failure to attend courses for which a student is registered will result in financial aid revisions and may result in a balance due to the University.

Attendance is considered actively engaging in a course. In on campus courses this would be defined as attending the class in person. Online courses define attendance as either posting to a discussion board, submitting assignments, reading classmates postings, etc. Simply logging into the course without actively participating is considered non-attendance and will result in being dropped from the course.

Please note that students who wish to drop a class during the add/drop week should still follow University policy and contact Academic Advising to change their enrollment. Non-attendance is different from withdrawal. Please review the Withdrawal Policy (p. 35) for more details.

Student Withdrawal and Return (Loss) of Federal Title IV Funds

The Student Finance Office is required to recalculate the percentage of financial aid earned by a student who officially withdrew before completing more than 60% of the quarter or who failed to pass at least one class in a term and ceased attendance at some point (unofficial withdrawal). The funds subject to this calculation include the Federal Pell Grant, Federal Supplemental Education Opportunity Grant, Teacher Education Assistance for College and Higher Education Grant, Iraq Afghanistan Service Grant, Federal Perkins Loan, Direct Subsidized and Unsubsidized Loans, Direct Parent PLUS Loan, and Direct Graduate PLUS loan. We use a calculation that determines what percentage of the aid a student earned and what amounts may need to be returned. This calculation is called Return of Title IV and must be done within federally mandated timeframes.

Please note that the Return of Title IV calculation is separate from the National Louis University tuition refund policy. Students who withdraw from classes may end up having an account balance with the University after the required financial aid adjustments are made. Learn more about NLU’s Withdrawal Policy.

The financial aid awarded was based on enrollment in the entire term and any unearned funds must be returned by National Louis University and/or the student. A portion of the refund received may need to be returned to the University.

We use the date a student officially withdraws from classes to calculate the percentage of the term completed. For students who cease attendance without officially withdrawing from school the midpoint in the term or the last date of an academic activity are used to calculate the percentage of the term completed.

Any funds that need to be returned are done so in the following order:
1. Direct Unsubsidized Loan
2. Direct Subsidized Loan
3. Federal Perkins Loan
4. Direct Graduate PLUS Loan
5. Direct Parent PLUS Loan
6. Federal Pell Grant
7. Federal Supplemental Educational Opportunity Grant (SEOG)
8. Federal TEACH Grant
9. Iraq Afghanistan Service Grant

Click here to learn more about Consumer Information on Return of Title IV.
STUDENT SERVICES

National Louis University offers a wide array of services for students. Please select your area of interest for more information.

Academic Advising
All students are assigned an academic advisor to assist with understanding programs, selecting courses and progressing toward graduation.

Admissions and Records
All student academic records are maintained by the Office of Admissions and Records in accordance with the Family Educational Rights and Privacy Act.

Alumni
NLU has an active Alumni Association.

Assessment/Exams
Learning Support provides the following assessments and testing for undergraduate and graduate applicants and students: COMPASS Math and Writing Placement Assessments, English Competency Test, Criterion Writing Assessment, Miller Analogies Test, Waston-Glaser Critical Thinking Appraisal.

Bookstore
NLU's virtual bookstore offers affordable textbook options including textbook rentals, new and used textbooks, eTextbooks, textbook buybacks, school supplies, NLU apparel and much more.

Career Development
The Office of Career Development provides career services including career advising, workshops, networking events and employer panel discussions. Although NLU does not guarantee job placement, every effort is made to achieve the best possible results for students and alumni.

Commencement
Formal commencement exercises are held once each year.

Counseling Services
Students seeking counseling referrals should contact the Office of Student Experience for confidential referral information for licensed therapists in their community.

Degrees
NLU awards degrees at the end of each academic term. Students must apply for degree finalization in order to be awarded a degree.

Diplomas
One diploma will be issued to each student per degree. Replacement diplomas are available by request for an additional fee.

Directory
This online directory includes contact information for all faculty and staff.

Emergency Notification
Students are encouraged to sign up for this service to be notified in the event of an emergency.

Federal Work-Study
The Federal Work-Study Program, available to both undergraduate and graduate students, provides part-time employment opportunities for students to earn money to assist with educational and living expenses.

Gift Shop
The NLU gift shop is located on the second floor of the Chicago campus. Apparel and gift items are also available through the virtual bookstore.

International Students
NLU is authorized under Federal law to enroll nonimmigrant students and is approved for attendance by nonimmigrant students and to issue a Certificate of Eligibility for Nonimmigrant (F-1) students, I-20 A-B.

Library & Learning Support
Library & Learning Support enriches the learning experience of students, educators, and researchers by providing quality resources and instructional services. Students may work with Learning Support Specialists and librarians in individual face-to-face or online tutoring sessions in math, writing, science, information research, and study skills. Additional online support is available through Smarthinking, which can be accessed through the NLU portal. Library & Learning Support also provides access to materials online and in print that support the academic programs and research interests of the NLU community. Library faculty are partners in teaching at the university and offer instruction, credit courses,
and help and research guides on a variety of research topics.

Licensure
NLU helps students earn Illinois Professional Educator Licences and endorsements.

New Student Orientation
New Student Orientation programs are offered at NLU campuses and for off-site groups each term.

Ombudsman
The University Student Ombudsman (USO) is a dispute resolution practitioner whose main function is to assist NLU students in resolving their problems.

Persons with Disabilities Academic Access
Accommodations for Students
Library & Learning Support is the primary support system for students with disabilities, coordinating accommodations in accordance with the Americans with Disabilities Act, Section 504, and University policy. All accommodations provided are based on individual need substantiated by medical documentation. For information on how to request accommodations, please email Library & Learning Support or call 312-261-3329.

Prior Learning Assessment
NLU offers several options for earning academic credit for knowledge and skills acquired through professional and life experience, including credit by portfolio, credit by examination and credit by proficiency.

Student Organizations
Through the Office of Student Life, NLU students have the opportunity to participate in activities that support their academic goals and encourage personal growth and development.

Technology
NLU provides email, a help desk and a variety of technology-based tools for student use.

Transcripts
Students may order transcripts online, via fax or mail, or in person.

Veterans Services
NLU’s Veterans Program serves student veterans and eligible dependents.

Volunteer and Service-Learning Opportunities
The Civic Engagement Center helps students become engaged citizens, both on campus and in the greater community, through volunteerism, service trips, academic service learning and community involvement.

Weather Alerts
Sign up to receive weather-related campus alerts.
Policies

Academic Policies and Statements

Academic Appeals

Fairness of academic decisions shall be ensured by permitting a student to appeal an academic decision for any of the following reasons:

1. The criteria and procedures for the decision were not published.
2. The published criteria and procedures were not consistent with college, school, division, department or program policy and procedures, or violate a student’s rights.
3. The published criteria and procedures were not followed in making the decision. This includes factual and calculation errors or major errors in judgment.
4. The decision was substantially influenced by factors other than published criteria.

Admission and re-admission decisions are specifically excluded from the Policy on Academic Appeals. The decision to deny admission cannot be appealed.

Introduction

A variety of academic decisions and judgments are essential to the orderly operation of an educational institution. Awarding transfer credit, course grades, admission to a specific program, and certification for graduation are examples of academic decisions that affect an individual student enrolled in the University.

Students have a right to expect that these important decisions will be made fairly by application of published policies and procedures. Individual students are entitled to a reasonable and timely review of academic decisions. At the same time, the collective good of the academic community requires the establishment and consistent application of policies, procedures, and standards. University faculty and staff also have a right to expect reasonable freedom to exercise collective and individual professional judgment within their recognized areas of expertise. This policy has been developed to ensure fairness to all parties involved in such academic decisions.

This policy is limited to the review of academic decisions that are based on the application of established policies, procedures, or standards. It does not establish any individual rights to review established policies, procedures, or standards, or limit any existing rights to individually or collectively petition individuals or groups responsible for University policy.

Definitions and Concepts

Reasonable and Customary Academic Judgment

Faculty and academic administrators are said to be exercising “reasonable and customary judgment” when they are faithfully following published criteria and procedures. Reasonable and customary judgments also include those academic decisions made within a faculty member’s recognized areas of expertise.

When an academic administrator decides at Step II of this policy, that a faculty member’s decision was “reasonable and customary,” and thus not qualifying for appeal, the student will be so advised. A student may appeal the administrator’s decision by complying with Step III of this policy. The faculty governance units at that level may sustain the Step II decision or ask the administrator to review the initial appeal.

Academic Policies and Procedures

The Undergraduate and Graduate Catalog is the primary source of published academic and admissions standards. Additionally, institutional and college generated student guides and handbooks, program/course guides (which students have access to) and faculty generated course syllabi are also sources of documented academic standards.

Verifiable, in-class verbal instructions relative to grading criteria/assignments may be considered in an appeals process; however, faculty are cautioned that primary consideration will be given to documented instructions and that decisions influenced by other than published criteria are subject to review in accordance with this policy.

A policy or procedure may not be appealed; only appeals based on academic decisions under a policy and procedure may be heard. This does not prevent students from petitioning for reform of academic policies and procedures outside of the academic appeals process. In such cases, the student should be directed to the individual or academic unit responsible for developing the decision in question.

An Academic Unit

For this policy, an academic unit is defined as a division, department, program or other subdivision of a college.
Academic Administrators

Academic administrators include the Senior Academic Officer (Provost and Vice Provost for Academic Programs and Faculty Development), the college deans and the individual college department heads, program director or administrator designated by the college deans, all of whom are responsible for academic decision makers (other administrators [registrar, admissions, etc., faculty and staff] who administer the faculty generated admissions standards and academic standards. At the college department/program level, the administrator must have responsibility for the curriculum/program in which the student (appellant) was enrolled at the time of the academic decision under appeal; this academic administrator will attempt to resolve contested academic decisions at Steps II of the appeals process.

Academic Decisions

An academic decision is a decision made by a faculty member; a faculty admissions team; a faculty governance unit; an academic administrator (as defined above); or by an academic agency staff member (i.e. registrar, admissions, assessment) acting in accordance with academic policies and procedures.

Discriminatory Practices

In order for an academic decision to be appealed on discriminatory grounds, the student must contend in writing, that the decision was influenced by factor(s) that relate to any of the parties involved being a member of a protected class. Protected classes are defined in federal and state laws and regulations or in University policies.

For more information about protected classes, please go to eeoc.gov/laws/types.

Procedure

Step I. Informal Review by the Individual Responsible for the Decision

Students must initiate the appeal process within 15 business days following formal (documented) notification of the decision by contacting the individual responsible for the decision (i.e., the instructor who assigned a grade or the administrator who informed the person of the decision) to attempt informal resolution of the disagreement. The student may also consult with an academic advisor, program director, department chair, or student services professional to obtain informal assistance. (Such consultation does not initiate the appeal process.)

When a student requests that an academic decision covered by this policy be reviewed, the individual responsible for the decision is required to:

1. Attempt informal resolution of the disagreement.
2. Identify for the student the department head or administrator responsible for the academic unit involved in the appeal. An academic unit is defined as a division, department, program or other subdivision of a college.
3. Inform the student about the academic appeal process including any review procedures/options that exist within the academic unit.
4. Document in writing the initiation of the review process and the terms of any agreement reached. Agreements reached during the informal review process are not to be placed in the official University record of either party, but shall be retained in the administrative files of the department or program. Both individuals shall retain a signed copy of the agreement.

The instructor who assigned the grade or administrator who informed the student of the decision should resolve this matter within 10 business days of the date of original appeal.

If the individual responsible for the decision is unavailable or unresponsive within 15 business days of the date of the original appeal, the administrator responsible for the unit shall initiate Step II.

Step II. College Academic Unit Level Review

If a reasonable effort by the student and the individual who made the contested decision does not result in informal resolution of the complaint, the student may submit a written request for review to the responsible academic unit department head or administrator within 20 business days of the date of original appeal.

The request for review must state:

1. The decision that is being appealed.
2. The name(s) of the individual(s) responsible for the decision.
3. The date of notification.
4. The basis for appeal in relation to the criteria stated above.

The department head or administrator responsible for the unit shall review the written appeal and:

1. Determine that the appeal is within the scope of this process.
2. Meet informally with the student and others involved in the decision to identify possible solutions and promote informal resolution.
3. Serve as a mediator as part of the unit’s informal review process.
4. Or, determine that further informal review by the unit is not likely to resolve the disagreement and refer the appeal to the college unit responsible for hearing student appeals.

The department head may authorize implementation of any informal agreement that is reached with the individual (Step I), or decide the appeal on its merits.

When deciding an appeal on its merits, there is an expectation that academic administrators at the college department or program level will review and make decisions regarding student appeals of faculty and staff decisions within their departments. Appeals that may require exceptions to customary practice (i.e., situations that are unique or uncommon) must be forwarded to Step III for review by the appropriate faculty governance unit.

If an agreement is not reached within the academic unit, the academic unit administrator will refer the appeal to the college governance unit responsible for hearing student appeals within 30 business days of the date of original appeal.

**Step III. Appeals Unit Review**

If a reasonable effort by the student and the department head or administrator does not result in a resolution of the complaint, the student may submit a written request for review to the college governance unit responsible for hearing student appeals within 40 business days of the date of original appeal.

The college governance units are:

- National College of Education - The Academic Policies Committee
- College of Professional Studies and Advancement - Committee on Admissions and Academic Standards

There is an expectation that the faculty governance unit will review and make determinations regarding student appeals of academic administrators, faculty, and staff decisions within their college within 10 business days (50 business days of the date of the original appeal). When a decision is reached regarding the appeal, the decision shall be forwarded to the appropriate dean for review (or deans in the case of a joint or cross college issue). The dean may implement the unit’s decision, recommend an alternative or reverse the decision. The dean, acting as an officer in the university, may, when warranted, reverse a decision of the faculty governance unit, if in his or her judgment; it is in the best interest of the institution (e.g., due process issues; financial and/or legal considerations). However, a dean will not reverse a decision of a faculty governance unit without first attempting to get a consensus of the governance unit as to an appropriate resolution of the issue.

Each college governance unit may develop a specific process (procedure) for implementing its decision making process.

The appellant will have the right and option to go on to Step IV - University Level Review, when dissatisfied with a Step III decision.

**Step IV. University Level Review**

If a student is not satisfied with the resolution/remedy of the complaint as determined at the college level, the student may submit a formal written appeal to the Senior Academic Officer or designee within 60 business days of the date of original appeal. The formal written appeal must include:

1. The decision that is being appealed;
2. The name(s) of the individual(s) responsible for the decision;
3. The date of notification;
4. The basis for the appeal in relation to the criteria stated above;
5. A summary of the evidence supporting the claim, including written documents and the names of individuals who have first-hand information relating to the appeal;
6. A summary of attempts to reach formal/informal resolution under Steps I, II, and III; and,
7. Any proposed settlements that were rejected by either party.

The Senior Academic Officer shall, within 10 business days following receipt of the written appeal (70 business days of the date of original appeal), review the document to determine if:

1. The student has made a reasonable attempt at resolution at the college level following published procedures and time lines (the appeal may be remanded to the college if warranted); and,
2. There is reasonable preliminary evidence that the appeal is based on one (or more) of the reasons stated in the introduction to this policy.

If these conditions are met, the Senior Academic Officer may sustain, mitigate or reverse the action/remedy taken at the college level; or, submit the appeal to a formal hearing. The Senior Academic Officer and/or the appointed hearing committee will not reverse a decision of a college faculty governance unit without consulting with that unit and considering the rationale for the college level
decision. In the event of a formal hearing, the Senior
Academic Officer will:

1. Forward a copy of the petition to the individual
whose decision is being appealed.

2. Appoint a hearing officer to conduct a formal
hearing. The hearing officer shall be a full-time
employee of the institution with appropriate
experience in the type of decision under review,
but not directly involved in the specific decision.

3. Request that the chair of the faculty senate (or in
his/her absence the chair-elect) appoint two
faculty members who were not directly involved in
the original decision to serve with the hearing
officer as members of the hearing committee.

4. The hearing committee procedures are as follows:
   a. Within 5 business days following appointment
      (75 business days of the date of original
      appeal), the hearing officer shall schedule a
      hearing and notify the involved parties of the
      procedures to be followed.
   b. The hearing officer shall make a good faith
      effort to schedule the hearing at a time and
      place that is mutually agreeable to all persons
      involved.
   c. The members of the hearing committee shall
determine the number of meetings, as it deems
      necessary.
   d. Any and all written materials which a party
      wishes to submit to the hearing committee
      shall be submitted at least three (3) business
days prior to the first hearing date. Any
      additional materials will be accepted at the
      discretion of the hearing committee. Within
      three (3) business days prior to the first
      hearing date, each party shall also provide the
      hearing committee with a list of anticipated
      witnesses.
   e. Each party may be accompanied at the hearing
      by an advocate of his/her choice. Within three
      (3) business days prior to the hearing, each
      party shall provide the hearing committee with
      the name and relationship of any such
      advocate.
   f. No verbatim transcript or tape recording will
      be made of the hearing or the hearing
      committee’s deliberations.
   g. The hearing committee may deliberate in
      closed session at any time in its discretion.
   h. Should the hearing committee independently
      gather any documents, witness statements or
depositions, the parties shall be informed that

i. The parties shall respond to any request of the
   hearing committee within three (3) business
days. The hearing committee may extend the
   response period upon the request of a party for
   good cause shown.

j. The hearing officer shall preside over the
   hearing. No formal rules of evidence or
   parliamentary rules shall apply. All persons
   concerned shall strive to conduct themselves in
   a spirit of collegiality.

k. After the evidence has been presented, the
   hearing committee shall deliberate in private
   and determine by majority vote if the original
decision should be sustained or overturned,
   and if overturned or mitigated, what remedy
   should be recommended.

l. The hearing committee shall make a good faith
   effort to provide a final written report within
   10 business days of the first hearing date (85
   business days of the date of original appeal).
The recommendation of the hearing committee
shall be forwarded to the Senior Academic
Officer for review/implementation.

5. Within 5 business days following notification of
the decision of the hearing committee, either party
may appeal to the Senior Academic Officer for
final administrative review (90 business days after
the date of original appeal). The Senior Academic
Officer will render a final decision within 10
business days (100 business days of date of
original appeal). The involved parties shall be
informed in writing of the final decision.

Academic Honesty

National Louis University subscribes to the principle
that academic quality and a productive learning
environment are inextricably linked to academic
honesty.

Like other colleges and universities, National Louis
University has expectations regarding academic
honesty on the part of students, faculty and staff, and,
indeed, to professional people at all levels of
academic activity.

With respect to the academic honesty of students, it is
expected that all material submitted as part of any
class exercise, in or out of class, is the actual work of
the student whose name appears on the material or is
properly documented otherwise. The concept of
academic honesty includes plagiarism as well as
receiving and/or giving improper assistance and other forms of cheating on coursework. Students found to have engaged in academic dishonesty are subject to disciplinary action and may be dismissed from the University.

Faculty has the right to analyze and evaluate students’ coursework. Students may be asked to submit their papers electronically to a third party plagiarism detection service. Students who are asked to submit their papers and refuse must provide proof for every cited work comprising the cover page and first cited page for each source listed in the bibliography.

When evidence of academic dishonesty is discovered, an established procedure (see below) of resolution will be activated to bring the matter to closure.

Procedure for Handling Incidents of Academic Dishonesty

1. A faculty member (or other University employee) who has reason to believe that a student has violated the University’s Academic Honesty policy has an unequivocal obligation to confront the student for an explanation and resolution.

2. The faculty member (or other University employee) shall arrange a private meeting (online, by telephone, or in person) within fourteen (14) business days of the occurrence of the alleged incident of academic dishonesty or within fourteen (14) business days of the date s/he learned of the incident to: (1) explain the allegation(s) of violation of the Academic Honesty policy; (2) present the reasons or evidence to support such allegations; and, (3) provide a copy of the University’s Academic Honesty policy. The desired outcome of this meeting shall be the identification of a mutually satisfactory remedy (see below) by which to correct the breach of the Academic Honesty policy. The outcome of this meeting becomes a part of the official record only at such time as (3), below, is activated. If the faculty member (or other University employee) and the student are unable to agree mutually on an available remedy (see below), either party may petition for a formal hearing procedure to resolve the matter.

3. The petitioning party shall file a petition for Hearing on Academic Dishonesty (hereinafter petition) within ten (10) business days of the private meeting described, above. Said petition shall be filed with the Senior Academic Officer of the University.

4. The Senior Academic Officer or designee, after determining that the petition falls within the purview of this policy will, within ten (10) business days of receiving the petition, or such other time as may be mutually agreed among the parties, convene a hearing committee (hereinafter committee) which shall hear and decide the matter. The petitioner’s presence is required. An accused student shall have a right to appear at the hearing with or without an advocate. However, the absence of an advocate shall not abrogate the Committee’s responsibility to proceed and reach resolution.

5. The Committee shall evaluate all available evidence and materials, including the direct personal statements of the parties in attendance, and others who have direct knowledge of the matters under review. The Committee shall then, in private session, decide upon the remedy (see below) to be applied. That decision shall be reported within five (5) business days to the Senior Academic Officer who shall inform both parties in writing of the decision and place a copy of said notification in the student’s file maintained by the Office of Admissions and Records.

6. Either party shall have the right to file a written appeal of the committee’s decision. Said appeal shall be received in the Senior Academic Officer’s office within ten (10) business days of the council’s decision.

7. The Senior Academic Officer shall act on said appeal within ten (10) business days of receipt, using whatever means of fact-finding that may be available. All parties shall be notified of his/her decision. This action shall be the final administrative remedy available to resolve matters concerning academic dishonesty. Any remedy requiring further action by the President or Board of Trustees shall be carried out within a reasonable period of time.

It may be appropriate for the faculty member to have a witness present during the private meeting with the student.

The Hearing Committee shall be comprised of a hearing officer appointed by the Senior Academic Officer and two faculty members appointed by the Chair of the Faculty Senate. None of the above individuals may sit on the Committee if s/he is a party in the dispute.

Remedies

1. No further action
2. Further investigation
3. Mediation by a third party
4. Extra or repeated assignments
5. Re-examination
6. Lowered grade or no credit for assignment, examination, thesis, course, or internship
7. Suspension from the University
8. Dismissal from the University
9. Rescission of an awarded certificate
10. Recommendation to the Board of Trustees to rescind an awarded degree

Note: Remedies #7 - #10 shall be imposed only by the President.

Time Lines
• Day 1 Date of alleged incident of academic dishonesty or the date the accusing party learned of said incident
• Day 14 Deadline for private meeting between accusing party and student
• Day 24 Deadline to petition Senior Academic Officer for a hearing on academic dishonesty
• Day 34 Deadline for Senior Academic Officer to convene the Hearing Committee
• Day 39 Deadline to report committee’s decision(s)
• Day 49 Deadline to file written appeal of committee’s decision
• Day 59 Deadline for Senior Academic Officer to act on appeal

Note: All days are business days, not calendar days.

Degree Requirements
The University reserves the right to change the requirements for earning a degree at any time.

Residency Requirement
NLU’s Undergraduate Residency Requirement must be met for all students completing baccalaureate degrees:
• 45 QH of the degree program must be taken at NLU
• Of the 45 QH minimum major, 25 QH must be upper-level and 15 QH of the upper-level coursework must be taken at NLU
• The last 12 QH (minimum of three courses) taken for a degree must be taken at NLU

All Baccalaureate Degree Programs
All students completing baccalaureate degree programs must:
• Be formally admitted to the program from which he or she is requesting a degree
• Complete a minimum of 180 quarter hours
• Have a minimum of a 2.0 grade point average (some programs require a higher grade point average)
• Fulfill the General Education Core Requirements (p. 91)
• Satisfy all the requirements and regulations of the individual college and program by the term completion date. Please see the program information related to degree requirements.
• Complete the residency requirement of his or her college and program (minimum 45 quarter hours)
• Take the last 12QH (minimum of three courses) for his or her degree at NLU

Second Baccalaureate Degree Policy
Students who wish to earn a second baccalaureate degree must fulfill all University and program requirements for the degree in a field unrelated to the first baccalaureate. The definition of an unrelated field will be determined by the program in which the second degree is earned. A minimum of 45 quarter hours of additional credit must be earned in residence after requirements of the first degree have been met.

Students Receiving Dual Baccalaureate Degrees
A student applying for two baccalaureate degrees from National Louis University will be required to pay the same fee as someone applying for one degree. Payment of this fee will entitle the student to:
• Have the appropriate graduation audits done and receive a copy of them
• Have the official transcript reflect awarding of both degrees upon completion of all requirements for both of them
• Receive one diploma reflecting the awarding of one of the degrees (student may choose at the time of application which degree is to be reflected on the diploma). If the student wishes a second diploma for the remaining degree, an additional fee will be charged.
Post-Baccalaureate Degrees
All students completing post-baccalaureate degree programs must:

- Be formally admitted to the program
- Satisfy all the requirements and regulations of the individual college and program by the term completion date
- Fulfill all degree requirements, including required coursework, thesis, research project and comprehensive examination as required by the student’s specific degree program, within the time frame specified by the college and the program
- Have a minimum GPA of 3.0
- Have all the grades in the program be a "C" or better
- Fulfill the residency requirement for his or her particular degree or program
- Note: All courses used for the degree must not have been used toward another degree

Application for Degree
Students must apply for a degree. The transcript will not reflect the degree earned unless the application for the degree has been processed. Each degree conferral date has a final deadline for application. These deadline dates are published each term on the Office of Admissions and Records website.

Students who may be eligible for a degree are notified of the degree deadlines through their student email. Students who apply for degrees after the published deadline will be included as candidates for the next degree conferral date. Students may apply for a degree and diploma or change the degree conferral date for a previous application on the Office of Admissions and Records website.

Except in cases of clerical error, students’ academic records are closed upon granting of the degree.

No transcript or diploma will be issued if there is any outstanding financial encumbrance.

Disruptive Classroom Behavior
National Louis University recognizes a student’s right to speak, inquire or dissent but requires that these freedoms be exercised in an orderly and responsible manner. The University, therefore, prohibits any student or group of students from interfering with the personal rights of another individual, the holding of classes, the carrying out of University business or the progress of any authorized event on campus.

National Louis University shall not tolerate disruptive behavior in a learning environment convened by a faculty member.

Disruptive behavior by a University student is defined as any act that denies others the freedom to speak, to be heard, to study, to teach or pursue research. Such behavior is antithetical to academic freedom and to the rights of all members of the academic community.

Initial situations of mildly disruptive behavior shall be managed informally by a faculty member based upon that faculty member’s personal judgment at the time. However, if disruptive behavior progresses or is of a serious nature in its initial form, the formal procedure shall be as follows:

1. An instance of disruptive behavior may result in an immediate oral and public warning by the faculty member.
2. A subsequent instance may result in the expulsion of the student for the remainder of the class period by the faculty member.
3. Continued disruptive behavior may result in the expulsion of the student from the course or field/cluster group by the faculty member. A statement of the reason for expulsion shall be given in writing by the faculty member to the student, the chairperson of his/her major department or program, the chairperson of the department or program in which the course is offered and the Registrar.
4. The disciplinary actions listed in Paragraph (3), above, may be appealed by the student in accordance with the provisions of the Academic Appeals policy (p. 26).

In addition, disruptive behavior that constitutes a threat to persons and/or property will be immediately referred to the appropriate University official by filing an Incident Report at nl.edu/letusknow. Any sanctions imposed may be appealed only through the appeals process contained in that document. Cases of imminent danger to life and property shall be referred to appropriate law enforcement authorities.

The above provisions notwithstanding, parties are encouraged to resolve matters relating to disruptive behavior amicably whenever possible. In addition, all parties are urged to document for their own records all matters relative to the purview of this policy.

Enrollment and Registration

Catalog of Entrance
National Louis University anticipates that students entering the University during the effective term of
this catalog will be governed by the degree requirements and other policies and procedures set forth herein. If a student has been continuously enrolled in his or her program and the degree requirements change due to a program revision, the student may choose to meet either the requirements for the term they were admitted or the new requirements. Students may have to meet new requirements if the program revision is a result of certification or licensure changes at the state level. A student who has been away from the University for more than one year but fewer than five, upon re-entry, must meet the degree requirements of the catalog in effect at the time of their re-entry. Students who have been away for more than five years, upon readmission, will be governed by the catalog at the time of their readmission.

Classifications

The undergraduate unit of college credit is the quarter hour. Degree-seeking students are classified as follows:

- **Freshman** – Fewer than 45 quarter hours completed
- **Sophomore** – At least 45 but fewer than 90 quarter hours completed
- **Junior** – At least 90 but fewer than 135 quarter hours completed
- **Senior** – At least 135 quarter hours completed

The graduate unit of credit is the semester hour.

In defining a credit hour, National Louis University complies with the Department of Education policy as articulated by our regional accreditor, the Higher Learning Commission: [http://policy.ncahlc.org/Federal-Regulation/assignment-of-credits-program-length-and-tuition.html](http://policy.ncahlc.org/Federal-Regulation/assignment-of-credits-program-length-and-tuition.html).

**Full-, Three-Quarter- and Half- Time Status**

NLU defines full-, three-quarter- and half- time status as follows:

- For undergraduate students, full-time status is 12 quarter hours, three-quarter-time status is nine quarter hours and half-time status is six quarter hours
- For graduate students, full-time status is six semester hours, three-quarter-time status is four and one-half semester hours and half-time status is three semester hours

**Degree-Seeking Students**

Degree-seeking students are those who have been admitted with the expectation that they will complete the requirements for any degree or certificate for which they have enrolled. They are expected to make regular and steady progress toward the completion of their degrees or certificates in consultation with their academic or program advisors. Time limits vary by program.

**Non-Degree-Seeking Students**

Requests for permission to enroll as a non-degree-seeking student should be addressed to Academic Advising.

Undergraduate students may apply for enrollment with non-degree status if they do not wish to pursue a degree or certificate. Students holding at least a baccalaureate degree are eligible to enroll for graduate courses as non-degree-seeking students. Students with non-degree-seeking status may transfer NLU credits elsewhere or take courses for personal enrichment.

Students enrolled with non-degree seeking status:

- Are subject to all regulations of the University
- Are not eligible for financial assistance
- Are not assured of admission to the University
- Who wish to be admitted to a degree or certificate program must apply through the Office of Admissions, at which time any credit accrued will be evaluated in accordance with prescribed limits. Coursework taken as a non-degree-seeking student is not automatically applied to degree programs at the University.

**Audit**

A student may audit a course, participating in any and all requirements of the course including examination. Auditors will not receive academic credit for the course and must indicate “Audit” at the time of registration. Change to a credit enrollment may be made only during the first week of class. Auditors pay regular tuition.

**Registration Regulations**

- Registration creates corresponding tuition and fees on the student account. Financial arrangements to pay tuition and fees need to be established with the Student Finance Office
- Undergraduate registrations cannot be processed without the signature of the appropriate academic advisor
• A student will receive credit for only the courses for which she or he is registered.
• Enrollment in courses is not permitted after the last registration date published on the University Academic Calendar.
• Students must be officially registered for courses before they sit or participate in the class.
Students may register:
• In person at any Chicago-area campus.
• Via mail or fax sent to Academic Advising.
• Electronically at www.nl.edu/registeronline (submissions will be processed within 24 business hours).
• Online through the NLU Portal (continuing graduate students only).

Some programs require students to register at a designated registration meeting. Those students will be notified of the locations and times prior to the registration meetings. Students will receive confirmation of registration through their NLU personal email accounts.

**Enrollment Reporting and Loan Deferments**
National Louis University participates in the National Student Clearinghouse. The University submits reports of students’ enrollment status to the Clearinghouse. The Clearinghouse supplies verification of enrollment to lending institution as well as to the Department of Education. Once a student is registered on at least a half-time basis, the student’s outstanding student loans may be deferred. A deferment is the temporary postponement of payments of the loan principal, and in the case of a subsidized loan, the interest. Consolidated loans may be eligible for deferment as well.

A student enrolled half time may be entitled to a student deferment and may request a deferment from the lending institution. If the lender provides a deferment form to the student, this form should be submitted to the Office of Admissions and Records after the first week of classes. All deferment forms are forwarded to the Clearinghouse.

**Skills Assessment**
All students admitted to NLU undergraduate programs must take skills assessment tests during orientation or by the end of their first term of enrollment. The COMPASS Writing and Math examinations must be taken prior to registration for the second term.

Test results are used in academic advising to ensure that students possess the requisite skills needed for academic success. If some skills are lacking, academic advising will help students select the appropriate developmental courses.

Only 5 quarter hours of NLU developmental coursework may be applied toward degree requirements.

**Academic Credit Load Policy**
An undergraduate student in good academic standing (not on warning or probation) who has no outstanding in-progress (incomplete) courses is permitted to register for up to 21 quarter hours in any term, except in certain professional sequence terms.

Any student who wishes to register for more than 21 quarter hours must submit a written petition to the appropriate department or program administrator for approval.

**Undergraduate Registration in Graduate Courses**
A graduate course may be taken for graduate credit by a junior or senior in good standing. It cannot apply toward the baccalaureate degree requirements and graduate tuition will be charged.

A student must complete the Petition to Register for Graduate Courses form, obtain the required signatures and present the form at the time of registration.

**Transfer between Graduate Programs**
Students wishing to transfer from one graduate program to another within the University must request permission to do so. A written request should be directed to the Office of Admissions and Records. The student must meet any special admission requirements for the program. Admission to the new program is not guaranteed.

**Registration for Thesis or Dissertation**
Students who are writing theses or dissertations must first register for all the thesis or dissertation hours required by their programs. Upon completion of all of the required hours, students must maintain continuous registration each term, via the appropriate thesis continuation or dissertation continuation course, through and including the term in which they graduate.

The thesis continuation (599X) or dissertation continuation (699X) non-credit course has a fee per each term. Please visit http://www.nl.edu/financialaid/tuitionandfees/ for details.
**Course by Arrangement/Independent Study**

With the approval of his or her advisor, appropriate program coordinator and the Dean’s office, an admitted student may take a course by arrangement or an independent study. Only a full-time faculty member may work with a student on a course by arrangement or an independent study.

**Withdrawal Policy**

**Dropping a Course**

Requests to drop classes are processed through the Academic Advising Center. Students must officially drop in writing. These requests can be submitted via email to advising@nl.edu from your NLU portal email account or you can submit the Drop/Add form. Questions about dropping courses can be directed to 888.NLU.TODAY (888.658.8632), option 2.

**Drop Deadlines:**

Students must drop classes prior to the start of the term or during the first week of the term in order to not incur any tuition charges for the course(s). For classes that begin during the second part of the term, students have the first week of class to drop without financial penalty. For example, if the first week of the term begins on Monday, it ends on Sunday. Students must drop the course by Sunday night 11:59 PM of the first week of class in order to not be charged for the course.

Please also see the Policy on Course Non-Attendance (p. 22).

**Tuition Refund Eligibility:**

After the first week of class, students who withdraw from a course(s) will receive a "W" grade and will not receive any tuition refund unless they completely withdraw from all courses in the term. Residents of Maryland are subject to a separate tuition refund policy which can be found here. Drop periods are set by University policy and are based on the student type and level. For more information regarding when a "W" grade applies, see the Grading (p. 35) section.

**Tuition Refund Appeal**

This policy pertains only to a course or courses from which a student withdrew and appeal is being made for a refund beyond the established university refund policy (p. 35). Note that all appeals where a grade (A, B, C, D, F, N) has already been submitted must go through the academic appeals policy (p. 26).

**Appeals Process:**

Students may submit an appeal for a refund beyond the university refund policy by submitting a request in writing. The appeal must be submitted within 30 business days of the withdrawal date noted in the Student Information System (Banner). Appeals for charges for withdrawals of courses older than 30 business days cannot be considered and all charges apply.

Appeals should be submitted in writing or via email to Steve Neer, Assistant Vice Provost of Advising and Retention at Stephen.neer@nl.edu or by fax to 312.261.3044.

The Refund Appeal Committee will meet monthly during the final week of the month. All appeals must be received at least 24 hours in advance of the meeting in order to be considered.

Appeals are limited to exceptions to the refund policy based on a factor related to National Louis University. Appeals may be submitted for extenuating circumstances. In cases where the appeal is based on extenuating circumstances, documentation must be included with the request for appeal.

The Refund Appeal Committee will notify the student via their NLU and personal email address of the outcome within one business day of the meeting. Students dissatisfied with the decision may appeal by submitting their request in writing within 60 business days to the Executive Director of Student Affairs.

**Grading**

**Undergraduate**

Grades for completed courses are recorded using the symbols and definitions shown below.

- A Outstanding performance
- B Above satisfactory performance
- C Satisfactory performance
- D Marginal performance
- F Unsatisfactory performance
- P Pass (“C” level or better)
- N No credit
Graduate

Graduate students are evaluated on a traditional four-point grading system. Quality points are allotted as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Outstanding performance</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Above satisfactory performance</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory performance</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Marginal performance</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Unsatisfactory performance</td>
<td>0</td>
</tr>
<tr>
<td>I</td>
<td>Course in progress (Incomplete)</td>
<td>N/A</td>
</tr>
<tr>
<td>IE</td>
<td>I grade extended beyond time normally allowed</td>
<td>N/A</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
<td>N/A</td>
</tr>
<tr>
<td>N</td>
<td>No credit</td>
<td>N/A</td>
</tr>
<tr>
<td>X</td>
<td>Deferred course extending beyond one term</td>
<td>N/A</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
<td>N/A</td>
</tr>
<tr>
<td>P</td>
<td>Pass (&quot;B&quot; level or better)</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Grades of "D" are not accepted toward completion of degree requirements. The pass/no credit option is available only in designated courses.

Grade Point Average

Quality Points

Quality points are awarded to a student in relation to the grade given and the number of hours of credit attempted in the course. Quality points are awarded according to the following schedule.

- **A**: Four times as many quality points as the credit hours assigned to the course
- **B**: Three times the number of credit hours
- **C**: Two times the number of credit hours
- **D**: One quality point for each credit hour in the course
- **F**: No quality points
- **P, N, I, X, W, WW, IE**: Not calculated

Calculation

Grade point average will be computed by dividing the total quality points for hours with grades of A, B, C, D, and F by the total hours attempted with grades of A, B, C, D, and F. Courses with grades of P, N, I, X, W, WW, and IE are excluded. Only courses from National Louis University will be included in the computation.

Repeat Course Policy

Students are permitted to repeat a course, except where prohibited by program. The grade achieved in the repeated course is recorded on the academic record. The original grade, however, also remains on the academic record. The course with the highest grade is used in determining cumulative credit earned and in computing the GPA. All repeated courses are included in hours attempted. Students must pay for each attempt of a course and financial aid may not be available for all repeated courses.

Grade Report

A report based on the instructor's evaluation of the student's achievement in every course is available at the conclusion of each term via the NLU Student Portal. This report also includes the student's credit hours completed, quality points, term completion ratio and cumulative grade point average.

In-Progress (Incomplete) Grade Policy

An in-progress (incomplete) grade ("I") may be assigned at the discretion of the instructor if the student has successfully completed 75% or more of the course requirements. The rules and procedures governing "I" grades are outlined below.

- The final decision about what constitutes 75% rests with the instructor
- No student automatically qualifies for an "I" grade — the decision is made by the instructor on an individual basis
- Some programs prohibit the use of "I" grades in Term I and for students on "high potential," "one term review" and "four-course review" admission statuses
• Before an “I” grade can be issued, an in-progress contract must be completed by the instructor to document the details for completion of the course requirements and sent by the registrar to the student’s NLU email account.

• The student is expected to complete the work in-progress no later than 90 days following the last day of the in-progress course.

• All “I” grades will be lapsed to a grade of “F” for undergraduate students and a grade of “N” (no credit) for graduate students if the coursework is not completed within the specified 90 days.

• “I” grades are prohibited in the following teacher preparation courses, if the Student Teaching experience must be repeated: ECE470 (p. 277), ELE 470, ELE 590, ELE 597, SEC 590A (p. 395)-F, SEC 597A-F, SPE 470, SPE587 (p. 407) and SPE 592C.

• If candidates need to repeat the Student Teaching Experience, they will be required to withdraw from the Student Teaching Course in which they are registered and register for a new experience, when ready, with the approval of the program faculty and Director of Teacher Preparation.

In the case of exceptional circumstances, a student may follow the steps outlined below to request a one-time only 275-day In-Progress Extension.

• It is the student’s responsibility to contact the instructor (or the associate dean, should the instructor be unavailable) who granted the “I” grade at least 30 days prior to the end of the 90-day time limit.

• With the instructor’s or associate dean’s signature and support, the student must make a formal request to the appropriate college academic appeals committee, including a letter and documentation of the exceptional circumstances that may warrant an extension.

• The college academic appeals committee makes their decision and the chair of the committee informs the Registrar in writing of the decision.

• If an extension is to be granted, it must be formalized before the end of the 90-day time limit.

Observance of Religious Holidays

National Louis University is committed to respecting cultural and religious diversity. Therefore, faculty members and students should make reasonable efforts to provide alternative means to meet academic requirements when conflict arises between religious observances and those requirements. Whenever feasible, students should be given an opportunity to make up, within a reasonable time, any academic assignment that is missed due to individual participation in religious observances. Similarly, faculty members also retain the right to religious observance and, therefore, faculty members may reasonably alter the traditional schedule of class meetings, assignments, and other academic events.

Procedure

Faculty should inform students at the beginning of each course that it is the student’s responsibility to inform the instructor of any intended absences for religious observances in advance (e.g. prior to the end of the 2nd class session) and must allow this notification to occur in a convenient and confidential manner. Faculty should remind students that prior notification is especially important in connection with examinations (in-class and take-home) and other major course requirements. Proper accommodation requires the student to complete the entire course and, therefore, does not include the elimination of a portion of the course material. Faculty members need not consider extended travel in order to accommodate religious observance.

Though faculty members create their syllabus in their own language/style, the following paragraph, or one containing equivalent information, should be added to each course syllabus:

“If religious observance will cause a student to be absent from class or otherwise affect his or her ability to complete academic assignments, he or she must notify the instructor in advance and make necessary arrangements to complete the entire course.”

If faculty must alter classroom expectations and assignments due to their own religious observance, they must give students advanced notice of at least one week and make accommodation for the additional conflicts these changes may cause. Such accommodations may include altered assignments, deadlines and activities and should be included in the syllabus where possible.

Recording of Synchronous Classroom Activity

Instructors have the right to prohibit audio and video recording of their lectures, unless the requesting student is registered with the Library Learning Support Specialist (LLSS) and recording of class sessions has been deemed a reasonable accommodation for that student. For more information visit the full policy here: http://www.nl.edu/studentrightsandinformatio

/
**LLSS Exception**

A student approved for reasonable academic access accommodations, is allowed to record, if an audio and/or video recording of classroom activity will specifically address the student’s need for equal access to the learning environment. Library & Learning Support must approve this request in advance. This policy addresses the intellectual property rights of faculty; the recording of human conversations without all party’s knowledge of the recording as allowed by Illinois State Law (Illinois Compiled Statutes: 720 ILCS 5/26-4a); and complying with student academic accommodations under federal law (Section 504 of the Rehabilitation Act of 1973. 29 U.S.C. § 701 et seq.; 34 C.F.R. § 104.44).

https://www.nl.edu/librarylearningsupport/adaaccommodations/

Students in violation of the University Policy on Recording of Synchronous Classroom Activity should be addressed directly by the course instructor through the University Policy on Disruptive Classroom Behavior.

**Research Involving Human Participants**

*The Code of Federal Regulations, (Title 45, Code of Federal Regulations, Part 46),* published by the Office for Protection from Research Risks (OPRR) was adopted by National Louis University as institutional policy in 1990. The policy is administered by the Office of the Provost and Institutional Research and Review Board (IRRB). The Office of the Provost and IRRB ensure compliance with NLU’s policies and procedures for conducting ethical research involving human participants. Any activity that gathers or will use information which involves human participants (directly or indirectly) may fall within the definition of research and be under the purview of IRRB review. This includes any research conducted by NLU faculty and NLU students that is considered part of one’s academic work at NLU, funded research, and research involving NLU students by outside institutions. IRRB application forms, guidance for writing informed consent documents, and resources related to review of research with human participants may be obtained from the Office of the Provost’s IRRB website: nl.edu/about/leadership/provost/institutionalresearch/reviewboard.

**Standards for Academic Review**

The purpose of the Standards for Academic Review is to monitor students attending National Louis University to ensure that they receive the support necessary to succeed and achieve their goals. The policy also addresses eligibility for continuation at and readmission to the University.

All students will have their academic progress reviewed at the end of each quarter. If a student’s review warrants a change in standing, as described below (p. 38), it will be communicated to the student in writing.

The information given here is the general policy of the University. In addition to these rules, individual programs have their own specific requirements regarding repeating courses, grade point averages and acceptable grades. Please see individual programs for specific restrictions.

Eligibility for financial aid is governed by the Satisfactory Academic Progress Policy (p. 20).

**Withdrawal and In-Progress (Incomplete) Grades**

Courses with withdrawal (W, WW, WS, WF, WN) grades and those with in-progress/incomplete (I, IE) grades are included in hours attempted but not in hours passed.

**Failure to Meet Academic Standards**

**Academic Warning**

The first term a student drops below the required cumulative GPA or completion ratio/pace of 67% s/he will be placed on Academic Warning. It is recommended that students meet with their academic advisors to improve their academic work. If the student meets the review criteria the next term, s/he will return to good academic standing.

**Academic Suspension**

The second consecutive term a student does not meet academic standards s/he will be placed on Academic Suspension. At this time the student is required to meet with his or her academic advisor and develop an academic plan within 14 days of the Academic Suspension notification email.

If the plan is accepted, the student will be placed on Academic Probation (p. 38). If the student meets academic standards the following term, s/he will return to good academic standing.

**Academic Probation**

A student on Academic Probation must meet the terms of his or her academic plan to remain on Academic Probation. If s/he does not meet the terms of the plan, s/he will be subject to Academic Dismissal (p. 38).

**Academic Dismissal**

If a student on Academic Suspension fails to submit an academic plan, s/he is subject to Academic Dismal.
If a student on Academic Probation fails to meet the terms of the academic plan, s/he will be subject to Academic Dismissal. A student may petition to the Office of the Registrar.

Upon dismissal, eligibility for all federal, state and institutional aid for NLU courses is withdrawn.

Please note that students receiving financial aid are also required to meet the terms of Satisfactory Academic Progress, which is a separate policy governed by federal financial aid regulations.

**Academic Review Criteria**

There are two criteria for measuring academic progress at NLU.

- **Qualitative:** Students must maintain a minimum GPA of 2.0 for undergraduate students or 3.0 for graduate students.

- **Quantitative:** Students must receive passing grades of A, B, C, D, P or X in at least 67% of credits attempted. Credit hours attempted also include withdrawals (WW, WS, WF or WN), in progress evaluation (I, IE), no credit (N) and failing (F) grade.

These criteria are cumulative and include all periods of the student’s enrollment.

**Appeal Procedures**

**Academic Dismissal Appeal Procedures**

A student dismissed for reasons of academic ineligibility may be permitted to return to NLU after two terms of nonenrollment. The student must submit a written appeal documenting any exceptional circumstances to the University Registrar during the second term of nonenrollment, at least two weeks prior to the start of the third term. If the request is submitted after one year of nonenrollment, the request will be subject to the Policy on Returning to NLU (p. 12).

**Financial Aid Appeal Procedures**

Students who have been suspended from financial aid eligibility for not meeting minimum required academic progress, may need to follow a separate appeals process. See the Satisfactory Academic Progress Appeal Instructions to determine eligibility to submit a financial aid appeal.

**Other Appeals**

Dismissals for reasons other than academic ineligibility, including those related to student conduct decisions, may be enforced for a longer period or prohibit a student from reinstatement. Please refer to the Student Conduct Process for more details.

**University Policies and Procedures**

**Policy on Access to Student Records**

NLU prohibits the release of any personally identifiable information, other than directory information, regarding any of its students without first receiving the consent of the student. Students may examine and enter a statement about the content of their own records. Details are described in the section, The Family Education Rights and Privacy Act of 1974, found in the Undergraduate and Graduate Catalog and at nl.edu/ferpa.

**Policy on Appeals for Refund of Tuition Charges**

This policy pertains only to a course or courses from which a student withdrew and appeal is being made for a refund beyond the established University refund policy. Tuition refund policy can be found at nl.edu/financialaid/studentaccounts/withdrawalrefundpolicy/.

Note that all appeals where a grade (A, B, C, D, F, N) has already been submitted must go through the Academic Appeals policy found in this Guidebook under Academic Policies and Procedures. Appeals Process: Students may submit an appeal for a refund beyond the University refund policy by submitting a request in writing. The appeal must be submitted within 30 calendar days of the withdrawal date noted in the Student Information System (Banner). Appeals for charges for withdrawals of courses older than 30 business days cannot be considered and all charges apply. Appeals should be submitted in writing or via email to Steve Neer, Executive Director of Advising and Retention at Stephen.Neer@nl.edu or by fax to 312.261.3044.

The Refund Appeal Committee will meet monthly during the final week of the month. All appeals must be received at least 24 hours in advance of the meeting in order to be considered. Appeals are limited to exceptions to the refund policy based on a factor related to National Louis University. Appeals may be submitted for extenuating circumstances. In cases where the appeal is based on extenuating circumstances, documentation must be included with the request for appeal.

The Refund Appeal Committee will notify the student via their NLU and personal email address of the outcome within one business day of the meeting. Students dissatisfied with the decision may appeal by submitting their request in writing within 60 calendar
days to the Vice President of Student Services or designee.

Policy on Contact Information

Students

Students must register their current mailing address, email address and telephone number. They are also required to keep the University informed of their correct permanent address, if different from their residence during periods of enrollment. Any changes of contact information or name must be reported promptly to the Office of Admissions and Records.

Faculty

The University cannot release faculty members’ home phone numbers or addresses to students. Students should contact their instructors at the beginning of each term to determine the most efficient and appropriate way of contacting them.

Policy on Damage, Liability, Loss or Theft

The University disclaims responsibility for the loss or damage of personal property in any facility owned or operated by the University, or at any University function. Thefts should be reported to Facilities Management.

Students may file official complaints against other individuals suspected of theft or believed to be responsible for damage to property, with a University administrator, with the civil authorities, or with both. In addition, an Incident Report of the theft should be completed at nl.edu/letusknow.

Policy on Dependents and Visitors on Campus

Dependents, defined as a qualifying child or relative for whom an individual has responsibility for care over and Visitors, defined as any individual brought to campus by a student that is not affiliated with the University are allowed on campus for short periods of time while accompanying adults conduct University business. Dependents/Visitors must remain supervised to prevent disruption to University operations, programs and activities, as well as for the safety of the dependent/visitor. Dependents/Visitors are not allowed in classrooms or other spaces while classes, lectures or other academic events are in session (e.g. - library, computer labs, study rooms, etc.). Use of University facilities, equipment and resources by dependents/visitors is also not permitted.

The University does not permit students to bring dependents/visitors onto the property who will not be supervised during work or class hours, due to the liability caused for the institution.

Failure to comply with the visitor policy will result in removal from campus and/or disciplinary action for violation of university policy.

On the Chicago campus, any visitor that is over the age of 18 must check in at the front desk and verify their identity by showing a state-issued photo ID and signing into the campus guest log before receiving a visitor’s pass. Visitors under 18 who do not have a state-issued photo ID are not required to show an ID but must still check in with the front desk and sign into the campus visitor log to receive their visitor’s pass.

Policy on Faculty Availability

It is important for faculty who teach to establish reasonable expectations of availability, and for students to be able to find and communicate with faculty in a reasonable timeframe. Therefore, faculty members who are currently teaching will make themselves available to students at least one hour per week for each course taught (face-to-face, online or blended). To qualify as an “available hour,” during a regularly scheduled time period faculty must be immediately available to their students either through office visits, phone, video chat, group chat or other medium of consultation. Faculty availability must be posted in the course syllabi. If faculty need to change their scheduled times for weekly consultation they will notify their students at least 24 hours in advance and provide alternative dates and times.

Policy on Identification Cards

The NLU Identification card (NLU ID card) is the official University identification and entitles students to admission to the University’s buildings, use of its libraries, use of open computer labs, printing and use of other University facilities and services. The card (1) is not transferable, (2) is the property of the University and (3) must be surrendered upon request by a University official.

Students, faculty, and staff are required to carry an NLU ID card when present on one of the campuses, academic centers or at a class function sponsored by the University. Your NLU ID card is also required to gain access into various University campus areas and classrooms, and must be scanned upon entering the Chicago Campus.
NLU ID cards may be obtained at the Facilities Management office of each campus, more details on obtaining an ID card can be found in the Student Planner. The fee to replace lost NLU ID cards is $25.00. ID cards have an expiration date, please allow yourself time to renew your ID card annually based on the date printed on your card. Failure to renew your ID card could result in revoked on campus printing privileges or delayed access to the building(s). Individuals must meet one of the following criteria to be eligible for an NLU Student ID card:

1. The student is registered for a class in one of the four terms in the current academic year.
2. The student currently has an I-Grade in place (Incomplete Grade).
3. The student attended NLU in the past and does not have a restriction (including but not limited to financial, student conduct) on their student record.

Policy on Infectious Disease Issues
It is the policy of NLU to follow the Center for Disease Control and Prevention guidelines. The Illinois and Florida Departments of Public Health have requirements for reporting the occurrence of infectious diseases. A listing of diseases, how to report an incident, and the timelines during which they are required to be reported can be found here:

Illinois Department of Public Health

Florida Department of Public Health

In the case that an infectious disease occurs for one of our students, the Behavioral Intervention Team (BIT) will assess the situation and create a plan of action for managing the incident and reporting to appropriate authorities. Confidentiality will be maintained as much as possible in reporting and sharing information with the campus population. Illinois law mandates the following information be reported to the Illinois Department of Public Health:

- the disease or condition being reported
- patient’s name, date of birth, age, sex, race, ethnicity address and telephone number
- physician’s name, address and telephone number
- significant lab results, if available

The BIT will seek to respect the confidentiality of any individuals involved and will determine if anyone has a “need to know” before sharing out information. Individuals that may be considered to have a “need to know” are listed below:

- Director of Student Experience (BIT Chair)
- Appropriate Academic Official (Dean, Program Director, or Faculty)
- University Legal Representation
- Facilities Personnel

Policy on Inspection, Search and Seizure
National Louis University reserves the right to routinely inspection of student property on campus or in residence hall facilities for the purpose of maintaining compliance with regulations and standards described in the Undergraduate and Graduate Catalog and the Student Guidebook.

In general, personal property while it is on campus, in student rooms, in locked drawers and in lockers, is considered the student’s private domain; however, when there is reasonable cause to believe that the student is violating University policy, local, state, or federal regulations or laws, these areas may also be subject to the right of inspection.

Procedure
When there is cause to believe that such a violation has occurred or is about to occur, University staff members will use any reasonable means to terminate the violation or render the situation harmless. Whenever possible, the University staff members shall request assistance of one or more additional staff.

The University staff members will request entrance or access to the property. The staff members will attempt to persuade the student to surrender whatever evidence pertains to the violation. Upon refusal by the student to cooperate with the inspection, the room, locker, or other property will be locked or otherwise secured until such time as two or more members of University authorized staff can assist. All materials that violate University policies, local, state, or federal laws will be seized and, at the discretion of the senior student services officer, the proper authorities will be notified.
Policy on Intellectual Property and Confidential Information

The National Louis University Policy on Intellectual Property and Confidential Information is intended to meet both the shared and the separate, but complementary, interests of Creators (defined below) and the University, namely:

1. Provide an incentive for creative intellectual effort;
2. Advance knowledge for the public benefit;
3. Enhance the reputation of the University and its faculty;
4. Improve the standing of the University in the higher education community;
5. Promote academic freedom;
6. Ensure clarity in the matters of ownership of Intellectual Property;
7. Allow Creators to exercise reasonable use of and control over the Intellectual Property they create;
8. Protect the University against unwarranted competition from colleges, universities, publishers, licensing agents and other like entities;
9. Assist the Creators and the University to realize tangible benefits from Intellectual Property; and
10. Encourage further research and creation within the University.

General Assumptions and Principles

A significant goal of this Policy is to establish the University’s policies regarding Intellectual Property to be comparable to those policies adopted by other institutions of higher learning so that the University can remain competitive in the marketplace. Another goal of this Policy is to balance the desire of and incentive for Creators to explore ideas and develop new Intellectual Property with the legitimate right of the University to benefit from any such efforts. In all cases, all parties are encouraged to consult with each other during the creative process to help ensure that the rights of all parties are protected.

The Policy deliberately does not provide for joint ownership of intellectual property between Creators and the University, but designates ownership wholly to one or the other party, although certain specified rights of use are granted to a party other than the intellectual property owner in this Policy. Generally, absent a written agreement to the contrary, when a Creator owns the Intellectual Property, income will not be shared with the University. Also generally, when the University owns a Copyright, income may or may not be shared with the Creator in accordance with the Policy, as specified below and/or in a separate written agreement governing the Copyright, and when the University owns other types of Intellectual Property, income will not be shared with the Creator.

Finally, although newer genres such as on-line courses and digital course-ware make these issues more urgent than in the past, traditional and technology-based Intellectual Property are treated the same way in this Policy.

This Policy applies to all persons who provide services to the University or use the University’s facilities and equipment, including (but not limited to) Employees and Students. Compliance with this policy is required for all such persons as part of the terms of their employment with the University. Further, Creators must comply with all applicable laws and University policies relating to conflicts of interest.

University Role

To facilitate the implementation of this Policy, the Office of the Chief Academic Officer shall prepare and distribute, within the University, model agreements and recommended procedures appropriate for the implementation of the provisions of this Policy.

Further, these offices shall endeavor to provide resources to guide Creators in Intellectual Property matters.

All submissions of Intellectual Property shall be provided to one of the applicable College Deans of the University and the University’s VP-Finance for review.

Definitions

A. Intellectual Property

“Intellectual Property” means all forms of intellectual property, whether domestic (state and federal), foreign, or international, including any Trademarks, Copyrights, Patents, Trade Secrets and other Confidential Information, or other similar proprietary right, as further defined below, together with any associated or supporting goodwill, technology, or know-how, including research tools, prototypes, and records used to produce the intellectual property.

B. Confidential Information

“Confidential Information” means information concerning the University's operations, activities, business affairs, employees, students, customers, vendors and suppliers which is not readily accessible to the general public, and any other information which is private to the University, has not been released to the public, and would not be in the best interest of the University if disclosed to competitors or others. Confidential Information includes all Trade Secrets, unpublished material and information developed by an Employee, either alone or in concert.
with other Employees, in the Course and Scope of Employment, other unpublished Intellectual Property, and other information as deemed confidential by the University, whether orally or in writing.

C. Trademark

"Trademark" means any trademark, service mark, trade dress, trade name, internet domain name, brand name, logo, corporate name, slogan, or any other indicia of source of origin, whether or not registered and whether domestic, foreign, or international, and registrations and applications for registration thereof, including all common law rights thereto and all goodwill associated thereof. Trademarks are distinctive words, designs, sounds and other indicia that providers of goods and services use to distinguish and identify the origin of their goods or services. In addition to the examples provided above, other examples of Trademarks include insignias, brand names, taglines, distinctive and unique packaging, color combinations, product designs, and combinations thereof. It is possible to receive trademark protection for a mark that is not on its face distinct or unique, but that has developed secondary meaning over time that identifies it uniquely with the mark owner. Within this country, Trademarks can be registered at the federal and state level, although Trademarks also can be protected as soon as they are used even if no registration is obtained ("common law trademarks "). The owner of a trademark has the exclusive right to use it on the product or service it was intended to identify, and often can be used on related products or services.

D. Copyright

"Copyright" means any copyright, whether or not registered and whether domestic, foreign, or international, and registrations and applications for registration thereof, including all common law rights thereto, the right to make derivative works, and all other associated statutory rights. Under federal copyright law, copyright protects "original works of authorship fixed in any tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of machine or device " (17 U.S.C. § 102). Copyright protection exists from the moment of creation of the work. Although registration is not required to perfect rights in a copyright, obtaining a registration may significantly increase and aid in the recovery of damages against an infringer and is required to initiate a lawsuit.

The following categories of materials, whether published or unpublished, may be subject to copyright protection:

1. Literary works, such as books, journal articles, textbooks, dissertations, essays, monographs, laboratory manuals, written lectures or lecture outlines, computer programs (code), bibliographies, study guides, glossaries, surveys, and unpublished manuscripts;
2. Musical works, including any accompanying words;
3. Dramatic works, including any accompanying music;
4. Pantomimes and choreographic works;
5. Motion pictures and other audiovisual works, such as films, video-tapes, videodiscs or multimedia works, filmstrips, charts, transparencies and other visual aids;
6. Live or recorded digital, video and audio broadcasts;
7. Programmed instruction materials, such as web-based or software tutorials and multimedia instructional materials;
8. Drawings, paintings, sculptures, photographs and other pictorial, graphic and sculptural works of art;
9. Sound recordings, such as audiotapes, audio cassettes, digital sound files, phonorecords or compact discs; and
10. Architectural works, including blueprints and design documentation.

E. Patent

"Patent" means all utility patents, utility patent applications, utility models, utility model applications, design patents, design patent applications, statutory invention registrations, and any and all comparable variations throughout the world including continuations, continuations-in-part, continued prosecution, requests-for-continued-examination, divisions, provisional and non-provisional applications, any and all patents (whether domestic, foreign, or international) to issue from any of the foregoing or any post-grant review, reexaminations, reissues, renewals, and extensions, and patent disclosures and inventions (whether patentable or not, whether reduced to practice or not, and whether patented or not). The Patent Act provides that in order to be patentable, an invention must:

1. Constitute a new and useful process, machine, manufacture or composition of matter, or any new or useful improvement thereof (35 U.S.C. § 101);
2. Possess novelty with relation to "prior art, " meaning that, among other things, the invention
must not have been known, used, disclosed or described by others before invention by the patent applicant (35 U.S.C. § 102); and

3. Be a non-obvious improvement over the prior art. This determination is made by deciding whether the invention sought to be patented would have been obvious "to one of ordinary skill in the art." In other words, the invention is compared to the prior art and a determination is made whether the differences in the new invention would have been obvious to a person having ordinary skill in the type of technology used in the invention (35 U.S.C. § 103).

Rights in an issued United States patent do not vest until the United States Patent Office issues the patent.

F. Trade Secret

"Trade Secret" means any Confidential Information, proprietary information, and know-how, including, without limitation, ideas, formulas, compositions, research and development information, drawings, specifications, designs, plans, proposals, technical data, and unpublished manuscripts and other unpublished Copyrights, including unpublished patent applications.

G. Employee

"Employee" means tenured faculty, non-tenured faculty, adjunct faculty, visiting faculty, Staff, administrators, visiting and non-visiting researchers, visiting and non-visiting principle investigators, independent contractors, consultants, advisors, students paid by the University, and any others who are paid by the University, who provide services to the University, and/or who use the University's facilities and equipment.

H. Course and Scope of Employment

"Course and Scope of Employment" means any activity that is listed or described in the Employee's job description or is within the Employee's field of employment. Course and Scope of Employment includes activities such as research, instruction, and assigned activities.

I. Creator

A "Creator" means any Employee who creates any Intellectual Property in the Course and Scope of Employment and/or in affiliation with the University.

J. University

"University" means National Louis University.

K. Staff

"Staff" means all non-faculty and non-administration employees of the University.

L. Student

"Student" means a person who is currently registered or enrolled in one or more graduate and/or undergraduate classes at the University and who is not an Employee.

M. Significant Use

"Significant Use" of University resources includes and is not limited to any of the following: use of research funding, use of funding allocated for on-line or distance learning programs, use of University paid time or Employees, including the assistance of Staff, and use of University telecommunication services beyond ordinary telephone services.

Intellectual Property: General

A. Duty to Disclose

All Creators of Intellectual Property shall promptly communicate and disclose in writing all Intellectual Property to the University through by disclosing the information to an applicable College Dean and the University's VP-Finance. All Intellectual Property and Confidential Information must be disclosed to the University prior to any third party and/or public disclosure, including, but not limited to, disclosure at non-University lectures, conferences, or consulting projects.

After disclosure of the Intellectual Property, the University shall determine whether to file a patent application, a trademark application, or a copyright registration application, or to maintain such property or information as a Trade Secret or Confidential Information. The University will determine who is to prepare and prosecute any applications and related matters.

B. Assignment

All Creators shall assign and hereby do assign to the University any and all right, title, and interest, including worldwide rights, moral rights, and all applications, arising from Intellectual Property in which the University is claiming an ownership interest under this Policy. The Creator must cooperate fully with the University with respect to technology transfer and commercialization activities relating to Intellectual Property. Each Creator also hereby forever waives and agrees never to assert against the University, its successors or licensees any and all rights in any University Intellectual Property. Creators shall cooperate fully with the University both during and after the term of employment or other association with the University, including, without limitation, the review, execution, and delivery of any such assignments, declarations, patent applications, powers of attorney and other documents as the University may deem necessary to secure, enforce,
defend and maintain rights in said Intellectual Property in any and all countries.

C. Confidential Information

Employees shall not disclose, permit access to, publish or otherwise reveal any of the Confidential Information owned by the University to any other party (including, but not limited to, consultants, contractors, vendors, and suppliers of Employee or University) whatsoever, except with the specific prior written authorization of the University. The provisions of this paragraph shall apply during and after the period when an Employee is employed by or otherwise associated with the University.

D. Publication

The rights of Creators to publish results of their research shall not be limited or restricted by this Policy, subject to reasonable delays or alterations to preserve and/or protect Intellectual Property rights or Confidential Information. In the event a Creator wishes to publish research results, whether in printed or oral form, the Creator shall submit to the University text (if in printed form) or substance (if in oral form) of the disclosure as soon as possible. The submission shall include a statement regarding whether the Creator believes that any Intellectual Property disclosed therein should be considered for intellectual property protection. The Creator has the responsibility to not disclose any Confidential Information and has the responsibility to prevent unauthorized disclosure of Intellectual Property. The Creator shall appropriately delay public disclosure of Intellectual Property to comply with the Creator’s obligations to the University. Such delay is intended to provide the University with sufficient time to complete an internal review process and opportunity to protect the Intellectual Property.

E. Outside Consulting

Outside consulting may be performed by University Employees subject to University policies. The obligations of this Policy take precedence over the Employee’s obligations to the consulting entity. University-owned Intellectual Property shall not be transferred by an Employee through a consulting agreement with a third party unless previously authorized in writing by the University. Transfers in violation of this paragraph shall be void and unenforceable.

Intellectual Property developed as a result of outside consulting must be disclosed promptly in writing to the University.

F. Student Works

To the extent the University may have an ownership interest in Intellectual Property created solely by a non-Employee undergraduate and/or graduate Student (“Student Works”), the University will assign applicable rights to such non-Employee undergraduate and/or graduate Student of such Intellectual Property upon written request by such non-Employee undergraduate and/or graduate Student. This assignment shall be subject to retention by the University of a fully paid-up royalty-free, worldwide, non-exclusive, transferable, and sublicensable license, for the full term of the Intellectual Property rights, to use for non-commercial purposes. The non-Employee undergraduate and/or graduate Student may not use the University’s name in any commercial context involving the Intellectual Property.

Such Intellectual Property does not include works or Intellectual Property created or contributed to by a graduate student of the University who receives funding from the University. Such Intellectual Property also does not include works or Intellectual Property created or contributed to by an undergraduate or graduate student of the University as an Employee within the Course and Scope of Employment, or created or contributed to by an undergraduate or graduate Student making Significant Use of University resources or facilities, or created or contributed to by an undergraduate or graduate Student under a funding agreement with a third party in which the agreement provides for third party or University ownership rights or options.

Trademarks: Ownership and Rights of Use

The University owns all right, title and interest, whether registered or unregistered, including all common law rights thereto and all goodwill associated thereof, in Trademarks that relate to any University-owned Intellectual Property or relate to a program of education, service, public relations, research, or training by the University. The University has the right and obligation to exert control over the NATIONAL LOUIS UNIVERSITY name and trademark, as well as other Trademarks owned by the University. Employees, Staff, Students, and Creators are required to comply with the National Louis University Graphics Standards Manual when using any University-owned Trademarks and generally may use University-owned Trademarks only with the express written permission of the University.

Patents: Ownership and Rights of Use

Patents created in whole or in part by a Creator are owned by the University where such inventions: (1) result from research carried on by or under the direction of a University Employee and having all or part of the attendant costs paid for from University funds or funds under the control of or administered by the University; (2) are a direct result of the Creator’s duties with the University or in the Course and Scope
of Employment with the University; and/or (3) are developed in whole or in part by a Creator through an effort that makes Significant Use of University resources or facilities.

The University releases to the Creator ownership of any Patents not within the scope of the above paragraph, however, any such Patents may not be used in activities involving the University without prior written approval of the University.

Creators owning any rights in such Patents agree to assign and hereby do assign any and all rights they may have in Patents and any resulting patents to the University and further agree to execute any additional documentation deemed reasonably necessary by the University to memorialize or confirm this assignment.

Any items produced in the course of University-supported research, such as compositions, biological materials, drawings, devices and equipment ("Tangible Research Property") and any recorded factual material commonly accepted in the research and scholarly communities as necessary to validate research findings relating to University-supported research, such as preliminary analyses, draft of scholarly manuscripts, plans for future research, peer reviews and communications with colleagues ("Research Data") shall be owned by the University, regardless of whether the Creator is allowed by the University to retain primary physical custody of the Tangible Research Property or Research Data. Tangible Research Property and Research Data shall not include scholarly articles and other writings related to Patents that are not produced in the course of University-supported research or are not considered factual material commonly accepted in the research and scholarly communities as necessary to validate research findings relating to University-supported research. All Tangible Research Property and Research Data shall be marked as “NLU Confidential.”

The University at its sole discretion may choose to allow a Creator to retain all or part of his or her ownership rights in a Patent (or in Tangible Research Property or Research Data) or may choose to provide a Creator with income derived from a Patent owned by the University. Such arrangements will be valid only if set forth in a separate writing executed by both the Creator and the University.

Copyrights: Ownership and Rights of Use

As a matter of University policy, there is no joint ownership of a Copyright between the Creator and the University, and only one party is designated as the named copyright owner. Ownership is assigned either wholly to the Creator or the University, although certain specified rights of use are granted to a party other than the copyright owner in this Policy.

Ownership of a Copyright under this Policy is unrelated to use or provision of resources or the locus of initiation of creation. Instead, ownership is determined by the nature of the Copyright itself.

This Policy distinguishes between those properties owned by the University and the Creator(s) as follows:

1. Subject to Sections V, VI, and VII, above, and Section VIII.B, below, Creators own the copyright to various works including but not limited to: traditional products of scholarship such as books, articles, art works, music, and plays and non-employee Student Works. Subject to Sections V, VI, and VII, above, a Creator is the owner of any Copyright that was never part of the University’s curriculum offerings, research offerings, or other products and services, as set forth in Section VIII.B, or that was created prior to the first date of the Creator’s employment or affiliation with the University, however, Creators are encouraged to offer such properties to the University prior to offering them to other entities.

2. The University owns the copyright to courses, programs, University course outlines, instructor guides, instructional materials, institutional reports, surveys and other research materials, and other works related to products and/or services offered by or through the University or any of its Centers (Reading Recovery Center, McCormick Center for Early Childhood Leadership, etc.). Instructional materials include but are not limited to: syllabi, test questions, assignments, handouts, lecture notes, on-line course-ware and content, and guidelines for on-line discussion and cases. The University grants permission to Creators to use instructional materials for the purposes of teaching and scholarship (intellectual pursuits). When a course or program is initiated with the mutual knowledge and approval of the Creator(s) and the University, the parties must agree upon a clear process of timelines and deliverables. Any instructional materials delivered in this process may be used by the University for any purpose.

Subject to Sections V, VI, and VII, above, any Creator will have the right to use his or her individual contributions to University-owned Copyrights in teaching courses at the University. For other activities, such as preparing textbooks, articles, conference presentations, consulting projects, and other scholarly works or professional activities, the Creator must inform the University of his or her intent to use
University-owned Copyrights and receive written approval from the University prior to outside use.

All University-owned Copyrights shall be marked as follows: “Copyright 'Year' National Louis University. All Rights Reserved.”

**Copyrights: Staff**

Any Copyright created wholly by Staff in the Course and Scope of Employment are considered work-for-hire and as such are owned by the University. Upon request of the University, Employees, Creators, and Staff shall acknowledge in writing the work-for-hire nature of a Copyright.

All Staff work that supports a Creator’s creation of a Copyright is considered a resource provided by the University to the Creator. Therefore, Staff do not share in any revenues disbursed to Creators.

All University-owned Copyrights shall be marked as follows: “Copyright 'Year' National Louis University. All Rights Reserved.”

**Copyrights: Credit**

The University shall endeavor, where possible, to designate a Creator with full credit as an author on all copies of University-owned Intellectual Property used by University. A Creator has the right to request removal his or her name from any such copies by notifying the Provost.

**Copyrights: Rights to Modify, Sell and License**

The University may choose to revise, alter or modify any University-owned Copyright, at its sole discretion. In instances of significant modification to a University-owned Copyright, the University will endeavor to notify the Creator(s), where practical, of its desire to modify the University-owned Copyright and offer the Creator(s) an opportunity to participate in such modifications. The University retains the ultimate discretion on whether or not to make any modifications and the nature of the modifications.

The University may sell and license a University-owned Copyright to third parties, but must share the revenues and royalties with the Creator(s), as specified below. Subject to the restrictions herein, a Creator can sell or license scholarly works not owned by the University to third parties and is not required to share revenues or royalties with the University.

**Copyrights: Revenue and Royalty Income**

It is University policy that the Creator of University-owned Copyrights share in any direct income received by the University for the commercial sale or license of any University-owned Copyrights he or she creates, except where there is a written contract to the contrary. If the University-owned Copyright was produced by more than one Creator, disbursement of income to the Creators will be made by the University in proportionate share as those Creators sharing in the income may agree upon in writing. If there is no written agreement on the proportions, royalty or revenue income intended for Creators shall be divided equally among all identified Creators, or the University may determine such sharing in its sole discretion.

If the University receives income as a result of an agreement for the commercial sale or license of a University-owned Copyright, the University shall disburse a share of this income to the Creator(s), if any, according to a mutual agreement, after the University first deducts reasonable costs incurred in obtaining or maintaining copyright or other like protection and administering the disbursement of revenues and royalties. This income-sharing policy covers any commercial licensing or sale of courses or programs by the University to an external party, but does not apply to income generated from tuition for University courses and programs or any other internal uses not involving an external party.

**Contracts and Agreements**

There may be occasions when a written supplemental agreement is extended by the University to a Creator, or a written contract is extended by the University to an external entity, for work that results in the creation of Intellectual Property. In such cases, the Intellectual Property created pursuant to the agreement will (in the absence of a contemporaneous or subsequent writing to the contrary) be owned by the University, and each agreement should contain the following language or substantially equivalent language:

I am being hired to create works embodying Intellectual Property. I have read and understand the National Louis University Policy on Intellectual Property and Confidential Information. I understand that any Intellectual Property I will create within the scope of this written agreement is work-for-hire, and all rights in such Intellectual Property will belong to the University, or in the event my contribution is found not to constitute a work-for-hire, I shall and hereby do assign any and all right, title, and interest that I may have in the Intellectual Property to the University. Further, because I am being hired specifically to create Intellectual Property, the royalty and revenue sharing provisions of the National Louis University Policy on Intellectual Property and Confidential Information shall not apply to any Intellectual Property created pursuant to this agreement.

The University may relinquish its ownership of such contracted Intellectual Property only by written provision in the agreement or an amendment thereto. Unless otherwise specified in the agreement or subsequent amendment, the University will retain all...
income from the sale, license, or other commercialization of such contracted Intellectual Property.

This provision shall not govern any agreements between a Creator and a party other than the University (unless the University is also a party to that same agreement); however, the Creator must notify the University in writing of any such agreements to the extent they relate to Intellectual Property.

**Consortia**

Consortium agreements involve multiple sponsors, and often multiple Creators. Intellectual Property rights under such agreements must be carefully structured to comply with this Policy and may not be made in contravention of any provision of the Policy, without prior written consent of the University.

**Grants**

Rights in Intellectual Property developed during the course of sponsored research are often determined in accordance with the applicable grant or contract. Therefore, it is important to analyze each contract or grant with respect to the allocation of Intellectual Property rights.

**Limitations**

Any Creator who conceives, creates, discovers, invents or develops Intellectual Property shall not serve as a member of the board of directors or other governing board or as an officer or an employee (other than as a consultant) of a business entity that has an agreement with the University relating to the research, development, licensing, or exploitation of that Intellectual Property without prior disclosure, review, and approval in writing by the Chief Academic Officer, the President, and the Board of Trustees of the University. Nondisclosure could result in forfeiture of the Creator(s)' share of revenues and royalties and in other disciplinary measures.

When approved in writing by the Board of Trustees, a Creator may serve as a member of the board of directors or other governing board or as an officer or a non-consultant employee of a business entity that has an agreement with the University relating to the research, development, licensing or exploitation of Intellectual Property. In such case, the Creator shall report in writing to the Chief Academic Officer, or to such other person as may be designated by the Chief Academic Officer, upon any change in the interest or position held by such person in such business entity.

**Dispute Resolution Mechanism**

Disputes that cannot be resolved between the University and Creator(s) shall be referred to a Committee comprised of the Chair of the Faculty Appeals Committee, the Chief Academic Officer's designee, and a University employee named by the Creator(s). The Committee shall review the matter and shall make recommendations to the Chief Academic Officer, whose decision shall be final.

**Policy on NLU Student Email Account and Communication**

NLU's educational goals include assuring that all students have the skills essential in today's and tomorrow's electronic workplace. NLU also believes that electronic communications provide faster and more effective interactive communications than paper mail. For these reasons, NLU provides email accounts to all full-time and part-time students as soon as they register for a class. Once a student account is established, NLU will send official communications to each student via the student's NLU student email account. Messages sent to this account will not be duplicated via paper mailings. It is the student's responsibility to monitor the student's NLU student email on a regular basis. Failure to meet a deadline because a student did not read the student's email in time will not be considered an extenuating circumstance. Students may access the NLU email from any computer with an internet connection. Internet access is available at NLU campuses and public libraries.

Individuals with documented disabilities that prevent them from using a computer may request accommodation through NLU's Library and Learning Support at ada@nl.edu or 312.261.3329. Other individuals who prefer paper communications may obtain them by completing a request form and paying a fee. Forms are available on each campus. Use of the Student Email system is governed by the Acceptable Use of Information Systems policy, found in this Guidebook under Standards of Student Conduct.

For assistance with student email, contact the Help Desk at 866.813.1177 or visit the NLU website at nl.edu.

**Sales and Soliciting**

Salespersons and solicitors are not permitted to operate within campus facilities without the approval of the campus Facilities Management. Students and student organizations may conduct canvasses and charitable or fund-raising drives with prior permission from the Office of Student Experience or the appropriate University representative. Charitable fundraising for outside organizations is not permitted. The sponsoring department is responsible for obtaining all necessary site reservations and documentations through Facilities Management.
Temporary access to University properties by off-campus vendors and commercial entities is permitted to the extent that the activity becomes a complementary part of the total services and programs offered to NLU students and is approved by the Office of Student Experience. Off-campus vendors and commercial entities may be sponsored by campus departments for special events where vendor sales are complementary to and an integral part of an overall program or service, and must not conflict with the resources, merchandise or mission of the institution.

Policy on Sex Offender Registration

National Louis University considers the protection of our community to be a matter of significant importance and intends to keep the community informed about sex offenders.

The Victims of Trafficking and Violence Prevention Act of 2000 requires colleges and universities to inform students and employees about how to learn the identity of registered sex offenders on or near campus. This protocol is updated to comply with the Campus Sex Crimes Prevention Act, which took effect in October 2002.

Sex Offender Searches

Sex offender information is compiled and maintained by each state. For NLU campuses in:

Illinois

The Illinois State Police maintains a website that allows searching their sex offender database online by city, county, or zip code. This database can be found at [www.isp.state.il.us/sor](http://www.isp.state.il.us/sor).

- The NLU Illinois campuses are located in the following jurisdictions:
  - Chicago: Cook County, zip code 60603.
  - Elgin: Kane County, zip code 60123.
  - Lisle: DuPage County, zip code 60532.
  - North Shore: Cook County, zip code 60077.
  - Wheeling: Cook County, zip code 60090.

Florida

- The Florida Department of Law Enforcement maintains a website that allows searching their sex offender database online by offender name, address/zip code, University (to see offenders enrolled or employed at), or email address. This database can be found at [https://offender.fdle.state.fl.us/offender/Search.jsp](https://offender.fdle.state.fl.us/offender/Search.jsp).

- The NLU Florida Regional Center is located at 5110 Eisenhower Boulevard, Suite 102, Tampa, FL 33633.

National Louis University will also maintain records of all sex offender students, employees and faculty members registered with the University. This information will be available for review by any person requesting information on registered sex offenders enrolled at or employed by the University.

Sex Offender Registration

Pursuant to the Campus Sex Crimes Prevention Act individuals are required to register as a sex offender with law enforcement agencies in the jurisdiction where their residence is located and in the jurisdiction where the college or university they attend is located, as well as registering with the college or university. Students who fail to register their status as a sex offender will face Student Conduct action for falsifying University records. Employees who fail to register their status as a sex offender will face employment action through the Office of Human Resources. The University may also contact local law enforcement authorities and offenders may face arrest.

If you are a student: You must, within three (3) business days of registration at NLU, notify in person the law enforcement agency of jurisdiction in which you reside and the law enforcement agency of jurisdiction where you are enrolled at NLU. You must also register with the NLU Student Conduct Officer by completing and submitting the form at nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

If you are an employee: You must, within three (3) business days of the first day of employment at NLU, notify in person the law enforcement agency of jurisdiction in which you reside and the law enforcement agency of jurisdiction where you are employed at NLU. You must also register with the NLU Office of Human Resources by completing and submitting the form at nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

If you are already enrolled at/employed by NLU at the time you become required to register as a sex offender, you must, within three (3) business days of the registration requirement, notify in person the law enforcement agency of jurisdiction in which you reside and the law enforcement agency of jurisdiction where you are enrolled at/are employed by NLU. You must also register with NLU by completing and
submitting the form at nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

You must, within three (3) business days of changing your enrollment status/employment at NLU (commencement, termination, etc.) notify in person the law enforcement agency of jurisdiction in which you reside and the law enforcement agency of jurisdiction where you are enrolled at/are employed by NLU. You must also update your registration with NLU by completing and submitting the form at nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

You must renew your registration annually in person with the law enforcement agency of jurisdiction in which you reside and the law enforcement agency of jurisdiction where you are enrolled at/are employed by NLU. You must also renew your registration with NLU by completing and submitting the form at nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received. This renewal form should be submitted within one year from the date of your most recent registration and should be repeated annually until you complete your registration requirement.

Policy for Students Deployed Under Military Orders

National Louis University is in full compliance with the Higher Education Relief Opportunities For Students (HEROES) Act of 2003 (Public Law 108-76). The HEROES Act of 2003 is intended to ensure that service members who are receiving Federal student aid are not adversely affected because of their military status and to minimize the administrative burden placed on such individuals.

Prior to deployment, students are encouraged to meet with an academic advisor and staff from the Registrar and Office of Student Finance to discuss their academic and financial standing.

Policy Regarding Tuition and “I” In-Progress Grades for Students Deployed Under Military Orders

1. Tuition for all in-class (residence) courses will be locked in at the rate students were receiving at the time of their deployment for a period of 3 years after their date of withdrawal.

2. Students who have “I” in-progress grades at the time of their deployment will have in-progress grades converted to “IE” which are in-progress extended grades. These “IE” grades denote “I” grades extended beyond the time normally allowed for completion. Grades of “IE” will not lapse to a failing grade. Current policy mandates that grades of “I” which are not removed at the conclusion of one calendar year beyond the day of the assigned “I” will automatically be lapsed into a “F” for undergraduate students and “N” for graduate students.

Procedures for Processing Withdrawal Requests for Students Deployed Under Military Orders

1. Students will be required to submit a letter to Academic Advising, advising@nl.edu, indicating their intent to withdraw from their program along with orders confirming deployment. This should be done prior to the time of deployment.

2. Once the letter of withdrawal and orders have been confirmed, Academic Advising, advising@nl.edu, will drop the student from the program and remove them from the course in which they are presently registered and any future courses.

3. Charges will be applied based on the semester or quarter hours the student has completed. Pro-rate will not be applied to the student account for completed coursework. Refunds, if applicable, will be issued by the Office of Student Finance for coursework not completed.

4. Students who have received financial aid for the term in which they are withdrawing will be eligible for aid in accordance with federal regulations at the time of their withdrawal. Financial aid received after the withdrawal date will be applied or refunded in accordance with federal law. Students will not be eligible for aid that has not been certified.

Process for Reinstatement of Students Deployed Under Military Orders

1. Prior to reinstatement students will be required to meet with an academic advisor and staff from the Registrar and Financial Services Offices.

2. If degree programs change prior to the date students are reinstated, additional coursework may be necessary to meet the new requirements of the degree program. If students were in programs that may no longer be offered by the University, degree-completion options and guidance on a case-by-case basis will be provided. Academic advisors will discuss any changes and options during the reinstatement process.

3. Students who have “I” in-progress grades converted to “IE” which are in-progress extended grades will be required to complete all work and
receive a grade prior to being reinstated into the program.

4. Outstanding tuition must be paid in full before students can be reinstated into their program.

In full compliance with the US Department of Education’s Readmission Requirements for Service Members (eCFR §668.18), National Louis University does not deny readmission to a person who is a member of, applies to be a member of, performs, has performed, applies to perform, or has an obligation to perform, service in the uniformed services on the basis of that membership, application for membership, performance of service, application for service, or obligation to perform service.

NLU will promptly readmit to the institution an individual as described above with the same academic status as the student had when the student last attended the institution or was last admitted to the institution, but did not begin attendance because of that membership, application for membership, performance of service, application for service, or obligation to perform service.

Policy on Student Right to Know and Campus Security Act

Overview

A federal law went into effect in 1990 entitled the Student Right to Know and Campus Security Act, Title II, Public Law 101-2-542. Under the provisions of Title II of the act, known as the Campus Crime Awareness and Campus Security Act of 1990, colleges and universities are required to publish and distribute information on campus security policies and procedures and campus crime statistics.

Policy

NLU seeks to position and maintain its facilities in convenient, safe locations. This is a prime consideration the University considers when leasing and purchasing space. In addition, policies and safety procedures are established to ensure that the possibility of criminal offense is diminished and public safety is enhanced.

The University has an Emergency Response Team which is charged with the regular review of and adjustment to all policies and practices related to public safety and security, including student and employee publications of related material. The Undergraduate and Graduate Catalog, Student Guidebook and Student Planner contain information and policies for students of the University.

Compliance

In addition to publishing and providing access to campus security policies and procedures as indicated in the above policy, and in compliance with this federal requirement, National Louis University annually collects information regarding any criminal offenses that have occurred at all University locations. The University publishes these campus crime statistics along with related information on campus security policies and procedures.

For specific information or clarification on campus security policies or procedures contact the University Ombudsman.

Incident Reporting

If anyone should know of or see a violation of University policy, local, state or federal law taking place, an Incident Report must be completed at nl.edu/letusknow. Additionally, incidents involving criminal offenses should be the local police as well as to Facilities Management.

Submission of Fraudulent, Incorrect, Plagiarized, or Misleading Information Pertaining to Student Admission

It is expected by the University that all information which is material to the admissions process be accurate and true to the best of the student’s or prospective student’s knowledge. Any individual found to have submitted fraudulent, incorrect, plagiarized or misleading information is subject to denial of admission to, or dismissal from the University.

If a University faculty or staff member discovers that this policy has been violated by an applicant for admission, that applicant shall be denied admission by the Director of Admissions.

Any University faculty or staff member who discovers that this policy has been violated by a currently enrolled student shall bring the matter to the attention of the Senior Academic Officer. The student shall be presented with the evidence. In situations where the student does not assume responsibility for the violation, the case is handled within the Student Conduct Process.
Policy on University Initiated Administrative Withdrawals

Administrative Withdrawals with No Academic or Financial Penalty

Students may be administratively withdrawn with no mark on their academic record and no financial charges in cases including but not limited to:

1. Academic suspension through SAP or SAR.
2. Academic suspension from a department or failure to meet academic requirements.
3. Failure to meet a pre-requisite requirement.

Administrative Withdrawals with Academic Record and Financial Obligation

Students may be administratively withdrawn with a grade on their record and financial obligation for tuition and fees based on University processes governing withdrawal (nl.edu/financialaid/studentaccounts/withdrawalrefundpolicy) in cases including, but not limited to:

1. Suspension for a violation of University policies.
2. Removal from a student teaching or internship experience.
3. Resignation from a partnership program that requires withdrawal from NLU. Students may appeal decisions on refunds through the Appeals for Refund of Tuition Charges policy found in this Guidebook under University Policies and Procedures.

Policy on Whistleblower (Disclosure of Wrongful Conduct)

The Whistleblower Policy protects employees, faculty and students from reprisal if they make good faith disclosures of University-related misconduct.

All employees, students and faculty are encouraged to report any University-related misconduct, including, but not limited to bribery, theft of NLU property, fraud, discrimination, unlawful harassment, violation of NLU policies, and other misconduct. Reports can be made at WhistleblowerAct3820@nl.edu or the WhistleBlower Hotline at (312) 261-3820. Faculty and staff are encouraged to report University-related misconduct to their immediate supervisor; or if they are reluctant to report the misconduct to their supervisor, they can raise the issue with the department chair, dean, or the Office of Human Resources. Students may report misconduct to the department head, Director of Student Experience, the University Ombudsman or the Office of Human Resources.

The University will promptly investigate reports of misconduct and take appropriate action. Faculty, staff and students who report University-related misconduct are protected under the policy against any retaliation for having made a good faith report of any misconduct.

Whistleblower Hotline: 312.261.3820

Definitions

1. “Good Faith Disclosure” means disclosure of University-related misconduct made with a belief in the truth of the disclosure which a reasonable person in the whistle-blower’s position could hold based upon the facts. A disclosure is not in good faith if made with reckless disregard for or willful ignorance of facts that would disprove the disclosure.

2. “University-related misconduct” or “misconduct” includes any activity by an NLU department or by an employee that is undertaken in the performance of the employee’s official duties, whether or not such action is within the scope of the individual’s employment, and that is in violation of any state or federal law or regulation or NLU regulation or policy, including but not limited to corruption, bribery, theft of NLU property, fraudulent claims, fraud, coercion, conversation, discrimination, sexual or other unlawful harassment, civil rights violations, misuse of NLU property and facilities or willful failure to perform one’s job duties.

3. “Whistleblowing” means good faith reporting of real or perceived University-related misconduct.

4. “Whistleblower” means any student, staff or faculty who in good faith reports real or perceived University-related misconduct.

5. “Retaliation” means any adverse action or credible threat of any adverse action taken by NLU or member thereof, in response to a whistleblower’s good faith disclosure of University-related misconduct. It does not include NLU’s decision to investigate a good faith disclosure of University-related misconduct.

Policy

NLU relies on its faculty, staff and students to perform their duties and responsibilities in accordance with NLU’s policies and procedures. NLU provides various mechanisms to assist and encourage faculty, staff and students to come forward in good
faith with reports or concerns about University-related misconduct. Faculty, staff and students may report suspected University-related misconduct without fear of reprisal or retaliation.

**Guidelines**

- Faculty, staff and students should follow all NLU policies and procedures in carrying out his/her duties and responsibilities for NLU.

- Faculty, staff and students who have a question about the propriety of any practice under NLU policies and procedures should seek guidance from his/her supervisor or an NLU official who has responsibility for overseeing compliance with the particular policy or procedure.

- Faculty, staff or students who become aware of a potential or actual material violation of NLU policies or procedures, should report such potential or actual conduct, regardless of whether the faculty, staff or student is involved in the matter.

- Faculty, staff or students may request that such a report be handled as confidentially as possible under the circumstances, and NLU will endeavor to handle all such reports with discretion and with due regard for the privacy of the reporting employee.

- Faculty, staff or students may make anonymous reports, with the understanding that any investigation may be hampered due to the inability to identify the whistleblower in order to obtain a full and complete account of relevant and necessary facts from the faculty member, staff or student or to ask additional questions or seek clarification as any investigation proceeds.

- Faculty, staff or students who come forward in good faith with reports or concerns about University-related misconduct shall not be subject to reprisal or retaliation for making such a report. Any faculty member, staff member or student who believes that s/he is being retaliated against for making such a report should immediately report the retaliation.

- This policy does not apply to reports of concern over how a faculty or staff member is performing his/her job duties where the conduct in question does not rise to the level of University-related misconduct. Faculty, staff or students who are concerned about the conduct of a University faculty or staff member which does not rise to the level of University-related misconduct (e.g., concern about the style or manner in which the faculty or staff member is performing his/her job duties) are encouraged to discuss these concerns with the person whose conduct is the subject of concern. If a student, faculty or staff member does not feel comfortable talking directly with the faculty or staff member whose conduct is the subject of concern, the concerned party is encouraged to talk with University Ombudsman or Office of Human Resources.

**Students**

Students are encouraged to report misconduct to a Department Head, the Director of Student Experience or University Ombudsman.

If a faculty member, staff member or student is concerned about reporting misconduct using the procedure described above, the individual may use the local Whistleblower Hotline, 312.261.3820. The person may also call the Office of Human Resources, 847.947.5275. NLU will endeavor to keep the whistleblower’s identity confidential to the extent possible within the limitations of law and policy and the need to conduct a competent investigation.

If any member of NLU’s faculty, staff, board of directors or other NLU official receives a complaint about University-related misconduct, that individual should encourage the complaining individual to document the complaint. If the complaining individual does not want to put the complaint in writing, then the person to whom the report is made should document the oral report with a written summary. Once the complaint is documented, it should be forwarded to the Office of Human Resources for immediate investigation.

**Anti-Retaliation**

No members of the NLU community shall engage in retaliation in response to reporting of University-related misconduct or to the filing of a complaint. Any student who believes that s/he has been the victim of retaliation for reporting an incident or cooperating in an investigation should immediately contact the Office of Student Experience at 888.658.8632 x3568.

Actions are considered retaliatory if they are in response to a good faith disclosure of real or perceived University-related misconduct and the actions have a materially adverse effect on the working or academic conditions of the whistleblower or if the whistleblower, as a result of the actions, can no longer effectively carry out his or her NLU responsibilities.

NLU will make every reasonable effort to stop retaliation immediately, to conduct a complete and thorough investigation of alleged acts of retaliation in a timely manner, to provide remedies to victims of
retaliation, and to sanction the perpetrators of retaliation as appropriate.

The act of good faith disclosure of University-related misconduct shall not be used to make any decision to the whistleblower’s detriment or to subject the whistleblower to adverse conditions that create a hostile working or learning environment.

To encourage and protect whistleblowers, it is NLU’s policy that no reference to the good faith disclosure of University-related misconduct shall be made in personnel files, letters of recommendation, performance appraisals or any other permanent evaluative documents without the concurrence of the whistleblower.

Reports of any University-related misconduct that are not made in good faith are not protected under this policy. Those who make false reports in bad faith will be disciplined as appropriate through regular NLU procedures.

Student Rights and Responsibilities

A University community requires an environment conducive to the intellectual and personal growth of its students. Since the actions of each individual affect this climate, National Louis University expects responsible conduct on the part of every student who is a member of this University community. As a private institution, National Louis University reserves the right to create policies that regulate student conduct and access to campus facilities and resources. While students enjoy the rights below, the exercise of these rights may not interfere with the rights of others in the University community:

1. Applicants who meet specifically stated requirements will be eligible for admission to the University and for participation in all of its programs without regard for race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, disability, political beliefs, marital status, military status, unfavorable military discharge other than dishonorable and all other classifications protected by federal, state or local laws, rules or regulations.

2. Students have the freedom to express reasoned exception to the data or views offered in any courses of study for which they are enrolled but are responsible for learning the content of the courses.

3. For purposes of gaining academic credit, students shall be evaluated in terms of stated course competencies and requirements and not on personal or political beliefs.

4. Disclosure of a student’s personal or political beliefs confidentially expressed in connection with coursework will not be made public without explicit permission of the student.

5. Students will be informed of all rules, rates and regulations deriving from contractual arrangements with the University before signing any such contracts.

6. Students on campus or residing in University-owned housing will be secure against any unreasonable invasion of privacy, search or seizure but are responsible for compliance with all University regulations.

7. Students are free to form, join, and participate in campus organizations for educational, religious, social, political, cultural or other purposes.

8. Students are free to use campus facilities for meetings of registered and officially recognized organizations, subject to uniform regulations as to time and manner governing the facilities.

9. Students’ records may be released only in accordance with provisions of the Family Educational Rights and Privacy Act of 1974.

10. Students are free, individually or in association with other individuals, to engage in activities not sponsored by the University, exercising their rights as citizens of the community, state and nation, provided they do not purport to represent the University.

11. As appropriate, students will have their views and welfare considered in the formation of University policy and will be consulted by, or represented on, University councils and committees that affect students as members of the University community.

12. Students are free to assemble, demonstrate, communicate and protest, recognizing that freedom requires order, discipline and responsibility, and further recognizing the right of faculty and other students to pursue their legitimate goals without interference.

13. Students will only face disciplinary action or dismissal from the University:

   a. Academic ineptness or lack of reasonable progress.
   b. Failure to pay University Debts.
   c. Violation of student or University rules and regulations.
14. It is recognized that all members of the community have the responsibility to conduct themselves in a manner that does not violate the rights, property, and freedoms of others.

15. Editorial freedom in student publications and media shall be given under the following guidelines:

   a. Students shall be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo.

   b. All University published and/or financed student publications should explicitly state on the editorial page that, "the opinions expressed are not necessarily those of the University or of the student body."

   c. Editors shall be protected from arbitrary suspension and removal because of student, administrative or public disapproval, and editorial policy or content. Only for proper and stated causes shall editors be removed by the proper agency responsible for their appointment.

Access to Higher Education

Within the limits of its facilities, National Louis University is open to all applicants who are qualified according to its admission requirements.

1. The institution will publish in the Student Guidebook or the University Course Catalog the characteristics and expectations of students that it considers relevant to its programs.

2. Under no circumstances will an applicant be denied admission because of race, religion, gender, sexual orientation, ethnic background or disability.

Compliance with Federal Nondiscrimination Regulations

Several federal regulations have been adopted that have as their purpose the protection of students' rights. Of particular interest are the following:

1. Equal Opportunity: National Louis University supports the principles of equal opportunity for employment to all qualified persons without regard to Race, Gender, Religion, Color, National Origin or Age.

2. Title IX: National Louis University does not discriminate on the basis of Gender, in accord with Title IX of the 1972 Education Amendments, in its Educational programs, Admission Policies, Activities or Employment Policies. This Legislation provides that no person in the United States shall, on the basis of Gender, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance. This includes protection from sexual harassment. Inquiries regarding compliance may be directed to the Department of Diversity, Access and Equality or to the Director of the Offices of Civil Rights, Department of Education, Washington, D.C.

3. Section 504 of the Rehabilitation Act: National Louis University does not discriminate against individuals with Disabilities in its Educational programs, Admissions Policies, Activities, or Employment Policies. Section 504 of the Rehabilitation Act of 1973, as amended, provides that no otherwise qualified individual with a disability shall be excluded from participation in, denied the benefits of, or be subjected to discrimination solely because of their disability, under any program or activity that receives federal financial assistance. The American with Disabilities Act (ADA) of 1990 provides comprehensive civil rights protection to individuals with disabilities and prohibits discrimination on the basis of disability in employment, places of public accommodations, state and local government services and telecommunications. Inquiries regarding compliance may be directed to the Department of Diversity, Access and Equality or to the Director of the Offices of Civil Rights, Department of Education, Washington, D.C.

4. On-campus grievance procedures for alleged violations of the non-discrimination regulations are the same as those employed for challenging violations of the Family Education Rights and Privacy Act of 1974.

Equal Opportunity and Nondiscrimination

National Louis University prohibits discrimination and affords equal opportunity to all qualified persons regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, disability, political beliefs, marital status, military status, and unfavorable military discharge other than dishonorable and all other classifications protected by federal, state or local laws, rules and regulations. Harassment on the basis of a protected classification can be a form of discrimination prohibited by this policy.

Any student with questions, complaints or concerns about any type of discrimination or harassment based
on gender is encouraged to contact the Title IX Coordinator at dlaban@nl.edu. In particular, the University has adopted the Comprehensive Sexual Misconduct and Relationship Violence policy which has been included in this Catalog. The Comprehensive Sexual Misconduct and Relationship Violence policy addresses the role of the Title IX Coordinator, how investigations are conducted, and the services and options available to students who have experienced sexual misconduct or relationship violence.

Any student with questions, complaints or concerns about discrimination or harassment on the basis of any classification other than gender is encouraged to contact the Ombudsman at brouzan@nl.edu.

Students can raise concerns and make reports without fear of reprisal. Retaliation against anyone who reports or assists in the investigation of a complaint of discrimination or harassment is prohibited.

Alternatively, students may contact the U.S. Department of Education’s Office for Civil Rights to report discrimination based on the listed above:

**Illinois Regional Office** 500 W. Madison St. Chicago, IL 60661

**Florida Regional Office**, 61 Forsyth St. W. Ste. 19T10, Atlanta, GA 30303

Anyone found to be engaging in any type of unlawful discrimination or retaliation involves conduct by University faculty or staff, the University’s Director of Diversity & Employment will conduct the investigation in coordination with the Title IX Coordinator or the University Ombudsman, depending on the nature of the alleged conduct.

When a complaint about unlawful discrimination or retaliation involves conduct by University faculty or staff, the University’s Director of Diversity & Employment will conduct the investigation in coordination with the Title IX Coordinator or the University Ombudsman, depending on the nature of the alleged conduct.

Family Educational Rights and Privacy Act of 1974 (FERPA)

**Basic Policy**

In compliance with the Family Educational Rights and Privacy Act of 1974, also known as the Buckley Amendment or FERPA, National Louis University protects the rights of students and their parents with relation to the accuracy and privacy of their educational records. In accordance with the provisions of this act, National Louis University has established basic policies to prevent the release of any personally identifiable information regarding any of its students, without first having received the consent of the student (or, in some instances, the parent). In addition, procedures have been established by which a student (or, in some instances, a parent) may request to examine his/her educational records, may challenge any portion of the record, and may request the opportunity to have any inaccurate, misleading, or otherwise inappropriate data deleted or corrected, or may have inserted into the record a written explanation regarding the content of the record.

Please note, as of January 3, 2012, the U.S. Department of Education’s FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records — including your Social Security Number, grades, or other private information — may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

Generally, these rights belong to the student. However, the parents of a student who is financially dependent upon the parents (as defined in Section 152 of the Internal Revenue Code of 1954) may have access to the student’s record without first obtaining the student’s consent.
Release Policy

To totally prohibit the release of even a student’s name or dates of enrollment, for example, would be as much a disservice to students as it would be an imposition on the daily functioning of the school. The law permits certain categories of information to be designated as directory information and to be released without requiring written consent, provided the student (or parents where appropriate) has been notified what information is included as directory information and has been given a specific time to request any such information to be withheld from release.

The University has designated as directory information the following categories:

- Student’s name
- Local address, telephone numbers, and NLU email address (of currently enrolled students only)
- Dates of enrollment
- Major field of study
- Diploma or degree awarded
- Honors or awards received
- Announcement of public performances and ceremonies officially recognized by the University

Information designated by National Louis University as directory information may be individually released without prior consent unless the student (or parent) requests in writing to withhold release. Any such request to withhold release of directory information will apply to all directory information. Students should send such a request to the Office of Admissions and Records.

No other personally identifiable information about a current or former student may be released to any person or agency outside the University except by the written, signed, and dated request of the student (or parent where appropriate) specifying the information to be released and to whom it is to be released. National Louis University is not required, however, to provide a third party access to education records even when the student has provided consent. Parents and spouses of students may obtain non-directory information only at the discretion of the university and after the consent form has been received. The University reserves the right to deny direct access to student records to other third parties without providing explanation. At the request of the student (or parent), a copy of the information to be released will be provided when he or she consents to the release. (*The Privacy Act provides for a number of exceptions to this rule whereby information may be released to accrediting agencies, certain federal and state authorities, for reason of emergencies related to the health and safety of the student, etc., without notifying the student or parent. A list of such exceptions may be obtained upon request. Emergency release of information may be necessary on approval of an appropriate administrative officer. In addition, notification shall not be given if the student [or parent, where appropriate] has directly made the request for the release of information.) In situations in which confidential records are being discussed, the University reserves the right to restrict third-party participants. Within the University, certain information within a student’s record may be necessary for an individual or an office for whom it was not originally collected. Such information may be made available to University officials, including instructors, having legitimate educational interests.

The University shall maintain a record of all individuals or agencies that have requested or obtained access to a student’s educational records and the legitimate interest they have in such records. The University shall keep this record as part of the student’s total educational record, subject to the same restrictions on release and access. The University shall not maintain records of release of directory information requested directly by the student (or parent where appropriate) or requested by individuals within the school who have legitimate educational interest.

Whenever personally identifiable information about a student is released, the University shall stipulate, in writing, that the person or agency to whom it is released may not transmit such information to another individual or agency without the prior written consent of the student or parent of students below the post-secondary level.

*When is Consent not Required? (FERPA Privacy Act Regulations, Section 34 CFR 99.31)

34 CFR 99.31 states that an educational institution may disclose personally identifiable information without consent required by 34 CFR 99.30 if it meets one of the following exceptions:

1. Disclosure to School Officials
2. Disclosure to Schools in which student intends to enroll
3. Disclosure to Federal and State Authorities for Audit
4. Disclosure in connection with Financial Aid
5. Disclosure to State and Local Authorities
6. Disclosure for Studies for educational institutions
7. Disclosure to Accrediting Agency
8. Disclosure to parents of Dependent Student
9. Disclosure to comply with judicial order or subpoena
10. Disclosure in connection with health and safety emergency
11. Disclosure of Directory Information
12. Disclosure to the Student
13. Disclosure to comply with The Patriot Act, Public Law 107-56

**Maintenance of Records**

In maintaining a student’s educational record, the University shall collect part or all of the following information: name; address; social security number; phone number; date of birth; sex; ethnicity; marital status; citizenship status; names of elementary, secondary, and post-secondary schools attended with dates and diplomas or degrees earned; activities, awards, and work experiences; parents’ names, addresses, phone numbers and occupations; business address and phone numbers; emergency telephone numbers; transcripts; grades received; reports of standardized tests; degree and program evaluations; course evaluations; competency sheets; registration forms; medical forms and records; financial assistance applications; confidential financial statements and eligibility reports; records of student fee payments; student-completed questionnaires; counselor reports and notes; letters of recommendation; placement records; and correspondence.

Letters of recommendation are used as admission documents only. They are not intended nor will they be used for any other purpose.

This information is kept by various offices and departments:
- Admissions
- Alumni Relations
- Career Services
- Diversity, Equity, and Access
- Financial Aid
- Provost
- Registrar
- School College Relations (National College of Education)
- Student Accounts
- Student Affairs
- Student Counseling
- Student Health
- University Ombudsman

Detailed educational records, as defined above, are kept no longer than two years after a student terminates enrollment in one of the University colleges and are then destroyed, with the following exceptions:

1. The Office of Admissions and Records maintains student files until five years after the last date of attendance or degree date. Transcripts of all academic credit earned at the University are maintained permanently.

2. The Alumni Relations Office maintains directory information on all graduates.

3. The Financial Aid Office maintains financial aid and student account records for a minimum of three years from the date the student last attended.

4. The Student Accounts Office retains quarterly financial summaries of student fee payments and individual student files concerning Perkins Loans necessary to meet statutory requirements.

5. The Office of School College Relations (NCE) permanently retains information files related to professional study: evaluation, notation, etc.

6. The Office of Student Experience and the Office of the Provost maintain disciplinary records for five years.

**Student Right to Access**

Students currently or formerly enrolled in the undergraduate or graduate school may request access to their own educational records with the following exceptions:

1. Medical and psychological reports and records are not open for review, although the University nurse or other recognized professional may act as a student’s agent and review the record for him/her upon the student’s request.

2. Confidential letters and statements of recommendation, written before January 1, 1975 and used only for the purpose for which they were obtained are not open for review.

3. Parent’s Confidential Statements and eligibility reports are not open for student’s review without parental written consent.

Although the rights provided for by the Family Educational Rights and Privacy Act of 1974 belong primarily to the student once he or she is enrolled at a
post-secondary level of education, the parents of students who are financially dependent upon them (as defined in Section 152 of the Internal Revenue Code of 1954) may request access to the student’s record without the prior consent of the student, with the same exceptions as listed above.

**Waiver of Right to Access**

In the following situations, the University shall provide students (or parents, where appropriate) with the means of waiving their right of access to certain limited parts of their educational record for the purpose of preserving confidentiality:

1. Letters of recommendation required for admission.
2. Letters of recommendation collected for a student’s credential file in both the undergraduate and graduate colleges to be used in pursuit of employment.
3. Letters of recommendation used in connection with a student’s eligibility for honorary recognition.

Whenever a student chooses to waive the right of such access, this limited waiver of the right of access applies to the parents, as well. In all three of the above listed situations, where the student or parent waives the right of access, the student (or parent, where appropriate) may request notification of the names of persons making recommendations and the University will provide them with such names.

In providing the means of waiving the right of access, the school shall place this option in writing as part of the printed form being used to obtain statements of recommendation. A student shall indicate in writing his/her choice of waiving or not waiving the right of access to this information before the form is given to other individuals to write their recommendations. Once a recommendation has been received, a student may not change his/her decision with regard to waiving the right to access to that recommendation.

**Procedure for Access**

To obtain access to any part of a student’s educational record, the student (or parent where appropriate) shall be required to submit a written request to the individual in charge of the office that keeps the records in question. An opportunity to examine the student’s file shall be provided as soon as possible and no later than 45 business days after the date of the initial request. The file must be examined within the office and in the presence of the administrator in charge of the office.

**Procedure for Challenging the Record and Informal Proceedings**

Should a student or parent (or another agent acting on their behalf in the case of medical or psychological records) feel that certain information within the educational record is inaccurate, misleading, or otherwise inappropriate, and wish to challenge such information, the parent or student may request a formal or informal hearing of their objections. The formal hearing request must be made in writing to the official representing the University in whose presence the record is being examined.

This official may offer to hear the objection at that time and thereby attempt to settle the objection in an informal way. Should such official be convinced of the validity of the objections made, they may, at that time, remove incorrect, misleading, or otherwise inappropriate information from the file; correct such information so that it is correct and satisfactory to the person stating the objections; or he or she may insert into the record an explanatory note written by the student or the parent. A summary of the proceedings, objections, and results shall be kept by that office, not in the student’s file.

**Formal Hearing**

Should the individual hearing the objections not be convinced of their validity and should the person making the objection not be satisfied by the explanations given or by the offer to settle the objection informally, a formal hearing may be held. The student or parent desiring such a hearing shall make a written request to the administrator of that office and shall be contacted within one week to establish a time for the hearing. The hearing should take place no later than three weeks following the written request, providing that school is in session.

Under such circumstances, the objections shall be heard by a group of three representatives of the University, to be appointed by the President or by a designated substitute—none of the representatives to be directly involved with the information under objection. The hearing shall be conducted by one of the representatives appointed to chair the hearing. The student may bring to the hearing another person who may advise but who may not represent him/her. The chairperson shall present the information being questioned and shall give the student (or parent) requesting the hearing a full and fair opportunity to state the objections being made. The student shall, at this time, present any evidence to substantiate his/her objections. The chair shall then request the individual responsible for the information about which the objection has been made to state the rationale for the existing information and defend its
validity. The chair shall then give the members of the hearing committee the opportunity to question both parties. The chair shall then invite concluding statements from each party. The objector shall be notified in writing as soon as possible of the committee’s decision.

Record of Hearing

Should their decision be in favor of the objector, deletions or corrections in the student's record shall be made immediately, and a summary of the hearing, the objections and the determinations made shall be recorded in the office where the information objected to is kept in a file, though the account of the hearing shall not appear in the student’s record. Should the decision be in favor of retaining the already existing information without change, the record shall be retained as is and a summary of the hearing, the objections and decisions made shall be recorded in the office where the information objected to is kept in a file, though the summary of the hearing shall not appear in the student’s record. Once a particular item in the educational record has been challenged and formally heard, a challenge of the same item shall not be heard again.

Confidentiality Request Form

Please consider very carefully the consequences of deciding to withhold Directory Information. A “Request to Prevent Disclosure of Directory Information” will prevent the release of any information to all inquiries from non-University entities without prior written consent by the student. Identification of the individual as a past or current student at the University will not be acknowledged in any way, including degree verification.

Request to Prevent Disclosure of Directory Information
http://www.nl.edu/admissions/oar/ferpa/

HIPAA and FERPA


Financial Obligations

Students voluntarily accept the services of the University with full responsibility for the payment of all tuition, fees and other charges as scheduled in the Undergraduate and Graduate Catalog, listed on the University website and in other official notices. Electronic Statements of Account are posted to the NLU Student Portal on a monthly basis. It is the student’s responsibility to review the Statement of Account, verify that financial aid is disbursed and payments have been received, and contact the Office of Student Finance with questions regarding charges within 30 days of posting. Satisfactory arrangements must be made with the Office of Student Finance for the settlement of all accounts balances before a student may register, receive a diploma, obtain a transcript, or have enrollment or degrees confirmed. The cancellation of a student’s enrollment may result if bills are past due or payment obligations have not been met.

Students must make restitution when they are responsible for the loss of or damage to University property or to the personal possessions of others.

IBHE Institutional Complaint System

National Louis University is regulated by and has degree-granting authority from the Illinois Board of Higher Education (IBHE). Students with complaints that are unresolved through NLU’s Issue Resolution process may contact the Illinois Board of Higher Education.

Illinois Board of Higher Education
1 N. Old State Capitol Plaza,
Suite 333
Springfield, Illinois 62701-1377
Phone: (217) 782-2551
Fax: (217) 782-8548

General Information: info@ibhe.org
Institutional Complaint Hotline: (217) 557-7359
Website: http://complaints.ibhe.org/

Students with Disabilities

National Louis University does not discriminate against individuals with disabilities in its educational programs, admissions policies, activities or employment policies. Section 504 of the Rehabilitation Act of 1973, as amended, provides that no otherwise qualified individual with a disability shall be excluded from participation in, denied the benefits of or be subjected to discrimination solely because of their disability, under any program or activity that receives federal financial assistance. The American with Disabilities Act (ADA) of 1990 provides comprehensive civil rights protection to individuals with disabilities and prohibits discrimination on the basis of disability in employment, places of public accommodations, state and local government services and telecommunications. Inquiries regarding compliance may be directed to Library and Learning Support or
Academic Accommodations for Persons with Disabilities

Library and Learning Support is the primary support system for students with disabilities, with the responsibility of coordinating academic accommodations in accordance with the Americans with Disabilities Act, Section 504, and University policy. All academic accommodations provided are based on individual need and may need to be substantiated by supporting documentation. For information on how to request accommodations, please contact Learning Support at ada@nl.edu or 312.261.3329.

Informal Complaint Procedure

If a student is comfortable doing so, s/he should speak first about the concerns with his or her faculty member, program director or college dean. In these discussions, a satisfactory resolution may be readily found.

An applicant who feels s/he has been discriminated against because of a disability and is uncertain about filing a formal complaint may wish to discuss the question informally with the designated Library and Learning Support Specialist at 312.261.3329. This informal discussion may result in the development of an approach enabling the student or applicant to deal with the situation or the complaint may be taken under formal review.

Formal Grievance Procedure

A student or applicant who decides to file a formal complaint should contact the University Ombudsman, 312.261.3461. If the grievance concerns the actions of the University Ombudsman, contact the Vice President of Student Services at 847.947.5409. All other grievances will be promptly investigated and reviewed by the University Ombudsman. The purpose of the review is to determine if University policy and applicable federal and local law have been followed and, if not, to address the consequences that may have resulted and take appropriate corrective action. Information relevant to the matter may be requested from the involved parties. The University Ombudsman will provide a response notifying the student or applicant of the findings and recommendations.

A student or applicant who uses the complaint procedure must not be retaliated against for doing so. The student or applicant may choose another student, faculty or staff employee to accompany him or her through the procedure. The other student or employee may help to express the complaint. A student or applicant who finds that a complaint is not resolved to his or her satisfaction may appeal to the Director of Student Experience or Vice President of Student Services. The finding and response from either of these officers is the final response for the University. Additionally, a student or applicant who believes that s/he has been harassed or discriminated against because of a disability can file a Charge of Discrimination at their regional U.S. Department of Education Office for Civil Rights. The Illinois regional office is located at 500 W. Madison St., Chicago, IL, 60661. The Florida regional office is located at 61 Forsyth St. W, Ste. 19T10, Atlanta, GA 30303.

Standards of Student Conduct

The University requires an environment conducive to intellectual and personal growth of its students. National Louis University seeks to cultivate a sense of personal integrity in each of its students. Students are expected, therefore, to strive toward this objective and to develop as individuals in a manner that is consistent with the educational purposes of the University. A student is subject to the Conduct Process for allegations of misconduct in violation of the following policies:

- Acceptable Use of Information Systems
- Comprehensive Sexual Misconduct and Relationship Violence
- Conceal and Carry
- Disruption of University Business or Events
- Falsification of Records
- Gambling
- Hazing, Bullying and Cyber-Bullying
- NLU Property
- Requests by Officials of the University
- Substance Use/Abuse
- Violations of University Policy, Local, State or Federal Laws
- Violence and Threats of Violence

Policy on Acceptable Use of Information Systems

National Louis University provides resources to the University community (which includes all NLU students, staff, faculty, board members, alumni, and administrators) through its Information Systems and services (as defined in Guidelines for Users of Information Systems in the National Louis University Community). NLU is responsible for providing
University community members with Information Systems and services adequate to support the mission of the University. NLU is accountable to university community members for providing Information Systems and services adequate to support the goals and objectives of the University.

Use of Information Systems and services must be consonant with the mission, goals, and objectives of the University. Therefore, NLU community members are responsible for their activities and accountable for their individual conduct while using NLU Information Systems and services.

The NLU Acceptable Use policy outlines those responsibilities and provides a framework for accountability for appropriate use of the University Information Systems and services.

Responsibilities of NLU Community Members

NLU community members are responsible for the following:

1. Abiding by United States copyright and intellectual property laws applicable to computer-accessible materials.
2. Using information resources for educational instruction, service, research, administrative, and other purposes consistent with their roles in the university community.
3. Respecting the integrity of NLU Information Systems and services, including refraining from activities to gain unauthorized access to or use of University Information Systems or software, which are intended to circumvent security measures.
4. Conducting themselves in a professional and ethical manner in all communications conducted via the University Information Systems. The above policy will be implemented according to the Guidelines for Implementation of Acceptable Use of NLU Information Systems policy, below.

Guidelines for Implementation of Acceptable Use of NLU Information Systems Policy Definitions

Policy Definitions

National Louis University Information Systems refers to all computers and Information Systems owned or operated by NLU and includes hardware, software, data, and communication networks associated with these systems and services. These systems range from multi-user systems to single-user terminals and personal computers, whether freestanding or connected to networks.

System users are all those individuals with privileges to use NLU computing systems and services, including but not limited to students, faculty, university staff and administrative officers.

Deans and vice presidents with the assistance of LITS (Learning and Information Technology Services) system administrators will determine who is permitted access to a particular system. LITS system administrators and other designated system users hold responsibility for the maintenance and security of NLU Information Systems as a part of their stated responsibilities as academic or non-academic employees. LITS system administrators report directly to the NLU technical director. The NLU Technical Director directly reports to the NLU Chief Information Officer who reports directly to the University President. The NLU Chief Information Officer holds ultimate responsibility for the maintenance and security of NLU Information Systems.

1. Adherence to Laws Governing Ownership and Copyright Law

Users must observe intellectual property rights including, in particular, copyright laws as they apply to software and electronic forms of information.

Users may use only legally obtained, licensed data, or software in compliance with license or other agreements and federal copyright and intellectual property laws.

Users shall not place copyrighted material (software, images, music, movies, etc.) on any NLU computer without prior permission from the copyright holder or as granted in a license agreement or other contract defining uses.

Peer-to-peer File Sharing

Peer-to-Peer (P2P) file sharing is the use of a P2P application that shares files with other users across the internet, making the computer act as a client and server simultaneously. P2P applications such as BitTorrent, Kazaa, Bearshare, Morphus, Gnutella, LimeWire and others, are used to download files, as well as to make them available for others to download. When using P2P applications, be aware that the content of the "shared" folder on your machine will be available to other P2P users. As a result, a P2P user can download music, movies, games or other digital files directly from someone else’s machine, without knowing if the material is copyright protected. This process of file sharing can be a source of illegal distribution of copyright protected material, which may result in civil and criminal penalties. Further, users of P2P software may inadvertently share sensitive files like tax
returns, bank statements, or confidential business files.

National Louis University raises awareness about copyright law and takes appropriate action in support of enforcement as required by policy and law. The University’s Acceptable Use of Information Systems Policy states that all members of the University must comply with US copyright law and it explains the fair use standards for using and duplicating copyrighted material. In addition, the policy prohibits the duplication of software for multiple uses, meeting the Digital Millennium Copyright Act (DMCA) requirements.

2. Authorized Use

Individuals using NLU Information Systems and services must be identified either through the physical location of an office or instructional computer or through an authorized NLU computer account, as with multiple user systems. System users may not access or use another user’s computer account or allow another person to use his or her account.

LITS system administrators create accounts and regulate access to NLU Information Systems by authorized system users. System administration privileges are granted only for official purposes and under the authority of designated academic and administrative officers. Unauthorized usage or assignment of administrative privileges is expressly prohibited.

Users must not conceal their identity when using NLU systems, except when anonymous access is explicitly provided (as with anonymous FTP).

NLU computing systems and services may not be used as a means of unauthorized access to computing accounts or systems inside of or outside of NLU’s Information Systems.

Other uses of NLU Information Systems may be permissible including revenue-generating activities subject to policies and procedures governing contractual agreements.

3. Privacy

All access to protected information stored in NLU records systems will be in strict compliance with the provisions of federal and state laws. The Family Educational Rights and Privacy Act (FERPA) or “Buckley Amendment” (34 C.F.R. Part 99, as amended by 61 Fed. Reg. 59291 Nov. 21, 1966) provides for protection against unwarranted disclosure of private information contained in “official” University records. FERPA guarantees all postsecondary students the right to consent to disclosures of personally identifiable information contained in student education records, except to the extent that FERPA authorizes disclosure www.edlaw.net.

Computer System users must respect the privacy of others by refraining from inspecting, broadcasting, or modifying data files without the consent of the individual or individuals involved. Administrative users may inspect or repair data files (including e-mail stored on NLU mail systems) as required as part of their employment, and then only to the extent necessary to maintain the integrity and operations of NLU systems.

University employees and others may not seek out, examine, use, modify, or disclose, without authorization, personal or confidential information contained in a computer, which they access as part of their job function. Employees must take necessary precautions to protect the confidentiality of personal or confidential information encountered in the performance of their duties.

Use of internet systems (IP) to transmit information does not guarantee privacy and confidentiality. Sensitive material transferred over Information Systems (including e-mail and the World Wide Web) may be at risk of detection by a third party. Users should exercise caution and care when transferring such material in any form.

4. Malicious and Destructive Uses of NLU Information Systems

The following uses of NLU computers and Information Systems are specifically prohibited:

- Use of computer programs to decode passwords or access control information
- Attempts to circumvent or subvert system or network security measures
- Engaging in any activity that might be purposefully harmful to systems or to any information stored thereon, such as creating or propagating viruses, disrupting services, or damaging files or making unauthorized modifications to University data
- Wasting computing resources or network resources, for example, by intentionally placing a program in an endless loop, printing excessive amounts of paper, or by sending chain-letters or unsolicited mass mailings
- Using mail or messaging services to harass, libel, intimidate, or distribute misinformation, for example, by broadcasting unsolicited messages, by
repeatedly sending unwanted mail, or by using someone else’s name or user ID

- Users must not access or attempt to access data on any system they are not authorized to use. Users must not make or attempt to make any deliberate, unauthorized changes to data on an NLU system.
- Users must not intercept or attempt to intercept data communications not intended for that user’s access, for example, by “promiscuous” bus monitoring or wiretapping.

5. Enforcement

Authorized LITS system administrators may monitor computer activity for the sole purpose of maintaining system performance, security, and integrity. In instances when individuals are suspected of violating policies, the contents of user files may be inspected only upon the approval of the University officer having clear responsibility for the activity of the user.

At the discretion of the LITS system administrator(s) responsible for the resource or service in question, in collaboration with the appropriate administrative authority, Information System computer use privileges may be temporarily or permanently revoked, following due process appropriate for the parties involved, pending the outcome of an investigation of misuse, or finding substantiating violations of these guidelines.

6. Due Process

NLU Information System users have the right to due process (consistent with respective policies governing the categories of users) in cases of discipline resulting from violations of the guidelines outlined in this document.

When a LITS systems administrator believes it necessary to preserve the integrity of facilities, user services, or data, he or she may suspend any account, whether or not the account owner (the user) is suspected of any violation. Where practical, 24-hour notice will be given in advance of revocation.

If, in the judgment of the LITS systems administrator, the violation warrants action beyond the LITS system administrator’s authority, he or she will refer the case first to the university administrator or disciplinary body appropriate to the violator’s status (e.g., in the case of a faculty member, his/her dean), and, as deemed appropriate, to a law enforcement authority.

An NLU Information System user accused of a violation will be notified of the charge and have an opportunity to respond (consistent with respective policies governing the categories of users) before a final determination of a penalty. If a penalty is imposed, the accused violator may request a review by the designated administrator or body empowered to assure due process and an impartial and timely review of the charges.

Note: National Louis University supports the EDUCAUSE Code of Software and Intellectual Rights. Users should consider the EDUCAUSE Code as a standard to guide their ethical use of electronic resources and information:

Respect for intellectual labor and creativity is vital to academic discourse and enterprise. This principle applies to works of all authors and publishers in all media. It encompasses respect for the right to acknowledgment, right to privacy, and right to determine the form, manner, and terms of publication and distribution.

Because electronic information is volatile and easily reproduced, respect for the work and personal expression of others is especially critical in computer environments. Violations of authorial integrity, including plagiarism, invasion of privacy, unauthorized access and trade secret and copyright violations, may be grounds for sanctions against members of the academic community.


Policy on Comprehensive Sexual Misconduct and Relationship Violence

National Louis University is committed to maintaining a learning environment for all students that supports educational advancement on the basis of academic performance. Sexual misconduct and relationship violence are not tolerated at National Louis University.

The University will respond to complaints, reports or information about incidents of sexual misconduct and relationship violence by stopping the prohibited conduct, eliminating hostile environments, taking steps to prevent the recurrence of prohibited conduct, and addressing its effects on campus or in any University programs and activities regardless of location.

The purpose of this policy is to define sexual misconduct and relationship violence and describe the process for reporting violations of the policy,
investigating alleged violations of policy, and identifying resources available to students who are involved in an incident of sexual misconduct or relationship violence.

**Scope of Policy**

This policy applies to all members of the University community - faculty, staff, and students – regardless of gender, sexual orientation, or gender identity. Members of the University community shall not engage in sexual misconduct or relationship violence against students. Persons who do so are subject to disciplinary action, up to and including discharge for employees and dismissal for students. The University also prohibits sexual misconduct by third parties.

This policy applies to all forms of sexual misconduct and relationship violence committed by or against a student when:

- The conduct occurs on campus;
- The conduct occurs off-campus in the context of University programs or activities, including but not limited to University sponsored internships, graduate/professional programs, or other University affiliated programs; and/or
- The conduct occurs off-campus outside the context of a University program or activity but has continuing adverse effects on campus or in any University program or activity.

For the purposes of this policy, the Complainant is any person who submits a complaint or report of sexual misconduct or relationship violence or any other violation of this policy. In many cases, the Complainant also will be the victim of the alleged sexual misconduct or relationship violence, but persons other than the alleged victim who are aware of acts of sexual misconduct or relationship violence are authorized to submit complaints or reports to the Title IX Coordinator. When used in this policy, Complainant refers to both the person making the complaint or report and the victim. The services and supports to Complainants described in this policy are available to the victim, even if the victim is not the Complainant.

The Respondent is any person who is accused of sexual misconduct or relationship violence, including a University student, employee or a third party. Respondents who are University students are referred to as Responding Students. The University’s Student Conduct Process also refers to the student as the Responding Student.

This policy also confirms NLU’s obligation to provide survivors of sexual violence with concise information, written in plain language, concerning the survivor’s rights and options, upon receiving a report of an alleged violation of this policy. A copy of NLU’s student notification of rights and options can be obtained by contacting the Title IX Coordinator or on nl.edu/sexualrespectandTitleIX.

**Jurisdiction**

The University’s Title IX Coordinator will investigate complaints that students engaged in prohibited conduct or any other form of gender or sex discrimination, including complaints by students, employees and third-parties. The Title IX Coordinator will also investigate complaints by students that other students, University employees and third-parties engaged in prohibited conduct or any other form of gender or sex discrimination. The Title IX Coordinator is responsible for making available to Complainants the interventions and other supports available to students as described in this policy. When the Respondent is a University Employee, the Director of Diversity and Employment will support the investigation and ensure that the investigation complies with University policies and procedures regarding the investigation and discipline of employees.

The University’s Director of Diversity and Employment will investigate complaints that University employees engaged in prohibited conduct or any other form of gender or sex discrimination. In cases where a University employee is the Respondent, the Title IX Coordinator shall support the investigation and insure that the procedural safeguards, interventions and accommodations provided to students in this policy are available to the Complainant.

If the Complainant is a student-employee and the Respondent is a student, the complaint will be investigated by the Title IX Coordinator. If the Complainant is a student-employee and the Respondent is an employee, the complaint will be investigated by the Director of Diversity and Employment.

The procedures for investigating complaints by employees about other employees and third-parties and the supports available to Complainant employees are beyond the scope of this policy. For information regarding procedures and policies related to complaints by University employees, please contact the Director of Diversity and Employment or consult
the employment policies posted on the University’s website.

**Gender Discrimination**

Title IX of the Educational Amendments of 1972 prohibits gender discrimination at institutions of higher education. The University prohibits gender discrimination in any of its programs or activities. Sexual harassment, sexual assault and other kinds of sexual violence, are forms of gender discrimination. This policy and its related procedures apply to complaints alleging all forms of gender discrimination (including sexual harassment, sexual assault, and sexual violence) against and by students. For the purposes of this policy, references to sexual misconduct include sexual and gender-based harassment, assault, and violence.

**Title IX Coordinator**

The University’s Title IX Coordinator is responsible for the University’s compliance with federal and state laws and University policies and procedures regarding gender discrimination, harassment, relationship violence, stalking, and other forms of sexual misconduct. The Title IX Coordinator is responsible for investigating all allegations of prohibited discrimination and harassment, relationship violence, stalking, and sexual misconduct, and provides training to recognize and prevent such incidents. The Title IX Coordinator also collaborates with other campus offices to encourage best practices to promote a culture of inclusion. The Title IX Coordinator is available to advise any individual, including the Complainant and the Respondent, about University and community resources and reporting options and is available to provide assistance to any University employee regarding how to respond appropriately to a report of sexual misconduct or relationship violence. The Title IX Coordinator cooperates with and assists the Director of Diversity and Employment in the investigation of complaints alleging that University employees have engaged in conduct prohibited by this policy and other University policies that prohibit sexual harassment.

**Contact Information**

Danielle Laban  
Title IX Coordinator  
By e-mail at dlaban@nl.edu  
By phone or fax at 312.261.3162.

File an incident report: nl.edu/letusknow  

**Resources:**

www.nl.edu/sexualrespectandtitleix

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**Faculty and Staff Reporting Obligations**

If any member of the NLU faculty or staff learns of sexual misconduct prohibited by this policy, he or she is obligated to immediately report that information to the Title IX Coordinator. Employees who receive information about sexual misconduct in confidential relationships as defined in this policy, including Confidential Advisors and employees authorized to receive confidential disclosures, are not subject to this reporting obligation.

**Prohibited Conduct**

**Relationship Violence and Sexual Misconduct**

Relationship violence and sexual misconduct are broad terms that encompass sexual harassment, sexual violence, domestic violence, dating violence, and stalking. Definitions for each of these terms are provided below.

1. **Relationship Violence** encompasses domestic violence, dating violence, and stalking. Definitions for each of these terms are provided below.

   a. **Domestic Violence** is defined as an act of violence committed by any of the following individuals:

      i. A current or former spouse or intimate partner of the victim
      ii. A person with whom the victim shares a child in common
      iii. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
      iv. A resident or former resident of the victim’s household

   b. **Dating Violence** is defined as an act of violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim that does not fall within the definition of “domestic violence.” For the purposes of this definition:

      i. Whether the relationship is of a romantic or intimate nature is determined by a variety of factors, including the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
ii. A relationship of a romantic or intimate nature means a relationship that is characterized by the expectation of affection or sexual involvement between the parties.

iii. An incident of dating violence can be a single act of violence or a pattern of violent acts that includes, but is not limited to, sexual or physical abuse, or the threat to engage in such abuse.

c. Stalking is defined as engaging in a course of conduct that is directed at a specific person that would cause a reasonable person to feel fear for herself or himself or for the safety of others, or to suffer substantial emotional distress.

i. A course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.

ii. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical treatment or professional counseling.

iii. A reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

iii. Stalking includes cyber-stalking, a form of stalking in which electronic media such as the internet, social networks, blogs, texts, cell phones, or other similar devices or forms of contact are used. This policy prohibits all stalking, not just stalking that occurs within the context of a relationship.

2. Sexual Misconduct encompasses sexual harassment, sexual violence, and sexual exploitation. Definitions of relevant terms and a discussion of First Amendment protections are included below.

a. Sexual Harassment is a form of discrimination on the basis of gender or sex. "Sexual harassment" means unwelcome sexual advances, unwelcome requests for sexual favors, or other unwelcome behavior of a sexual nature.

i. Sexual harassment can occur in the following situations:

1. Submission to such behavior is made, explicitly or implicitly, a term or condition of an individual’s employment or status in a course, program, or activity; or

2. Submission to or rejection of such behavior is used as a basis for a decision affecting an individual’s employment or participation in a course, program, or activity; or

3. The conduct creates a hostile, intimidating or offensive education environment that has the effect of unreasonably interfering with a student’s academic or work performance or limits a student’s ability to participate in educational programs or activities.

ii. In determining whether behavior is sexual harassment, the totality of the circumstances, including the nature of the behavior and the context in which it occurred, must be considered. Sexual harassment often involves a pattern of offensive behavior. A single incident may also constitute sexual harassment, depending on the severity of the conduct and on factors such as the degree to which the conduct affected the student’s education; the type of conduct; and the relationship between the alleged harasser and the student. The conduct does not have to be directed at a specific person or persons to constitute harassment.

iii. All forms of sexual misconduct and relationship violence described in this policy are also prohibited forms of sexual harassment.

iii. Examples of Sexual Harassment (non-exhaustive list):

1. Threats or insinuations that lead the student reasonably to believe that granting or denying sexual favors will affect the student’s reputation, education, advancement, or standing at NLU.

2. Sexual advances, sexual propositions, or sexual demands that are not agreeable to the recipient.

3. Unwelcome sexually explicit material sent by email, text message, or other electronically transmitted communication.
4. Sexual misconduct such as stalking, cyberstalking, recording or transmitting sexual images without an individual’s permission, and voyeurism.

5. Unwelcome and persistent sexually explicit statements or stories that are not legitimately related to employment duties, course content, research, or other University programs or activities.

6. Repeatedly using sexually degrading words or sounds to a person or to describe a person.

7. Unwanted and unnecessary touching, patting, hugging, kissing or other physical contact.

8. Recurring comments or questions about an individual’s sexual prowess, sexual deficiencies, or sexual behavior.

9. Remarks about an individual’s gender, nonconformity with gender stereotypes or actual or perceived sexual orientation.

b. Sexual Violence is defined as a physical sexual act attempted or perpetrated against a person’s will or when a person is incapable of giving consent, including without limitation, sexual assault, sexual battery, sexual abuse, and sexual coercion. A number of different acts can fall within the definition of sexual violence, including rape and sexual assault.

i. Sexual Assault is defined as having or attempting to have sexual intercourse or sexual contact with another individual by force or threat of force, without consent, or where that person is incapacitated.

1. Sexual intercourse includes vaginal or anal penetration, however slight, with a body part (e.g., penis, tongue, finger, hand) or object, or oral penetration involving mouth to genital contact.

2. Sexual contact includes intentional contact with the intimate parts of another, causing another to touch one’s intimate parts, or disrobing or exposure of another without permission. Intimate parts may include the breasts, genitals, buttocks, groin, mouth or any other part of the body that is touched in a sexual manner.

ii. Rape is defined as sexual penetration, however slight, of another person without that person’s consent. Penetration can be of the mouth, vagina, or anus, and can be with a penis, tongue, finger, or foreign object.

c. Sexual Exploitation occurs when an individual takes non-consensual or abusive sexual advantage of another for one’s own advantage or benefit, or to benefit or advantage anyone other than the one being exploited. Examples of sexual exploitation include:

i. Surreptitiously observing another individual’s nudity or sexual activity or allowing another to observe consensual sexual activity without the knowledge and consent of all parties involved or, in which the person observed or induced to perform such act has not attained 18 years of age;

ii. Non-consensual sharing or streaming of images, photography, video, or audio recording of sexual activity or nudity, or distribution of such without the knowledge and consent of all parties involved, or in which the person recorded or viewed or induced to perform such act has not attained 18 years of age;

iii. Exposing one’s genitals or inducing another to expose their own genitals in non-consensual circumstances, or in which the person induced to perform such act has not attained 18 years of age;

iii. Knowingly exposing another individual to a sexually transmitted disease or virus without their knowledge;

iii. Inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity;

iii. Arranging for others to have non-consensual sexual contact with a victim; and

iii. The recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act where such an act is induced by force, fraud, or coercion, in which the person induced to perform such act has not attained 18 years of age.

Retaliation

Persons who report sexual misconduct or relationship violence, file a complaint or participate in the University’s investigation and handling of such
reports or complaints, shall not be subject to retaliation (including retaliatory harassment) for reporting or participating, even if the University finds that no sexual misconduct or relationship violence occurred. The University will take strong responsive action if retaliation occurs.

Retaliation is defined as an adverse action or adverse treatment against an individual involved in an investigation by an individual who knew of the individual’s participation in the investigation.

If a Complainant or witness believes that she or he is being subjected to retaliation (including retaliatory harassment), he or she should promptly contact the Title IX Coordinator.

Individuals who engage in retaliation in violation of this policy are subject to the full range of sanctions that can be imposed against them under applicable policies, including termination of employment or administrative withdrawal from the University.

Consent

Consent means the voluntary, willful, unambiguous and freely given agreement to engage in a specific sexual activity during a sexual encounter. Consent cannot be given by someone who is:

- Under 18 years of age;
- Sleeping or unconscious;
- Unconscious, unaware, or otherwise mentally or physically incapacitated due to the use of drugs or alcohol (“incapacitated”);
- Unable to understand the nature of the sexual activity due to a mental disability or condition (“mentally incapable”); or
- Under duress, threat, deception, coercion, misuse of professional authority/status, or force.

Consent must be clear and communicated by mutually understandable words or actions. Silence, passivity, or the absence of physical or verbal resistance, (for example, the absence of a verbal “no” or “stop”) does not constitute consent, and relying solely on non-verbal communications may result in a violation of this policy. A person’s manner of dress does not constitute consent. It is important not to make assumptions. If confusion or ambiguity arises during a sexual interaction, it is essential that each participant stops and verbally clarifies the other’s willingness to continue. Prior consent does not imply current consent or future consent; even in the context of a prior or current relationship, consent must be sought and freely given for each instance of sexual contact.

Consent to any one form of sexual activity does not constitute consent to other forms of sexual activity. Consent can be withdrawn at any time during a sexual encounter. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another.

Incapacitation

Incapacitation is a state where an individual cannot consent to make an informed and rational decision to engage in sexual activity because the individual lacks conscious knowledge of the nature of the act (e.g., to understand the “who, what, where, when, why or how” of the sexual interaction) and/or is physically helpless. An individual is also considered incapacitated, and therefore unable to give consent, when asleep, unconscious, or otherwise unaware that sexual activity is occurring.

Incapacitation may result from the use of alcohol and/or other drugs. Consumption of alcohol or other drugs, inebriation or intoxication are insufficient to establish incapacitation. The impact of alcohol and drugs varies from person to person, and evaluating incapacitation requires an assessment of how the consumption of alcohol and/or drugs impacts an individual’s:

- Decision making ability;
- Awareness of consequences;
- Ability to make informed judgments; or
- Capacity to appreciate the nature and circumstances of the act.

Evaluating incapacitation also requires an assessment of whether a Respondent knew or should have known that the Complainant was incapacitated when viewed from the position of a sober, reasonable person.

In general, sexual contact while under the influence of alcohol or other drugs poses a risk to all parties. Alcohol and drugs impair a person’s decision-making capacity, awareness of the consequences, and ability to make informed judgments. It is especially important, therefore, that anyone engaging in sexual activity be aware of the other person’s level of intoxication. If there is any doubt as to the level or
extent of the other person’s intoxication or impairment, the prudent course of action is to forgo or cease any sexual contact or activity.

Signs of incapacitation may include:
- Slurred speech
- Bloodshot eyes
- Smell of alcohol on breath
- Clumsiness
- Inability to focus
- Confusion
- Shaky balance
- Stumbling or falling down
- Vomiting
- Poor judgment
- Difficulty concentrating
- Combativeness or emotional volatility
- Outrageous or unusual behavior
- Unconsciousness

Being intoxicated or impaired by drugs or alcohol is never an excuse for misconduct and does not diminish one’s responsibility to obtain consent.

Immediate Victim Assistance and Interim Protective Measures

Medical Care and Crisis Center Services
The University has established formal partnerships with local sexual assault and domestic violence crisis centers near each NLU Campus. These centers provide confidential services for a range of sexual misconduct and relationship violence issues and have agreed to work with NLU to serve members of the NLU community. The following centers are available to NLU students:

Chicago:
Between Friends, (800) 603-4357
betweenfriendschicago.org
Mujeres Latinas en Accion, (312) 738.5358
mujereslatinasesenaccion.org

Elgin:
Community Crisis Center, (847) 697.2380, crisiscenter.org

Lisle:
Family Shelter Service, (630) 469.5650, familyshelterservice.org

North Shore:
YWCA Evanston/North Shore, (847) 864.8780, ywca.org
Wheeling:
Northwest CASA, (888) 802.8890, nwcasa.org

Florida:
The Spring of Tampa Bay Hotline, (813) 275SAFE (7233), thespring.org

Additionally, there are many local health care sites that can provide treatment for injuries or sexually transmitted diseases, as well as perform rape kits in order to preserve evidence should a victim want to pursue charges at a later point. Several of these resources staff Sexual Assault Nurse Examiners (SANE) who hold specialized training in providing rape kits in a victim-sensitive manner.

The following medical facilities are nearest to each campus of NLU. The facilities nearest to NLU’s Illinois campuses may provide medical forensic examinations at no cost to the victim pursuant to the Illinois Sexual Assault Survivors Emergency Treatment Act.

Chicago:
Northwestern Memorial Hospital
251 E Huron St Chicago, IL 60611
312. 926.2000

Elgin:
Presence Saint Joseph Hospital
77 N Airlite St Elgin, IL 60123
847.695.3200

Lisle:
Advocate Good Samaritan Hospital
3815 Highland Ave Downers Grove, IL 60515
630.275.5900

North Shore:
Presence Saint Francis Hospital
355 Ridge Ave Evanston, IL 60202
847.316.4000

Wheeling:
Glenbrook Hospital
2100 Pfingsten Rd Glenview, IL 60026
Preservation of Evidence

Whether a Complainant files a complaint under this policy or with a local law enforcement agency, any person who has experienced sexual misconduct, and in particular persons who have experienced sexual or relationship violence or sexual assault, should preserve to the extent possible any evidence that may assist investigators in determining whether the alleged misconduct occurred or might be relevant to the issuance of an order or protection. Actions to preserve evidence include, but are not limited to, the following:

- Do not dispose of or destroy or alter any physical evidence, including clothing.
- If you suspect that a drink has been drugged or tampered with, inform a medical care provider or law enforcement official immediately so they can attempt to collect physical evidence, including the drink and urine or blood samples.
- Preserve any electronic communications related to the misconduct, including voice mail messages, text messages, e-mails, instant messages, social media pages, digital photographs or videos, etc.

If you need any assistance in preserving evidence related to the misconduct, you should contact emergency medical personnel, law enforcement and/or the Title IX Coordinator.

Appointment of Confidential Advisor and Victim Support

Pursuant to the Illinois Preventing Sexual Violence in Higher Education Act, survivors of sexual violence have access to Confidential Advisors who can provide emergency and ongoing support to survivors of violence. Under the act, “sexual violence” means physical sexual acts attempted or perpetrated against a person’s will or when a person is incapable of giving consent, including without limitation, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. A survivor of sexual violence is a student who has experienced sexual violence, domestic violence, dating violence or stalking while enrolled at NLU. NLU, however, provides access to Confidential Advisors for all Complainants.

Confidential Advisors are authorized and trained to provide the following services:

- Inform the Complainant of the Complainant’s choice of possible next steps regarding the Complainant’s reporting options and possible outcomes, including without limitation, reporting pursuant to this policy and notifying local law enforcement.
- Notify the Complainant of resources and services for survivors of sexual violence, including, but not limited to, student services available on campus and through community-based resources, including without limitation sexual assault crisis centers, medical treatment facilities, counselling services, legal resources, medical forensic services, and mental health services.
- Inform the Complainant of the Complainant’s rights and NLU’s responsibilities regarding orders of protection, no contact orders, or similar lawful orders issued by NLU or a criminal or civil court.
- Provide confidential services to and have privileged, confidential communications with Complainant in accordance with Illinois law.
- Upon the Complainant’s request and as appropriate, liaise with campus officials, community-based sexual assault crisis centers, or local law enforcement and, if requested, assist the Complainant with contacting and reporting to campus officials or local law enforcement.
- Upon the Complainant’s request, liaise with the necessary campus authorities to secure interim protective measures and accommodations for the Complainant.

NLU has entered into agreements with the following agencies to provide individuals to serve as Confidential Advisors:

24/7 Confidential Advisor
Mujeres Latinas en Accion - Chicago
Crisis Hotline: (312) 738.5358
www.mujereslatinasesnaccion.org

University Confidential Advisor
Caroline Kenerson
For an updated list of Confidential Advisor agencies, please consult NLU’s website at nl.edu/sexualrespectandTitleIX or contact the Title IX Coordinator at dlaban@nl.edu, or 312.261.3162.

Counseling
In addition to the services described above, the University also can provide counseling referrals and resources to anyone affected by an incident of sexual misconduct or relationship violence. Students seeking counseling referrals for licensed mental health professionals should contact the Office of Student Experience at 888.658.8632 x3568 or email counseling@nl.edu.

Academic Accommodations
Immediately following a reported incident and while investigation is ongoing, the University reserves the right to take whatever measures it deems necessary to protect a student’s rights and personal safety. These efforts may include changes to academic, living, dining, transportation, and working situations, obtaining and enforcing impact course/work schedules, class assignments, presence on NLU campuses and other measures. The University may provide accommodations and take other protective measures regardless of whether the student pursues a complaint pursuant to this policy or reports the incident to local law enforcement.

Complaint Procedures
The University has an obligation to promptly take steps to investigate or otherwise determine what occurred and then to address instances of relationship violence and sexual misconduct when it knows or should have known about such instances, regardless of Complainant cooperation and involvement. Therefore, the University encourages persons who believe that they have experienced sexual misconduct or relationship violence to contact the University. The University will accept anonymous reports.

Reporting Sexual Misconduct or Relationship Violence
All individuals are encouraged to promptly report conduct that may violate this policy to the University. In addition, all individuals are encouraged to report conduct that may also violate criminal law to both the University and to local law enforcement. These processes are not mutually exclusive.

Any University student who seeks to make a complaint or report may:

- Make an internal report to the NLU Title IX Coordinator.
- File a University incident report at nl.edu/letusknow
- Contact local law enforcement to file a criminal complaint.

Complainants may pursue an internal NLU complaint and a criminal complaint. When talking to the Title IX Coordinator, a student does not need to know whether they wish to request any particular course of action. Complainants do not need to know how to label what happened. Choosing to make a complaint and deciding how to proceed after making the complaint, can be a process that unfolds over time. The University also encourages individuals who have been sexually assaulted to undergo a health assessment by a Sexual Assault Nurse Examiner (SANE) as soon as possible. A SANE is a registered nurse specially trained to provide care to sexual assault patients. The SANE conducts medical forensic examinations and can serve as an expert witness in a court of law. If you decide to have a SANE exam you can choose whether or not to make a police report.

The University can most effectively investigate and respond to allegations of sexual misconduct or relationship violence if the complaint is made as promptly as possible after the alleged violence or misconduct occurs. The University does not, however, limit the time frame for reporting. If the Respondent is not a member of the NLU community at the time of the report, the University will still seek to meet its legal obligations by providing reasonably available support for a Complainant, but its ability to investigate and/or take action may be limited. The University will, however, assist a Complainant in identifying external reporting options.

A student who believes that he or she has been involved in an incident of sexual misconduct or relationship violence, or any member of the University who becomes aware of an incident of sexual misconduct or relationship violence is strongly encouraged to report the incident through one or more of the following options. As with all types of incidents, the University prohibits and will address
any retaliation against anyone who files a good faith complaint or discloses an incident of sexual misconduct or relationship violence.

**Reporting Incidents to NLU**

A victim or witness has the right to file a written complaint making the University aware of a sexual misconduct incident by submitting an Incident Report at nl.edu/letusknow. Complaints can also be made to NLU’s Title IX Coordinator, Danielle Laban, by email at dlaban@nl.edu or by phone/fax at 312.261.3162. NLU will make every effort to safeguard the identities of students who seek help and/or report sexual misconduct.

**Contact Information: Filing NLU Complaints**

Danielle Laban  
Title IX Coordinator  
By e-mail at dlaban@nl.edu  
By phone or fax at 312.261.3162.

- **Disclosures to Responsible Employees** - Most University officials are considered Responsible Employees, which means they are required by law to report to the Title IX Coordinator all details shared with them regarding incidents of sexual misconduct or relationship violence. To ensure a prompt response to a complaint, the University strongly encourages students to submit reports directly to the Title IX Coordinator through nl.edu/letusknow. If a student reports to a Responsible Employee, that employee is obligated to submit the student’s report to the Title IX Coordinator.

- **Partially Confidential Disclosures** - NLU has identified specific faculty/staff members who are able to keep reports of sexual misconduct or relationship violence partially confidential if a victim or witness so wishes. These officials are required to report to the Title IX Coordinator that an incident has occurred and they must provide general details about the incident, but they are not required to disclose any personally identifiable information about the victim/reporting party. For a list of partially confidential on-campus sources, please see nl.edu/sexualrespectandTitleIX/ under Reporting Options.

- **Confidential Disclosures** - A victim or witness who wishes to keep the incident completely confidential can speak to someone at a local crisis and support center or contact the university confidential advisor. Any information shared with an advocate or counselor at these agencies will not be shared or discussed with NLU officials and will not constitute a complaint or formal report. For a complete list of fully confidential sources where NLU has established a formal partnership please see nl.edu/sexualrespectandTitleIX.

**Reporting Incidents to Law Enforcement Agencies**

Whether or not a victim chooses to make an official report to the Title IX Coordinator or law enforcement, he or she is encouraged to seek appropriate help, which includes medical attention, obtaining information, support and counseling. The University cannot file a criminal complaint on behalf of the student. The student must make this decision and initiate this complaint with the local police department.

- **Criminal Complaints** - In addition to violating University policy, sexual misconduct and relationship violence may also constitute criminal activity. Every victim of sexual misconduct maintains the personal right to file criminal charges with the appropriate local law enforcement agency in addition to or instead of filing an Incident Report with the Title IX Coordinator. The chances of a successful criminal investigation are greatly enhanced if evidence is collected and maintained immediately by law enforcement officers. Victims may discuss the matter with a law enforcement officer without making a formal criminal complaint or a formal University complaint. The Title IX Coordinator, Student Conduct Officer or another University official are available to assist victims in reporting a crime of sexual misconduct to law enforcement.

**Chicago:**  
Chicago Police Department  
1718 South State St Chicago, IL 60616

Non-Emergency: 312.745.4290

**Elgin:**  
Elgin Police Department  
151 Douglas Ave Elgin, IL 60120  
Non-Emergency: 847.289.2700

**Lisle:**  
Lisle Police Department  
5040 Lincoln Ave Lisle, IL 60532
No Contact Orders - Victims of domestic violence, sexual assault or stalking also have the right to obtain an Order of Protection or No Contact Order through the county court where either the victim or Responding Party resides, or the county in which the allegations occurred.

**Explanation of Rights and Options**

Upon receipt of a report of sexual misconduct or relationship violence, the Title IX Coordinator will provide a written explanation to the Complainant and Responding Student summarizing their respective rights and options. This written explanation will include information about reporting procedures, investigation procedures, law enforcement, legal options, confidentiality protections, campus resources, interim measures, and campus disciplinary procedures. Notices to University employees who are Respondents shall follow applicable University Human Resources procedures.

**Requests for Confidentiality or Anonymity**

While steps are taken to protect victims’ privacy and empower victims to pursue their chosen course of action, the University may be legally required to investigate an incident and take action to ensure the safety of the victim and the NLU community, whether or not a victim chooses to pursue a complaint. In cases indicating pattern, predation, threat, weapons and/or violence, the University will likely be unable to honor a request for confidentiality. In cases where the victim requests confidentiality and the circumstances allow the University to honor that request, the University will offer interim support and remedies to the victim and the community, but will not otherwise pursue formal action.

Formal reporting still affords privacy to the Complainant, and only a small group of University officials who need to know will be told, including but not limited to: Title IX Coordinator, Student Conduct Officer, Behavioral Intervention Team and security personnel if needed. The circle of people with this knowledge will be kept as tight as possible in each case in order to preserve a reporting party’s rights and privacy.

Victims of sexual misconduct relationship violence may request confidentiality or anonymity, including that their name not be shared with the Respondent, that the Respondent not be notified of the report, or that no investigation occur. If the victim wants to tell the Title IX Coordinator or a Responsible Employee what happened, but also wants to maintain confidentiality or anonymity, the employee should tell the victim that the University will consider the request but cannot guarantee confidentiality or anonymity. The incident will be disclosed only to those officials with a legitimate institutional interest in knowing the information. In reporting the details of the incident to the Title IX Coordinator, the Responsible Employee will inform the Title IX Coordinator of the victim’s request for confidentiality or anonymity. Every effort will be made to maintain confidentiality of any accommodations or interim protective measures that are arranged for the reporting party unless such confidentiality prevents the institution from providing those accommodations or protective measures.

The Title IX Coordinator will weigh the victim’s request for confidentiality or anonymity against the University’s obligation to provide a safe, non-discriminatory environment for all students and employees, including the victim. The Title IX Coordinator will consider a range of factors in weighing the request, including:

- The associated risk that the Respondent will commit additional acts of relationship violence or sexual misconduct, such as:
  - Whether there have been other sexual misconduct or relationship violence complaints about the same Respondent;
• Whether the Respondent has a history of arrests or records from a prior school indicating a history of violence;
• Whether the Respondent threatened further sexual misconduct or relationship violence against the victim or others;
• Whether the sexual misconduct or relationship violence was committed by multiple Respondents;
• Whether there have been threats to kill or harm the victim; and/or
• Whether the sexual misconduct or relationship violence was perpetrated with a weapon;
• Whether the victim is a minor;
• Whether the University possesses other means to obtain relevant evidence of the sexual misconduct or relationship violence (e.g., security cameras or personnel, physical evidence);
• Whether the victim’s report reveals a pattern of sexual misconduct or relationship violence at a specific location or by a particular group

If the University honors the request for confidentiality, the Title IX Coordinator will explain to the victim that the University’s ability to meaningfully investigate the incident and pursue disciplinary action against the Respondent may be limited.

The Title IX Coordinator will also explain that the University prohibits retaliation for filing a complaint and will take steps to prevent retaliation and take strong responsive action if any retaliation occurs. If the Complainant continues to ask that his or her name not be revealed, the University will take all reasonable steps to investigate and respond to the complaint consistent with the request as long as doing so does not prevent the University from responding effectively to harassment and preventing harassment of others.

Regardless of whether the request for confidentiality is honored, the University will take steps to limit the effects of the alleged sexual misconduct or relationship violence and prevent its recurrence when possible. Such steps might include providing increased security of supervision at locations or activities where a pattern of sexual misconduct or relationship violence exists; providing education and training materials for students, student groups, or employees; reviewing applicable sexual misconduct and relationship violence disciplinary policies; and conducting climate survey’s regarding relationship violence and sexual misconduct.

At times, in order to provide a safe, non-discriminatory environment for members of the campus community, the University may not be able to honor a victim’s request for confidentiality. In such circumstances, the Title IX Coordinator will inform the victim prior to starting an investigation and will share information only with people involved in the University’s investigation. The victim is not required to participate in the investigation. Should the victim choose not to participate in an investigation, the Title IX Coordinator will explain that the University’s ability to meaningfully investigate the incident and pursue disciplinary action against the Respondent may be limited.

Reports from Witnesses & Bystander Intervention
Students, employees and third parties who witness acts of sexual misconduct or relationship violence perpetrated by a member of the University community (faculty, staff, or student) or occurring during a University program or event or on University property are strongly encouraged to report the misconduct to the Title IX Coordinator.

The University encourages all witnesses of sexual misconduct or relationship violence to engage in bystander intervention when safe to do so. As explained on the notalone.gov website, “the bystander role includes interrupting situations that could lead to assault before it happens or during an incident; speaking out against social norms that support sexual assault, domestic violence, dating violence, and stalking; and having skills to be an effective and supportive ally to survivors.”

Amnesty for Drug or Alcohol Possession and Consumption Violations
The University encourages students to report all incidents of sexual misconduct or relationship violence. Therefore, students who in good faith report sexual misconduct or relationship violence or other violations of this policy will not be disciplined by the University for student conduct violations such as underage drinking and misuse of alcohol, unless NLU determines that the violation was egregious, including without limitation actions that place the health or safety of another person at risk.

Sexual Misconduct and Relationship Violence by Third Parties
The University prohibits relationship violence and sexual misconduct by third parties towards members of the University community when the third party has been brought into contact with the member of the
University community through a University program or activity. Although individuals who are not students or employees of the University are not subject to discipline under the University’s internal processes, the University will take prompt, corrective action to eliminate relationship violence and sexual misconduct and prevent its recurrence in those circumstances.

If a University student believes that she or he has experienced sexual misconduct or relationship violence in a University program or activity by an individual who is not a University employee or student, the student should report the conduct to the Title IX Coordinator and the administrator (e.g., supervisor, department chair, or dean) responsible for that program or activity.

Informal Resolution of Complaints

Informal resolution means any type of resolution provided by the University in situations involving violations of the Sexual Misconduct and Relationship Policy which does not involve disciplinary action against the Respondent. Informal resolution is typically used when a Complainant requests to participate in an informal resolution, requests anonymity, does not consent to participation in an investigation, or the alleged conduct, even if it does not rise to the level of a policy violation, suggests the need for remedial, educational or preventive action. Depending on the form of informal resolution used, it may be possible for a Complainant to maintain anonymity.

The decision to use informal resolution will be made when the University has sufficient information about the nature and scope of the conduct, which may occur at any time. Where the Title IX Coordinator concludes that informal resolution may be appropriate, the University will take immediate and corrective action through the imposition of individual and community remedies designed to maximize the Complainant’s access to the educational, extracurricular, employment and other activities at the University and to eliminate any hostile environment. Participation in informal resolution by a Complainant is voluntary, and either party may request to end informal resolution at any time and begin the formal stage of the complaint process.

There are some instances when use of informal resolution options is inappropriate, for example, cases involving sexual assault or a student complaint of sexual harassment against an employee in a position of authority over the student. The University will not compel a Complainant to engage in mediation, to directly confront the respondent, or to participate in any form of informal resolution. Such participation shall be completely voluntary for the Complainant.

The Title IX Coordinator will maintain records of all reports and conduct referred for informal resolution, which will typically be completed within sixty (60) calendar days of the initial report.

Processing Complaints and Reports

All reports of sexual misconduct or relationship violence are reviewed by Title IX Coordinator. The University will process all complaints and reports of sexual misconduct or relationship violence it receives, regardless of where the conduct which is the basis for the complaint occurred. The Title IX Coordinator may also determine that an investigation is warranted without a complaint if the University has sufficient notice that sexual misconduct or relationship violence may have occurred.

Even if the Title IX Coordinator determines that a formal investigation is not warranted, the University will take prompt, responsive action to support a Complainant and will take steps to eliminate, prevent, or address a hostile environment if it determines that one exists.

Where a University employee is the Respondent, the Director of Diversity & Employment will conduct the investigation in coordination with the Title IX Coordinator, taking into account any additional procedures specified in the University’s Human Resources policies.

Investigation Procedures

This section provides a general outline of the investigation procedures and protocols to be employed by the Title IX Coordinator or his or her designee when conducting an investigation of sexual misconduct or relationship violence. Each investigation will be specific to the facts and may vary depending on the circumstances of each case. In general, the following procedures will be followed:

a) Evaluate which University policies are related to the complaint or report.

b) Provide interim measures to stop sexual misconduct or relationship violence.
c) Provide information on the importance of preserving physical evidence of sexual misconduct, in particular sexual or relationship violence.

d) Provide information on the availability of a medical forensic examination at no charge to the victim.

e) Meet separately with the Complainant and the Respondent, interview them and identify additional witnesses.

f) Collect, preserve and review available evidence, including information provided by the Complainant, the Respondent and witnesses and physical evidence such as documents, e-mails, photographs, video and audio recordings, text messages and other available evidence.

g) Interview other witnesses.

h) Contact and cooperate with law enforcement, when applicable.

i) Assess the credibility and reliability of the evidence.

j) Issue a Title IX report summarizing all evidence and recommendations for resolution of the incident. The preponderance of the evidence standard means it is more likely than not that a fact is true or that an incident occurred.

k) Complete an investigative report that is distributed to the Student Conduct Officer (if the Respondent is a student), the Office of Human Resources (if the Respondent is a faculty or staff member) or the Director or Vice President with authority to impose sanctions on the Respondent (if the Respondent is a third-party).

l) Distribute investigative report to the Complainant and the Respondent.

m) File the investigative report in the Title IX Office.

Alternate Options for Resolution of Complaints

Students who believe they are a victim of sex-based discrimination in an educational program may file a complaint under Title IX with the regional enforcement office of the Office for Civil Rights, U.S. Department of Education at the following address:

Illinois:
Office for Civil Rights, Chicago Office
U.S. Department of Education
Citigroup Center 500 W. Madison Street, Suite 1475 Chicago, IL 60661-4544 Telephone: (312) 730-1560 Facsimile: (312) 730-1576 Email: OCR.Chicago@ed.gov

Florida:
Office for Civil Rights, Atlanta Office
U.S. Department of Education
61 Forsyth Street S.W., Suite 19T10
Atlanta, GA 30303-8927 Telephone: (404) 974-9406 Facsimile: (404) 974-9471 Email: OCR.Atlanta@ed.gov

Relationship between the Director of Diversity and Employment and the Title IX Coordinator

The process for conducting investigations of complaints against Respondents who are University employees is similar to the process for investigating complaints against students, subject to University policies and procedures that apply to the Respondent. The Director of Diversity and Employment has primary responsibility for investigations of complaints against employees, with support from the Title IX Coordinator to ensure that Complainant is provided all notices required by this policy and receives the appropriate supports as provided for in this policy. Investigative reports will be distributed to the Complainant and the Respondent employee and filed in the Title IX Office and in the Human Resources file related to the Respondent employee.

Relationship Between Law Enforcement Investigations and Internal Investigations

Law enforcement agencies investigate to determine whether there has been a violation of criminal laws. The Title IX Coordinator investigates to determine whether there has been a violation of University policy. The investigations proceed concurrently, and the outcome of one investigation does not determine the outcome of the other investigation.

Occasionally, the Title IX Coordinator may need to briefly suspend the investigation at the request of law enforcement while the police are in the process of gathering evidence. The Title IX Coordinator will maintain regular contact with law enforcement to determine when it may complete its investigation. Even if the Title IX Coordinator’s investigation is briefly suspended, the University will nevertheless communicate with the Complainant regarding his/her rights, procedural options, and the implementation of appropriate interim measures to assist and protect the safety of the Complainant and the campus community and to prevent retaliation. The Title IX Coordinator will promptly resume his or
her investigation as soon as notified by the police department that it has completed its evidence gathering process, or sooner if the University determines that the evidence gathering process will be lengthy or delayed.

**Grievance/Adjudication Procedures**

The process of formal review that will be followed by the University after an investigation is completed depends on the status of the Respondent. If the Respondent is a student, the Title IX Investigation Report will be submitted to the Office of Student Experience, where formal charges may result per the Student Conduct Process.

If the Student Conduct Process results in a finding that the Responding Student is Responsible, remedies may include, but are not limited to, the remedies recommended in the Title IX Investigation Report, including suspension or dismissal from the University.

Remedies, including, but not limited to, educational and developmental activities may be imposed on the Responding Student even if the Student Conduct Officer decides not to file formal charges.

Per Title IX, the standard of evidence in all sexual misconduct and relationship violence fact-finding and related disciplinary and grievance proceedings will be preponderance of evidence.

A copy of the final course of action will be kept on file in the Title IX Office.

If the Respondent is a University employee, the University’s policies and procedures applicable to the employee will be followed.

The entire grievance process, including the investigation and all formal review processes must be completed within 60 calendar days of the incident.

**Appeals**

If the Respondent is a student, the appeal process provided in the Student Conduct Process shall be available to the Complainant and the Responding Student.

If the Respondent is a tenured member of the NLU faculty and the Investigative Body established in the National Louis University Policy for Termination of Tenured Faculty for Cause, FP 115, determines there is not sufficient evidence to refer the Complaint for investigation by the Investigative Panel, the Complainant may file an appeal to the Investigative Panel by submitting the appeal in writing to the Vice President for Human Resources or designee. Upon receiving the appeal, the Investigative Panel will review the appeal and the record submitted by the Investigative Body and determine whether further investigation is warranted. The Investigative Panel will notify the Complainant and the Respondent of its final determination, including the results of any investigation it conducts regarding the complaint.

If the Respondent is a University employee who is not a tenured member of the NLU faculty, and the Director of Diversity and Employment finds that the Respondent did not engage in the conduct alleged by the Complainant or the Complainant disagrees with the sanction imposed on the Respondent, the Complainant may appeal in writing to the Vice President for Human Resources. Upon receiving the appeal, the Vice President for Human Resources or designee, who shall be someone other than the Director of Diversity and Employment, will review the appeal and the record submitted by the Director of Diversity and Employment. The Vice President for Human Resources or designee will notify the Complainant and the Respondent employee of his or her final determination.

**Conflicts of Interest**

The University does not allow conflicts of interest, real or reasonably perceived, by those investigating allegations under this policy or its related procedures. A conflict of interest exists when an individual’s knowledge of the matter or personal or professional relationships with the Complainant, Respondent, or witnesses would preclude the individual from being able to investigate the case fairly and impartially.

Individuals who wish to challenge an investigator because of a conflict of interest may do so by filing a challenge with the Title IX Coordinator or, in matters being investigated by the Office of Diversity and Employment, the Director of Diversity and Employment. If the challenge is to the Title IX Coordinator, the challenge may be filed with the Vice President for Student Services. If the challenge is to the Director of Diversity and Employment, the challenge may be filed with the Vice President of Human Resources.

**Crime Reporting and Timely Warnings**

As part of its annual reporting obligations under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act, as amended by the Violence Against Women Act, and related regulations, the University discloses statistics regarding domestic violence, dating violence, stalking, and sexual assaults that meet the definition of forcible and non-forcible sex offenses under federal law. The report, the Annual Security and Fire Safety Report, is published every October and is located on NLU website at nl.edu/legalpages/consumerinfo/annualsecurityreport/.
Victims of sexual misconduct should also be aware that University administrators must issue immediate timely warnings for incidents reported to them that are confirmed to pose a substantial threat of bodily harm or danger to members of the NLU community. The University will make every effort to ensure that a victim’s name and other identifying information is not disclosed while still providing enough information for community members to make safety decisions in light of the danger.

**Prevention Education and Training**

NLU will provide training on sexual misconduct prevention, reporting and response for all Responsible Employees and students through various platforms. Training is required of all Responsible Employees and will be provided online to faculty and staff at time of hire and annually. Students will be offered online training at the time of New Student Orientation. Continuous training events and programming will be held virtually and on various campuses throughout the year for the NLU community including a robust Sexual Assault Prevention Month every April. Those University officials with increased duties of response, advocacy and confidentiality will be required to attend additional training.

**Policy on Conceal and Carry**

Illinois law permits individuals with an Illinois Firearm Owner’s Identification card (which is already required to purchase guns or ammunition) to obtain a concealed carry permit, subject to various restrictions. This permit allows an individual to carry concealed firearms. Under the law, NLU has elected to ban concealed firearms from being carried on all campuses and this ban is demonstrated by posting signs at the entry ways.

Copies of these signs are posted on all entry ways at our campuses. If anyone enters one of our campuses with a concealed firearm, they should be asked to leave immediately and one should call 911 if there are any issues. The University will not store firearms for a student, faculty, staff, guest or visitor while they are on campus.

Individuals that bring concealed weapons on campus can be charged with misdemeanors and have their permits suspended or revoked. Any local, state or federal employee who are also faculty, adjunct or a currently enrolled student may request an exception to the policy by contacting Richard Schak, Criminal Justice program director: Richard.Schak@nl.edu, 312.261.3579. If anyone who is not exempt from this prohibition is found to have a firearm in his/her possession, consequences include but are not limited to charge of misdemeanors, permit suspension or revocation, immediate dismissal from employment and/or expulsion from the University.

**Policy on Disruption of University Business or Events**

This policy applies to behavior that disrupts nonacademic University business/events and other disruptions falling outside the scope of the Disruptive Classroom Behavior policy found in this Guidebook under Academic Policies and Procedures. National Louis University recognizes a student’s right to speak, inquire or dissent but requires that these freedoms be exercised in an orderly and responsible manner. The University prohibits any student or group of students from interfering with the personal rights of another individual, the carrying out of University business or the progress of any authorized University event.

Any student who causes disruption or interruption of University business or events may be asked by a University official to leave the premises for a temporary period. A few examples of potential disruption to university business or events includes, but is not limited to: excessive noise in hallways through loud conversation and/or arguments and/or using profane language on university property. Students are expected to display respect for other members of the community and cease the behavior of concern if approached by University staff. If behavior is repetitive, fails to stop when confronted, or is egregious the University official will then report the incident to the appropriate staff by completing an Incident Report atnl.edu/letusknow.

**Policy on Falsification of Records**

Falsification of records and official documents is prohibited by the University. This includes altering academic or business records; forging signatures of authorization; or falsifying information on any other documents, including but not limited to transcripts, letters of permission, petitions, and drop-add forms. Forgery of any type, such as the alteration or misuse of University business or academic records or papers, is forbidden. Also expressly forbidden is the forging of the signature of any employee of the University.

Any University faculty or staff member who believes that this policy has been violated by a currently enrolled student shall promptly report the issue by filing an Incident Report at nl.edu/letusknow.
Any student found to have falsified records is subject to disciplinary action through the Student Conduct Process (p. 83).

**Policy on Gambling**
National Louis University prohibits gambling, the sponsoring of lotteries, and the sale of lottery tickets.

**Policy on Hazing, Bullying and Cyber-Bullying**
In accordance with Illinois law, National Louis University strictly prohibits the practice of hazing, bullying or cyber-bullying of any students by any other students or groups of students. Conduct that would actively or passively support acts of bullying, hazing or cyber-bullying will not be tolerated.

Hazing is defined as any intentional or reckless action or situation which promotes emotional or physical harassment, discomfort, or ridicule; hazing is usually connected with the initiation or entry of a new individual or group of individuals into an already existing group or with the discipline of a member by other members of a group.

Specifically, the following hazing activities directed toward any pledge, initiate, or new member of an organization or team are prohibited:

1. Any and all forms of strenuous physical activity which are not part of an organized constructive event and which may reasonably be expected to bring harm.
2. Paddling, beating, pushing, shaving, restraining, immobilizing, or striking.
3. Activities that result in the unreasonable loss of sleep or study time.
4. Forcing or coercing a person or persons to eat or drink amounts of any substance, including alcohol, drugs, foods or other substances.
5. Abduction and/or forced relocation or exposure to extreme weather.
7. The intentional creation of clean-up work or labor for new members by active/inactive members or alumni.
8. Nudity or lewd behavior.
10. Wearing of a uniform.
11. Behavior which disrupts the normal functioning of the University; behavior which forces another person(s) to participate in an illegal, publicly indecent, or morally degrading activity; or behavior which violates rules, regulations, and policies of National Louis University.

Bullying is intentional aggressive behavior toward another that is severe or repeated and that would be likely to intimidate, hurt, demean, control, or diminish a reasonable person. Bullying may be verbal or physical, and may occur through electronic means (cyber-bullying). Bullying can occur through one isolated, but severe, incident, or through a pattern of repeated incidents.

Any allegations of hazing, bullying or cyber-bullying are be promptly reported through an Incident Report at nl.edu/letusknow.

**Policy on NLU Property**
Students are accountable for the care of any facility used by the University and for the property of the University and its students. Acts of vandalism, such as damage or destruction of property owned by the University or its students are prohibited. Theft of any kind, including seizing, receiving, or concealing property with the knowledge that it has been stolen, is forbidden. Sale or possession of property without the owner’s permission is also prohibited. Repair or replacement costs and/or disciplinary action will result when damage, liability, loss, or theft occurs. The University further reserves the right to contact local authorities to address those acts that are in violation of the law.

**Fire and Fire Safety**
No fires or open flames are permitted on University property or in any facility operated by the University. Staff and faculty are obliged to immediately stop any such use and report the event through the Incident Report form at nl.edu/letusknow.

Students are to cooperate fully whenever a fire alarm is sounded and proceed to fire exits quickly and calmly. Failure to cooperate with University or fire department personnel will result in disciplinary action.

Please be advised false activation of a fire alarm is a crime, which is vigorously prosecuted as a felony. Law enforcement considers these offenses to be serious as they represent the potential for serious injury during an evacuation and diversion of critical fire department personnel. The University does not tolerate or excuse intentional discharge of the fire alarm stations on its properties. National Louis University will prosecute, to the fullest extent allowed by law, anyone found making or causing a false activation of the fire alarms. Further, it will take disciplinary actions against such individuals, up to and including, dismissal from the University.
Punishment for conviction of false fire alarm activation includes significant monetary fines and felony imprisonment with terms as long as 3 years.

Policy on Requests by Officials of the University
Students are expected to comply with reasonable and lawful requests or direction by members of the faculty, administrative staff, and others acting in the performance of their official duties. Students are also expected to report any behavior or misconduct that appears to violate University policy by completing the appropriate form at nl.edu/letusknow. Failure to report an observed incident could result in a violation of this policy.

Students must respond promptly to summons from faculty members, administrative officers and officers involved in student conduct proceedings. It is considered a violation of the Standards of Student Conduct for a student to provide false or misleading information to a University official.

Policy on Substance Use/Abuse
In accordance with the Drug-Free Schools and Communities Act of 1989 National Louis University forbids the unlawful use, possession, distribution or sale of drugs or alcohol by a student or employee anywhere on University property. Students receiving prescription medications from a physician must have a prescription in their possession. Students in violation of state, federal or other local regulations with respect to illegal drugs or alcohol may be subject to both criminal prosecution and University disciplinary action.

The United States Congress has established legislation that requires educational institutions to provide information to students and employees regarding illicit drugs and alcohol abuse. This legislation is commonly referred to as the Drug-Free Schools and Communities Act of 1989. Colleges and universities are asked to certify that they attempt to prevent the unlawful possession, use, and/or distribution of drugs and alcohol by students.

National Louis University is committed to maintaining a drug-free environment for students. Disciplinary sanctions that National Louis University may impose for violations of University policies are found under the Student Conduct Process section of this Student Guidebook. Any students who would like to receive additional information or confidential assistance may contact the Office of Student Experience at 888.658.8632, x.3568.

Per the Drug-Free Schools and Communities Act, National Louis University works to foster a culture of care, where students are informed about the risks associated with consuming alcohol or drugs and the responsibility for healthy behavior and a safe learning environment is shared by all. The primary aspects of the University’s policy on alcohol and other drugs are outlined below, please refer to the Student Wellness Page and the Annual Security Report for full policy details.

Student Wellness
www.nl.edu/studentservices/studentexperience/studentwellness/alcoholanddrugs/

Annual Security Report
www.nl.edu/legalpages/consumerinfo/annualsecurityreport/

Alcohol
NLU prohibits students, student groups and employees from the following unlawful and/or unauthorized conduct involving alcohol, including being on campus or participating in University sponsored events under the influence of alcohol:

- Use, possession, distribution or sale of alcohol or containers that previously contained alcohol by anyone under 21 years of age;
- Use, possession, distribution or sale of alcohol or containers that previously contained alcohol anywhere on University property, regardless of age (except as expressly authorized by University facilities personnel);
- Providing alcohol to or procuring alcohol for anyone under 21 years of age;
- Intoxication that results in disruption of University business or raises concern for a student’s well-being, regardless of age;
- Drinking games or other practices that promote intoxication or encourage participants to consume alcohol;
- Other violations of University policy or federal, state or local laws pertaining to alcohol.

Drugs
NLU prohibits students, student groups and employees from the following unlawful and/or unauthorized conduct involving drugs or controlled
substances, including being on campus or participating in University sponsored events under the influence of illegal drugs or controlled substances:

- Use, misuse, possession, manufacture, distribution or sale of illegal drugs or controlled substances (except as expressly permitted by legal authority, such as a student possessing a physician’s prescription and using the substance only as prescribed);
- Use, possession, manufacture or distribution of any drug paraphernalia;
- Intoxication that results in disruption of University business or raises concern for a student’s well-being;
- Being in the presence of the use or misuse of illegal drugs or controlled substances on University property;
- Other violations of University policy or federal, state or local laws pertaining to illegal drugs or controlled substances.
- Use or being under the influence of medical marijuana on all University campuses and at any University sponsored event or activity.

Additional Information Regarding Drugs:

Although Illinois’ Compassionate Use of Medical Cannabis Pilot Program Act (H.B. 1) allows patients to possess and consume limited amounts of marijuana for certain medical conditions, this state law conflicts with federal laws governing marijuana. National Louis University is subject to the federal Drug Free Schools and Communities Act Amendments, which mandate that University communities be free of controlled substances (including marijuana). Thus, the use, possession, manufacture, distribution or being under the influence of medical marijuana on University property or at University-related activities is prohibited and violates this policy.

Effects of Alcohol and Drug Use

Even occasional use of alcohol or drugs can have lasting impacts on health and behavior. Some of these effects include impaired judgment, addiction, negative physical symptoms, negative impact on relationships, reduced brain activity, increased risk of cancer and other organ damage and death. For a complete list of health effects and warning signs of alcohol or drug abuse, see www.nl.edu/studentservices/studentexperience/studentwellness/alcoholanddrugs/.

Treatment Resources

The University urges students who are experiencing alcohol or drug related concerns to seek help immediately. For a list of assessment tools to determine if you or someone you care about may be struggling with alcohol or drugs, see www.nl.edu/studentservices/studentexperience/stud entwellness/alcoholanddrugs/.

Additionally, the following treatment centers are located near NLU campuses:

- Peer Services, Inc. - Adult and adolescent outpatient services. Evanston/Glenview http://peerservices.org/
- Gateway Foundation- Chicago West- Adult inpatient and outpatient treatment center. Multiple locations across northern, central and southern Illinois http://recovergateway.org/

To find additional treatment centers in your area and learn more about which treatment center may be right for you, check out http://www.recovery.org/.

Sanctions

Disciplinary sanctions that National Louis University may impose for violations of University policies are found under the Student Conduct Process section of this Student Guidebook. Students in violation of state, federal or other local regulations with respect to alcohol, illegal drugs or controlled substances may be subject to both criminal prosecution and University disciplinary action, including criminal charges and/or suspension or exclusion from the University. For more information on legal sanctions for violating federal, state or local law, refer to http://www.dea.gov/druginfo/ftp3.shtml).

Student Wellness

www.nl.edu/studentservices/studentexperience/stud entwellness/alcoholanddrugs/[djia1]

Annual Security Report

www.nl.edu/legalpages/consumerinfo/annualsecurit yreport/
Policy on Violations of University Policy, State or Federal Laws

Students are expected to comply with all local, state, and federal laws and ordinances. They are subject to all rules and regulations, both academic and co-curricular, developed by the University and included in any of its publications. A student alleged to have violated one or more rules, laws, or regulations will be subject to disciplinary action in accordance with the Student Conduct Process (p. 83) and/or disciplinary action by the civil authorities.

Policy on Violence and Threats of Violence

National Louis University strives to maintain an environment that is free from intimidation, threats (direct or implied) or violent acts. The University maintains a zero tolerance policy for any violence on the University premises or in connection with the University’s programs and activities. Violence includes physically harming another person or oneself, shoving, pushing, intimidation, coercion, making threats of violence or self-harm, as well as the carrying of or use of weapons. Any object, regardless of its nature or intended purpose, is considered a weapon when used in a threatening or violent manner.

Procedure

Individuals who believe they have been subject to any of the behaviors listed above or who observe or have knowledge of a violation of this policy must immediately report the incident: if the violence or threat is imminent, individuals should notify emergency personnel; if the violence or threat is not imminent, individuals should submit an Incident Report at nl.edu/letusknow. Anyone who threatens or displays violence on campus may be subject to immediate discharge without prior notice. Likewise, anyone found to have brought charges of violence by another University community member in bad faith will be considered in violation of this policy and therefore subject to immediate disciplinary action, up to and including expulsion. All threats of violence are considered credible and serious and will be thoroughly investigated. To the greatest extent possible, the confidentiality of an individual who reports a threat of violence will be maintained. Anyone who fails to report such threats may also be subject to disciplinary action under this policy.

Student Conduct Process

The Office of Student Experience assumes formal responsibility for issues of student conduct. This includes:

1. Administering the regulations of the University.
2. Counseling students involved in student conduct matters.
3. Coordinating student conduct procedures.
4. Processing communication and maintaining a central file of student conduct records.

National Louis University focuses attention on the development of a student’s potential by encouraging self-discipline, fostering a respect for the rights of others, and encouraging cooperation with the regulations of the University. Therefore, the Student Conduct Process provides opportunity for students to:

1. Reassess those aspects of their personal behavior that necessitated University intervention.
2. Increase their awareness of the expectations that the campus community holds.
3. Accept responsibility for modifying their behavior to better meet these responsibilities.
4. Continue their education and development through their student conduct experience. Such a program requires a positive regard for the welfare of the individual student and a rational commitment to resolving student conduct situations in a constructive and educational manner. Additionally, sanctions may be imposed as an expression of the community’s interest in achieving a positive living and learning environment.

Conduct Process Overview

When the University receives an Incident Report that names a student as its subject (Responding Student), the following process is initiated:

1. Incident Report or Complaint received
2. Incident is assessed for policy violation
3. If incident does not rise to the level of a policy violation, incident is dismissed and does not constitute a record of student conduct. Except in cases pursuant to the Comprehensive Sexual Misconduct and Relationship Violence. The reporter will be notified of this decision.
4. Informal Resolution is determined by the administrator and the severity of the policy violation. Informal Resolution will be used as an
educational tool to prevent the recurrence of behavior. Informal Resolution will not be considered a part of a permanent conduct file, however, will be considered in the event of future conduct violations. Except in cases pursuant to the Comprehensive Sexual Misconduct and Relationship Violence Policy.

5. Formal Resolution is initiated when sufficient information exists to suggest that a policy violation occurred. The purpose of a formal resolution is to determine if the respondent holds any responsibility for the policy violations in question.

   a. Administrative Action: If the Responding Student assumes Responsibility for the violation(s), the Office of Student Experience reviews the case and may impose sanctions.

   b. Student Conduct Hearing: If the Responding Student does not assume Responsibility for the alleged violation(s) or a hearing is required pursuant to the Comprehensive Sexual Misconduct and Relationship Violence policy, the Office of Student Experience will convene a Student Conduct Hearing Committee. The Student Conduct Hearing Committee is comprised of an Office of Student Experience staff member (serves as hearing administrator) and two trained faculty/staff members of the Student Conduct Hearing Board. In hearings conducted pursuant to the Comprehensive Sexual Misconduct and Relationship Violence policy, the members of the Hearing Committee will have received training related to sexual violence, domestic violence, dating violence and other training required by law.

6. Written notice of the results of the formal resolution is provided.

7. If applicable, Respondents are provided the right to appeal the outcome of the process pursuant to the right to appeal outlined below.

   Investigative Process Overview

1. The Office of Student Experience reviews the Incident Report and meets with all involved parties to investigate the incident. This may include the reporting party (the Complainant), the Responding Student and any witnesses who may have information related to the incident.

2. When an allegation is made that a student engaged in conduct prohibited by the Comprehensive Sexual Misconduct and Relationship Violence policy, the Title IX Coordinator is responsible for conducting the investigation that informs the Student Conduct Process and for providing the information, support and services required by the Comprehensive Sexual Misconduct and Relationship Violence policy.

3. At any point during the Student Conduct Process, the Office of Student Experience or the Title IX Coordinator may place interim restrictions or requirements on a Responding Student or other involved parties to ensure the safety and security of the campus community. These actions include, but are not limited to, no contact orders, limiting presence on campus or modifications to class attendance. In situations where temporary suspension is recommended, the decision rests with the Vice President of Student Services.

4. During investigative interviews, the Office of Student Experience provides the Responding Student with a copy of the Incident Report and explains the Student Conduct Process to all involved parties. Investigations of complaints subject to the Comprehensive Sexual Misconduct and Relationship Violence policy will be conducted pursuant to that policy.

5. The investigator will use a preponderance of the evidence standard ("more likely than not") in determining whether the Responding Student violated any policies or rules of the University. For investigations conducted pursuant to the Comprehensive Sexual Misconduct and Relationship Violence policy, the Title IX Coordinator will issue an Investigative Report with recommendations for resolution of the incident and will distribute the Report to the Office of Student Experience when the Respondent is a student.

6. As soon as possible following the completion of the investigation, the Office of Student Experience or the Title IX Coordinator for investigations conducted pursuant to the Comprehensive Sexual Misconduct and Relationship Violence policy will communicate in writing via NLU email to notify the Complainant and Responding Student whether formal charges will result from the alleged behavior.

7. If no formal charges result, the Student Conduct Process is complete and this incident does not constitute a student conduct record for the Responding Student. For complaints subject to the Comprehensive Sexual Misconduct and Relationship Violence policy, however, the Complainant may file an appeal with the Vice President of Student Services or designee and
request a hearing according to that policy. The Vice President for Student Services or designee will review the investigative file and the appeal and determine whether the evidence indicates a hearing is appropriate.

8. If formal charges result or a hearing is scheduled pursuant to the Comprehensive Sexual Misconduct and Relationship Violence policy, the written communication shall include:
   a) A description of the alleged misconduct.
   b) Specific provisions of University policy that are alleged to have been violated.
   c) Directions and deadline to the Responding Student regarding his/her choice to plead Responsible or Not Responsible for each alleged violation.

**Student Rights and Procedural Considerations**

The following procedures are designed to determine, without bias, what is best for the Complainant, the Responding Student and the NLU community.

1. The Responding Student is entitled to a Student Conduct Hearing if the matter cannot be resolved through Administrative Action. Reasonable efforts will be made to hold the hearing in not less than 5, nor more than 15 business days from the date of the charge notification, unless the Responding Student expressly waives all or part of the notice period or a continuance is granted by the Office of Student Experience.

2. The Complainant in hearings related to the Comprehensive Sexual Misconduct and Relationship Violence policy shall have the opportunity to request that the hearing begin promptly and proceed in a timely manner.

3. The Complainant and the Responding Student will be notified of the time and place of the hearing at least 5 business days prior to the hearing date. At the time of this notification, the Office of Student Experience will provide the names of available witnesses and any available evidence to the Complainant and the Responding Student. If the Complainant or the Responding Student wishes to bring witnesses to the hearing, they must provide the names of witnesses and any related materials within 2 business days of the date of the hearing. All individuals who participate as witnesses must submit a written statement as directed by the Office of Student Experience. The number of witnesses permitted to attend any hearing is at the discretion of the hearing administrator.

4. The Complainant and the Responding Student may challenge the participation of any member of the Student Conduct Hearing Committee for good and substantial reasons, including a conflict of interest, and request the substitution of that member of the Hearing Committee. The challenge and request for substitution must be filed in writing with the hearing administrator no later than 2 business days before the scheduled commencement of the hearing. The committee member’s continued participation is at the discretion of the hearing administrator. Challenges to the participation of the hearing administrator will be submitted to the Vice President of Student Services or designee no later than 2 business days before the scheduled commencement of the hearing. The hearing administrator’s participation is at the discretion of the Vice President for Student Services or designee.

5. The Complainant and the Responding Student may appear in person and present evidence. The Complainant and the Responding student will not be compelled to attend the hearing or to make statements or testify at the hearing. If the Complainant or the Responding Student does not attend, the hearing body may proceed in his/her absence. The absence of the student will be noted in the record without prejudice.

6. The Complainant and the Responding Student may be assisted during the hearing by an advocate of his/her choosing. The advocate will not be permitted to participate directly in the hearing and will be available only to consult privately with the student regarding questions the student may have during the course of the hearing. Decisions regarding the extent of advocate/student consultation will be determined by the hearing administrator.

7. All proceedings are closed to the public. Persons in attendance shall be limited to members of the hearing body, Complainant, Responding Student, Complainant’s advocate, Responding Student’s advocate, witnesses and Title IX Coordinator where appropriate. All persons involved in a proceeding shall agree to hold information related to the student conduct case confidential.

8. It is within the discretion of the hearing administrator to determine whether witnesses may be present at the hearing when they are not testifying.

9. The Complainant and the Responding Student and their advocates may be present for the entire hearing.
10. In hearings proceeding pursuant to the Comprehensive Sexual Misconduct and Relationship Violence policy, the Complainant is entitled to the same procedural rights afforded to the Responding Student.

11. Hearing Committees are required to determine whether the Responding Student is Responsible or Not Responsible for each alleged violation. The decision of the Hearing Committee shall be made only on the basis of statements and other evidence relevant to the case. The standard of review used to reach a decision is preponderance of evidence, or “more likely than not.” Decisions of the Hearing Committee will be determined by simple majority. If the Hearing Committee determines that a Responding Student is responsible for a violation of University policy, the Responding Student's past offenses or other relevant information may be considered for purposes of determining sanctions.

12. The Responding Student and Complainant are each entitled to written notice of the results of the Student Conduct Hearing sent via NLU email no later than 7 calendar days after the hearing date.

13. An audio recording of the Student Conduct Hearing shall be made by the hearing administrator and filed in the Office of Student Experience. The Complainant and the Responding Student may request access to the audio recording.

Format of Student Conduct Hearing

Procedural aspects of the hearing are at the discretion of the hearing body, inclusive of the Student Rights and Procedural Considerations above and the hearing elements listed in (a)-(h).

a. The charges stated and the case presented by the hearing administrator.

b. A statement made by the Complainant.

c. A statement made by the Responding Student.

d. A statement made by the witnesses, if appropriate.

e. Questions are asked by members of the Student Conduct Hearing Committee. If the Complainant or Responding Student has questions during the proceeding, the questions will be submitted in writing to the hearing administrator. The hearing administrator has the discretion to determine whether proposed questions are relevant to the proceedings and consistent with University policy. Only the hearing administrator will read questions submitted by the Complainant or Responding Student.

f. Any final statements made by the Complainant.

g. Any final statements made by the Responding Student.

h. Closing statements made by the hearing administrator notifying hearing body of deliberation instructions and notifying involved parties of decision timeline.

i. In hearings conducted pursuant to the Comprehensive Sexual Misconduct and Relationship Violence policy, the Complainant has the right not to provide opening or closing statements, or testify in the presence of the Responding Student. When the Complainant asserts this right, the University will provide a procedure in which the Complainant is allowed to speak to the Hearing Committee outside the presence of the Responding Student. The procedure will allow the Responding Student to hear the Complainant’s statement or testimony without being physically present in the hearing room.

Sanctions

The following sanctions may be imposed upon students found Responsible for violations of University regulations:

1. Reprimand: an official rebuke that makes the misconduct a matter of record.

2. Warning. Verbal or written notice that the behavior has been inappropriate. May be considered part of student conduct record in future student conduct action.

3. Restriction: limitation of a student’s privileges or freedom.

4. Probation: a period during which continued enrollment is conditioned upon continued cooperation. Suspension may occur should another violation take place.

5. Suspension: a temporary separation from the University.

6. Dismissal: a permanent separation from the University.

7. Other: at the discretion of the hearing body, or a senior administrator of the University.

Note: Sanction #5-6 shall be imposed only by the President.
Right of Appeal

The Complainant or the Responding Student have the right to appeal when they allege a procedural error occurred, new information exists that would substantially change the outcome of the finding or the sanction is disproportionate to the violation. The appeal must be submitted in writing no later than 10 days after notification of the decision. This appeal must be made to the Vice President of Student Services or designee, 122 S. Michigan Ave., Chicago, IL 60603. The Vice President of Student Services or designee will review the appeal and the record. The Complainant and the Responding Student will be notified within 7 calendar days after a decision regarding the appeal has been made.

Records of Student Conduct Matters

All student conduct records are kept in the Office of Student Experience. This information is not recorded on academic transcripts, nor released to any persons outside the University except when authorized by the student involved or when under legal compulsion.

Records of student conduct actions are maintained for 7 years from the date the incident was reported.

If there is a real or perceived conflict of interest involving the actions of the designated University official or University office typically responsible for handling matters of concern, the Responding Student may challenge the participation of the official or University office for good and substantial reasons. The challenged member’s continuation is at the discretion of the Vice President of Student Services. Alternate representatives may include the Office of Student Experience, the Title IX Coordinator, the University Ombudsman, the Provost’s Office or the Office of Human Resources. The alternate University representative or office may then designate an impartial and appropriate University official to resolve the matter following applicable University policy.

A conflict of interest exists when an individual’s knowledge of the matter or personal or professional relationships with the Complainant, respondent, or witnesses would preclude the individual from being able to investigate or adjudicate the case fairly and impartially.

Challenges to the participation of the Title IX Coordinator in matters related to the Comprehensive Sexual Misconduct and Relationship Violence policy are subject to the provisions of that policy.

Conflicts of Interest

With the exception of the process for challenging members of the Hearing Committee described previously in this section, if there is a real or perceived conflict of interest involving the actions of the designated University official or University office typically responsible for handling matters of concern, the Complainant or the Responding Student may challenge the participation of the official or University office for good and substantial reasons. The challenged member’s continuation is at the discretion of the Vice President of Student Services.
DEGREES OFFERED

Baccalaureate Degrees
Applied Behavioral Sciences, B.A. (p. 93)
Applied Communications, B.A. (p. 95)
Business Administration, B.A. (p. 96)
Criminal Justice, B.A. (p. 101)
Early Childhood Education, B.A. (p. 129)
Early Childhood Practice, B.A. (p. 131)
Elementary Education, B.A. (p. 133)
Health Care Leadership, B.S. (p. 102)
Human Services, B.A. (p. 103)
Human Services/Psychology, B.A. (p. 105)
Management, B.S. (p. 106)
Management Information Systems, B.S. (p. 108)
Psychology, B.A. (p. 109)
Social Science, B.A. (p. 111)
Special Education, B.A. (p. 135)

Master's Degrees
Administration and Supervision, M.Ed. (p. 140)
Business Administration, M.B.A. (p. 119)
Counseling, M.S. (p. 115)
Curriculum and Instruction, M.Ed. (p. 147)
Early Childhood Administration, M.Ed. (p. 147)
Early Childhood Education, M.A.T. (p. 148)
Elementary Education, M.A.T. (p. 151)
General Special Education, M.Ed. (p. 154)
Health Services Administration, M.H.A. (p. 117)
Human Resource Management and Development, M.S. (p. 118)
Industrial and Organizational Psychology, M.S. (p. 119)
Language and Literacy Education, M.Ed. (p. 155)
Learning Technologies, M.Ed. (p. 156)
Mathematics Education, M.Ed. (p. 157)
Middle Grades Education, M.A.T. (p. 158)

Psychology, M.A. (p. 121)
Public Policy and Administration, M.A. (p. 122)
Reading, M.Ed. (p. 160)
Secondary Education, M.A.T. (p. 163)
Special Education, M.A.T. (p. 164)
Special Education, M.Ed. (p. 168)
Specialized Endorsements, M.Ed. (p. 169)
Teaching, Learning, and Assessment, M.Ed. (p. 170)
Urban Teaching, M.Ed. (p. 174)
Written Communication, M.S. (p. 123)

Educational Specialist Degrees
Administration and Supervision, Ed.S. (p. 140)
Reading and Language, Ed.S. (p. 162)
School Psychology, Ed.S. (p. 162)

Doctoral Degrees
Community Psychology, Ph.D. (p. 114)
Educational Leadership, Ed.D. (p. 177)
Educational Psychology/Human Learning and Development, Ed.D. (p. 178)
School Psychology, Ed.D. (p. 179)
Teaching and Learning, Ed.D. (p. 180)
CERTIFICATES

Post-Baccalaureate Certificates

General Psychology, Post-Baccalaureate Certificate (p. 117)

Health Psychology, Post-Baccalaureate Certificate (p. 117)

Human Development Psychology, Post-Baccalaureate Certificate (p. 118)

Organizational Psychology, Post-Baccalaureate Certificate (p. 121)

Psychological Assessment, Post-Baccalaureate Certificate (p. 121)
NON-DEGREE ENDORSEMENT OFFERINGS

Bilingual Education Endorsement (p. 184)
Director of Special Education Endorsement (p. 185)
Early Childhood Education Subsequent Teaching Endorsement (p. 186)
Early Childhood Special Education Endorsement (p. 186)
Elementary Education Subsequent Teaching Endorsement (p. 187)
English as a Second Language Endorsement (p. 187)
Learning Behavior Specialist I (LBS I) Endorsement (p. 188)
Learning Behavior Specialist II (LBS II) Endorsement (p. 188)
Reading Teacher Endorsement (p. 189)
School Counseling Endorsement (p. 189)
Secondary Education Subsequent Teaching Endorsement (p. 190)
Special Education Subsequent Teaching Endorsement (p. 193)
Superintendent Credential (p. 193)
Teacher Leader Endorsement (p. 194)
GENERAL EDUCATION CORE

General Education Philosophy
Consistent with the University mission, the general education core provides the foundation to develop the breadth of knowledge, intellectual understandings and skills that NLU graduates will demonstrate. A coherent general education core is fundamental to further, in-depth study and serves as a catalyst for lifelong learning. The core enables students to acquire critical inquiry skills and to recognize the interrelationships of areas of study. Analytical skills, information technology literacy, and ethics, values and respect for human diversity are infused throughout the core.

Integrated Competencies
The following skills, knowledge and abilities are integrated throughout the student’s academic experience in the university:

Information and Technology Literacy
Students will learn to access information efficiently and effectively; evaluate it critically and competently; and use it accurately and creatively. They will be able to identify technological applications and devices appropriate to tasks and will acquire skills necessary to use them effectively.

Analytical Skills
Students will learn to evaluate ideas and outcomes, solve problems, and make informed decisions based upon consideration of evidence, reason, and implications.

Ethics, Values and Respect for Human Diversity
Students will gain an understanding of the personal and social importance of ethical values and social reasoning. They will develop recognition of and respect for the diversity of social organizations and cultures throughout an ever-changing and evolving world.

Fields of Knowledge
1. Communications
Students will learn to acquire and exchange information accurately from a variety of sources. Using appropriate methodologies, they will develop the ability to speak, read, write and listen with understanding and critical discernment.

Appropriate coursework or experiences:
Oral and written communications

2. Humanities
Students will examine the human condition through the study of a variety of fields and disciplines, including language, literature, history, philosophy, religion and ethics.

Appropriate coursework or experiences:
History (U.S. and Western; intellectual history), literature, philosophy, religion, foreign language, linguistics

3. Fine Arts
Students will be exposed to, experience, participate in and create artistic expression in a variety of forms and contexts.

Appropriate coursework or experiences:
Art, music, theatre

4. Quantitative Reasoning
Students will understand quantitative concepts and perform basic operations at the college level. They will understand the possible multiple interpretations of data and will be able to respond critically and appropriately to concepts, arguments and conclusions based on numbers and statistics in both abstract and concrete contexts.

Appropriate coursework or experiences:
Mathematics/statistics, research methods

5. Physical and Life Sciences
Students will learn and apply appropriate scientific methods in order to identify, understand, compare, apply and evaluate natural and physical phenomena.

Appropriate coursework or experiences:
Chemistry, physics, astronomy, geology, biology, microbiology, genetics, ecology and conservation, zoology

6. Social Sciences
Students will understand the organization of social institutions and the emergence and structure of society through the application of appropriate concepts, as well as theoretical and methodological frameworks.

Appropriate coursework or experiences:
Anthropology, economics, geography, cultural and ethnic history, political science, sociology
7. Behavioral Science

Students will understand concepts and theories that seek to explain human behavior, mental processes and development throughout the lifespan, and the application of behavioral science principles in a variety of settings.

**Appropriate coursework or experiences:**
Psychology and related behavioral science areas

The above competencies will be documented by students and assessed by the University on the basis of the knowledge, skills and abilities acquired prior to admission to NLU, during coursework at NLU and as part of field experiences.

NLU requires all students to have a minimum of 60 quarter hours of coursework (or the equivalent) in general education credit, including at least one course (four quarter hours or more) in each of the seven field-of-knowledge areas above. Many degree programs have additional general education requirements beyond the 60 quarter hour minimum. Please refer to the individual program descriptions.

Students who have completed an Illinois Articulation Initiative (IAI) general education core at another Illinois college or university may transfer this core to meet NLU’s general education core requirements. Departments or programs may require additional courses.

Students who are interested in transferring NLU’s general education core to another IAI college or university must work closely with their advisor to ensure that they choose the appropriate course distribution and levels of courses to meet IAI requirements.
Mission Statement
The College of Professional Studies and Advancement (CPSA) provides current and aspiring professionals with the innovative and relevant education, hands-on experience, and personalized guidance necessary to advance their careers and to improve their own lives and the lives of others.

IACBE Accreditation
National Louis University has received specialized accreditation for its business programs through the International Assembly for Collegiate Business Education (IACBE), located in Olathe, Kansas. The business programs in the following degrees are accredited by the IACBE:
- Bachelor of Science in Health Care Leadership (p. 102)
- Bachelor of Science in Management (p. 106)
- Bachelor of Science in Management Information Systems (p. 108)
- Master of Business Administration (p. 120)
- Master of Health Administration in Health Services Administration (p. 117)
- Master of Science in Human Resource Management and Development (p. 118)

College of Professional Studies and Advancement Undergraduate
University General Education Requirements
All undergraduate students must complete the General Education Core Requirements (p. 91).

Admission Requirements
Requirements for admission to the College of Professional Studies and Advancement are the same as those for admission to National Louis University (p. 13). Specific programs, however, may have additional admission requirements.

Transfer Credit Policy
The CPSA degree-completion programs require that certain courses be taken at NLU. These courses are designed specifically for CPSA’s adult learners and do not duplicate transfer courses that may have similar titles but were designed for traditional undergraduate students.

Academic Standards
Students enrolled in the CPSA undergraduate programs will be monitored continuously to ensure compliance with program academic standards, as outlined in the Policies section (p. 26) of this catalog.

Applied Behavioral Sciences, B.A.
The Applied Behavioral Sciences program is designed for working adults who wish to complete undergraduate degrees for professional advancement or personal accomplishment. As a degree-completion program, it is intended for adults with significant life experience who have completed previous college coursework.

Students will learn about effective communication, group dynamics and human behavior for nonprofit, governmental, corporate and educational settings where employers need to maximize their human capital and serve clients.

Program Details:
- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- Requires a minimum of 90 QH of previous college credit to be admitted
- Up to 60 QH of technical credit may be transferred
- Credit by examination, portfolio and proficiency are accepted for general education and elective credit
- The program core must be taken at NLU with a grade of “C” or better
- Students may complete a minor or concentration, listed below

Minors:
- Criminal Justice (p. 211)
- English (p. 212)
- Mathematics (p. 212)
- Psychology (p. 212)
- Psychology/Human Development (p. 213)
• Science (p. 214)
• Sociology and Anthropology (p. 215)

Concentrations:
• Aging Studies (p. 243)
• Urban and Policy Studies (p. 245)
• International Management (p. 244)
• Leadership (p. 244)
• Entrepreneurship (p. 244)

Required Courses

Communications
One written communications course and one oral communications course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAE 101</td>
<td>English Composition I</td>
<td>5</td>
</tr>
<tr>
<td>LAE 202</td>
<td>Effective Speaking</td>
<td>5</td>
</tr>
</tbody>
</table>

Humanities

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAH 120</td>
<td>Logic and Effective Thinking</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAA 101</td>
<td>Art Appreciation I</td>
<td>2</td>
</tr>
<tr>
<td>LAA 102</td>
<td>Art Appreciation II</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAM 106</td>
<td>Basic Statistics</td>
<td>5</td>
</tr>
<tr>
<td>LAM 110</td>
<td>College Mathematics: Application of Mathematical Ideas</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college level mathematics, statistics, or quantitative research methods course.

Physical and Life Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAN 110</td>
<td>General Biology</td>
<td>5</td>
</tr>
<tr>
<td>LAN 150</td>
<td>Survey of Physical Science</td>
<td>5</td>
</tr>
<tr>
<td>LAN 225</td>
<td>Human Impact on the Environment</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 118</td>
<td>Introduction to Politics and U.S. Government</td>
<td>5</td>
</tr>
<tr>
<td>or</td>
<td>LAS 203 Survey of U.S. History</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in social sciences.

Behavioral Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 100</td>
<td>General Psychology</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

Additional General Education

Choose additional coursework in any general education area or other courses consistent with the integrated general education competencies of information and technology literacy, analytical skills, and ethics, values, and respect for human diversity (including Student Success courses) to bring total general education courses to 60 quarter hours.

Program Core - 58 QH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABS 400</td>
<td>Methods of Inquiry in the Behavioral Sciences</td>
<td>5</td>
</tr>
<tr>
<td>ABS 401</td>
<td>Independent Inquiry in the Behavioral Sciences</td>
<td>2</td>
</tr>
<tr>
<td>ABS 305</td>
<td>Philosophy of Values and Ethics</td>
<td>5</td>
</tr>
<tr>
<td>ABS 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
</tr>
<tr>
<td>ABS 340</td>
<td>Effective Interpersonal Relationships</td>
<td>5</td>
</tr>
<tr>
<td>ABS 309</td>
<td>Critical Thinking &amp; Writing</td>
<td>2</td>
</tr>
<tr>
<td>ABS 331</td>
<td>Dynamics of Group Behavior</td>
<td>5</td>
</tr>
<tr>
<td>ABS 406</td>
<td>Leadership in a Changing World</td>
<td>5</td>
</tr>
<tr>
<td>ABS 407</td>
<td>Applied Communication in Society</td>
<td>5</td>
</tr>
<tr>
<td>ABS 426</td>
<td>Critical Perspectives of Difference</td>
<td>5</td>
</tr>
<tr>
<td>ABS 430</td>
<td>Economic Models of Behavior</td>
<td>5</td>
</tr>
<tr>
<td>ABS 431</td>
<td>Organizational Behaviors and Professional Development</td>
<td>5</td>
</tr>
<tr>
<td>ABS 435</td>
<td>Senior Seminar: Integrating the Applied Behavioral Sciences</td>
<td>2</td>
</tr>
<tr>
<td>LIBR 300</td>
<td>Library Research for the Social Sciences</td>
<td>2</td>
</tr>
</tbody>
</table>

Electives - 62 QH
Choose additional courses to total 180 QH. These hours may be used to complete the major, minors and concentrations listed above.

For more information about this program, visit [http://www.nl.edu/academics/socialbehavioralsciences/bachelors/baappliedbehavioralsciences/](http://www.nl.edu/academics/socialbehavioralsciences/bachelors/baappliedbehavioralsciences/)

**Applied Communications, B.A.**

NLU’s Bachelor of Arts in Applied Communications degree is designed to prepare graduates to work in the field of communications or to communicate better in any professional field. Offered in a convenient online format, enriched with a series of face-to-face workshops, the program is appropriate for traditional-aged learners and working-adults alike.

**Program Details:**

- Requires 180 QH, including 60 QH of General Education, for completion
- Requires a minimum grade of “C” in all major courses
- Credit by examination, portfolio and proficiency are accepted for general education and elective credit
- Requires ECT – English Competency Test OR completing LAE 101 and LAE 102 at NLU with a grade of “C” or better
- Students may complete a minor or concentration, listed below

**Minors:**

- Criminal Justice (p. 211)
- Psychology (p. 212)
- Psychology/Human Development (p. 213)
- Sociology and Anthropology (p. 217)

**Concentration:**

- Entrepreneurship (p. 244)

**Required Courses**

**Student Success Seminar**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN 103</td>
<td>Student Success Seminar</td>
<td>5</td>
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</tbody>
</table>

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

**Communications**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>LAE 101</td>
<td>English Composition I</td>
<td>5</td>
</tr>
<tr>
<td>LAE 102</td>
<td>English Composition II</td>
<td>5</td>
</tr>
<tr>
<td>LAE 202</td>
<td>Effective Speaking</td>
<td>5</td>
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</tbody>
</table>

**Humanities**

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<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAH 120</td>
<td>Logic and Effective Thinking</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

**Fine Arts**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAA 101</td>
<td>Art Appreciation I</td>
<td>2</td>
</tr>
<tr>
<td>LAA 102</td>
<td>Art Appreciation II</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

**Quantitative Reasoning**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAM 106</td>
<td>Basic Statistics</td>
<td>5</td>
</tr>
<tr>
<td>LAM 110</td>
<td>College Mathematics: Application of Mathematical Ideas</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

**Physical and Life Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAN 110</td>
<td>General Biology</td>
<td>5</td>
</tr>
<tr>
<td>LAN 150</td>
<td>Survey of Physical Science</td>
<td>5</td>
</tr>
<tr>
<td>LAN 225</td>
<td>Human Impact on the Environment</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

**Social Sciences**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 118</td>
<td>Introduction to Politics and U.S. Government</td>
<td>5</td>
</tr>
<tr>
<td>LAS 203</td>
<td>Survey of U.S. History</td>
<td>5</td>
</tr>
</tbody>
</table>
Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in social sciences.

Behavioral Science

LAP 100 General Psychology 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

Core Courses - 75 QH

COM 104 Connected World 5
COM 105 Writing in a Digital Age 5
COM 106 The Influence of Culture on Communication 5
COM 204 Multigenerational Workforce Communication 5
COM 205 Social Media Networking 5
COM 206 Professional Communication: Writing, Speaking and Creating for Success 5
COM 207 Contemporary Media Communications 5
COM 304 The Art of Persuasion 5
COM 305 Speak Up 5
COM 306 Organizational Communication and Conflict Management 5
COM 404 Legal and Ethical Communications 5
COM 405 Innovation from the Inside 5
COM 406 Public Relations for the 21st Century 5
COM 407 Modern Advertising 5
COM 485A WS/Sell Me 1
COM 485B WS/You Want it When 1
COM 485C WS/Go Beyond 1
COM 485D WS/Effective Delivery 1
COM 496 Senior Portfolio Capstone 1

Electives - 45 QH

Choose additional courses to total 180 QH. These hours may be used to complete the minors listed above.

For more information about this program, visit http://www.nl.edu/academics/communication sbachelors/baappliedcommunications/

Business Administration, B.A.

NLU has three different options for earning the Bachelor of Arts in Business Administration degree.

The Business Administration, B.A., degree completion program (p. 96) will be appropriate for most students.

The Business Administration, B.A., degree completion program with accounting concentration (p. 98) is also available.

The Business Administration, B.A., four-year program (p. 100) is not currently offered in the United States.

Business Administration, B.A. (Degree-Completion Program)

As a degree-completion program, the Business Administration, B.A., is intended for students who have completed previous college coursework and is especially appropriate for those who have completed an AAS degree in management or an equivalent degree. The curriculum focuses on developing managers who can lead, organize, innovate, negotiate and establish productive relationships with those they manage.

In addition to the College of Professional Studies and Advancement Undergraduate Admission Requirements (p. 93), students must fulfill the following requirements to start this program:

- Have a minimum of 135 quarter hours or 90 semester hours of transferable credit
- Have a cumulative grade point average of 2.0 or better on a 4.0 scale on all previous coursework
- Note: Applicants may initiate a request for permission to start the program with fewer than the 135-quarter hour minimum transferable credit standard and/or the program prerequisites. If the applicant's request for permission to start and the admissions file indicate a strong potential for success in the program, the academic program director may grant permission for the student to start. Any degree requirements that the student is missing, however, must still be met in order for a degree to be awarded.

Program Details:

- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- Credit by examination, proficiency and portfolio are accepted for general education and elective credit
- The Business Administration Core must be taken at NLU
Students may complete a minor or concentration, listed below

**Minor:**
- Criminal Justice (p. 211)

**Concentrations:**
- Urban and Policy Studies (p. 245)
- Entrepreneurship (p. 244)

**Required Courses**

**Student Success Seminar**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEN 103</td>
<td>Student Success Seminar</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer additional coursework in general education to meet the 60-quarter credit hour requirement.

**Communications**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAE 101</td>
<td>English Composition I</td>
<td>5</td>
</tr>
<tr>
<td>LAE 102</td>
<td>English Composition II</td>
<td>5</td>
</tr>
<tr>
<td>LAE 202</td>
<td>Effective Speaking</td>
<td>5</td>
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</tbody>
</table>

**Humanities**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAH 120</td>
<td>Logic and Effective Thinking</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

**Fine Arts**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAA 101</td>
<td>Art Appreciation I</td>
<td>2</td>
</tr>
<tr>
<td>LAA 102</td>
<td>Art Appreciation II</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

**Quantitative Reasoning**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAM 106</td>
<td>Basic Statistics</td>
<td>5</td>
</tr>
<tr>
<td>LAM 110</td>
<td>College Mathematics: Application of Mathematical Ideas</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

**Physical and Life Sciences**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAN 110</td>
<td>General Biology</td>
<td>5</td>
</tr>
<tr>
<td>or</td>
<td>Survey of Physical Science</td>
<td>5</td>
</tr>
<tr>
<td>LAN 150</td>
<td>Human Impact on the Environment</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

**Social Sciences**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 118</td>
<td>Introduction to Politics and U.S.</td>
<td>5</td>
</tr>
<tr>
<td>Government</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAS 203</td>
<td>Survey of U.S. History</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any two general education courses in social sciences.

**Behavioral Science**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 100</td>
<td>General Psychology</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

**Business Support Requirements - 36 QH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGT 101</td>
<td>Introduction to Business</td>
<td>4</td>
</tr>
<tr>
<td>MGT 150</td>
<td>Introduction to Computer Applications</td>
<td>4</td>
</tr>
<tr>
<td>MGT 120</td>
<td>Accounting Principles I</td>
<td>4</td>
</tr>
<tr>
<td>MGT 121</td>
<td>Accounting Principles II</td>
<td>4</td>
</tr>
<tr>
<td>MGT 122</td>
<td>Accounting Principles III</td>
<td>4</td>
</tr>
<tr>
<td>MGT 204</td>
<td>Business Law I</td>
<td>4</td>
</tr>
<tr>
<td>MGT 302</td>
<td>Principles of Management and</td>
<td>4</td>
</tr>
<tr>
<td>Supervision</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MGT 300</td>
<td>Principles of Marketing</td>
<td>4</td>
</tr>
<tr>
<td>MGT 301</td>
<td>Principles of Finance</td>
<td>4</td>
</tr>
</tbody>
</table>

**Computer Elective - 4 QH**

Choose one Computer Elective (p. 250) course

**Business Electives - 12 QH**

Choose three Business Elective (p. 250) courses

**Business Administration Core - 49 QH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGT 407</td>
<td>Advanced Business Writing</td>
<td>4</td>
</tr>
<tr>
<td>MGT 408</td>
<td>Contemporary Issues in International Management</td>
<td>4</td>
</tr>
<tr>
<td>TO</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MGT 409</td>
<td>Issues in Consumer Behavior</td>
<td>4</td>
</tr>
</tbody>
</table>
MGT 414 Business Research Methods Communication 4
MGT 418 Concepts and Applications in Financial Management 4
MGT 428 Ethical Issues in Business and Management 4
MGT 434 Accounting and Budgeting for Managers 4
MGT 438 Information Management Systems 4
MGT 451 Quantitative Methods for Managers 5
MGT 400 Business Strategy 4
MGT 481 Advanced Concepts in Operations Management 4
MGT 454 Project Management 4

Note: MGT 408 must be taken for 4 quarter hours.

Electives - 19 QH
Choose elective courses to meet the minimum degree requirement of 180 QH

For more information about this program, visit http://www.nl.edu/academics/businessbachelors/babusinessadministration/

Business Administration, B.A., with Accounting Concentration (Degree-Completion Program)

As a degree-completion program, the Business Administration, B.A., with Accounting Concentration is intended for students who have completed previous college coursework and is especially appropriate for those who have completed an AAS degree in management or an equivalent degree.

This program will provide students with the coursework and minimum hour required for the Illinois CPA Exam. Students interested in sitting for the Illinois CPA exam should work with their advisor to determine any additional requirements by the State of Illinois.

In addition to the College of Professional Studies and Advancement Undergraduate Admission Requirements (p. 93), students must fulfill the following requirements to start this program:

- Have a minimum of 135 quarter hours or 90 semester hours of transferable credit
- Have a cumulative grade point average of 2.0 or better on a 4.0 scale on all previous coursework

Note: Applicants may initiate a request for permission to start the program with fewer than the 135-quarter hour minimum transferable credit standard and/or the program prerequisites. If the applicant's request for permission to start and the admissions file indicate a strong potential for success in the program, the academic program director may grant permission for the student to start. Any degree requirements that the student is missing, however must still be met in order for a degree to be awarded.

Program Details:

- Requires 225 QH, including 60 QH of General Education (p. 91), for completion
- Credit by examination, proficiency and portfolio are accepted for general education and elective credit
- The Business Administration Core must be taken at NLU
- Students may complete a minor in Criminal Justice (p. 211) or concentration in Public Policy (p. 245)

Required Courses

Student Success Seminar
GEN 103 Student Success Seminar 5

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate's degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

Communications

LAE 101 English Composition I 5
LAE 102 English Composition II 5
LAE 202 Effective Speaking 5

Humanities

LAH 120 Logic and Effective Thinking 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts

LAA 101 Art Appreciation I 2
LAA 102 Art Appreciation II 3
Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

### Quantitative Reasoning

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAM 106</td>
<td>Basic Statistics</td>
<td>5</td>
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<td>LAM 110</td>
<td>College Mathematics: Application of Mathematical Ideas</td>
<td>5</td>
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</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

### Physical and Life Sciences

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>LAN 110</td>
<td>General Biology</td>
<td>5</td>
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<td>or</td>
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<tr>
<td>or</td>
<td>Human Impact on the Environment</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

### Social Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>LAS 118</td>
<td>Introduction to Politics and U.S. Government</td>
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Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any two general education courses in social sciences.

### Behavioral Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 100</td>
<td>General Psychology</td>
<td>5</td>
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</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

### Business Support Requirements - 36 QH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGT 101</td>
<td>Introduction to Business</td>
<td>4</td>
</tr>
<tr>
<td>MGT 150</td>
<td>Introduction to Computer Applications</td>
<td>4</td>
</tr>
<tr>
<td>MGT 120</td>
<td>Accounting Principles I</td>
<td>4</td>
</tr>
<tr>
<td>MGT 121</td>
<td>Accounting Principles II</td>
<td>4</td>
</tr>
<tr>
<td>MGT 122</td>
<td>Accounting Principles III</td>
<td>4</td>
</tr>
<tr>
<td>MGT 204</td>
<td>Business Law I</td>
<td>4</td>
</tr>
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</table>

### MGT 302 Principles of Management and Supervision 4
### MGT 300 Principles of Marketing 4
### MGT 301 Principles of Finance 4

Choose one Computer Elective (p. 250) course

### Business Electives - 12 QH

Choose three Business Elective (p. 250) courses

### Business Administration Core - 49 QH

<table>
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<tr>
<th>Course</th>
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<tr>
<td>MGT 414</td>
<td>Business Research Methods Communication</td>
<td>4</td>
</tr>
<tr>
<td>MGT 418</td>
<td>Concepts and Applications in Financial Management</td>
<td>4</td>
</tr>
<tr>
<td>MGT 428</td>
<td>Ethical Issues in Business and Management</td>
<td>4</td>
</tr>
<tr>
<td>MGT 434</td>
<td>Accounting and Budgeting for Managers</td>
<td>4</td>
</tr>
<tr>
<td>MGT 438</td>
<td>Information Management Systems</td>
<td>4</td>
</tr>
<tr>
<td>MGT 451</td>
<td>Quantitative Methods for Managers</td>
<td>5</td>
</tr>
<tr>
<td>MGT 400</td>
<td>Business Strategy</td>
<td>4</td>
</tr>
<tr>
<td>MGT 481</td>
<td>Advanced Concepts in Operations Management</td>
<td>4</td>
</tr>
<tr>
<td>MGT 454</td>
<td>Project Management</td>
<td>4</td>
</tr>
</tbody>
</table>

Note: MGT 408 must be taken for 4 quarter hours.

### Accounting Concentration - 54 QH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGT 420</td>
<td>Advanced Accounting</td>
<td>4</td>
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<tr>
<td>MGT 432</td>
<td>Advanced Business Law</td>
<td>4</td>
</tr>
<tr>
<td>MGT 370</td>
<td>International Accounting</td>
<td>4</td>
</tr>
<tr>
<td>MGT 427</td>
<td>Advanced Cost Accounting</td>
<td>4</td>
</tr>
<tr>
<td>MGT 412</td>
<td>Organizational Behavior</td>
<td>4</td>
</tr>
<tr>
<td>MGT 454</td>
<td>Project Management</td>
<td>4</td>
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<tr>
<td>MGT 405</td>
<td>Accounting Information Systems</td>
<td>4</td>
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<tr>
<td>MGT 404</td>
<td>Diversity in the Workplace</td>
<td>TO 5</td>
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<tr>
<td>MGT 371</td>
<td>International Finance</td>
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</tr>
<tr>
<td>MGT 495</td>
<td>Special Topic</td>
<td>TO 6</td>
</tr>
</tbody>
</table>

Notes: MGT 495 Special Topics can be taken in other areas of Accounting as needed to bring the total
number of credits in Accounting to 54 QH. MGT 404 must be taken for 4 quarter hours.

Electives - 10 QH
Choose elective courses to meet the minimum degree requirement of 225 QH

Business Administration, B.A. (four-year program)
The Business Administration four-year program offers NLU students the opportunity to develop a broad range of business skills built upon a solid liberal arts foundation. Business courses provide studies in accounting, finance, computer information systems, business law, and management, equipping students for a wide variety of career options and preparing students for graduate study.

Program Details:
• Requires 180 QH, including 60 QH of General Education (p. 91), for completion
• Credit by examination, proficiency and portfolio are accepted for general education and elective credit
• Three upper-level business administration courses, in addition to the Business Strategy course, must be completed at NLU
• Students may complete a concentration
• This program is not currently offered in the U.S.

Required Courses
Communications
LAE 101 English Composition I 5
LAE 102 English Composition II 5

Humanities
One Humanities course

Fine Arts
One Fine Arts course

Quantitative Reasoning
LAM 110 College Mathematics: Application of Mathematical Ideas 5
LAM 216 Statistical Methods 5

Note: A higher-level math course may be accepted in place of LAM 110.

Physical and Life Sciences
One Laboratory Science (p. 249) course

Social Sciences

The two required course below and one additional undergraduate Social Science (p. 248) course
LAM 214 Finite Mathematics 5
LAS 250 Macroeconomics 5
LAS 255 Microeconomics 5

Behavioral Science
LAP 100 General Psychology 5

Additional General Education Requirements
Finite Mathematics and one undergraduate Social Science (p. 248) course or one undergraduate Psychology (p. 247) course
LAM 214 Finite Mathematics 5

Business Administration Requirements - 48 QH
MGT 101 Introduction to Business 4
MGT 106 Applications of Business Writing 4
MGT 204 Business Law I 4
MGT 205 Business Law II 4
MGT 270 Survey of International Business 4
MGT 300 Principles of Marketing 4
MGT 302 Principles of Management and Supervision 4
MGT 303 Business Research and Communications 4
MGT 304 Business Ethics 4
MGT 305 Operations Management 4
MGT 307 Consumer Behavior 4
MGT 400 Business Strategy 4

Business Support Requirements - 62 QH
MGT 120 Accounting Principles I 4
MGT 121 Accounting Principles II 4
MGT 122 Accounting Principles III 4
MGT 150 Introduction to Computer Applications 4
MGT 220 Managerial Accounting 4
MGT 243 Office Information Systems 4
MGT 301 Principles of Finance 4
MGT 319 Money and Banking 4

Computer Elective - 4 QH
Choose one Computer Elective (p. 250) course

Business Elective - 4 QH
Choose one Business Elective (p. 250) course

Electives - 22 QH
Choose elective courses to meet the minimum degree requirement of 180 QH
Criminal Justice, B.A.

NLU’s Bachelor of Arts in Criminal Justice degree is designed for those wishing to enter the field of criminal justice or advance within it. The program, along with the fulfillment of additional federal, state, county or municipal requirements, prepares graduates to serve in law enforcement, courts or corrections systems, or to work in related private industries. The coursework offers a thorough overview of criminal justice and allows students to select a major in either criminal justice administration or forensic social justice. The program is conveniently offered in both online only and face-to-face formats.

Program Details:

- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- Requires a minimum grade of “C” in Core and major courses
- Credit by examination, portfolio and proficiency are accepted for general education and elective credit
- Requires ECT – English Competency Test OR completing LAE 101 and LAE 102 at NLU with a grade of “C” or better
- Students must select a major in either Criminal Justice Administration OR Forensic Social Justice
- Students may complete a concentration in Entrepreneurship (p. 244)

Required Courses

Student Success Seminar

GEN 103 Student Success Seminar 5

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

Communications

LAE 101 English Composition I 5
LAE 102 English Composition II 5
LAE 202 Effective Speaking 5

Humanities

LAH 120 Logic and Effective Thinking 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts

LAA 101 Art Appreciation I 2
LAA 102 Art Appreciation II 3

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning

LAM 106 Basic Statistics 5
LAM 110 College Mathematics: Application of Mathematical Ideas 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

Physical and Life Sciences

CSJ 235 Introduction to Forensic Science 5
or
LAN 110 General Biology 5
or
LAN 150 Survey of Physical Science 5
or
LAN 225 Human Impact on the Environment 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences

LAS 118 Introduction to Politics and U.S. Government 5
or
LAS 203 Survey of U.S. History 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any two general education courses in social sciences.

Behavioral Science

LAP 100 General Psychology 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.
Core Courses - 60 QH

CSJ 106 Law Enforcement 5
CSJ 107 Criminal Justice System 5
CSJ 205 Criminology 5
CSJ 206 Criminal Law and Procedure 5
CSJ 207 Punishment, Prisons and Corrections 5
CSJ 208 Courts and Criminal Justice 5
CSJ 209 Constitutional Law and Criminal Justice 5
CSJ 215 Juvenile Justice Systems 5
CSJ 352 Research Methods in Criminal Justice 5
CSJ 353 Criminal Investigations 5
CSJ 354 Sociology of Deviant Behavior for Criminal Justice Professionals 5
CSJ 355 Ethics, Diversity, and Professionalism in Criminal Justice 5

Criminal Justice Administration Major - 30 QH

Choose 30 QH from the courses below or other criminal justice related courses under advisement:

CSJ 210 Community Policing 5
CSJ 211 Police Organization 5
CSJ 356 Criminal Justice Administration 5
CSJ 357 Probation and Parole 5
CSJ 465 Human Resources Development in Criminal Justice 5
CSJ 466 Comparative Criminal Justice Systems 5

Forensic Social Justice Major - 30 QH

Choose 30 QH from the courses below or other courses under advisement:

HSC 202 Theory and Techniques of Crisis Intervention 5
HSM 406 Human Services and the Law 5
HSM 407 Violence and Aggression in the Family 5
HSM 417 Child Abuse and Neglect 5
LAP 306 Theories of Personality 5
LAP 307 Abnormal Psychology 5

Electives - 30 QH

Choose 30 QH of elective courses

For more information about this program, visit http://www.nl.edu/academics/socialbehavioralsciencesbachelors/bacriminaljustice/

Health Care Leadership, B.S.

This program, offered in both face-to-face and online-only formats, is designed to meet the needs of adult learners whose primary focus is the health care field. This program is particularly suited to health care professionals who possess essential clinical skills but wish to enhance their career opportunities by developing proficiencies in management, supervision, leadership and education. It is also open to those just embarking on their health care careers.

Program Details:

- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- A maximum of 60 QH of technical credit may be transferred
- Credit by examination, proficiency and portfolio are accepted for general education and elective credit
- The Health Care Leadership Core must be taken at NLU
- Students may complete a concentration, listed below

Concentrations:

Aging Studies (p. 243)
Entrepreneurship
International Management (p. 244)
Leadership (p. 244)
Long-Term Care Administration (p. 244)
Urban and Policy Studies

Required Courses

Communications
One written communications course and one oral communications course
LAE 101 English Composition I 5
and
LAE 202 Effective Speaking 5

Humanities
LAH 120 Logic and Effective Thinking 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts
LAA 101 Art Appreciation I 2
LAA 102  Art Appreciation II  3

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning
LAM 106  Basic Statistics  5

Physical and Life Sciences
LAN 110  General Biology  5
or
LAN 150  Survey of Physical Science  5
or
LAN 225  Human Impact on the Environment  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences
LAS 118  Introduction to Politics and U.S. Government  5
or
LAS 203  Survey of U.S. History  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in social sciences.

Behavioral Science
LAP 100  General Psychology  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

Additional General Education
Choose additional coursework in any general education area or other courses consistent with the integrated general education competencies of information and technology literacy, analytical skills, and ethics, values, and respect for human diversity (including Student Success courses) to bring total general education courses to 60 quarter hours.

Health Care Leadership Core - 58 QH
HCL 330  Presentation Skills in Health Care  4
HCL 335  Overview of Health Care Delivery  4
HCL 410  Health Care Supervision & Human Resources  5
HCL 415  Financial and Physical Resource Administration  4
HCL 420  Ethical and Legal Issues in Health Care  4
HCL 425  Health Care Information Systems  4
HCL 430  Marketing of Health Care Services  4
HCL 440  Health Care Systems  4
HCL 450  Business Planning in Health Care  4
MGT 436  Critical Thinking for Managers  4

Electives - 62 QH

Choose elective courses to meet the minimum degree requirement of 180 QH

For more information about this program, visit http://www.nl.edu/academics/healthhumanservicessubjects/bachelors/bshealthcareleadership/

Human Services, B.A.

The Human Services, B.A., curriculum at NLU prepares students to advance in organizations that provide support and service to individuals, families and communities in need. These include social service agencies, community health centers and rehabilitation clinics. This major does not provide entry level preparation for Human Services professional practice. The program is conveniently offered in both online only and face-to-face formats.

Students who need to gain clinical experience may enter the Human Services/Practicum (p. 201) program with the permission of the Human Services Department.

Program Details:

• Requires a minimum GPA of 2.0 in all college coursework before beginning the Program Core
• Requires 180 QH, including 60 quarter hours of General Education (p. 91), for completion
• Requires a minimum grade of “C” in Human Services requirements
• Requires ECT – English Competency Test OR completing LAE 101 and LAE 102 at NLU with a grade of “C” or better
Required Courses

Student Success Seminar
GEN 103  Student Success Seminar  5

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

Communications
LAE 101  English Composition I  5
LAE 102  English Composition II  5
LAE 202  Effective Speaking  5

Humanities
LAH 120  Logic and Effective Thinking  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts
LAA 101  Art Appreciation I  2
LAA 102  Art Appreciation II  3

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning/Math
LAM 106  Basic Statistics  5
LAM 110  College Mathematics: Application of Mathematical Ideas  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

Physical and Life Sciences
LAN 110  General Biology  5
LAN 150  Survey of Physical Science  5
LAN 225  Human Impact on the Environment  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences
LAS 118  Introduction to Politics and U.S. Government  5
LAS 203  Survey of U.S. History  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any two general education courses in social sciences.

Behavioral Science
LAP 100  General Psychology  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

Program Core - 55 QH
HSC 101  Introduction to Human Services  5
HSC 102  Introduction to Applied Group Process  5
HSC 201  Principles and Dynamics of Interviewing  5
HSC 202  Theory and Techniques of Crisis Intervention  5
HSC 203  Principles of Family Intervention  5
HSC 305A  Special Needs Populations A  3
HSC 305B  Special Needs Populations B  2
HSC 310  Management/Administration of Health and Human Services Organizations  5
HSC 503  Counseling and Human Development in a Multicultural Society  3
OR INT 310  Research Methods in the Behavioral Sciences  5
HSM 415  Strategies of Community Intervention  5
HSM 406  Human Services and the Law  5
Note: HSC 503 should be taken for 5 quarter hours.
Human Services Electives under Advisement - 50 QH
Choose Human Services electives with advisor approval
Electives - 15 QH
Choose 15 QH of elective courses

For more information about this program, visit http://www.nl.edu/academics/healthhumanservicedegrees/bach/healthhumanservices/

Human Services/Psychology, B.A.
The Human Services/Psychology, B.A., curriculum at NLU prepares students to advance in organizations that provide support and service to individuals, families and communities in need. These include social service agencies, community health centers and rehabilitation clinics.

Program Details:
• Requires 180 QH, including 60 hours of General Education (p. 91), for completion
• 10 QH of coursework in the Program Core must be upper level
• 10 QH of coursework in the Psychology Requirements must be upper level
• The 10 QH of upper level courses required in the Program Core must be taken at NLU
• The 10 QH of upper level courses required in the Psychology Core must be taken at NLU
• Of the 10 QH of Practicum required in the Program Core, 5 QH must be taken at NLU
• Requires a minimum grade of “C” in both Human Services and Psychology program requirements
• Requires ECT – English Competency Test OR completing LAE 101 and LAE 102 at NLU with a grade of "C" or better
• Credit by examination, portfolio and proficiency are accepted for general education and elective credit
• A maximum of 45 QH of credit by portfolio are accepted

Required Courses
Student Success Seminar
GEN 103 Student Success Seminar 5

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

Communications
LAE 101 English Composition I 5
LAE 102 English Composition II 5
LAE 202 Effective Speaking 5

Humanities
LAH 120 Logic and Effective Thinking 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts
LAA 101 Art Appreciation I 2
LAA 102 Art Appreciation II 3

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning
LAM 106 Basic Statistics 5
LAM 110 College Mathematics: Application of Mathematical Ideas 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

Physical and Life Sciences
LAN 110 General Biology 5
or
LAN 150 Survey of Physical Science 5
or
LAN 225 Human Impact on the Environment 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 118</td>
<td>Introduction to Politics and U.S. Government</td>
<td>5</td>
</tr>
<tr>
<td>LAS 203</td>
<td>Survey of U.S. History</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any two general education courses in social sciences.

**Behavioral Science**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 100</td>
<td>General Psychology</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

**Human Services Requirements - 35 QH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 102</td>
<td>Introduction to Applied Group Process</td>
<td>5</td>
</tr>
<tr>
<td>HSC 201</td>
<td>Principles and Dynamics of Interviewing</td>
<td>5</td>
</tr>
<tr>
<td>HSC 202</td>
<td>Theory and Techniques of Crisis Intervention</td>
<td>5</td>
</tr>
<tr>
<td>HSC 203</td>
<td>Principles of Family Intervention</td>
<td>5</td>
</tr>
<tr>
<td>INT 310</td>
<td>Research Methods in the Behavioral Sciences</td>
<td>5</td>
</tr>
<tr>
<td>HSM 481</td>
<td>Human Services Practicum I</td>
<td>5</td>
</tr>
<tr>
<td>HSM 482</td>
<td>Human Services Practicum II</td>
<td>5</td>
</tr>
</tbody>
</table>

**Human Services Electives under Advisement - 15 QH**

Choose Human Services electives with advisor approval

**Psychology Requirements - 20 QH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 306</td>
<td>Theories of Personality</td>
<td>5</td>
</tr>
<tr>
<td>LAP 307</td>
<td>Abnormal Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 330</td>
<td>Social Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 425</td>
<td>Mental Health</td>
<td>3 OR 5</td>
</tr>
</tbody>
</table>

Note: LAP 425 must be taken for 5 quarter hours.

**Developmental Psychology - 5 QH**

Choose one Developmental Psychology course from the list below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 200</td>
<td>Psychology of Development in the Infant/Toddler Years</td>
<td>5</td>
</tr>
<tr>
<td>LAP 201</td>
<td>Psychology of Early Childhood</td>
<td>5</td>
</tr>
<tr>
<td>LAP 202</td>
<td>Psychology of Middle Childhood and Adolescence</td>
<td>5</td>
</tr>
<tr>
<td>LAP 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
</tr>
<tr>
<td>LAP 303</td>
<td>Introduction to Psycholinguistics</td>
<td>5</td>
</tr>
<tr>
<td>LAP 315</td>
<td>Lifespan Development</td>
<td>5</td>
</tr>
<tr>
<td>LAP 441</td>
<td>Psychology of Artistic Expression</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAP 442</td>
<td>Interpersonal Development</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
<td>5</td>
</tr>
<tr>
<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes: LAP 320 and LAP 321 together count as one course. If LAP 441, LAP 442 or LAP 450 is selected, it must be taken for 5 quarter hours.

**Psychology Electives under Advisement - 20 QH**

Choose Psychology electives with advisor approval

**Human Services or Psychology Electives under Advisement - 15 QH**

Choose Human Services or Psychology electives with advisor approval

**Electives - 10 QH**

Choose 10 QH of elective courses

**Management, B.S.**

This program, offered in both face-to-face and online-only formats, is designed for adult students who are current managers or professionals who take on management functions. It seeks to enhance the effectiveness of those involved in management of human, fiscal, and information resources in a variety of organizational settings.

**Program Details:**

- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- A maximum of 60 QH of technical credit may be transferred
- Credit by examination, proficiency and portfolio are accepted for general education and elective credit
- The Management Core must be taken at NLU
- Students may complete a minor or concentration, listed below

**Minor:**

Criminal Justice (p. 211)

**Concentrations:**
Urban and Policy Studies (p. 245)
International Management (p. 244)
Leadership (p. 244)
Aging Studies (p. 243)
Entrepreneurship (p. 244)

Required Courses

Communications
One written communications course and one oral communications course

- LAE 101 English Composition I 5
- and
- LAE 202 Effective Speaking 5

Humanities
- LAH 120 Logic and Effective Thinking 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts
- LAA 101 Art Appreciation I 2
- LAA 102 Art Appreciation II 3

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning
- LAM 106 Basic Statistics 5

Physical and Life Sciences
- LAN 110 General Biology 5
  or
- LAN 150 Survey of Physical Science 5
  or
- LAN 225 Human Impact on the Environment 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences
- LAS 118 Introduction to Politics and U.S. Government 5
  or
- LAS 203 Survey of U.S. History 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in social sciences.

Behavioral Science
- LAP 100 General Psychology 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

Additional General Education

Choose additional coursework in any general education area or other courses consistent with the integrated general education competencies of information and technology literacy, analytical skills, and ethics, values, and respect for human diversity (including Student Success courses) to bring total general education courses to 60 quarter hours.

Management Core - 54 QH
- BUS 430 Management and Leadership 5
- BUS 431 Professional Communication for Managers 5
- BUS 450 Data Analysis for Managers 5
- BUS 452 Legal and Corporate Governance Issues in Management 2
- BUS 453 Ethical Conduct and Social Responsibility in Management 2
- BUS 499 Strategic Management 5
- ECO 440 Economics for Managers 5
- FIN 444 Finance and Accounting Concepts for Managers 5
- MIS 436 Technology Applications in Management 5
- MKT 458 Marketing for Managers 5
- OBD 432 Organizational Behavior 5
- PJM 454 Project Management 5

Electives - 66 QH

Choose elective courses to meet the minimum degree requirement of 180 QH. The courses below are recommended:

- MGT 103 Personal Project Management TO 2
- LIBR 200 Digital Information Literacy 3
- MGT 230 Better Business Writing OR 5
- MGT 215 Quantitative Tools in Business 4
- ACL 301 Perspectives on Prior Learning 2
Notes: MGT 103, LIBR 200, MGT 230, and MGT 215 are recommended for freshmen. ACL 301 is required for students wishing to prepare a portfolio documenting prior learning. MGT 103 must be taken for 2 quarter hours.

For more information about this program, visit [http://www.nl.edu/academics/businessbachelors/bsmanagement/](http://www.nl.edu/academics/businessbachelors/bsmanagement/)

Management Information Systems, B.S.

This program, offered in both face-to-face and online-only formats, is designed for adults who want to advance within the information technology field. It is best suited for those with at least three years of work experience, preferably with information technology.

**Program Details:**
- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- A maximum of 60 QH of technical credit may be transferred
- Credit by examination, proficiency and portfolio are accepted for general education and elective credit
- Students may complete a minor or concentration, listed below

**Minor:**
Criminal Justice (p. 211)

**Concentration:**
Urban and Policy Studies (p. 245)
International Management (p. 244)
Leadership (p. 244)
Aging Studies (p. 243)
Entrepreneurship (p. 244)

**Required Courses**

**Communications**
One written communications course and one oral communications course
- LAE 101 English Composition I 5
  and
- LAE 202 Effective Speaking 5

**Humanities**
- LAH 120 Logic and Effective Thinking 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

**Fine Arts**
- LAA 101 Art Appreciation I 2
- LAA 102 Art Appreciation II 3

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

**Quantitative Reasoning**
- LAM 106 Basic Statistics 5

**Physical and Life Sciences**
- LAN 110 General Biology 5
  or
- LAN 150 Survey of Physical Science 5
  or
- LAN 225 Human Impact on the Environment 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

**Social Sciences**
- LAS 118 Introduction to Politics and U.S. Government 5
  or
- LAS 203 Survey of U.S. History 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in social sciences.

**Behavioral Science**
- LAP 100 General Psychology 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

**Additional General Education**
Choose additional coursework in any general education area or other courses consistent with the integrated general education competencies of information and technology literacy, analytical skills, and ethics, values, and respect for human diversity (including Student Success courses) to bring total general education courses to 60 quarter hours.

**Management Information Systems Core - 50 QH**
- MGT 403 Introduction to BSM/BSMIS 1
- MGT 416 Information Systems Concepts 4
MGT 417  Communication Networks  4
MGT 413  Procuring, Managing and Leading High-Tech Workers  4
MGT 424  Developing and Managing Web Sites  4
MGT 433  Developing and Managing Databases  4
MGT 437  Data Mining and Warehousing  4
MGT 456  Securing Corporate Information  4
MGT 473  Strategic Uses of IT  4
MGT 469  Enterprise Resource Planning  4
MGT 462  Systems Development Life Cycle  4
MGT 471  IT Project Management  4
MGT 485  Applied MIS Techniques  5
Electives - 70 QH
Choose elective courses to meet the minimum degree requirement of 180 QH

For more information about this program, visit http://www.nlu.edu/academics/businessbachelors/bsmanagementinformationsystems/

Psychology, B.A.

The Psychology Program is for students who are interested in human behavior. This program prepares students to use psychological concepts and theories, and provides a foundation for working in community or business settings as well as for graduate study. Students may apply their knowledge to a number of settings, including community and private mental health centers and the business sector.

Program Details:

- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- Requires 25 QH of upper level coursework in Psychology
- 25 QH of upper level required courses in Psychology must be taken at NLU
- Requires a minimum grade of “C” in general education courses, required courses in Psychology and program concentration courses
- Requires ECT – English Competency Test OR completing LAE 101 and LAE 102 at NLU with a grade of “C” or better
- Credit by examination and credit by proficiency are accepted for general education and elective credit
- Requires a concentration in General Psychology, Developmental Psychology or Organizational/Community Psychology
- Students may also complete a minor in Criminal Justice (p. 211) or concentration in Entrepreneurship (p. 244)

Required Courses

Student Success Seminar
GEN 103  Student Success Seminar  5

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

Communications
LAE 101  English Composition I  5
LAE 102  English Composition II  5
LAE 202  Effective Speaking  5

Humanities
LAE 120  Logic and Effective Thinking  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts
LAA 101  Art Appreciation I  2
LAA 102  Art Appreciation II  3

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning/Math
LAM 106  Basic Statistics  5
LAM 110  College Mathematics: Application of Mathematical Ideas  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

Physical and Life Sciences
LAN 110  General Biology  5
Note: Students must complete LAN 110 at NLU or transfer in an equivalent course.

### Social Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 118</td>
<td>Introduction to Politics and U.S. Government</td>
<td>5</td>
</tr>
<tr>
<td>LAS 203</td>
<td>Survey of U.S. History</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any two general education courses in social sciences.

### Behavioral Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 100</td>
<td>General Psychology</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: Students must complete LAP 100 at NLU or transfer in an equivalent course.

### Program Core - 50 QH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 315</td>
<td>Lifespan Development</td>
<td>5</td>
</tr>
<tr>
<td>LAP 305</td>
<td>Memory and Cognition</td>
<td>5</td>
</tr>
<tr>
<td>LAP 401</td>
<td>Psychology of Learning</td>
<td>5</td>
</tr>
<tr>
<td>LAP 306</td>
<td>Theories of Personality</td>
<td>5</td>
</tr>
<tr>
<td>LAP 307</td>
<td>Abnormal Psychology</td>
<td>5</td>
</tr>
<tr>
<td>INT 310</td>
<td>Research Methods in the Behavioral Sciences</td>
<td>5</td>
</tr>
<tr>
<td>LAP 402</td>
<td>Research Methods</td>
<td>5</td>
</tr>
<tr>
<td>LAP 350</td>
<td>Culture and Self</td>
<td>5</td>
</tr>
<tr>
<td>LAP 330</td>
<td>Social Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 425</td>
<td>Mental Health</td>
<td>3 OR</td>
</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
<td>3 OR</td>
</tr>
<tr>
<td>LAP 499</td>
<td>Psychology Seminar</td>
<td>3 OR</td>
</tr>
<tr>
<td>LAP 403</td>
<td>History and Systems of Psychology</td>
<td>3 OR</td>
</tr>
</tbody>
</table>

### Electives - 40 QH

Choose 40 QH of elective courses.

### General Psychology Concentration - 30 QH

Choose 30 QH from the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 200</td>
<td>Psychology of Development in the Infant/Toddler Years</td>
<td>5</td>
</tr>
<tr>
<td>LAP 201</td>
<td>Psychology of Early Childhood</td>
<td>5</td>
</tr>
<tr>
<td>LAP 202</td>
<td>Psychology of Middle Childhood and Adolescence</td>
<td>5</td>
</tr>
<tr>
<td>LAP 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
</tr>
<tr>
<td>LAP 303</td>
<td>Introduction to Psycholinguistics</td>
<td>5</td>
</tr>
<tr>
<td>LAP 305</td>
<td>Memory and Cognition</td>
<td>5</td>
</tr>
<tr>
<td>LAP 310</td>
<td>Introduction to Industrial/Organizational Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
<td>5</td>
</tr>
<tr>
<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
<td>3</td>
</tr>
<tr>
<td>LAP 325</td>
<td>Psychology of Play and Therapeutic Applications</td>
<td>5</td>
</tr>
<tr>
<td>LAP 340</td>
<td>Effective Interpersonal Relationships</td>
<td>5</td>
</tr>
<tr>
<td>LAP 342</td>
<td>Interpersonal Helping Skills</td>
<td>5</td>
</tr>
<tr>
<td>LAP 348</td>
<td>Cross-Cultural Communication</td>
<td>5</td>
</tr>
<tr>
<td>LAP 352</td>
<td>Children and Families under Stress</td>
<td>5</td>
</tr>
<tr>
<td>LAP 401</td>
<td>Psychology of Learning</td>
<td>5</td>
</tr>
<tr>
<td>LAP 403</td>
<td>History and Systems of Psychology</td>
<td>3 OR</td>
</tr>
<tr>
<td>LAP 408</td>
<td>Introduction to Community Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 441</td>
<td>Psychology of Artistic Expression</td>
<td>3 OR</td>
</tr>
<tr>
<td>LAP 442</td>
<td>Interpersonal Development</td>
<td>3 OR</td>
</tr>
<tr>
<td>LAP 490</td>
<td>Independent Study in Psychology</td>
<td>1 TO</td>
</tr>
<tr>
<td>LAP 495</td>
<td>Special Topics in Psychology</td>
<td>2 TO</td>
</tr>
<tr>
<td>LAP 499</td>
<td>Psychology Seminar</td>
<td>3 OR</td>
</tr>
</tbody>
</table>

Notes: If selected, LAP 403, LAP 441 and LAP 442 must be taken for 5 quarter hours. A maximum of two courses may be Independent Study or Special Topic courses, chosen with advisor approval.

### Developmental Psychology Concentration - 30 QH

Choose 30 QH from the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 200</td>
<td>Psychology of Development in the Infant/Toddler Years</td>
<td>5</td>
</tr>
<tr>
<td>LAP 201</td>
<td>Psychology of Early Childhood</td>
<td>5</td>
</tr>
<tr>
<td>LAP 202</td>
<td>Psychology of Middle Childhood and Adolescence</td>
<td>5</td>
</tr>
</tbody>
</table>
LAP 300  Adult Development and Learning Assessment 5
LAP 303  Introduction to Psycholinguistics 5
LAP 320  Psychological Assessment of the Young Child 5
LAP 321  Psychological Assessment of the Young Child--Part II 3
LAP 325  Psychology of Play and Therapeutic Applications 5
LAP 441  Psychology of Artistic Expression 3 OR 5
LAP 442  Interpersonal Development 3 OR 5
LAP 490  Independent Study in Psychology 1 TO 5
LAP 495  Special Topics in Psychology 2 TO 5

Notes: If selected, LAP 441 and LAP 442 must be taken for 5 quarter hours. A maximum of two courses may be Independent Study or Special Topic courses, chosen with advisor approval.

Organizational Psychology Concentration - 30 QH
Choose 30 QH from the courses below:

LAP 200  Psychology of Development in the Infant/Toddler Years 5
INT 310  Research Methods in the Behavioral Sciences 5
LAP 310  Introduction to Industrial/Organizational Psychology 5
LAP 320  Psychological Assessment of the Young Child 5
LAP 321  Psychological Assessment of the Young Child--Part II 3
LAP 340  Effective Interpersonal Relationships 5
LAP 342  Interpersonal Helping Skills 5
LAP 348  Cross-Cultural Communication 5
LAP 352  Children and Families under Stress 5
LAP 402  Research Methods 5
LAP 408  Introduction to Community Psychology 5
LAP 442  Interpersonal Development 3 OR 5
LAP 490  Independent Study in Psychology 1 TO 5

Notes: If selected, LAP 441 and LAP 442 must be taken for 5 quarter hours. A maximum of two courses may be Independent Study or Special Topic courses, chosen with advisor approval.

Social Science, B.A.
This program offers students a strong curriculum that provides critical thinking and analytical training needed for professional development, employment in social science-related fields, or graduate study. Students learn concepts, theories, and methodologies across a range of social science disciplines, with an emphasis on the interconnections between knowledge, people, and cultures in a global context. Students interested in exploration of cultural practices and dimensions of social behavior and organization, as well as those interested in sociology, anthropology, political science, economics, and applied interdisciplinary fields such as aging studies and urban and policy studies, will benefit from this program.

Program Details:
- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- Requires a minimum grade of "C" in Social Science core and program elective requirements
- Credit by examination, portfolio and proficiency are accepted for general education and elective credit
- Requires ECT – English Competency Test OR completing LAE 101 and LAE 102 at NLU with a grade of “C” or better
- Students may complete a minor or concentration, listed below

Minors:
- Criminal Justice (p. 211)
- Psychology (p. 212)
- Psychology/Human Development (p. 213)

Concentrations:
- Aging Studies (p. 243)
- Urban and Policy Studies (p. 245)
• International Management (p. 244)
• Leadership (p. 244)
• Entrepreneurship (p. 244)

Required Courses

Student Success Seminar
GEN 103  Student Success Seminar  5
Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

Communications
LAE 101  English Composition I  5
LAE 102  English Composition II  5
LAE 202  Effective Speaking  5

Humanities
LAH 120  Logic and Effective Thinking  5
Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts
LAA 101  Art Appreciation I  2
LAA 102  Art Appreciation II  3
Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning
LAM 106  Basic Statistics  5
LAM 110  College Mathematics: Application of Mathematical Ideas  5
Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

Physical and Life Sciences
LAN 110  General Biology  5
or
LAN 150  Survey of Physical Science  5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences
LAS 118  Introduction to Politics and U.S. Government  5
LAS 203  Survey of U.S. History  5
Note: Students must complete coursework in politics, political science, and/or government; and United States history at NLU or transfer in an equivalent course to fulfill this requirement.

Behavioral Science
LAP 100  General Psychology  5
Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

Social Science Core Requirements - 45 QH
LAS 105  Introduction to Sociology  5
LAS 110  Introduction to Cultural Anthropology  5
LAS 115  Introduction to Economics  5
INT 310  Research Methods in the Behavioral Sciences  5
LAS 311  Race and Ethnicity  5
LAS 420  Social Theory  5
LAS 453  Social Inequality  5
LAS 499  Social Science Seminar  3 TO 5

LAS 302  Asian American Cultures and Society  5
or
LAS 303  Sub-Saharan African Cultures  5
or
LAS 304  Middle and South American Cultures  5
or
LAS 340  Native American Cultures  5
Note: LAS 499 must be taken for 5 quarter hours. Students may choose another research methods course in lieu of INT 310 with the approval of Program Chair or designate. Students may also choose another Ethnic Studies course in lieu of LAS.
Social Science Program Electives - 20 QH

Choose 20 quarter hours (4 courses) from the Social Science categories below:

- Aging Studies (p. 243)
- Anthropology (p. 246)
- Economics (p. 246)
- Political Science (p. 246)
- Sociology (p. 246)
- Urban and Policy Studies (p. 245)

Note: Other Social Science courses may be used in the above categories or related disciplines by approval of the Program Chair or designate. Students may utilize their program electives to complete an optional concentration in Aging Studies (p. 243) or Urban and Policy Studies (p. 245).

Electives - 55 QH

Choose additional courses to total 180 quarter hours. These hours may be used to complete minors and/or concentrations listed above.

For more information about this program, visit http://www.nl.edu/academics/socialbehavioral sciencesbachelors/basocialscience/

College of Professional Studies and Advancement Graduate

Admission Requirements

In addition to the NLU Graduate Admission Requirements (p. 14), the College of Professional Studies and Advancement requires the following:

- A professional resume. (In lieu of a resume, U.S. military personnel may submit a copy of their DD214 and U.S. government employees may submit a copy of their SF171.)

Applicants with bachelor's degrees from non-regionally accredited U.S. institutions may be admitted with two-course review status, subject to the decision of the program. The institution awarding the bachelor's degree must be accredited by an accrediting agency recognized by the United States Department of Education. The U.S. Department of Education maintains a database of institutions accredited by such agencies.

Specific graduate programs may have additional admissions requirements. See programs for details.

Status of Admitted Students

Full Admission

Students who meet all admission criteria without qualification are granted full admission status.

Admitted with Two-Course Review Status

Students who do not meet admission criteria, but who show potential for successful graduate work, may be admitted with two-course review status based on the recommendation of the faculty of the particular program to which they are applying.

A student admitted with two-course review status must maintain a GPA of 3.0 in either the first two graded courses (generally, a minimum of five semester hours combined). These courses may not be extension courses, workshops, transfer credits, independent studies or internships/practicum, except when taken by veterans receiving benefits. If the student has a minimum 3.0 GPA at the end of the review period, he or she will gain good academic standing. If the student’s GPA falls below 3.0 at the end of the review period, he or she will be dropped from the graduate school.

Specific graduate programs may have additional admission requirements. See programs for details.

Academic Policies

Degree Requirements

In addition to the university-wide requirements, the College of Professional Studies and Advancement requires the following:

- Graduate and doctoral students must fulfill all degree requirements within 10 years from the beginning of the first course taken at NLU in the specific program to which they are admitted. Specific graduate programs may have additional degree requirements. See programs for details.

Transfer between Graduate Programs

Please see Enrollment and Registration Policies (p. 32) for more information.

Transfer of Credit

In addition to the university-wide requirements (p. 17), the following criteria apply to graduate transfer credit in the College of Professional Studies and Advancement:

- A maximum of nine semester hours may be transferred
Credit earned more than six calendar years before graduate admission is not transferable.

A “Pass” grade for a completed pass/fail graduate course is acceptable. A letter is required from the Registrar of the institution where the course was taken verifying that the grade is equivalent to at least a "B" (3.0 on a scale of 4.0).

Students may transfer credit hours once admitted into a program.

Specific graduate programs may have additional transfer credit requirements. See programs for details.

Exceptions to these rules may be appealed to the Admissions and Academic Standards Council of the CPSA. Petitions must be presented to the Council by the student's advisor.

**Required Course Waiver**

Students may request a waiver for one or more required courses if previous academic work or experience indicates a high degree of competency in the content of the course. The waiver does not grant equivalent credit toward the degree; it permits the student to substitute an appropriate elective course for the waived course. The student and advisor must complete a Student Adjustment Form and submit it with appropriate documentation to the Dean or Dean's designee. If approved, the waiver is entered in the degree audit system.

**Community Psychology, Ph.D.**

This program aims to develop students' skills in working with communities. Students who enter this program are interested in working within a community setting to address social problems like teen pregnancy, child abuse, substance abuse and crime. The program is designed to offer the methodological training necessary to adhere to quality research standards balanced with the development of strong facilitator skills.

Graduates may find employment in traditional academic settings as well as in social service agencies, governmental agencies, research centers or non-profit agencies.

In addition to the College of Professional Studies and Advancement Graduate Admission Requirements (p. 113), applicants must:

- Submit official transcripts showing completion of a master's degree in psychology or related field as identified by the faculty. Completion of a bachelor's degree from a regionally accredited institution must be verified.
- Submit three professional letters of recommendation.
- Submit a personal statement describing the applicant's expectations of the program and core beliefs regarding the role of community psychologists.
- Submit a written statement reflecting the applicant's research interest (800 words).
- Have completed a master's thesis. Applicants without a master's thesis will be considered for admission but are required to complete a thesis or thesis equivalent.
- Sit for a faculty interview.

**Program Details:**

- Requires 69–72 SH for completion.
- Requires an internship.
- Requires LAP 601 (if thesis was not previously completed at master's level).
- Requires a dissertation.

**Required Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 600</td>
<td>Introductory Seminar on Community Psychology</td>
<td>1</td>
</tr>
<tr>
<td>LAP 601</td>
<td>Pilot Research in Community Psychology</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>LAP 605</td>
<td>Principles of Community Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 610</td>
<td>Community Prevention and Intervention Approaches to Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>LAP 615</td>
<td>Community Organizing</td>
<td>3</td>
</tr>
<tr>
<td>LAP 625</td>
<td>Advanced Quantitative Methodology in Community Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 630</td>
<td>Advanced Qualitative Methodology in Community Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 635</td>
<td>Statistics for Community Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 640</td>
<td>Survey Design and SPSS</td>
<td>3</td>
</tr>
<tr>
<td>LAP 645</td>
<td>Social Marketing and Thought Leadership</td>
<td>3</td>
</tr>
<tr>
<td>LAP 650</td>
<td>Principles of Consultation in the Community</td>
<td>3</td>
</tr>
<tr>
<td>LAP 655</td>
<td>Grant Writing for Community Psychologists</td>
<td>1</td>
</tr>
<tr>
<td>LAP 660</td>
<td>Professional Writing for Community Psychology</td>
<td>3</td>
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</tbody>
</table>
COLLEGE OF PROFESSIONAL STUDIES AND ADVANCEMENT

LAP 661  Professional Writing for Community Psychology II  2
LAP 665  Advanced Theoretical Foundations of Community Psychology  3
LAP 670  Advanced Cross Cultural Communication  3
LAP 689  Fieldwork in Community Psychology  1 TO 5
LAP 690  Consultation in Community Psychology  1 TO 3
LAP 693  Seminar in Program Evaluation  3
LAP 698  Dissertation Proposal Seminar  3
LAP 699  Dissertation in Community Psychology  1 TO 6
LAS 620  Advanced Community Development Planning and Policy  3
LAS 660  Advanced Leadership and Organizational Change  3
LAS 665  Urban Politics and the Community  3

Notes: LAP 689 must be taken for a total of 5 semester hours. LAP 690 must be taken for a total of 3 semester hours. LAP 699 must be taken for a total of 6 semester hours. Additionally, LAP 601 is required for any student who did not complete a thesis as part of his or her master’s degree and must be taken for a total of 3 semester hours.

For more information about this program, visit http://www.nlu.edu/academics/socialbehavioralsciencesdoctoral/phdcommunitypsychology/

Counseling, M.S.

NLU’s CACREP-accredited Counseling program prepares students to become licensed professional counselors, licensed school counselors in the State of Illinois or both.

The Clinical Mental Health Counseling option coursework meets the educational standards for licensure in Illinois at both the LPC and LCPC levels. It also meets the educational requirements for certification as a Board-eligible National Certified Counselor. The program prepares students to sit for the National Counselor Exam and Licensed Professional Counselor license examination in Illinois.

Applicants interested in school counseling who do not already have a Professional Educator License should choose the “School Counseling for those without a Professional Educator License” option. Graduates, with completion of additional state requirements, will be eligible for a Professional Educator License endorsed for school counselor.

Applicants who have a Professional Educator License should choose the “School Counseling for those with a Professional Educator License” option. Graduates, with completion of additional state requirements, will be eligible for endorsements for school counselor.

All School Counseling students must pass the Content Exam #181 (school counselor) to earn the endorsement.

In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:

- Submit the results of the Watson-Glaser Critical Thinking Appraisal
- Submit three letters of recommendation
- Complete an admission interview with a faculty member
- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126) if planning to complete the School Counseling option
- Submit a written response to questions provided by the Office of Admissions

Program Details:

- Requires 60–67 SH for completion
- Only courses from CACREP accredited universities may be accepted for transfer into the Counseling program
- Requires a grade of “B” or better in all coursework
- Requires a minimum 100 hour practicum
- Requires a minimum 600 hour internship
- Requires completion of one of two options—Clinical Mental Health Counseling OR School Counseling (additional courses are required for those without Professional Educator Licenses who choose the School Counseling option)

Clinical Mental Health Counseling - 60 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 501</td>
<td>Fundamentals of Counseling</td>
<td>3</td>
</tr>
<tr>
<td>HSC 503</td>
<td>Counseling and Human Development in Multicultural OR Society</td>
<td>3</td>
</tr>
<tr>
<td>HSC 504</td>
<td>Clinical Techniques of Counseling</td>
<td>3</td>
</tr>
<tr>
<td>HSC 505</td>
<td>Clinical Assessment and Diagnosis</td>
<td>3</td>
</tr>
<tr>
<td>HSC 506</td>
<td>Introduction to Theory and Practice of Family Therapy</td>
<td>3</td>
</tr>
<tr>
<td>HSC 510</td>
<td>Theories of Counseling</td>
<td>3</td>
</tr>
</tbody>
</table>
HSC 511  Professional Practice and Ethics in Human Services  3
HSC 512  Theories and Techniques of Group Counseling  3
HSC 514  Counseling for Career Development  3
HSC 524  Introduction to Clinical Mental Health Counseling  3
HSC 533  Counseling Practicum  3
HSC 541  Trauma and Crisis Intervention Theory, Response Models and Techniques  3
HSC 542  Psychopharmacology for Counselors  3

HSC 543  Introduction to Theory and Practice of Counseling Children and Adolescents  3
HSC 581  Counseling Internship I  3
HSC 582  Counseling Internship II  3
HSM 508  Research and Evaluation Methodology  3
HSS 534  Perspectives on Substance Abuse Counseling  3
LAP 501  Introduction to Psychological Assessment  3
LAP 506  Advanced Human Development  3

Note: HSC 503 must be taken for 3 semester hours.

School Counseling (for those without a Professional Educator License) - 67.5 SH

EPS 509  Structure and Organization of the Educational System for School Counselors  2
EPS 539  Foundations of Behavioral Support  2
HSC 501  Fundamentals of Counseling  3
HSC 503  Counseling and Human Development in a Multicultural Society  3
HSC 504  Clinical Techniques of Counseling  3
HSC 505  Clinical Assessment and Diagnosis  3
HSC 506  Introduction to Theory and Practice of Family Therapy  3
HSC 510  Theories of Counseling  3
HSC 511  Professional Practice and Ethics in Human Services  3
HSC 512  Theories and Techniques of Group Counseling  3
HSC 514  Counseling for Career Development  3
HSC 533  Counseling Practicum  3
HSC 534  School Counseling: Theory, Issues and Practice  3
HSC 541  Trauma and Crisis Intervention Theory, Response Models and Techniques  3
HSC 542  Psychopharmacology for Counselors  3
HSC 543  Introduction to Theory and Practice of Counseling Children and Adolescents  3
HSC 581  Counseling Internship I  3
HSC 582  Counseling Internship II  3
HSM 508  Research and Evaluation Methodology  3
HSS 534  Perspectives on Substance Abuse Counseling  3
<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>LAP 501</td>
<td>Introduction to Psychological Assessment</td>
<td>3</td>
</tr>
<tr>
<td>LAP 506</td>
<td>Advanced Human Development</td>
<td>3</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: HSC 503 must be taken for 3 semester hours.

For more information about this program please refer to the Counseling and Human Services Graduate Student Handbook.

### General Psychology, Post-Baccalaureate Certificate

This certificate is intended for students interested in additional study of psychology beyond the bachelor’s degree. It may be used as an entry into the Master of Arts in Psychology Program (p. 121), with all credits transferring.

**In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:**
- Submit official scores for the Criterion Online Writing Evaluation

**Program Details:**
- Requires 18 SH for completion

**Required Courses**
- Program Core - 15 SH
  - LAP 501 Introduction to Psychological Assessment 3
  - LAP 505 Advanced Abnormal Psychology 3
  - LAP 506 Advanced Human Development 3
  - LAP 510 Advanced Personality Theory 3
  - LAP 509 Advanced Social Psychology 3
  - LAP 507 Theories of Cognitive Psychology 3

Choose one Psychology (p. 333) elective with advisor approval

For more information, please visit NLU Program Disclosures.

### Health Psychology, Post-Baccalaureate Certificate

This certificate is appropriate for those who work in the healthcare field. Students will gain a deeper working knowledge of the physiological underpinnings of psychology and mental health.

**In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:**
- Submit official scores for the Criterion Online Writing Evaluation

**Program Details:**
- Requires 12 SH for completion

**Required Courses**
- 12 SH
  - LAP 501 Introduction to Psychological Assessment 3
  - LAP 520 Biological Bases of Behavior 3
  - LAP 530 Health Psychology 3
  - LAP 535 Psychopharmacology 3

For more information, please visit NLU Program Disclosures.

### Health Services Administration, M.H.A.

This program is intended to prepare health professionals for administrative careers in health care organizations. The curriculum is designed to build upon students’ clinical and supervisory experience in health care and substitutes students’ current employment experiences for an internship. The program emphasizes administrative skill development and practical applications in health care organizations.

**In addition to College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:**
- Have one year of work experience in a health care related position or a bachelor’s degree in a health care related field

**Program Details:**
- Requires 37 SH for completion

**Required Courses**
- 37 SH
  - MHA 500 Introduction to Health Services Administration 1
  - MHA 505 Health Care Origins, Policies and Trends 3

For more information, please visit NLU Program Disclosures.
Human Resource Management and Development, M.S.

Today’s Human Resource professional plays a leading role in contributing to the overall strategy of the organization. As the organization’s strategy shifts to accommodate changes in the economy, technology, globalization, and the demographics of a multi-generational workforce, the HR professional must provide a depth of expertise and the ability to adapt HR’s contribution to that strategy. To meet that need, National Louis University offers a Master of Science in Human Resource Management and Development (HRMD) through two formats: an online option and on-campus option.

In addition to the College of Professional Studies and Advancement Graduate
Admission Requirements, applicants must:

• Submit official transcripts from all institutions where a degree was earned and from all institutions for the last 60 semester hours/90 quarter hours of undergraduate coursework

• Submit written statement of academic and professional goals (750 to 1000 words)

Program Details:

• Requires 36 SH for completion

Required Courses - 30 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRM 509</td>
<td>Human Resource Management Profession and Its Role</td>
<td>3</td>
</tr>
<tr>
<td>HRM 513</td>
<td>Total Rewards</td>
<td>3</td>
</tr>
<tr>
<td>HRM 520</td>
<td>Performance Analysis and Measurement</td>
<td>3</td>
</tr>
<tr>
<td>HRM 521</td>
<td>Talent Acquisition and Retention</td>
<td>3</td>
</tr>
<tr>
<td>HRM 541</td>
<td>Employment Law and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>HRM 599</td>
<td>Integrating Business and HR Strategy</td>
<td>3</td>
</tr>
<tr>
<td>OBD 515</td>
<td>Training and Development</td>
<td>3</td>
</tr>
<tr>
<td>OBD 533</td>
<td>Organizational Effectiveness and Development</td>
<td>3</td>
</tr>
<tr>
<td>OBD 550</td>
<td>Culture of Learning Organizations</td>
<td>3</td>
</tr>
<tr>
<td>OBD 551</td>
<td>Diversity and Inclusion in the Organizational Culture</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives - 6 SH

Choose 6 SH from the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRM 591</td>
<td>Internship in Human Resource Management</td>
<td>1 TO 6</td>
</tr>
</tbody>
</table>
HRM 597 Consulting Project in Human Resource Management 1 TO 6
HRM 595 Special Topics in Human Resource Management 1 TO 6

Note: Students may select HRM, OBD, LAP, MGT, MBA, or other graduate level courses with the approval of Program Chair or designate.

For more information about this program, visit http://www.nl.edu/academics/businessmasters/humanresourcemanagementanddevelopment/

Industrial and Organizational Psychology M.S.

The M.S. in Industrial and Organizational Psychology is an interdisciplinary program that combines content from the disciplines of psychology, organizational behavior and organizational development, and human resource management. It explores the applications of the science of psychology to solving workplace issues and maximizing productivity and employee satisfaction. This program is conveniently offered in online format.

In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements, the program requires:

- Official scores for the Criterion Online Writing Assessment taken within the last five years (waived if the applicant has a master’s degree from a regionally accredited institution or has a GPA of 3.0 or higher)
- List of three references (waived if the applicant has a master’s degree from a regionally accredited institution or has a GPA of 3.0 or higher)
- Faculty review
- Prior coursework in the following areas:
  - One undergraduate or graduate course in General/Introductory Psychology with a grade of C or higher
  - One undergraduate or graduate course in Statistics with a grade of C or higher
  - One undergraduate or graduate course in Research Methods with a grade of C or higher. Research Methods courses from various disciplines, such as psychology, social sciences, business, and education re generally acceptable.

Program Details:

- Requires 36 SH for completion

Required Courses

Program Core - 33 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 528</td>
<td>Survey of Industrial and Organizational Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 532</td>
<td>Work Motivation and Job Attitudes</td>
<td>3</td>
</tr>
<tr>
<td>LAP 533</td>
<td>Measurement of Individual Differences</td>
<td>3</td>
</tr>
<tr>
<td>LAP 516</td>
<td>Research Design for Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 517</td>
<td>Psychological Statistics, Design and Analysis</td>
<td>2 TO 3</td>
</tr>
<tr>
<td>LAP 526</td>
<td>Psychology of Organizational Leadership</td>
<td>3</td>
</tr>
<tr>
<td>LAP 589</td>
<td>Capstone in Industrial and Organizational Psychology</td>
<td>3</td>
</tr>
<tr>
<td>HRM 520</td>
<td>Performance Analysis and Measurement</td>
<td>3</td>
</tr>
<tr>
<td>HRM 521</td>
<td>Talent Acquisition and Retention</td>
<td>3</td>
</tr>
<tr>
<td>OBD 515</td>
<td>Training and Development</td>
<td>3</td>
</tr>
<tr>
<td>OBD 533</td>
<td>Organizational Effectiveness and Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: LAP 533 must be taken for 3 SH.

Program Electives - 3 SH

Choose one of the courses listed below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 509</td>
<td>Advanced Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MGT 551</td>
<td>Leadership and High Performance Teams</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Students may select MGT, LAP, MBA, or other graduate level courses with the approval of Program Chair or designate.

Master of Business Administration MBA

College of Professional Studies and Advancement offers three different options for earning the Master of Business Administration, M.B.A. degree:

- Master of Business Administration, General M.B.A. (p. 120)
- Master of Business Administration, Nonprofit Management Concentration (p. 120)
• Master of Business Administration, Entrepreneurship Concentration (p. Error! Bookmark not defined.)

Master of Business Administration, General M.B.A.

NLU’s M.B.A. program offers a diverse series of courses that present the aspiring manager with the skills needed to succeed in complex organizational settings. The primary focus of this program is strategic management—aligning business vision, strategy and performance. This program is conveniently offered in online, face-to-face and blended formats.

In addition to the College of Professional Studies and Advancement Graduate Admission Requirements, applicants must:

• Submit official transcripts from all institutions where a degree was earned and from all institutions for the last 60 semester hours/90 quarter hours of undergraduate coursework
• Submit written statement of academic and professional goals (750 to 1000 words)

Program Details:
• Requires 39 SH for completion

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA 501</td>
<td>Graduate Management Foundations</td>
<td>3</td>
</tr>
<tr>
<td>MBA 503</td>
<td>Leadership &amp; Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MBA 506</td>
<td>Ethical and Legal Issues</td>
<td>3</td>
</tr>
<tr>
<td>MBA 508</td>
<td>Managerial Economics</td>
<td>3</td>
</tr>
<tr>
<td>MBA 510</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>MBA 514</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>MBA 516</td>
<td>Financial Markets</td>
<td>3</td>
</tr>
<tr>
<td>MBA 518</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 522</td>
<td>Strategic Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MBA 524</td>
<td>Strategic Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 526</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 529</td>
<td>International Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 532</td>
<td>Technology and Leadership</td>
<td>3</td>
</tr>
</tbody>
</table>

For more information about this program, visit [http://www.nl.edu/academics/businessmasters/businessadministration/](http://www.nl.edu/academics/businessmasters/businessadministration/)

Master of Business Administration, Nonprofit Management Concentration

NLU’s M.B.A. program offers a graduate concentration in Nonprofit Management. This concentration allows students to add specialized skills in nonprofit management, program evaluation and analysis, and strategic fundraising to their general portfolio of managerial expertise. Students concentrate on developing skills and experience to enable them to effectively manage programs and initiatives of mission-driven nonprofit organizations; recognize, assess, and address major organizational issues; build relationships with diverse groups of stakeholders; and sustain and expand strong nonprofits that contribute to vital communities and human welfare. The concentration incorporates hands-on experiences throughout the coursework and culminates in an applied capstone project. This program is conveniently offered in online, face-to-face and blended formats.

In addition to the College of Professional Studies and Advancement Graduate Admission Requirements, applicants must:

• Submit official transcripts from all institutions where a degree was earned and from all institutions for the last 60 semester hours/90 quarter hours of undergraduate coursework
• Submit written statement of academic and professional goals (750 to 1000 words)

Program Details:
• Requires 39 SH for completion

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA 501</td>
<td>Graduate Management Foundations</td>
<td>3</td>
</tr>
<tr>
<td>MBA 503</td>
<td>Leadership &amp; Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MBA 508</td>
<td>Managerial Economics</td>
<td>3</td>
</tr>
<tr>
<td>MBA 510</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>MBA 514</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>MBA 516</td>
<td>Financial Markets</td>
<td>3</td>
</tr>
<tr>
<td>MBA 518</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 522</td>
<td>Strategic Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MBA 524</td>
<td>Strategic Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 526</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 529</td>
<td>International Management</td>
<td>3</td>
</tr>
<tr>
<td>MBA 532</td>
<td>Technology and Leadership</td>
<td>3</td>
</tr>
<tr>
<td>MGT 534</td>
<td>Nonprofit Organization, Governance, and Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 535</td>
<td>Strategic Fundraising and Philanthropy</td>
<td>3</td>
</tr>
<tr>
<td>LAP 693</td>
<td>Seminar in Program Evaluation</td>
<td>3</td>
</tr>
</tbody>
</table>
Organizational Psychology, Post-Baccalaureate Certificate

This certificate is designed for those who work in businesses or government agencies. It offers an analysis of organizational behavior for groups ranging in size from society at large to groups within an industry.

In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:

- Submit official scores for the Criterion Online Writing Evaluation

Program Details:

- Requires 12 SH for completion

Required Courses - 12 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 509</td>
<td>Advanced Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 526</td>
<td>Psychology of Organizational Leadership</td>
<td>3</td>
</tr>
<tr>
<td>LAP 550</td>
<td>Advanced Industrial Psychology</td>
<td>3</td>
</tr>
<tr>
<td>INT 519</td>
<td>Principles and Methods of Group Communications</td>
<td>2 TO 3</td>
</tr>
</tbody>
</table>

For more information, please visit NLU Program Disclosures.

Psychological Assessment, Post-Baccalaureate Certificate

This certificate provides an understanding of the assessment of both individuals and organizations. It includes hands-on training in the administration of psychological assessment tools. A student who completes the certificate may be qualified to work as a psychological assistant or psychometric technician.

In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:

- Submit official scores for the Criterion Online Writing Evaluation

Program Details:

- Requires 12 SH for completion

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 501</td>
<td>Introduction to Psychological Assessment</td>
<td>3</td>
</tr>
<tr>
<td>LAP 502</td>
<td>Psychological Assessment II—Intellectual Assessment</td>
<td>3</td>
</tr>
<tr>
<td>LAP 503</td>
<td>Psychological Assessment III—Personality Assessment</td>
<td>3</td>
</tr>
<tr>
<td>LAP 546</td>
<td>Assessment of Organizations</td>
<td>3</td>
</tr>
</tbody>
</table>

For more information, please visit NLU Program Disclosures.

Psychology MA

College of Professional Studies and Advancement offers two different options for earning the Master of Arts in Psychology degree:

- Master of Arts in Psychology (p. 121)
- Master of Arts in Psychology, Teaching of Psychology Concentration (p. 122)

Psychology, M.A.

This program is appropriate for those who are interested in teaching at the community college level, working at social service agencies, hospitals, law enforcement agencies or non-profits as well as a variety of other careers. It is also appropriate for those interested in developmental, organizational or health psychology. The program will also provide a solid foundation for a later doctoral study.

In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:

- Submit official scores for the Criterion Online Writing Evaluation

Program Details:

- Requires 36 SH for completion
- Requires Comprehensive Exam OR Thesis with approval of graduate advisor

Required Courses

Core Courses - 15 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 501</td>
<td>Introduction to Psychological Assessment</td>
<td>3</td>
</tr>
<tr>
<td>LAP 505</td>
<td>Advanced Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 506</td>
<td>Advanced Human Development</td>
<td>3</td>
</tr>
<tr>
<td>LAP 509</td>
<td>Advanced Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 510</td>
<td>Advanced Personality Theory</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Specialization Courses Development</td>
<td>13 SH</td>
</tr>
</tbody>
</table>
LAP 507  Theories of Cognitive Psychology  3
LAP 520  Biological Bases of Behavior  3
LAP 526  Psychology of Organizational Leadership  3
LAP 549  Psychology in the Community  2
LAP 552  Career Development for Psychology Students  2

Required Research Courses - 5 SH
LAP 516  Research Design for Psychology  3
LAP 517  Psychological Statistics, Design and Analysis  TO 3

Note: LAP 517 must be taken for 2 SH.

Required Capstone Course - 3 SH
LAP 598  Comprehensive Exam Seminar TO 1
or
LAP 599  Thesis TO 1

Note: LAP 598 or LAP 599 must be taken for a total of 3 semester hours.

For more information about this program, visit http://www.nl.edu/academics/socialbehavioralsciencesmasters/psychology/

Psychology MA Teaching of Psychology

The M.A. in Psychology program covers the major areas of psychology, including behavioral, developmental, social, personality, abnormal, cognitive, and biological, as well as establishes a rigorous foundation in statistics, research design, and psychological assessment.

The Teaching of Psychology concentration allows students to acquire specialized knowledge and skills in best practices for college-level teaching and learning, instructional design, and distance education, as well as college-level practicum experience. The concentration courses are offered in the online and on-campus blended formats.

In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements, applicants must:

• Submit official scores for the Criterion Online Writing Evaluation

Program Details:

• Requires 38 SH for completion

• Requires Comprehensive Exam OR Thesis with approval of graduate advisor

Required Courses

Core Courses - 15 SH
LAP 501  Introduction to Psychological Assessment  3
LAP 505  Advanced Abnormal Psychology  3
LAP 506  Advanced Human Development  3
LAP 509  Advanced Social Psychology  3
LAP 510  Advanced Personality Theory  3

Specialization Courses Development - 15 SH
LAP 507  Theories of Cognitive Psychology  3
LAP 520  Biological Bases of Behavior  3
HED 500  Instructional Design and Assessment in Higher Education  3
HED 510  Teaching and Learning with Technology-Based Practices  3
HED 591  Field Experience in Higher Education: Becoming a College Educator  3

Required Research Courses - 5 SH
LAP 516  Research Design for Psychology  3
LAP 517  Psychological Statistics, Design and Analysis TO 2

Note: LAP 517 must be taken for 2 SH.

Required Capstone Course - 3 SH
LAP 598  Comprehensive Exam Seminar TO 1
or
LAP 599  Thesis TO 1

Note: LAP 598 or LAP 599 must be taken for a total of 3 semester hours.

Public Policy and Administration, M.A.

This program provides training in public policy and administration as preparation for or advancement in careers in planning, policy and management at the local, state, federal and international levels.
In addition to the College of Professional Studies and Advancement Graduate Admissions Requirements (p. 113), applicants must:

- Submit a resume or curriculum vitae
- Sit for an interview with a faculty advisor
- Provide official scores from the Graduate Record Examination (GRE) taken within the last five years (waived for applicants with a GPA of 3.0 or higher)
- Note: List of three references is waived for applicants with a GPA of 3.0 or higher

Program Details:
- Requires 36 SH for completion
- Requires completion of one of three concentrations listed below
- Requires a thesis OR Capstone Seminar

Required Courses

Core Courses - 27 SH

- PPA 500 Foundations of Public Administration 3
- PPA 502 Cross-Sector Policy and Collaboration 3
- PPA 505 Urban Community Development 3
- PPA 510 Social Inequality and Social Change 3
- PPA 512 Professional Writing and Communication in Public Policy and Administration 3
- PPA 560 Public Financial Administration and Budgeting 3
- PPA 565 Methods 1: Quantitative Research Methods 3
- PPA 570 Methods 2: Qualitative Research Design and Methodology 3
- PPA 593 Public Policy and Administration Seminar 3

or

- PPA 599 Master's Thesis in Public Policy and Administration 3

Health Services Administration Concentration - 9 SH

Choose 9 SH from the list below:

- MHA 505 Health Care Origins, Policies and Trends 3
- MHA 512 Health Care Leadership 3
- MHA 540 Marketing in Health Care 3
- MHA 541 Strategic Management in Health Care 3

- PPA 595 Special Topic in Public Policy and Administration 3
- PPA 590 Internship in Public Policy and Administration TO 3

Notes: PPA 590 must be taken for a total of 3 SH. Other courses may be selected in consultation with the Program Chair.

Public Service Administration Concentration - 9 SH

Choose 9 SH from the list below:

- LAP 526 Psychology of Organizational Leadership 3
- LAP 615 Community Organizing 3
- LAP 693 Seminar in Program Evaluation 3
- LAP 645 Social Marketing and Thought Leadership 3
- PPA 532 Gender in the Public Sector 3
- PPA 595 Special Topic in Public Policy and Administration 3
- PPA 590 Internship in Public Policy and Administration TO 3

Note: PPA 590 must be taken for a total of 3 SH. Other courses may be selected in consultation with the Program Chair.

Global Social Policy Concentration - 9 SH

Choose 9 SH from the list below:

- PPA 520 International Dimensions of Public Policy 3
- PPA 542 International Public Service 3
- LAP 670 Advanced Cross Cultural Communication 3
- PPA 530 Contemporary Immigration in a Global Perspective 3
- PPA 595 Special Topic in Public Policy and Administration 3
- PPA 590 Internship in Public Policy and Administration TO 3

Note: PPA 590 must be taken for a total of 3 SH. Other courses may be selected in consultation with the Program Chair.

For more information about this program, visit http://www.nl.edu/academics/socialbehavioralsciencesmasters/publicpolicyandadministration/

Written Communication, M.S.

This program was designed for college graduates to develop their writing skills. The program offers a wide
variety of electives that allow students to focus on their own writing interests, whether creative or professional.

**In addition to the College of Professional Studies and Advancement Graduate Admission Requirements (p. 113), applicants must:**

- Submit the results of the Watson-Glaser Critical Thinking Appraisal (waived if the applicant has a master's degree from a regionally accredited college or has a GPA of 3.0 or higher)
- Sit for an in-person interview
- Complete a brief impromptu essay
- Note: List of three references is waived for applicants with a GPA of 3.0 or higher

**Program Details:**

- Requires 33 SH for completion
- Requires a thesis
- Students may be able to apply:
  - Up to six hours of graduate credit from another institution, with approval from the program director
  - Up to six hours of graduate credit from other NLU programs
  - Up to six hours of credit by proficiency for past professional experience

**Required Courses**

**Program Core**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAE 500</td>
<td>Advanced Expository Writing</td>
<td>3</td>
</tr>
<tr>
<td>LAE 510</td>
<td>Rhetorical Theory: History and Practice</td>
<td>3</td>
</tr>
<tr>
<td>LAE 599</td>
<td>Thesis Project</td>
<td>1 TO 6</td>
</tr>
</tbody>
</table>

**English Elective Courses**

Choose 21–24 SH from the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAE 405</td>
<td>Advanced Studies of American Literature: Beginning-1900</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 406</td>
<td>Advanced Studies of American Literature: 1900-1950</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 407</td>
<td>American Writers: 1945-1970</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 410</td>
<td>Modern British Fiction: 1900-1950</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 412</td>
<td>Introduction to Writing Poetry</td>
<td>5</td>
</tr>
<tr>
<td>LAE 413</td>
<td>Reading and Writing the Short Story</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 414</td>
<td>Writing and Reading Oral History</td>
<td>5</td>
</tr>
<tr>
<td>LAE 416</td>
<td>Women’s Lives into Literature</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 450</td>
<td>Fundamentals of Journalism</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 459</td>
<td>Online Publishing: Writing for the Web</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 460</td>
<td>Editing for Publication</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 461</td>
<td>Advertising and Promotional Writing in the Digital Age</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 465</td>
<td>Creative Writing: Humor</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 486B</td>
<td>Workshop/Writer's Week Workshop</td>
<td>1 OR 2</td>
</tr>
<tr>
<td>LAE 499</td>
<td>English Seminar</td>
<td>1 TO 5</td>
</tr>
<tr>
<td>LAE 501</td>
<td>Writing from Reading: Incorporating Research into Nonfiction Articles, Books and Reports</td>
<td>3</td>
</tr>
<tr>
<td>LAE 502</td>
<td>Creative Writing: Fiction</td>
<td>3</td>
</tr>
<tr>
<td>LAE 504</td>
<td>Creative Writing: Children’s Books</td>
<td>3</td>
</tr>
<tr>
<td>LAE 512A</td>
<td>Professional Writer I</td>
<td>1</td>
</tr>
<tr>
<td>LAE 512B</td>
<td>Professional Writer II</td>
<td>1</td>
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<tr>
<td>LAE 512C</td>
<td>Professional Writer III</td>
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</tr>
<tr>
<td>LAE 515</td>
<td>Feature Writing</td>
<td>3</td>
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<tr>
<td>LAE 516</td>
<td>Screenwriting</td>
<td>3</td>
</tr>
<tr>
<td>LAE 517</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>LAE 518</td>
<td>Narrative Forms</td>
<td>3</td>
</tr>
<tr>
<td>LAE 520</td>
<td>Teaching Freshman English Composition</td>
<td>3</td>
</tr>
<tr>
<td>LAE 592</td>
<td>Practicum/Internship in Teaching English Courses to Undergraduates</td>
<td>3</td>
</tr>
<tr>
<td>LAE 594</td>
<td>Independent Study/English</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>LAE 595</td>
<td>Special Topics/English</td>
<td>1 TO 3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>LAE 500</td>
<td>Advanced Expository Writing</td>
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</tr>
<tr>
<td>LAE 510</td>
<td>Rhetorical Theory: History and Practice</td>
<td>3</td>
</tr>
<tr>
<td>LAE 599</td>
<td>Thesis Project</td>
<td>1 TO 6</td>
</tr>
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</table>

**Program Core**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
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</thead>
<tbody>
<tr>
<td>LAE 500</td>
<td>Advanced Expository Writing</td>
<td>3</td>
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<tr>
<td>LAE 510</td>
<td>Rhetorical Theory: History and Practice</td>
<td>3</td>
</tr>
<tr>
<td>LAE 599</td>
<td>Thesis Project</td>
<td>1 TO 6</td>
</tr>
</tbody>
</table>

**English Elective Courses**

Choose 21–24 SH from the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>LAE 405</td>
<td>Advanced Studies of American Literature: Beginning-1900</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 406</td>
<td>Advanced Studies of American Literature: 1900-1950</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 407</td>
<td>American Writers: 1945-1970</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 410</td>
<td>Modern British Fiction: 1900-1950</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 412</td>
<td>Introduction to Writing Poetry</td>
<td>5</td>
</tr>
<tr>
<td>LAE 413</td>
<td>Reading and Writing the Short Story</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 414</td>
<td>Writing and Reading Oral History</td>
<td>5</td>
</tr>
<tr>
<td>LAE 416</td>
<td>Women’s Lives into Literature</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 450</td>
<td>Fundamentals of Journalism</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 459</td>
<td>Online Publishing: Writing for the Web</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 460</td>
<td>Editing for Publication</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 461</td>
<td>Advertising and Promotional Writing in the Digital Age</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 465</td>
<td>Creative Writing: Humor</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAE 486B</td>
<td>Workshop/Writer's Week Workshop</td>
<td>1 OR 2</td>
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<tr>
<td>LAE 499</td>
<td>English Seminar</td>
<td>1 TO 5</td>
</tr>
<tr>
<td>LAE 501</td>
<td>Writing from Reading: Incorporating Research into Nonfiction Articles, Books and Reports</td>
<td>3</td>
</tr>
<tr>
<td>LAE 502</td>
<td>Creative Writing: Fiction</td>
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<tr>
<td>LAE 504</td>
<td>Creative Writing: Children’s Books</td>
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<tr>
<td>LAE 512A</td>
<td>Professional Writer I</td>
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<tr>
<td>LAE 512B</td>
<td>Professional Writer II</td>
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<tr>
<td>LAE 512C</td>
<td>Professional Writer III</td>
<td>1</td>
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<tr>
<td>LAE 515</td>
<td>Feature Writing</td>
<td>3</td>
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<tr>
<td>LAE 516</td>
<td>Screenwriting</td>
<td>3</td>
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<tr>
<td>LAE 517</td>
<td>Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>LAE 518</td>
<td>Narrative Forms</td>
<td>3</td>
</tr>
<tr>
<td>LAE 520</td>
<td>Teaching Freshman English Composition</td>
<td>3</td>
</tr>
<tr>
<td>LAE 592</td>
<td>Practicum/Internship in Teaching English Courses to Undergraduates</td>
<td>3</td>
</tr>
<tr>
<td>LAE 594</td>
<td>Independent Study/English</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>LAE 595</td>
<td>Special Topics/English</td>
<td>1 TO 3</td>
</tr>
</tbody>
</table>
Notes: For LAE 486B, LAE 499, LAE 594 and LAE 595, specific topics may be chosen. Each topic may only be counted once toward the degree. LAE 501 is strongly recommended. Where applicable, 400 level courses must be taken for 3 semester hours.

For more information about this program, visit http://www.nl.edu/academics/communication
smasters/writtencommunication/
National College of Education (NCE) faculty and candidates use scholarly habits of mind and methods of inquiry in order to affect pre-kindergarten through 12th grade student learning by:

- Envisioning, articulating and modeling democratic and progressive education
- Designing powerful learning environments that:
  - Integrate appropriate technologies
  - Utilize multiple meaningful assessments
  - Enable self-directed learning
- Working collaboratively in diverse communities and with diverse learners to achieve learning goals
- Advocating for democratic values, equity, access and resources to assure educational success for all

NCE Faculty and candidates continuously demonstrate a high standard of professional ethics by:

- Cultivating curiosity and excitement for learning in themselves and others
- Respecting and learning from other peoples, cultures and points of view
- Demonstrating a caring attitude in recognizing the needs of others and acting to promote their growth
- Acting with confidence and self-knowledge to assume professional leadership roles and responsibilities
- Using information from self and others to continuously improve

Accreditation

National College of Education of National Louis University is accredited by the North Central Association of Colleges and Schools (NCA), the Illinois State Board of Education (ISBE) and by the National Council for Accreditation of Teacher Educators (NCATE). Selected programs are approved by the Wisconsin Educational Approval Board. Selected programs are also recognized by the Florida Department of Education.

Professionalism

Students will demonstrate behaviors that maintain academic, professional and ethical standards and avoid behaviors that are detrimental to either the pre-service student or the classroom students. Professional behavior is expected inside and outside the University classroom, when using email and in all field placement experiences. The following may constitute a basis for denial of admission to a practicum placement or student teaching, removal from a teacher education program or a remediation process prior to continuing the program:

- Conduct unbecoming a professional educator
- Conviction on a felony charge
- Any other behavior that interferes with professionalism

Teacher Credentials

NCE teacher licensure programs may meet credential requirements for states other than Illinois. Since specific requirements vary, students should obtain information from the state in which they plan to teach.

Students seeking licensure by entitlement may obtain applications for licensure at www.isbe.net/licensure/ or apply through NLU.

Illinois law prohibits the licensure and/or employment of persons convicted of specific crimes. Students seeking an endorsement for professional licensure through NCE who have been convicted of one of the offenses identified by Illinois law may be ineligible for licensure or employment as a school professional.

Test of Academic Proficiency (TAP)

Students who are seeking admission to an Illinois licensure program or who were certified prior to July 1, 1988, are required by the Illinois State Board of Education (ISBE) to pass the Test of Academic Proficiency (TAP) or ISBE- approved equivalent. TAP scores, as well as ACT with Writing and/or SAT scores, are valid indefinitely. Students from states other than Illinois where NLU state credential programs may be offered must pass the equivalent test of basic skills administered through their state. This information must be verified in the Illinois Educator License Information System (ELIS) by the Office of Admissions and Records.

Candidates for the ACT TAP waiver must have received at least a 22 Composite Score on the ACT Plus Writing exam. If the candidate took the test prior to September 2015, he/she must have also received a minimum Combined English/Writing score of 19
from the same test administration. Candidates can calculate their combined score by utilizing the table available here: http://www.actstudent.org/writing/combined.html. If the candidate took the test in September 2015 or later, he/she must have also received a Writing score of at least 16 from the same test administration.

Candidates for the SAT TAP waiver who took the SAT before March 5, 2016, must have received a composite score of 1030 (Reading and Mathematics) and a minimum writing score of 450 from one test administration. Candidates for the SAT TAP waiver who took the SAT on or after March 5, 2016, must have received a Composite score of 1110 (Evidence-based Reading and Writing + Mathematics) and a minimum score of 26 on the Writing and Language Test from one test administration.

Candidates must create an account in the Illinois Educator License Information System (ELIS) before requesting their official test results. Once the account has been created, candidates should request their official score reports for ISBE.

Candidates electing to use their qualifying ACT Plus Writing scores in lieu of the TAP must request an official score report for the state using 3001 as the institution code.

Candidates electing to use their qualifying SAT scores in lieu of the TAP must request an official score report for the state and have them sent to:

Illinois State Board of Education  
Educator Licensure Division  
100 North First St. S-306  
Springfield, IL 62777-0001

ISBE will only maintain unmatched score reports for 30 days. After 30 days, if an ELIS account has not been created, the score report will be shredded. ISBE will not return official score reports that reflect a score less than listed above. Any ACT or SAT score report that lacks a writing component will not be accepted and will be shredded as well. Students are responsible for creating and regularly logging into an ELIS account to monitor the acceptance status of their scores.

Field Experience Requirements (Observations, Practica, Internships, Student Teaching)

NLU requires all candidates in programs that include time spent in an Illinois school to have an Illinois State Police and FBI criminal background fingerprint check, a TB test and a Certificate of Completion with the Department of Children and Family Services Mandated Reporter Training.

A candidate with “no record,” a negative TB test and a Certificate of Completion may be placed in a school. Some school districts require an additional background check prior to student teaching. NLU will not accept criminal background check reports from sources other than Accurate Biometrics.

- Criminal background checks must be completed after registering and within the first week of classes at NLU. Please use the NLU UCIA Criminal Background Check form and the FBI form that is located at the link http://www.accuratebiometrics.com/fingerprinting_FBI_Procedures_In_Person.html. Candidates cannot begin any field experience without a “passed” background check. Locations and fingerprinting times for Accurate Biometrics are posted on their website http://www.accuratebiometrics.com/fingerprint Region_Map.asp. Candidates are responsible for all fees and the results must be sent to the students’ email or home address.

- By the second week of classes, copies of the background check, TB test (Mantoux Method), and Certificate of Completion must be submitted to the student’s academic advisor by email or fax. Students should carry all originals when visiting schools.

- A candidate may not be placed in any school if the background check determines that he or she has been convicted of criminal behavior that, by law, automatically prohibits him or her from attaining Illinois licensure. The offenses that automatically prohibit certification include first degree murder, any Class X felony, juvenile pimping, soliciting a juvenile prostitute, exploitation of a child, obscenity, child pornography, criminal sexual assault, aggravated sexual criminal assault, criminal sexual abuse, aggravated criminal sexual abuse, some offenses set forth in the Cannabis Control Act and some crimes defined in the Illinois Controlled Substances Act.

- In the event that no district will accept a student because of his or her criminal history, NCE will assist the student in choosing an alternative course of study.

Candidates for Illinois state educational credentials must pass the applicable content test(s) before student teaching or entering an internship or residency.
Academic Centers

The McCormick Center for Early Childhood Leadership

The McCormick Center for Early Childhood Leadership focuses on professional development, program evaluation, research and public awareness to help cultivate leaders in early childhood education.

National College of Education Center for Professional Development

The National College of Education Center for Professional Development offers a wide range of learning opportunities for individuals to expand their interests, enhance their professional development and pursue their academic and professional goals. The Center’s courses, seminars and workshops address the most current topics in the field of education.

The Illinois State Board of Education (ISBE) requires certified teachers to engage in professional development activities during the period of their certificates’ validity in order to renew those certificates. NLU is an approved provider of these activities, offering continuing education units (CEUs) and continuing professional development units (CPDUs). The Center for Professional Development assists in the coordination of the workshops, seminars and conferences and follows the ISBE specified procedures in documentation and archival of the events.

Reading Center

The Reading Center provides a setting for supervised practicum experiences in reading instruction for both graduate and undergraduate students. Student and staff tutors provide one-on-one tutoring and diagnosis for children with reading problems. Curriculum materials are available for inspection in the Center, and consultation for districts, schools, teachers and parents is also provided. Reading Centers are located on the North Shore campus and Lisle campus.

Reading Recovery™ Program

A Reading Recovery training program is offered at NLU with the support of the Illinois State Board of Education. This program is open only to post-master’s applicants through special district-based arrangement with the Reading Recover Program. Five of the nine Reading Recovery semester hours may be applied to a master’s degree in Reading. All nine semester hours may be applied to a CAS in Reading or Language and Literacy Education.

National College of Education—Undergraduate

University General Education Requirements

All undergraduate students must complete the General Education Core Requirements (p. 91) prior to completing their degrees.

Preservice Teacher Education Undergraduate Degree Programs

Students planning to enter a teacher education licensure program are initially admitted to the College of Professional Studies and Advancement at NLU while completing coursework required for admission to National College of Education (NCE). To enter a teacher education program, students must be admitted to NCE. Candidates for teacher licensure programs apply for admission to NCE prior to their senior years when they enroll in their professional education coursework.

Illinois Teacher Licensure by Entitlement

The following NCE undergraduate licensure programs are approved by the Illinois State Board of Education:

- Early Childhood Education (birth–age 8) (p. 129)
- Elementary Education (1–6) (p. 133)
- Special Education (birth–age 21) (p. 135)

Individual courses or course sequences not included in the programs listed above may not be assumed to be approved by the ISBE for licensure purposes. NCE assumes no responsibility for courses taken by students with the intent of obtaining licensure unless the students are under the direct supervision of and meet regularly with an academic advisor at NLU and the courses are taken within a program approved by the ISBE. It is the student’s responsibility to ensure that he or she meets all licensure and academic standards.

Successful completion of any of the licensure programs enables students to apply for licensure by entitlement in Illinois. The degree must be awarded prior to licensure. Students should meet regularly with their advisors to make sure they meet their requirements in a timely manner.
Please note that the Early Childhood Practice, B.A. (p. 131) is a non-licensure degree program.

**Early Childhood Education, B.A.**

The Early Childhood Education program is designed for those interested in teaching children in a pre-kindergarten environment through age eight. Successful completion of the program enables students in Illinois to apply for a Professional Educator License, endorsed for early childhood and self-contained general education (age 0 to grade 3).

**Special Admissions Requirements:**

Admission to the Early Childhood Education program is a two step process. Students must first be admitted to National Louis University (p. 13).

**Applicants to the Early Childhood Education program must:**

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Have completed all General Education courses except GEN 103, the Undergraduate Core and all Foundational courses
- Have a GPA of 2.5 or better on all previous coursework, with a grade of “C” or better in all courses
- Have completed 70 pre-clinical observation hours

**Program Details:**

- Requires 180 QH, including 61 QH of General Education (p. 91), for completion
- 60 QH of coursework must be completed at NLU
- Credit by examination is accepted for general education and elective credit
- The Professional Education Sequence and ELL courses must be taken at NLU
- A minimum grade of “C” or better in all courses in the program is required
- A minimum GPA of 2.5 is required
- Students must be admitted to NCE before taking the Professional Sequence and ELL Endorsement Courses
- Requires student teaching
- Requires practicum
- Requires observation hours
- Requires the following courses to be completed within 6 years of degree completion: ECE 345, RLL 330, ECE 337, ECE 351, ECE 350, ECE 324, RLL 478, MHE 480A, CIS 480A, ECE 451, ECE 450, and ECE 470

**Required Courses**

- **Student Success Seminar- 5 QH**
  
  | GEN 103 | Student Success Seminar | 5 |

- **Communications- 15 QH**
  
  | LAE 101 | English Composition I | 5 |
  | LAE 102 | English Composition II | 5 |
  | LAE 202 | Effective Speaking | 5 |

- **Humanities- 5 QH**
  
  | RLL 220 | Children’s Literature and the Literacy Learning Environment | 5 |

*Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may only use a course in Children’s Literature substantially equivalent to the National Louis University’s course.*

- **Fine Arts- 5 QH**
  
  | LAA 101 | Art Appreciation I | 2 |
  | LAA 102 | Art Appreciation II | 3 |

*Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Introductory Art, Music, or Theater including any Fine Arts History or Appreciation. Studio Arts and Performance courses cannot be used to fulfill this requirement.*

- **Quantitative Reasoning- 10 QH**
  
  | LAM 112 | Math Content for Teachers I | 5 |
  | LAM 213 | Math Content for Teachers II | 5 |

- **Physical and Life Sciences- 5 QH**
  
  | LAN 110 | General Biology | 5 |
  | or |
  | LAN 150 | Survey of Physical Science | 5 |

*LAN 110 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Life Science in lieu of LAN 110.*

*LAN 150 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in General Chemistry, Chemistry and Society, General Physics, Physics and Society, or Earth Science (which covers at least four areas of physical science) in lieu of LAN 150.*

- **Social Sciences- 10 QH**
LAS 118  Introduction to Politics and U.S. Government  5
LAS 203  Survey of U.S. History  5

Notes: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Politics or Government and coursework in U.S. History.

Behavioral Science - 5 QH
LAP 100  General Psychology  5

Additional General Education Requirements - 5 QH
LAN 110  General Biology  5
or
LAN 150  Survey of Physical Science  5

LAN 110 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Life Science in lieu of LAN 110.

LAN 150 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in General Chemistry, Chemistry and Society, General Physics, Physics and Society, or Earth Science (which covers at least four areas of physical science) in lieu of LAN 150.

Undergraduate Core - 16 QH
ECE 210  History and Philosophy of Education  3
EPS 300  Educational Psychology: Theory in Classroom Practice  5
SPE 300  Introduction to Special Education and Methods of Teaching Students with Disabilities  5
TIE 300  Introduction to Technology in the Classroom  3

Foundational Coursework - 12 QH
ECE 205  Observation and Assessment: Infants, Toddlers, and Two Year Olds  4
ECE 215  Speech and Language Development  3
ECE 220  Child, Family, and Community  5

Professional Sequence - 55 QH
CIS 480A  Methods of Teaching Social Studies  3
ECE 324  Integrated Preprimary Methodology in Early Childhood Education  5
ECE 337  Ethics and Professionalism in Early Childhood Education  5
ECE 345  Curriculum, Differentiation, and Assessment  5
ECE 350  Early Childhood Education: Pre-Primary Practicum Field Experience  2
ECE 351  Early Childhood Education: Pre-Primary Practicum Seminar  3
ECE 450  Early Childhood Education Primary Practicum Field Experience  2
ECE 451  Early Childhood Education Primary Practicum Seminar  3
ECE 470  Early Childhood Education: 12 TO Student Teaching  14
MHE 480A  Methods of Teaching Mathematics  4
RLL 330  Foundations of Emergent Literacy  5
RLL 478  Literacy Methods I  3
SCE 480A  Methods of Teaching Science  3

Note: Application to participate in ECE 470 must be made two quarters prior to the quarter of the student teaching experience. ECE 470 must be taken for 12 QH.

ELL Endorsement Courses - 30 QH
CIL 300  Foundations of ESL and Bilingual Education  5
CIL 305  Methods and Materials for Teaching English as a Second Language  5
CIL 306  Methods and Materials for Teaching Bilingual Education  5
CIL 310  Assessment of ESL and Bilingual Education Students  5
CIL 312  Reading in a New Language: Linguistic Considerations  5
CIL 331  Cross Cultural Education  5

Note: 100 pre-clinical hours are required in ELL.

Electives - 2 QH
Choose elective courses to meet the minimum degree requirement of 180 QH

Early Childhood Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:
• Be accepted into the National College of Education
• File, by the designated deadline, the application form for student teaching
• Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form

• Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program

• Pass the Early Childhood Content Test (107) before student teaching

• Complete all of their licensure courses except for ECE 470 (Student Teaching)

• Pass all methods courses at National Louis University with a grade no lower than a B

• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)

• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

For more information about this program, visit http://www.nl.edu/academics/educationbachelors/baearlychildhoodeducation/

**Program Details:**

- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- 72 QH of coursework must be taken at NLU
- Credit by examination is accepted for general education and elective credit
- The Professional Courses, internship and concentrations must be taken at NLU
- A minimum grade of “C” or better in all courses in the program is required
- Requires a practicum
- Requires an internship
- Requires the following courses to be completed within 6 years of degree completion: ECE 303, ECE 301, ECE 335 or ECE 312, ECE 308, ECE 302, ECE 311, ECE 313, ECE 492A or ECE 492B, ECE 337, ECE 340, ECE 324, ECE 321, ECE 345, ECE 493, RLL 330, and CIL 331
- Candidates must complete the Infant/Toddler concentration. In addition, they must complete a second concentration in Family Child Care OR Illinois Director.

**Required Courses**

**Student Success Seminar- 5 QH**

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<tr>
<th>Course</th>
<th>Description</th>
<th>QH</th>
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<tbody>
<tr>
<td>GEN 103</td>
<td>Student Success Seminar</td>
<td>5</td>
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</table>

**Communications - 15 QH**

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<tr>
<th>Course</th>
<th>Description</th>
<th>QH</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAE 101</td>
<td>English Composition I</td>
<td>5</td>
</tr>
<tr>
<td>LAE 102</td>
<td>English Composition II</td>
<td>5</td>
</tr>
<tr>
<td>LAE 202</td>
<td>Effective Speaking</td>
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</tbody>
</table>

**Humanities- 5 QH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>QH</th>
</tr>
</thead>
<tbody>
<tr>
<td>RLL 220</td>
<td>Children’s Literature and the Literacy Learning Environment</td>
<td>5</td>
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</table>

**Fine Arts- 5 QH**

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<thead>
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<th>Course</th>
<th>Description</th>
<th>QH</th>
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<tbody>
<tr>
<td>LAA 101</td>
<td>Art Appreciation I</td>
<td>2</td>
</tr>
<tr>
<td>LAA 102</td>
<td>Art Appreciation II</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may only use a course in Children’s Literature substantially equivalent to the National Louis University’s course.

Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Introductory Art, Music, or Theater including any Fine Arts History or Appreciation. Studio Arts and...
**Performance courses cannot be used to fulfill this requirement.**

**Quantitative Reasoning** - 5 QH

- LAM 112 Math Content for Teachers I 5

**Physical and Life Sciences** - 5 QH

- LAN 110 General Biology 5
  - or
- LAN 150 Survey of Physical Science 5

**LAN 110 Note:** Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Life Science in lieu of LAN 110.

**LAN 150 Note:** Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in General Chemistry, Chemistry and Society, General Physics, Physics and Society, or Earth Science (which covers at least four areas of physical science) in lieu of LAN 150.

**Social Sciences** - 5 QH

- LAS 118 Introduction to Politics and U.S. Government 5
  - or
- LAS 203 Survey of U.S. History 5

**Notes:** Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Politics and Government or coursework in U.S. History.

**Behavioral Science** - 5 QH

- LAP 100 General Psychology 5

**General Education Electives** - 10 QH

Choose additional coursework in any general education area to bring the total to 60 quarter hours.

**Undergraduate Core** - 16 QH

- ECE 210 History and Philosophy of Education 3
- EPS 300 Educational Psychology: Theory in Classroom Practice 5
- SPE 300 Introduction to Special Education and Methods of Teaching Students with Disabilities 5
- TIE 300 Introduction to Technology in the Classroom 3

**Foundational Requirements** - 29 QH

- RLL 330 Foundations of Emergent Literacy 5
- CIL 331 Cross Cultural Education 5
- ECE 205 Observation and Assessment: Infants, Toddlers, and Two Year Olds 4
- ECE 215 Speech and Language Development 3
- ECE 220 Child, Family, and Community 5
- ECE 460 Early Childhood Practicum 7

**Notes:** Application to participate in field experiences (ECE 460) must be made two quarters prior to the quarter of the field experience.

**Professional Courses** - 23 QH

- ECE 308 Writing for Early Childhood Professionals 3
- ECE 324 Integrated Preprimary Methodology in Early Childhood Education 5
- ECE 345 Curriculum, Differentiation, and Assessment 5
- ECE 337 Ethics and Professionalism in Early Childhood Education 5
- ECE 340 Positive Guidance in Early Childhood Environments 5

**Infant Toddler Concentration** - 22 QH

- ECE 301 Understanding Infant & Toddler Development 5
- ECE 302 Planning for Quality Infant/Toddler Programs 5
- ECE 321 Curriculum in Infant/Toddler Programs 5
- ECE 493 Internship: Infant and Toddler Care and Development 7

**Family Child Care Concentration** - 27 QH

Candidates must complete a second concentration in Family Child Care OR Illinois Director.

- ECE 311 Administration I: Leadership Strategies and Staff Development TO 1
  - or
- ECE 335 Best Business Practices in Family Child Care TO 5

- ECE 312 Administration II: Managing Center Operations and Finance TO 1
- ECE 313 Administration III: Implementing and Evaluating the Program TO 5
- ECE 303 The Early Care & Education Administrator as Advocate TO 5
- ECE 492B Internship: Family Child Care 7

**Notes:** ECE 511 (p. 275), ECE 335, ECE 312, ECE 313, and ECE 303 must be taken for 5 quarter hours.
Illinois Director Concentration - 27 QH
Candidates must complete a second concentration in Family Child Care OR Illinois Director.

- ECE 311 Administration I: Leadership Strategies and Staff Development 1 TO 5
- ECE 312 Administration II: Managing Center Operations and Finance 1 TO 5
- ECE 313 Administration III: Implementing and Evaluating the Program 1 TO 5
- ECE 303 The Early Care & Education Administrator as Advocate 1 TO 5
- ECE 492A Internship: Child Care Administrator 7

Notes: ECE 311 (p. 275), ECE 312, ECE 313, and ECE 303 must be taken for 5 quarter hours.

Electives - 3 QH
Choose elective courses to meet the minimum degree requirement of 180 QH

For more information about this program, visit http://www.nl.edu/academics/educationbachelors/baearlychildhoodpractice/

Elementary Education, B.A.

The Elementary Education program is for future teachers who wish to teach grades 1–6. Successful completion of the program enables students to apply for licensure by entitlement in Illinois for a Professional Educator License endorsed for self-contained general education.

Special Admissions Requirements:
Admission to the Elementary Education program is a two step process. Students must first be admitted to National Louis University (p. 13).

Applicants to the Elementary Education program must:
- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Have completed all General Education and Foundational courses. Students who receive a “D” or “F” in a Foundational course must petition the Academic Policies Committee if they wish to receive permission to retake the course. Foundational courses may not be repeated without the permission of the council.

- Have a GPA of 2.5 or better at National Louis University, with a grade of "C" or better in each course required for the degree
- Have completed 45 pre-clinical observation hours

Program Details:
- Requires 180 QH, including 60 QH of General Education (p. 91), for completion
- 60 QH of coursework must be completed at NLU
- Credit by examination is accepted for general education and elective credit
- The Professional Education Sequence must be taken at NLU
- A minimum grade of “C” in all courses in the program is required
- Faculty reviews each student during his or her Professional Sequence to determine continued eligibility in the Elementary Education program
- Completion of a minimum of 100 clock hours of preclinical experience (practicum) is required prior to student teaching
- Requires student teaching
- Requires practicum I, II, and III
- Requires field-based experience hours in ELE 210, SPE 300, EPS 300, RLL 220, ELE 300, CIL 300, ELE 415, ELE 425, and ELE 470A
- Requires the following courses to be completed within 6 years of degree completion: ELE 300, SPE 300, TIE 300, ELE 350, ELE 410, ELE 415, ELE 420, ELE 425, RLL 478, RLL 479, MHE 480A, SCE 480A, CIS 480A, ELE 470A, and ELE 470B
- Candidates must complete a second major or minor, listed below

Second Major options:
- English (p. 197)
- Mathematics (p. 197)
- Psychology (p. 198)
- Psychology/Human Development (p. 199)
- Science (p. 200)

Minor options:
- English (p. 218)
- Mathematics (p. 218)
- Psychology (p. 219)
- Psychology/Human Development (p. 220)
• Science (p. 222)
• Sociology and Anthropology (p. 222)

### Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student Success Seminar</strong></td>
<td>5 QH</td>
</tr>
<tr>
<td>GEN 103 Student Success Seminar</td>
<td>5</td>
</tr>
<tr>
<td><strong>Communications</strong></td>
<td>15 QH</td>
</tr>
<tr>
<td>LAE 101 English Composition I</td>
<td>5</td>
</tr>
<tr>
<td>LAE 102 English Composition II</td>
<td>5</td>
</tr>
<tr>
<td>LAE 202 Effective Speaking</td>
<td>5</td>
</tr>
<tr>
<td><strong>Humanities</strong></td>
<td>5 QH</td>
</tr>
<tr>
<td>RLL 220 Children’s Literature and the Literacy Learning Environment</td>
<td>5</td>
</tr>
</tbody>
</table>

**Note:** Students transferring credit from other institutions or applying coursework previously completed at NLU may only use a course in Children’s Literature substantially equivalent to the National Louis University’s course.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fine Arts</strong></td>
<td>5 QH</td>
</tr>
<tr>
<td>LAA 101 Art Appreciation I</td>
<td>2</td>
</tr>
<tr>
<td>LAA 102 Art Appreciation II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Note:** Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Introductory Art, Music, or Theater including any Fine Arts History or Appreciation. Studio Arts and Performance courses cannot be used to fulfill this requirement.

<table>
<thead>
<tr>
<th>Course</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Quantitative Reasoning</strong></td>
<td>10 QH</td>
</tr>
<tr>
<td>LAM 112 Math Content for Teachers I</td>
<td>5</td>
</tr>
<tr>
<td>LAM 213 Math Content for Teachers II</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Physical and Life Sciences</strong></td>
<td>5 QH</td>
</tr>
<tr>
<td>LAN 110 General Biology</td>
<td>5</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>LAN 150 Survey of Physical Science</td>
<td>5</td>
</tr>
</tbody>
</table>

LAN 110 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Life Science in lieu of LAN 110.

LAN 150 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in General Chemistry, Chemistry and Society, General Physics, Physics and Society, or Earth Science (which covers at least four areas of physical science) in lieu of LAN 150.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Social Sciences</strong></td>
<td>10 QH</td>
</tr>
<tr>
<td>LAS 118 Introduction to Politics and U.S. Government</td>
<td>5</td>
</tr>
<tr>
<td>and</td>
<td></td>
</tr>
<tr>
<td>LAS 203 Survey of U.S. History</td>
<td>5</td>
</tr>
</tbody>
</table>

**Notes:** Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Politics or Government and coursework in U.S. History.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Behavioral Science</strong></td>
<td>5 QH</td>
</tr>
<tr>
<td>LAP 100 General Psychology</td>
<td>5</td>
</tr>
</tbody>
</table>

### Additional General Education Requirements - 18 QH

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAN 110 General Biology</td>
<td>5</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>LAN 150 Survey of Physical Science</td>
<td>5</td>
</tr>
<tr>
<td>and</td>
<td></td>
</tr>
<tr>
<td>LAS 254 Global Economics</td>
<td>5</td>
</tr>
<tr>
<td>SCE 205 Scientific Inquiry for Teachers</td>
<td>4</td>
</tr>
<tr>
<td>MHE 205 Mathematical Thinking for Elementary Teachers</td>
<td>4</td>
</tr>
</tbody>
</table>

LAN 110 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Life Science in lieu of LAN 110.

LAN 150 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in General Chemistry, Chemistry and Society, General Physics, Physics and Society, or Earth Science (which covers at least four areas of physical science) in lieu of LAN 150.

LAS 254 Notes: Students transferring credit from other institutions or applying coursework previously completed at NLU may only transfer in coursework in World Geography and Economic (both courses must have been taken) or Introductory Economic Geography.

### Undergraduate Core - 16 QH

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELE 210 History and Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>EPS 300 Educational Psychology: Theory in Classroom Practice</td>
<td>5</td>
</tr>
<tr>
<td>SPE 300 Introduction to Special Education and Methods of Teaching Students with Disabilities</td>
<td>5</td>
</tr>
<tr>
<td>TIE 300 Introduction to Technology in the Classroom</td>
<td>3</td>
</tr>
</tbody>
</table>

### Foundational Requirements - 18 QH
ELE 300  Practicum I Seminar and Field Experience  4
ELE 345  Methods of Teaching Arts Education  3
ELE 347  Methods of Teaching Health and Physical Education  3
ELE 350  Theories and Practices of Curriculum and Assessment  3
CIL 300  Foundations of ESL and Bilingual Education  5

Professional Sequence - 38 QH
ELE 410  Elementary Education Practicum II Seminar  3
ELE 415  Elementary Education Practicum II Field Experience  2
ELE 420  Elementary Education Practicum III Seminar  3
ELE 425  Elementary Education Practicum III Field Experience  2
RLL 478  Literacy Methods I  3
RLL 479  Literacy Methods II  3
CIS 480A  Methods of Teaching Social Studies  3
MHE 480A  Methods of Teaching Mathematics  4
SCE 480A  Methods of Teaching Science  3
ELE 470A  Elementary Education Student Teaching Field Experience  10
ELE 470B  Elementary Education Student Teaching Seminar  2

Second Major - 45 QH
See links to majors above

Minor - 30 QH
See links to minors above

Elementary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

• Be accepted into the National College of Education
• File, by the designated deadline, the application form for student teaching
• Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form prior to ELE 300 Practicum I
• Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program prior to the admission to NCE

• Pass the Elementary/Middle Grades Content Test (110) before student teaching
• Complete all of their licensure courses except for ELE 470A and ELE 470B (Student Teaching)
• Pass all methods courses at National Louis University with a grade no lower than a B
• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

For more information about this program, visit http://www.nl.edu/academics/educationbachelors/baelementaryeducation/

Special Education, B.A.

The Special Education program is for future teachers who wish to teach special education students from the ages of birth to 21. Successful completion of the program enables students to apply for licensure by entitlement in Illinois for the Professional Educator License endorsed for LBS I (preK to age 21).

Special Admissions Requirements:

Admission to the Special Education program is a two step process. Students must first be admitted to National Louis University (p. 13).

Applicants to the Special Education program must:

• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Have completed all General Education and Foundational courses (except GEN 103, which may be completed after admission). Students who receive a “D” or “F” in a Foundational course must petition the Academic Policies Committee if they to receive permission to retake the course. Foundational courses may not be repeated without the permission of the committee.
• Have a GPA of 2.5 or better at National Louis University, with a grade of “C” or better in each course required for the degree

Program Details:

• Requires 180 QH, including 60 QH of General Education (p. 91), for completion
• 63 QH of coursework must be completed at NLU
• Credit by examination is accepted for general education and elective credit
• The Professional Education Sequence and Concentrations must be taken at NLU
• A grade of “C” or better in all courses in the program is required
• Completion of a minimum of 100 clock hours of preclinical experience (practica) is required prior to student teaching
• Requires student teaching
• Requires the following courses to be completed within the 6 years of degree completion: SPE 305, SPE 310, SPE 315, SPE 320, SPE 325, SPE 330, SPE 335, SPE 400, SPE 405, SPE 410, SPE 411, SPE 415, SPE 416, and SPE 470
• Requires a concentration in ESL, Mathematics or Science

Required Courses
Student Success Seminar- 5 QH
   GEN 103    Student Success Seminar 5

Communications- 15 QH
   LAE 101    English Composition I      5
   LAE 102    English Composition II     5
   LAE 202    Effective Speaking         5

Humanities- 5 QH
   RLL 220    Children’s Literature and the Literacy Learning Environment 5

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may only use a course in Children’s Literature substantially equivalent to the National Louis University’s course.

Fine Arts- 5 QH
   LAA 101    Art Appreciation I         2
   LAA 102    Art Appreciation II        3

Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Introductory Art, Music, or Theater including any Fine Arts History or Appreciation. Studio Arts and Performance courses cannot be used to fulfill this requirement.

Quantitative Reasoning- 10 QH
   LAM 112    Math Content for Teachers I 5
   LAM 213    Math Content for Teachers II 5

Physical and Life Sciences- 5 QH
   One course must have a lab.
   LAN 110    General Biology              5
   or
   LAN 150    Survey of Physical Science   5

LAN 110 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Life Science in lieu of LAN 110.

LAN 150 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in General Chemistry, Chemistry and Society, General Physics, Physics and Society, or Earth Science (which covers at least four areas of physical science) in lieu of LAN 150.

Social Sciences- 10 QH
   LAS 118    Introduction to Politics and U.S. Government and 5
   LAS 203    Survey of U.S. History       5

Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Politics or Government and coursework in U.S. History.

Behavioral Science- 5 QH
   LAP 100    General Psychology           5

Additional General Education Requirements - 18 QH
   LAN 110    General Biology              5
   or
   LAN 150    Survey of Physical Science   5
   and
   LAS 254    Global Economics             5
   MHE 205    Mathematical Thinking for Elementary Teachers 4
   SCE 205    Scientific Inquiry for Teachers 4

LAN 110 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in Life Science in lieu of LAN 110.

LAN 150 Note: Students transferring coursework from other institutions or applying coursework previously completed at NLU may use other coursework in General Chemistry, Chemistry and Society, General Physics, Physics and Society, or Earth Science (which covers at least four areas of physical science) in lieu of LAN 150.
LAS 254 Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may only transfer in coursework in World Geography and Economic (both courses must have been taken) or Introductory Economic Geography.

Undergraduate Core - 16 QH
- SPE 210 History and Philosophy of Education 3
- EPS 300 Educational Psychology: Theory in Classroom Practice 5
- SPE 300 Introduction to Special Education and Methods of Teaching Students with Disabilities 5
- TIE 300 Introduction to Technology in the Classroom 3

Professional Sequence - 63 QH
- SPE 305 Practicum I: Inclusive Education and the Role of the Special Education Teacher 4
- SPE 310 Foundations of Special and Inclusive Education 4
- SPE 315 Assessment in Special Education 4
- SPE 320 Methods for Social Emotional Support 4
- SPE 325 Language Development: The Role of Language in Learning 4
- SPE 330 Assistive and Instructional Technology 4
- SPE 335 Mathematics and Inclusive Education 4
- SPE 400 Collaboration and School-Family Partnerships 4
- SPE 405 Practicum II: Advanced Practicum in Inclusive Education 5
- SPE 410 Literacy in Inclusive Education I 4
- SPE 411 Literacy in Inclusive Education II 4
- SPE 415 Instructional Planning and Instruction for Inclusive Education I 4
- SPE 416 Instructional Planning and Instruction for Inclusive Education II 4
- SPE 470 Practicum III: Student Teaching 10

Electives - 8 QH
Choose elective courses to total 180 QH with advisor approval

ESL Concentration - 15 QH
Choose 15 QH from the courses below:
- CIL 300 Foundations of ESL and Bilingual Education 5

CIL 305 Methods and Materials for Teaching English as a Second Language 5
- CIL 306 Methods and Materials for Teaching Bilingual Education 5
- CIL 310 Assessment of ESL and Bilingual Education Students 5
- CIL 312 Reading in a New Language: Linguistic Considerations 5
- CIL 331 Cross Cultural Education 5

Mathematics Concentration - 15 QH
- LAM 307 Investigatory Geometry and Measurement 5
- LAM 308 Exploratory Probability and Statistics 5
- LAM 309 Theory of Numbers 5

Science Concentration - 15 QH
- LAN 300 Ecology and Conservation 3
- OR
- LAN 303 Botany 5
- LAN 306 Microbes--Global Perspectives 5

Note: LAN 300 must be taken for 5 quarter hours. Science concentration courses must be completed with laboratory.

Special Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:
- Be accepted into the National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
- Pass the LBSI (155) and Special Education General Curriculum (163) Content Tests prior to student teaching
- Complete all of their licensure courses except for SPE 470 (Student Teaching)
- Pass all methods courses at National Louis University with an average of C or better prior to SPE 470. In progress grades are not accepted.
- Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

For more information about this program, visit http://www.nl.edu/academics/educationbachelors/baspecialeducation/

National College of Education—Graduate

Admission Policies
Graduate credits toward a degree offered by the University are earned only after formal admission to graduate study.

Students must apply for formal acceptance into a degree or licensure program. Applications remain active for one calendar year. Applications that are not complete after one year will be inactivated and an admission decision will not be made. Further registration will be prevented until the application is reactivated.

A maximum of nine semester hours (SH) of NCE credit taken as a non-degree seeking or admissions pending student prior to formal admission may apply toward a degree or certificate of advanced study. Students who fail to complete the admission process before the end of their first term will not be permitted to register for the next term. Only admitted students are eligible for federal financial aid and for graduate degrees.

In addition to the NLU Graduate Admission Requirements (p. 14), applicants must submit all of the following to the Office of Admissions prior to consideration for admission to any NCE graduate program:

• Official transcripts from all institutions attended for applicants to licensure programs that require transcript evaluation; official transcripts from institutions in which a final degree was earned (showing the final degree) for applicants to NCE degree programs that do not lead to licensure

• A list of three references to include supervisors, employers, professors or others who have known the applicant in a professional or academic capacity. This requirement is waived for applicants with a GPA of 3.0 or higher. Some programs require letters of recommendation. See admission requirements for individual programs.

To be admitted, applicants must hold a baccalaureate degree from a regionally accredited institution and show evidence in undergraduate work of the ability to pursue graduate study, demonstrated by a grade point average of 3.0 or better on a 4.0 scale in the last 60 hours of coursework. Applicants with graduate degrees from regionally accredited institutions will have only the GPA from that advanced degree count toward admission. To be eligible to enter an NCE graduate program with full admission status, applicants must have a minimum GPA of 3.0. Students with GPAs between 2.5 and 2.99 may be accepted with a four-course review status.

Other documents in support of the application are weighted according to the applicant’s individual profile and the specific academic requirements of the program for which he or she is applying. Interviews prior to admission may be required at the discretion of the program director.

Please see the Degree Types section (p. 139) and specific programs for additional admission requirements.

Status of Admitted Students

Full Admission
Students who meet all admission criteria are granted full admission status. If the grade point average of a fully admitted student falls below 3.0, the student will be placed on academic probation. The student will be notified in writing and given the maximum of four graded courses (not P/N) or nine semester hours, whichever comes first, taken at NLU to raise his or her grade point average to 3.0. These courses may not be workshops, independent studies, transfer credits or internships/practicum, except when taken by veterans receiving benefits.

Admitted with Four-Course Review Status
Students who do not meet admission criteria, but show potential for successful graduate work, may be admitted with four-course review status. Applicants to Certificate of Advanced Study or Educational Specialist degree programs are not eligible for four-course review admission status. For Elementary Education and Secondary Education, GPAs below 2.5 will not be accepted for four-course review admission status.

A student admitted with four-course review status must maintain a 3.0 in either the first four graded courses or nine semester hours taken after admission, whichever comes first. These courses must be part of the degree requirements. These courses may not be professional development courses, workshops, transfer credits, independent studies, or internships/practicum, except when taken by veterans receiving benefits.
If the student has a minimum 3.0 GPA by the end of the review period, he or she will gain good academic standing. If the student’s GPA falls below 3.0 at the end of the review period, he or she will be dropped from the graduate school. Students admitted with four-course review status may not register for courses until they have met with an academic advisor.

Degree Types
Master of Arts in Teaching (M.A.T.)
The M.A.T. degree is designed for students with bachelor’s degrees in fields other than education. It emphasizes entrance requirements to the teaching profession and provides licensure by entitlement in early childhood education, elementary education, secondary education or special education in the State of Illinois.

A maximum of six semester hours of graduate credit toward a master’s degree may be transferred from another institution.

Master of Education (M.Ed.)
The M.Ed. degree is designed for licensed professional teachers seeking advanced preparation for higher levels of professional competence in the classroom. The degree may also be available to other professionals in accordance with program-specific admission criteria.

A maximum of six semester hours of graduate credit toward a master’s degree may be transferred from another institution.

Certificate of Advanced Study (C.A.S.)
The C.A.S. is designed for those engaging in continued graduate study to add a new career dimension to his or her current professional competencies. Applicants for the C.A.S. must have a master’s degree from a regionally accredited institution and, if required by the program, a valid Professional Educator License.

A maximum of one-third of post-master’s coursework may be transferred into the required semester hours. This must be graduate work for which a degree was not awarded.

Educational Specialist (Ed.S.)
The Ed.S. degree is a post-master, pre-doctoral degree designed to meet the needs of school leaders who have completed their master’s level work and need advanced specialization in the areas of their master’s concentration.

In addition to the general NCE graduate admissions requirements, all applicants for the Ed.S. must:

- Have a master’s degree from a regionally accredited institution
- Submit four letters of recommendation
- Sit for an interview

Individual programs may require additional materials.

Students in an Ed.S. program are required to take 15 semester hours in no more than five consecutive academic quarters.

Six semester hours of transfer, workshop and professional development credit may be applied to the Ed.S. degree if approved by the student’s advisor. Students who transfer six semester hours of graduate credit from another accredited institution may not apply professional development credit.

Financial Assistance
Graduate assistant positions are available for eligible students on the Chicago-area campuses.

Academic support graduate assistantship responsibilities may be administrative, scholarly or research-related. Graduate assistants may aid faculty members with research activities related to grants, teaching assignments or program development.

Administrative/operational graduate assistantship responsibilities are administrative, technical or student service in nature. Duties may not be predominately clerical in nature. Administrative assistant graduate assistants will help with the administrative duties of a department, have independent responsibility for the delivery of student services, have operational level responsibilities for project administration or perform duties that require professional skills or abilities.

Interested students must complete a Free Application for Federal Student Aid (FAFSA) form, available online at www.fafsa.ed.gov, to determine eligibility. Visit the Office of Student Finance for details and information on available positions.

Academic Policies

Academic Policies Committee

A student has the right to appeal to the Academic Policies Committee for an exception to stated policy and to appeal decisions on matters pertaining to admission and retention. The decision to deny admission cannot be appealed.
Transfer between Graduate Programs
Please see Enrollment and Registration Policies (p. 32) for more information.

Hours Prior to Admission
A maximum of nine semester hours of NCE credit taken prior to formal admission may apply toward a degree or certificate. Acceptance of more than nine semester hours must be obtained through petition to the Academic Policies Committee and the director of the program.

Program Substitutions
Program substitutions may be made with the approval of the student’s advisor when they are consistent with accreditation and degree requirements. These should be reflected on the Student Adjustment Form and become part of the student’s official plan of study.

Core Course Waiver
Students who have taken graduate work at other institutions may have taken courses equivalent to required NCE core courses. Students must petition the Academic Policies Committee and present an official transcript and a course or catalog description for a waiver for a specific core course. If the course cannot be transferred, the student must substitute an approved course in the program to replace the waived course. If the petition is approved by the Academic Policies Committee, the course waiver request is completed by the advisor on a Student Adjustment Form.

Course Load Limitations
Students pursue graduate studies on either a full- or part-time basis. Full-time students take between six and 10 semester hours of graduate study in a regular term. Those seeking to take more than 10 semester hours in a term must receive prior approval from the NCE Dean’s Office pending recommendation of the student’s advisor.

Transfer of Credit
In addition to the university-wide requirements (p. 17), the following criteria apply to graduate transfer credit in the National College of Education:

- Transferred credits are included in the number of maximum credits allowed for off-campus work
- Transferred credit may not be substituted for core courses
- Courses can be transferred at any time after admission until finalization of the degree
- For graduate degrees, there is a six-year limit between the first course and the last course used for the degree, including any transfer credit. Graduate degrees include the Master of Arts in Teaching (M.A.T.), Master of Education (M.Ed.), Certificate of Advanced Study (C.A.S.) and Educational Specialist (Ed.S.).
- Transfer credit is limited to six semester hours of graduate credit for those pursuing the M.Ed., or M.A.T degrees
- Those who are pursuing an Ed.S. degree may transfer a maximum of six semester hours of post-master’s degree coursework
- Up to a third of the C.A.S. degree candidate’s required hours can be post-master’s degree transfer credit
- Doctoral students (Ed.D.) can bring up to 12 hours of post-master’s degree courses taken before admission into the program, including courses taken at NLU
- Students must work with their academic advisor to petition the Academic Policies Committee for approval of transfer credit beyond the number of hours allowed by their program

Course by Arrangement/Independent Study
With the approval of his or her advisor, appropriate program coordinator and the Dean’s office, an admitted student may take a course by arrangement or an independent study. Only a full-time faculty member may work with a student on a course by arrangement or an independent study.

Special Workshops
A maximum of six hours of workshops will be allowed in fulfilling degree requirements. Workshop credit will not be accepted for licensure.

Time Limitation for Fulfilling Degree Requirements
Candidates must fulfill degree requirements within a six-year period. The time period is calculated from the date of the first course that is to count toward the degree, including transfer credit. Requests for a time extension must be made through petition to the Academic Policies Committee.

Administration and Supervision Programs
The National College of Education offers two degrees in the area of administration and supervision—Administration and Supervision, M.Ed. and Administration and Supervision, Ed.S.
These degrees are designed to prepare experienced teachers for educational administration and supervision and educational leadership. The coursework can be used to qualify a candidate for state credentials or more generally for professional enhancement, depending on the candidate’s needs and location.

**State Credential Track:**

Applicants in Illinois who do not have a master’s degree and are seeking the general administrative endorsement should select the Administration and Supervision, M.Ed. (state credential track, Illinois) (p. 142).

Applicants in Florida who do not have a master’s degree and are seeking transcript endorsement should select the Administration and Supervision, M.Ed. (state credential track, Florida) (p. 141).

Applicants in Illinois who have a master’s degree and are seeking the general administrative endorsement should select the Administration and Supervision, Ed.S. (state credential track, Illinois) (p. 145).

Applicants in Florida who have a master’s degree and are seeking transcript endorsement should select the Administration and Supervision, Ed.S. (state credential track, Florida) (p. 144).

**General Education Leadership Track (non-credential):**

Applicants who do not have a master’s degree and are not seeking state certification should select the Administration and Supervision, M.Ed. (General Education Leadership) (p. 143).

Applicants who have a master’s degree and are not seeking state certification should select the Administration and Supervision, Ed.S. (General Education Leadership) (p. 146).

**District Level Educational Leadership Track:**

Applicants in Illinois who have a master’s degree and the principal endorsement and wish to seek superintendent licensure should select the Administration and Supervision, Ed.S. (district level educational leadership track, Illinois) (p. 146).

**Administration and Supervision, M.Ed. (State Credential Track, Florida)**

This program is designed to prepare fully certified and experienced teachers for educational administration and supervision.

In Florida, graduates of the program may receive a transcript endorsement indicating the completion of a state approved program in Educational Leadership. Candidates must also meet Florida Department of Education requirements for documentation of ESOL training or coursework and passing scores on the three subtests of the Florida Educational Leadership Examination. For more details, visit the Florida Department of Education.

**In addition to National College of Education Graduate Admission Requirements (p. 138), this program requires:**

- A copy of the applicant’s valid and current teaching certificate
- Two years of teaching experience
- A letter of recommendation
- Faculty review
- A written statement of leadership experience and aspirations: Briefly describe your most significant experience as a leader (formally or informally) and elaborate on how this experience inspired you to pursue a degree in leadership.
- A written statement of social justice, diversity and equity: Briefly describe a social issue about which you feel deeply committed or passionate. How have you been actively involved with this issue?
- A written statement of instruction: Briefly describe a significant instructional learning experience you have had in the past year. What date or information drove that learning experience? How did you change? What impact did that change have on students?

**Program Details:**

- Requires 34 SH for completion
- Requires an internship

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDL 520</td>
<td>Leading Diverse Schools</td>
<td>2</td>
</tr>
<tr>
<td>EDL 521</td>
<td>Building School Community Partnerships</td>
<td>2</td>
</tr>
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<td>EDL 522</td>
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<tr>
<td>EDL 527</td>
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<td>Improving Instruction through Teacher Evaluation and Professional Development</td>
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<tr>
<td>EDL 570</td>
<td>Internship Seminar I: Organizing Leadership Competency Demonstrations</td>
<td>1</td>
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<tr>
<td>EDL 571</td>
<td>Internship Seminar II: Resume Building and Professional Writing for Educational Leaders</td>
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<tr>
<td>EDL 572</td>
<td>Internship Seminar III: Demonstrating School Leadership Competence</td>
<td>2</td>
</tr>
<tr>
<td>EDL 573</td>
<td>Educational Leadership Project</td>
<td>1 TO 4</td>
</tr>
<tr>
<td>EDL 598</td>
<td>Administration and Supervision Internship</td>
<td>1 TO 6</td>
</tr>
</tbody>
</table>

Notes: EDL 573 must be taken for a total of 4 semester hours. EDL 598 must be taken for a total of 6 semester hours.

For more information about this program, visit [http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/](http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/)

### Administration and Supervision, M.Ed. (State Credential Track, Illinois)

This program is designed to prepare licensed and experienced teachers for educational administration and supervision. This sequence of courses qualifies the candidate to earn the credential necessary to become a principal. For more details visit Licensure and Endorsements at NLU.

**In addition to the National College of Education Graduate Admission Requirements (p. 138), the program requires:**

- A copy of the applicant’s valid and current Illinois Professional Educator License
- Letter of recommendation on official letterhead from the principal or human resources verifying at least two years of teaching experience (four years teaching in a public or non-public school recognized by ISBE is required prior to endorsement)
- A passing score on the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126) within the past 10 years
- In-person interview with no fewer than two of the program’s full-time faculty members
- An on-site written response to a scenario
- A portfolio to be submitted during the interview process, including evidence in the following areas:
  - Support for all students achieving high standards of learning
  - Accomplished classroom instruction, which shall include data providing evidence of two years of student growth and learning within the last five years
  - Significant leadership roles in past positions
  - Strong oral and written communication skills
  - Analytic abilities needed to collect and analyze data for student improvement
  - Demonstrated respect for family and community
  - Strong interpersonal skills
  - Knowledge of curriculum and instructional practices

### Program Details:

- Requires 34 SH for completion
- Requires an internship
- Candidates must pass General Administrative Content Test (#186) before beginning the last term of internship, EDL 598

**In addition to National College of Education Graduate Admission Requirements, this program requires:**

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### Required Courses

<table>
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<tr>
<th>Course Code</th>
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<tr>
<td>EDL 521</td>
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</tr>
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<td>Navigating School and Special Education Law</td>
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<td>EDL 524</td>
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<tr>
<td>EDL 525</td>
<td>Decision-Making for Educational Systems and Organizations</td>
<td>2</td>
</tr>
<tr>
<td>EDL 526</td>
<td>Realizing Vision through Technical, Human and Financial Resources</td>
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</tr>
</tbody>
</table>
EDL 527  Guaranteeing a Differentiated and Coherent Curriculum  2
EDL 528  Maintaining Accountability with Data Use and Program Evaluation  2
EDL 529  Improving Instruction through Teacher Evaluation and Professional Development  2
EDL 570  Internship Seminar I: Organizing Leadership Competency Demonstrations  1
EDL 571  Internship Seminar II: Resume Building and Professional Writing for Educational Leaders  1
EDL 572  Internship Seminar III: Demonstrating School Leadership Competence  2
EDL 573  Educational Leadership Project  1 TO 4
EDL 598  Administration and Supervision Internship  1 TO 6

Notes: EDL 573 must be taken for a total of 4 semester hours. EDL 598 must be taken for a total of 6 semester hours.

Internship Requirements

Candidates must complete the Teacher Evaluation Modules from the State of Illinois before beginning their internships. To successfully complete the internship, the candidate must display competency in 36 areas as outlined by the Southern Regional Board of Education and exhibit leadership in 80 percent of the competencies. Approved site mentors and faculty supervisors complete a set of assessments from the State of Illinois to ensure candidates are prepared for principalship.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/

Administration and Supervision, M.Ed. (General Education Leadership)

This program is designed to prepare experienced teachers for educational administration and supervision. It is conveniently offered in online, face-to-face and blended formats. Please note that this program does not lead to state credentials.

In addition to National College of Education Graduate Admission Requirements (p. 138), this program requires:

- A written statement of leadership experience and aspirations: Briefly describe your most significant experience as a leader (formally or informally) and elaborate on how this experience inspired you to pursue a degree in leadership.
- A written statement of social justice, diversity and equity: Briefly describe a social issue about which you feel deeply committed or passionate. How have you been actively involved with this issue?
- A written statement of instruction: Briefly describe a significant instructional learning experience you have had in the past year. What date or information drove that learning experience? How did you change? What impact did that change have on students?
- Faculty review of applicant's credentials and written statements
- A letter of recommendation
- Signed Licensure Limitation Form (acknowledges that this is a non-licensure program)

Program Details:

- Requires 34 SH for completion

Required Courses
Program Core - 28 SH

EDL 520  Leading Diverse Schools  2
EDL 521  Building School Community Partnerships  2
EDL 522  Leading Student-Centered Schools  2
EDL 523  Navigating School and Special Education Law  2
EDL 524  Negotiating and Resolving Conflicts in Education Communities  2
EDL 525  Decision-Making for Educational Systems and Organizations  2
EDL 526  Realizing Vision through Technical, Human and Financial Resources  2
EDL 527  Guaranteeing a Differentiated and Coherent Curriculum  2
EDL 528  Maintaining Accountability with Data Use and Program Evaluation  2
EDL 529  Improving Instruction through Teacher Evaluation and Professional Development  2
EDL 570  Internship Seminar I: Organizing Leadership Competency Demonstrations  1
EDL 571  Internship Seminar II: Resume Building and Professional Writing for Educational Leaders  1
EDL 572 Internship Seminar III: Demonstrating School Leadership Competence 2
EDL 573 Educational Leadership Project 1 TO 4

Note: EDL 573 must be taken for a total of 4 semester hours.

Recommended Electives - 6 SH
- EDL 510 Leadership and Organizational Development of Schools 3
- EDL 512 Communication and Technological Skills for School Leaders 3
- EDL 546 Perspectives and Administration of Educational Policy 3

Note: Other courses may be accepted with approval of the Educational Leadership Program Chair.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/

Administration and Supervision, Ed.S. (State Credential Track, Florida)

This program is designed to prepare fully certified and experienced teachers for educational administration and supervision.

In Florida, graduates of the program may receive a transcript endorsement indicating the completion of a state approved program in Educational Leadership. Candidates must also meet Florida Department of Education admission requirements for documentation and passing scores on the three subtests of the Florida Educational Leadership Examination. For more details, visit the Florida Department of Education.

In addition to National College of Education Graduate Admission Requirements (p. 138), this program requires:

- A written statement of social justice, diversity and equity: Briefly describe a social issue about which you feel deeply committed or passionate. How have you been actively involved with this issue?
- A written statement of instruction: Briefly describe a significant instructional learning experience you have had in the past year. What date or information drove that learning experience? How did you change? What impact did that change have on students?

Program Details:
- Requires 30 SH for completion
- Requires an internship

Required Courses
- EDL 520 Leading Diverse Schools 2
- EDL 521 Building School Community Partnerships 2
- EDL 522 Leading Student-Centered Schools 2
- EDL 523 Navigating School and Special Education Law 2
- EDL 524 Negotiating and Resolving Conflicts in Education Communities 2
- EDL 525 Decision-Making for Educational Systems and Organizations 2
- EDL 526 Realizing Vision through Technical, Human and Financial Resources 2
- EDL 527 Guaranteeing a Differentiated and Coherent Curriculum 2
- EDL 528 Maintaining Accountability with Data Use and Program Evaluation 2
- EDL 529 Improving Instruction through Teacher Evaluation and Professional Development 2
- EDL 570 Internship Seminar I: Organizing Leadership Competency Demonstrations 1
- EDL 571 Internship Seminar II: Resume Building and Professional Writing for Educational Leaders 1
- EDL 572 Internship Seminar III: Demonstrating School Leadership Competence 2
- EDL 598 Administration and Supervision Internship 1 TO 6

Note: EDL 598 must be taken for a total of 6 semester hours.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/
Administration and Supervision, Ed.S.  
(State Credential Track, Illinois)

This program is designed to prepare licensed and experienced teachers for educational administration and supervision. This sequence of courses qualifies the candidate to earn the credential necessary to become a principal. For more details visit Licensure and Endorsements at NLU.

**In addition to the** National College of Education Graduate Admission Requirements (p. 138), **the program requires:**

- A copy of the applicant’s valid and current Illinois Professional Educator License
- Letter of recommendation on official letterhead from the principal or human resources verifying at least two years of teaching experience (four years teaching in a public or non-public school recognized by ISBE is required prior to endorsement)
- A passing score on the Test of Academic Proficiency (TAP) or ISBE approved alternative within the past 10 years
- In-person interview with no fewer than two of the program’s full-time faculty members
- An on-site written response to a scenario
- A portfolio to be submitted during the interview process, including evidence in the following areas:
  - Support for all students achieving high standards of learning
  - Accomplished classroom instruction, which shall include data providing evidence of two years of student growth and learning within the last five years
  - Significant leadership roles in past positions
  - Strong oral and written communication skills
  - Analytic abilities needed to collect and analyze data for student improvement
  - Demonstrated respect for family and community
  - Strong interpersonal skills
  - Knowledge of curriculum and instructional practices

**Program Details:**

- Requires 30 SH for completion
- Requires an internship
- Candidates must pass General Administrative Content Test (#186) before beginning the last term of internship, EDL 598

**Required Courses**

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</table>

Note: EDL 598 must be taken for a total of 6 semester hours.

**Internship Requirements**

Candidates must complete the Teacher Evaluation Modules from the State of Illinois before beginning their internships. To successfully complete the internship, the candidate must display competency in 36 areas as outlined by the Southern Regional Board of Education and exhibit leadership in 80 percent of the competencies. Approved site mentors and faculty supervisors complete a set of assessments from the State of Illinois to ensure candidates are prepared for principalship.

For more information about this program, visit [http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/](http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/)
Administration and Supervision, Ed.S.  
(General Education Leadership)

This program is designed to prepare experienced teachers for educational administration and supervision. It is conveniently offered in online, face-to-face and blended formats. Please note that this program does not lead to state credentials.

**In addition to National College of Education Graduate Admission Requirements (p. 138), this program requires:**

- A written statement of leadership experience and aspirations: Briefly describe your most significant experience as a leader (formally or informally) and elaborate on how this experience inspired you to pursue a degree in leadership.

- A written statement of social justice, diversity and equity: Briefly describe a social issue about which you feel deeply committed or passionate. How have you been actively involved with this issue?

- A written statement of instruction: Briefly describe a significant instructional learning experience you have had in the past year. What date or information drove that learning experience? How did you change? What impact did that change have on students?

- Faculty review of applicant’s credentials and written statements

- A letter of recommendation

- Signed Licensure Limitation Form (acknowledges that this is a non-licensure program)

**Program Details:**

- Requires 30 SH for completion

**Required Courses**

**Program Core - 24 SH**

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</thead>
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**RECOMMENDED ELECTIVES - 6 SH**

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<td>EDL 510</td>
<td>Leadership and Organizational Development of Schools</td>
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<td>EDL 512</td>
<td>Communication and Technological Skills for School Leaders</td>
<td>3</td>
</tr>
<tr>
<td>EDL 546</td>
<td>Perspectives and Administration of Educational Policy</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Other courses may be accepted with approval of the Educational Leadership Program Chair.

**For more information about this program, visit** [http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/](http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/)

Administrator and Supervision, Ed.S.  
(District Level Educational Leadership Track)

This program is designed to qualify licensed and experienced teachers to earn the credential necessary to become a superintendent in Illinois. For more details visit Licensure and Endorsements at NLU.

**In addition to meeting the National College of Education Graduate Admission Requirements (p. 138), applicants must:**

- Submit official transcripts from all institutions attended. Please note that only credit from regionally accredited institutions will be considered for transfer credit. Completion of baccalaureate and master’s degrees from regionally accredited institutions must be verified. A grade point average of 3.25 or better in master’s level courses is required of all applicants.

- Submit four letters of recommendation. Two of the four required letters should be completed by people associated with the applicant’s recent graduate work and two by people supervising the applicant’s professional work.
• Submit a professional resume or curriculum vitae
• Provide written responses to substantive questions that directly speak to the applicant’s intellectual interests, professional goals, compatibility with program and commitments to the values of the program
• Present documented evidence of at least two years of leadership in the educational field
• Sit for an interview

Program Details:
• Requires 44-48 SH for completion
• Requires an internship
• All of the hours in the Ed.S. Administration and Supervision (District Level Educational Leadership track only) can be applied toward the Ed.D. in Educational Leadership (p. 177) within 8 years. Applicants for each degree must be admitted to that degree.

Required Courses
Research - 9 SH
EDL 628  Organizational Inquiry 3
EDL 630  Understanding and Using Educational Research 3
or
ESR 630  Understanding and Using Educational Research 3
and
EDL 632  Data-driven Decision Making 3
or
ESR 632  Data-driven Decision Making 3

Educational Leadership Core - 35-39 SH
EDL 601  School Financial Management 3
EDL 604  Administrative Issues for Pluralistic Schools 3
EDL 605  Leading Change 3
EDL 606  Principles and Fundamentals of School Leadership 3
EDL 608  Community Engagement 3
EDL 620  School Leadership: Policy and Politics 3
EDL 622  Curriculum Planning, Organization and Evaluation 3
EDL 624  Professional Development and School Change 3
EDL 626  Instructional Leadership 3
EDL 690  Educational Leadership Internship 1
TO
12

Note: EDL 690 must be taken for a total of 12 SH. Candidates may have up to 4 SH of the course waived per the EDL program chair. The total number of hours for degree would then be 44.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/administrationandsupervision/

Curriculum and Instruction, M.Ed.
This program offers concentrations to support teachers and preK–12 educational professionals to design, implement and evaluate the processes of curriculum and instruction.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:
• Be licensed teachers. Non-licensed teachers may be considered.

Program Details:
• Requires 32 SH for completion
• Requires the completion of one concentration from the list below

Concentrations:
• English as a Second Language (p. 223)
• ESL/Bilingual Education (p. 223)
• Personalized Option (p. 223)

Required Courses
M.Ed. Core - 5 SH
ESR 505  Educational Inquiry and Assessment 3
EPS 541  Cognition and Instruction 1
TO
2

Note: EPS 541 must be taken for 2 semester hours.

Curriculum and Instruction Core - 9 SH
CIC 503  Curriculum Design and Evaluation 3
CIC 504  Instructional Decision Making 3
CIC 592  Seminar: Educational Inquiries 3

Early Childhood Administration, M.Ed.
This online-only program is designed for current and aspiring leaders in the field of early childhood care
and education. The curriculum provides students with a review and higher level understanding of child development, early childhood curriculum, discipline and guidance, family systems, assessment, social and cultural diversity and professional ethics. It also covers staff management and human relations, educational programming, legal and fiscal management, marketing and public relations, facilities management, technology and leadership and advocacy.

Students admitted into this program will have the opportunity to work toward attainment of the Illinois Director Credential (Level III Credential) while fulfilling the requirements for their graduate degree. Visit the Illinois Professional Development System for more details.

Concurrent work in an early childhood setting is strongly encouraged for all enrolled students.

**Program Details:**

- Requires 34 SH for completion

**Required Courses**

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<tr>
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<tbody>
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<td>ECE 504</td>
<td>Human Development: Infancy and Childhood</td>
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<tr>
<td>ECE 523</td>
<td>Historical and Philosophical Foundations of Early Childhood Education</td>
<td>3</td>
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<tr>
<td>ESR 505</td>
<td>Educational Inquiry and Assessment</td>
<td>3</td>
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**Program Requirements - 25 SH**

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<td>ECE 512</td>
<td>Early Childhood Curriculum</td>
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</tr>
<tr>
<td>ECE 515</td>
<td>Financial and Legal Aspects of Early Child Care Management</td>
<td>3</td>
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<td>ECE 521</td>
<td>Writing and Effective Communication for Early Childhood Education Administrators</td>
<td>1</td>
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<td>ECE 525</td>
<td>Strategies for Supervision and Staff Development</td>
<td>.5 TO 3</td>
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<tr>
<td>ECE 538</td>
<td>The Early Childhood Administrator: Individual and Organizational Perspectives</td>
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<td>ECE 540</td>
<td>Grant Writing and Fundraising for Early Childhood Programs</td>
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<td>ECE 542</td>
<td>Public Relations and Marketing of Early Childhood Programs</td>
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<tr>
<td>ECE 544</td>
<td>Early Childhood Environments: Design and Facilities Management</td>
<td>2</td>
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<tr>
<td>ECE 582I</td>
<td>Workshop/Administration/Leadership Connections</td>
<td>2</td>
</tr>
<tr>
<td>EPS 526</td>
<td>Organizational Theory, Group Dynamics and Leadership Applications</td>
<td>.5 TO 3</td>
</tr>
</tbody>
</table>

Notes: ECE 525 and EPS 526 must be taken for 3 semester hours. ECE 582I must be taken for 2 semester hours.

**Early Childhood Education, M.A.T.**

National College of Education offers two different ways to earn the Early Childhood Education, M.A.T., and eligibility for an Illinois Professional Educator License endorsed for early childhood and self-contained general education (age 0 to grade 3).

The Early Childhood Education, M.A.T. (Alternative Teacher Licensure) (p. 148) is an immersion learning program that places teacher candidates in on-site residencies within high-needs schools.

The Early Childhood Education, M.A.T. (Traditional) (p. 150) is appropriate for most candidates.

**Early Childhood Education, M.A.T. (Alternative Teacher Licensure Program)**

This program is designed for those who do not have a Professional Educator License. It provides candidates with a comprehensive background for working with younger children in a variety of settings. Completion of this degree program leads to licensure by entitlement for a Professional Educator License endorsed for early childhood and self-contained general education (age 0 to grade 3) along with an ESL or Bilingual Education Endorsement.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Have a bachelor’s degree with a major in the content area of reading, English/language arts, mathematics or physical or social sciences
- Sit for a formal interview with National College of Education program faculty at least two weeks prior to the start of the first term
- Submit three academic or professional letters of recommendation (recommenders must be listed on the application)

**Program Details:**

- Requires 53 SH for completion
- Candidates must be admitted before starting the first term, Jumpstart
To continue in the program, candidates must maintain an overall GPA of at least 3.0 each term and earn a "B" or better in all methods courses (ECE 501, ECE 505, ECE 506, RLL 537, MHE 482).

Requires immersive school placement

## Required Courses

### Jumpstart Courses - 7 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 501</td>
<td>Early Childhood Instructional Methods/Primary/Language Arts and Social Studies</td>
<td>2</td>
</tr>
<tr>
<td>EPS 513</td>
<td>Frameworks for Data Driven Instruction</td>
<td>1</td>
</tr>
<tr>
<td>FND 501</td>
<td>Community Study</td>
<td>1</td>
</tr>
<tr>
<td>RLL 535</td>
<td>Foundations of Emergent Literacy</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: EPS 513 must be taken for 1 semester hour in Jumpstart.

### Residency Year 1 Courses - 24 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 505</td>
<td>Early Childhood Instructional Methods/Preprimary/Language Arts/Literature/Art/Music/Movement</td>
<td>2</td>
</tr>
<tr>
<td>ECE 506</td>
<td>Early Childhood Instructional Methods/Preprimary/Language Arts/Science/Social Studies</td>
<td>2</td>
</tr>
<tr>
<td>MH 482</td>
<td>Instructional Methods/Primary/Math and Science</td>
<td>2</td>
</tr>
<tr>
<td>RLL 537</td>
<td>Early Literacy Methods PreK-3</td>
<td>3</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 527</td>
<td>Differentiated and Individualized Curriculum and Instruction</td>
<td>3</td>
</tr>
</tbody>
</table>

### Residency Year 2 Courses - 22 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 501</td>
<td>Introduction to Linguistics for TESOL</td>
<td>3</td>
</tr>
<tr>
<td>CIL 506</td>
<td>Methods and Materials for Teaching Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>EPS 513</td>
<td>Frameworks for Data Driven Instruction</td>
<td>1</td>
</tr>
</tbody>
</table>

## Notes:
- EPS 513 must be taken for 2 semester hours during Residency Year 2. EPS 541 must be taken for 2 semester hours. TIE 353 must be taken for 3 semester hours.
- Each phase of this program includes benchmarks. Candidates must meet the below requirements to progress in the program.

### During Jumpstart, candidates must:
- Complete the Jumpstart coursework
- Pass the Early Childhood content test (107)
- Obtain an educator license with stipulations with an alternative provisional educator endorsement
- Secure a placement in a public or appropriate private or charter school in an appropriate classroom as a full-time teacher or co-teacher

### In order to enter Residency Year 1, candidates must:
- Have a passing score on the Early Childhood content test (107)
- Hold an educator license with stipulations with an alternative provisional educator endorsement
- Have a placement as a full-time teacher or co-teacher in a public school, including without limitation a charter school, or in a State-recognized nonpublic school in which the chief administrator is required to have the licensure necessary to be a principal in a public school in this State and in which a majority of the teachers are required to have the licensure necessary to be instructors in a public school in this State
- Since candidates must have passed the Early Childhood content test (107) and obtained a placement prior to beginning the second term, they should plan ahead to ensure that these requirements are met

### During Residency Year 1, candidates must:
- Complete the Residency Year I coursework
• Pass the Assessment of Professional Teaching: APT 101 (Birth to Grade 3)
• Pass the edTPA (Teacher Performance Assessment) (except for the candidates beginning their second year of residency in or before the 2015-2016 school year, who shall be required to pass the edTPA during that year)

In order to enter Residency Year II, candidates must:

• Have successfully completed benchmark assessments that address required state and national standards
• Have a passing score on the Assessment of Professional Teaching: APT 101 (Birth to Grade 3)
• Have a passing score on the edTPA (Teacher Performance Assessment) (except for the candidates beginning their second year of residency in or before the 2015-2016 school year, who shall be required to pass the edTPA during that year)
• Receive a positive evaluation by and recommendation of the principal and program director During Residency Year II, candidates must:

• Hold a one year full time teaching position. (The candidate must receive salary, benefits and any other terms of employment offered to teachers in the school who are members of an exclusive bargaining representative.)
• Receive a positive evaluation by and recommendation of the principal and program director

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanced/curriculumandinstruction/

Early Childhood Education, M.A.T. (Traditional Program)

This program is designed for those who do not have a Professional Educator License. It provides candidates with a comprehensive background for working with younger children in a variety of settings. Completion of this degree program leads to licensure by entitlement for a Professional Educator License endorsed for early childhood and self-contained general education (age 0 to grade 3).

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

Program Details:

• Requires 44 SH for completion
• Requires student teaching

Required Courses

MAT Early Childhood Education Core - 6 SH
ECE 504 Human Development: Infancy and Childhood 3
ECE 523 Historical and Philosophical Foundations of Early Childhood Education 3

Program Requirements - 38 SH
CIL 531 Cross Cultural Education 3
ECE 502 Quality Child Care for Infants and Toddlers 3
ECE 593 Teaching & Learning in Early Childhood Settings: Language Arts, Social Studies, Art, Music & Movement 3
ECE 507 ECE/Workshop/Administration/Leadership Connections 3
ECE 510 Child, Family and Community 3
ECE 580 Internship in Early Childhood Education Primary Setting 3
ECE 589 Internship in Early Childhood Education Preprimary Setting 3
ECE 590 Student Teaching 5
ESR 504 Assessment and Curriculum Differentiation in Early Childhood Settings 3
RLL 535 Foundations of Emergent Literacy 3
RLL 537 Early Literacy Methods PreK-3 3
SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3

Note: ECE 590 has specific enrollment requirements. See below for details.

Early Childhood Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:
• Be accepted into the graduate program of National College of Education
• File, by the designated deadline, the application form for student teaching
• Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
• Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
• Pass the Early Childhood Content Test (107) before student teaching
• Complete all of their licensure courses except for ECE 590 (Student Teaching)
• Pass all methods courses at National Louis University with a grade no lower than a "B"
• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanced/curriculumandinstruction/

Elementary Education, M.A.T. (Alternative Teacher Licensure)

This route to the M.A.T. and teacher certification is for candidates accepted into one of NLU’s alternative certification partner programs. Teacher candidates will be placed in high needs schools as teachers of record while taking their coursework toward M.A.T degree and their Professional Educator’s License with an endorsement in Elementary Education, Grades 1-6. A specialized mentoring program will be in place to support and guide the teacher candidates throughout the two years of the program.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:
• Be admitted before starting the first term of Jumpstart
• Have a bachelor’s degree from a regionally accredited institution with a major in the content area of reading, English/language arts, mathematics or one of the sciences
• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative
• Sit for a formal interview with NCE program faculty at least two weeks prior to the start of the first term
• Submit three academic or professional letters of recommendation (recommenders must be listed on the application)

Program Details:
• Requires 49 SH for completion
• Candidates cannot be admitted with more than two General Education deficiencies which must be completed prior to participation in the residency phase of the program
• Candidates must complete General Education Requirements before the end of the second term or before the start of the third term:
  • Communication – 2 SH (oral and/or written)
  • Literature – 2 SH
  • Fine Arts – 2 SH
  • Social Sciences – 8 SH (covering at least four of the following areas: history, geography, civics and government, economics of Illinois, US and the world)
  • Science – 6 SH (covering at least three of the following areas: biology, environmental,
chemistry, earth and space, general or physical science)

- Math – 6 SH

### Required Courses

**Jumpstart Courses - 7 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>RLL 538</td>
<td>Literacy Methods: K-6</td>
<td>1</td>
</tr>
<tr>
<td>MHE 450</td>
<td>Mathematics for Elementary and Middle School Teachers</td>
<td>3</td>
</tr>
<tr>
<td>EPS 513</td>
<td>Frameworks for Data Driven Instruction</td>
<td>1</td>
</tr>
<tr>
<td>FND 501</td>
<td>Community Study</td>
<td>1</td>
</tr>
</tbody>
</table>

Note: RLL 538 must be taken for 2 semester hours and EPS 513 must be taken for 1 semester hour.

**Residency Year 1 Courses - 20 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCE 480B</td>
<td>Methods of Teaching Science</td>
<td>2</td>
</tr>
<tr>
<td>CIS 480B</td>
<td>Methods of Teaching Social Studies</td>
<td>2</td>
</tr>
<tr>
<td>RLR 550</td>
<td>Teaching Reading Comprehension and Content Literacy in Grades 1-6</td>
<td>2</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>MHE 480B</td>
<td>Methods for Teaching Elementary Schools Mathematics</td>
<td>2</td>
</tr>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>ELE 511</td>
<td>ATL Residency Seminar I</td>
<td>1</td>
</tr>
</tbody>
</table>

Note: ELE 511 must be taken for the total of 3 semester hours.

**Residency Year 2 Courses - 22 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELE 545</td>
<td>Methods for Teaching Arts Education</td>
<td>1</td>
</tr>
<tr>
<td>ELE 547</td>
<td>Methods for Teaching Health and Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>EPS 513</td>
<td>Frameworks for Data Driven Instruction</td>
<td>1</td>
</tr>
<tr>
<td>ELE 512</td>
<td>ATL Residency Seminar II</td>
<td>1</td>
</tr>
</tbody>
</table>

Note: EPS 513 must be taken for 2 semester hours. ELE 512 must be taken for the total of 3 semester hours.

**For more information about this program, visit** [http://www.nl.edu/academics/educationmastersteacherprep/elementaryeducation/](http://www.nl.edu/academics/educationmastersteacherprep/elementaryeducation/)

### Elementary Education, M.A.T. (Teacher Residency Program)

The Elementary Education, M.A.T., Teacher Residency Program, leads to a master's degree and a Professional Educator License endorsed for self-contained general education (grades 1-6). Visit Licensure and Endorsements at NLU for more details.

The field residency model requires teacher candidate placement in a classroom during an entire academic year.

**In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:**

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

**Program Details:**

- Requires 40 SH for completion
- Candidates must complete General Education Requirements before the end of the second term or before the start of the third term:
  - Communication – 2 SH
  - Literature – 2 SH
  - Fine Arts – 2 SH
  - Social Sciences – 8 SH covering at least four of the following areas: history, geography, civics and government, economics of Illinois, US and the world
  - Science – 6 SH covering at least three of the following areas: biology, environmental science, chemistry, earth and space, general or physical science
  - Math – 3 SH
- Requires practicum
- Requires student teaching
The Elementary Education, M.A.T., Teacher Residency Program, leads to a master's degree and a Professional Educator License endorsed for self contained general education (grades 1-6). Visit Licensure and Endorsements at NLU for more details.

The field residency model requires teacher candidate placement in a classroom during an entire academic year.

The Elementary Education, M.A.T., Teacher Residency Program, leads to a master's degree and a Professional Educator License endorsed for self contained general education (grades 1-6). Visit Licensure and Endorsements at NLU for more details.

The field residency model requires teacher candidate placement in a classroom during an entire academic year.

### Required Courses

**MAT Core - 4 SH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>FND 510</td>
<td>Social Justice Perspectives on the History and Philosophy of American Education</td>
<td>1 TO 3</td>
</tr>
</tbody>
</table>

Note: EPS 511 and FND 510 must be taken for 2 semester hours.

**Program Courses - 36 SH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
<td>3</td>
</tr>
<tr>
<td>CIS 480B</td>
<td>Methods of Teaching Social Studies</td>
<td>2</td>
</tr>
<tr>
<td>ELE 500</td>
<td>Elementary Education Practicum I: Teaching and Learning in Diverse Settings</td>
<td>3</td>
</tr>
<tr>
<td>ELE 505</td>
<td>Instructional Practices in Context: Curriculum, Assessment, and Technology</td>
<td>3</td>
</tr>
<tr>
<td>ELE 510</td>
<td>Elementary Education Practicum II: Advanced Teaching and Learning in Diverse Settings</td>
<td>3</td>
</tr>
<tr>
<td>ELE 545</td>
<td>Methods for Teaching Arts Education</td>
<td>1</td>
</tr>
<tr>
<td>ELE 547</td>
<td>Methods for Teaching Health and Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>ELE 590</td>
<td>Elementary Education: Student Teaching</td>
<td>6</td>
</tr>
<tr>
<td>MHE 450</td>
<td>Mathematics for Elementary and Middle School Teachers</td>
<td>3</td>
</tr>
<tr>
<td>MHE 480B</td>
<td>Methods for Teaching Elementary Schools Mathematics</td>
<td>2</td>
</tr>
<tr>
<td>RLL 538</td>
<td>Literacy Methods: K-6</td>
<td>1 TO 2</td>
</tr>
<tr>
<td>RLR 550</td>
<td>Teaching Reading Comprehension and Content Literacy in Grades 1-6</td>
<td>2</td>
</tr>
<tr>
<td>SCE 480B</td>
<td>Methods of Teaching Science</td>
<td>2</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes: RLL 538 must be taken for 2 semester hours.

For more information about this program, visit [http://www.nl.edu/academics/educationmastersteacherprep/elementaryeducation/](http://www.nl.edu/academics/educationmastersteacherprep/elementaryeducation/)

### Elementary Education, M.A.T. (Traditional Program)

This program is designed for students with baccalaureate degrees seeking an Illinois Professional Educator License endorsed for self-contained general education (Grades 1-6). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

**Program Details:**

- Requires 43 SH for completion
- Candidates cannot be admitted to the program with more than two General Education deficiencies
- Candidates must complete General Education Requirements before the end of the second term or before the start of the third term:
  - Communication – 2 SH
  - Literature – 2 SH
  - Fine Arts – 2 SH
  - Social Science – 8 SH covering at least four of the following areas: history, geography, civics
and government, economics of Illinois, US and the world

- Science – 6 SH covering at least three of the following areas: biology, environmental science, chemistry, earth and space, general or physical science
- Math – 3 SH
- Requires observations
- Requires practicum
- Requires student teaching
- Requires a professional portfolio

### Required Courses

**MAT Core - 7 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>FND 510</td>
<td>Social Justice Perspectives on the History and Philosophy of American Education 1 TO 3</td>
<td></td>
</tr>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts 2 OR 3</td>
<td></td>
</tr>
<tr>
<td>ESR 514</td>
<td>Research in Action: Becoming Practitioner Researchers 3</td>
<td></td>
</tr>
</tbody>
</table>

Note: FND 510 and EPS 511 must be taken for 2 semester hours.

**Program Requirements - 36 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELE 500</td>
<td>Elementary Education Practicum I: Teaching and Learning in Diverse Settings 3</td>
<td></td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities 3</td>
<td></td>
</tr>
<tr>
<td>ELE 510</td>
<td>Elementary Education Practicum II: Advanced Teaching and Learning in Diverse Settings 3</td>
<td></td>
</tr>
<tr>
<td>ELE 590</td>
<td>Elementary Education: Student Teaching 6</td>
<td></td>
</tr>
<tr>
<td>ELE 545</td>
<td>Methods for Teaching Arts Education 1</td>
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<tr>
<td>ELE 547</td>
<td>Methods for Teaching Health and Physical Education 1</td>
<td></td>
</tr>
<tr>
<td>CIS 480B</td>
<td>Methods of Teaching Social Studies 2</td>
<td></td>
</tr>
<tr>
<td>MHE 480B</td>
<td>Methods for Teaching Elementary Schools Mathematics 2</td>
<td></td>
</tr>
<tr>
<td>SCE 480B</td>
<td>Methods of Teaching Science 2</td>
<td></td>
</tr>
<tr>
<td>RLL 538</td>
<td>Literacy Methods: K-6 1 TO 2</td>
<td></td>
</tr>
<tr>
<td>RLR 550</td>
<td>Teaching Reading Comprehension and Content Literacy in Grades 1-6 2</td>
<td></td>
</tr>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education 3</td>
<td></td>
</tr>
</tbody>
</table>

### MHE 450 Mathematics for Elementary and Middle School Teachers 3

### ELE 505 Instructional Practices in Context: Curriculum, Assessment, and Technology 3

Note: RLL 538 must be taken for 2 semester hours.

### Elementary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions. Candidates must:

- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
- Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
- Pass the Elementary/Middle Grades Content Test (110) before student teaching
- Complete all of their licensure courses prior to ELE 590 (Student Teaching)
- Pass all methods courses at National Louis University with a grade no lower than a B
- Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
- Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

For more information about this program, visit [http://www.nl.edu/academics/educationmastersteacherprep/elementaryeducation/](http://www.nl.edu/academics/educationmastersteacherprep/elementaryeducation/)

### General Special Education, M.Ed.

The General Special Education, M.Ed. degree prepares candidates for a variety of roles working with children and adolescents with exceptional needs.
This program is designed for those who are interested in special education but are not seeking licensure or endorsement. If you are seeking licensure or endorsement, please see the Special Education programs.

**Program Details:**
- Requires 32 SH for completion

**Required Courses**

**MED Core - 8 SH**

- EPS 541 Cognition and Instruction 1 TO 2
- ESR 505 Educational Inquiry and Assessment 3
- FND 511 Social and Cultural Politics of Education: Personal and Contextual Perspectives 3

Note: EPS 541 must be taken for 2 semester hours.

**General Special Education Program Requirements - 12 SH**

- SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3
- SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
- SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3
- SPE 509 Literacy Instruction for Diverse Learners 3

**General Special Education Electives - 12 SH**

Choose four courses for a total of 12 SH:

- SPE 507 Methods of Social/Emotional Support 3
- SPE 508 Literacy Across the Curriculum for Students with Disabilities 3
- SPE 527 Differentiated and Individualized Curriculum and Instruction 3
- SPE 532 Early Childhood Special Education Curriculum, Instruction and Methods 3
- SPE 533 Early Childhood Special Education Diagnostic Assessment 3
- SPE 534 Early Childhood Special Education -Collaboration, Family and Community 3
- EPS 546 Methods of Intervention in a Tiered Service Delivery Model 3
- MHE 450 Mathematics for Elementary and Middle School Teachers 3

Notes: Students wishing to take EPS 546 must seek approval from the School Director in consultation with their Academic Advisor.

**Language and Literacy Education, M.Ed.**

This program is designed for students interested in studying, designing and implementing transformative approaches for language arts instruction in classrooms and libraries. **In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:**
- Have a valid Professional Educator License
- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

**Program Details:**
- Requires 32 SH for completion

**Required Courses**

**MED Core - 8 SH**

- ESR 505 Educational Inquiry and Assessment 3
- FND 511 Social and Cultural Politics of Education: Personal and Contextual Perspectives 3
- EPS 541 Cognition and Instruction 1 TO 2

Note: EPS 541 must be taken for 2 semester hours.

**Reading Program - 14 SH**

- RLL 520 Survey of Youth Literature, PreK-12 3
- or
- RLL 528 Diverse Perspectives in Youth Literature, PreK-12 3
- and
- RLL 533 Language Development and Variation 2
- RLL 593 Seminar in Language Arts/Literature/Library Education 2
- RLR 502 Teaching Comprehension and Content Area Reading 3
- RLS 514 Teaching Research to Children and Adolescents 2
- RLW 541 Teaching Writing 2 TO 3

Note: RLL 520 must be taken for 3 semester hours.

**Reading Electives - 10 SH**

Choose 10 SH of RLL (p. 382), RLR (p. 388) or RLW (p. 390) graduate courses with advisor approval. No workshops will be accepted.
For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanced/languageandliteracy/

Learning Technologies

National College of Education’s Learning Technologies program provides a strong foundation in educational philosophy and instructional design to prepare preK–12 teachers to effectively integrate and assess technology in their content areas.

National College of Education offers two options for earning the Learning Technologies, M.Ed. degree:

- Instructional Design Coach Major (p. 156) is intended for candidates seeking the Technology Specialist Endorsement in Illinois
- Instruction for Educators Major (p. 156) is a non-credential track appropriate for most candidates

Instructional Design Coach (state credential track, Illinois)

Offered in both online-only and face-to-face formats, this program provides a strong foundation in educational philosophy and instructional design to prepare preK–12 teachers to effectively integrate and assess technology in their content areas. It is designed for candidates seeking the Technology Specialist endorsement. Visit the Illinois State Board of Education for specific requirements, updates and amendments.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Have a Professional Educator License
- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Successfully demonstrate ISTE-Standards Teachers competencies or approved equivalent
- Complete a limitation form for applicants who are not eligible for the Illinois Technology Specialist endorsement

Program Details:

- Requires 33 SH for completion

Required Courses

MED Core - 6 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESR 505</td>
<td>Educational Inquiry and Assessment</td>
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<tr>
<td>LSE 500</td>
<td>Introduction to the Learning Sciences and Technology</td>
<td>3</td>
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Program Requirements - 25 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>TIE 515</td>
<td>Critical Educational Technology Issues in Historical, Philosophical, and Policy Contexts</td>
<td>3</td>
</tr>
<tr>
<td>TIE 525</td>
<td>Designing Digital Age Learning Environments</td>
<td>3</td>
</tr>
<tr>
<td>TIE 532</td>
<td>Visionary Leadership for Digital Learning Contexts</td>
<td>3</td>
</tr>
<tr>
<td>TIE 533</td>
<td>Technologies for Leadership, Analysis and Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>TIE 535</td>
<td>Instructional Design Foundations for Digital Age Learning Environments</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>TIE 542</td>
<td>Digital Tools for Teaching, Learning and Assessment</td>
<td>3</td>
</tr>
<tr>
<td>TIE 575</td>
<td>Leading Learning Technologies and Instructional Design with Shared Vision</td>
<td>3</td>
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<tr>
<td>TIE 592</td>
<td>Portfolio Seminar to Advance Content Knowledge, Professional Growth, &amp; Leadership</td>
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<tr>
<td>TIE 593</td>
<td>Research Seminar: The Role of Emerging Technologies in Teaching, Learning, and Assessment</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes: TIE 535 must be taken for 3 semester hours.

Program Electives - 2 SH

Choose 2 SH from the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>TIE 583</td>
<td>Workshop/Technology in Education/Contemporary Issues</td>
<td>1</td>
</tr>
<tr>
<td>TIE 584</td>
<td>Workshop/Technology in Education/ Curriculum Materials</td>
<td>1</td>
</tr>
<tr>
<td>TIE 585</td>
<td>Workshop/Technology in Education/Instructional Practices</td>
<td>1</td>
</tr>
<tr>
<td>TIE 594</td>
<td>Independent Study/Technology in Education</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>TIE 595</td>
<td>Selected Topics/Technology in Education</td>
<td>1 TO 5</td>
</tr>
</tbody>
</table>

Note: Students must seek approval from the Program Director in consultation with their Academic Advisor.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanced/technologyineducation/

Instruction for Educators (non-credential track)

Offered in both fully online and blended formats, this program provides a strong foundation in educational philosophy and instructional design to prepare preK–
12 teachers to effectively integrate and assess technology in their content areas.

Candidates in this program are not eligible to apply for the Illinois Technology Specialist endorsement.

**In addition to National College of Education Graduate Admissions Requirements, applicants must:**
- Successfully demonstrate ISTE-Standards Teachers competencies or approved equivalent

**Program Details:**
Requires 32 SH for completion

**Required Courses**

**MED Core - 6 SH**
- ESR 505 Educational Inquiry and Assessment 3
- LSE 500 Introduction to the Learning Sciences and Technology 3

**Program Requirements - 18 SH**
- TIE 512 Technologies for Digital Age Work & Learning that Facilitate & Inspire Student Learning & Creativity 2
- TIE 515 Critical Educational Technology Issues in Historical, Philosophical, and Policy Contexts 3
- TIE 524 Digital Age Learning Experiences and Assessments 3
- TIE 535 Instructional Design Foundations for Digital Age Learning Environments 1
- TIE 542 Digital Tools for Teaching, Learning and Assessment 3
- TIE 592 Portfolio Seminar to Advance Content Knowledge, Professional Growth, & Leadership 1
- TIE 593 Research Seminar: The Role of Emerging Technologies in Teaching, Learning, and Assessment 3

Notes: TIE 535 must be taken for 3 semester hours.

**Program Electives - 8 SH**
- Choose 8 SH from the courses below:
  - TIE 583 Workshop/Technology in Education/Contemporary Issues 1
  - TIE 584 Workshop/Technology in Education/Curriculum Materials 1
  - TIE 585 Workshop/Technology in Education/Instructional Practices 1
  - TIE 594 Independent Study/Technology in Education 1
  - TIE 595 Selected Topics/Technology in Education 1

Note: Workshop electives cannot total more than 6 SH. Students must seek approval from the Program Director in consultation with their Academic Advisor.

For more information about this program, visit [http://www.nl.edu/academics/educationmastersadvanced/technologyineducation/](http://www.nl.edu/academics/educationmastersadvanced/technologyineducation/)

**Mathematics Education, M.Ed.**

This program is designed to help preK–8 teachers develop professionally as classroom teachers of mathematics and become teacher-leaders in their schools and districts.

**In addition to National College of Education Graduate Admission Requirements (p. 138), applicants must:**
- Have a valid Professional Educator License

**Program Details:**
- Requires 32 SH for completion

**Required Courses**

**MED Core - 2 SH**
- EPS 541 Cognition and Instruction 1

Note: EPS 541 must be taken for 2 semester hours.

**Mathematics Program Requirements - 30 SH**
- MHE 485 Advanced Methods for Teaching Middle School Mathematics 3
- MHE 501 Number Concepts & Operations for Teachers 3
- MHE 502 Modern Algebra for Teachers 3
- MHE 510 Geometry for Teachers 3
- MHE 511 Number Theory for Teachers 3
- MHE 512 Statistics and Probability for Teachers 3
- MHE 523 Differentiating Mathematics Instruction 3
- MHE 503 Mathematics Education Issues & Trends 3
- MHE 515 History of Mathematics 3
- MHE 593 Mathematics Education Capstone Seminar 3
Note: MHE 485 must be taken for 3 semester hours.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanced/mathematics/

Middle Grades Education, M.A.T.

NCE offers two ways to earn the Middle Grades Education, M.A.T. and eligibility for an Illinois Professional Educator License (Grades 5-8):

- The Middle Grades Education, M.A.T. (Traditional) (p. 158) is appropriate for most candidates
- The Middle Grades Education, M.A.T. (Teacher Residency Program) (p. 159) is for candidates accepted into NLU’s teacher residency licensure partner program

In both versions of the M.A.T., candidates must choose one of the following disciplines:

- Science
- Literacy
- Mathematics
- Social Science

Middle Grades Education, M.A.T. (Traditional Program)

The Middle Grades Education, M.A.T., Traditional Program, leads to a master’s degree and a Professional Educator License endorsed for middle grades education (grades 5 to 8) and content-area endorsements in Science, Literacy, Mathematics, and/or Social Science. Visit Licensure and Endorsements at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements, applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative

Program Details:

- Requires 40 SH for completion
- Candidates cannot be admitted to the program with more than two General Education deficiencies; these must be completed prior to participation in MGE 505
- Candidates must provide evidence of taking 21 SH of General Education coursework or equivalent CLEP/Dantes tests in the following areas:
  - For candidates seeking MG science endorsement: 21 SH of science content (to include coursework in each of the following areas: physical science, life sciences, earth and space sciences)
  - For candidates seeking MG literacy endorsement: 21 SH of literacy content
  - For candidates seeking MG math endorsement: 21 SH of math content
  - For candidates seeking MG social science endorsement: 21 SH of social science content (to include coursework in each of the following areas, in relation to Illinois, the United States and the world: history, geography, civics and government, and economics)
- Requires observations
- Requires practicum
- Requires student teaching

Required Courses

MAT Core - 10 SH

- CIL 531 Cross Cultural Education 3
- EPS 511 Human Learning and Development in Instructional Contexts 2 OR 1 TO
- FND 510 Social Justice Perspectives on the History and Philosophy of American Education 1 TO 3
- SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3

Note: EPS 511 and FND 510 must be taken for 2 semester hours.

Program Requirements - 24 SH

- MGE 501 Introduction to Middle Grades Education: Young Adolescents in Context I 2
- MGE 503 Advocacy Practicum: Young Adolescents in Context II 2
- MGE 505 Teaching and Learning Practicum: Young Adolescents in Context III 2
- MGE 507 Voices and Choices in Middle Grades Education 1
- MGE 509 Integrated Curriculum in the Middle Grades TO 3
- MGE 520 Methods of Teaching Content Area Literacy in the Middle Grades 2
Middle Grades Education, M.A.T. (Teacher Residency Program)

The Middle Grades Education, M.A.T., Teacher Residency Program, leads to a master’s degree and a Professional Educator License endorsed for middle grades education (grades 5 to 8) and content-area endorsements in Science, Literacy, Mathematics, and/or Social Science. Visit Licensure and Endorsements at NLU for more details.

The field residency model requires teacher candidate placement in a classroom during an entire academic year.

In addition to National College of Education Graduate Admissions Requirements, applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative

**Program Details:**

- Requires 37 SH for completion
- Candidates cannot be admitted to the program with more than two General Education deficiencies; these must be completed prior to participation in MGE 505
- Candidates must provide evidence of taking 21 SH of General Education coursework or equivalent CLEP/Dantes tests in the following areas:
  - For candidates seeking MG science endorsement: 21 SH of science content (to include coursework in each of the following areas: physical science, life sciences, earth and space sciences)
  - For candidates seeking MG literacy endorsement: 21 SH of literacy content
  - For candidates seeking MG math endorsement: 21 SH of math content
  - For candidates seeking MG social science endorsement: 21 SH of social science content (to include coursework in each of the following areas, in relation to Illinois, the United States and the world: history, geography, civics and government, and economics)
- Requires placement in Residency training site
- Requires practicum
- Requires student teaching

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MGE 522</td>
<td>Engaging Young Adolescent Learners</td>
<td>1</td>
</tr>
<tr>
<td>MGE 590</td>
<td>Student Teaching: Young Adolescents in Context</td>
<td>6</td>
</tr>
<tr>
<td>MGE 510</td>
<td>Methods of Teaching Middle Grades Science</td>
<td>3</td>
</tr>
<tr>
<td>MGE 512</td>
<td>Methods of Teaching Middle Grades English/Language Arts</td>
<td>3</td>
</tr>
<tr>
<td>MGE 514</td>
<td>Methods of Teaching Middle Grades Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MGE 518</td>
<td>Methods of Teaching Middle Grades Social Studies</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: MGE 507 must be taken for a total of 3 semester hours.

Middle Grades Education Elective Options - 6 SH

Choose two of the following courses:

- CIL 500 Foundations of ESL and Bilingual Education 3
- CIL 505 Methods and Materials for Teaching English as a Second Language 3
- ESR 514 Research in Action: Becoming Practitioner Researchers 3
- MGE 510 Methods of Teaching Middle Grades Science 3
- MGE 512 Methods of Teaching Middle Grades English/Language Arts 3
- MGE 514 Methods of Teaching Middle Grades Mathematics 3
- MGE 518 Methods of Teaching Middle Grades Social Studies 3
- SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
- SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3

Note: Students may select a second content area methods course (MGE 510, MGE 512, MGE 514 or MGE 518) if they meet the additional 21 semester hours General Education requirement.

For more information about this program, visit
https://www.nl.edu/academics/educationmastersteacherprep/middlegradeseducation/
### Required Courses

**MAT Core - 10 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
<td>3</td>
</tr>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>FND 510</td>
<td>Social Justice Perspectives on the History and Philosophy of American Education</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
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</tbody>
</table>

**Note:** EPS 511 and FND 510 must be taken for 2 semester hours.

### Program Requirements - 24 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGE 501</td>
<td>Introduction to Middle Grades Education: Young Adolescents in Context I</td>
<td>2</td>
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<tr>
<td>MGE 503</td>
<td>Advocacy Practicum: Young Adolescents in Context II</td>
<td>2</td>
</tr>
<tr>
<td>MGE 505</td>
<td>Teaching and Learning Practicum: Young Adolescents in Context III</td>
<td>2</td>
</tr>
<tr>
<td>MGE 507</td>
<td>Voices and Choices in Middle Grades Education</td>
<td>1</td>
</tr>
<tr>
<td>MGE 509</td>
<td>Integrated Curriculum in the Middle Grades</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>MGE 520</td>
<td>Methods of Teaching Content Area Literacy in the Middle Grades</td>
<td>2</td>
</tr>
<tr>
<td>MGE 522</td>
<td>Engaging Young Adolescent Learners</td>
<td>1</td>
</tr>
<tr>
<td>MGE 590</td>
<td>Student Teaching: Young Adolescents in Context 4 and</td>
<td>6</td>
</tr>
<tr>
<td>MGE 510</td>
<td>Methods of Teaching Middle Grades Science</td>
<td>3</td>
</tr>
<tr>
<td>MGE 512</td>
<td>Methods of Teaching Middle Grades English/Language Arts</td>
<td>3</td>
</tr>
<tr>
<td>MGE 514</td>
<td>Methods of Teaching Middle Grades Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MGE 518</td>
<td>Methods of Teaching Middle Grades Social Studies</td>
<td>3</td>
</tr>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
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</table>

**Note:** MGE 507 must be taken for a total of 3 semester hours.

### Middle Grades Education Elective Options - 3 SH

Choose one of the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>ESR 514</td>
<td>Research in Action: Becoming Practitioner Researchers</td>
<td>3</td>
</tr>
<tr>
<td>MGE 510</td>
<td>Methods of Teaching Middle Grades Science</td>
<td>3</td>
</tr>
<tr>
<td>MGE 512</td>
<td>Methods of Teaching Middle Grades English/Language Arts</td>
<td>3</td>
</tr>
<tr>
<td>MGE 514</td>
<td>Methods of Teaching Middle Grades Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MGE 518</td>
<td>Methods of Teaching Middle Grades Social Studies</td>
<td>3</td>
</tr>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
</tbody>
</table>

For more information about this program, visit [https://www.nl.edu/academics/educationmas terteacherprep/middlegradeseducation/](https://www.nl.edu/academics/educationmasterteacherprep/middlegradeseducation/)

### Reading Program

National College of Education’s Reading program is designed for teachers already holding a Professional Educator License who are interested in developing their teaching or in qualifying as Reading Specialists or Reading Teachers.

- **The Reading, M.Ed. (Reading Specialist Endorsement)** (p. 160)
- **The Reading, M.Ed. (Reading Teacher Endorsement)** (p. 161)

There are different state requirements for Reading Specialist and Reading Teacher. Visit the Illinois State Board of Education for specific requirements, updates and amendments.

### Reading, M.Ed. (Reading Specialist)

This program is designed for teachers already holding a Professional Educator License who are interested in developing their literacy teaching or in applying to be Reading Specialists. The reading sequence fulfills the state of Illinois guidelines for the Reading Specialist Endorsement. Visit the Illinois State Board of Education for specific requirements, updates and amendments.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Have a valid Professional Educator License
• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

Program Details:
• Requires 34 SH for completion
• Requires a five-week summer practicum
• Requires membership in professional literacy organization
• Requires an electronic portfolio

Required Courses
MED Core - 5 SH
FND 511 Social and Cultural Politics of Education: Personal and Contextual Perspectives 3

EPS 541 Cognition and Instruction 1
TO 2

Note: EPS 541 must be taken for 2 semester hours.

Program - 28 SH
RLR 501 Teaching Beginning Literacy 3
RLR 502 Teaching Comprehension and Content Area Reading 3
RLR 541 Teaching Writing 2
TO 3

RLR 520 Survey of Youth Literature, PreK-12 3
or
RLL 528 Diverse Perspectives in Youth Literature, PreK-12 3

and

RLL 520 Diagnosis and Assessment of Reading 3

RLL 510 Instructional Strategies for Literacy Interventions 3
RLL 592A Practicum: Literacy Interventions for Elementary Students 2
RLL 592B Practicum: Literacy Interventions for Secondary Students 2
RLL 518 Leadership and Staff Development in Reading 3
RLL 593 Seminar in Reading Research 3

Note: RLR 541 must be taken for 3 semester hours.

Required Elective - 1 SH
Choose 1 SH of RLL (p. 382), RLR (p. 388), or RLLW (p. 390) coursework with advisor approval. No workshops will be accepted.

Note: RLL 595 or RLR 595 will also be accepted.

For more information about this program, visit http://www.nle.edu/academics/educationmastersadvanced/reading/

Reading, M.Ed. (Reading Teacher Option)
This program is designed for teachers already holding a Professional Educator License who are interested in developing their literacy teaching or in applying to be Reading Teachers. The reading sequence fulfills the state of Illinois guidelines for the Reading Teacher Endorsement. Visit the Illinois State Board of Education for specific requirements, updates and amendments.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:
• Have a valid Professional Educator License
• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

Program Details:
• Requires 32 SH for completion
• Requires a five-week summer practicum
• Requires membership in professional literacy organization
• Requires an electronic portfolio

Required Courses
MED Core - 8 SH
ESR 505 Educational Inquiry and Assessment 3

EPS 541 Cognition and Instruction 1
TO 2

FND 511 Social and Cultural Politics of Education: Personal and Contextual Perspectives 3

Note: EPS 541 must be taken for 2 semester hours.

Program - 22 SH
RLR 501 Teaching Beginning Literacy 3
RLR 502 Teaching Comprehension and Content Area Reading 3
RLR 541 Teaching Writing 2
TO 3

RLL 520 Survey of Youth Literature, PreK-12 3
or
RLL 528 Diverse Perspectives in Youth Literature, PreK-12 3
and

RLR 510  Diagnosis and Assessment of Reading  3
RLR 511  Instructional Strategies for Literacy Interventions  3
RLR 592A  Practicum: Literacy Interventions for Elementary Students  2
RLR 592B  Practicum: Literacy Interventions for Secondary Students  2

Note: RLR 541 must be taken for 3 semester hours.

Reading Electives - 2 SH

Choose 2 SH of RLL (p. 382), RLR (p. 388) or RLW (p. 390) courses with advisor approval. No workshops will be accepted.

Note: RLL 595 and RLR 595 will also be accepted.

For more information about this program, visit http://www.nl.edu/academics/educationmaste rsadvanceded/reading/

Reading and Language, Ed.S.

This degree is designed to meet the needs of school leaders who wish to deepen their knowledge and expertise in literacy, but who do not wish to pursue a doctoral degree.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Submit official scores from the Graduate Records Exam (GRE)
- Be a licensed teacher
- Have a master’s degree with an emphasis in reading or literacy from a regionally accredited institution, including:
  - One graduate course in beginning reading
  - A second graduate course in comprehension or secondary/content area reading,
  - A course in linguistics and a course in writing instruction
  - For promising candidates not demonstrating such preparation, appropriate coursework is required as a pre- or post-admission requirement

Program Details:

- Requires 30 SH for completion
- Requires a comprehensive examination

Required Courses

Reading and Language Program Requirements - 17 SH

RLD 600  Language, Linguistics and Literacy  3
RLD 601  Research in Early Literacy (Orthography and Word Recognition)  3
RLD 602  Reading Comprehension: Research and Application  3
RLD 603  Historical Issues in Literacy Research  2
RLD 606  Instruction and Staff Development in Reading and Language  3
RLD 607  Theory and Research in Writing  3

Reading and Language Program Electives - 13 SH

RLL 533  Language Development and Variation  2
RLW 541  Teaching Writing  2
RLL 501  Teaching Beginning Literacy  3
RLR 502  Teaching Comprehension and Content Area Reading  3

Notes: Other RLD (p. 381), RLR (p. 388), RLL (p. 382) or RLW (p. 390) courses at the 500- or 600-level and approved by an advisor may be accepted. No workshops will be accepted.

School Psychology, Ed.S.

This program is designed for applicants who seek to be school psychologists, endorsed by the Illinois State Board of Education (ISBE). The purpose is to provide more advanced knowledge and skills in evidence-based practices in schools and with families to promote positive outcomes.

Faculty review student progress annually to provide formative evaluation and prepare for the next phase of the program. Students are evaluated using a combination of course grades, portfolio assessments, field-based competencies, and professional dispositions assessment.

Students who successfully complete the School Psychology, Ed.S. coursework are eligible for an endorsement in school psychology from the State of Illinois and certification by the National Association of School Psychologists (NASP) as Nationally Certified School Psychologists (NCSP).
In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Submit a personal statement describing their interest in school psychology as a profession and how the NLU School Psychology program helps them accomplish their career goals
- Submit at least two letters of recommendation, which are academic in nature, regarding the applicants capacity for graduate work
- Submit a professional resume or curriculum vitae describing relevant background and work experiences
- Note: Students without the evidence of passing the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126) may be admitted but must pass the TAP within the first year of the program

Program Details:

- Requires 67 SH for completion
- Students who receive two or more “C” or lower grades will be dropped from the program
- Requires a one-day per week unpaid practicum in schools in Year 1
- Requires a two-day per week unpaid practicum in schools in Year 2
- Requires a full-school year, partially paid internship in public schools in Year 3

Required Courses

Year 1 - 31 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SPY 506</td>
<td>Interventions in Schools with Multicultural Students</td>
<td>3</td>
</tr>
<tr>
<td>SPY 508</td>
<td>Practices and Principles of School Psychology</td>
<td>2</td>
</tr>
<tr>
<td>SPY 510</td>
<td>School-Family-Community Partnerships</td>
<td>3</td>
</tr>
<tr>
<td>SPY 514</td>
<td>Tests and Measurement</td>
<td>2</td>
</tr>
<tr>
<td>SPY 518</td>
<td>Universal Prevention and Promotion for Behavioral Health</td>
<td>3</td>
</tr>
<tr>
<td>SPY 520</td>
<td>Educational Assessment for Tiered Services</td>
<td>2</td>
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<tr>
<td>SPY 524</td>
<td>Methods of Research-Based Instruction for All Students</td>
<td>3</td>
</tr>
<tr>
<td>SPY 528</td>
<td>Linking Students to Mental Health and Behavioral Supports</td>
<td>3</td>
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<tr>
<td>SPY 530</td>
<td>Applied Research Methods for School Psychologists</td>
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</table>

SPY 534 Cognitive Assessment in Contemporary School Practice 3

SPY 538 Applied Behavior Analysis 2

SPY 560 School Psychology Practices and Principles Practicum 1

SPY 561 Educational Assessment for Tiered Services Practicum 1

SPY 562 Applied Behavior Analysis Practicum 1

Year 2 - 30 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SPY 525</td>
<td>Methods of Research-Based Intervention for Tiered Services</td>
<td>3</td>
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<tr>
<td>SPY 540</td>
<td>Professional Issues in School Psychology</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>SPY 544</td>
<td>Theory and Practice of Consultation</td>
<td>3</td>
</tr>
<tr>
<td>SPY 548</td>
<td>Social-Emotional and Behavioral Assessment</td>
<td>3</td>
</tr>
<tr>
<td>SPY 550</td>
<td>Cognitive and Behavioral Therapy Approaches I</td>
<td>3</td>
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<td>SPY 551</td>
<td>Cognitive and Behavioral Therapy Approaches II</td>
<td>3</td>
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<tr>
<td>SPY 554</td>
<td>System Level Consultation and Collaboration</td>
<td>3</td>
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<tr>
<td>SPY 565</td>
<td>School Psychology Practicum II</td>
<td>1 TO 3</td>
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</table>

Note: SPY 540 must be taken for 3 SH. SPY 565 must be taken for a total of 9 SH.

Year 3 - 6 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>SPY 590</td>
<td>Internship in School Psychology</td>
<td>3</td>
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</tbody>
</table>

Note: SPY 590 must be taken for a total of 6 SH.

Secondary Education, M.A.T.

NCE offers two ways to earn the Secondary Education, M.A.T. and a Professional Educator License:

- The Secondary Education, M.A.T. (Resident Teacher Program) (p. 164) is offered in partnership with the Academy for Urban School Leadership (AUSL)
- The Secondary Education, M.A.T. (Traditional) (p. 164) is appropriate for most candidates

In both versions of the M.A.T., candidates must choose one of the following disciplines:

- Biological Science
- English/Language Arts
- Foreign Language
• Mathematics
• Physical Science
• Social Studies

Secondary Education, M.A.T. (Traditional Program)

The Secondary Education, M.A.T., Traditional Program, leads to a master’s degree and a Professional Educator License endorsed for the applicable grade level and content-area endorsements in one of six disciplines below:

• Biological Science (p. 225)
• English/Language Arts (p. 228)
• Foreign Languages (p. 231)
• Mathematics (p. 235)
• Physical Sciences (p. 238)
• Social Studies (p. 241)

Please select a discipline to learn about degree requirements and coursework.

For more information about this program, visit http://www.nl.edu/academics/educationmastersteacherprep/secondaryeducation/

Secondary Education, M.A.T. (Resident Teacher Program)

The Secondary Education, M.A.T., Resident Teacher Program, leads to a master’s degree and a Professional Educator License, endorsed for the applicable grade level and content-area endorsement in one of six disciplines listed below:

• Biological Science (p. 224)
• English/Language Arts (p. 227)
• Foreign Languages (p. 230)
• Mathematics (p. 233)
• Physical Sciences (p. 237)
• Social Studies (p. 240)

Select a discipline to learn more about degree requirements and coursework.

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Secondary Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in classrooms of Chicago Public Schools with mentor teachers. While gaining classroom experience, participants take the coursework that allows them to earn a full Master of Arts in Teaching degree from NLU.

Graduates contract to work in an underperforming Chicago Public School for a minimum of four years.

For more information about this program, visit http://www.nl.edu/academics/educationmastersteacherprep/secondaryeducation/

Special Education

NCE offers the following Special Education programs, designed to prepare candidates for a variety of roles working with children and adolescents with exceptional learning needs:

• Special Education, M.A.T. (p. 164)
• Special Education, M.Ed. (p. 168)

The M.A.T. is intended for those candidates seeking an Illinois Professional Educator License.

The M.Ed. is intended for those candidates who already have a Professional Educator License, but are endorsed in an area or level other than special education.

If you are not seeking licensure, please see the General Special Education program.

Special Education, M.A.T.

NCE offers three versions of the Special Education, M.A.T. program:

• The Special Education, M.A.T. (Alternative Teacher Licensure) (p. 166) is for candidates accepted into one of NLU’s alternative teacher licensure partner programs
• The Special Education, M.A.T. (Resident Teacher Program) (p. 167) is offered in partnership with the Academy of Urban School Leadership (AUSL)
• The Special Education, M.A.T. (Traditional Program) (p. 165) is appropriate for most candidates
Special Education, M.A.T. (Traditional Program)

This program prepares candidates for a variety of roles working with children and adolescents with exceptional needs. It is designed for students with baccalaureate degrees seeking the a Professional Educator License endorsed for LBS I (preK to age 21). Visit Licensure and Endorsements at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

Program Details:

- Requires 44 SH for completion
- Please note, any candidate who wishes to teach in a preK special education setting must have completed SPE 510, SPE 532, SPE 533 and SPE 534
- Requires practicum

Required Courses

MAT Core - 7 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>ESR 514</td>
<td>Research in Action: Becoming Practitioner Researchers</td>
<td>3</td>
</tr>
<tr>
<td>FND 510</td>
<td>Social Justice Perspectives on the History and Philosophy of American Education</td>
<td>1 TO 3</td>
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</table>

Note: EPS 511 and FND 510 must be taken for 2 semester hours.

Program Requirements - 37 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
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<td>SPE 507</td>
<td>Methods of Social/Emotional Support</td>
<td>3</td>
</tr>
<tr>
<td>SPE 508</td>
<td>Literacy Across the Curriculum for Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 509</td>
<td>Literacy Instruction for Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>SPE 523</td>
<td>Teaching Students with Math Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 572</td>
<td>Practicum I</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>SPE 573</td>
<td>Differentiated and Inclusive Curriculum &amp; Instruction I</td>
<td>3</td>
</tr>
<tr>
<td>SPE 576</td>
<td>Practicum 2: Curricular Content Strategies for the Inclusive Classroom</td>
<td>3</td>
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<tr>
<td>SPE 592C</td>
<td>Practicum/Teaching Children and Adolescents with Special Needs</td>
<td>2 TO 6</td>
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<tr>
<td>SPE 502</td>
<td>Language Development and Challenges in Children and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SPE 526</td>
<td>Expressive Language Difficulties: Impact on Academic Learning</td>
<td>2</td>
</tr>
</tbody>
</table>

Notes: SPE 572 must be taken for 3 semester hours. SPE 592C must be taken for a total of 5 semester hours. SPE 500 may be waived per advisor.

Special Education Practicum/Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions. Candidates must:

- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
- Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
- Pass the LBSI (155) and Special Education General Curriculum (163) Content Tests before student teaching/practicum
- Complete all of their licensure courses except for SPE 592C
- Pass all methods courses at National Louis University with a grade no lower than a B
- Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
- Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments
Special Education, M.A.T. (Alternative Teacher Licensure)

This route to the M.A.T. and teacher licensure is for candidates accepted into one of NLU’s partner programs. Candidates in these programs teach in high-needs schools while earning their degrees and licenses with endorsements in Special Education LBS I (pre-K to age 21). A specialized mentoring program will be in place to support and guide the teacher candidates throughout the two years of the program.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative
- Have a bachelor’s degree from a regionally accredited institution with a major in the content area of reading, English/language arts, mathematics or one of the sciences
- Offer documentation of congruence of the candidate’s baccalaureate education and employment experience with the teaching area for which the candidate seeks preparation and licensure
- Sit for a formal interview with NCE program faculty at least two weeks prior to the start of the first term
- Three academic or professional letters of recommendation (recommenders must be listed on the application)

Program Details:

- Requires 48 SH for completion
- Please note, any candidate who wishes to teach in a preK special education setting must have completed SPE 510, SPE 532, SPE 533 and SPE 534

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Literacy Instruction for Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>SPE 572</td>
<td>Practicum I</td>
<td>2</td>
</tr>
<tr>
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<td>OR</td>
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</table>

Note: SPE 572 must be taken for 3 semester hours.

Residency Year 1 - 20 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 502</td>
<td>Language Development and Challenges in Children and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
<tr>
<td>SPE 507</td>
<td>Methods of Social/Emotional Support</td>
<td>3</td>
</tr>
<tr>
<td>SPE 508</td>
<td>Literacy Across the Curriculum for Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 587</td>
<td>Seminar/Teaching Children and Adolescents with Special Needs</td>
<td>.5 TO 6</td>
</tr>
<tr>
<td>SPE 527</td>
<td>Differentiated and Individualized Curriculum and Instruction</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: SPE 587 must be taken for 3 semester hours during Residency Year 1.

Residency Year 2 - 19 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>OR</td>
<td>3</td>
</tr>
<tr>
<td>EPS 513</td>
<td>Frameworks for Data Driven Instruction</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>TO</td>
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<tr>
<td>ESR 514</td>
<td>Research in Action: Becoming Practitioner Researchers</td>
<td>3</td>
</tr>
<tr>
<td>FND 510</td>
<td>Social Justice Perspectives on the History and Philosophy of American Education</td>
<td>1 TO 3</td>
</tr>
<tr>
<td>SPE 523</td>
<td>Teaching Students with Math Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 587</td>
<td>Seminar/Teaching Children and Adolescents with Special Needs</td>
<td>.5 TO 6</td>
</tr>
<tr>
<td>TIE 535</td>
<td>Instructional Design Foundations for Digital Age Learning Environments</td>
<td>1 TO 3</td>
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Note: EPS 511 must be taken for 2 semester hours. EPS 513 must be taken for 3 semester hours. FND 510 must be taken for 2 semester hours. SPE 587 must be taken for 3 semester hours during Residency Year 2. TIE 535 must be taken for 3 semester hours.
For more information about this program, visit [http://www.nl.edu/academics/educationmastersteacherprep/specialeducation/](http://www.nl.edu/academics/educationmastersteacherprep/specialeducation/)

Special Education, M.A.T. (Resident Teacher Program)

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Special Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take coursework that allows them to earn Masters of Arts in Teaching degrees from NLU.

Graduates will be eligible for an Illinois Professional Educator License endorsed for LBS I (preK to age 21). Visit Licensure and Endorsements at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

Program Details:

- Requires 45 SH for completion
- Please note, any candidate who wishes to teach in a preK special education setting must have completed SPE 510, SPE 532, SPE 533 and SPE 534
- Requires practicum

Required Courses

**MAT Core - 7 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>ESR 514</td>
<td>Research in Action: Becoming Practitioner Researchers</td>
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</tr>
<tr>
<td>FND 510</td>
<td>Social Justice Perspectives on the History and Philosophy of American Education</td>
<td>1 TO 3</td>
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</table>

**Seminar/Teaching Children and Adolescents**

<table>
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<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
<tr>
<td>SPE 507</td>
<td>Methods of Social/Emotional Support</td>
<td>3</td>
</tr>
<tr>
<td>SPE 508</td>
<td>Literacy Across the Curriculum for Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 509</td>
<td>Literacy Instruction for Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>SPE 523</td>
<td>Teaching Students with Math Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 572</td>
<td>Practicum I</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>SPE 573</td>
<td>Differentiated and Inclusive Curriculum &amp; Instruction I</td>
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<tr>
<td>SPE 576</td>
<td>Practicum 2: Curricular Content Strategies for the Inclusive Classroom</td>
<td>3</td>
</tr>
<tr>
<td>SPE 587</td>
<td>Seminar/Teaching Children and Adolescents with Special Needs</td>
<td>5 TO 6</td>
</tr>
<tr>
<td>SPE 502</td>
<td>Language Development and Challenges in Children and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SPE 526</td>
<td>Expressive Language Difficulties: Impact on Academic Learning</td>
<td>2</td>
</tr>
</tbody>
</table>

Notes: SPE 572 must be taken for 3 semester hours. SPE 587 must be taken for a total of 6 semester hours. SPE 500 may be waived per advisor if SPE 500 or its equivalent has been previously taken.

**Special Education Practicum/Student Teaching Enrollment Requirements**

Admission to and continuance in student teaching are contingent on the following actions. Candidates must:

- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
- Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
• Pass the LBSI (155) and Special Education General Curriculum (163) Content Tests before student teaching/practicum
• Complete all of their licensure courses except for SPE 592C
• Pass all methods courses at National Louis University with a grade no lower than a B
• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

For more information about this program, visit http://www.nl.edu/academics/educationmastersteacherprep/specialeducation/

Special Education, M.Ed.

NCE offers two different ways to earn the Special Education M.Ed. and subsequent teaching endorsement in special education (pK–age 21).
• The Special Education, M.Ed. (Resident Teacher Program) (p. 169) is offered in partnership with the Academy for Urban School Leadership (AUSL)
• The Special Education, M.Ed. (Traditional Program) (p. 168) is appropriate for most candidates

Special Education, M.Ed. (Traditional Program)

This program prepares candidates for a variety of roles working with children and adolescents with exceptional needs. It is designed for students with baccalaureate degrees and Professional Educator Licenses endorsed in areas or levels other than special education. Graduates, with the completion of other state requirements, may be eligible for a subsequent teaching endorsement in special education. Visit Licensure and Endorsements at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:
• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126) or have passed the TAP or Illinois Test of Basic Skills for a previous certificate or Professional Educator License
• Have a Professional Educator License endorsed for an area or level other than special education

Program Details:
• Requires 38-41 SH for completion
• Please note, any candidate who wishes to teach in a preK special education setting must have completed SPE 510, SPE 532, SPE 533 and SPE 534
• Requires practicum

Required Courses

MED Core - 8 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 541</td>
<td>Cognition and Instruction</td>
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<tr>
<td>ESR 505</td>
<td>Educational Inquiry and Assessment</td>
<td>3</td>
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<tr>
<td>FND 511</td>
<td>Social and Cultural Politics of Education: Personal and Contextual Perspectives</td>
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</table>

Note: EPS 541 must be taken for 2 semester hours.

Special Education Program Requirements - 30-33 SH

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 501</td>
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</tr>
<tr>
<td>SPE 572</td>
<td>Practicum I</td>
<td>2 OR</td>
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<tr>
<td>SPE 592C</td>
<td>Practicum/Teaching Children and Adolescents with Special Needs</td>
<td>2 TO</td>
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</tbody>
</table>
Notes: SPE 500 may be waived per advisor. SPE 572 must be taken for 2 semester hours. SPE 592C must be taken for 3 semester hours.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/specialeducation/

Special Education, M.Ed. (Resident Teacher Program)

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.Ed. Special Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework. It is designed for students with baccalaureate degrees and Professional Educator Licenses endorsed in levels or areas other than special education.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take coursework that allows them to earn Masters of Education degrees from NLU. Graduates, with the completion of other state requirements, may be eligible for a subsequent teaching endorsement in special education. Visit Licensure and Endorsements at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126) or have passed the TAP or Illinois Test of Basic Skills for a previous certificate or Professional Educator License
• Have an Illinois Professional Educator License endorsed in an area or level other than special education

Program Details:

• Requires 41–44 SH for completion
• Please note, any candidate who wishes to teach in a preK special education setting must have completed SPE 510, SPE 532, SPE 533 and SPE 534

Required Courses

MED Core - 8 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>EPS 541</td>
<td>Cognition and Instruction</td>
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<td>ESR 505</td>
<td>Educational Inquiry and Assessment</td>
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<tr>
<td>FND 511</td>
<td>Social and Cultural Politics of Education: Personal and Contextual Perspectives</td>
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Note: EPS 541 must be taken for 2 semester hours.

Special Education Program Requirements - 33-36 SH

<table>
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<tr>
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<td>SPE 502</td>
<td>Language Development and Challenges in Children and Adolescents</td>
<td>2</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
<tr>
<td>SPE 507</td>
<td>Methods of Social/Emotional Support</td>
<td>3</td>
</tr>
<tr>
<td>SPE 508</td>
<td>Literacy Across the Curriculum for Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 509</td>
<td>Literacy Instruction for Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>SPE 523</td>
<td>Teaching Students with Math Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 526</td>
<td>Expressive Language Difficulties: Impact on Academic Learning</td>
<td>2</td>
</tr>
<tr>
<td>SPE 527</td>
<td>Differentiated and Individualized Curriculum and Instruction</td>
<td>3</td>
</tr>
<tr>
<td>SPE 572</td>
<td>Practicum I</td>
<td>2</td>
</tr>
<tr>
<td>SPE 587</td>
<td>Seminar/Teaching Children and Adolescents with Special Needs</td>
<td>5 TO 6</td>
</tr>
</tbody>
</table>

Notes: SPE 500 may be waived per advisor if SPE 500 or its equivalent has been previously taken. SPE 572 must be taken for 2 semester hours. SPE 587 must be taken for a total of 6 semester hours.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/specialeducation/

Specialized Endorsements, M.Ed.

NLU’s Specialized Endorsements, M.Ed., allows licensed teachers to earn graduate degrees while taking coursework that may also lead to state credentials in the areas listed below. Teachers will have an opportunity to enhance their credentials and expertise. Please see each major for additional details.

Majors:
• Early Childhood Special Education/Reading (p. 202)
• ESL/Bilingual Education/Early Childhood Special Education (p. 203)
• ESL/Bilingual Education/Middle Level Mathematics (p. 204)
• ESL/Bilingual Education/Reading (p. 203)
• ESL/Bilingual Education/Special Education (p. 205)
• ESL/Early Childhood Special Education (p. 205)
• ESL/Middle Level Mathematics (p. 206)
• ESL/Reading (p. 207)
• ESL/Special Education (p. 208)
• Special Education/Middle Level Mathematics (p. 208)
• Special Education/Reading (p. 209)

Teaching, Learning and Assessment, M.Ed.

National College of Education offers four options to earn the Teaching, Learning and Assessment, M.Ed.: 

State Credential Track:
• Applicants in Illinois who are seeking a Teacher Leader Endorsement (p. 194) should select the Teaching, Learning and Assessment, M.Ed. (State Credential Track, Illinois) (p. 170)

Non-credential Track:
• Teaching, Learning and Assessment, M.Ed. (p. 171)
• Teaching, Learning and Assessment, M.Ed. (National Board Certification) (p. 171)
• Teaching, Learning and Assessment, M.Ed. (Teacher Leader, Florida) (p. 172)

Teaching, Learning and Assessment, M.Ed. (Teacher Leader - State Credential Track, Illinois)

This program prepares teachers across the state of Illinois to support the culture of learning and continuous improvement in schools by successfully leading school teams, coaching other teachers, providing professional development and expertise in curriculum and instruction.

The Teacher Leader Endorsement program leads to a Teacher Leader endorsement on the Professional Educators License in Illinois. Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements, applicants must:
• Have two years of teaching experience
• Have a valid Professional Educator License
• Successfully complete the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Submit one letter of recommendation and a list of three references to include supervisors, employers, professors or others who have known the applicant in a professional or academic capacity

Program Details:
• Requires 32 SH for completion
• Transfer credit can be used only to fulfill program electives, as indicated in the tables below
• Requires a research project

Required Courses

Core Course Requirements 14 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>FND 510</td>
<td>Social Justice Perspectives on the History and</td>
<td>1 TO 3</td>
</tr>
<tr>
<td></td>
<td>Philosophy of American Education</td>
<td></td>
</tr>
<tr>
<td>ESR 532</td>
<td>Engaging in Action Research: Action Research II</td>
<td>2 TO 3</td>
</tr>
<tr>
<td>ESR 533</td>
<td>Continuing Action Research: Action Research III</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>ESR 534</td>
<td>Completing Action Research: Action Research IV</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>EDL 546</td>
<td>Perspectives and Administration of Educational</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Policy</td>
<td></td>
</tr>
</tbody>
</table>

Notes: FND 510 must be taken for 2 semester hours. ESR 532, ESR 533 and ESR 534 must be taken for 3 semester hours.

Major in Teacher Leader Requirements 13 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TLA 535</td>
<td>Teacher as Leader Seminar I</td>
<td>1</td>
</tr>
<tr>
<td>EDL 510</td>
<td>Leadership and Organizational Development of</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Schools</td>
<td></td>
</tr>
<tr>
<td>TLA 541</td>
<td>Assessing Teaching and Learning: Introduction to</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Assessment</td>
<td></td>
</tr>
<tr>
<td>TLA 588</td>
<td>Constructing Curriculum for Engaging the Whole</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Learner</td>
<td></td>
</tr>
</tbody>
</table>
RLL 563  Instructional Models, Practices and Theories of Literacy Development 3
TLA 536  Teacher as Leader Seminar II 1
TLA 530  Supporting Teaching and Learning Through Mentoring and Coaching 3
or
RLL 566A  Teacher Leadership: School Change Seminar I 3

Major in Teacher Leader Electives 5 SH

Choose 5 SH from the list of courses below:

TLA 542  Linking Assessment of Teaching and Learning: Field Study 2
TLA 589  Differentiating for Diverse Learners 3
TLA 579  Engaging with Critical Multicultural Perspectives 3
EDL 520  Leading Diverse Schools 2
EDL 521  Building School Community Partnerships 2
RLL 568A  Literacy Instructional Designs for Diverse Learners Practicum I 2
RLL 559  Comprehensive Literacy Model for School Improvement 2
RLL 565  Introduction to Literacy Instruction for Diverse Learners 2

Note: These courses can be replaced with transfer credit.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/teachinglearningandassessmentwithteacherleadermajor/curriculumdetails/

Teaching, Learning and Assessment, M.Ed.

This program, offered in online, face-to-face and blended formats, prepares degree candidates to respond to the complexities of today’s school environment with a holistic approach to assessing learning needs, shaping effective curricula and supporting student success.

Program Details:

• Requires 32 SH for completion
• Transfer credit can be used only to fulfill program electives, as indicated in the tables below
• Requires a research project

Required Courses
Core Course Requirements - 13 SH

ESR 531  Exploring Action Research: Action Research I 2
ESR 532  Engaging in Action Research: Action Research II 2
ESR 533  Continuing Action Research: Action Research III 2
ESR 534  Completing Action Research: Action Research IV 2
FND 509  Building on Educational Foundations 3
TLA 541  Assessing Teaching and Learning: Introduction to Assessment 2

Major in Teaching, Learning, and Assessment Requirements - 13 SH

TLA 543  Reflecting on Teaching, Learning and Assessment 2
TLA 578  Developing School Cultures 2
TLA 579  Engaging with Critical Multicultural Perspectives 3
TLA 588  Constructing Curriculum for Engaging the Whole Learner 3
TLA 589  Differentiating for Diverse Learners 3

Major in Teaching, Learning, and Assessment Electives - 6 SH

TLA 542  Linking Assessment of Teaching and Learning: Field Study 2
TLA 591  Meeting Complex Challenges of Contemporary Classrooms/Field Study 2
TLA 594  Examining Curriculum Perspectives/Independent Study 2

Note: These courses can be replaced with transfer credit.

Teaching, Learning and Assessment, M.Ed. (National Board Certification)

This program, offered in online, face-to-face and blended formats, prepares degree candidates to respond to the complexities of today’s school environment with a holistic approach to assessing learning needs, shaping effective curricula and supporting student success.

In addition to National College of Education Graduate Admissions Requirements, applicants must:

• Have three years teaching experience and be teaching while enrolled in the program if selecting the National Board Certification major
Program Details:
• Requires 32 SH for completion
• Transfer credit can be used only to fulfill program electives, as indicated in the tables below
• Requires a research project

Required Courses
Core Course Requirements - 13 SH
ESR 531 Exploring Action Research: Action Research I 2
ESR 532 Engaging in Action Research: Action Research II TO 3
ESR 533 Continuing Action Research: Action Research III OR 3
ESR 534 Completing Action Research: Action Research IV OR 3
FND 509 Building on Educational Foundations 3
TLA 541 Assessing Teaching and Learning: Introduction to Assessment 2

Major in National Board Certification Requirements - 19 SH
TLA 515 Overview of the NBPTS and Planning for Related Instructional Activities 2
TLA 516 Preparation of Entries for NBPTS 3
TLA 517 Portfolio Entries and Assessment Center Preparation for NBPTS 2
TLA 543 Reflecting on Teaching, Learning and Assessment 2
TLA 579 Engaging with Critical Multicultural Perspectives 3
TLA 589 Differentiating for Diverse Learners 3

Major in National Board Certification Electives - 4 SH
TLA 591 Meeting Complex Challenges of Contemporary Classrooms/Field Study 2
TLA 594 Examining Curriculum Perspectives/Independent Study 2

Note: These courses can be replaced with transfer credit.

Teaching, Learning and Assessment, M.Ed. (Teacher Leader, Florida)
This program, offered in online, face-to-face and blended formats, allows degree candidates to focus on their area of interest or desired career path. The Teacher Leader coursework is aligned to national standards in teacher leadership.

In addition to National College of Education Graduate Admissions Requirements, applicants must:
• Have two years of teaching experience
• Have a valid and current teaching certificate
• Submit one letter of recommendation and a list of three references to include supervisors, employers, professors or others who have known the applicant in a professional or academic capacity

Program Details:
• Requires 32 SH for completion
• Transfer credit can be used only to fulfill program electives, as indicated in the tables below
• Requires a research project

Required Courses
Core Course Requirements 14 SH
FND 510 Social Justice Perspectives on the History and Philosophy of American Education TO 3
ESR 532 Engaging in Action Research: Action Research II TO 3
ESR 533 Continuing Action Research: Action Research III OR 3
ESR 534 Completing Action Research: Action Research IV OR 3
EDL 546 Perspectives and Administration of Educational Policy 3

Notes: FND 510 must be taken for 2 semester hours. ESR 532, ESR 533 and ESR 534 must be taken for 3 semester hours.

Major in Teacher Leader Requirements 13 SH
TLA 535 Teacher as Leader Seminar I 1
EDL 510 Leadership and Organizational Development of Schools 3
TLA 541 Assessing Teaching and Learning: Introduction to Assessment 2
TLA 588 Constructing Curriculum for Engaging the Whole Learner or
RLL 563 Instructional Models, Practices and Theories of Literacy Development and 3
TLA 536 Teacher as Leader Seminar II 1
TLA 530 Supporting Teaching and Learning Through Mentoring and Coaching 3
or
RLL 566A Teacher Leadership: School Change Seminar I 3

Major in Teacher Leader Electives 5 SH
Choose 5 SH from the list of courses below:

TLA 542 Linking Assessment of Teaching and Learning: Field Study 2
TLA 589 Differentiating for Diverse Learners 3
TLA 579 Engaging with Critical Multicultural Perspectives 3
EDL 520 Leading Diverse Schools 2
EDL 521 Building School Community Partnerships 2
RLL 568A Literacy Instructional Designs for Diverse Learners Practicum I 2
RLL 559 Comprehensive Literacy Model for School Improvement 2
RLL 565 Introduction to Literacy Instruction for Diverse Learners 2

Note: These courses can be replaced with transfer credit.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/teachinglearningandassessmentwithteacherleadermajor/

Urban Teaching MEd

National College of Education offers two options to earn the M.Ed. in Urban Teaching:

- The Urban Teaching, M.Ed. (AUSL Track) (p. 173) is offered in partnership with the Academy for Urban School Leadership (AUSL)
- The Urban Teaching, M.Ed. (High-Need Schools Track) (p. 174) is appropriate for most candidates

Urban Teaching, M.Ed. (AUSL Track)

The Urban Teaching program is offered in partnership with the Academy for Urban School Leadership. It is designed to address the needs of novice teachers in high need, urban schools and to help them be effective and resilient teachers in urban turnaround schools.

In addition to National College of Education
Graduate Admissions Requirements (p. 138), applicants must:

- Have, or be in the process of applying for, Illinois licensure, which includes passing the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Be accepted into the AUSL program through their interview process
- Note: The references are waived per the partnership agreement
- Note: AUSL pays the application fee

Program Details:

- Requires 34 SH for completion
- Residents accepted into the program will be expected to remain in good standing throughout the program at NLU, but will also be evaluated regularly by AUSL and may be released from the program by either partner due to underperformance

Required Courses

MED Core - 8 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 541</td>
<td>Cognition and Instruction</td>
<td>1</td>
</tr>
<tr>
<td>EPS 513</td>
<td>Educational Inquiry and Assessment</td>
<td>3</td>
</tr>
<tr>
<td>FND 511</td>
<td>Social and Cultural Politics of Education: Personal and Contextual Perspectives</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: EPS 541 must be taken for 2 semester hours.

Program Requirements - 26 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>TIE 535</td>
<td>Instructional Design Foundations for Digital Age Learning Environments</td>
<td>1</td>
</tr>
<tr>
<td>EPS 513</td>
<td>Frameworks for Data Driven Instruction</td>
<td>3</td>
</tr>
<tr>
<td>RLR 501</td>
<td>Teaching Beginning Literacy</td>
<td>3</td>
</tr>
<tr>
<td>RLR 502</td>
<td>Teaching Comprehension and Content Area Reading</td>
<td>3</td>
</tr>
<tr>
<td>RLW 541</td>
<td>Teaching Writing</td>
<td>2</td>
</tr>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
</tbody>
</table>
Urban Teaching, M.Ed. (High-Need Schools Track)

The Urban Teaching program is designed to develop the competencies of early career educators who teach in high-need schools. The curriculum draws upon research and data gathered from teachers in their first five years of practice about specific areas of knowledge and skills that they feel are essential to serve students facing poverty, behavioral issues, achievement gaps, as well as health and safety concerns.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Possess a valid and current educator’s license or certificate (exceptions may be granted for private or charter school teachers whose employers do not require licensure)
- Note: the M.Ed. in Urban Teaching does not lead to state licensure or certification

Program Details:

- Requires 34 SH for completion

Required Courses

<table>
<thead>
<tr>
<th>MED Core - 8 SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 541</td>
</tr>
<tr>
<td>ESR 505</td>
</tr>
<tr>
<td>FND 511</td>
</tr>
</tbody>
</table>

Note: EPS 541 must be taken for 2 semester hours.

Program Requirements - 26 SH

| TIE 535 | Instructional Design Foundations for Digital Age Learning Environments 1 TO 3 |
| EPS 513 | Frameworks for Data Driven Instruction 1 TO 3 |

Notes: TIE 535 must be taken for 3 semester hours. EPS 513 must be taken for 3 semester hours.

For more information about this program, visit http://www.nl.edu/academics/educationmastersadvanceded/urbanteaching/

National College of Education—Doctoral

National College of Education's doctoral programs are built on a tradition of excellence in teacher education stretching over 100 years. Through advanced studies, the programs extend NLU’s and NCE’s tradition of providing quality education for educational practitioners, academic scholars and researchers.

Doctoral Program Philosophy and Conceptual Framework

The NCE doctoral program comprises carefully constructed learning environments that initiate both students and faculty into a variety of sustainable discourse communities, while developing the grounds for a critique of knowledge and practice from a variety of disciplinary perspectives.

The doctoral program’s conceptual framework revolves around critical reflective thinking in three interconnected key domains: theory, research and practice. Specifically, students and faculty in the doctoral program engage in critical reflection in these key domains, and explore their inter-relationships through coursework, research and writings. To this end, faculty and students form a diverse community of learners in order to continuously examine each of the following elements and their interconnections:

- Creation of a community of learners who are knowledgeable about and active in a variety of discourse communities
- Development of critical reflective perspectives
• Exploring the complexities of issues and the problems which surface from a critical reflective orientation
• Development of multiple and interdisciplinary perspectives
• Building on previous undergraduate and graduate work
• Exploring the implications of ideas from diverse individual, social, psychological, cultural, political and historical perspectives
• Interrogating multiple ways of knowing: raising epistemological and ontological questions
• Building a capacity to consider and/or engage in social action in a variety of settings
• Contributing to our knowledge and understanding in disciplinary fields
• Developing habits of scholarship in a variety of areas including teaching, research, writing, publication, presentations and leadership in professional organizations

The above orientation to doctoral studies distinguishes our program locally and places it at the cutting-edge nationally. The conceptual framework is imbedded into each of the doctoral programs, which further develop it in accordance to the specific disciplinary perspective.

Admission Criteria

In addition to the NLU Graduate Admission Requirements (p. 14), applicants must submit all of the following to the Office of Admissions prior to consideration for admission to any NCE doctoral program:

• A grade point average of 3.25 or better in master’s level courses is required of all applicants. Please note that only credit from regionally accredited institutions will be considered for transfer credit.

• Submit a professional resume or curriculum vitae describing relevant background and work experiences

Individual programs may require additional materials. Please see program pages for details. Applicants will be notified by the program director if additional materials are required.

Financial Aid

Students admitted to the doctoral programs are eligible to apply for the NCE Doctoral Scholarship. Because a major purpose of the doctoral program scholarship fund is to encourage students to take a year off from regular employment for full-time study, highest priority is given to students who plan to undertake doctoral study on a full-time basis for a given academic year. Such students demonstrating need may be eligible for full- or half-tuition scholarships for one academic year. In addition, teaching, staff development, clinical and research opportunities may be available to full-time doctoral students.

Remaining scholarship funds are available for new and continuing doctoral students who register for a half-time course load (three semester hours) or more. The typical award covers half of the tuition during each of the three quarters. Because the size of the scholarship fund is limited, priority is given to doctoral students on the basis of need first, and then on the basis of merit.

Academic Policies

Time Limit

The doctoral degree must be completed within eight years of the date of admission. Within this time frame, a student is expected to make regular and consistent progress, which is subject to periodic review.

Enrollment Requirements and Leave of Absence

It is expected that doctoral students will be continuously registered until the completion of their degrees. When unforeseen circumstances require a student to temporarily withdraw from his or her doctoral studies, the student must submit a Request for a Leave of Absence form in the first quarter of becoming inactive (see the Doctoral Handbook). A leave of absence may be approved for up to one year. Please note that students who are granted a leave of absence must still complete the program within the original eight-year time limit.

Students who have been inactive for three consecutive quarters and are not on an approved leave will be considered withdrawn from the doctoral program. Students who wish to be reinstated must submit a written petition stating the reason for the inactivity to the Academic Policies Committee and file a re-entry form with the Office of Admissions and Records.

Transfer of Credit

Transfer credit for 12 semester hours of post-master’s coursework from NLU or other institutions offering graduate degrees is approved on a case-by-case basis by the directors of the doctoral programs. Approval for transfer credit beyond 12 semester hours may be
obtained through petition to the Academic Policies Committee. Credit for courses taken more than six years prior to the time the student was admitted to the doctoral program must also be approved through petition to the Academic Policies Committee.

**Educational Specialist (Ed.S.) Credits**

The doctoral program requirements may be reduced by a maximum of 33 semester hours when a student has completed an Ed.S. degree and, as part of that program, has completed course or internship requirements that are also Ed.D. requirements. For students completing Ed.S. degrees at institutions other than NLU, the reduction must not exceed 18 semester hours.

Eligible students should petition the director of the doctoral program to which they have been admitted. Requests will be reviewed on a case-by-case basis to determine the number of semester hours by which the doctoral program requirements may be reduced. Final approval for the program reduction must be obtained from the director of doctoral programs and submitted to the registrar's office.

**Grade Policies/Credits**

Programs will monitor student academic progress at the end of each term. Any student who receives one or more grades of “C” or lower in any program, research or doctoral core courses in any one term will be placed on probation. Students on probation will receive official notification from the NCE doctoral office. Probation continues until the student completes all doctoral coursework. A student who receives one or more grades of “C” or lower in two terms will be withdrawn from the program. If the student has already registered for the next term, the student will be charged tuition in accordance with published University policy. Students may appeal such decisions to the individual program directors and then to the Academic Policies Committee following the University Policy on Academic Appeals (p. 26). Students must have a grade point average of 3.0 or higher to fulfill their degree requirements. Courses in which the student has received grades of “D” or lower will not apply toward the degree.

A student who accumulates one or more in-progress/incomplete (“I”) grade for two consecutive terms will not be allowed to register for a subsequent term until in-progress course requirements are completed and the “I” grades are updated. When the “I” grades for at least one quarter are updated to letter grades and posted, the student should contact his or her program director to have the registration hold lifted. “I” grades are issued following the In-Progress Grade Policy (p. 36).

**Comprehensive Qualifying Examinations**

In most programs, a doctoral student must successfully complete a comprehensive examination prior to beginning formal work on his or her dissertation. Each of the doctoral programs determines the format and scope of the comprehensive exam. Students must register for CCD 697 Comprehensive/Qualifying Doctoral Exam Continuation for each term in which they have no other registration, but have not yet passed their comprehensive exams. At least two faculty members and the program director (or designee) of the respective program evaluate the exam. The program director notifies the student in writing concerning the results of the exam. The program director will inform the NCE Director of Doctoral Programs and the student’s advisor of the final outcome. Once a student has passed the comprehensive examination he or she is eligible to register for ESR 604 Dissertation Proposal Seminar and CCD 699 Dissertation. If a student fails the comprehensive examination, the student will not be allowed to proceed to dissertation.

**Dissertation Requirements**

Doctoral students should demonstrate the competencies associated with a traditional dissertation including:

- The ability to analyze, synthesize, interpret and discuss the implications of existing literature on a well-defined question
- The ability to formulate, pose and justify a researchable problem or issue
- The ability to develop an appropriate research design and methodology
- The ability to interpret, analyze, synthesize and discuss the assumptions, contributions and limitations of existing as well as one’s own research

Continuous registration is required until the written dissertation is complete. Students who have been inactive for three consecutive quarters and are not on an approved leave will be considered withdrawn from the doctoral program. Students who wish to be reinstated must file a re-entry form with the Office of Admissions and Records and submit a written petition to the Academic Policies Committee stating the reason for their inactivity.

**Dissertation Completion**

Students planning to complete all doctoral requirements prior to the June, September, December, or April degree dates must adhere to the following time-line:
• Final dissertation hearing must take place no fewer than four weeks prior to the degree date.

• The final bound copy of the dissertation must be received by the University Library at the Lisle Campus no fewer than five business days before the degree date.

• Students obtain approval from the committee to schedule the final hearing, submit the Form to Schedule Dissertation Approval Meeting, and submit a copy of the final document to the Director of Doctoral Program and the Dean’s Representative, no fewer than three weeks prior to the final hearing date.

• Students should plan to complete a final draft of the dissertation and obtain approval for scheduling a final hearing no fewer than seven weeks prior to the degree date.

• Students wishing to participate in June commencement hooding ceremonies must have their final hearing on or before April 30.

• Students who have their hearing after the April 30 deadline will be invited to participate in the June commencement ceremony the following year.

**Doctoral Handbook**

Additional procedures and policies regarding the doctoral programs are included in the Doctoral Handbook. Students are to consult both the University Course Catalog and the Doctoral Handbook to determine program requirements. The Handbook is available on the NCE website at http://www.nl.edu/ncetools/nceintegrateddoctoralprograms/.

**Educational Leadership, Ed.D.**

This program is designed to prepare individuals to serve in school and school district leadership roles in the areas of administration and supervision. By combining coursework and internship experiences, the program integrates theory, research and practice into a cohesive plan of study for educational leaders.

While the coursework for both of the below options is the same, applicants must specify which is appropriate for their needs.

**The District Level Educational Leadership option** is for students interested in earning the doctoral degree and leading and managing multi-school educational systems and school districts, and prepares individuals to serve as systems administrators and district superintendents. This option includes instruction in educational administration; education of students at various levels; system planning and budgeting; educational policy; educational law and regulations; public relations; professional standards and ethics; and applications to specific issues, cultural context, and geographic locales. Students choosing this option must hold an Illinois general administrative or principal endorsement upon admission. Students admitted to this option must complete all 60 SH of the program, including EDL 690 Educational Leadership Internship, and are then eligible to apply for the Illinois Superintendent endorsement.

**The Leadership for Learning and Organizational Development option** is for individuals seeking to supervise instructional and support personnel at the organizational, facility or staff level. Includes instruction in the principles of staffing and organization, the supervision of learning activities, personnel relations, administrative duties related to departmental or unit management, and specific applications to various educational settings and curricula. This option, however, does not lead to state credentials, either principal or superintendent, upon completion of the doctoral program. Students admitted to this option must complete all 60 SH of the program, including EDL 690 Educational Leadership Internship, but are not eligible to apply for principal endorsement or the Superintendent endorsement.

Students taking this option may, in the future, complete the Administration and Supervision, Ed.S. (p. 145) leading to the general administrative or principal endorsement in Illinois and then the Superintendent Subsequent Endorsement (p. 193).

In addition to National College of Education Doctoral Admissions Requirements (p. 175), applicants must:

• Present documented evidence of at least two years of leadership in an educational setting.

• Submit three letters of recommendation. Letters should originate from people supervising the applicant’s professional work or people associated with the applicant’s graduate work.

• Submit written responses to substantive questions that directly speak to the applicant’s intellectual interests, professional goals, compatibility with program and commitments to the values of the program. Each program has its own set of questions and assessment criteria. Applicant responses are considered carefully, along with all other evidence, in determining the applicant’s potential for success in pursuing the Ed.D. degree.

• Note: The admission process occurs in two stages. First, the applicant submits the application and all supporting documentation to the Office of
Admissions by the published deadlines. Faculty from the respective doctoral programs reviews the applications.

The second stage of the admissions process consists of an interview with the program faculty.

The objectives of the interview process are to establish that applicants have clearly defined goals for pursuing doctoral study, to determine that the applicants’ goals may be met through the doctoral programs, to gain further information about the applicants and to clarify areas of concern, to provide an opportunity for applicants to ask questions about the programs and to enable applicants to acquaint themselves with faculty in the programs.

Program Details:
- Requires 60 SH for completion
- Requires an internship
- Requires a dissertation
- Candidates may transfer in up to 12 SH of coursework from another doctoral program if approved by faculty and not part of a completed degree program. Applicants who have completed the Administration and Supervision, Ed.S. degree at NLU may transfer a maximum of 6 SH of internship credit toward the doctoral degree upon the approval of the director of the Educational Leadership doctoral program or designee.

Required Courses

Research and Dissertation - 21 SH
- EDL 628 Organizational Inquiry 3
- EDL 630 Understanding and Using Educational Research 3
- EDL 632 Data-driven Decision Making 3
- CCD 699B Dissertation: Educational Leadership 1 TO 12

Note: CCD 699B must be taken for a total of 12 SH.

Educational Leadership Core - 39 SH
- EDL 601 School Financial Management 3
- EDL 604 Administrative Issues for Pluralistic Schools 3
- EDL 605 Leading Change 3
- EDL 606 Principles and Fundamentals of School Leadership 3
- EDL 608 Community Engagement 3
- EDL 620 School Leadership: Policy and Politics 3
- EDL 622 Curriculum Planning, Organization and Evaluation 3
- EDL 624 Professional Development and School Change 3
- EDL 625 Scholarly Writing for Practitioners 1 TO 4
- EDL 626 Instructional Leadership 3
- EDL 690 Educational Leadership Internship 1 TO 12

Notes: EDL 625 must be taken for a total of 4 semester hours. EDL 690 must be taken for a total of 8 semester hours.

Educational Psychology/Human Learning and Development, Ed.D.

This program is designed to help students integrate theory, research and practice in the field of psychology and education. It helps prepare graduates for leadership and research positions in a broad range of educational settings, universities and continuing education programs for adults. Those whose undergraduate and master’s degrees are not in psychology may be required to complete prerequisites in addition to the requirements below.

In addition to National College of Education Doctoral Admissions Requirements (p. 175), applicants must:
- Submit written responses to substantive questions that directly speak to the applicant’s intellectual interests, professional goals, compatibility with program and commitments to the values of the program. Each program has its own set of questions and assessment criteria. Applicant responses are considered carefully, along with all other evidence, in determining the applicant’s potential for success in pursuing the Ed.D. degree.
- Submit official scores from the Graduate Records Examination (GRE)
- Submit four letters of recommendation. Two of the four required letters should be completed by people associated with the applicant’s recent graduate work and two by people supervising the applicant’s professional work.
- Note: The admission process occurs in two stages. First, the applicant submits the application and all supporting documentation to the Office of Admissions by the published deadlines. Faculty from the respective doctoral programs reviews the applications.
The second stage of the admissions process consists of an interview with the program faculty. Because of the limited size of the doctoral programs, only a small number of applicants are selected to participate in the second stage of the admission process.

The objectives of the interview process are to establish that applicants have clearly defined goals for pursuing doctoral study, to determine that the applicants' goals may be met through the doctoral programs, to gain further information about the applicants and to clarify areas of concern, to provide an opportunity for applicants to ask questions about the programs and to enable applicants to acquaint themselves with faculty in the programs.

**Program Details:**

- Requires 63 SH for completion
- Requires comprehensive examination
- Requires a dissertation

**Required Courses**

**Educational Psychology/Human Learning and Development Core - 15 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPD 659</td>
<td>Studies in Family-School Partnerships and Relationship-Building</td>
<td>3</td>
</tr>
<tr>
<td>EPD 660</td>
<td>Advanced Studies in Cognition: Learning and Knowledge as Social Practices</td>
<td>3</td>
</tr>
<tr>
<td>EPD 667</td>
<td>Advanced Studies in Cognition: Learning through Design-Based Research in Schools</td>
<td>3</td>
</tr>
<tr>
<td>EPD 668</td>
<td>Interpersonal Relationship in Culturally Diverse Educational Environments</td>
<td>3</td>
</tr>
<tr>
<td>EPD 669</td>
<td>Advanced Studies in Problem-Solving Special Education and School Psychology Service Delivery Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Educational Psychology/Human Learning and Development Minor Concentration - 12 SH**

In consultation with a doctoral advisor, choose 12 SH in one or two areas of minor concentrations which are designed to provide breadth of knowledge in areas relevant to Educational Psychology

**Program Electives - 9 SH**

Choose 9 SH of NCE graduate courses in consultation with a doctoral advisor

**Doctoral Core - 6 SH**

**Research and Dissertation - 21 SH**

---

**ESR 604**  Dissertation Proposal Seminar  2
**ESR 612**  Empirical/Analytic Research I  3
**ESR 614**  Interpretive and Critical Research I  3
**ESR 616**  Empirical/Analytic Research II  3
**ESR 618**  Interpretive and Critical Research II  3
**CCD 699D**  Dissertation: Educational Psychology  TO 8

Note: CCD 699D must be taken for a total of 8 semester hours.

**Comprehensive Examination**

The comprehensive examination is taken after completion of the doctoral, research and program core classes (with the exception of the last research course). Students must pass the comprehensive examination prior to formal work on the dissertation and advancement to candidacy for the Ed.D. degree.

**School Psychology, Ed.D.**

This program prepares graduates to work as school psychologists in schools and potentially other clinical settings, to develop breadth or depth in the knowledge and skills of evidence-based practices with schools and families, expand their skills in evaluating and conducting research or to pursue higher education positions.

Students who successfully complete the Ed.D. may be eligible for the School Psychology endorsement if they have not previously been endorsed, but likely would be required to complete additional courses. They also may be eligible for certification by the National Association of School Psychologists (NASP) as Nationally Certified School Psychologists (NCSP) and the Illinois Clinical Psychology license.

Faculty review student progress annually to provide formative evaluation and prepare for the next phase of the program using a combination of course grades, portfolio assessments, field-based competencies and professional dispositions assessment.

**In addition to National College of Education Doctoral Admissions Requirements (p. 175), applicants must:**

- Submit at least 2 letters of recommendation, which are academic in nature, regarding the applicant's capacity for graduate work
Submit written responses to substantive questions that directly speak to the applicant’s intellectual interests, professional goals, compatibility with program and commitments to the values of the program. Each program has its own set of questions and assessment criteria. Applicant responses are considered carefully, along with all other evidence, in determining the applicant’s potential for success in pursuing the Ed.D. degree.

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Note: Applicants may apply to the Ed.D. degree at the time they apply to the M.Ed master’s degree
- Note: Applicants who already hold a master’s degree from a regionally accredited institution may apply to the Ed.D. per required admission criteria
- Note: The admission process occurs in two stages. First, the applicant submits the application and all supporting documentation to the Office of Admissions by the published deadlines. Faculty from the respective doctoral programs reviews the applications.

The second stage of the admissions process consists of an interview with the program faculty. Because of the limited size of the doctoral programs, only a small number of applicants are selected to participate in the second stage of the admission process.

The objectives of the interview process are to establish that applicants have clearly defined goals for pursuing doctoral study, to determine that the applicants’ goals may be met through the doctoral programs, to gain further information about the applicants and to clarify areas of concern, to provide an opportunity for applicants to ask questions about the programs and to enable applicants to acquaint themselves with faculty in the programs.

Program Details:
- Requires 63 SH for completion
- Requires comprehensive examination
- Requires a dissertation
- Requires a full-school year (9–12 month), paid internship in public schools or approved clinical settings

Required Courses
Research and Dissertation - 21 SH
ESR 604 Dissertation Proposal Seminar 2
ESR 610 Paradigms of Research 2
ESR 612 Empirical/Analytic Research I 3
ESR 614 Interpretive and Critical Research I 3
ESR 616 Empirical/Analytic Research II 3
or
ESR 618 Interpretive and Critical Research II 3
CCD 699F Dissertation: School Psychology 1 TO 8

Note: CCD 699F must be taken for a total of 8 semester hours.

School Psychology Core - 29 SH
EPS 654 Multi-Tiered Systems of Support in Mental Health 3
EPS 659 Studies in Family-school Partnerships and Relationship-Building 3
EPS 668 Diversity and Multiculturalism in Schools 3
EPS 669 Multi-Tiered Systems of Services and Supports as a Vehicle for School Change 3
EPS 670 Fundamentals of Supervision 1 TO 3
EPS 690 Doctoral Internship in School Psychology 2
EPS 692 Doctoral Practicum in School Psychology 2

Notes: EPS 670 must be taken for 3 semester hours. EPS 690 must be taken for a total of 8 semester hours. EPS 692 must be taken for a total of 6 semester hours.

Program Electives - 13 SH
Choose 13 SH of NCE graduate courses with the approval of a doctoral advisor

Comprehensive Examination
The comprehensive examination is taken after completion of the doctoral, research and program core classes (with the exception of the last research course). Students must pass the comprehensive examination prior to formal work on the dissertation and advancement to candidacy for the Ed.D. degree.

Teaching and Learning EdD
National College of Education offers three options to earn the Teaching and Learning, Ed.D. degree:
- Curriculum, Advocacy and Policy (CAP) (p. 181)
• Disabilities and Equity in Education (DEE) (p. 182)
• Reading and Language (R&L) (p. 183)

Curriculum, Advocacy and Policy, Ed.D.

The Curriculum, Advocacy and Policy doctoral program is designed to prepare high level scholar-practitioners for curriculum leadership positions in schools and other educational communities. The program emphasizes engagement in processes of critical reflection about issues of curriculum in relation to the school community and society and on developing the scholarship necessary to be leaders and change agents, scholars and researchers.

In addition to National College of Education Doctoral Admissions Requirements, applicants must:

• Submit three letters of recommendation. Two of the three required letters should be completed by people who can attest to the candidate’s capacity to complete rigorous graduate studies and one by a person supervising the applicant’s professional work.
• Submit written responses to the following four questions:
  • What are your professional goals and how do you envision doctoral experiences supporting and/or relevant to achieving those goals?
  • What previous professional and personal experiences encouraged you to apply to this doctoral program?
  • Please explain what readings, academic studies or specific ideas have contributed to your current understandings as a professional.
  • How do you strive to enact these understandings?
• Note: The admission process occurs in two stages:
  • First, the applicant submits the application and supporting documentation to the Office of Admissions by the published deadlines. The Office of Admissions will forward to the doctoral committee the completed application form once all documentation is received. A faculty committee will review the documents and decide if and when to invite the applicant for a second stage of the admissions process.
  • The second stage will consist of having all applicants who appear to be a good match for the program being invited to campus for the second stage of the review process that includes three components: a group interview, a written response, and an individual interview.
  • The first part of this will be a group interview in which a faculty committee will interview applicants as a group. This will include a discussion/conversation among the candidates and the committee members, focusing on an article, selected by faculty and sent to the applicant in advance.
  • After the group discussion, students will write a reflective essay on the ideas provoked by the discussion. Faculty will later review the essays to assess the student’s ability to construct a written document.
  • Individual interviews will follow the writing portion to enable faculty and the applicant to focus on individual and programmatic goals.

Program Details:
• Requires 63 SH for completion
• Requires qualifying paper
• Requires a dissertation

Required Courses

Foundational Core - 18 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCD 605</td>
<td>Scholarly Habits of Mind</td>
<td>6</td>
</tr>
<tr>
<td>CCD 615</td>
<td>Psychological Foundations of Teaching and Learning</td>
<td>3</td>
</tr>
<tr>
<td>CCD 620</td>
<td>Epistemology of Learning, Teaching and Inquiry</td>
<td>3</td>
</tr>
<tr>
<td>CCD 625</td>
<td>Critical Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CCD 630</td>
<td>Teacher Knowledge in Disciplines</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: CCD 605 must be taken for a total of 6 SH.

Curriculum, Advocacy and Policy Core - 15 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAP 600</td>
<td>Curriculum Theory: Historical, Philosophical, and Political Issues</td>
<td>3</td>
</tr>
<tr>
<td>CAP 601</td>
<td>Cultures of Schools and Communities</td>
<td>3</td>
</tr>
<tr>
<td>CAP 602</td>
<td>Curriculum Theory: Contemporary Issues and Practices</td>
<td>3</td>
</tr>
<tr>
<td>CAP 603</td>
<td>Curriculum Planning, Organization, and Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>CAP 605</td>
<td>Professional Development and School Change</td>
<td>3</td>
</tr>
</tbody>
</table>

Research and Dissertation - 17 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESR 612</td>
<td>Empirical/Analytic Research I</td>
<td>3</td>
</tr>
</tbody>
</table>
ESR 614 Interpretive and Critical Research I 3
ESR 616 Empirical/Analytic Research II 3
or
ESR 618 Interpretive and Critical Research II 3
and
CCD 699A Dissertation: Curriculum and Social Inquiry 1-8

Note: CCD 699A must be taken for a total of 8 semester hours.

Program Electives - 13 SH
Choose 13 SH of NCE graduate courses in consultation with the doctoral advisor

Qualifying Paper
When students complete all courses, with the exception of ESR 616 or ESR 618, they will work with a faculty advisor to plan a qualifying paper that represents a synthesis of their learning. This plan must be approved by the advisor and the program director for the paper’s focus and the start date. Before starting the writing, but after obtaining approval, the student registers for CCD 697A.

Disability and Equity in Education, Ed.D.
Social equity and justice require action and social action requires leaders who are critically reflective, future-oriented thinkers willing to take risks and accept responsibilities for enacting the vision of a just society. The heart of the Disability and Equity in Education doctoral program is a commitment to working actively and strategically toward social justice and equity in schools, communities, policy, politics and practice.

This program is designed for those interested in exploring the historical, political, social, cultural, pedagogical and philosophical values, beliefs and processes that have constructed disability in education. The Disability and Equity in Education program prepares educators for roles in higher education, teacher education, research, community leadership or public policy analysis.

In addition to National College of Education Doctoral Admissions Requirements (p. 175), applicants must:

- Submit three letters of recommendation. Two of the three required letters should be completed by people who can attest to the candidate’s capacity to complete rigorous graduate studies and one by a person supervising the applicant’s professional work.

- Submit written responses to the following four questions:
  - What are your professional goals and how do you envision doctoral experiences supporting and/or relevant to achieving those goals?
  - What previous professional and personal experiences encouraged you to apply to this doctoral program?
  - Please explain what readings, academic studies or specific ideas have contributed to your current understandings as a professional.
  - How do you strive to enact these understandings?

- Note: The admission process occurs in two stages:
  - First, the applicant submits the application and supporting documentation to the Office of Admissions by the published deadlines. The Office of Admissions will forward to the doctoral committee the completed application form once all documentation is received. A faculty committee will review the documents and decide if and when to invite the applicant for a second stage of the admissions process.
  - The second stage will consist of having all applicants who appear to be a good match for the program being invited to campus for the second stage of the review process that includes three components: a group interview, a written response, and an individual interview.
    - The first part of this will be a group interview in which a faculty committee will interview applicants as a group. This will include a discussion/conversation among the candidates and the committee members, focusing on an article, selected by faculty and sent to the applicant in advance.
    - After the group discussion, students will write a reflective essay on the ideas provoked by the discussion. Faculty will later review the essays to assess the student’s ability to construct a written document.
    - Individual interviews will follow the writing portion to enable faculty and the applicant to focus on individual and programmatic goals.

Program Details:
- Requires 63 SH for completion
• Requires a qualifying paper
• Requires a dissertation

**Required Courses**

**Foundational Core - 18 SH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCD 605</td>
<td>Scholarly Habits of Mind</td>
<td>1 TO 6</td>
</tr>
<tr>
<td>CCD 615</td>
<td>Psychological Foundations of Teaching and Learning</td>
<td>3</td>
</tr>
<tr>
<td>CCD 620</td>
<td>Epistemology of Learning, Teaching and Inquiry</td>
<td>3</td>
</tr>
<tr>
<td>CCD 625</td>
<td>Critical Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>CCD 630</td>
<td>Teacher Knowledge in Disciplines</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: CCD 605 must be taken for a total of 6 SH.

**Disability and Equity in Education Core - 15 SH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEE 603</td>
<td>Activism and Inclusion in Democratic Education</td>
<td>3</td>
</tr>
<tr>
<td>DEE 604</td>
<td>Politics of Assessment</td>
<td>3</td>
</tr>
<tr>
<td>DEE 605</td>
<td>History of Disability in Education</td>
<td>3</td>
</tr>
<tr>
<td>DEE 690</td>
<td>Seminar: Special Topics in Disability and Equity in Education</td>
<td>3</td>
</tr>
<tr>
<td>DEE 693</td>
<td>Disability Studies in Education Seminar</td>
<td>3</td>
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</tbody>
</table>

**Research and Dissertation - 17 SH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESR 612</td>
<td>Empirical/Analytic Research I</td>
<td>3</td>
</tr>
<tr>
<td>ESR 614</td>
<td>Interpretive and Critical Research I</td>
<td>3</td>
</tr>
<tr>
<td>ESR 616</td>
<td>Empirical/Analytic Research II</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ESR 618</td>
<td>Interpretive and Critical Research II</td>
<td>3</td>
</tr>
<tr>
<td>CCD 699E</td>
<td>Dissertation: Disability and Equity in Education</td>
<td>1 TO 8</td>
</tr>
</tbody>
</table>

Note: CCD 699E must be taken for a total of 8 semester hours.

**Program Electives - 13 SH**

Choose 13 SH of NCE graduate courses in consultation with the doctoral advisor

**Qualifying Paper**

When students complete all courses, with the exception of ESR 616 or ESR 618, they will work with a faculty advisor to plan a qualifying paper that represents a synthesis of their learning. This plan must be approved by the advisor and the program director for the paper’s focus and the start date. Before starting the writing, but after obtaining approval, the student registers for CCD 697E.

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**Reading and Language, Ed.D.**

This program is designed to prepare graduates who are interested in school-based leadership positions, advanced clinical work or college-level teaching. Rigorous coursework and carefully supervised internships in clinical supervision, teaching, research, staff development and evaluation constitute the core of the preparation experience.

**In addition to National College of Education Doctoral Admissions Requirements (p. 175), applicants must:**

- Submit official transcripts from all institutions attended.
- Submit three letters of recommendation. Two of the three required letters should be completed by people who can attest to the candidate’s capacity to complete rigorous graduate studies and one by a person supervising the applicant’s professional work.
- Submit written responses to the following four questions:
  - What are your professional goals and how do you envision doctoral experiences supporting and/or relevant to achieving those goals?
  - What previous professional and personal experiences encouraged you to apply to this doctoral program?
  - Please explain what readings, academic studies or specific ideas have contributed to your current understandings as a professional.
  - How do you strive to enact these understandings?
- Note: The admission process occurs in two stages:
  - First, the applicant submits the application and supporting documentation to the Office of Admissions by the published deadlines. The Office of Admissions will forward to the doctoral committee the completed application form once all documentation is received. A faculty committee will review the documents and decide if and when to invite the applicant for a second stage of the admissions process.
• The second stage will consist of having all applicants who appear to be a good match for the program being invited to campus for the second stage of the review process that includes three components: a group interview, a written response, and an individual interview.

• The first part of this will be a group interview in which a faculty committee will interview applicants as a group. This will include a discussion/conversation among the candidates and the committee members, focusing on an article, selected by faculty and sent to the applicant in advance.

• After the group discussion, students will write a reflective essay on the ideas provoked by the discussion. Faculty will later review the essays to assess the student’s ability to construct a written document.

• Individual interviews will follow the writing portion to enable faculty and the applicant to focus on individual and programmatic goals.

Program Details:
• Requires 63 SH for completion
• Requires a qualifying paper
• Requires a dissertation

Required Courses
Foundational Core - 18 SH

CCD 605 Scholarly Habits of Mind 1 TO 6
CCD 615 Psychological Foundations of Teaching and Learning 3
CCD 620 Epistemology of Learning, Teaching and Inquiry 3
CCD 625 Critical Policy Analysis 3
CCD 630 Teacher Knowledge in Disciplines 3

Note: CCD 605 must be taken for a total of 6 SH.

Reading and Language Core - 15 SH

RLD 600 Language, Linguistics and Literacy 3
RLD 601 Research in Early Literacy (Orthography and Word Recognition) 3
RLD 602 Reading Comprehension: Research and Application 3
RLD 606 Instruction and Staff Development in Reading and Language 3
RLD 607 Theory and Research in Writing 3

Research and Dissertation - 17 SH

ESR 612 Empirical/Analytic Research I 3
ESR 614 Interpretive and Critical Research I 3
ESR 616 Empirical/Analytic Research II 3
ESR 618 Interpretive and Critical Research II 3
ESR 616 or ESR 618 and CCD 699C Dissertation: Reading and Language 1 TO 8

Note: CCD 699C must be taken for a total of 8 semester hours.

Program Electives - 13 SH
Choose 13 SH of NCE graduate courses in consultation with the doctoral advisor.

Qualifying Paper
When students complete all courses, with the exception of ESR 616 or ESR 618, they will work with a faculty advisor to plan a qualifying paper that represents a synthesis of their learning. This plan must be approved by the advisor and the program director for the paper’s focus and the start date. Before starting the writing, but after obtaining approval, the student registers for CCD 697E.

Non-Degree Endorsement Offerings
NLU offers coursework that may lead to endorsements on the Illinois Professional Educator License. These endorsements have additional requirements beyond coursework. Visit the Illinois State Board of Education for more details.

Bilingual Education Endorsement
NLU courses meet the Illinois standards for endorsement in Bilingual Education. Earning the endorsement calls for both coursework and fulfilling additional requirements. Students are not required to be admitted to NLU if earning the endorsement independently of any degree program or certificate.

Coursework:
• 18 SH per the tables below
• A grade of “C” or better in all coursework is required
**Additional requirements:**

- A valid and active Professional Educator License
- 100 clock hours of clinical experience or 3 months’ teaching experience with limited English proficient students (20 clinical/clock hours may be earned in each course)
- Proficiency in a foreign language, as demonstrated in the Illinois Target Language Proficiency Exam, is required for the endorsement
- Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

**Required Courses**

**Bilingual Education Approval or Endorsement Courses - 15 SH**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>CIL 506</td>
<td>Methods and Materials for Teaching Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
<td>3</td>
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</table>

**Bilingual Education Approval or Endorsement Electives - 3 SH**

Choose 3 SH from the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 501</td>
<td>Introduction to Linguistics for TESOL</td>
<td>3</td>
</tr>
<tr>
<td>CIL 511</td>
<td>Family Literacy for Linguistically and Culturally Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>CIL 512</td>
<td>Reading in a New Language: Linguistic Considerations</td>
<td>3</td>
</tr>
<tr>
<td>CIL 532</td>
<td>Technology Instruction for Linguistically and Culturally Diverse Students</td>
<td>3</td>
</tr>
</tbody>
</table>

**Director of Special Education Endorsement**

NLU offers coursework suitable for candidates interested in earning the State of Illinois Director of Special Education endorsement.

Candidates for this endorsement must have:

- An Illinois Professional Education License (PEL) already endorsed in an ISBE-approved administrative field
- Documentation of a minimum of two years of full time special education teaching (LBSI) on a valid Illinois license as the teacher of record within a Pre K-age 21 (common schools) experience or service as a school social worker, school psychologist or speech language pathologist on a valid IL license
- A master's degree or higher from a regionally accredited institution
- Completed 30 SH of relevant coursework, as described below
- Passed the TAP or ISBE-approved alternative (p. 126)
- Passed the Director of Special Education content test (#180)

**Required Courses**

**Four Required Areas of Coursework**

In accordance with ISBE requirements, candidates must take one course in each of the following areas:

- The supervision of programs for children with disabilities
- Special education law
- Special education finance
- Cross-categorical special education methods

The below coursework fulfills ISBE’s criteria.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 561</td>
<td>Administration and Supervision of Programs for Exceptional Children, Adolescents and Young Adults</td>
<td>3</td>
</tr>
<tr>
<td>SPE 549</td>
<td>Legal Aspects of Administration and Supervision of Programs for Exceptional Children, Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 544</td>
<td>School Finance for Special Education Administrators</td>
<td>3</td>
</tr>
<tr>
<td>SPE 527</td>
<td>Differentiated and Individualized Curriculum and Instruction</td>
<td>3</td>
</tr>
</tbody>
</table>

**Additional Coursework**

ISBE requires that candidates for the Director of Special Education endorsement take the remainder of their 30 semester hours of coursework in any of the following areas:

- Curricular adaptations/modifications and/or assistive technology
- Facilitation of the least restrictive environment for all students
- Characteristics of students with disabilities
- Collaboration of parents and school personnel
• Educational and psychological diagnosis and remedial techniques

The below courses are aligned with one or more of these areas.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 503</td>
<td>Collaborative and Consultative Teaming and Teaching</td>
<td>3</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
<tr>
<td>SPE 507</td>
<td>Methods of Social/Emotional Support</td>
<td>3</td>
</tr>
<tr>
<td>SPE 508</td>
<td>Literacy Across the Curriculum for Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 509</td>
<td>Literacy Instruction for Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>SPE 523</td>
<td>Teaching Students with Math Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>SPE 545</td>
<td>Assistive Technology</td>
<td>2</td>
</tr>
<tr>
<td>SPE 572</td>
<td>Practicum I</td>
<td>2 OR</td>
</tr>
</tbody>
</table>

Note: SPE 572 should be taken for 2 semester hours.

Early Childhood Education Subsequent Teaching Endorsement

Teachers who have an Illinois Professional Educator License endorsed for elementary education, secondary education or special education may add an endorsement in early childhood education through this standards-based sequence. Teachers who have only a teaching credential from another state or who have only a temporary, substitute or other specialized teaching credential are not eligible for this program. Candidates for subsequent teaching endorsement must be admitted to NLU.

Eligible candidates begin by completing ECE 569 which includes the development of a college-approved electronic portfolio as a self-assessment of the extent to which they have met the state standards for early childhood endorsement. A faculty team from the new endorsement area will review the portfolio and determine additional requirements for the endorsement. Candidates then meet with an advisor from early childhood to plan a personalized program.

At the conclusion of this personalized program, candidates complete a practicum experience, ECE 575, the extent of which is determined by the faculty team, taking into account candidates’ previous experience and state standards. At the conclusion of the practicum, candidates may apply for state endorsement in early childhood education.

In addition to National College of Education Graduate Admission Requirements (p. 138), applicants must:

• Have a valid and current Illinois Professional Educator License
• Have two years of classroom experience, within the last five years, prior to beginning ECE 569
• Have written verification of classroom experience from a previous or current employer
• Sit for an interview with a faculty advisor
• Note: Applicants who were certified originally out-of-state or before 1994 need to pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

Required Courses

<table>
<thead>
<tr>
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<tr>
<td>ECE 575</td>
<td>Subsequent Certification Practicum</td>
<td>3 TO 6</td>
</tr>
</tbody>
</table>

Note: Additional program content and general education courses are selected with the program area advisor to help candidates meet the licensure requirements. Study plans documenting selected courses are created at the completion of ECE 569.

Early Childhood Special Education Endorsement

Students may earn an Early Childhood Special Education endorsement on a Professional Educator License already endorsed for self-contained general education (age 0 to grade 3) or LBS I (preK to age 21) by having the following four courses required by the Illinois State Board of Education. The Early Childhood Special Education Endorsement is valid for PreK special education only. Any PreK teacher teaching in a special education setting must hold this credential.

Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

Required Courses
Elementary Education Subsequent Teaching Endorsement

Teachers who have an Illinois Professional Educator License endorsed for early childhood education, secondary education or special education may add a subsequent teaching endorsement in elementary education through this standards-based sequence. Teachers who have only a teaching credential from another state or who have only a temporary, substitute or other specialized teaching credential are not eligible for this program. Candidates for subsequent teaching endorsement must be admitted to NLU.

Eligible candidates begin by completing ELE 569 which includes the development of a college-approved electronic portfolio as a self-assessment of the extent to which they have met the state standards for elementary endorsement. A faculty team from the new endorsement area will review the portfolio and determine additional requirements for endorsement. Candidates then meet with an advisor from elementary education to plan a personalized program.

At the conclusion of this personalized program, candidates complete a practicum experience, ELE 575, the extent of which is determined by the faculty team, taking into account candidates' previous experience and state standards. At the conclusion of the practicum, candidates may apply for state endorsement in elementary education.

In addition to National College of Education Graduate Admission Requirements (p. 138), applicants must:

- Have a valid and current Illinois Professional Educator License
- Have two years of classroom experience, within the last five years, prior to beginning ELE 569
- Have written verification of classroom experience from a previous or current employer
- Sit for an interview with a faculty advisor
- Note: Applicants who were certified originally out-of-state or before 1994 need to pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

Required Courses

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</tr>
<tr>
<td>ELE 575</td>
<td>Subsequent Certification Practicum</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Additional program content and general education courses are selected with the program area advisor to help candidates meet the licensure requirements. Study plans documenting selected courses are created at the completion of ELE 569.

English as a Second Language Endorsement

National Louis University courses meet the Illinois standards for endorsement in English as a Second Language. Earning the endorsement calls for both coursework and fulfilling additional requirements. Students are not required to be admitted to NLU if earning the endorsement independently of any degree program or certificate.

Coursework:
- 18 SH per the tables below

Additional requirements:
- A valid and active Professional Educator License
- 100 clock hours of clinical experience or three months of teaching experience with limited English proficient students (20 clinical/clock hours may be earned in each course)
- Note: Candidates may be eligible for federal financial aid. Consult the Financial Aid office for more information.

Required Courses

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</thead>
<tbody>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
</tbody>
</table>
CIL 531 Cross Cultural Education 3
CIL 501 Introduction to Linguistics for TESOL 3
or
CIL 512 Reading in a New Language: Linguistic Considerations 3

English as a Second Language Concentration-Electives - 3 SH
Choose 3 SH from the below courses:
CIL 501 Introduction to Linguistics for TESOL 3
CIL 511 Family Literacy for Linguistically and Culturally Diverse Learners 3
CIL 512 Reading in a New Language: Linguistic Considerations 3
CIL 532 Technology Instruction for Linguistically and Culturally Diverse Students 3

Learning Behavior Specialist I (LBS I) Endorsement
The LBS I endorsement is for teachers with a valid Illinois Professional Educator License endorsed for early childhood and self-contained general education (age 0 to grade 3), self-contained general education (kindergarten to grade 9) or secondary education with applicable levels and content areas. In order to earn the endorsement, candidates must pass the LBS I content test.

Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

Required Courses
SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3
SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3
SPE 527 Differentiated and Individualized Curriculum and Instruction 3

Learning Behavior Specialist II (LBS II) Endorsement
National College of Education offers two non-degree special education programs that address state standards-based requirements needed to demonstrate competency in the area of Learning Behavior Specialist II (LBS II) for the Curriculum Adaptation Specialist and Technology Specialist. These endorsements are only available to teachers who have an LBS I endorsement.

In addition to National College of Education Graduate Admission Requirements (p. 138), candidates must:

- Have a valid Illinois Professional Educator License with LBS I (preK to age 21) endorsement
- Pass the Illinois APT Test

Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

LBS II Curriculum Adaptation Specialist
The LBS II Curriculum Adaptation Specialist prepares candidates to select or design accommodations and adaptations to the general curriculum and instruction for students with disabilities, ages 3–21. The program prioritizes translating research into practice, fostering collaboration among professionals, selecting and designing curricular and instructional adaptations and making curriculum-based assessments.

Required Courses
LBS II Curriculum Adaptation Specialist - 12 SH
SPE 554 Application of Learning Theories in Student Centered Learning Environments 3
SPE 555 Differentiated Instruction in the Least Restrictive Environment 3
SPE 556 Planning and Designing Responsive Learning Environments 3
SPE 590 Special Education Clinical Internship 2
OR 3
Note: Students must take SPE 590A three times for 1 SH each to equal 3 SH.

**LBS II Technology Specialist - 12 SH**

- **SPE 546** Foundations of Assistive Technology 3
- **SPE 547** Assistive Technology for the Universal Design Classroom 3
- **SPE 548** Applications of Assistive Technology 3
- **SPE 590** Special Education Clinical Internship 2 OR 3

Note: Students must take SPE 590A three times for 1 SH each to equal 3 SH.

**Reading Teacher Endorsement**

The reading sequence of courses at NLU fulfills the State of Illinois guidelines for the preparation of Reading Teachers. Candidates are referred to the website of the Illinois State Board of Education for specific requirements, updates and amendments.

**Coursework:**
- 24 SH of Reading courses
- A grade of “C” or better in all coursework is required
- Practicum

**Additional requirements:**
- Candidates must pass the Reading Teacher Test #177 or Reading Specialist test #176
- Candidates must be admitted to Reading, M.Ed. (p. 161)
- Teacher certification
- Membership in professional literacy organization
- An electronic portfolio
- Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

**Required Courses**

**Reading Program - 21 SH**

- **RLR 501** Teaching Beginning Literacy 3
- **RLR 502** Teaching Comprehension and Content Area Reading 3
- **RLW 541** Teaching Writing 2 TO 3

**Reading Electives - 9 SH**

Choose 9 SH from RLL (p. 382), RLR (p. 388), or RLW (p. 390) courses with advisor approval.

**Note:** No workshops are accepted.

**School Counseling Endorsement**

NLU courses meet the Illinois standards for School Counseling endorsement. Earning the endorsement calls for both coursework and fulfilling additional requirements. Candidates are referred to the website of the Illinois State Board of Education for specific requirements, updates and amendments.

**In addition to the College of Professional Studies and Advancement Graduate Admission Requirements (p. 113), applicants must:**
- Have a master’s degree in clinical counseling or in an equivalent clinical program
- Submit official transcripts from all institutions attended
- Submit the results of the Watson-Glaser Critical Thinking Appraisal
- Submit three letters of recommendation
- Complete an admission interview with a faculty member
- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Submit a written response to questions provided by the Office of Admissions

**Coursework:**
- 12 SH OR 22 SH—Additional courses, as determined by an individual evaluation with the Counseling faculty, may be required
• A grade of “B” or better in all coursework is required
• Practicum
• An internship
• Candidates must fulfill coursework for one of two options: Course requirements for candidates who hold a Professional Educator License OR Course requirements for candidates who do not hold a Professional Educator License

Additional requirements:
• Note: Candidates are eligible for federal financial aid only for courses used for a degree in which the candidate is simultaneously enrolled
• Note: This program is offered jointly through the College of Professional Studies and Advancement and the National College of Education
• Those who hold the Masters of Science in Counseling from NLU must retake HSC 581 and HSC 582 in order to fulfill the internship requirement for this endorsement

Required Courses
Course Requirements for Candidates Who Hold a Professional Educator License - 12 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 534</td>
<td>School Counseling: Theory, Issues and Practice</td>
<td>3</td>
</tr>
<tr>
<td>HSC 533</td>
<td>Counseling Practicum</td>
<td>3</td>
</tr>
<tr>
<td>HSC 581</td>
<td>Counseling Internship I</td>
<td>3</td>
</tr>
<tr>
<td>HSC 582</td>
<td>Counseling Internship II</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Requirements for Candidates Who Do Not Hold a Professional Educator License - 22 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 539</td>
<td>Foundations of Behavioral Support</td>
<td>2</td>
</tr>
<tr>
<td>EPS 509</td>
<td>Structure and Organization of the Educational System for School Counselors</td>
<td>2</td>
</tr>
<tr>
<td>LAP 506</td>
<td>Advanced Human Development</td>
<td>3</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>HSC 534</td>
<td>School Counseling: Theory, Issues and Practice</td>
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</tr>
<tr>
<td>HSC 582</td>
<td>Counseling Internship II</td>
<td>3</td>
</tr>
</tbody>
</table>

Secondary Education Subsequent Teaching Endorsement
Teachers who have an Illinois Professional Educator License endorsed for early childhood education, elementary education or special education may add endorsement in secondary education through this standards-based sequence. Teachers who have only a teaching credential from another state or who have only a temporary, substitute or other specialized teaching credential are not eligible for this program. Candidates for subsequent teaching endorsement must be admitted to NLU.

Eligible candidates begin by completing SEC 569, which includes the development of a college-approved electronic portfolio as a self-assessment of the extent to which they have met the state standards for secondary endorsement. A faculty team from the new endorsement area will review the portfolio and determines additional requirements for endorsement. Candidates then meet with an advisor from secondary education to plan a personalized program.

At the conclusion of this personalized program, candidates complete a practicum experience, SEC 575, the extent of which is determined by the faculty team, taking into account candidates’ previous experience and state standards. Upon conclusion of the practicum, candidates may apply for state endorsement in secondary education.

In addition to National College of Education Graduate Admission Requirements (p. 138), applicants must:

• Have a valid and current Illinois Professional Educator License
• Have two years of classroom experience, within the last five years, prior to beginning SEC 569
• Have written verification of classroom experience from a previous or current employer
• Sit for an interview with a faculty advisor
• Fulfill the subject area-specific requirements as specified below
• Note: Applicants who were certified originally out-of-state or before 1994 need to pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information. Biological Science:

• Have a grade point average of 3.0 or better in Biology coursework
• Have 12 SH of upper division courses in Biology
• Pass the Content Test in Biology
• A major in Biology from a regionally accredited institution or a minimum of 24 SH of coursework in Biology with 10 SH of laboratory courses and at least one course in each of the areas listed below:
  • One course in Chemistry
  • One course in Earth Science/Space Science
  • One course in Environmental Science
  • One course in Physics
  • 6 SH in Math—must be above College Algebra

**English/Language Arts:**

• Have a grade point average of 3.0 or better in English coursework
• Have 32 SH of coursework in English (12 SH of upper division courses)
• Pass the Content Test in English/Language Arts
• 9 SH in Writing Skills: 6 SH of Composition (Comp I/II, advanced writing courses, or writing-intensive courses) and 3 SH of Creative Writing
• 17 SH must be in Literature with one course in each of the following areas:
  • Introduction to Literary Criticism
  • American Literature
  • English Literature
  • Nonwestern or Ethnic American Literature
  • Shakespeare
  • Poetry or Adolescent Literature
• 6 SH can be in writing, literature, speech or journalism

**Foreign Languages:**

• Choose a foreign language designation from one of the following: Chinese (Cantonese), Chinese (Mandarin), French, German, Hebrew, Italian, Japanese, Korean, Latin, Russian or Spanish
• Have a grade point average of 3.0 or better in foreign language designation coursework
• Have 32 SH of coursework in foreign language designation (12 SH of upper division)
• Pass the ACTFL foreign language oral proficiency exam
• Pass the foreign language designation test

**Mathematics:**

• Beginning Language I & II in the designation language
• Intermediate Language I & II in the designation language
• One course in each of the following areas in the designation language:
  • Grammar and Composition
  • Introduction to Literature
  • Introduction to History and Culture

**Mathematics:**

• Have a grade point average of 3.0 or better in Mathematics coursework
• Have 32 SH of coursework in Mathematics (12 SH of upper division courses)
• Pass the Content Test in Mathematics
• CALCULUS (6 SH)—These courses should cover the topics of limits, continuity, differentiation and applications of integration and possibly some topics from analytic geometry. The use of calculus in solving real life problems with technology should be emphasized. The courses meeting this requirement should be sequential in nature.
• FOUNDATIONS OF GEOMETRY (or COLLEGE GEOMETRY) (3 SH)—This focuses on major concepts of Euclidean geometry, with introduction of non-Euclidean geometry, including the study of axiom and postulate-based deductive systems and the development of mathematical conjectures and proofs. The construction and representation of two and three-dimensional shapes is included as perspective drawings, or physical models, and as virtual representations, using dynamic geometry applications.
• GEOMETRY (3 SH)—Courses such as projective, affine and topology fit here. Three semester hours of an analytic geometry that was integrated in a calculus sequence may be placed here. These three semester hours of geometry must be upper (300/400/graduate) level.
• NUMBER THEORY (3 SH)—Courses should contain number theory, comparisons of numbers and number systems, and representation/application of complex numbers. Courses with titles such as group theory, ring theory and field theory will also fit in this area.
• MODERN/ABSTRACT ALGEBRA (3 SH)—Courses within this area should contain the development of the real number system and its...
subsystems and the analysis and explanation of procedures used for operations involving integers, rational, real and complex numbers. The use of technology to demonstrate and apply the properties of real numbers and their use in solving real life problems should also be included in this course.

• **LINEAR ALGEBRA (3 SH)**—The content of the course should include matrices and their operations, solutions of systems and equations, vector spaces, linear transformation, eigen values and eigenvectors with a focus on the use of linear algebra in solving real life problems. A course in matrix algebra or matrix theory will fit in this area.

• **DISCRETE MATHEMATICS (3 SH)**—Coursework within this area will involve the elements of graph theory, recurrence relations, finite difference approaches, linear programming and combinatorics. Coursework can also contain discrete structures and the application of algorithms. Courses with titles such as finite math, logic, data structures and discrete structures would also fit in this area.

• **PROBABILITY & STATISTICS (3 SH)**—Coursework in this area should contain the treatment of topics as mutually exclusive events, independent ad dependent events, conditional probability, combinatorics, random variables, sampling methods, confidence intervals, inferential statistics, distributions and correlation. Estimating probabilities and data representation using graphing calculators or statistical software should also be covered in this course. A statistics in other areas (business, economics, etc.) may be placed here.

• **HISTORY OF MATHEMATICS (3 SH)**—This course provides a study of the historical development of the central concepts of mathematics from early times to the present. Students analyze the accomplishments of significant mathematicians within historical, cultural, and scientific contexts, including contributions from diverse cultures.

• **MATH ELECTIVES (2 SH)**—any college-level math electives if needed to reach 32 SH

**Physical Science:**

• Choose a designation from one of the following: Chemistry, Earth Science, Environmental Science or Physics

• Have a grade point average of 3.0 or better in designation coursework

• Have 32 SH of coursework in Science (12 SH of upper division)

• Have a major from a regionally-accredited institution (or minimum 24 SH) in a single designated area (10 SH of laboratory coursework for students who don’t have major in the designated area)

• Have at least one course in Biology and each of the other designations

• Have 6 SH in Math—must be above College Algebra. Courses that will count include Trigonometry, Differential Equations, Advanced Algebra, Statistics and other upper level Math courses.

• Pass the Content Test in designation area

**Social Studies:**

• Choose a designation from one of the following: Economics, Geography, History, Political Science, Psychology, Sociology/Anthropology or Broad-based Social Science

• Have a grade point average of 3.0 or better in designation coursework

• Have 32 SH of coursework in Social Studies (12 SH of upper division)

• Submit a passing score in at least five of the six categories (including the designation area) on the Praxis II Social Studies Content Knowledge Examination taken within the past 10 years. Students who pass more than three, but fewer than five categories (including the area of endorsement) will be considered for four-course review admission status.

• A major from a regionally accredited institution in one of the designation areas, minimum 24 SH (Economics, Geography, History, Political Science, Psychology or Sociology/Anthropology)

• At least one course in each of the additional areas listed below (excluding the area of designation):

  • Economics
  • Geography
  • Political Science
  • Psychology
  • Sociology/Anthropology
  • U.S. History
  • World History
  • A course with a nonwestern focus
Candidates who do not have a major in one of the designations of Economics, Geography, History, Political Science, Psychology or Sociology/Anthropology may choose the Broad-based Social Science endorsement. Candidates must fulfill all of these areas:

- 18 SH of History including the minimum of two U.S. History courses and one in Nonwestern/World History (can be Africa, Asia, Caribbean, Central and South America or Pacifica)
- One course in Economics
- One course in Geography
- One course in Political Science
- One course in Psychology
- One course in Sociology/Anthropology
- Pass the Content Test (114)

**Required Courses**

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**Note:** Additional program content and general education courses are selected with the program area advisor to help candidates meet the licensure requirements. Study plans documenting selected courses are created at the completion of ELE 569.

**Special Education Subsequent Teaching Endorsement**

Teachers who have an Illinois Professional Educator License endorsed for early childhood education, elementary education or secondary education may add a subsequent teaching endorsement in special education through this standards-based sequence. Teachers who have only a teaching credential from another state or who have only a temporary, substitute or other specialized teaching credential are not eligible for this program. Candidates for subsequent teaching endorsement must be admitted to NLU.

Eligible candidates begin by completing SPE 569 which includes the development of a college-approved electronic portfolio as a self-assessment of the extent to which they have met the state standards for special education endorsement. A faculty team from the new endorsement area reviews the portfolio and determines additional requirements for endorsement. Candidates then meet with an advisor from special education to plan a personalized program.

At the conclusion of this personalized program, candidates complete a practicum experience, SPE 575, the extent of which is determined by the faculty team, taking into account candidates’ previous experience and state standards. At the conclusion of the practicum, candidates may apply for state endorsement in special education.

**In addition to National College of Education Graduate Admission Requirements (p. 138), applicants must:**

- Have a valid and current Illinois Professional Educator License
- Have two years of classroom experience, within the last five years, prior to beginning SPE 569
- Have written verification of classroom experience from a previous or current employer
- Sit for an interview with a faculty advisor
- Note: Applicants who were certified originally out-of-state or before 1994 need to pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

**Required Courses**

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</tr>
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**Note:** Additional program content and general education courses are selected with the program area advisor to help candidates meet the licensure requirements. Study plans documenting selected courses are created at the completion of ELE 569.

**Superintendent Credential**

Those who have a doctoral degree in education but not the superintendent credential may earn that endorsement at NLU. In Illinois it is the Superintendent Endorsement on the Professional Educator License (candidates must already have the general administrative or principal endorsement).
In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Have a doctoral degree from regionally accredited institution in the field of educational administration, educational leadership, educational policy or a closely related subject
- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Document evidence of at least two years of leadership in the educational field
- Submit four letters of recommendation from people who are familiar with applicant’s professional or academic work (at least one from a person supervising professional work)
- Submit a professional resume
- Submit doctoral questions and answers response
- Undergo faculty review
- Sit for an interview

Note: If the applicant has received a doctoral degree in Educational Leadership from NLU, then the four letters of recommendation, professional resume, doctoral questions and answers response, faculty review and interview are waived.

This credential requires:

- A minimum of 9 SH of coursework; additional coursework, including 9 SH of internship, may be required upon evaluation of portfolio
- A grade of “B” or better in all coursework
- An electronic portfolio created in EDL 610
- Note: This program is ineligible for federal financial aid

Required Courses - 9 SH

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
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<tbody>
<tr>
<td>EDL 610</td>
<td>Entry Portfolio Development for Superintendent Endorsement</td>
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<td>9</td>
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</tbody>
</table>

Note: If needed, additional courses and 9 SH of internship (EDL 690 Educational Leadership Internship) are selected in collaboration with an advisor to complete certification standards.

Teacher Leader Endorsement

The Teaching, Learning and Assessment sequence of courses at NLU fulfills the State of Illinois guidelines for the preparation of Teacher Leader. Candidates are referred to the website of the Illinois State Board of Education for specific requirements, updates and amendments. Candidates for subsequent teaching endorsement must be admitted to NLU.

Coursework:

- 18 SH of coursework
- A grade of “C” or better in all coursework is required
- Requires a research project

Additional requirements:

- Candidates must have a master’s degree or higher from a regionally accredited institution
- Candidates must have a valid Professional Educator License
- Candidates must have two years of teaching experience
- Candidates must successfully complete the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Submit one letter of recommendation and a list of three references to include supervisors, employers, professors or others who have known the applicant in a professional or academic capacity
- Note: Candidates may be eligible for financial aid. Contact the Financial Aid office for more information.

Required Courses

Teacher Leader Requirements 13 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>TLA 535</td>
<td>Teacher as Leader Seminar I</td>
<td>1</td>
</tr>
<tr>
<td>EDL 510</td>
<td>Leadership and Organizational Development of Schools</td>
<td>3</td>
</tr>
<tr>
<td>TLA 541</td>
<td>Assessing Teaching and Learning: Introduction to Assessment</td>
<td>2</td>
</tr>
<tr>
<td>TLA 588</td>
<td>Constructing Curriculum for Engaging the Whole Learner</td>
<td>3</td>
</tr>
<tr>
<td>RLL 563</td>
<td>Instructional Models, Practices and Theories of Literacy Development</td>
<td>3</td>
</tr>
<tr>
<td>TLA 536</td>
<td>Teacher as Leader Seminar II</td>
<td>1</td>
</tr>
<tr>
<td>TLA 530</td>
<td>Supporting Teaching and Learning Through Mentoring and Coaching</td>
<td>3</td>
</tr>
<tr>
<td>RLL 566A</td>
<td>Teacher Leadership: School Change Seminar I</td>
<td>3</td>
</tr>
</tbody>
</table>

Teacher Leader Electives 5 SH

Choose 5 SH from the list of courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>TLA 542</td>
<td>Linking Assessment of Teaching and Learning: Field Study</td>
<td>2</td>
</tr>
<tr>
<td>TLA 589</td>
<td>Differentiating for Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>TLA 579</td>
<td>Engaging with Critical Multicultural Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>EDL 520</td>
<td>Leading Diverse Schools</td>
<td>2</td>
</tr>
<tr>
<td>EDL 521</td>
<td>Building School Community Partnerships</td>
<td>2</td>
</tr>
<tr>
<td>RLL 568A</td>
<td>Literacy Instructional Designs for Diverse Learners Practicum I</td>
<td>2</td>
</tr>
<tr>
<td>RLL 559</td>
<td>Comprehensive Literacy Model for School Improvement</td>
<td>2</td>
</tr>
<tr>
<td>RLL 565</td>
<td>Introduction to Literacy Instruction for Diverse Learners</td>
<td>2</td>
</tr>
</tbody>
</table>
HARRISON PROFESSIONAL PATHWAYS

In the Harrison Professional Pathways Program (HP3), students can earn a bachelor’s degree in any of NLU’s undergraduate degree options in business, education, human services, criminal justice, healthcare, communications and more. The first two years are based on a standardized general education curriculum designed to create a framework of collaborative, project-based learning. This experience is customized for each student and critical for life as well as professional success. Students choose between three curricular paths for their first two years: general studies, education or business. These paths will enable students to proceed in earning their bachelor’s degrees in any of NLU’s undergraduate programs.

Classes are offered at NLU’s Chicago and Wheeling, IL campuses in a blended model with some content delivered online and some face-to-face. The support model ensures students are provided with the individualized guidance they need to succeed. Student Success Coaches provide personal, professional, and academic support throughout students’ time at NLU.

For courses offered through HP3, please click here (p. 246).

The Harrison Professional Pathways Program is available to freshman students with 15 or fewer transferable quarter hour credits. All applicants must meet NLU’s general admission requirements. Refer to the appropriate application checklist available online at nl.edu/applyonline.

For more details about the program visit nl.edu/HP3.
MAJORS

Elementary Education Majors

English Major, Elementary Education

Elementary Education (p. 133) students may select a second major in English to fulfill their standard teaching concentration requirement. Students will learn about the major writers and periods of British and American literature and the cultural traditions found in minority literature. They will also master the basics of language, rhetoric and composition theory and learn how to analyze and critique writing.

Major Details:

- Requires 45 QH including English courses taken as part of the General Education requirement
- Requires 25 QH of upper level coursework
- 15 QH of the upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the major

Required Courses

Core Course
LAE 314  History of the English Language  5

Literary Period Course
LAE 305  Advanced Studies in British Literature: Beginning to 1750  5

or

LAE 306  Advanced Studies in British Literature: 1750-1900  5

or

LAE 405  Advanced Studies of American Literature: Beginning-1900  3 or 5

or

LAE 406  Advanced Studies of American Literature: 1900-1950  3 or 5

Note: LAE 405 and LAE 406 must be taken for 5 quarter hours.

Literature and Writing Electives - 35 QH

Choose 35 QH of undergraduate literature or writing (p. 320) courses

Note: The following course does not count toward the literature and writing elective: LAE 100A. LAE 490 and LAE 495 must be approved.

Mathematics Major, Elementary Education

Elementary Education (p. 133) students may select a second major in Mathematics to fulfill their standard teaching concentration requirement.

Major Details:

- Requires 45 QH including Mathematics courses taken as part of the General Education requirement
- Requires 25 QH of upper level coursework
- 15 QH of the upper level courses must be taken at NLU
- Requires a minimum of “C” in all coursework in the major
- To complete this major, choose five courses from four of the seven Areas of Mathematics listed below. Two of the courses must be in the same area.

Required Courses

Area I – Math Content for Elementary Ed Teachers
LAM 301  Mathematics Content for Teachers: Problem Solving  5

Area II – Calculus
LAM 311  Calculus I  5
LAM 312  Calculus II  5

Area III – Modern Algebra / Number Theory
LAM 214  Finite Mathematics  5
LAM 309  Theory of Numbers  5
LAM 320  Discrete Mathematics  5

Area IV – Geometry
LAM 307  Investigatory Geometry and Measurement  5
LAM 405  Geometry  5

Area V – Computer Science
LAM 303  Computer Programming I  5
LAM 305  Computer Programming II  5

Area VI – Probability and Statistics
LAM 308  Exploratory Probability and Statistics  5
### Mathematics Electives

Choose 20 QH from the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAM 214</td>
<td>Finite Mathematics</td>
<td>5</td>
</tr>
<tr>
<td>LAM 220</td>
<td>College Algebra</td>
<td>5</td>
</tr>
<tr>
<td>LAM 301</td>
<td>Mathematics Content for Teachers: Problem Solving</td>
<td>5</td>
</tr>
<tr>
<td>LAM 303</td>
<td>Computer Programming I</td>
<td>5</td>
</tr>
<tr>
<td>LAM 305</td>
<td>Computer Programming II</td>
<td>5</td>
</tr>
<tr>
<td>LAM 307</td>
<td>Investigatory Geometry and Measurement</td>
<td>5</td>
</tr>
<tr>
<td>LAM 308</td>
<td>Exploratory Probability and Statistics</td>
<td>5</td>
</tr>
<tr>
<td>LAM 309</td>
<td>Theory of Numbers</td>
<td>5</td>
</tr>
<tr>
<td>LAM 310</td>
<td>Precalculus</td>
<td>5</td>
</tr>
<tr>
<td>LAM 311</td>
<td>Calculus I</td>
<td>5</td>
</tr>
<tr>
<td>LAM 312</td>
<td>Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>LAM 315</td>
<td>History of Math: A Problem-Solving Approach</td>
<td>5</td>
</tr>
<tr>
<td>LAM 320</td>
<td>Discrete Mathematics</td>
<td>5</td>
</tr>
<tr>
<td>LAM 325</td>
<td>Linear Programming</td>
<td>5</td>
</tr>
<tr>
<td>LAM 330</td>
<td>Matrix Algebra</td>
<td>5</td>
</tr>
<tr>
<td>LAM 403</td>
<td>Mathematical Probability and Statistics</td>
<td>5</td>
</tr>
<tr>
<td>LAM 405</td>
<td>Geometry</td>
<td>5</td>
</tr>
<tr>
<td>LAM 410</td>
<td>Linear Algebra</td>
<td>5</td>
</tr>
<tr>
<td>LAM 450</td>
<td>History of Mathematics for Teachers: Algebra and Geometry</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAM 451</td>
<td>History of Mathematics for Teachers: Probability and Statistics</td>
<td>3 OR 5</td>
</tr>
</tbody>
</table>

Note: LAM 450 and LAM 451 must be taken for 5 quarter hours.

### Psychology Major, Elementary Education

Elementary Education (p. 133) students may select a second major in Psychology to fulfill their standard teaching concentration requirement. The Psychology major prepares students to use psychological concepts and theories and provides a foundation for further graduate study. Students may apply their knowledge to a number of settings, including the classroom.

#### Major Details:

- Requires 45 QH including Psychology courses taken as part of the General Education requirement
- Requires 25 QH of upper level coursework
- 25 QH of the upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the major

#### Required Courses

**Developmental Psychology**

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 200</td>
<td>Psychology of Development in the Infant/Toddler Years</td>
<td>5</td>
</tr>
<tr>
<td>LAP 201</td>
<td>Psychology of Early Childhood</td>
<td>5</td>
</tr>
<tr>
<td>LAP 202</td>
<td>Psychology of Middle Childhood and Adolescence</td>
<td>5</td>
</tr>
<tr>
<td>LAP 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
</tr>
<tr>
<td>LAP 303</td>
<td>Introduction to Psycholinguistics</td>
<td>5</td>
</tr>
<tr>
<td>LAP 315</td>
<td>Lifespan Development</td>
<td>5</td>
</tr>
<tr>
<td>LAP 441</td>
<td>Psychology of Artistic Expression</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAP 442</td>
<td>Interpersonal Development</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
<td>5</td>
</tr>
<tr>
<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes: The following courses do not count toward the mathematics electives: LAM 100A, LAM 100B, LAM 106, LAM 109, LAM 110, LAM 112, LAM 115, LAM 213, LAM 216, LAM 225. LAM 450 and LAM 451 must be taken for 5 quarter hours.

Social, Personality or Clinical Psychology
Choose one of the courses below:

LAP 306 Theories of Personality 5
LAP 307 Abnormal Psychology 5
LAP 325 Psychology of Play and Therapeutic Applications 5
LAP 330 Social Psychology 5
LAP 340 Effective Interpersonal Relationships 5
LAP 342 Interpersonal Helping Skills 5
LAP 441 Psychology of Artistic Expression 3 OR 5

LAP 320 Psychological Assessment of the Young Child 5
with
LAP 321 Psychological Assessment of the Young Child--Part II 3

Notes: LAP 320 and LAP 321 together count as one course. LAP 441 must be taken for 5 quarter hours.

Cognitive or Experimental Psychology
Choose one of the courses below:

LAP 300 Adult Development and Learning Assessment 5
LAP 303 Introduction to Psycholinguistics 5
LAP 305 Memory and Cognition 5
LAP 401 Psychology of Learning 5
LAP 402 Research Methods 5

Note: LAP 402 must be taken for 5 quarter hours.

Community Psychology
Choose one of the courses below:

LAP 200 Psychology of Development in the Infant/Toddler Years 5
LAP 201 Psychology of Early Childhood 5
LAP 330 Social Psychology 5
LAP 340 Effective Interpersonal Relationships 5
LAP 342 Interpersonal Helping Skills 5
LAP 348 Cross-Cultural Communication 5
LAP 350 Culture and Self 5
LAP 352 Children and Families under Stress 5
LAP 408 Introduction to Community Psychology 5
LAP 425 Mental Health 3 OR 5
LAP 442 Interpersonal Development 3 OR 5
LAP 450 Human Sexuality 3 OR 5

LAP 320 Psychological Assessment of the Young Child 5
with
LAP 321 Psychological Assessment of the Young Child--Part II 3

Notes: LAP 320 and LAP 321 together count as one course. LAP 425, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Psychology Electives
Choose 25 QH of undergraduate Psychology (p. 333) courses with advisor approval

Psychology/Human Development Major, Elementary Education

Elementary Education (p. 133) students may select a second major in Psychology/Human Development to fulfill their standard teaching concentration requirement. Students may apply their knowledge to a number of settings, including the classroom.

Major Details:
- Requires 45 QH including Psychology courses taken as part of the General Education requirement
- Requires 25 QH of upper level coursework
- 25 QH of upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the major

Core Course
LAP 315 Lifespan Development 5

Developmental Psychology
Choose two of the courses below:

LAP 200 Psychology of Development in the Infant/Toddler Years 5
LAP 201 Psychology of Early Childhood 5
LAP 202 Psychology of Middle Childhood and Adolescence 5
LAP 300 Adult Development and Learning Assessment 5
LAP 303 Introduction to Psycholinguistics 5
LAP 441 Psychology of Artistic Expression 3 OR 5
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 442</td>
<td>Interpersonal Development</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
<td>5</td>
</tr>
<tr>
<td>with</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes: LAP 201 is preferred. LAP 320 and LAP 321 together count as one course. LAP 441, LAP 442 and LAP 450 must be taken for 5 quarter hours.

**Social, Personality or Clinical Psychology**

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 306</td>
<td>Theories of Personality</td>
<td>5</td>
</tr>
<tr>
<td>LAP 307</td>
<td>Abnormal Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 325</td>
<td>Psychology of Play and Therapeutic Applications</td>
<td>5</td>
</tr>
<tr>
<td>LAP 330</td>
<td>Social Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 340</td>
<td>Effective Interpersonal Relationships</td>
<td>5</td>
</tr>
<tr>
<td>LAP 342</td>
<td>Interpersonal Helping Skills</td>
<td>5</td>
</tr>
<tr>
<td>LAP 441</td>
<td>Psychology of Artistic Expression</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
<td>5</td>
</tr>
<tr>
<td>with</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes: LAP 320 and LAP 321 together count as one course. LAP 441 must be taken for 5 quarter hours.

**Cognitive or Experimental Psychology**

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
</tr>
<tr>
<td>LAP 303</td>
<td>Introduction to Psycholinguistics</td>
<td>5</td>
</tr>
<tr>
<td>LAP 305</td>
<td>Memory and Cognition</td>
<td>5</td>
</tr>
<tr>
<td>LAP 401</td>
<td>Psychology of Learning</td>
<td>5</td>
</tr>
<tr>
<td>LAP 402</td>
<td>Research Methods</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: LAP 402 must be taken for 5 quarter hours.

**Community Psychology**

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 200</td>
<td>Psychology of Development in the Infant/Toddler Years</td>
<td>5</td>
</tr>
<tr>
<td>LAP 201</td>
<td>Psychology of Early Childhood</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 330</td>
<td>Social Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 340</td>
<td>Effective Interpersonal Relationships</td>
<td>5</td>
</tr>
<tr>
<td>LAP 342</td>
<td>Interpersonal Helping Skills</td>
<td>5</td>
</tr>
<tr>
<td>LAP 348</td>
<td>Cross-Cultural Communication</td>
<td>5</td>
</tr>
<tr>
<td>LAP 350</td>
<td>Culture and Self</td>
<td>5</td>
</tr>
<tr>
<td>LAP 352</td>
<td>Children and Families under Stress</td>
<td>5</td>
</tr>
<tr>
<td>LAP 408</td>
<td>Introduction to Community Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 425</td>
<td>Mental Health</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>LAP 442</td>
<td>Interpersonal Development</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
<td>5</td>
</tr>
<tr>
<td>with</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
<td>3</td>
</tr>
</tbody>
</table>

Notes: LAP 320 and LAP 321 together count as one course. LAP 425, LAP 442 and LAP 450 must be taken for 5 quarter hours.

**Psychology Electives**

Choose 15 QH of undergraduate Psychology (p. 333) courses with advisor approval

**Science Major, Elementary Education**

Elementary Education (p. 133) students may select a second major in Science to fulfill their standard teaching concentration requirement.

**Major Details:**

- Requires 45 QH including Science courses taken as part of the General Education requirement
- Requires 25 QH of upper level coursework
- 15 QH of the upper level courses must be taken at NLU
- Requires a minimum of “C” in all coursework in the major
- Requires science department approval before registering for any science courses that are accelerated, field-based or intersession

**Science Electives**
Choose 45 QH of Science (p. 331) courses

Note: The following courses do not count toward the science electives: LAN 108, LAN 215, LAN 225, LAN 235.

Human Services

Human Services/Practicum, B.A.

The Human Services/Practicum, B.A., at NLU prepares students to advance in organizations that provide support and service to individuals, families and communities in need. These include social service agencies, community health centers and rehabilitation clinics. This program’s practicum component allows students to apply what they’ve learned in a supervised clinical setting.

Program Details:

- Requires 180 QH, including 60 hours of General Education (p. 91), for completion
- Requires a minimum grade of “C” in Human Services/Practicum requirements
- Requires permission of the Counseling and Human Services faculty to proceed into the Professional Studies Sequence
- Out of the 20 QH of Practicum required in the Professional Studies Sequence, 15 QH must be taken at NLU
- Requires ECT – English Competency Test OR completing LAE 101 and LAE 102 at NLU with a grade “C” or better
- Credit by examination, portfolio and proficiency are accepted for general education and elective credit
- A maximum of 45 QH of credit by portfolio are accepted

Required Courses

Student Success Seminar

| GEN 103 | Student Success Seminar | 5 |

Note: GEN 103 may be waived, upon student request, for students who (1) enter NLU with an associate’s degree or 90 or more quarter credit hours of transfer credit; and (2) have maintained a cumulative GPA of 3.000 or above in their previous undergraduate studies. Students will be required to complete or transfer in additional coursework in general education to meet the 60-quarter credit hour requirement.

Communications

| LAE 101 | English Composition I | 5 |
| LAE 102 | English Composition II | 5 |
| LAE 202 | Effective Speaking | 5 |

Humanities

| LAH 120 | Logic and Effective Thinking | 5 |

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in humanities.

Fine Arts

| LAA 101 | Art Appreciation I | 2 |
| LAA 102 | Art Appreciation II | 3 |

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in fine arts.

Quantitative Reasoning/Math

| LAM 106 | Basic Statistics | 5 |
| LAM 110 | College Mathematics: Application of Mathematical Ideas | 5 |

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any college-level mathematics course instead of LAM 110. LAM 106 must be completed at NLU or an equivalent course may be transferred.

Physical and Life Sciences

| LAN 110 | General Biology | 5 |
| or |
| LAN 150 | Survey of Physical Science | 5 |
| or |
| LAN 225 | Human Impact on the Environment | 5 |

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in physical and life sciences.

Social Sciences

| LAS 118 | Introduction to Politics and U.S. Government | 5 |
| LAS 203 | Survey of U.S. History | 5 |

Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in social sciences.

Behavioral Science

| LAP 100 | General Psychology | 5 |
Note: Students transferring credit from other institutions or applying coursework previously completed at NLU may use any general education course in behavioral sciences.

**Human Services/Practicum Requirements - 55 QH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 101</td>
<td>Introduction to Human Services</td>
<td>5</td>
</tr>
<tr>
<td>HSC 102</td>
<td>Introduction to Applied Group Process</td>
<td>5</td>
</tr>
<tr>
<td>HSC 201</td>
<td>Principles and Dynamics of Interviewing</td>
<td>5</td>
</tr>
<tr>
<td>HSC 202</td>
<td>Theory and Techniques of Crisis Intervention</td>
<td>5</td>
</tr>
<tr>
<td>HSC 203</td>
<td>Principles of Family Intervention</td>
<td>5</td>
</tr>
<tr>
<td>HSC 305A</td>
<td>Special Needs Populations A</td>
<td>3</td>
</tr>
<tr>
<td>HSC 305B</td>
<td>Special Needs Populations B</td>
<td>2</td>
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<tr>
<td>HSC 310</td>
<td>Management/Administration of Health and Human Services Organizations</td>
<td>5</td>
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<tr>
<td>HSC 503</td>
<td>Counseling and Human Development in a Multicultural Society</td>
<td>3 OR</td>
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<tr>
<td>HSM 415</td>
<td>Strategies of Community Intervention</td>
<td>5</td>
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<tr>
<td>HSM 406</td>
<td>Human Services and the Law</td>
<td>5</td>
</tr>
<tr>
<td>INT 310</td>
<td>Research Methods in the Behavioral Sciences</td>
<td>5</td>
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</table>

Note: HSC 503 must be taken for 5 quarter hours.

**Professional Studies Sequence - 20 QH**

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credits</th>
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<tr>
<td>HSM 481</td>
<td>Human Services Practicum I</td>
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<tr>
<td>HSM 482</td>
<td>Human Services Practicum II</td>
<td>5</td>
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<td>HSM 483</td>
<td>Human Services Practicum III</td>
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</tr>
<tr>
<td>HSM 484</td>
<td>Human Services Practicum IV</td>
<td>5</td>
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</table>

**Choose Human Services electives with advisor approval**

**Electives - 5 QH**

**Choose 5 QH of elective courses**

### Specialized Endorsements Majors

#### Early Childhood Special Education/Reading Major - 38 SH

This major is for teachers interested in earning endorsements in Early Childhood Special Education and Reading Teacher.

**In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:**

- Have a valid and active Illinois Professional Educator License with an Early Childhood Endorsement

**Major details:**

- Requires 36 hours for completion

**Endorsement details:**

- Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
- The grade level endorsement on a teacher's Professional Educator License determines the grade level of the additional endorsements
- The Early Childhood Special Education Endorsement is valid for PreK special education only. Any PreK teacher teaching in a special education setting must hold this credential
- In order to earn the Reading Teacher Endorsement, candidates must pass the ISBE Reading Teacher content test (#177)

**Required Courses**

### Core Early Childhood Special Education Requirements - 11 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 510</td>
<td>Early Childhood Special Education Language Development and Challenges</td>
<td>2</td>
</tr>
<tr>
<td>SPE 532</td>
<td>Early Childhood Special Education Curriculum, Instruction and Methods</td>
<td>3</td>
</tr>
<tr>
<td>SPE 533</td>
<td>Early Childhood Special Education Diagnostic Assessment</td>
<td>3</td>
</tr>
<tr>
<td>SPE 534</td>
<td>Early Childhood Special Education- Collaboration, Family and Community</td>
<td>3</td>
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</table>

### Core Reading Requirements - 22 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>RLL 520</td>
<td>Survey of Youth Literature, PreK-12</td>
<td>3</td>
</tr>
<tr>
<td>RLL 528</td>
<td>Diverse Perspectives in Youth Literature, PreK-12</td>
<td>3</td>
</tr>
<tr>
<td>RLR 501</td>
<td>Teaching Beginning Literacy</td>
<td>3</td>
</tr>
<tr>
<td>RLR 502</td>
<td>Teaching Comprehension and Content Area Reading</td>
<td>3</td>
</tr>
</tbody>
</table>
RLR 510  Diagnosis and Assessment of Reading  3  
RLR 511  Instructional Strategies for Literacy Interventions  3  
RLR 592A  Practicum: Literacy Interventions for Elementary Students  2  
with  
RLR 592B  Practicum: Literacy Interventions for Secondary Students  2  
RLW 541  Teaching Writing  2  TO  
3  

Note: RLW 541 must be taken for 3 semester hours.  
Capstone Course - 3 SH  
CIC 550  Capstone Project  3  

ESL/Bilingual Education/Early Childhood Special Education Major - 32 SH

This major is for teachers interested in earning endorsements in ESL/Bilingual Education and Early Childhood Special Education.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:

- Have a valid and active Illinois Professional Educator License with an Early Childhood Endorsement

Major details:

- Requires 32 hours for completion

Endorsement details:

- Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
- The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
- The Early Childhood Special Education Endorsement is valid for PreK special education only. Any PreK teacher teaching in a special education setting must hold this credential.
- In order to earn the Bilingual Endorsement, candidates must pass the relevant ISBE Target Language Proficiency Test

Required Courses

Core ESL/Bilingual Education Requirements - 18 SH

CIL 500  Foundations of ESL and Bilingual Education  3  
CIL 505  Methods and Materials for Teaching English as a Second Language  3  
CIL 506  Methods and Materials for Teaching Bilingual Education  3  
CIL 510  Assessment of ESL and Bilingual Education Students  3  
CIL 512  Reading in a New Language: Linguistic Considerations  3  
CIL 531  Cross Cultural Education  3  

Core Early Childhood Special Education Requirements - 11 SH

SPE 510  Early Childhood Special Education Language Development and Challenges  2  
SPE 532  Early Childhood Special Education Curriculum, Instruction and Methods  3  
SPE 533  Early Childhood Special Education Diagnostic Assessment  3  
SPE 534  Early Childhood Special Education-Collaboration, Family and Community  3  

Capstone Course - 3 SH  
CIC 550  Capstone Project  3  

ESL/Bilingual Education/Reading Major - 43 SH

This major is for teachers interested in earning endorsements in ESL/Bilingual Education and Reading Teacher.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:

- Have a valid and active Illinois Professional Educator License

Major details:

- Requires 43 hours for completion

Endorsement details:

- Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
- The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
• In order to earn the Reading Teacher Endorsement, candidates must pass the ISBE Reading Teacher content test (#177)
• In order to earn the Bilingual Endorsement, candidates must pass the ISBE Target Language Proficiency test

Required Courses
Core ESL/Bilingual Education Requirements - 18 SH
CIL 500 Foundations of ESL and Bilingual Education 3
CIL 505 Methods and Materials for Teaching English as a Second Language 3
CIL 506 Methods and Materials for Teaching Bilingual Education 3
CIL 510 Assessment of ESL and Bilingual Education Students 3
CIL 512 Reading in a New Language: Linguistic Considerations 3
CIL 531 Cross Cultural Education 3

Note: CIL 512 fulfills requirements of ESL and Reading Teacher Endorsements.

Core Reading Requirements - 22 SH
RLL 520 Survey of Youth Literature, PreK-12 3
or
RLL 528 Diverse Perspectives in Youth Literature, PreK-12 3
and
RLR 501 Teaching Beginning Literacy 3
RLR 502 Teaching Comprehension and Content Area Reading 3
RLR 510 Diagnosis and Assessment of Reading 3
RLR 511 Instructional Strategies for Literacy Interventions 3
RLR 592A Practicum: Literacy Interventions for Elementary Students 2
with
RLR 592B Practicum: Literacy Interventions for Secondary Students 2
RLW 541 Teaching Writing 2 TO 3

Note: RLW 541 must be taken for 3 semester hours.

ESL/Bilingual Education/Middle Level Mathematics Major - 39 SH
This major is for teachers interested in earning endorsements in ESL/Bilingual Education and Middle Level Mathematics.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:
• Have a valid and active Illinois Professional Educator License

Major details:
• Requires 39 hours for completion

Endorsement details:
• Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
• The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
• The Middle Level Mathematics Endorsement requires 6 SH of professional education middle school coursework (MLE 500 and MLE 502) in addition to the content requirement of the major listed below
• In order to earn the Middle Level Mathematics Endorsement, candidates must pass the mathematics content test (#115)
• Candidates who wish to teach grade 9 on a PEL with an Elementary Education endorsement must complete additional coursework approved by an academic advisor in order to meet the ISBE requirement of 24 SH in mathematics, with 12 SH of upper level or graduate coursework and the mathematics content test (#115)
• In order to earn the Bilingual Endorsement, candidates must pass the relevant ISBE Target Language Proficiency Test

Required Courses
Core ESL/Bilingual Education Requirements - 18 SH
CIL 500 Foundations of ESL and Bilingual Education 3
CIL 505 Methods and Materials for Teaching English as a Second Language 3
CIL 506 Methods and Materials for Teaching Bilingual Education 3

Capstone Course - 3 SH
CIC 550 Capstone Project 3
MAJORS | 205

**CIL 510**  Assessment of ESL and Bilingual Education Students  
**CIL 512**  Reading in a New Language: Linguistic Considerations  
**CIL 531**  Cross Cultural Education  

**Core Middle Level Mathematics Requirements - 9 SH**

- **MHE 485**  Advanced Methods for Teaching Middle School Mathematics  
- **OR**  
- **MHE 502**  Modern Algebra for Teachers  
- **MHE 511**  Number Theory for Teachers

**Note:** MHE 485 must be taken for 3 SH.

**Program Electives - 9 SH**

Choose three of the courses listed below:

- **MHE 501**  Number Concepts & Operations for Teachers  
- **MHE 510**  Geometry for Teachers  
- **MHE 512**  Statistics and Probability for Teachers  
- **MHE 515**  History of Mathematics

**Capstone Course - 3 SH**

**CIC 550**  Capstone Project

**ESL/Bilingual Education/Special Education Major - 33 SH**

This major is for teachers interested in earning endorsements in ESL/Bilingual Education and Special Education.

**In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:**

- Have a valid and active Illinois Professional Educator License

**Major details:**

- Requires 33 hours for completion

**Endorsement details:**

- Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
- The grade level endorsement on a teacher's Professional Educator License determines the grade level of the additional endorsements

- In order to earn the Bilingual Endorsement, candidates must pass the ISBE Target Language Proficiency test
- In order to earn the Special Education Endorsement, candidates must pass the ISBE Special Education LBSI content test (#155)

**Required Courses**

**Core ESL/Bilingual Education Requirements - 18 SH**

- **CIL 500**  Foundations of ESL and Bilingual Education  
- **CIL 505**  Methods and Materials for Teaching English as a Second Language  
- **CIL 506**  Methods and Materials for Teaching Bilingual Education  
- **CIL 510**  Assessment of ESL and Bilingual Education Students  
- **CIL 512**  Reading in a New Language: Linguistic Considerations  
- **CIL 531**  Cross Cultural Education

**Core Special Education Requirements - 12 SH**

- **SPE 500**  Introduction to and Methods of Teaching Students with Disabilities  
- **SPE 501**  Educational and Diagnostic Assessment of Exceptional Children and Adolescents  
- **SPE 506**  Frameworks, Perspectives, and Collaboration in Special Education  
- **SPE 527**  Differentiated and Individualized Curriculum and Instruction

**Note:** Candidates who have taken SPE 500 or its equivalent since 2004 may have the course waived per Special Education faculty. Candidates must take an additional 3 SH graduate-level NCE elective to complete the required hours for degree.

**Required Capstone Course - 3 SH**

- **CIC 550**  Capstone Project

**ESL/Early Childhood Special Education Major - 32 SH**

This major is for teachers interested in earning endorsements in ESL and Early Childhood Special Education.

**In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:**

- Have a valid and active Illinois Professional Educator License with an Early Childhood Endorsement
Major details:
- Requires 32 hours for completion

Endorsement details:
- Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
- The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
- The Early Childhood Special Education Endorsement is valid for PreK special education only. Any PreK teacher teaching in a special education setting must hold this credential

Required Courses
Core ESL Requirements - 15 SH
CIL 500 Foundations of ESL and Bilingual Education 3
CIL 505 Methods and Materials for Teaching English as a Second Language 3
CIL 510 Assessment of ESL and Bilingual Education Students 3
CIL 512 Reading in a New Language: Linguistic Considerations 3
CIL 531 Cross Cultural Education 3
ESL Electives - 3 SH
Choose one of the courses listed below:
CIL 501 Introduction to Linguistics for TESOL 3
CIL 506 Methods and Materials for Teaching Bilingual Education 3
CIL 511 Family Literacy for Linguistically and Culturally Diverse Learners 3
CIL 532 Technology Instruction for Linguistically and Culturally Diverse Students 3
Core Early Childhood Special Education Requirements - 11 SH
SPE 510 Early Childhood Special Education Language Development and Challenges 2
SPE 532 Early Childhood Special Education Curriculum, Instruction and Methods 3
SPE 533 Early Childhood Special Education Diagnostic Assessment 3

Capstone Course - 3 SH
CIC 550 Capstone Project 3

ESL/Middle Level Mathematics Major - 39 SH
This major is for teachers interested in earning endorsements in ESL and Middle Level Mathematics.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:
- Have a valid and active Illinois Professional Educator License

Major details:
- Requires 39 hours for completion

Endorsement details:
- Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
- The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
- The Middle Level Mathematics Endorsement requires 6 SH of professional education middle school coursework (MLE 500 and MLE 502) in addition to the content requirement of the major listed below
- In order to earn the Middle Level Mathematics Endorsement, candidates must pass the mathematics content test (#115)
- Candidates who wish to teach grade 9 on a PEL with an Elementary Education endorsement must complete additional coursework approved by an academic advisor in order to meet the ISBE requirement of 24 SH in mathematics, with 12 SH of upper level or graduate coursework and the mathematics content test (#115)

Required Courses
Core ESL Requirements - 15 SH
CIL 500 Foundations of ESL and Bilingual Education 3
CIL 505 Methods and Materials for Teaching English as a Second Language 3
SPE 534 Early Childhood Special Education-Collaboration, Family and Community 3
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<th>Course Title</th>
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<tbody>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
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<tr>
<td>CIL 512</td>
<td>Reading in a New Language: Linguistic Considerations</td>
<td>3</td>
</tr>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 501</td>
<td>Introduction to Linguistics for TESOL</td>
<td>3</td>
</tr>
<tr>
<td>CIL 506</td>
<td>Methods and Materials for Teaching Bilingual Education</td>
<td>3</td>
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<tr>
<td>CIL 511</td>
<td>Family Literacy for Linguistically and Culturally Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>CIL 532</td>
<td>Technology Instruction for Linguistically and Culturally Diverse Students</td>
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<tr>
<td>MHE 485</td>
<td>Advanced Methods for Teaching Middle School Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MHE 502</td>
<td>Modern Algebra for Teachers</td>
<td>3</td>
</tr>
<tr>
<td>MHE 511</td>
<td>Number Theory for Teachers</td>
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Choose one of the courses listed below:

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<td>Cross Cultural Education</td>
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</tr>
<tr>
<td>MHE 511</td>
<td>Number Theory for Teachers</td>
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</tbody>
</table>

Note: MHE 485 must be taken for 3 SH.

Program Electives - 9 SH

Choose three of the courses listed below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
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</thead>
<tbody>
<tr>
<td>MHE 501</td>
<td>Number Concepts &amp; Operations for Teachers</td>
<td>3</td>
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<tr>
<td>MHE 510</td>
<td>Geometry for Teachers</td>
<td>3</td>
</tr>
<tr>
<td>MHE 512</td>
<td>Statistics and Probability for Teachers</td>
<td>3</td>
</tr>
<tr>
<td>MHE 515</td>
<td>History of Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>CIC 550</td>
<td>Capstone Project</td>
<td>3</td>
</tr>
</tbody>
</table>

ESL/Reading Major - 43 SH

This major is for teachers interested in earning state endorsements in ESL and Reading Teacher.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:

- Have a valid and active Illinois Professional Educator License

Major details:

- Requires 43 hours for completion

Endorsement details:

- Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
- The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
- In order to earn the Reading Teacher Endorsement, candidates must pass the ISBE Reading Teacher content test (#177)

Required Courses

ESL Electives - 3 SH

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 501</td>
<td>Introduction to Linguistics for TESOL</td>
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<tr>
<td>CIL 506</td>
<td>Methods and Materials for Teaching Bilingual Education</td>
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</tr>
<tr>
<td>CIL 511</td>
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<td>3</td>
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</tbody>
</table>

Core Middle Level Mathematics Requirements - 9 SH

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>MHE 485</td>
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<td>Modern Algebra for Teachers</td>
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</tr>
<tr>
<td>MHE 511</td>
<td>Number Theory for Teachers</td>
<td>3</td>
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</tbody>
</table>

Note: CIL 512 fulfills requirements of ESL and Reading Teacher Endorsements.

Core ESL Requirements - 15 SH

<table>
<thead>
<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
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<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
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<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>CIL 512</td>
<td>Reading in a New Language: Linguistic Considerations</td>
<td>3</td>
</tr>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
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</tbody>
</table>

Note: CIL 512 fulfills requirements of ESL and Reading Teacher Endorsements.

Core Reading Requirements - 22 SH

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
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<td>RLL 520</td>
<td>Survey of Youth Literature, PreK-12</td>
<td>3</td>
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<td>RLL 528</td>
<td>Diverse Perspectives in Youth Literature, PreK-12</td>
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<td>RLR 510</td>
<td>Diagnosis and Assessment of Reading</td>
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<tr>
<td>RLR 511</td>
<td>Instructional Strategies for Literacy Interventions</td>
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</table>

Program Electives - 9 SH

Choose three of the courses listed below:

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<tr>
<td>MHE 515</td>
<td>History of Mathematics</td>
<td>3</td>
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Capstone Course - 3 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>SH</th>
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</thead>
<tbody>
<tr>
<td>CIC 550</td>
<td>Capstone Project</td>
<td>3</td>
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</tbody>
</table>

Note: CIL 512 fulfills requirements of ESL and Reading Teacher Endorsements.
RLR 592A Practicum: Literacy Interventions for Elementary Students 2
with
RLR 592B Practicum: Literacy Interventions for Secondary Students 2
RLW 541 Teaching Writing 2 TO 3

Note: RLW 541 must be taken for 3 semester hours.
Capstone Course - 3 SH
CIC 550 Capstone Project 3

ESL/Special Education Major - 33 SH
This major is for teachers interested in earning endorsements in ESL and Special Education.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:
• Have a valid and active Illinois Professional Educator License

Major details:
• Requires 33 hours for completion

Endorsement details:
• Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
• The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
• In order to earn the Special Education Endorsement, candidates must pass the ISBE Special Education LBSI content test (#155)

Required Courses
Core ESL Requirements - 15 SH
CIL 500 Foundations of ESL and Bilingual Education 3
CIL 505 Methods and Materials for Teaching English as a Second Language 3
CIL 510 Assessment of ESL and Bilingual Education Students 3
CIL 512 Reading in a New Language: Linguistic Considerations 3
CIL 531 Cross Cultural Education 3
ESL Electives - 3 SH

Choose one of the courses below:
CIL 501 Introduction to Linguistics for TESOL 3
CIL 506 Methods and Materials for Teaching Bilingual Education 3
CIL 511 Family Literacy for Linguistically and Culturally Diverse Learners 3
CIL 532 Technology Instruction for Linguistically and Culturally Diverse Students 3

Core Special Education Requirements - 12 SH
SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3
SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3
SPE 527 Differentiated and Individualized Curriculum and Instruction 3

Note: Candidates who have taken SPE 500 or its equivalent since 2004 may have the course waived per Special Education faculty. Candidates must take an additional 3 SH graduate-level NCE elective to complete the required hours for degree.
Capstone Course - 3 SH
CIC 550 Capstone Project 3

Special Education/Middle Level Mathematics Major - 33 SH
This major is for teachers interested in earning endorsements in Special Education and Middle Level Mathematics.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:
• Have a valid and active Illinois Professional Educator License

Major details:
• Requires 33 hours for completion

Endorsement details:
• Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.
• The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements
• The Middle Level Mathematics Endorsement requires 6 SH of professional education middle school coursework (MLE 500 and MLE 502) in addition to the content requirement of the major listed below

• In order to earn the Middle Level Mathematics Endorsement, candidates must pass the mathematics content test (#115)

• Candidates who wish to teach grade 9 on a PEL with an Elementary Education endorsement must complete additional coursework approved by an academic advisor in order to meet the ISBE requirement of 24 SH in mathematics, with 12 SH of upper level or graduate coursework and the mathematics content test (#115)

• In order to earn the Special Education Endorsement, candidates must pass the relevant ISBE Special Education LBSI content test (#155)

Required Courses
Core Special Education Requirements - 12 SH
SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3
SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3
SPE 527 Differentiated and Individualized Curriculum and Instruction 3

Core Middle Level Mathematics Requirements - 9 SH
MHE 485 Advanced Methods for Teaching Middle School Mathematics 3 OR 5
MHE 502 Modern Algebra for Teachers 3
MHE 511 Number Theory for Teachers 3

Note: MHE 485 must be taken for 3 SH.

Program Electives - 9 SH
Choose three of the courses listed below:
MHE 501 Number Concepts & Operations for Teachers 3
MHE 510 Geometry for Teachers 3
MHE 512 Statistics and Probability for Teachers 3
MHE 515 History of Mathematics 3

Capstone Course - 3 SH
CIC 550 Capstone Project 3

Special Education/Reading Major - 34-37 SH
This major is for teachers interested in earning endorsements in Special Education and Reading Teacher.

In addition to the National College of Education Graduate Admission Requirements (p. 138), applicants must:
• Have a valid and active Illinois Professional Educator License

Major details:
• Requires 34-37 hours for completion

Endorsement details:
Candidates are advised that endorsements are awarded by the State of Illinois per the guidelines posted at http://www.isbe.net. Additional requirements beyond the below coursework and tests may apply.

• The grade level endorsement on a teacher’s Professional Educator License determines the grade level of the additional endorsements

• In order to earn the Reading Teacher Endorsement, candidates must pass the ISBE Reading Teacher content test (#177)

• In order to earn the Special Education Endorsement, candidates must pass the ISBE Special Education LBSI content test (#155)

Required Courses
Core Special Education Requirements - 9-12 SH
SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3
SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3
SPE 527 Differentiated and Individualized Curriculum and Instruction 3

Note: Candidates who have taken SPE 500 or its equivalent since 2004 may have the course waived per Special Education faculty. The total number of hours for degree would then be 36.

Core Reading Requirements - 22 SH
RLL 520 Survey of Youth Literature, PreK-12 3
or
RLL 528 Diverse Perspectives in Youth Literature, PreK-12 3
and

RLR 501  Teaching Beginning Literacy  3
RLR 502  Teaching Comprehension and Content Area Reading  3
RLR 510  Diagnosis and Assessment of Reading  3
RLR 511  Instructional Strategies for Literacy Interventions  3
RLR 592A Practicum: Literacy Interventions for Elementary Students  2
with
RLR 592B Practicum: Literacy Interventions for Secondary Students  2
RLW 541  Teaching Writing  2
TO  3

Note: RLW 541 must be taken for 3 semester hours.
Capsone Course - 3 SH
CIC 550  Capstone Project  3
MINORS

Applied Behavioral Sciences Minors

Art Minor

Applied Behavioral Sciences (p. 93) students may select a minor in Art. The Art curriculum at NLU features studio art, art history and art appreciation.

**Minor Details:**
- Requires 30 QH including Art courses taken as part of the General Education requirement
- Requires 10 QH of upper level coursework
- 5 QH of the upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

**Required Courses**

Design Course - 5 QH

LAA 301 Design 5

Art History Elective - 5 QH

Choose one of the courses below:

LAA 310 Mexican Art 5
LAA 320 African Art 5
LAA 322 Modern Art 5

Note: The course selected must be taken for 5 quarter hours.

Art Electives 20 QH

Choose 20 QH from the approved courses below:

LAA 101 Art Appreciation I 2
LAA 102 Art Appreciation II 3
LAA 110 Introduction to Art 2
LAA 200 Arts in Chicago 5
LAA 304 Mixed Media 2 TO 5

LAA 310 Mexican Art 5
LAA 320 African Art 5
LAA 322 Modern Art 5
LAA 490 Art Independent Study 1 TO 6

LAA 495 Art Special Topic 1 TO 6

Note: LAA 110 is recommended.

Criminal Justice Minor, Applied Behavioral Sciences

Students in the following programs may select a minor in Criminal Justice:
- Applied Behavioral Sciences (p. 93)
- Applied Communications (p. 95)
- Business Administration (p. 96)
- Human Services (p. 103)
- Management (p. 106)
- Management Information System (p. 108)
- Psychology (p. 109)

Criminal Justice minor is conveniently offered in both online-only and face-to-face formats. The program studies the nature of humans, their conduct in society, and the institutions established to address anti-social behavior in the pursuit of the common good. This minor would be useful for those engaged in any professions like counseling, education, health care, law and law enforcement.

**Minor Details:**
- Requires 30 QH, including Criminal Justice courses taken as part of the General Education requirement
- Requires a minimum grade of “C” for each course in the minor
- 5 QH must be taken at NLU

**Required Courses**

Core Courses

CSJ 106 Law Enforcement 5
or
CSJ 107 Criminal Justice System 5
CSJ 205 Criminology 5
CSJ 206 Criminal Law and Procedure 5
Additional Courses

Choose two of the courses below or two other courses under advisement:

- CSJ 210 Community Policing 5
- CSJ 235 Introduction to Forensic Science 5
- CSJ 353 Criminal Investigations 5

**English Minor**

Applied Behavioral Sciences (p. 93) students may select a minor in English. Students will learn about the major writers and periods of British and American literature and the cultural traditions found in minority literature. They will also master the basics of language, rhetoric and composition theory and learn how to analyze and critique writing.

**Minor Details:**

- Requires 30 QH including English courses taken as part of the General Education requirement
- Requires 10 QH of upper level coursework
- 5 QH of the upper level coursework must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

**Required Courses**

**Core Courses - 5 QH**

- LAM 311 Calculus I 5
- or
- LAM 312 Calculus II 5

**Mathematics Electives - 25 QH**

Choose 25 QH of Mathematics (p. 327) courses

Notes: The following courses do not count toward the mathematics electives: LAM 100A, LAM 100B, LAM 106, LAM 109, LAM 110, LAM 112, LAM 115 and LAM 213. LAM 490, LAM 491 and LAM 495 must be approved.

**Psychology Minor**

Applied Behavioral Sciences (p. 93) and Applied Communications (p. 95) students may select a minor in Psychology. The Psychology minor prepares students to use psychological concepts and theories and provides a foundation for further graduate study.

**Minor Details:**

- Requires 30 QH including Psychology courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

**Required Courses**

**Core Course**

- LAP 100 General Psychology 5

**Developmental Psychology**

Choose one of the courses below:

- LAP 200 Psychology of Development in the Infant/Toddler Years 5
- LAP 201 Psychology of Early Childhood 5
- LAP 202 Psychology of Middle Childhood and Adolescence 5
- LAP 300 Adult Development and Learning Assessment 5
- LAP 303 Introduction to Psycholinguistics 5
- LAP 315 Lifespan Development 5
- LAP 441 Psychology of Artistic Expression 3 OR 5
LAP 442  Interpersonal Development  3  OR  5
LAP 450  Human Sexuality  3  OR  5
LAP 320  Psychological Assessment of the Young Child  5
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 441, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Social, Personality or Clinical Psychology

Choose one of the courses below:

LAP 306  Theories of Personality  5
LAP 307  Abnormal Psychology  5
LAP 325  Psychology of Play and Therapeutic Applications  5
LAP 330  Social Psychology  5
LAP 340  Effective Interpersonal Relationships  5
LAP 342  Interpersonal Helping Skills  5
LAP 441  Psychology of Artistic Expression  3  OR  5
LAP 320  Psychological Assessment of the Young Child  5
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 441 must be taken for 5 quarter hours.

Cognitive or Experimental Psychology

Choose one of the courses below:

LAP 300  Adult Development and Learning Assessment  5
LAP 303  Introduction to Psycholinguistics  5
LAP 305  Memory and Cognition  5
LAP 401  Psychology of Learning  5
LAP 402  Research Methods  5

Note: LAP 402 must be taken for 5 quarter hours.

Community Psychology

Choose one of the courses below:

LAP 200  Psychology of Development in the Infant/Toddler Years  5
LAP 201  Psychology of Early Childhood  5
LAP 330  Social Psychology  5
LAP 340  Effective Interpersonal Relationships  5
LAP 342  Interpersonal Helping Skills  5
LAP 348  Cross-Cultural Communication  5
LAP 350  Culture and Self  5
LAP 352  Children and Families under Stress  5
LAP 408  Introduction to Community Psychology  5
LAP 425  Mental Health  3  OR  5
LAP 442  Interpersonal Development  3  OR  5
LAP 450  Human Sexuality  3  OR  5
LAP 320  Psychological Assessment of the Young Child  5
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 425, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Psychology Electives

Choose 5 QH of undergraduate Psychology (p. 333) courses with advisor approval

Psychology/Human Development Minor

Applied Behavioral Sciences (p. 93) and Applied Communications (p. 95) students may select a minor in Psychology/Human Development.

Minor Details:

- Requires 30 QH including Psychology courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

Required Courses

Core Courses
### LAP 100 General Psychology 5
### LAP 315 Lifespan Development 5

**Developmental Psychology**

Choose two of the courses below:

- LAP 200 Psychology of Development in the Infant/Toddler Years 5
- LAP 201 Psychology of Early Childhood 5
- LAP 202 Psychology of Middle Childhood and Adolescence 5
- LAP 300 Adult Development and Learning Assessment 5
- LAP 303 Introduction to Psycholinguistics 5
- LAP 315 Lifespan Development 5
- LAP 441 Psychology of Artistic Expression 3 OR 5
- LAP 442 Interpersonal Development 3 OR 5
- LAP 450 Human Sexuality 3 OR 5
- LAP 320 Psychological Assessment of the Young Child 5
- LAP 321 Psychological Assessment of the Young Child--Part II 3

**Notes:** LAP 201 is preferred. LAP 320 and LAP 321 together count as one course. All 400 level courses must be taken for 5 quarter hours.

### Science Minor

Applied Behavioral Sciences (p. 93) students may select a minor in Science. Students may select courses that cover a wide range of topics in the physical and biological sciences.

**Minor Details:**

- Requires 30 QH including Science courses taken as part of the General Education requirement
- Requires 10 QH of upper level coursework
- 10 QH of upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor
- Requires science department approval before registering for any science courses that are accelerated, field-based, or intersession

**Required Courses**

Science Electives - 30 QH

Choose 30 QH of Science (p. 331) courses
Note: The following courses do not count toward the science electives: LAN 108, LAN 215, LAN 225, LAN 235.

Sociology and Anthropology Minor

Students in the following programs may select a minor in Sociology and Anthropology:

- Applied Behavioral Sciences (p. 93)
- Applied Communications (p. 95)
- Elementary Education (p. 133)

Minor Details:

- Requires 30 QH in addition to Social Science courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 10 QH of the upper level courses must be taken at NLU
- Requires minimum grade of “C” for each course in the minor

Required Courses

Anthropology Electives

Choose 10 QH from the courses below:

- LAS 110 Introduction to Cultural Anthropology 5
- LAS 204 Contemporary Chicago 5
- LAS 302 Asian American Cultures and Society 5
- LAS 303 Sub-Saharan African Cultures 5
- LAS 304 Middle and South American Cultures 5
- LAS 311 Race and Ethnicity 5
- LAS 340 Native American Cultures 5

Sociology Electives

Choose 10 QH from the courses below:

- LAP 105 Introduction to Sociology 5
- LAP 405 Social Problems 5
- LAP 408 Media and Society 5
- LAP 420 Social Theory 5
- LAP 453 Social Inequality 5
- LAP 495 Social Science Special Topic TO 5

Note: LAS 495 the Special Topic must be in Sociology and taken for 5 quarter hours.

Urban and Policy Studies

- LAS 432 Gender in the Public Sector 5
- LAS 438 Foundations of Public Administration 5
- LAS 464 Urban Community Development 5

Applied Communications Minors

Psychology Minor

Applied Behavioral Sciences (p. 93) and Applied Communications (p. 95) students may select a minor in Psychology. The Psychology minor prepares students to use psychological concepts and theories and provides a foundation for further graduate study.

Minor Details:

- Requires 30 QH including Psychology courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

Required Courses

Core Course

- LAP 100 General Psychology 5

Developmental Psychology

Choose one of the courses below:

- LAP 200 Psychology of Development in the Infant/Toddler Years 5
- LAP 201 Psychology of Early Childhood 5
- LAP 202 Psychology of Middle Childhood and Adolescence 5
- LAP 300 Adult Development and Learning Assessment 5
- LAP 303 Introduction to Psycholinguistics 5
- LAP 315 Lifespan Development 5
- LAP 441 Psychology of Artistic Expression 3 OR 5
- LAP 442 Interpersonal Development 3 OR 5
- LAP 450 Human Sexuality 3 OR 5
LAP 320  Psychological Assessment of the Young Child  5
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 441, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Social, Personality or Clinical Psychology

Choose one of the courses below:

LAP 306  Theories of Personality  5
LAP 307  Abnormal Psychology  5
LAP 325  Psychology of Play and Therapeutic Applications  5
LAP 330  Social Psychology  5
LAP 340  Effective Interpersonal Relationships  5
LAP 342  Interpersonal Helping Skills  5
LAP 441  Psychology of Artistic Expression  3 OR  5
LAP 320  Psychological Assessment of the Young Child  5
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 425, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Cognitive or Experimental Psychology

Choose one of the courses below:

LAP 300  Adult Development and Learning Assessment  5
LAP 303  Introduction to Psycholinguistics  5
LAP 305  Memory and Cognition  5
LAP 401  Psychology of Learning  5
LAP 402  Research Methods  5

Note: LAP 402 must be taken for 5 quarter hours.

Community Psychology

Choose one of the courses below:

LAP 200  Psychology of Development in the Infant/Toddler Years  5
LAP 201  Psychology of Early Childhood  5
LAP 330  Social Psychology  5
LAP 340  Effective Interpersonal Relationships  5
LAP 342  Interpersonal Helping Skills  5
LAP 348  Cross-Cultural Communication  5
LAP 350  Culture and Self  5
LAP 352  Children and Families under Stress  5
LAP 408  Introduction to Community Psychology  5
LAP 425  Mental Health  5
LAP 442  Interpersonal Development  5
LAP 450  Human Sexuality  5
LAP 442  Interpersonal Development  3 OR  5
LAP 450  Human Sexuality  3 OR  5
LAP 320  Psychological Assessment of the Young Child  5
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 425, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Psychology Electives

Choose 5 QH of undergraduate Psychology (p. 333) courses with advisor approval

Psychology/Human Development Minor

Applied Behavioral Sciences (p. 93) and Applied Communications (p. 95) students may select a minor in Psychology/Human Development.

Minor Details:
- Requires 30 QH including Psychology courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

Required Courses

Core Courses

LAP 100  General Psychology  5
LAP 315  Lifespan Development  5

Developmental Psychology

Choose two of the courses below:
MINORS

LAP 200  Psychology of Development in the Infant/Toddler Years  5
LAP 201  Psychology of Early Childhood  5
LAP 202  Psychology of Middle Childhood and Adolescence  5
LAP 300  Adult Development and Learning Assessment  5
LAP 303  Introduction to Psycholinguistics  5
LAP 315  Lifespan Development  5
LAP 441  Psychology of Artistic Expression  3 OR 5
LAP 442  Interpersonal Development  3 OR 5
LAP 450  Human Sexuality  3 OR 5
LAP 300  Adult Development and Learning Assessment  5

LAP 201 is preferred. LAP 320 and LAP 321 together count as one course. All 400 level courses must be taken for 5 quarter hours.

Notes: LAP 201 is preferred. LAP 320 and LAP 321 together count as one course. All 400 level courses must be taken for 5 quarter hours.

Psychology Electives

Choose two of the elective courses below:

LAP 200  Psychology of Development in the Infant/Toddler Years  5
LAP 201  Psychology of Early Childhood  5
LAP 300  Adult Development and Learning Assessment  5
LAP 303  Introduction to Psycholinguistics  5
LAP 305  Memory and Cognition  5
LAP 306  Theories of Personality  5
LAP 307  Abnormal Psychology  5
LAP 325  Psychology of Play and Therapeutic Applications  5
LAP 330  Social Psychology  5
LAP 340  Effective Interpersonal Relationships  5
LAP 342  Interpersonal Helping Skills  5
LAP 348  Cross-Cultural Communication  5
LAP 350  Culture and Self  5
LAP 352  Children and Families under Stress  5
LAP 401  Psychology of Learning  5
LAP 402  Research Methods  5
LAP 425  Mental Health  3 OR 5
LAP 441  Psychology of Artistic Expression  3 OR 5
LAP 442  Interpersonal Development  3 OR 5
LAP 450  Human Sexuality  3 OR 5
LAP 320  Psychological Assessment of the Young Child  5

with
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. All 400 level courses must be taken for 5 quarter hours.

Sociology and Anthropology Minor

Students in the following programs may select a minor in Sociology and Anthropology:

- Applied Behavioral Sciences
- Applied Communications
- Elementary Education (p. 133)

Minor Details:

- Requires 30 QH in addition to Social Science courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 10 QH of the upper level courses must be taken at NLU
- Requires minimum grade of “C” for each course in the minor

Required Courses

Anthropology Electives

Choose 10 QH from the courses below:

LAS 110  Introduction to Cultural Anthropology  5
LAS 204  Contemporary Chicago  5
LAS 302  Asian American Cultures and Society  5
LAS 303  Sub-Saharan African Cultures  5
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 304</td>
<td>Middle and South American Cultures</td>
<td>5</td>
</tr>
<tr>
<td>LAS 311</td>
<td>Race and Ethnicity</td>
<td>5</td>
</tr>
<tr>
<td>LAS 340</td>
<td>Native American Cultures</td>
<td>5</td>
</tr>
</tbody>
</table>

**Sociology Electives**

Choose 10 QH from the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 105</td>
<td>Introduction to Sociology</td>
<td>5</td>
</tr>
<tr>
<td>LAS 405</td>
<td>Social Problems</td>
<td>5</td>
</tr>
<tr>
<td>LAS 408</td>
<td>Media and Society</td>
<td>5</td>
</tr>
<tr>
<td>LAS 420</td>
<td>Social Theory</td>
<td>5</td>
</tr>
<tr>
<td>LAS 453</td>
<td>Social Inequality</td>
<td>5</td>
</tr>
<tr>
<td>LAS 495</td>
<td>Social Science Special Topic</td>
<td>1-5</td>
</tr>
</tbody>
</table>

Note: LAS 495 the Special Topic must be in Sociology and taken for 5 quarter hours.

**Urban and Policy Studies**

Choose 10 QH from the courses below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 432</td>
<td>Gender in the Public Sector</td>
<td>5</td>
</tr>
<tr>
<td>LAS 438</td>
<td>Foundations of Public Administration</td>
<td>5</td>
</tr>
<tr>
<td>LAS 464</td>
<td>Urban Community Development</td>
<td>5</td>
</tr>
</tbody>
</table>

**Elementary Education Minors**

**English Minor, Elementary Education**

Elementary Education (p. 133) students may select a minor in English to fulfill their standard teaching concentration requirement. Students will learn about the major writers and periods of British and American literature and the cultural traditions found in minority literature. They will also master the basics of language, rhetoric and composition theory and learn how to analyze and critique writing.

**Minor Details:**

- Requires 30 QH in addition to English courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of the upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

**Required Courses**

Core Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAE 314</td>
<td>History of the English Language</td>
<td>5</td>
</tr>
</tbody>
</table>

**Literary Period Course**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAE 305</td>
<td>Advanced Studies in British Literature: Beginning to 1750</td>
<td>5</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAE 306</td>
<td>Advanced Studies in British Literature: 1750-1900</td>
<td>5</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAE 405</td>
<td>Advanced Studies of American Literature: Beginning-1900</td>
<td>3 OR 5</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAE 406</td>
<td>Advanced Studies of American Literature: 1900-1950</td>
<td>3 OR 5</td>
</tr>
</tbody>
</table>

Note: LAE 405 and LAE 406 must be taken for 5 quarter hours.

**Literature and/or Writing electives**

Choose 20 QH of undergraduate literature or writing (p. 320) courses

Notes: The following course does not count toward the literature or writing elective: LAE 100A. LAE 490 and LAE 495 must be approved.

**Mathematics Minor, Elementary Education**

Elementary Education (p. 133) students may select a minor in Mathematics to fulfill their standard teaching concentration requirement.

**Minor Details:**

- Requires 30 QH in addition to Mathematics courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of the upper level courses must be taken at NLU
- Requires a minimum of “C” in all coursework in the minor
- To complete this minor, choose five courses from four of the seven Areas of Mathematics listed below. Two of the courses must be in the same area.

**Required Courses**

Area I – Math Content for Elementary Ed Teachers

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAM 301</td>
<td>Mathematics Content for Teachers: Problem Solving</td>
<td>5</td>
</tr>
</tbody>
</table>
### Area II – Calculus
- LAM 311 Calculus I 5
- LAM 312 Calculus II 5

### Area III – Modern Algebra / Number Theory
- LAM 214 Finite Mathematics 5
- LAM 309 Theory of Numbers 5
- LAM 320 Discrete Mathematics 5

### Area IV – Geometry
- LAM 307 Investigatory Geometry and Measurement 5
- LAM 405 Geometry 5

### Area V – Computer Science
- LAM 303 Computer Programming I 5
- LAM 305 Computer Programming II 5

### Area VI – Probability and Statistics
- LAM 308 Exploratory Probability and Statistics 5
- LAM 403 Mathematical Probability and Statistics 5

### Area VII – History of Mathematics
- LAM 315 History of Math: A Problem-Solving Approach 5
- LAM 450 History of Mathematics for Teachers: Algebra and Geometry OR 3 5
- LAM 451 History of Mathematics for Teachers: Probability and Statistics OR 3 5

Note: LAM 450 and LAM 451 must be taken for 5 quarter hours.

#### Mathematics Electives
Choose 5 QH from the courses below:
- LAM 214 Finite Mathematics 5
- LAM 220 College Algebra 5
- LAM 301 Mathematics Content for Teachers: Problem Solving 5
- LAM 303 Computer Programming I 5
- LAM 305 Computer Programming II 5
- LAM 307 Investigatory Geometry and Measurement 5
- LAM 308 Exploratory Probability and Statistics 5
- LAM 309 Theory of Numbers 5
- LAM 310 Precalculus 5
- LAM 311 Calculus I 5
- LAM 312 Calculus II 5
- LAM 315 History of Math: A Problem-Solving Approach 5
- LAM 320 Discrete Mathematics 5
- LAM 325 Linear Programming 5
- LAM 330 Matrix Algebra 5
- LAM 403 Mathematical Probability and Statistics 5
- LAM 405 Geometry 5
- LAM 410 Linear Algebra 5
- LAM 450 History of Mathematics for Teachers: Algebra and Geometry OR 3 5
- LAM 451 History of Mathematics for Teachers: Probability and Statistics OR 3 5

Notes: The following courses do not count toward the mathematics electives: LAM 100A, LAM 100B, LAM 106, LAM 109, LAM 110, LAM 112, LAM 115, LAM 213, LAM 216, LAM 225. LAM 450 and LAM 451 must be taken for 5 quarter hours.

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### Psychology Minor, Elementary Education

Elementary Education (p. 133) students may select a minor in Psychology to fulfill their standard teaching concentration requirement. The Psychology minor prepares students to use psychological concepts and theories and provides a foundation for further graduate study. Students may apply their knowledge to a number of settings, including the classroom.

#### Minor Details:
- Requires 30 QH in addition to Psychology courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of the upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

#### Required Courses

**Developmental Psychology**

Choose one of the courses below:
- LAP 200 Psychology of Development in the Infant/Toddler Years 5
- LAP 201 Psychology of Early Childhood 5
- LAP 202 Psychology of Middle Childhood and Adolescence 5
- LAP 300 Adult Development and Learning Assessment 5
LAP 303  Introduction to Psycholinguistics  5  
LAP 315  Lifespan Development  5  
LAP 441  Psychology of Artistic Expression  3  OR  5  
LAP 442  Interpersonal Development  3  OR  5  
LAP 450  Human Sexuality  3  OR  5  
LAP 320  Psychological Assessment of the Young Child  5  
with  
LAP 321  Psychological Assessment of the Young Child--Part II  3  

Notes: LAP 320 and LAP 321 together count as one course. LAP 441, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Social, Personality or Clinical Psychology

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 306</td>
<td>Theories of Personality</td>
<td>5</td>
</tr>
<tr>
<td>LAP 307</td>
<td>Abnormal Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 315</td>
<td>Lifespan Development</td>
<td>5</td>
</tr>
<tr>
<td>LAP 330</td>
<td>Social Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 340</td>
<td>Effective Interpersonal Relationships</td>
<td>5</td>
</tr>
<tr>
<td>LAP 342</td>
<td>Interpersonal Helping Skills</td>
<td>5</td>
</tr>
<tr>
<td>LAP 441</td>
<td>Psychology of Artistic Expression</td>
<td>3  OR  5</td>
</tr>
</tbody>
</table>

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 300</td>
<td>Psychology of Development in the Infant/Toddler Years</td>
<td>5</td>
</tr>
<tr>
<td>LAP 201</td>
<td>Psychology of Early Childhood</td>
<td>5</td>
</tr>
<tr>
<td>LAP 330</td>
<td>Social Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 340</td>
<td>Effective Interpersonal Relationships</td>
<td>5</td>
</tr>
<tr>
<td>LAP 342</td>
<td>Interpersonal Helping Skills</td>
<td>5</td>
</tr>
<tr>
<td>LAP 348</td>
<td>Cross-Cultural Communication</td>
<td>5</td>
</tr>
<tr>
<td>LAP 350</td>
<td>Culture and Self</td>
<td>5</td>
</tr>
<tr>
<td>LAP 352</td>
<td>Children and Families under Stress</td>
<td>5</td>
</tr>
<tr>
<td>LAP 408</td>
<td>Introduction to Community Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 425</td>
<td>Mental Health</td>
<td>3  OR  5</td>
</tr>
<tr>
<td>LAP 442</td>
<td>Interpersonal Development</td>
<td>3  OR  5</td>
</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
<td>3  OR  5</td>
</tr>
</tbody>
</table>

Notes: LAP 320 and LAP 321 together count as one course. LAP 425, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Cognitive or Experimental Psychology

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
</tr>
<tr>
<td>LAP 303</td>
<td>Introduction to Psycholinguistics</td>
<td>5</td>
</tr>
<tr>
<td>LAP 305</td>
<td>Memory and Cognition</td>
<td>5</td>
</tr>
<tr>
<td>LAP 401</td>
<td>Psychology of Learning</td>
<td>5</td>
</tr>
<tr>
<td>LAP 402</td>
<td>Research Methods</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: LAP 402 must be taken for 5 quarter hours.

Community Psychology

Choose one of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAP 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
</tr>
<tr>
<td>LAP 303</td>
<td>Introduction to Psycholinguistics</td>
<td>5</td>
</tr>
<tr>
<td>LAP 305</td>
<td>Memory and Cognition</td>
<td>5</td>
</tr>
<tr>
<td>LAP 401</td>
<td>Psychology of Learning</td>
<td>5</td>
</tr>
<tr>
<td>LAP 402</td>
<td>Research Methods</td>
<td>5</td>
</tr>
</tbody>
</table>

Note: LAP 402 must be taken for 5 quarter hours.

Psychology/Human Development Minor, Elementary Education

Elementary Education (p. 133) students may select a minor in Psychology/Human Development to fulfill their standard teaching concentration requirement. Students may apply their knowledge to a number of settings, including the classroom.

Minor Details:

- Requires 30 QH in addition to Psychology courses taken as part of the General Education requirement and Foundational courses
- Requires 15 QH of upper level coursework
- 15 QH of upper level courses must be taken at NLU
- Requires a minimum grade of “C” for each course in the minor

Required Courses

Core Course

LAP 315  Lifespan Development  5

Developmental Psychology

Choose two of the courses below:

LAP 200  Psychology of Development in the Infant/Toddler Years  5
LAP 201  Psychology of Early Childhood  5
LAP 202  Psychology of Middle Childhood and Adolescence  5
LAP 300  Adult Development and Learning Assessment  5
LAP 303  Introduction to Psycholinguistics  5
LAP 441  Psychology of Artistic Expression  3 OR 5
LAP 442  Interpersonal Development  3 OR 5
LAP 450  Human Sexuality  3 OR 5

LAP 320  Psychological Assessment of the Young Child  5
with
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 201 is preferred. LAP 320 and LAP 321 together count as one course. LAP 441 must be taken for 5 quarter hours.

Social, Personality or Clinical Psychology

Choose one of the courses below:

LAP 306  Theories of Personality  5
LAP 307  Abnormal Psychology  5
LAP 325  Psychology of Play and Therapeutic Applications  5
LAP 330  Social Psychology  5
LAP 340  Effective Interpersonal Relationships  5
LAP 342  Interpersonal Helping Skills  5
LAP 441  Psychology of Artistic Expression  3 OR 5
LAP 320  Psychological Assessment of the Young Child  5
with
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 441 must be taken for 5 quarter hours.

Cognitive or Experimental Psychology

Choose one of the courses below:

LAP 300  Adult Development and Learning Assessment  5
LAP 303  Introduction to Psycholinguistics  5
LAP 305  Memory and Cognition  5
LAP 401  Psychology of Learning  5
LAP 402  Research Methods  5

Note: LAP 402 must be taken for 5 quarter hours.

Community Psychology

Choose one of the courses below:

LAP 200  Psychology of Development in the Infant/Toddler Years  5
LAP 201  Psychology of Early Childhood  5
LAP 330  Social Psychology  5
LAP 340  Effective Interpersonal Relationships  5
LAP 342  Interpersonal Helping Skills  5
LAP 348  Cross-Cultural Communication  5
LAP 350  Culture and Self  5
LAP 352  Children and Families under Stress  5
LAP 408  Introduction to Community Psychology  5
LAP 425  Mental Health  3 OR 5
LAP 442  Interpersonal Development  3 OR 5
LAP 450  Human Sexuality  3 OR 5
LAP 320  Psychological Assessment of the Young Child  5
with
LAP 321  Psychological Assessment of the Young Child--Part II  3

Notes: LAP 320 and LAP 321 together count as one course. LAP 425, LAP 442 and LAP 450 must be taken for 5 quarter hours.

Psychology Electives

Choose 5 QH of undergraduate Psychology (p. 333) courses with advisor approval
Science Minor, Elementary Education

Elementary Education (p. 133) students may select a minor in Science to fulfill their standard teaching concentration requirement.

**Minor Details:**
- Requires 30 QH in addition to Science courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 15 QH of the upper level courses must be taken at NLU
- Requires a minimum of “C” in all coursework in the minor
- Requires science department approval before registering for any science courses that are accelerated, field-based or intersession

**Required Courses**

**Science Electives**
Choose 30 QH of Science (p. 331) courses

Note: The following courses do not count toward the science electives: LAN 108, LAN 215, LAN 225, LAN 235.

Sociology and Anthropology Minor, Elementary Education

Elementary Education (p. 133) students may select a minor in Sociology and Anthropology to fulfill their standard teaching concentration requirement.

**Minor Details:**
- Requires 30 QH in addition to Social Science courses taken as part of the General Education requirement
- Requires 15 QH of upper level coursework
- 10 QH of the upper level courses must be taken at NLU
- Requires minimum grade of “C” for each course in the minor

**Required Courses**

**Anthropology Electives**
Choose 10 QH from the courses below:
- LAS 110 Introduction to Cultural Anthropology 5
- LAS 204 Contemporary Chicago 5
- LAS 302 Asian American Cultures and Society 5
- LAS 303 Sub-Saharan African Cultures 5
- LAS 304 Middle and South American Cultures 5
- LAS 311 Race and Ethnicity 5
- LAS 340 Native American Cultures 5

**Sociology Electives**
Choose 10 QH from the courses below:
- LAS 105 Introduction to Sociology 5
- LAS 405 Social Problems 5
- LAS 408 Media and Society 5
- LAS 420 Social Theory 5
- LAS 453 Social Inequality 5
- LAS 495 Social Science Special Topic 1 to 5

Note: LAS 495 the Special Topic must be in Sociology and taken for 5 quarter hours.

**Urban and Policy Studies**
Choose 10 QH from the courses below:
- LAS 432 Gender in the Public Sector 5
- LAS 438 Foundations of Public Administration 5
- LAS 464 Urban Community Development 5
CONCENTRATIONS

Curriculum and Instruction Concentrations

English as a Second Language Concentration, Curriculum and Instruction (M.Ed.)

This concentration is designed for those wishing to teach English as a Second Language. It focuses on theories of language acquisition, strategies that promote cultural understanding and teaching practices that meet the needs of English Language Learners.

This coursework, along with the fulfillment of other requirements, can be applied to the State of Illinois endorsement in English as a Second Language. Visit the Illinois State Board of Education for more details.

Concentration Details:
- Requires 18 SH for completion

Required Courses

English as a Second Language Concentration- Core Courses - 15 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 501</td>
<td>Introduction to Linguistics for TESOL</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>or Reading in a New Language: Linguistic Considerations</td>
<td>3</td>
</tr>
<tr>
<td>CIL 512</td>
<td>Reading in a New Language: Linguistic Considerations</td>
<td>3</td>
</tr>
</tbody>
</table>

English as a Second Language Concentration-Electives - 3 SH

Choose 3 SH from the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 501</td>
<td>Introduction to Linguistics for TESOL</td>
<td>3</td>
</tr>
<tr>
<td>CIL 511</td>
<td>Family Literacy for Linguistically and Culturally Diverse Learners</td>
<td>3</td>
</tr>
<tr>
<td>CIL 512</td>
<td>Reading in a New Language: Linguistic Considerations</td>
<td>3</td>
</tr>
</tbody>
</table>

CIL 532 Technology Instruction for Linguistically and Culturally Diverse Students 3

Note: Other NCE graduate courses may apply, but the above courses are accepted for the English as a Second Language endorsement.

English as a Second Language/Bilingual Concentration, Curriculum and Instruction (M.Ed.)

This concentration is designed for those wishing to work with students who are non-native English speakers. It focuses on theories of language acquisition, strategies that promote cultural understanding and teaching practices that meet the needs of English Language Learners.

This coursework, along with other requirements, can be applied to endorsements. Visit the Illinois State Board of Education for more details.

Concentration Details:
- Requires 18 SH for completion

Required Courses

English as a Second Language/Bilingual Education Concentration Core Courses - 18 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 501</td>
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<td>CIL 512</td>
<td>Reading in a New Language: Linguistic Considerations</td>
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</tr>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>CIL 506</td>
<td>Methods and Materials for Teaching Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>CIL 531</td>
<td>Cross Cultural Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Personalized Option Concentration, Curriculum and Instruction (M.Ed.)

This concentration provides candidates with the opportunity to create a customized degree program according to personal and professional goals.
Students may choose electives from courses in any area of graduate education, as approved by an academic advisor.

**Concentration Details:**
- Requires 18 SH for completion

**Required Courses**

**Personalized Option Concentration - 18 SH**
Choose 18 SH of NCE graduate courses with advisor approval

**Secondary Education Concentrations**

**Secondary Education, M.A.T., Biological Science Concentration ( Resident Teacher Program)**

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Secondary Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take the coursework that allows them to earn a full Master of Arts in Teaching degree from NLU.

Graduates contract to work in an underperforming Chicago Public School for a minimum of four years.

Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Biology (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

**In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:**
- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Have a grade point average of 3.0 or better in Biology coursework
- Have 12 semester hours of upper division courses in Biology
- Pass the Content test in Biology

In addition, the Biological Science endorsement requires:

- A major in Biology from a regionally accredited institution or a minimum of 24 SH of coursework in Biology with 10 SH of laboratory courses and at least one course in each of the areas listed below:
  - One course in Chemistry
  - One course in Earth Science/Space Science
  - One course in Environmental Science
  - One course in Physics
  - 6 SH in Math—must be above College Algebra

**Program Details:**
- Requires 36 SH for completion
- Requires student teaching

**Secondary Education – Biological Science Requirements - 28 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>RLR 540</td>
<td>Teaching Content Area Literacy at the Middle and Secondary Level</td>
<td>3</td>
</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
<td>5</td>
</tr>
<tr>
<td>SEC 510</td>
<td>Methods of Teaching Biology at the Secondary Level</td>
<td>4 TO 5</td>
</tr>
<tr>
<td>SEC 597A</td>
<td>Resident Student Teaching in Secondary Education Biology</td>
<td>2</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>TIE 535</td>
<td>Instructional Design Foundations for Digital Age Learning Environments</td>
<td>1 TO 3</td>
</tr>
</tbody>
</table>

Notes: SEC 597A must be taken for a total of 6 semester hours. TIE 535 must be taken for a total of 3 semester hours.

**Secondary Education Elective Options - 6 SH**

Choose one pair of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
</tbody>
</table>
CONCENTRATIONS

CIL 500 Foundations of ESL and Bilingual Education 3

CIL 510 Assessment of ESL and Bilingual Education Students 3

MLE 500 Middle School: An Overview 3

MLE 502 Middle Level Curriculum 3

RLW 541 Teaching Writing 2 TO 3

RLL 520 Survey of Youth Literature, PreK-12 3

RLL 522 Adolescent Literature 2 TO 3

RLL 528 Diverse Perspectives in Youth Literature, PreK-12 3

Note: If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

Secondary Education, M.A.T., Biological Science Concentration (Traditional Program)

This program is for those with a baccalaureate degree and undergraduate coursework in Biology who seek Illinois secondary education licensure. Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Biology (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Have a grade point average of 3.0 or better in Biology coursework
- Have 12 semester hours of upper division courses in Biology
- Pass the Content test in Biology

In addition, the Biological Science endorsement requires:

- A major in Biology from a regionally accredited institution or a minimum of 24 SH of coursework in Biology with 10 SH of laboratory courses and at least one course in each of the areas listed below:
  - One course in Chemistry
  - One course in Earth Science/Space Science
  - One course in Environmental Science
  - One course in Physics
  - 6 SH in Math—must be above College Algebra

Program Details:

- Requires 33 SH for completion
- Requires student teaching

Required Courses

MAT Core - 2 SH
EPS 511  Human Learning and Development in Instructional Contexts  2

OR

3

Note: EPS 511 must be taken for 2 semester hours.

Secondary Education – Biological Science Requirements - 25 SH

CIL 505  Methods and Materials for Teaching English as a Second Language  3

RLR 540  Teaching Content Area Literacy at the Middle and Secondary Level  3

SEC 502  Introduction to Teaching at the Secondary Level  5

SEC 510  Methods of Teaching Biology at the Secondary Level  4 TO

5

SEC 590A  Student Teaching Secondary School Biological Science  6

SPE 500  Introduction to and Methods of Teaching Students with Disabilities  3

Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

SPE 501  Educational and Diagnostic Assessment of Exceptional Children and Adolescents  3

and

SPE 506  Frameworks, Perspectives, and Collaboration in Special Education  3

CIL 500  Foundations of ESL and Bilingual Education  3

and

CIL 510  Assessment of ESL and Bilingual Education Students  3

or

MLE 500  Middle School: An Overview  3

and

MLE 502  Middle Level Curriculum  3

or

RLW 541  Teaching Writing  2 TO

3

and

RLL 520  Survey of Youth Literature, PreK-12  3

or

RLL 522  Adolescent Literature  2 TO

3

or

RLL 528  Diverse Perspectives in Youth Literature, PreK-12  3

Note: If selected, RLL 541 and RLL 522 must be taken for 3 semester hours.

The following courses are required for licensure:

CIL 505  Methods and Materials for Teaching English as a Second Language  3

EPS 511  Human Learning and Development in Instructional Contexts  2 OR

3

RLR 540  Teaching Content Area Literacy at the Middle and Secondary Level  3

SEC 502  Introduction to Teaching at the Secondary Level  5

SEC 510  Methods of Teaching Biology at the Secondary Level  4 TO

5

SEC 590A  Student Teaching Secondary School Biological Science  6

SPE 500  Introduction to and Methods of Teaching Students with Disabilities  3

Note: Candidates may become licensed prior to completion of the M.A.T. degree, and have six years from the beginning of coursework to complete the degree. Candidates are strongly advised to complete the degree.

Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

• Be accepted into the graduate program of National College of Education

• File, by the designated deadline, the application form for student teaching

• Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form

• Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program

• Complete all of their licensure courses except for SEC 590A (Student Teaching)

• Pass all methods courses at National Louis University with a grade no lower than a B

• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

Secondary Education, M.A.T., English/Language Arts Concentration (Resident Teacher Program)

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Secondary Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take the coursework that allows them to earn a full Master of Arts in Teaching degree from NLU.

Graduates contract to work in an underperforming Chicago Public School for a minimum of four years.

Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and English/Language Arts (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Have a grade point average of 3.0 or better in English coursework
• Have 32 semester hours of coursework in English (12 semester hours of upper division)
• Pass the Content Test in English/Language Arts

In addition, candidates must fulfill all of the areas listed below:

• 9 SH in Writing Skills: 6 SH of Composition (Comp I/II, advanced writing courses or writing-intensive courses) and 3 SH of Creative Writing
• 17 SH must be in Literature: one course in each of the following areas:
  • Intro to Literary Criticism
  • American Literature
  • English Literature
• Non-Western or Ethnic American Literature
• Shakespeare
• Poetry or Adolescent Literature
• 6 SH can be in writing, literature, speech or journalism

Program Details:
• Requires 36 SH for completion
• Requires student teaching

Required Courses

Required Courses

MAT Core - 2 SH
EPS 511 Human Learning and Development in Instructional Contexts 2 OR
EPS 511 Human Learning and Development in Instructional Contexts 3
Note: EPS 511 must be taken for 2 semester hours.

Secondary Education – English/Language Arts Requirements - 28 SH
CIL 505 Methods and Materials for Teaching English as a Second Language 3
RLR 540 Teaching Content Area Literacy at the Middle and Secondary Level 3
SEC 502 Introduction to Teaching at the Secondary Level 5
SEC 512 Methods of Teaching English at the Secondary Level 4 TO 5
SEC 597B Resident Student Teaching in English/Language Arts 2
SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3
TIE 535 Instructional Design Foundations for Digital Age Learning Environments 1 TO 3

Notes: SEC 597B must be taken for a total of 6 semester hours. TIE 535 must be taken for 3 semester hours.

Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
and
SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3
or
CIL 500 Foundations of ESL and Bilingual Education 3
CIL 510  Assessment of ESL and Bilingual Education Students  3

or

MLE 500  Middle School: An Overview  3

and

MLE 502  Middle Level Curriculum  3

or

RLW 541  Teaching Writing  2

TO  3

and

RLL 520  Survey of Youth Literature, PreK-12  3

or

RLL 522  Adolescent Literature  2

TO  3

or

RLL 528  Diverse Perspectives in Youth Literature, PreK-12  3

Note: If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

• Be accepted into the graduate program of National College of Education

• File, by the designated deadline, the application form for student teaching

• Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form

• Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program

• Complete all of their licensure courses except for SEC 597B (Student Teaching)

• Pass all methods courses at National Louis University with a grade no lower than a B

• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)

• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

Secondary Education, M.A.T., English/Language Arts Concentration (Traditional Program)

This program is for those with a baccalaureate degree and undergraduate coursework in English who seek Illinois secondary education licensure. Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and English/Language Arts (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)

• Have a grade point average of 3.0 or better in English coursework

• Have 32 semester hours of coursework in English (12 semester hours of upper division courses)

• Pass the Content Test in English/Language Arts

In addition, candidates must fulfill all of the areas listed below:

• 9 SH in Writing Skills: 6 SH of Composition (Comp I/II, advanced writing courses or writing-intensive courses) and 3 SH of Creative Writing

• 17 SH must be in Literature: one course in each of the following areas:
  • Introduction to Literary Criticism
  • American Literature
  • English Literature
  • Non-Western or Ethnic American Literature
  • Shakespeare
  • Poetry or Adolescent Literature

• 6 SH can be in writing, literature, speech or journalism

Program Details:

• Requires 33 SH for completion

• Requires student teaching

Required Courses

MAT Core - 2 SH
EPS 511 Human Learning and Development in Instructional Contexts 2
OR 3

Note: EPS 511 must be taken for 2 semester hours.

Secondary Education – English Requirements - 25 SH

CIL 505 Methods and Materials for Teaching English as a Second Language 3

RLR 540 Teaching Content Area Literacy at the Middle and Secondary Level 3

SEC 502 Introduction to Teaching at the Secondary Level 5

SEC 512 Methods of Teaching English at the Secondary Level 4 TO 5

SEC 590B Student Teaching Secondary School Language Arts/English 6

SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3

Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3

SPE 506 Frameworks, Perspectives, and Collaboration in Special Education 3

CIL 500 Foundations of ESL and Bilingual Education 3

CIL 510 Assessment of ESL and Bilingual Education Students 3

MLE 500 Middle School: An Overview 3

MLE 502 Middle Level Curriculum 3

RLW 541 Teaching Writing 2 TO 3

and

RLW 520 Survey of Youth Literature, PreK-12 3

or

RLL 522 Adolescent Literature 2 TO 3

or

RLL 528 Diverse Perspectives in Youth Literature, PreK-12 3

Note: If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

The following courses are required for licensure:

EPS 511 Human Learning and Development in Instructional Contexts 2
OR 3

SEC 502 Introduction to Teaching at the Secondary Level 5

SEC 512 Methods of Teaching English at the Secondary Level 4 TO 5

SEC 590B Student Teaching Secondary School Language Arts/English 6

SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3

Note: Candidates may become licensed prior to completion of the M.A.T. degree, and have six years from the beginning of coursework to complete the degree. Candidates are strongly advised to complete the degree.

Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

• Be accepted into the graduate program of National College of Education

• File, by the designated deadline, the application form for student teaching

• Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form

• Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program

• Complete all of their licensure courses except for SEC 590B (Student Teaching)

• Pass all methods courses at National Louis University with a grade no lower than a B

• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)

• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments
Secondary Education, M.A.T., Foreign Language Concentration (Resident Teacher Program)

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Secondary Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take the coursework that allows them to earn a full Master of Arts in Teaching degree from NLU.

Graduates contract to work in an underperforming Chicago Public School for a minimum of four years.

Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Foreign Language (grades K to 12) with a designation in a specific language. Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Choose a designation from one of the following: Chinese (Cantonese), Chinese (Mandarin), French, German, Hebrew, Italian, Japanese, Korean, Latin, Russian or Spanish
- Have a grade point average of 3.0 or better in foreign language designation coursework
- Have 32 semester hours of coursework in foreign language designation (12 semester hours of upper division)
- Pass the ACTFL foreign language oral proficiency exam (advanced-low)

In addition, the Foreign Language endorsement requires that candidates fulfill all of the following areas in the designation language:

- Pass the foreign language designation test
- Beginning Language I & II
- Intermediate Language I & II
- One course in each of the following areas:
  - Grammar and Composition
  - Introduction to Literature
  - Introduction to History and Culture

Program Details:

- Requires 36 SH for completion
- Requires student teaching

Required Courses

MAT Core - 2 SH

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
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</table>

Note: EPS 511 must be taken for 2 semester hours.

Secondary Education – Foreign Language Requirements - 28 SH

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>RLR 540</td>
<td>Teaching Content Area Literacy at the Middle and Secondary Level</td>
<td>3</td>
</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
<td>5</td>
</tr>
<tr>
<td>SEC 522</td>
<td>Methods of Teaching Classical Languages (Latin) K-12</td>
<td>4 TO 5</td>
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or

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEC 524</td>
<td>Methods of Teaching World Languages K-12</td>
<td>4 TO 5</td>
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</table>

and

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>SEC 597F</td>
<td>Resident Student Teaching in Secondary Education: Foreign Languages</td>
<td>2</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>TIE 535</td>
<td>Instructional Design Foundations for Digital Age Learning Environments</td>
<td>1 TO 3</td>
</tr>
</tbody>
</table>

Notes: SEC 597F must be taken for a total of 6 semester hours. TIE 535 must be taken for 3 semester hours.

Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

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<tr>
<th>Course</th>
<th>Title</th>
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</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
</tbody>
</table>
CIL 500  Foundations of ESL and Bilingual Education  3
and
CIL 510  Assessment of ESL and Bilingual Education Students  3
or
MLE 500  Middle School: An Overview  3
and
MLE 502  Middle Level Curriculum  3
or
RLW 541  Teaching Writing  2
and
RLL 520  Survey of Youth Literature, PreK-12  3
or
RLL 522  Adolescent Literature  2
or
RLL 528  Diverse Perspectives in Youth Literature, PreK-12  3

Note: If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

Secondary Education, M.A.T., Foreign Languages Concentration (Traditional Program)

This program is for those with a baccalaureate degree and undergraduate coursework in a foreign language who seek Illinois secondary education licensure. Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Foreign Language (grades K to 12) with a designation in a specific language. Visit Licensure and Endorsement at NLU for more details.

Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
- Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
- Complete all of their licensure courses except for SEC 597F (Student Teaching)
- Pass all methods courses at National Louis University with a grade no lower than a B
- Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

- Choose a foreign language designation from one of the following: Chinese (Cantonese), Chinese (Mandarin), French, German, Hebrew, Italian, Japanese, Korean, Latin, Russian or Spanish
- Have a grade point average of 3.0 or better in foreign language designation coursework
- Have 32 semester hours of coursework in foreign language designation (12 semester hours of upper division)
- Pass the ACTFL foreign language oral proficiency exam (advanced-low)

In addition, the Foreign Language endorsement requires that candidates fulfill all of the following areas in the designated language:

- Pass the foreign language designation test
- Beginning Language I &II
- Intermediate Language I & II
- One course in each of the following areas:
  - Grammar and Composition
  - Introduction to Literature
  - Introduction to History and Culture

Program Details:

- Requires 33 SH for completion
- Requires student teaching
## Required Courses

**MAT Core - 2 SH**

- EPS 511 Human Learning and Development in Instructional Contexts 2
- OR 3

**Note:** EPS 511 must be taken for 2 semester hours.

### Secondary Education – Foreign Language Requirements - 25 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>RLR 540</td>
<td>Teaching Content Area Literacy at the Middle and Secondary Level</td>
<td>3</td>
</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
<td>5</td>
</tr>
<tr>
<td>SEC 522</td>
<td>Methods of Teaching Classical Languages (Latin) K-12</td>
<td>4 TO 5</td>
</tr>
<tr>
<td>or</td>
<td>Methods of Teaching World Languages K-12</td>
<td>4 TO 5</td>
</tr>
<tr>
<td>SEC 524</td>
<td>and</td>
<td></td>
</tr>
<tr>
<td>SEC 590F</td>
<td>Student Teaching Secondary School Languages K-12</td>
<td>6</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

### Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

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<thead>
<tr>
<th>Course</th>
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<tbody>
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</tr>
<tr>
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<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
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<td>and</td>
<td></td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>MLE 500 Middle School: An Overview</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>MLE 502 Middle Level Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>RLL 541 Teaching Writing</td>
<td>2 TO 3</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RLL 520</td>
<td>Survey of Youth Literature, PreK-12</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>RLL 522 Adolescent Literature</td>
<td>2 TO 3</td>
</tr>
<tr>
<td>or</td>
<td>RLL 528 Diverse Perspectives in Youth Literature, PreK-12</td>
<td>3</td>
</tr>
</tbody>
</table>

**Note:** If selected, RLL 541 and RLL 522 must be taken for 3 semester hours.

The following courses are required for licensure:

<table>
<thead>
<tr>
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<tbody>
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<td>Human Learning and Development in Instructional Contexts</td>
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**Note:** Candidates may become licensed prior to completion of the M.A.T. degree, and have six years from the beginning of coursework to complete the degree. Candidates are strongly advised to complete the degree.

### Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
- Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
• Complete all of their licensure courses except for SEC 590F (Student Teaching)
• Pass all methods courses at National Louis University with a grade no lower than a B
• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

Secondary Education, M.A.T., Mathematics Concentration (Resident Teacher Program)

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Secondary Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take the coursework that allows them to earn a full Master of Arts in Teaching degree from NLU.

Graduates contract to work in an underperforming Chicago Public School for a minimum of four years.

Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Mathematics (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:
• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Have a grade point average of 3.0 or better in Mathematics coursework
• Have 32 semester hours of coursework in mathematics (12 semester hours of upper division courses)
• Pass the Content Test in Mathematics

In addition, candidates must fulfill all of the areas listed below:
• CALCULUS (6 SH)—These courses should cover the topics of limits, continuity, differentiation and applications of integration and possibly some topics from analytic geometry. The use of calculus in solving real life problems with technology should be emphasized. The courses meeting this requirement should be sequential in nature.
• FOUNDATIONS OF GEOMETRY (or COLLEGE GEOMETRY) (3 SH)—This focuses on major concepts of Euclidean geometry, with introduction of non-Euclidean geometry, including the study of axiom and postulate-based deductive systems and the development of mathematical conjectures and proofs. The construction and representation of two and three-dimensional shapes is included as perspective drawings, or physical models, and as virtual representations, using dynamic geometry applications.
• GEOMETRY (3 SH)—Courses such as projective, affine and topology fit here. Three semester hours of an analytic geometry that was integrated in a calculus sequence may be placed here. These three semester hours of geometry must be upper (300/400/graduate) level.
• NUMBER THEORY (3 SH)—Courses should contain number theory, comparisons of numbers and number systems, and representation/application of complex numbers. Courses with titles such as group theory, ring theory and field theory will also fit in this area.
• MODERN/ABSTRACT ALGEBRA (3 SH)—Courses within this area should contain the development of the real number system and its subsystems and the analysis and explanation of procedures used for operations involving integers, rational, real and complex numbers. The use of technology to demonstrate and apply the properties of real numbers and their use in solving real life problems should also be included in this course.
• LINEAR ALGEBRA (3 SH)—The content of the course should include matrices and their operations, solutions of systems and equations, vector spaces, linear transformation, eigen values and eigenvectors with a focus on the use of linear algebra in solving real life problems. A course in matrix algebra or matrix theory will fit in this area.
• DISCRETE MATHEMATICS (3 SH)—Coursework within this area will involve the elements of graph theory, recurrence relations, finite difference approaches, linear programming and combinatorics. Coursework can also contain discrete structures and the application of algorithms. Courses with titles such as finite math, logic, data structures and discrete structures would also fit in this area.
• PROBABILITY & STATISTICS (3 SH)—
Coursework in this area should contain the treatment of topics as mutually exclusive events, independent and dependent events, conditional probability, combinatorics, random variables, sampling methods, confidence intervals, inferential statistics, distributions and correlation. Estimating probabilities and data representation using graphing calculators or statistical software should also be covered in this course. A statistics course in other areas (business, economics, etc.) may be placed here.

• HISTORY OF MATHEMATICS (3 SH)—This course provides a study of the historical development of the central concepts of mathematics from early times to the present. Students analyze the accomplishments of significant mathematicians within historical, cultural, and scientific contexts, including contributions from diverse cultures.

• MATH ELECTIVES (2 SH)—Any college-level math courses, if needed to reach 32 SH

Program Details:

- Requires 36 SH for completion
- Requires student teaching

MAT Core - 2 SH

<table>
<thead>
<tr>
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<tbody>
<tr>
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<td>2</td>
</tr>
<tr>
<td>OR</td>
<td></td>
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</tbody>
</table>

Note: EPS 511 must be taken for 2 semester hours.

Secondary Education – Mathematics Requirements - 28 SH

<table>
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<tr>
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<th>Title</th>
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<td>RLR 540</td>
<td>Teaching Content Area Literacy at the Middle and Secondary Level</td>
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</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
<td>5</td>
</tr>
<tr>
<td>SEC 514</td>
<td>Methods of Teaching Mathematics at the Secondary and Middle Levels</td>
<td>4 TO 5</td>
</tr>
<tr>
<td>SEC 597C</td>
<td>Resident Student Teaching in Secondary Education Mathematics</td>
<td>2</td>
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<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>TIE 535</td>
<td>Instructional Design Foundations for Digital Age Learning Environments</td>
<td>1 TO 3</td>
</tr>
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</table>

Notes: SEC 597C must be taken for a total of 6 semester hours. TIE 535 must be taken for 3 semester hours.

Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

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<td>RLL 541</td>
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<td>Survey of Youth Literature, PreK-12</td>
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<tr>
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<td>Diverse Perspectives in Youth Literature, PreK-12</td>
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</table>

Note: If selected, RLL 541 and RLL 522 must be taken for 3 semester hours.

Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
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• Complete all of their licensure courses except for SEC 597C (Student Teaching)
• Pass all methods courses at National Louis University with a grade no lower than a B
• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

Secondary Education, M.A.T., Mathematics Concentration (Traditional Program)

This program is for those with a baccalaureate degree and undergraduate coursework in Mathematics who seek Illinois secondary education licensure. Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Mathematics (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:
• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Have a grade point average of 3.0 or better in Mathematics coursework
• Have 32 SH of coursework in Mathematics (12 SH of upper division courses)
• Pass the Content Test in Mathematics

In addition, candidates must fulfill all of the areas listed below:
• CALCULUS (6 SH)—These courses should cover the topics of limits, continuity, differentiation and applications of integration and possibly some topics from analytic geometry. The use of calculus in solving real life problems with technology should be emphasized. The courses meeting this requirement should be sequential in nature.
• FOUNDATIONS OF GEOMETRY (or COLLEGE GEOMETRY) (3 SH)—This focuses on major concepts of Euclidean geometry, with introduction of non-Euclidean geometry, including the study of axiom and postulate-based deductive systems and the development of mathematical conjectures and proofs. The construction and representation of two and three-dimensional shapes is included as perspective drawings, or physical models, and as virtual representations, using dynamic geometry applications.
• GEOMETRY (3 SH)—Courses such as projective, affine and topology fit here. Three semester hours of an analytic geometry that was integrated in a calculus sequence may be placed here. These three semester hours of geometry must be upper (300/400/graduate) level.
• NUMBER THEORY (3 SH)—Courses should contain number theory, comparisons of numbers and number systems, and representation/application of complex numbers. Courses with titles such as group theory, ring theory and field theory will also fit in this area.
• MODERN/ABSTRACT ALGEBRA (3 SH)—Courses within this area should contain the development of the real number system and its subsystems and the analysis and explanation of procedures used for operations involving integers, rational, real and complex numbers. The use of technology to demonstrate and apply the properties of real numbers and their use in solving real life problems should also be included in this course.
• LINEAR ALGEBRA (3 SH)—The content of the course should include matrices and their operations, solutions of systems and equations, vector spaces, linear transformation, eigen values and eigenvectors with a focus on the use of linear algebra in solving real life problems. A course in matrix algebra or matrix theory will fit in this area.
• DISCRETE MATHEMATICS (3 SH)—Coursework within this area will involve the elements of graph theory, recurrence relations, finite difference approaches, linear programming and combinatorics. Coursework can also contain discrete structures and the application of algorithms. Courses with titles such as finite math, logic, data structures and discrete structures would also fit in this area.
• PROBABILITY & STATISTICS (3 SH)—Coursework in this area should contain the treatment of topics as mutually exclusive events, independent ad dependent events, conditional probability, combinatorics, random variables, sampling methods, confidence intervals, inferential statistics, distributions and correlation. Estimating probabilities and data representation using graphing calculators or statistical software should also be covered in this course. A statistics
course in other areas (business, economics, etc.) may be placed here.

- HISTORY OF MATHEMATICS (3 SH)—This course provides a study of the historical development of the central concepts of mathematics from early times to the present. Students analyze the accomplishments of significant mathematicians within historical, cultural, and scientific contexts, including contributions from diverse cultures.

- MATH ELECTIVES (2 SH)—Any college-level math courses, if needed to reach 32 SH

**Program Details:**

- Requires 33 SH for completion
- Requires student teaching

**MAT Core - 2 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td>3</td>
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</table>

**Secondary Education – Mathematics Requirements - 25 SH**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
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</thead>
<tbody>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>RLR 540</td>
<td>Teaching Content Area Literacy at the Middle and Secondary Level</td>
<td>3</td>
</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
<td>5</td>
</tr>
<tr>
<td>SEC 514</td>
<td>Methods of Teaching Mathematics at the Secondary and Middle Levels</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>TO</td>
<td>5</td>
</tr>
<tr>
<td>SEC 590C</td>
<td>Student Teaching Secondary School Mathematics</td>
<td>6</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
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</tbody>
</table>

**Secondary Education Elective Options - 6 SH**

Choose one pair of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents</td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
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<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MLE 500</td>
<td>Middle School: An Overview</td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MLE 502</td>
<td>Middle Level Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RLR 541</td>
<td>Teaching Writing</td>
<td>2</td>
</tr>
<tr>
<td>TO</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RLL 520</td>
<td>Survey of Youth Literature, PreK-12</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RLL 522</td>
<td>Adolescent Literature</td>
<td>2</td>
</tr>
<tr>
<td>TO</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RLL 528</td>
<td>Diverse Perspectives in Youth Literature, PreK-12</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: If selected, RLR 541 and RLL 522 must be taken for 3 semester hours.

The following courses are required for licensure:

<table>
<thead>
<tr>
<th>Course</th>
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<th>SH</th>
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</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
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</tr>
<tr>
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<td></td>
<td>3</td>
</tr>
<tr>
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<td>Introduction to Teaching at the Secondary Level</td>
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<td>Student Teaching Secondary School Mathematics</td>
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<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Candidates may become licensed prior to completion of the M.A.T. degree, and have six years from the beginning of coursework to complete the degree. Candidates are strongly advised to complete the degree.

**Secondary Education Student Teaching Enrollment Requirements**

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and
acknowledgement of Mandated Reporter status form

- Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
- Complete all of their licensure courses except for SEC 590C (Student Teaching)
- Pass all methods courses at National Louis University with a grade no lower than a B
- Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
- Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

Secondary Education, M.A.T., Physical Science Concentration ( Resident Teacher Program)

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Secondary Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take the coursework that allows them to earn a full Master of Arts in Teaching degree from NLU.

Graduates contract to work in an underperforming Chicago Public School for a minimum of four years.

Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Physical Science (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

**In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:**

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
- Choose a designation from one of the following: Chemistry, Earth Science, Environmental Science or Physics
- Have a grade point average of 3.0 or better in designation coursework
- Have 32 SH of coursework in Science (12 SH of upper division)
- Have a major from a regionally-accredited institution (or minimum 24 SH in a single designation (10 SH of laboratory coursework for students who don’t have major in the designation)
- Have at least one course in Biology and each of the other designation areas
- Have 6 SH in Math—must be above College Algebra. Courses that will count include Trigonometry, Differential Equations, Advanced Algebra, Statistics and other upper level Math courses
- Pass the Content Test in designation

**Program Details:**

- Requires 36 SH for completion
- Requires student teaching

**MAT Core - 2 SH**

- EPS 511 Human Learning and Development in Instructional Contexts 2
  OR 3

**Note:** EPS 511 must be taken for 2 semester hours.

**Secondary Education – Physical Science Requirements - 28 SH**

- CIL 505 Methods and Materials for Teaching English as a Second Language 3
- RLR 540 Teaching Content Area Literacy at the Middle and Secondary Level 3
- SEC 502 Introduction to Teaching at the Secondary Level 5
- SEC 516 Methods for Teaching Physical Science at the Secondary Level 4
  TO 5
- SEC 597D Resident Student Teaching in Secondary Education Physical Science 2
- SPE 500 Introduction to and Methods of Teaching Students with Disabilities 3
- TIE 535 Instructional Design Foundations for Digital Age Learning Environments 1
  TO 3

**Notes:** SEC 597D must be taken for a total of 6 semester hours. TIE 535 must be taken for 3 semester hours.

**Secondary Education Elective Options - 6 SH**

Choose one pair of the courses below:

- SPE 501 Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
and
SPE 506  Frameworks, Perspectives, and Collaboration in Special Education  3
or
CIL 500  Foundations of ESL and Bilingual Education  3
and
CIL 510  Assessment of ESL and Bilingual Education Students  3
or
MLE 500  Middle School: An Overview  3
and
MLE 502  Middle Level Curriculum  3
or
RLW 541  Teaching Writing  2 TO 3
and
RLL 520  Survey of Youth Literature, PreK-12  3
or
RLL 522  Adolescent Literature  2 TO 3
or
RLL 528  Diverse Perspectives in Youth Literature, PreK-12  3
Note: If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

Secondary Education Student Teaching Enrollment Requirements
Admission to and continuance in student teaching are contingent on the following actions.
Candidates must:
• Be accepted into the graduate program of National College of Education
• File, by the designated deadline, the application form for student teaching
• Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
• Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
• Complete all of their licensure courses except for SEC 597D (Student Teaching)
• Pass all methods courses at National Louis University with a grade no lower than a B
• Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

Secondary Education, M.A.T., Physical Science Concentration (Traditional Program)
This program is for those with a baccalaureate degree and undergraduate coursework in a Physical Science who seek Illinois secondary education licensure. Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Physical Science (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:
• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
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• Have a major from a regionally-accredited institution (or minimum 24 SH) in a single designation area (10 SH of laboratory coursework for students who don’t have major in the designation area)
• Have at least one course in Biology and each of the other designations
• Have 6 SH in Math—must be above College Algebra. Courses that will count include Trigonometry, Differential Equations, Advanced Algebra, Statistics and other upper level Math courses.
• Pass the Content Test in designation area

Program Details:
• Requires 33 SH for completion
• Requires student teaching
### MAT Core - 2 SH

<table>
<thead>
<tr>
<th>Course</th>
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</tr>
</thead>
<tbody>
<tr>
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<td>Human Learning and Development in Instructional Contexts</td>
<td>2</td>
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</table>

**OR**

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEC 516</td>
<td>Methods for Teaching Physical Science at the Secondary Level</td>
<td>4</td>
</tr>
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</table>

**Note:** EPS 511 must be taken for 2 semester hours.

### Secondary Education – Physical Science Requirements - 25 SH

<table>
<thead>
<tr>
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<th>Title</th>
<th>Hours</th>
</tr>
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<tbody>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
<td>3</td>
</tr>
<tr>
<td>RLR 540</td>
<td>Teaching Content Area Literacy at the Middle and Secondary Level</td>
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</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
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</tr>
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<td>SEC 516</td>
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</tr>
<tr>
<td>SEC 590D</td>
<td>Student Teaching Secondary School Physical Science</td>
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</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

**Note:** SEC 590D must be taken for a total of 6 semester hours.

### Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

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<tbody>
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<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education</td>
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</tr>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
<td>3</td>
</tr>
<tr>
<td>MLE 500</td>
<td>Middle School: An Overview</td>
<td>3</td>
</tr>
<tr>
<td>MLE 502</td>
<td>Middle Level Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>RLL 541</td>
<td>Teaching Writing</td>
<td>2</td>
</tr>
<tr>
<td>RLL 520</td>
<td>Survey of Youth Literature, PreK-12</td>
<td>3</td>
</tr>
</tbody>
</table>

**OR**

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

**Note:** If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

### The following courses are required for licensure:

<table>
<thead>
<tr>
<th>Course</th>
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<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2</td>
</tr>
<tr>
<td>SEC 516</td>
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<tr>
<td>SEC 590D</td>
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<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
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</tr>
</tbody>
</table>

**Note:** Candidates may become licensed prior to completion of the M.A.T. degree, and have six years from the beginning of coursework to complete the degree. Candidates are strongly advised to complete the degree.

### Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:

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- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
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- Complete all of their licensure courses except for SEC 590D (Student Teaching)
- Pass all methods courses at National Louis University with a grade no lower than a B
- Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
• Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

Secondary Education, M.A.T., Social Studies Concentration (Resident Teacher Program)

With this program, NLU partners with the Academy for Urban School Leadership (AUSL) to deliver the M.A.T. Secondary Education program in a model which integrates a ten-month teaching residency and 12 months of graduate level coursework.

Program participants spend one year working full-time in Chicago Public Schools classrooms with mentor teachers. While gaining classroom experience, participants take the coursework that allows them to earn a full Master of Arts in Teaching degree from NLU.

Graduates contract to work in an underperforming Chicago Public School for a minimum of four years.

Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Social Studies (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.

In addition to National College of Education Graduate Admission Requirements (p. 126), applicants must:

• Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
• Choose a designation from one of the following: Economics, Geography, History, Political Science, Psychology, Sociology/Anthropology or Broad-based Social Science
• Have a grade point average of 3.0 or better in designation coursework
• Have 32 SH of coursework in Social Studies (12 SH of upper division)
• Submit a passing score in at least five of the six categories (including the designation area) on the Praxis II Social Studies Content Knowledge Examination taken within the past 10 years. Students who pass more than three, but fewer than five categories (including the area of endorsement) will be considered for four-course review admission status.

In addition, the Social Studies endorsement requires:

• A major from a regionally accredited institution in one of the designation areas, minimum 24 SH (Economics, Geography, History, Political Science, Psychology or Sociology/Anthropology)
• At least one course in each of the additional areas listed below (excluding the area of designation):
  • Economics
  • Geography
  • Political Science
  • Psychology
  • Sociology/Anthropology
  • U.S. History
  • World History
  • A course with a Non-Western focus

Broad-Based Social Studies

Candidates who not have a major in one of the designations of Economics, Geography, History, Political Science, Psychology or Sociology/Anthropology may choose the Broad-based Social Science endorsement.

Candidates must fulfill all of these areas:

• 18 SH of History including the minimum of two US History courses and one in Non-Western/World History (can be Africa, Asia, Caribbean, Central and South America, or Pacifica)
• One course in Economics
• One course in Geography
• One course in Political Science
• One course in Psychology
• One course in Sociology/Anthropology
• Test 114

Program Details:

• Requires 36 SH for completion
• Requires student teaching

Required Courses

MAT Core - 2 SH

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2 OR 3</td>
</tr>
</tbody>
</table>

Note: EPS 511 must be taken for 2 semester hours.
## Secondary Education – Social Studies Requirements - 28 SH

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CIL 505</td>
<td>Methods and Materials for Teaching English as a Second Language</td>
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<tr>
<td>RLR 540</td>
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<td>3</td>
</tr>
<tr>
<td>SEC 502</td>
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<td>5</td>
</tr>
<tr>
<td>SEC 518</td>
<td>Methods of Teaching Social Studies at the Secondary Level</td>
<td>4 TO 5</td>
</tr>
<tr>
<td>SEC 597E</td>
<td>Resident Student Teaching in Secondary Education Social Studies</td>
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</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>TIE 535</td>
<td>Instructional Design Foundations for Digital Age Learning</td>
<td>1 TO 3</td>
</tr>
</tbody>
</table>

**Notes:**
- SEC 597E must be taken for a total of 6 semester hours. TIE 535 must be taken for 3 semester hours.

### Secondary Education Elective Options - 6 SH

**Choose one pair of the courses below:**

- **SPE 501** Educational and Diagnostic Assessment of Exceptional Children and Adolescents 3
- **SPE 506** Frameworks, Perspectives, and Collaboration in Special Education 3
- **CIL 500** Foundations of ESL and Bilingual Education 3
- **CIL 510** Assessment of ESL and Bilingual Education Students 3
- **MLE 500** Middle School: An Overview 3
- **MLE 502** Middle Level Curriculum 3
- **RLW 541** Teaching Writing 2 TO 3
- **RLL 520** Survey of Youth Literature, PreK-12 3
- **RLL 522** Adolescent Literature 2 TO 3

Note: If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

## Secondary Education Student Teaching Enrollment Requirements

Admission to and continuance in student teaching are contingent on the following actions.

Candidates must:
- Be accepted into the graduate program of National College of Education
- File, by the designated deadline, the application form for student teaching
- Submit to their advisor a report of a TB test taken within 90 days of the student teaching placement, results of criminal background check and acknowledgement of Mandated Reporter status form
- Turn in a signed log of all the pre-clinical hours specified in their pre-clinical hours required for the program
- Complete all of their licensure courses except for SEC 597E (Student Teaching)
- Pass all methods courses at National Louis University with a grade no lower than a B
- Participate in faculty assessment and receive approval of his or her portfolio (Livetext)
- Provide evidence of emotional stability, adequate personality adjustment and competency as indicated by licensure coursework and departmental assessments

## Secondary Education, M.A.T., Social Studies Concentration (Traditional Program)

This program is for those with a baccalaureate degree and undergraduate coursework in Social Studies who seek Illinois secondary education licensure. Graduates will be eligible for a Professional Educator License endorsed for secondary education (grades 6 to 12) and Social Studies (grades 9 to 12). Visit Licensure and Endorsement at NLU for more details.
In addition to National College of Education Graduate Admissions Requirements (p. 138), applicants must:

- Pass the Test of Academic Proficiency (TAP) or ISBE approved alternative (p. 126)
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In addition, the Social Studies endorsement requires:

- A major from a regionally accredited institution in one of the designation areas, minimum 24 SH (Economics, Geography, History, Political Science, Psychology or Sociology/Anthropology)
- At least one course in each of the additional areas listed below (excluding the area of designation):
  - Economics
  - Geography
  - Political Science
  - Psychology
  - Sociology/Anthropology
  - U.S. History
  - World History
  - A course with a Non-Western focus

Broad-Based Social Science

Candidates who do not have a major in one of the designations of Economics, Geography, History, Political Science, Psychology or Sociology/Anthropology may choose the Broad-based Social Science endorsement.

Candidates must fulfill all of these areas:

- 18 SH of History including the minimum of two US History courses and one in Non-Western/World History (can be Africa, Asia, Caribbean, Central and South America or Pacifica)
- One course in Economics
- One course in Geography
- One course in Political Science
- One course in Psychology
- One course in Sociology/Anthropology
- Test 114

Program Details:

- Requires 33 SH for completion
- Requires student teaching

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT Core</td>
<td></td>
<td>2 SH</td>
</tr>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>2 OR 3</td>
</tr>
<tr>
<td>RLR 540</td>
<td>Teaching Content Area Literacy at the Middle and Secondary Level</td>
<td>3</td>
</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
<td>5</td>
</tr>
<tr>
<td>SEC 518</td>
<td>Methods of Teaching Social Studies at the Secondary Level</td>
<td>4 TO 5</td>
</tr>
<tr>
<td>SEC 590E</td>
<td>Student Teaching Secondary School Social Studies</td>
<td>6</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

Secondary Education Elective Options - 6 SH

Choose one pair of the courses below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>SH</th>
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</thead>
<tbody>
<tr>
<td>SPE 501</td>
<td>Educational and Diagnostic Assessment of Exceptional Children and Adolescents and</td>
<td>3</td>
</tr>
<tr>
<td>SPE 506</td>
<td>Frameworks, Perspectives, and Collaboration in Special Education or</td>
<td>3</td>
</tr>
<tr>
<td>CIL 500</td>
<td>Foundations of ESL and Bilingual Education and</td>
<td>3</td>
</tr>
<tr>
<td>CIL 510</td>
<td>Assessment of ESL and Bilingual Education Students</td>
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### Concentrations

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MLE 500</td>
<td>Middle School: An Overview</td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MLE 502</td>
<td>Middle Level Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RLW 541</td>
<td>Teaching Writing</td>
<td>2 TO 3</td>
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<tr>
<td>and</td>
<td></td>
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</tr>
<tr>
<td>RLL 520</td>
<td>Survey of Youth Literature, PreK-12</td>
<td>3</td>
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<tr>
<td>or</td>
<td></td>
<td></td>
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<tr>
<td>RLL 522</td>
<td>Adolescent Literature</td>
<td>2 TO 3</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RLL 528</td>
<td>Diverse Perspectives in Youth Literature, PreK-12</td>
<td>3</td>
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</table>

Note: If selected, RLW 541 and RLL 522 must be taken for 3 semester hours.

The following courses are required for licensure:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPS 511</td>
<td>Human Learning and Development in Instructional Contexts</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SEC 502</td>
<td>Introduction to Teaching at the Secondary Level</td>
<td>5</td>
</tr>
<tr>
<td>SEC 518</td>
<td>Methods of Teaching Social Studies at the Secondary Level</td>
<td>4 TO 5</td>
</tr>
<tr>
<td>SEC 590E</td>
<td>Student Teaching Secondary School Social Studies</td>
<td>6</td>
</tr>
<tr>
<td>SPE 500</td>
<td>Introduction to and Methods of Teaching Students with Disabilities</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Candidates may become licensed prior to completion of the M.A.T. degree, and have six years from the beginning of coursework to complete the degree. Candidates are strongly advised to complete the degree.

### Social Science and Business Concentrations

#### Aging Studies Concentration

Students in the following programs may select a concentration in Aging Studies:

- Applied Behavioral Sciences (p. 93)
- Health Care Leadership
- Management (p. 106)
- Management Information Systems (p. 108)
- Social Science (p. 111)

This concentration is geared toward professionals who work with the aging population.

### Concentration Details:

- Requires 15 QH, including Aging Studies courses taken as part of the General Education requirement, for completion
- Requires 15 QH of upper level coursework
- 15 QH of coursework must be taken at NLU
- Requires a minimum grade of “C” for each course in the concentration

### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 427</td>
<td>Legal and Ethical Issues Related to Aging</td>
<td>5</td>
</tr>
<tr>
<td>LAS 428</td>
<td>Serving the Aging Population</td>
<td>5</td>
</tr>
<tr>
<td>LAS 429</td>
<td>Societal Systems of Aging</td>
<td>5</td>
</tr>
</tbody>
</table>
Entrepreneurship Concentration

Students in the following programs may select a concentration in Entrepreneurship:

- Applied Behavioral Sciences, B.A. (p. 93)
- Applied Communications, B.A. (p. 95)
- Business Administration, B.A. (p. 96)
- Criminal Justice, B.A. (p. 101)
- Health Care Leadership, B.S. (p. 102)
- Human Services, B.A. (p. 103)
- Management, B.S. (p. 106)
- Management Information Systems, B.S. (p. 108)
- Psychology, B.A. (p. 109)

**Concentration Details:**
- Requires 20 QH for completion
- Requires 20 QH of upper level coursework
- Requires a minimum grade of “C” for each course in the concentration

**Required Courses**

- MGT 476 Entrepreneurship, Creativity, and Innovation 5
- MGT 477 Small Business Management 5
- MGT 484 Entrepreneur as Manager, Leader, and Salesperson 5
- MGT 498 Entrepreneurship Laboratory 5

International Management Concentration

Students in the Applied Behavioral Sciences, B.A. (p. 93); Management, B.S. (p. 106); Management Information Systems, B.S. (p. 108) and Health Care Leadership, B.S. (p. 102) programs may select a concentration in International Management. This concentration is offered in both face-to-face and online-only formats.

**Concentration Details:**
- Requires 15 QH for completion
- Requires 15 QH of upper level coursework
- 15 QH of coursework must be taken at NLU
- Requires a minimum grade of “C” for each course in the concentration

**Required Courses**

- MGT 372 International Management 4 TO 5
- MGT 404 Diversity in the Workplace 4 TO 5
- MGT 408 Contemporary Issues in International Management 4 TO 5

*Note: All courses must be taken for 5 quarter hours.*

Leadership Concentration

Students in the Applied Behavioral Sciences, B.A. (p. 93); Management, B.S. (p. 106); Management Information Systems, B.S. (p. 108) and Health Care Leadership, B.S. (p. 102) programs may select a concentration in Leadership. This concentration is offered in both face-to-face and online-only formats.

**Concentration Details:**
- Requires 15 QH for completion
- Requires 15 QH of upper level coursework
- 15 QH of coursework must be taken at NLU
- Requires a minimum grade of “C” for each course in the concentration

**Required Courses**

- MGT 487 Leadership in Organizations 5
- MGT 488 Leadership and Change 5
- MGT 489 Contemporary Issues in Leadership 5

Long-Term Care Administration Concentration

Students in the Health Care Leadership, B.S. program may select a concentration in Long-Term Care Administration. This concentration is offered in both face-to-face and online formats.

**Concentration Details:**
- Requires 20 QH for completion
- Requires 20 QH of upper level coursework
- Requires a minimum grade of “C” for each course in the concentration
Required Courses

Required Courses 20 QH

LTC 450  Long-Term Care Administration 5
         Overview and Environment Management

LTC 460  Leadership and Human Resources 5
         for Long-Term Care Administrators

LTC 470  Financial Management & 5
         Governance of Long-Term Care
         Facilities

LTC 480  Resident Services Management and 5
         Quality Care

Urban and Policy Studies Concentration

Students in the following programs may select a concentration in Urban and Policy Studies:

- Applied Behavioral Sciences (p. 93)
- Business Administration (p. 96)
- Health Care Leadership
- Management (p. 106)
- Management Information Systems (p. 108)
- Social Science (p. 111)

This concentration is offered in both face-to-face and online formats.

Concentration Details:

- Requires 15 QH for completion
- Requires 15 QH of upper level coursework
- Requires a minimum grade of “C” for each course in the concentration

Required Courses

Public Policy Concentration - 15 QH

LAS 432  Gender in the Public Sector 5

LAS 438  Foundations of Public Administration 5

LAS 464  Urban Community Development 5
# Social Science Major Electives

## Aging Studies Electives

### Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Required Courses</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 427</td>
<td>Legal and Ethical Issues Related to Aging</td>
<td>5</td>
</tr>
<tr>
<td>LAS 428</td>
<td>Serving the Aging Population</td>
<td>5</td>
</tr>
<tr>
<td>LAS 429</td>
<td>Societal Systems of Aging</td>
<td>5</td>
</tr>
</tbody>
</table>

## Anthropology Electives

### Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Required Courses</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 204</td>
<td>Contemporary Chicago</td>
<td>5</td>
</tr>
<tr>
<td>LAS 302</td>
<td>Asian American Cultures and Society</td>
<td>5</td>
</tr>
<tr>
<td>LAS 303</td>
<td>Sub-Saharan African Cultures</td>
<td>5</td>
</tr>
<tr>
<td>LAS 304</td>
<td>Middle and South American Cultures</td>
<td>5</td>
</tr>
<tr>
<td>LAS 340</td>
<td>Native American Cultures</td>
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</table>

## Economics Electives

### Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
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<th>Quarter Hours</th>
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<tbody>
<tr>
<td>LAS 250</td>
<td>Macroeconomics</td>
<td>5</td>
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<tr>
<td>LAS 254</td>
<td>Global Economics</td>
<td>5</td>
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<tr>
<td>LAS 255</td>
<td>Microeconomics</td>
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</table>

## Political Science Electives

### Required Courses

<table>
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<tr>
<th>Courses</th>
<th>Required Courses</th>
<th>Quarter Hours</th>
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<tbody>
<tr>
<td>LAS 220</td>
<td>State and Local Government</td>
<td>5</td>
</tr>
<tr>
<td>LAS 322</td>
<td>Law and the Judicial Process</td>
<td>5</td>
</tr>
<tr>
<td>LAS 450</td>
<td>Political Theory</td>
<td>5</td>
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</table>

## Sociology Electives

### Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Required Courses</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 405</td>
<td>Social Problems</td>
<td>5</td>
</tr>
<tr>
<td>LAS 408</td>
<td>Media and Society</td>
<td>5</td>
</tr>
<tr>
<td>LAS 495</td>
<td>Social Science Special Topic</td>
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</tbody>
</table>

Note: LAS 495 must be taken for 5 quarter hours.

## Urban and Policy Studies Electives

### Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Required Courses</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAS 432</td>
<td>Gender in the Public Sector</td>
<td>5</td>
</tr>
<tr>
<td>LAS 438</td>
<td>Foundations of Public Administration</td>
<td>5</td>
</tr>
<tr>
<td>LAS 464</td>
<td>Urban Community Development</td>
<td>5</td>
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</tbody>
</table>

## HP3

### Required Courses

<table>
<thead>
<tr>
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<th>Quarter Hours</th>
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<tbody>
<tr>
<td>ACC 201</td>
<td>Principles of Financial Accounting</td>
<td>5</td>
</tr>
<tr>
<td>ACC 202</td>
<td>Principles of Managerial Accounting</td>
<td>5</td>
</tr>
<tr>
<td>ART 101</td>
<td>Basic Art Appreciation</td>
<td>5</td>
</tr>
<tr>
<td>BUS 211</td>
<td>Think Global: Perspectives from the Field of Business</td>
<td>5</td>
</tr>
<tr>
<td>ECO 200</td>
<td>Macroeconomics for Today's Professional</td>
<td>5</td>
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<tr>
<td>ENG 101</td>
<td>Beginning English Composition</td>
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<tr>
<td>ENG 203</td>
<td>Effective Speaking for the Undergraduate</td>
<td>5</td>
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<tr>
<td>ENG 210</td>
<td>Children’s Literature for Educators</td>
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<tr>
<td>ESL 100</td>
<td>Foundations of ESL and Bilingual Education</td>
<td>5</td>
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<tr>
<td>GEN 99</td>
<td>Pathways Skills Lab</td>
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<tr>
<td>GEN 100A</td>
<td>Learning Pathway 1: Reading and Writing</td>
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<td>GEN 100B</td>
<td>Learning Pathway 2: Quantitative Reasoning</td>
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<tr>
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<tr>
<td>GEN 103</td>
<td>Student Success Seminar</td>
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<td>Introduction to Political Science</td>
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<td>History Across the Globe</td>
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<td>MIS 103</td>
<td>Introduction to Software Applications</td>
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<td>MTH 101</td>
<td>Introduction to Mathematical Concepts</td>
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<td>MTH 102</td>
<td>Statistical Foundations</td>
<td>5</td>
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<tr>
<td>MTH 105</td>
<td>Math for Educators I</td>
<td>5</td>
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<tr>
<td>MTH 115</td>
<td>Math for Educators II</td>
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<td>OBD 215</td>
<td>Leadership in the Workplace</td>
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<tr>
<td>PHI 101</td>
<td>Philosophy in Today's World</td>
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<tr>
<td>PHI 107</td>
<td>Ethics, Logic and Critical Inquiry</td>
<td>5</td>
</tr>
<tr>
<td>PHI 201</td>
<td>Educational Philosophy: A Historical Account</td>
<td>5</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Introduction to Psychology</td>
<td>5</td>
</tr>
<tr>
<td>PSY 200</td>
<td>Applied Educational Psychology</td>
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<tr>
<td>SCI 101</td>
<td>Physical Science</td>
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<tr>
<td>SCI 102</td>
<td>Survey of Biological Science with Lab</td>
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<td>SOC 101</td>
<td>Foundational Sociology</td>
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<td>TIE 203</td>
<td>Technology for Educators</td>
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<td>INT 420</td>
<td>Dynamics of Significant Relationships</td>
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<td>General Psychology</td>
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<tr>
<td>LAP 200</td>
<td>Psychology of Development in the Infant/Toddler Years</td>
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<tr>
<td>LAP 201</td>
<td>Psychology of Early Childhood</td>
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<tr>
<td>LAP 202</td>
<td>Psychology of Middle Childhood and Adolescence</td>
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<tr>
<td>LAP 205</td>
<td>Approaches to Psychology</td>
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<td>LAP 206</td>
<td>Psychology in Everyday Life</td>
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<td>LAP 300</td>
<td>Adult Development and Learning Assessment</td>
<td>5</td>
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<tr>
<td>LAP 302</td>
<td>Psychological Negotiations</td>
<td>5</td>
</tr>
<tr>
<td>LAP 305</td>
<td>Memory and Cognition</td>
<td>5</td>
</tr>
<tr>
<td>LAP 306</td>
<td>Theories of Personality</td>
<td>5</td>
</tr>
<tr>
<td>LAP 307</td>
<td>Abnormal Psychology</td>
<td>5</td>
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<tr>
<td>LAP 308</td>
<td>Personality Theorists</td>
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<tr>
<td>LAP 309</td>
<td>Six Significant Principals of Social Psychology</td>
<td>5</td>
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<tr>
<td>LAP 310</td>
<td>Introduction to Industrial/Organizational Psychology</td>
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<tr>
<td>LAP 315</td>
<td>Lifespan Development</td>
<td>5</td>
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<tr>
<td>LAP 316</td>
<td>Emotional Intelligence</td>
<td>5</td>
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<tr>
<td>LAP 317</td>
<td>Psychology of Happiness</td>
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<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
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<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
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<td>LAP 325</td>
<td>Psychology of Play and Therapeutic Applications</td>
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<td>LAP 330</td>
<td>Social Psychology</td>
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<tr>
<td>LAP 342</td>
<td>Interpersonal Helping Skills</td>
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</tr>
<tr>
<td>LAP 348</td>
<td>Cross-Cultural Communication</td>
<td>5</td>
</tr>
<tr>
<td>LAP 350</td>
<td>Culture and Self</td>
<td>5</td>
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<td>LAP 351</td>
<td>Psychology of Language and Identity</td>
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</tr>
<tr>
<td>LAP 352</td>
<td>Children and Families under Stress</td>
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<tr>
<td>LAP 401</td>
<td>Psychology of Learning</td>
<td>5</td>
</tr>
<tr>
<td>LAP 402</td>
<td>Research Methods</td>
<td>5</td>
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<tr>
<td>LAP 403</td>
<td>History and Systems of Psychology</td>
<td>3</td>
</tr>
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<td>LAP 450</td>
<td>Human Sexuality</td>
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### Science Courses

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<tr>
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<th>Course Title</th>
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<tbody>
<tr>
<td>LAN 108</td>
<td>Focus on the Solar System</td>
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<tr>
<td>LAN 110</td>
<td>General Biology</td>
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<tr>
<td>LAN 150</td>
<td>Survey of Physical Science</td>
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</tr>
<tr>
<td>LAN 225</td>
<td>Human Impact on the Environment</td>
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</tr>
<tr>
<td>LAN 300</td>
<td>Ecology and Conservation</td>
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<tr>
<td>LAN 303</td>
<td>Botany</td>
<td>5</td>
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<tr>
<td>LAN 304</td>
<td>Human Physiology</td>
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<td>LAN 306</td>
<td>Microbes--Global Perspectives</td>
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<td>LAN 325</td>
<td>Human Genetics</td>
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<tr>
<td>LAN 354</td>
<td>Astronomy</td>
<td>5</td>
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<td>LAN 422</td>
<td>Biological Evolution</td>
<td>5</td>
</tr>
<tr>
<td>LAP 315</td>
<td>Lifespan Development</td>
<td>5</td>
</tr>
<tr>
<td>LAP 316</td>
<td>Emotional Intelligence</td>
<td>5</td>
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<tr>
<td>LAP 317</td>
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<tr>
<td>LAP 320</td>
<td>Psychological Assessment of the Young Child</td>
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<tr>
<td>LAP 321</td>
<td>Psychological Assessment of the Young Child--Part II</td>
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<tr>
<td>LAP 325</td>
<td>Psychology of Play and Therapeutic Applications</td>
<td>5</td>
</tr>
<tr>
<td>LAP 330</td>
<td>Social Psychology</td>
<td>5</td>
</tr>
<tr>
<td>LAP 342</td>
<td>Interpersonal Helping Skills</td>
<td>5</td>
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<tr>
<td>LAP 348</td>
<td>Cross-Cultural Communication</td>
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<tr>
<td>LAP 350</td>
<td>Culture and Self</td>
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<tr>
<td>LAP 351</td>
<td>Psychology of Language and Identity</td>
<td>5</td>
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<tr>
<td>LAP 352</td>
<td>Children and Families under Stress</td>
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<tr>
<td>LAP 401</td>
<td>Psychology of Learning</td>
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</tr>
<tr>
<td>LAP 402</td>
<td>Research Methods</td>
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</tr>
<tr>
<td>LAP 403</td>
<td>History and Systems of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
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### Undergraduate Behavioral Science Courses

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>INT 310</td>
<td>Research Methods in the Behavioral Sciences</td>
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</tr>
<tr>
<td>LAP 450</td>
<td>Human Sexuality</td>
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OR

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<tr>
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<th>Course Title</th>
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<tbody>
<tr>
<td>LAP 310</td>
<td>Introduction to Industrial/Organizational Psychology</td>
<td>5</td>
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<tr>
<td>LAP 315</td>
<td>Lifespan Development</td>
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<td>LAP 316</td>
<td>Emotional Intelligence</td>
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<tr>
<td>LAP 317</td>
<td>Psychology of Happiness</td>
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<td>LAP 320</td>
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### Undergraduate Social Science Courses

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<tbody>
<tr>
<td>INT 310</td>
<td>Research Methods in the Behavioral Sciences</td>
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</tr>
<tr>
<td>INT 420</td>
<td>Dynamics of Significant Relationships</td>
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<tr>
<td>LAS 105</td>
<td>Introduction to Sociology</td>
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<tr>
<td>LAS 110</td>
<td>Introduction to Cultural Anthropology</td>
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</tr>
<tr>
<td>LAS 115</td>
<td>Introduction to Economics</td>
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</tr>
<tr>
<td>LAS 118</td>
<td>Introduction to Politics and U.S. Government</td>
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<td>LAS 120</td>
<td>Introduction to American Politics</td>
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<tr>
<td>LAS 203</td>
<td>Survey of U.S. History</td>
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<tr>
<td>LAS 204</td>
<td>Contemporary Chicago</td>
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<tr>
<td>LAS 220</td>
<td>State and Local Government</td>
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<tr>
<td>LAS 240</td>
<td>Human Origins</td>
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<td>LAS 250</td>
<td>Macroeconomics</td>
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<td>LAS 255</td>
<td>Microeconomics</td>
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<td>LAS 300</td>
<td>Contemporary World Cultures</td>
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<tr>
<td>LAS 301</td>
<td>Western History and Culture to 1650</td>
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<td>LAS 302</td>
<td>Asian American Cultures and Society</td>
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<td>Sub-Saharan African Cultures</td>
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<td>LAS 304</td>
<td>Middle and South American Cultures</td>
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<td>LAS 305</td>
<td>Western History and Culture since 1650</td>
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<td>LAS 310</td>
<td>International Relations</td>
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<td>LAS 311</td>
<td>Race and Ethnicity</td>
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<td>LAS 313</td>
<td>The Metropolitan Community</td>
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<td>LAS 316</td>
<td>Comparative Politics</td>
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<td>LAS 317</td>
<td>European Union</td>
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<td>LAS 319</td>
<td>Elections and Electoral Behavior</td>
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<td>Cultural Influences in the Workplace</td>
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<td>LAS 340</td>
<td>Native American Cultures</td>
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<td>Comparative Ethnographies</td>
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<td>LAS 405</td>
<td>Social Problems</td>
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<td>LAS 427</td>
<td>Legal and Ethical Issues Related to Aging</td>
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<td>Serving the Aging Population</td>
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<tr>
<td>LAE 416</td>
<td>Women’s Lives into Literature</td>
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<tr>
<td>LAE 434</td>
<td>Shakespeare and Elizabethan Drama</td>
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<td>LAE 450</td>
<td>Fundamentals of Journalism</td>
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<td>LAE 455</td>
<td>Latino Literature in the United States</td>
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<td>LAE 460</td>
<td>Editing for Publication</td>
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<td>LAE 461</td>
<td>Advertising and Promotional Writing in the Digital Age</td>
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<td>LAE 465</td>
<td>Creative Writing: Humor</td>
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<tr>
<td>LAE 486B</td>
<td>Workshop/Writer’s Week Workshop</td>
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<td>LAE 495</td>
<td>English Special Topic</td>
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<td>LAE 499</td>
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<tr>
<td>LAT 220</td>
<td>Introduction to Theatre</td>
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<td>LAT 326</td>
<td>Women in Theatre</td>
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<tr>
<td>LAT 495</td>
<td>Theatre Arts/Special Topic</td>
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### Biology

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<th>Course Title</th>
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<tr>
<td>LAN 110</td>
<td>General Biology</td>
<td>5</td>
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<tr>
<td>LAN 300</td>
<td>Ecology and Conservation</td>
<td>3</td>
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<tr>
<td>LAN 303</td>
<td>Botany</td>
<td>5</td>
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<tr>
<td>LAN 304</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>LAN 306</td>
<td>Microbes--Global Perspectives</td>
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<td>LAN 325</td>
<td>Human Genetics</td>
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<tr>
<td>LAN 422</td>
<td>Biological Evolution</td>
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### Communications

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<td>LAE 101</td>
<td>English Composition I</td>
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<tr>
<td>LAE 102</td>
<td>English Composition II</td>
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<tr>
<td>LAE 120</td>
<td>Essentials of Composition</td>
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<tr>
<td>LAE 314</td>
<td>History of the English Language</td>
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<tr>
<td>LAE 413</td>
<td>Reading and Writing the Short Story</td>
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### Graduate Psychology Electives

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<td>Mental Health</td>
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<tr>
<td>LAP 441</td>
<td>Psychology of Artistic Expression</td>
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<td>LAP 442</td>
<td>Interpersonal Development</td>
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<td>LAP 403</td>
<td>History and Systems of Psychology</td>
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<tr>
<td>LAP 402</td>
<td>Research Methods</td>
<td>5</td>
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<td>LAP 450</td>
<td>Human Sexuality</td>
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<td>LAP 495</td>
<td>Special Topics in Psychology</td>
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<td>LAP 502</td>
<td>Psychological Assessment II--Intellectual Assessment</td>
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<td>LAP 503</td>
<td>Psychological Assessment III--Personality Assessment</td>
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<tr>
<td>LAP 518</td>
<td>Child and Adolescent Development</td>
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<td>LAP 520</td>
<td>Biological Bases of Behavior</td>
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<td>LAP 526</td>
<td>Psychology of Organizational Leadership</td>
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<td>LAP 530</td>
<td>Health Psychology</td>
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<td>LAP 535</td>
<td>Psychopharmacology</td>
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<td>LAP 546</td>
<td>Assessment of Organizations</td>
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<td>LAP 550</td>
<td>Advanced Industrial Psychology</td>
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### Laboratory Science Courses

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<tr>
<td>LAN 110</td>
<td>General Biology</td>
<td>5</td>
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<tr>
<td>LAN 150</td>
<td>Survey of Physical Science</td>
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</tr>
<tr>
<td>LAN 300</td>
<td>Ecology and Conservation</td>
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**Page Dimensions:** 612.0x792.0
### Computer Electives

**Courses**
- MGT 215  | Quantitative Tools in Business  | 4  
- MGT 243  | Office Information Systems  | 4  

### Business Electives

**Courses**
- MGT 103  | Personal Project Management  | 2 TO 3  
- MGT 205  | Business Law II  | 4  
- MGT 220  | Managerial Accounting  | 4  
- MGT 230  | Better Business Writing  | 3 OR 5  
- MGT 319  | Money and Banking  | 4  
- MGT 362  | Marketing for Entrepreneurs  | 4  
- MGT 370  | International Accounting  | 4  
- MGT 372  | International Management  | 4 TO 5  
- MGT 371  | International Finance  | 4  
- MGT 375  | Management and the Not-for-Profit Organization: A Case Study of the Field Museum  | 4  
- MGT 404  | Diversity in the Workplace  | 4 TO 5  
- MGT 405  | Accounting Information Systems  | 4  
- MGT 420  | Advanced Accounting  | 4  
- MGT 427  | Advanced Cost Accounting  | 4  
- MGT 432  | Advanced Business Law  | 4  
- MGT 487  | Leadership in Organizations  | 5  
- MGT 488  | Leadership and Change  | 5  
- MGT 489  | Contemporary Issues in Leadership  | 5  

OTHER PROGRAMS OF STUDY

The Lifelong Learning Institute

The Lifelong Learning Institute (LLI) at NLU offers a unique learning and social opportunity for retired adults age 55 and over. No grades, no exams—just exploring new subjects and exchanging opinions and ideas with contemporaries who consider learning an integral part of life. In this 300+ member peer-led program, members suggest the topics and coordinate the weekly two-hour classes. At each session, participants volunteer as leaders and, by asking thought-provoking questions, a lively discussion ensues. In addition to attending classes, members can dine together at the building’s on-site café, attend Lunch and Learn programs and participate in social events, trips and other activities.

Additional information about The Lifelong Learning Institute and the current schedule of classes can be found at www.nl.edu/lifelonglearning.

Library & Learning Support

Library & Learning Support (LLS) integrates quality print and digital resources and services to support teaching, research, and student learning. LLS assists students to develop essential literacy skills and provides support for academic, scholarly, community, and career development.

For more information on Library and Learning Support, visit http://www.nl.edu/academics/nlulibrary/.

Path to Academics, Community and Employment (PACE)

Founded in 1986, P.A.C.E. at National Louis University is a three-year, post-secondary certificate program designed to meet the transitional needs for young adults with multiple intellectual, learning and developmental disabilities.

P.A.C.E. is one of the leading residential-based programs in the country that integrates employment preparation, independent living skills coaching, functional academic courses and social development into a curriculum that prepares students for independent living through experiential learning.

The program commits to educating the whole person, preparing young adults for independent living by integrating instruction in four areas:

- Functional academics
- Employment preparation
- Independent living skills
- Socialization/community living

The instructional approach at P.A.C.E. integrates both group and individual teaching across all areas of the students’ lives. Instruction is based on the observation that students learn best when actively involved in the process and when teaching is linked directly to events and activities.

Functional Academics

P.A.C.E. students attend classes two days a week in an undergraduate university environment. Teaching and learning in a formal classroom are designed to present content and promote critical thinking skills in a structured environment. With guidance from P.A.C.E. instructors, students apply the concepts learned in the classroom to their personal situations, relationships, and routines outside of the classroom. P.A.C.E. classes serve as a space where students can discuss, role-play, and reflect upon their life-experiences, and practice their skills in new concepts. Problem-solving instruction across all areas of the program, facilitates P.A.C.E. students in becoming successful and independent problem-solvers in all aspects of their lives.

Employment Preparation

P.A.C.E. students complete three internships to accumulate over 1000 hours of actual work experience. They prepare for employment in fields such as adult care, early childhood, food service, general office, supply and distribution, housekeeping, animal care, retail, health care and hospitality. Employment skill development includes classroom instruction, workshops/trainings, as well as on-the-job coaching from supervisors and job coaches. All aspects of instruction are designed to help P.A.C.E. students find employment interests and skills to succeed in the world of work. The program operates from a base of more than 50 veteran career partners and continually recruits new contacts.

Independent Living Skills Instruction

Through one on one and small group instruction students work towards the development and maintenance of core executive functioning skill sets. These skills include, money management, time management, organization and personal care, each one drives the focus of Independent Living Skills Instruction. For this instruction, P.A.C.E utilizes the 21st century housing as a classroom, which allows our
students to directly apply these skills where they live. Through direct application and reinforcement by the P.A.C.E student life team, our students begin to integrate these skill sets into their personal repertoire.

**Socialization**

Successful adults are socially responsible. At P.A.C.E. we hold our students to high standards to be successful at work, in the community and in their relationships. Students apply these skills in real-life situations in all P.A.C.E. learning environments, interacting with peers in the dorm, with coworkers and with the P.A.C.E. team on a daily basis. Planned activities that encourage social interaction and community engagement are an important part of P.A.C.E. at NLU. Students receive direct and guided instruction in improving their social skills and P.A.C.E. provides a unique real world arena for our students to put theory into practice every day. In addition, students learn to navigate means of public transportation to travel throughout their community.

**Extended Programming**

P.A.C.E. Bridge

The P.A.C.E. Bridge is an optional one year program for students to gain more independent daily living skills while residing in an integrated 21st century student housing apartment facility. Students work up to four days per week and receive individualized job coaching with the ultimate goal of secured paid employment. Students participate in social planning with P.A.C.E. Year 1 and Year 2 students and they continue to develop Self-Determination and Interpersonal Skills with the support of P.A.C.E team members.

P.A.C.E. Transition

Graduates of P.A.C.E. can also choose to practice the next steps of independent living through this advanced level of instruction. Students in the P.A.C.E. Transition Program receive instruction in apartment living, seeking and maintaining paid employment, weekly seminar classes, socializing and using community resources. Over the 2015-2016 the transition program is being redesigned as a two year optional program that supports the further development of individual student needs. P.A.C.E. Alumni can select from a menu of services to help continue support their individual needs in Independent Living Skills, Self-Determination and Interpersonal skills and Employment skills.
COURSE DESCRIPTIONS

Numbering System

100–299 Lower level undergraduate courses
Course with these numbers are for undergraduate students (mainly freshman and sophomores). They carry no graduate credit, although graduate students may be admitted to such courses in order to make up prerequisites or to gain a foundation for advanced courses.

300–399 Advanced undergraduate courses
Courses with these numbers are for advanced undergraduate students (juniors and seniors). They constitute the advanced portion of an undergraduate program leading to a baccalaureate degree.

400–499 Advanced undergraduate
Courses with these numbers are for advanced undergraduate students. They constitute the advanced portion of an undergraduate program leading to a baccalaureate degree. A 400 level course may be taken for undergraduate credit or for graduate credit, upon approval for the student's departmental advisor and the department offering the course.

500–599 Master's level courses

600–699 Doctoral level courses

Special Numbers

490/594/694 Independent Study
Independent study provides students in degree or certificate programs an opportunity to pursue advanced scholarly study in special areas where they seek further information or to investigate a practical problem in their area of professional interest. Special forms are required for registration.

495/595/695 Special Topic
Special topic courses are developed to meet emerging learning needs. The specific topic is indicated on the transcript. There may be a limit on the number of special topic courses that can apply to a degree and each topic may be taken only once.

499/593/693 Seminar
Seminars include library research, discussions with peers and instructors and field work in a selected area of interest.

581-589 Workshop

A workshop is intended to provide students with direct and focused experiences on specific topics, materials or approaches. For NCE graduate students, a maximum of 6 semester hours of workshop credit may be applied toward a degree. The appropriateness of acceptability of workshops for degree credit should be determined in consultation with the student's advisor.

599 Thesis
A thesis is a formal written document which investigates a theory or particular point of view and which is the result of disciplined inquiry.

699 Dissertation
Dissertations are required of all doctoral students. Students should consult their handbooks for detailed instructions.

Course Prefix Key

ABS - Applied Behavioral Sciences

ABS 300 - Adult Development and Learning Assessment (5)
This course introduces students to the research on adult learning and development and enhances students' development as learners, professionals, and persons. Students are exposed to ideas and trends in adult learning and development and have opportunities for self-assessment and discovery. Students assess their learning and personality styles through classroom simulations and group activities. Opportunities are provided for students to review, evaluate, and reflect upon their learning and development and develop through their lifespan. Pre-requisite(s): Admission to the Applied Behavioral Sciences B.A. program; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

ABS 305 - Philosophy of Values and Ethics (5)
This course centers on ways students can apply ethical reasoning to their daily lives. It explores the fundamental framework of ethical dilemmas of moral choice, the moral implications of decision making, and personal integrity. Students examine a range of ethical theories as they discuss case studies, textbook readings, and current world events. Students further consider trends in philosophical, moral, and ethical thinking as it evolved from ancient times to the present. Pre-requisite(s): ABS 407 and ABS 430; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours
**ABS 309 - Critical Thinking & Writing (2)**

This intensive writing course equips students with skills that assist them in thinking critically and writing descriptively about social and behavioral life experiences. Students learn key elements of writing effectively within the social and behavioral sciences, including engaging beginnings, summarization, arguments and counter-arguments, evidence, analysis, and conclusions. This course is designed to support and challenge the student in strengthening academic writing and critical thinking skills. Pre-requisite(s): Admission to the Applied Behavioral Sciences B.A. program; or permission of Program Chair or designate. Co-requisite(s): None. 2 quarter hours

**ABS 331 - Dynamics of Group Behavior (5)**

This course introduces the study of group behavior and the effect that group functioning has upon organizational effectiveness. Emphasis is placed on the basics of group behavior, principles of group dynamics, problem solving, decision making, diagnosing and resolving conflict in groups, leadership, and management. Pre-requisite(s): Admission to the Applied Behavioral Sciences B.A. program; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**ABS 340 - Effective Interpersonal Relationships (5)**

This course focuses on dyadic and small group relationships, and examines their connections and interactions in our personal lives, families, businesses, and communities. Students explore the components of healthy relationships, the roles and responsibilities of the individuals in those relationships, and further develop skills in interpersonal communication. In addition, the course draws on concepts presented in previous program coursework to apply behavioral science research in social and professional settings. Pre-requisite(s): ABS 300, ABS 309, and ABS 331; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

**ABS 400 - Methods of Inquiry in the Behavioral Sciences (5)**

Students are introduced to the basic concepts, methods, and tools employed in the research process. In this course, students narrow their topic of interest, build upon library research skills, and initiate exploratory fieldwork. Emphasis is placed on practical applications of these ideas, providing students the opportunity to learn the methods of social and behavioral science research by conducting small projects of their own design. This course culminates in a construction of a proposal for a research project to be completed in the future/concurrent coursework in the program. Pre-requisite(s): ABS 340, ABS 431, and LIBR 300; or permission of Program Chair or designate. Co-requisite(s): ABS 401. 5 quarter hours

**ABS 401 - Independent Inquiry in the Behavioral Sciences (2)**

In this course, students revise their research proposal completed in previous/concurrent coursework in the program and implement an independent research project engaging in self-directed inquiry. This inquiry is guided by the research concepts that include: review of the topics covered in the Applied Behavioral Sciences program to guide the student in honing the choice of a research topic; role of background research in constructing a research program; proper construction of a research design plan; methodologies of assessing human behavior; proper means for analyzing research data; and construction of a useful summary research report. Pre-requisite(s): ABS 340, ABS 431 and LIBR 300; or permission of Program Chair or designate. Co-requisite(s): ABS 400. 2 quarter hours

**ABS 406 - Leadership in a Changing World (5)**

This course focuses on the intricacies of leadership, major behavior patterns, ethical issues, and strategies that promote effectiveness in organizations. Students define leadership and differentiate it from management and explore leadership characteristics, values, theories, and differing approaches. Students become more aware of their leadership style, how they develop their ability to influence others, and how they use their position of power to increase and enhance their leadership potential. They also study current and emerging trends in leadership in a global context and in regard to their own lives. Pre-requisite(s): ABS 407, ABS 430; or permission of Program Chair or designate. Co-requisite(s): None 5 quarter hours

**ABS 407 - Applied Communication in Society (5)**

This course examines the ways in which people and ideas are presented in public forums, from speaking to a group of people to the use of media to convey an idea. With the expanding use of technology, it is critical to be able to analyze how media shapes behaviors and values and to learn how to engage technology to communicate effectively. This course is designed to help students understand, analyze, evaluate, and engage in public discourse in diverse situations. Students practice professional presentation skills required for formal situations and explore the effects of communication technologies at the team, organizational, and societal level. Pre-requisite(s): ABS 400, ABS 401 and ABS 426; or
permission of Program Chair or designate. Co-
requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

**ABS 426 - Critical Perspectives of Difference (5)**

This course examines the social construction of difference, investigating how economic, political, cultural, and social factors mediate experiences of race, ethnicity, class, gender, sexuality, and (dis)ability individually and institutionaly. Students focus on the intersections of power, ideology, and inequality and how they shape popular imagination, public and private discourse, and social institutions. Topics include the important role of social and political contexts in intercultural interactions; how symbols, beliefs, and rules that make up systems of culture can create and perpetuate inequality, shape individual and group identity, and influence conflict management styles; and opportunities and frameworks for achieving social justice. Pre-
requisite(s): ABS 340, ABS 431, and LIBR 300; or permission of Program Chair or designate. Co-
requisite(s): None. 5 quarter hours

**ABS 430 - Economic Models of Behavior (5)**

In this course, students are introduced to economic models of human behavior. These models, based on the concept of exchange, are used to describe decision making by the individual, decision making between two individuals, and decision making among groups of individuals. The course also covers selected concepts from both microeconomic and macroeconomic theory, and how these concepts guide our personal, group, and governmental decisions. Pre-
requisite(s): ABS 400, ABS 401, and ABS 426; or permission of Program Chair or designate. Co-
requisite(s): None. 5 quarter hours

**ABS 431 - Organizational Behaviors and Professional Development (5)**

Students explore organizational theories, the merger of scientific management, and bureaucratic and administrative theory in relation to managerial and supervisory behavior. Emphasis is placed on practical applications and research in the areas of motivation, decision making, problem solving, and employee/subordinate development, as well as on discovering how people and groups in organizations behave and react. Students also delve into the role of organizational systems, structures, and processes in shaping behavior, and explore how organizations work. Students apply behaviors within organizational structure and draw on concepts presented in previous program courses to more effectively manage their personal and professional interactions and supervise others. Pre-
requisite(s): ABS 300, ABS 309, and ABC 331; or permission of Program Chair or designate. Co-
requisite(s): None. 5 quarter hour

**ABS 435 - Senior Seminar: Integrating the Applied Behavioral Sciences (2)**

This course is the culmination of the Applied Behavioral Sciences program. Students review and reflect on key concepts learned throughout the program, integrating these concepts related to their future personal and professional careers. Students produce a portfolio demonstrating their learning through the program. Pre-
requisite(s): ABS 407, and ABS 430; or permission of Program Chair or designate. Co-
requisite(s): None. 2 quarter hours

**ACC - Accounting**

**ACC 201 - Principles of Financial Accounting (5)**

This course is an introduction to the basic concepts and standards underlying financial accounting systems. Several important concepts will be studied in detail, including: revenue recognition, inventory, long-lived assets, present value, and long-term liabilities. The course emphasizes the construction of the basic financial accounting statements - the income statement, balance sheet, and cash flow statement - as well as their interpretation. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-
requisite(s): None. Co-
requisite(s): None. 5 quarter hours

**ACC 202 - Principles of Managerial Accounting (5)**

This course introduces students to the field of management accounting. It focuses on the development of useful cost information for product costing and management reporting purposes. Students will develop an understanding of management decision making through the application of cost-volume-profit analysis, capital budgeting techniques, and preparation of master budgets. Managerial accounting is a company's internal language, and is used for decision-making, production management, product design and pricing, and for motivating and evaluating employees. Students will identify managerial accounting practices, as it relates to a company's internal operations. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-
requisite(s): MGT 122 or equivalent. Co-
requisite(s): None. 5 quarter hours

**ACL - Adult Continuing Literacy Education**

**ACL 301 - Perspectives on Prior Learning (2)**
In this course, students survey principles and practices of adult and experiential learning, and recognize, document, and validate their college-level learning that took place outside of a structured college curriculum for possible undergraduate credit. Students work in groups and individually to explore their transferrable skills and competencies, identify their equivalency to college-level work, and develop a portfolio documenting their prior learning and achievement of learning outcomes. Pre-requisite(s): LAE 101 or permission of Program Chair or designate. Co-requisite(s): None. 2 quarter hours

**ART - Art**

**ART 101 - Basic Art Appreciation (5)**

This course provides a basic introduction to the understanding of art. The student will learn to analyze the formal structure and elements of design of various works of art and learn about the processes and tools involved in its creation. Emphasis will be placed on learning how to look at a wide variety of works of art, gain a visual vocabulary, and examine the relationship of form and content. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Fine Arts.

**BUS - Business and Management**

**BUS 211 - Think Global: Perspectives from the Field of Business (5)**

The capstone experience is designed to integrate a broadened program awareness that will highlight learning achieved, student reflection, knowledge and focus to their entire college experience. The course is designed to encourage students to integrate facets of their area of concentration with important concepts from related disciplines. This culminating college experience should focus on some feature of the student's area of concentration and should require the disciplined use of skills, methodology, and knowledge taught throughout the undergraduate curriculum. This experience is designed for Business Track students in HP3. Pre-requisite(s): Completion of necessary courses leading to culminating capstone experience, or at the discretion of the program director. Co-requisite(s): None. 5 quarter hours

**BUS 430 - Management and Leadership (5)**

This course introduces students to the undergraduate management programs, resources offered by the University, and the disciplines of management and leadership. It examines management and leadership theories and practices by exploring the roles, responsibilities, and challenges of managing and leading in today’s fast-changing organizations. Students also engage in self-assessment and reflection related to essential managerial competencies and leadership. Pre-requisite(s): LAE 101; admission to an undergraduate business program; and completion of 75 QH of undergraduate coursework; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**BUS 431 - Professional Communication for Managers (5)**

This course helps students enhance their professional and interpersonal communication skills. Students engage in writing business proposals and drafting a variety of reports; explore the mechanics of oral presentations; create effective visual and data displays; and discuss challenges and best practices in cross-cultural communications. Pre-requisite(s): BUS 430; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**BUS 450 - Data Analysis for Managers (5)**

In this course, students study the principles of data analysis, the use of spreadsheet applications in such analysis, and communication of findings to varied audiences. Students begin with an overview of selected concepts from statistics and the basics of spreadsheet modeling. They proceed to analyze data sets, explore the relationships between variables, manipulate data using advanced spreadsheet techniques, and utilize graphing tools and data visualization concepts and techniques to then recommend and defend appropriate, data-driven managerial actions. Pre-requisite(s): BUS 430 and LAM 106. Co-requisite(s): None. 5 quarter hours

**BUS 452 - Legal and Corporate Governance Issues in Management (2)**

This course examines the various forms of for-profit and nonprofit legal organizational structures and their purposes, advantages, and disadvantages. It emphasizes corporate forms of organization and governance. The course builds on basic legal and ethical principles as they relate to organizational entities and how such entities interact with a variety of stakeholders. It provides a critical analysis of legal principles, laws, and regulations as they relate to organizational behavior, protecting stakeholders, and managerial behavior and responsibilities. Students critically assess corporate behavior within the context of good governance. Pre-requisite(s): BUS 430 or permission of Program Chair or designate. Co-requisite(s): None. 2 quarter hours

**BUS 453 - Ethical Conduct and Social Responsibility in Management (2)**
This course explores the foundations of ethical conflict and the application of moral philosophies to business behaviors. Students examine ethical theories and discuss approaches for resolving common business dilemmas through a decision-making framework. They further review ethical compliance programs and corporate social responsibility (CSR) initiatives adopted by forward-thinking organizations. Pre-requisite(s): BUS 430 or permission of Program Chair or designate. Co-requisite(s): None. 2 quarter hours

BUS 476 - Entrepreneurship, Creativity, and Innovation (5)

In this course, students explore entrepreneurship, its challenges and rewards, and the utilization of entrepreneurial skills in start-ups, franchises, small business, corporate, government, and social enterprise settings. Students examine creativity and innovation in entrepreneurship by engaging in the process of generating, evaluating, critiquing, and selecting creative ideas, and identifying further steps for bringing such ideas to market. Pre-requisite(s): Permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

BUS 477 - Small Business Management (5)

This course integrates the core concepts of entrepreneurship with the skills and knowledge required for managing a small business. Students review major areas of small business operations, such as legal setup and obligations to the government and employees, banking and financing, accounting, and financial statements. Additional topics covered in this course are staff hiring and human resource issues, marketing, technology, procurement, sales and customer service, location selection and facility management, partnerships, and outsourcing. Students also explore issues related to franchising, buying, and selling of small businesses. Pre-requisite(s): Permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

BUS 498 - Entrepreneurship Laboratory (5)

This course provides students with an opportunity to apply their entrepreneurship skills to a hands-on project. Working in teams, students engage in one of two projects. In the first option, students identify, assess, and select an idea for a product or service, create a prototype, draft a business model canvas, and present their product or service to a jury. In the second option, students identify a real-world organizational problem and design an entrepreneurial solution to the problem that addresses constraints faced by a business, non-profit, or government organization, presenting their formal proposal to the organization’s principals. Pre-requisite(s): Completion of at least two out of the following three courses: BUS 476, MGT 484, and BUS 477; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

BUS 499 - Strategic Management (5)

In this capstone course, students integrate the concepts from various courses in the undergraduate management program and apply analytical thinking to solving broad organizational issues in a computerized simulation environment. Students discuss and formulate an organizational strategy, plan interventions affecting the entire organization, explore the role of the strategic management function within a variety of settings, and examine applicable contemporary strategic management theories and practices. Pre-requisite(s): BUS 430, BUS 431, BUS 450, BUS 452, BUS 453, ECO 440, FIN 444, MIS 436, MKT 458, OBD 432, AND PJM 454; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

BUS 576 - Entrepreneurship, Creativity, and Innovation (3)

In this course, students explore entrepreneurship, its challenges and rewards, and the utilization of entrepreneurial skills in start-ups, franchises, small business, corporate, government, and social enterprise settings. Students examine creativity and innovation in entrepreneurship by engaging in the process of generating, evaluating, critiquing, and selecting creative ideas, and identifying further steps for bringing such ideas to market. Pre-requisite(s): Admission to the MBA program. Co-requisite(s): None. 3 semester hours

BUS 577 - Small Business Management (3)

This course integrates the core concepts of entrepreneurship with the skills and knowledge required for managing a small business. Students review major areas of small business operations, such as legal setup and obligations to the government and employees, banking and financing, accounting, and financial statements. Additional topics covered in this course are staff hiring and human resource issues, marketing, technology, procurement, sales and customer service, location selection and facility management, partnerships, and outsourcing. Students also explore issues related to franchising, buying, and selling of small businesses. Pre-requisite(s): Admission to the MBA program. Co-requisite(s): None. 3 semester hours

BUS 598 - Entrepreneurship Laboratory (3)

This course provides students with an opportunity to apply their entrepreneurship skills to a hands-on project. Working in teams, students engage in one of two projects. In the first option, students identify,
assess, and select an idea for a product or service, create a prototype, draft a business model canvas, and present their product or service to a jury. In the second option, students identify a real-world organizational problem and design an entrepreneurial solution to the problem that addresses constraints faced by a business, non-profit, or government organization, presenting their formal proposal to the organization’s principals. Pre-requisite(s): BUS 576 and BUS 577; permission of Program Chair or designate. 3 semester hours

CAP - Curriculum-Advocacy-Policy

CAP 600 - Curriculum Theory: Historical, Philosophical, and Political Issues (3)
This course examines the historical, philosophical, and political contexts that have been shaping curriculum theories and studies in the United States from 1890-1970. Students explore the changing and broadening concepts of curriculum. They examine the interest groups and ideologies that have been at the center of historical struggle for control. The course draws upon the works of influential curriculum scholars, capturing central and often contentious debates among them about the aims, directions, and goals of education. Students deliberate on perennial questions: What knowledge is of most worth? Whose interests are served? Who controls the distribution and assessment of knowledge? Pre-requisite(s): Admission to the NCE doctoral program or consent from instructor. Co-requisite(s): None. 3 semester hours

CAP 601 - Cultures of Schools and Communities (3)
This course examines educational communities as complex socio-cultural settings affected by political, sociological, cultural, religious, and historical contexts. Students examine art—as its production, consumption, and representation as a cultural text. Students engage in socio-cultural experiences of self and of others through autobiographical reflection and analysis. Students integrate personal reflections and theoretical readings with fieldwork to analyze contextual dynamics that influence teaching and learning within the institutional settings of schools, families, and communities. This course requires approximately 15 hours of fieldwork. Pre-requisite(s): Admission to the NCE program Doctoral Studies in Teaching and Learning, or consent from instructor. Co-requisite(s): None. 3 semester hours

CAP 602 - Curriculum Theory: Contemporary Issues and Practices (3)
Students in the course consider curriculum theories 1970-present in relation to the assumptions and implications and the social, cultural, political and historical movements in which they are embedded. Curriculum studies as a field is explored, as its intersections with related fields of study (e.g. disability studies, gender studies, race studies). Students explore ways in which curriculum theory can be transformative for educational practice and policy. The course involves a 15-hour field inquiry project as well as group deliberation regarding the ways in which various forms of curriculum analysis can be used to understand and enhance ongoing curriculum plans in a school, district, or other educational setting. Pre-requisite(s): Admission to the NCE Doctoral Studies in Teaching and Learning program, or consent from instructor. Co-requisite(s): None. 3 semester hours

CAP 603 - Curriculum Planning, Organization, and Evaluation (3)
In this course, participants identify, analyze, and critique theoretical frameworks and practical applications of multiple perspectives on curriculum planning, organization, and evaluation. Aspects of official, enacted, overt, hidden, null, and out-of-school curricula are explored. All perspectives are considered through critical examination of contemporary curriculum concepts, practices, and proposals that are dominant at the time the course is offered. The course involves a 15-hour field research project as well as group deliberation regarding the ways in which various forms of curriculum analysis can be used to understand and enhance ongoing curriculum plans in a school, district, or other educational setting. Pre-requisite(s): Admission to the NCE Doctoral Studies in Teaching and Learning program or consent from instructor. Co-requisite(s): None. 3 semester hours

CAP 605 - Professional Development and School Change (3)
In this course students explore the nature, dimensions, and contexts of professional development in the field of education. Such professional development is examined within a framework of school change, and recent history of school reform efforts. Students examine different instructional and organizational implications of professional development within this context. Course readings and assignments provide students with the knowledge of various methods and strategies of professional development and the skills to apply this knowledge in designing a plan for teacher-led professional development intended to bring about changes in instructional practice, and create effective learning communities in schools. Pre-requisite(s): Admission to the NCE doctoral program or consent from instructor. Co-requisite(s): None. 3 semester hours
CCD - Doctoral Core

CCD 605 - Scholarly Habits of Mind (1 TO 6)
The seminar provides students with an opportunity to engage in doctoral studies while developing scholarly habits of mind, honing in on the praxis of academic discourse, and becoming acquainted with organizations of their professional community. Through selected readings, discussions, writing activities, and speakers, the seminar provides students with an ongoing community as they engage in scholarly work. The course is designed to facilitate an emergent curriculum while also supporting students in setting goals for different phases of their doctoral work. Prerequisite(s): Admission to the NCE doctoral program. Co-requisite(s): None. 1-6 semester hours

CCD 615 - Psychological Foundations of Teaching and Learning (3)
This course focuses on critical examination of the interrelations of theories, research, and practice related to cognition, motivation, and social and emotional learning in different instructional and learning contexts. Participants examine scholarly literature related to social and psychological processes of learning and investigate these in relation to teaching. The relation of out-of-school learning to learning in schools and the individual learner as an agent that has prior experiences, culture, purposes, and goals will be explored. The dynamic relationship between learner characteristics and the affordances and constraints of school as an institution will be examined. Prerequisite(s): Admission to the NCE doctoral program or consent of instructor. Co-requisite(s): CCD 605 or consent of instructor. 3 semester hours

CCD 620 - Epistemology of Learning, Teaching and Inquiry (3)
In this course participants consider what constitutes knowledge related to learning, teaching, and inquiry. They explore how knowledge is conceptualized, defined, legitimized (or not), codified, and enacted within broad educational contexts. Using exemplary texts that represent a multiplicity of epistemological stances and important contributions and debates within particular fields of study, participants engage in a process of examining whether/how social knowledge is constructed, warranted, represented, publicized, and often reified. Historical, contextual, normative, disruptive, and embodied aspects of knowledge will be explored through inquiry, representation, and discussion. A reflexive consideration of participant epistemological leanings and development is integrated throughout the course. Prerequisite(s): Admission to the NCE Doctoral Program or the consent of the instructor. Co-requisite(s): CCD 605. 3 semester hours

CCD 625 - Critical Policy Analysis (3)
This course is designed to provide the participant with a basic understanding of policy, policy discourses, and critical policy analysis, particularly the analysis of policy ideology, politics, and policy consequences. Students will be given opportunities to analyze and critique policy from their chosen field (e.g., curriculum, special education, teacher education, literacy, leadership); critique policy making in action; develop a scholarly stance toward policy analysis; recognize the connections between justice, social action, policy, and practice; and formulate ideas and strategies for being policy change-agents in their chosen field of education. Prerequisite(s): Admission to the NCE Doctoral Program or the consent of the instructor. Co-requisite(s): CCD 605. 3 semester hours

CCD 630 - Teacher Knowledge in Disciplines (3)
This course engages participants in a critical analysis of curricular and pedagogical knowledge requisite of teachers within the context of various disciplinary domains. The participants explore the nature of teaching and explicate meaning of effective pedagogical praxis. Participants critically explore the complexities of disciplinary knowledge as they are deeply implicated within a variety of educational contexts. The course emphasis is on designing educational curricula and experiences in ways that proactively address the diversity of learners, access, engagement, and motivation in learning. Prerequisite(s): Admission to the NCE Doctoral or the consent of the instructor. Co-requisite(s): CCD 605. 3 semester hours

CCD 690 - Seminar: Special Topics in Education (1 TO 3)
A doctoral seminar dealing with current issues in education. Students can take the seminar for up to 6 sh. If taken more than one time, students must register for seminar on different topics. Prerequisite(s): Doctoral standing or consent of instructor. 1-3 Semester Hours

CCD 694 - Independent Study/Doctoral (1 TO 6)
An independent study in one’s area of interest. The independent study must be supervised by or done in collaboration with a faculty member and can be taken for no more than a total of 6 semester hours. Prerequisite(s): Doctoral standing or consent of instructor. Consent of advisor and program director. 1-6 semester hours

CCD 697A - Comprehensive/Qualifying Doctoral Exam Continuation: Curriculum and Social Inquiry (0)
This course provides continuous registration as required until comprehensive/qualifying doctoral exam is passed and student is eligible to register for dissertation hours. Prerequisite(s): Doctoral Standing, consent of program director, and completion of all required program course hours. 0 semester hours

CCD 697B - Comprehensive/Qualifying Doctoral Exam Continuation: Educational Leadership (0)

This course provides continuous registration as required until comprehensive/qualifying doctoral exam is passed and student is eligible to register for dissertation hours. Prerequisite(s): Doctoral Standing, consent of program director, and completion of all required program course hours. 0 semester hours

CCD 697C - Comprehensive/Qualifying Doctoral Exam Continuation: Reading and Language (0)

This course provides continuous registration as required until comprehensive/qualifying doctoral exam is passed and student is eligible to register for dissertation hours. Prerequisite(s): Doctoral Standing, consent of program director, and completion of all required program course hours. 0 semester hours

CCD 697D - Comprehensive/Qualifying Doctoral Exam Continuation: Educational Psychology (0)

This course provides continuous registration as required until comprehensive/qualifying doctoral exam is passed and student is eligible to register for dissertation hours. Prerequisite(s): Doctoral Standing, consent of program director, and completion of all required program course hours. 0 semester hours

CCD 697E - Comprehensive/Qualifying Doctoral Exam Continuation: Disability and Equity in Education (0)

This course provides continuous registration as required until comprehensive/qualifying doctoral exam is passed and student is eligible to register for dissertation hours. Prerequisite(s): Doctoral Standing, consent of program director, and completion of all required program course hours. 0 semester hours

CCD 699A - Dissertation: Curriculum and Social Inquiry (1 TO 8)

This course provides continuous registration until doctoral candidates complete and defend their dissertation. Doctoral candidates work closely with their dissertation chair and periodically communicate with members of the dissertation committee who provide guidance in conducting research and writing up the dissertation. Prerequisite(s): Completion of all required program course hours, passed qualifying exam, defended dissertation proposal. Co-requisite(s): None. 8 semester hours

CCD 699AX - Dissertation Continuation: Curriculum and Social Inquiry (0)

Continuous registration required until dissertation is complete. Prerequisite(s): Doctoral standing, consent of instructor, and prior registration for the required number of hours in CCD 699A. 0 hours

CCD 699B - Dissertation: Educational Leadership (1 TO 12)

This course provides continuous registration until doctoral candidates complete and defend their dissertation. Doctoral candidates work closely with their dissertation chair and periodically communicate with members of the dissertation committee who provide guidance in conducting research and writing up the dissertation. Prerequisite(s): Completion of all required program course hours, passed qualifying exam, defended dissertation proposal. Co-requisite(s): None. 12 semester hours

CCD 699BX - Dissertation Continuation: Educational Leadership (0)

Continuous registration required until dissertation is complete. Prerequisite(s): Doctoral standing, consent of instructor, and prior registration for the required number of hours in CCD 699B. 0 semester hours

CCD 699C - Dissertation: Reading and Language (1 TO 8)

This course provides continuous registration until doctoral candidates complete and defend their dissertation. Doctoral candidates work closely with their dissertation chair and periodically communicate with members of the dissertation committee who provide guidance in conducting research and writing up the dissertation. Prerequisite(s): Completion of all required program course hours, passed qualifying exam, defended dissertation proposal. Co-requisite(s): None. 8 semester hours

CCD 699CX - Dissertation Continuation: Reading and Language (0)

Continuous registration required until dissertation is complete. Prerequisite(s): Doctoral standing, consent of instructor, and prior registration for the required number of hours in CCD 699C. 0 semester hours

CCD 699D - Dissertation: Educational Psychology (1 TO 8)

This course provides continuous registration until doctoral candidates complete and defend their dissertation. Doctoral candidates work closely with their dissertation chair and periodically communicate with members of the dissertation committee who provide guidance in conducting research and writing up the dissertation. Prerequisite(s): Completion of all required program course hours, passed qualifying exam, defended dissertation proposal. Co-requisite(s): None. 8 semester hours
up the dissertation. Prerequisite(s): Completion of all required program course hours, passed qualifying exam, defended dissertation proposal. Co-requisite(s): None. 8 semester hours

**COURSE DESCRIPTIONS**

**CIC 503 - Curriculum Design and Evaluation (3)**

This course examines curriculum design, assessment, and evaluation as interrelated components. The curriculum design component focuses on how theory, history, values, context and politics impact curriculum and on making informed decisions about how the processes of design and evaluation support enduring understanding for all learners. The evaluation component requires students document the findings of their field study. Prerequisite(s): Completion of all required program course hours, passed qualifying exam, defended dissertation proposal. Co-requisite(s): None. 3 semester hours

**CIC 504 - Instructional Decision Making (3)**

This course examines the critical role of the teacher in the instructional decision making process. Focus is placed on analyzing various teaching practices that serve diverse learner needs in relation to their underpinning assumptions, current research, and evidence of student learning. During this course candidates plan the implementation stage of a curricular segment that supports enduring understandings. Prerequisite(s): Completion of all required program course hours, passed qualifying exam, defended dissertation proposal. Co-requisite(s): None. 3 semester hours

**CIC 529 - Curriculum and Instruction II: Analysis and Application (3)**

Students analyze and apply conceptual frameworks of curriculum and instruction to focused areas of study, such as: (1) assessment, grouping practice/tracking, inclusion, integrative curriculum, technology; (2) research and application in selected content areas; (3) exploration of primary, intermediate, middle, secondary, and/or adult levels as contexts for curriculum and instruction. Participants explore ways to develop and support a professional development plan documented by a professional portfolio. Participants integrate technology into their professional work. Prerequisite(s): Admission to the M.Ed IDS Program, field-based. Co-requisite(s): None. 3 semester hours

**CIC 550 - Capstone Project (3)**

This capstone course represents the culminating seminar of the M.Ed/EdS in Specialized Endorsements. Learning activities allow candidates to demonstrate the professional learning and career development that occur while candidates complete
their personalized set of courses. The Capstone Project requires candidates to synthesize their learning by demonstrating how this was applied to their classrooms or schools to improve the quality of learning outcomes. The Career Development Portfolio requires candidates to document their career development action plans and professional growth. Collectively these two tasks provide evidence of the impact of the program on the candidates’ school/classroom and career development. Prerequisite(s): Complete all courses required for the relevant endorsements. Co-requisite(s): None. 3 semester hours

CIC 583 - Workshop/Curriculum and Instruction/Contemporary Issues (1 TO 6)
1-4 semester hours

CIC 584 - Workshop/Curriculum and Instruction/ Curriculum Materials (1 TO 6)
1-4 semester hours

CIC 585 - Workshop/Curriculum and Instruction/Instructional Practices (3)
Cooperative learning theory and the effectiveness of cooperative learning methodology will be reviewed. Participants will experience cooperative learning throughout the course by means of cooperative strategies, heterogeneous grouping, team and class building, skill development, scoring and recognition, as well as classroom and lesson management. An emphasis will be placed on cooperative learning for multilingual and multicultural classes. 3 semester hours

CIC 587 - Workshop/Curriculum and Instruction/Management and Discipline (1 TO 6)
1-4 semester hours

CIC 591 - Field Study/Curriculum and Instruction (1 TO 3)
This course provides teachers with an opportunity for an organized exploration of a relevant topic, issue or problem related to their current field of work (i.e., classrooms, schools and communities). Teachers are encouraged to work with colleagues in the field-based program and/or with teaching colleagues as they pursue their explorations. Prerequisite(s): CI students: Approval by academic advisor. IDS students: Admission to the Interdisciplinary Studies Program in Curriculum and Instruction and completion of Term I. 1-3 semester hours

CIC 592 - Seminar: Educational Inquiries (3)
This course provides both an introductory and culminating integrating experience for candidates in the Curriculum and Instruction program. Candidates analyze the interrelatedness of relevant educational issues and engage the skills of reflective practice to examine their professional goals, understandings, development, and advocacy initiatives. Focus during the introductory experience is on understanding the dimensions and tools of viewing one's professional practice through cognitive, critical, narrative lenses. Focus during the culminating integrating experience is on completing a formal self-study that illustrates understanding of one's professional practice, applying the cognitive, critical, narrative lenses to exhibit competencies, growth and targets for continued development. Prerequisite(s) (exceptions require permission of the CI program) Admission or application for admission to the CI program. Co-requisite(s): None. 3 semester hours

CIC 593 - Seminar: Educational Inquiries (2)
Provides a culminating and integrating experience for students studying curriculum and instruction. Students will be asked to explore, from the generalist point of view, the interrelatedness of curriculum and instruction, prekindergarten through secondary school. The seminar will also include critical analysis of learning acquired and the production of concrete evidence of accumulated learning. Pre-requisite(s): Consent of department. Co-requisite(s): None. 2 semester hours

CIC 594 - Independent Study/Curriculum and Instruction (1 TO 3)
The purpose of this independent study in curriculum and instruction is to provide participants with the opportunity to investigate a topic, problem, or issue of specific relevance to their work with singular focus and depth. The topic(s) of choice may or may not be directly linked to classroom practice but should be of relevance to their individual goals and professional aspirations as a teacher. Prerequisite(s): None. 1-3 semester hours

CIC 595 - Selected Topics in Curriculum and Instruction (1 TO 9)
This course provides the student with the opportunity to explore current or specialized topics in the field of curriculum or instruction. 1-6 semester hours

CIC 595B - Special Topics:Death in a School Context: Guide for Teachers (1)
This workshop explores the ways in which teachers can deal with death in a school environment. Course topics include personal death awareness, children’s developmental understanding of death and responses to grief, theories of death and dying, ways in which schools can respond to death as part of the out-of-school curriculum, and the exploration of resources available to teachers and schools on this topic. Prerequisite(s): None. 1 semester hour
CIL - ESL and Bilingual Education

CIL 300 - Foundations of ESL and Bilingual Education (5)

The course provides an understanding of the historical, political, sociocultural and educational concepts and issues that affect linguistically and culturally diverse students in schools. The course considers local, state, and federal policies regarding entitlement and appropriate school services for English language learners. Theories of Second Language Acquisition (SLA) and bilingualism, sociocultural theories, and language and content standards for English language learners are analyzed for their pedagogical implications. Specific program models and ways to differentiate language and content area instruction for English language learners are examined. Prerequisite(s): Junior standing. Co-requisite(s): None. 5 quarter hours

CIL 305 - Methods and Materials for Teaching English as a Second Language (5)

This course prepares candidates in methodology for teaching language and content to English Language Learners (ELLs). Candidates examine and apply conceptual and pedagogical tools for teaching English as a second language (ESL) based on theories of second language acquisition, pedagogy, and methodology. Candidates explore how to use these tools to create effective language and content instruction that is differentiated according to students' language proficiency. Additionally, relevant national, state, and local language and content standards and assessments are discussed in relation to teaching ESL. The course also addresses appropriate selection, and evaluation of books, multimedia, and other materials, including technology. Prerequisite(s): Junior standing. Co-requisite(s): None. 5 quarter hours

CIL 306 - Methods and Materials for Teaching Bilingual Education (5)

This course prepares candidates to teach language and content in bilingual education programs. Candidates examine and apply bilingual pedagogical practices based on theories of first, second, and bilingual language acquisition, and biliteracy. Candidates explore these tools to create effective bilingual instruction that promotes high academic achievement, English language acquisition, development of students' home languages, and transfer of skills and content knowledge between languages. Additionally, relevant national, state, and local language and content standards are discussed in relation to teaching in bilingual programs. The course also addresses selection and evaluation of books, and other resources in English and additional languages. Prerequisite(s): Junior standing. Co-requisite(s): None. 5 quarter hours

CIL 310 - Assessment of ESL and Bilingual Education Students (5)

This course focuses on the equitable assessment of English language learners (ELLs). Participants explore the ways assessment of ELLs is conceptualized within larger historical, social, cultural, and political contexts. Using theoretical models that account for the intersection of second language acquisition and academic achievement, participants engage in examining, adapting, or developing effective classroom assessments that measure English language proficiency and content area learning. Participants also review state and national language proficiency and content standards, and examine how they are measured in mandated assessments. Prerequisite(s): Junior Level Standing. Co-requisite(s): None. 5 quarter hours

CIL 312 - Reading in a New Language: Linguistic Considerations (5)

The course focuses upon the all-important multiyear process of learning to read in English as a new language. The importance of L1 and L2 oracy (oral production) and instructional conversation, the effect of L1 phonemes, morphemes, syntax, cognates, discourse patterns, and writing systems on L2 literacy, and the complex cross linguistic relationship between two languages are major topics. Principles, methods, and techniques for developing second language academic literacy are modeled and analyzed. The course shares research-based best practices in literacy instruction across P-12 settings, with special attention to academic language, content vocabulary, and writing. Prerequisite(s): Junior Level Standing. Co-requisite(s): None. 5 quarter hours

CIL 331 - Cross Cultural Education (5)

This course examines the impact of culture on learners within society and the educational system and the importance of understanding the power of culture in addressing the needs of English language learners. It explores the dynamic processes of acculturation and cultural conflict. Participants examine the influence of cultural assumptions on student performance and self-image in the American educational system. Candidates explore the range of behavior and learning styles of diverse students and the ways teacher beliefs and practices affect their lives and achievements. Participants design culturally relevant instruction to promote student well-being and academic success and foster collaborative classrooms. Prerequisite(s): Junior standing. Co-requisite(s): None. 5 quarter hours
CIL 500 - Foundations of ESL and Bilingual Education (3)

The course provides an understanding of the historical, political, sociocultural and educational concepts and issues that affect linguistically and culturally diverse students in schools. The course considers local, state, and federal policies regarding responsibilities and appropriate school and preschool services for English language learners. Cognitive and sociocultural theories of Second Language Acquisition (SLA), bilingualism and multilingualism are analyzed for their pedagogical implications. Specific program models are examined as well. Assigned course requirements include the completion of 20 clinical/observation hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 501 - Introduction to Linguistics for TESOL (3)

This course introduces the following dimensions of linguistics: language and the brain, first and second language acquisition, major components of linguistics (e.g., phonology, morphology, syntax, semantics, and sociolinguistics), and cognition and learning. Emphasis is placed on the applicability of linguistics for ESL and bilingual education teachers and their students. Assigned course requirements include the completion of 20 clinical/observation hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 504 - ESOL Instructional Methods and Materials (2)

This course will focus on the instructional practices that help children acquire a second language and master subject matter. Students will learn appropriate methodology, adapt and integrate Best Teaching Practices, and learn how to adapt units and lessons for LEP students in elementary and middle school. Socio-cultural theories are explored for their pedagogical relevance, and specific program models and materials are examined for their contributions to academic achievement. Prerequisite(s): None. 2 semester hours

CIL 505 - Methods and Materials for Teaching English as a Second Language (3)

This course prepares candidates in methodology for teaching language and content to English Language Learners. Candidates examine and apply conceptual and pedagogical tools for teaching English as a second language based on theories of second language acquisition, pedagogy, and methodology. Candidates explore how to use these tools to create effective language and content instruction that is differentiated according to language proficiency. Additionally, relevant national, state, and local language and content standards and assessments are discussed in relation to teaching ESL. Appropriate selection, and evaluation of books multimedia, and technology is also discussed. Assigned course requirements include the completion of 20 clinical/observation hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 506 - Methods and Materials for Teaching Bilingual Education (3)

This course prepares candidates to teach language and content in bilingual programs. Candidates examine and apply pedagogical practices based on theories of first, second, and bilingual language acquisition, and biliteracy. Candidates create effective bilingual instruction promoting high academic achievement, English language acquisition, development of students' home languages, and transfer of skills and content knowledge between languages. Relevant national, state, and local language and content standards are discussed. Selection and evaluation of resources in English and additional languages are addressed. Development of units, lessons, activities, assessments in two languages may be required. Assigned course requirements include the completion of 20 clinical/observation hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 510 - Assessment of ESL and Bilingual Education Students (3)

This course focuses on the equitable assessment of English language learners (ELLs). Participants explore the ways assessment of ELLs is conceptualized within larger historical, social, cultural, and political contexts. Using theoretical models that account for the intersection of second language acquisition and academic achievement, participants engage in examining, adapting, or developing effective classroom assessments that measure English language proficiency and content area learning. Participants also review state and national language proficiency and content standards, and examine how they are measured in mandated assessments. Assigned course requirements include the completion of 20 clinical/observation hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 511 - Family Literacy for Linguistically and Culturally Diverse Learners (3)

Participants will explore the field of family literacy with English Language Learners (ELL), including theoretical bases, program models, and best practices. Topics include exploring socio-cultural underpinnings of family literacy, identifying funds of knowledge in families and ways to acknowledge and value that knowledge in school settings, building the home-school connection, supporting adult basic literacy and English language learning, creating
literacy learning opportunities in the home, and utilizing community resources. The course is appropriate for those working in a setting with English Language Learners. Course includes 20 clinical hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 512 - Reading in a New Language: Linguistic Considerations (3)

The course focuses upon the multiyear process of developing literacy in English as a new language, critical to academic success for English language learners. The importance of first and second language listening and speaking (oralacy), the effect of first language phonemes, morphemes, syntax, cognates, discourse, and writing systems on second language literacy, and complex cross-linguistic relationships are major topics. Principles, methods and techniques for developing second language literacy are analyzed. Research-based best practices in ELL literacy instruction across P-12 settings are examined, with special attention to academic language, content vocabulary, and writing. Assigned course requirements include completion of 20 clinical/observation hours. Prerequisite(s): None. Fulfills the linguistics requirement or the elective requirement for the State of Illinois ESL Approval, Bilingual Approval, or ESL/Bilingual Approvals. Co-requisite(s): None. 3 semester hours

CIL 523 - TESOL Curriculum Development and Program Models (3)

This course prepares teachers in conceptualizing, designing and applying curriculum for English Language Learners (ELLs). Participants will explore a variety of curriculum resources and materials, including children’s and adolescent literature, different TESOL (Teaching English for Speakers of Other Languages) program models, professional texts, strategies, new technologies and other resources that support English language acquisition. Students are guided in creating and teaching units and lessons that apply a variety of curriculum theories and ESOL (English for Speakers of Other Languages) materials and programs. They will develop the skills to make informed assessments regarding the quality and effectiveness of such resources and programs. Prerequisite(s): none. 3 semester hours

CIL 531 - Cross Cultural Education (3)

This course examines the impact of culture on learners within society and the educational system and the importance of understanding the power of culture in addressing the needs of English language learners. It explores the processes of acculturation and cultural conflict. Participants examine the influence of cultural assumptions on student performance and self-image in the American educational system. Participants explore the behavior and learning styles of diverse students and the ways teacher beliefs and practices affect their lives and achievements. Participants design culturally relevant instruction to promote student academic success. Assigned course requirements include the completion of 20 clinical/observation hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 532 - Technology Instruction for Linguistically and Culturally Diverse Students (3)

The use of computers, educational technology, and interactive media in settings with linguistically and culturally diverse students is discussed in relation to current research. The selection and use of software and interactive media to develop effective lessons in language and content area instruction is presented. Demonstrations of a variety of technological applications and the methods by which they can be used are incorporated into this course in order to provide teachers with tools to effectively integrate technology into instructional settings containing English language learners. Assigned course requirements include the completion of 20 clinical/observation hours. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

CIL 583 - Workshop/Bilingual and Multicultural Education/Contemporary Issues (1 TO 6)

1-4 semester hour

CIL 584 - Workshop/Bilingual and Multicultural Education/Curriculum Materials (1 TO 6)

1-4 semester hours

CIL 585 - Workshop/Bilingual and Multicultural Education/Instructional Practices (1 TO 6)

1-4 semester hours

CIL 594 - Independent Study/Bilingual and Multicultural Education (1 TO 6)

Provides an opportunity for students to pursue advanced scholarly study or investigate a practical school problem related to bilingual and multicultural education. 1-4 semester hours

CIL 595 - Special Topics in Bilingualism and Education (1 TO 5)

1-3 semester hours

CIS - Social Studies Education

CIS 480A - Methods of Teaching Social Studies (3)

This course focuses on methods of teaching social studies to undergraduate candidates in the Elementary Education program. Candidates will learn
American History grant. This workshop examines Chicago's downtown lakefront as a public place over time and space. Combining formal presentation and field trips, it explores how and why the downtown lakefront developed as it did over the last 160 years. The focus is on the interplay between politics, economics, and changing ideas on the purpose and uses of public place. This workshop is open exclusively to participants in the NEH grant. Prerequisite(s): Participant in NEH Landmarks of American History workshop, Chicago's Downtown Lakefront as a Public Place. 3 semester hours

CIS 594 - Independent Study/Social Science Education (1 TO 5)

Issues, perspectives, and practices in different cultural, geographic, and socioeconomic learning environments are identified and compared. 1-3 semester hours

CIS 595 - Selected Topics in Social Science Education (1 TO 6)

Provides the student with the opportunity to explore current or specialized topics in the field of social science education. 1-4 semester hours

COM - Communications

COM 104 - Connected World (5)

Students will evaluate the impact of mass communication in a global society from a social and cultural aspect. Throughout the course, students will utilize communication technologies and understand personal and professional virtual spaces as places to develop, foster, maintain connections and engage with others. The interrelationship between various forms of communications including digital, interpersonal, professional, verbal, and visual will be explored and discussed. Students will analyze the legal aspects of ethical communication, evaluate the history, interpret theory, critique media and apply communication technologies to practice. This curriculum develops students' communication competencies and builds essential skills for virtual and face-to-face interactions. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor Co-requisite(s): None 5 QH

COM 105 - Writing in a Digital Age (5)

Students will build foundational skills as writers in a global, digital society. The curriculum is grounded in practical experience and the everyday communication necessary for entry-level positions in Public Relations, Project Management and Journalism. Students will learn to effectively write letters, emails, proposals, news releases, Powerpoints, and standard
communications that occur in almost every career field. Students will gather and analyze information in current media and examine legal and ethical issues in writing. At the end of this class students will know how to frame, create and deliver innovative content across multiple media formats. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor, and COM 104. Co-requisite(s): None 5 QH

Distribution: Human Services Electives.

COM 106 - The Influence of Culture on Communication (5)

This course provides a framework from which students can discover how culture, cultural identity and societal patterns are related to communications practices. Students will learn the role of cultural patterns and coding in interpersonal relationships. Students will develop the critical tools to consider the process, role and application of communication in a contemporary, intercultural society. Students will evaluate various forms of diversity in relation to mass communications and analyze strategies for workplace communication. Students will explore, understand and effectively apply various messages of media criticism through reading, watching, writing and debating a wide range of intercultural communication. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor Co-requisite(s): None 5 QH

COM 204 - Multigenerational Workforce Communication (5)

Students will work in small groups and teams that span across multiple generations. Students will examine potential issues that generational differences, diversity, and relational trust may play in the workplace. Students will learn effective time and project management skills while practicing multi-generational team-building activities. Today's workforce arguably includes the four following (soon-to-be five) different generations: Veterans (born before 1946), Baby Boomers (1946-1964), Generation X (1965-1979), and Millennials (1980-2000). Course curriculum will evaluate the mode and the message in various communications strategies. Theory of group communications will be examined and applied while creating effective teams inside and outside of the classroom. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better of equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 SQH

COM 205 - Social Media Networking (5)

This course will examine social media with a focus on how digital media technology plays a significant role on the construction of social identities, interpersonal, organizational relationships and societal trending. Students will explore the shared ideological principles between social media platforms and usage. Students will examine the commercial and professional use of social media technology and how it enables the formation of digital communities. Students will engage in active debates on ethical problems posed by emerging social media technologies. The course will require students to communicate through social media and to construct a digital presence that positions them for success. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 COM 105 or permission of academic advisor. Co-requisite(s): None 5 QH

COM 206 - Professional Communication: Writing, Speaking and Creating for Success (5)

This course is designed to enhance students' professional and interpersonal communication skills by exploring how to influence others using a variety of rhetorical strategies. Students will develop skills to transform messages into effective oral, written, digital and relevant visual communication. Strategies for conflict resolution will be practiced throughout the course. Students will produce effective presentations using principles of communication and utilizing technology during group and individual projects. Students assess digital literacy and create presentations using appropriate web-based tools. Students will construct the skills needed to succeed at delivering visual, digital, written and oral presentations in the workplace. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of advisor. Co-requisite(s): None 5 QH

Distribution: Human Services Electives.

COM 207 - Contemporary Media Communications (5)

This course is an introduction to media and communications themes over the past century. Students will examine the influence that media have on attitudes, trends, and society's perception of various forms of diversity. Students will research how forms of media impact ethics, patterns in business, social, and political communication across different communities. Students will examine living in the age of media and how the communications landscape has changed society and how individual communication styles evolve. Students will apply this knowledge and examine their own personal communications style through multiple media forms to identify possibilities for personal and professional growth. Pre-
Students will be introduced to the pervasiveness of persuasion in its various formats through history, such as advertising campaigns, political campaigns, professional and personal communications. Students will examine the ethical considerations of persuasion in various delivery methods. Students will debate the effects of persuasion in a diversity of contexts and explore whether the persuasion is straightforward, subliminal or covert. Students will discuss and debate how individuals and communities process persuasive messages and inventory current technologies that convey these messages. Participants will develop an appreciation of differences unlocking many avenues for expansion of brands and messages through various communication methods. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 quarter hours

Distribution: Human Services Electives.

COM 305 - Speak Up (5)

This course prepares students to overcome the number one fear in America--public speaking. Students will learn about verbal and non-verbal messages, cultural conventions and vocabulary, and ethical guidelines for delivering messages. Students will evaluate the effectiveness of speaking strategies by presenting speeches and evaluating their peers. Students will compose practice-based recordings to develop cadence, confidence building and organizational skills for speech creation and delivery. The curriculum will introduce students to the various types of speeches and aims to reduce the anxiety of students when speaking publically by providing various techniques, delivery aides and hands-on practice. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 QH

Distribution: Human Services Electives.

COM 306 - Organizational Communication and Conflict Management (5)

Students will learn various communication processes in organizational structures that drive cooperation, success and failure of modern business. Students will explore the aspects of effective communications within organizations and analyze the interpersonal and cultural elements that give rise to potential conflict. Students will learn about the positive effects of conflict and how to manage the counterproductive aspects. Students will analyze organizational communication theory and appraise the ethical consideration necessary for success. Students will evaluate the increasing pervasiveness of technology and its role in shaping communications in the global marketplace. Students will identify the elements of a supportive organizational communications climate. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 QH

Distribution: Human Services Electives.

COM 404 - Legal and Ethical Communications (5)

This course explores the ethics, laws and issues that affect the media and various communications professions. Students will discuss many repetitive elements of ethical conduct in organizations and learn about laws and violations in a multimedia world along with court decisions and sources of laws. Students learn about the interrelated principles of professional communications and the code of ethics, First Amendment and Freedom of Speech, intellectual property rights, copyright and ethical obligations. Students will examine Supreme Court decisions and copyright law for communications and explain theoretical issues that pertain to PR and social media in a global environment. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 QH

COM 405 - Innovation from the Inside (5)

This course will encourage students to develop their potential to improve, enhance and transform their own public identities, businesses, communities and personal lives. Students will learn to be adaptive, innovative, problem-solvers and how to utilize creative skills for any career in communications. Students will be exposed to various building blocks of innovation, pattern breaking, teaming, risk-taking, cooperative communications and paradigm shifts. This curriculum will build skills that help students learn to adjust to meet the changing needs of the industry. Students will work in teams to solve a real-world problem through innovation and change management. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 QH

COM 406 - Public Relations for the 21st Century (5)
Students in this course will learn the functions of public relations (PR) in a globally networked society and define theoretical frameworks. Students will develop common skills for PR professionals including employee communication and ethical conduct in an organization. Students will evaluate how technology and social media impact how to build and sustain relationships within and beyond an organization. Students will research the current issues of risk assessment and crisis management. Students will construct a strategic roadmap for success by understanding common trends and work collaboratively to devise and critique a custom PR campaign that would be successful in today's society. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 QH

COM 407 - Modern Advertising (5)

Students will examine the lasting effects of advertising as a social and cultural force that defines consumerism in America. Students will research integrated marketing strategies and advertising theories and apply them to various product campaigns. Students will examine the different mediums for advertising and various campaigns from recent years. Market research strategies will be introduced and students will conduct basic market research and apply statistical analysis for recommendations. Students will experiment with creating a branding message and delivering it to a targeted audience while considering integrations across platforms. Students will discuss the ethical and legal aspects that apply to advertising. Pre-requisite(s): LAE 101 and LAE 102 with a grade of "C" or better or equivalent as determined by advisor and COM 104 and COM 105 or permission of academic advisor. Co-requisite(s): None 5 QH

COM 485A - WS/Sell Me (1)

This 6-hour, in-person workshop will identify the different components that go into developing an advertising campaign proposal for a real, modern-day client. The elements of an actual advertising pitch will be discussed and explained including defining target audience, advertising strategies, traditional and social media usage and message development. Elements of successful public speaking and persuasion skills will be utilized as students work in teams to construct competing campaigns that will be prepared, presented and then debated and evaluated. A pre-assignment and post-assignment will be included. Pre-requisite(s): None Co-requisite(s): None 1 QH

COM 485B - WS/You Want it When (1)

This 6-hour, in-person workshop allows students to sample a range of hands-on, exciting communications activities that are modeled from current Public Relations (PR) scenarios. Students will work in tight deadlines to produce press releases and other artifacts that will be critiqued onsite. Through case studies and real-time practitioner samples, students examine contemporary successful public relations programs and campaigns to discover how practitioners function and utilize ethical behaviors within a variety of organizations. In addition, PR in a variety of functions will be explored including community relations, political campaigns, crisis-management and media relations. A pre-assignment and post-assignment will be included. Pre-requisite(s): None Co-requisite(s): None 1 QH

COM 485C - WS/Go Beyond (1)

This 6-hour, in-person workshop allows students to sample a range of hands-on communications activities. Exploration of current innovative models and methods that have proven successful in the communications industry will supply students with new skills to take into their professional lives. For example, students will utilize improvisation techniques to encourage workplace innovation and creativity as a team, as a leader and as an individual. Students build skills and confidence to lead an innovative process within an organizational context. Students will leave with a range of techniques and strategies to drive them to innovation. A pre-assignment and post-assignment will be included. Pre-requisite(s): None. Co-requisite(s): None 1 QH

COM 485D - WS/Effective Delivery (1)

This 6-hour, in-person workshop allows students to sample a range of hands-on communication activities to enhance knowledge, expertise and application. Students will quickly improve their basic writing, debate and speaking skills by competing against peers in a healthy mock debate. Students will collect and organize ideas, evaluate evidence, speak convincingly and identify logical connections that make an argument convincing. This course will guide students to approach issues from various points of view and to present with a coherent flow of information. Activities are designed to help students improve confidence when delivering a presentation. A pre-assignment and post-assignment will be included. Pre-requisite(s): None. Co-requisite(s): None. 1 QH

COM 496 - Senior Portfolio Capstone (1)

The course is designed to prepare students to make the transition from theory to practice, helping students to prepare portfolios and "look books" that can be used when interviewing and showcase all of the program accomplishments and skills mastered.
through tangible examples. Students will have to gather and analyze data from their course deliverables, document sources, present work accomplished and accolades earned in a single digital resource that will serve as an invaluable tool to advance any career. This is the culminating course of the B.A. Applied Communications program.


CSJ - Criminal & Social Justice

CSJ 106 - Law Enforcement (5)
Formerly LAS 106. This course is an examination of contemporary American law enforcement. Policing and investigative agencies and their structures, functions and purposes are examined and evaluated. Topics include history, criminological role in society, trends in crime and enforcement, professionalism, organizational sub-cultures, ethics, corruption and civil liability. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

CSJ 107 - Criminal Justice System (5)
Formerly LAS 107. This course provides a broad overview of the criminal justice system, including legal rights and responsibilities, law enforcement, courts, and correctional institutions. Problems of these institutions and possible remedies will be examined and discussed. Particular attention will be paid to the Illinois criminal justice system. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

CSJ 205 - Criminology (5)
Formerly LAS 205. This course is a study of the theoretical reasons for criminal behavior and victimization. Current issues, policies, and research regarding victimization, punishment, treatment and rehabilitation will be examined and discussed. Prerequisite(s): None. Co-requisite(s): None. 5 semester hours

Distribution: Human Services Electives.

CSJ 206 - Criminal Law and Procedure (5)
Formerly LAS 206. This course is designed to examine the purpose, structure and functions of criminal law in Illinois and the U.S. Topics include the elements necessary to establish a crime and criminal intent. The sources of criminal law, attempts and conspiracy, defenses to crime, laws of arrest, search and seizure, and civil law will be highlighted. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

CSJ 207 - Punishment, Prisons and Corrections (5)
Formerly LAS 207. History, purpose, and knowledge of incarceration including local jails and large prisons will be examined and discussed. The procedures used, including reception, classification, orientation, rules, release procedures, and other considerations of institutional management will be considered. In addition, incarceration alternatives, including vocational and rehabilitational services, halfway houses, parole, drug and alcohol detoxification, welfare agencies, employment and legal aid services will be examined. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

CSJ 208 - Courts and Criminal Justice (5)
Formerly LAS 208. This course is a general overview of the American court system and its relationship to criminal justice. Processes, procedures, alternatives to trial, issues involving the courts and the professionals involved are given consideration. Topics related to courts and criminal justice include, but are not limited to, trials, juries, sentencing, appeals, differential treatment, and wrongful convictions. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

CSJ 209 - Constitutional Law and Criminal Justice (5)
Formerly LAS 209. This course is an introduction to the United States Constitution with an emphasis on criminal justice. Topics include, but are not limited to, failure of the Articles of Confederation, Federalism, limits on state and federal power, separation of powers to limit authority, structure, the rights of government, and the rights of citizens. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

CSJ 210 - Community Policing (5)
Formerly LAS 210. This course addresses the challenge of maintaining a meaningful relationship between society and the police while living in an environment of rapid change. Consideration is given to topics related to community policing that include, but are not limited to, police community relations, public relations, community policing theories, communications, the changing police role in society, police discretion, conflict management, and policing.
special populations. Prerequisite(s): CSJ 106 or permission of the Director. Co-requisite(s): None. 5 quarter hours
Distribution: Human Services Electives.

CSJ 211 - Police Organization (5)
Formerly LAS 211. This course is a study of the police organization and its complexity. Consideration is given to topics related to the organization that include, but are not limited to, how the police organization functions in relation to the social networks that help to define it, structural complexity, structural control, administrative control structures, the degree to which rules and policies are formalized, and centralization of decision making. Contextual factors such as leadership, politics, geographical location, age of the organization and its environment and how this influences the complexity of the organization are also addressed. Prerequisite(s): CSJ 106 or permission of the Director. Co-requisite(s): None. 5 quarter hours

CSJ 215 - Juvenile Justice Systems (5)
The juvenile justice system in the United States is examined from a perspective that involves both history of the system and the philosophical approach of society today. Major topics include arrest, interaction with police, detention before and after trial, court procedures, and corrections. Post correction or alternative opportunities such as training schools and camps, community-based networks, parole, release and recidivism will also be examined. Prerequisite(s): LAS 106 or permission of the Director 5 QH
Distribution: Human Services Electives.

CSJ 235 - Introduction to Forensic Science (5)
Formerly LAN 235. This course explores biological and chemical concepts in forensic science and reviews their application in questions of evidence and law. Evidence procedures and forensic technology are addressed. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

CSJ 352 - Research Methods in Criminal Justice (5)
Formerly LAS 352. This course is a general introduction to research methods in criminal justice. Consideration is given to topics related to research methods that include, but are not limited to, qualitative and quantitative research, the application of research, ethics in research, research design, data gathering strategies, data analysis, and policy analysis as it relates to criminal justice. Pre-requisite(s): Admission to the Criminal Justice Program. Co-requisite(s): None. 5 quarter hours

CSJ 353 - Criminal Investigations (5)
Formerly LAS 353. This course is a general overview of the procedures, techniques, skills, and limitations of criminal investigations. Consideration is given to topics related to criminal investigation that include, but not limited to, crime scene preservation, lawful searches, criminal law affecting investigations, violent crimes, property crimes, and death investigations. Prerequisite(s): CSJ 106, CSJ 107 or permission of the Director. Co-requisite(s): None. 5 quarter hours

CSJ 354 - Sociology of Deviant Behavior for Criminal Justice Professionals (5)
Formerly LAS 354. This course addresses the intersection of the criminal justice practitioner’s duties, responsibilities, and knowledge with codified social norms and the behaviors that deviate from them. Contextual factors that affect the practitioner’s decisions and actions include cultural norms, theories of the causes of deviant behavior, theories of personality development, and social control mechanisms. Also examined is the impact of deviant behavior on society, social control devices, the social contract, and racial and gender differences in respect to acceptable behaviors. Prerequisite(s): CSJ 106 or permission of the Director Co-requisite(s): None. 5 quarter hours

CSJ 355 - Ethics, Diversity, and Professionalism in Criminal Justice (5)
Formerly LAS 355. This course is an examination of the of the criminal justice system from an ethical and professional perspective. It will explore ethical challenges of a civil society, the tensions found in the criminal justice system and the burden of discretion carried by it members. Topics include, but not limited to, meaning and value of ethics, ethical issues in criminal justice, discrimination in the criminal justice system, and the quest for professionalism. Prerequisite(s): CSJ 107 or permission of the Director. Co-requisite(s): None. 5 quarter hours

CSJ 356 - Criminal Justice Administration (5)
Formerly LAS 356. This course is an overview of the administration of criminal justice organizations. Consideration is given to topics related to criminal justice administration that include, criminal justice administration that include, structures and functions, internal and external politics, ethics, human resource development, training, management and leadership. Also included are topics of organizational subcultures, diversity in the work place, unions, and problematic organizational issues. Prerequisite(s): CSJ 106 or permission of the Director. Co-requisite(s): None. 5 quarter hours

CSJ 357 - Probation and Parole (5)
Formerly LAS 357. This course addresses the theory and practice of probation and parole in the criminal justice system. Consideration is given to topics related to probation and parole that include, but are not limited to, the origins of probation and parole, parole selection process, parole boards, violations and revocation of parole, parole supervision, diversions from incarceration, administration of probation services, effect of probation on offenders, the courts and corrections, and electronic monitoring.

Prerequisite(s): CSJ 206, CSJ 208, CSJ 209 or permission of the Director. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

CSJ 465 - Human Resources Development in Criminal Justice (5)

Formerly LAS 465. This course is an overview of the theory and practice of human resource development directed specifically toward criminal justice organizations and their employees. Consideration is given to topics related to personal development that include, but are not limited to, the building blocks of human resource development, illustrations of the relationships among all the components that constitute the field of human resource development, the various roles and practices of human resource development, organizational learning, organizational development, instructional design, program planning and evaluation, internal consulting, and identifying ways to improve development practice within the organization.

Prerequisite(s): CSJ 211 or permission of the Director. Co-requisite(s): None. 5 quarter hours

CSJ 466 - Comparative Criminal Justice Systems (5)

Formerly LAS 466. This course compares international criminal justice systems. Consideration is given to topics related to comparisons that include, but are not limited to, an international perspective on criminal justice, comparative criminology, transnational crime, four primary legal traditions found internationally, and the international perspective of courts, corrections, juvenile justice and policing.

Prerequisite(s): CSJ 206, CSJ 208, CSJ 209 or permission of the Director. Co-requisite(s): None. 5 quarter hours

DEE - Disability and Equity in Education

DEE 603 - Activism and Inclusion in Democratic Education (3)

This course explores principles and practices of activism across a variety of contexts. The primary focus is on personal, social, institutional and legislative changes necessary to promote inclusive democratic education. The roles and procedures of advocacy, consciousness raising, activism, service learning, emancipatory research, and critical pedagogy are addressed. Psychological, social, and educational processes involved in constructing and maintaining marginal "others" are analyzed and deconstructed in order to imagine and conceptualize futures that are not tied to the dictates of the past.

Prerequisite(s): Admission to a doctoral program in NCE, post-masters status, or consent of instructor. 3 semester hours

DEE 604 - Politics of Assessment (3)

This course critically explores implications, meanings, and uses of educational and psychological assessment in the social construction of ability/disability and the maintenance of social hierarchies. Historical, philosophical, and scientific foundations of assessment will be explored and interrogated. Historical and contemporary theories and practices of assessment will be considered from positions of race, ethnicity, gender, social class and disability. Social, educational, and political uses of assessment will be evaluated from critical sociological, educational and psychological perspectives. Assessment and accountability practices embedded in federal education laws will be scrutinized for their impact on particular social groups and institutional cultures.

Prerequisite(s): Admission to a doctoral program in NCE, post-masters status, or consent of instructor. 3 semester hours

DEE 605 - History of Disability in Education (3)

Educational knowledge is often viewed as evolutionary and progressive, leading to incremental improvement of services for individuals with disabilities. This course critically examines the foundational grand narratives of progress and emancipation evident in a traditional or modernist conception of disability in education. Course participants will draw from critical perspectives to explore the assumptions, conceptions and discontinuities evident in the history of disability as represented in primary and secondary sources and contemporary historical accounts.

Prerequisite(s): Admission to a doctoral program in NCE, post-masters status, or consent of instructor. 3 semester hours

DEE 690 - Seminar: Special Topics in Disability and Equity in Education (3)

A doctoral seminar dealing with issues in education as they relate to disability and equity. Prerequisite(s): Admission to a doctoral program in NCE, post-
masters status, or consent of instructor. 3 semester hours (May be repeated 3 times up to 12 hours.)

**DEE 693 - Disability Studies in Education Seminar (3)**

This seminar introduces the student to the interdisciplinary field of disability studies in education, including its tenets and its approaches to theory, research, and practice. Basic concepts in the field are examined, particularly comparisons between the medical and social models of disability and the implications of both. Contemporary regional and global issues, problems, and debates are explored as relate to K-12 and postsecondary inclusive education. Prerequisite(s): Admission to a doctoral program in NCE, post-masters status, or consent of instructor. 3 semester hours

**ECE - Early Childhood Education**

**ECE 202 - Developmental Theory and Practice (5)**

Students will examine theories of child development, perspectives of the developing child, and current practices in the early childhood education field. Issues of health, nutrition, outdoor play, group management techniques, and planning for the individual child will be researched using the Internet. Current multicultural perspectives and research for children birth to 8 will be investigated with fieldwork included. Prerequisite(s): A developmental psychology course. 5 quarter hours

**ECE 205 - Observation and Assessment: Infants, Toddlers, and Two Year Olds (4)**

This course will introduce candidates to the Early Childhood profession. Candidates will observe in a variety of developmentally appropriate infant, toddler and two-year-old programs. Various techniques and strategies for observation and assessment of infants, toddlers and two year olds will be used. Candidates will learn to evaluate programs and practices related to the education of infants, toddlers and two year olds. Candidates will also be introduced to using assessment tools for program evaluation purposes. 25 preclinical hours are required in this course. Pre-requisite(s): LAP 100 Current TB test and background check required. Co-requisite(s): None. 4 quarter hours

**ECE 206 - Child Study II: Preprimary (2)**

This course is one in a series of three designed to introduce students to the Early Childhood profession. Students will observe in a variety of developmentally appropriate programs for children between the ages of three and five. Personal and professional reflection and growth are facilitated through journal entries, seminars, and written assignments. 35 preclinical hours are required. Prerequisite(s): none Two quarter hours

**ECE 210 - History and Philosophy of Education (3)**

This course focuses on the history of ideas, individuals and events that have influenced the curriculum, organization, policies and philosophies of education in the United States. A special topic option allows teacher candidate to pursue topics of interest within the education spectrum (early child education, elementary education and special education). Pre-requisite: A field-based assignment that will allow the teacher candidate to explore the relationship between the school and the surrounding community. The field experience-based assignment requires a minimum of 10 hours. Pre-requisite(s): None. Co-requisite(s): None. 3 quarter hours

**ECE 215 - Speech and Language Development (3)**

Students will construct an understanding of speech and language acquisition in children birth through five years of age. An examination and analysis of typical, a typical and bilingual language patterns and their relationship to cognitive and social development will be included. Activities and strategies will be explored regarding early literacy and classroom intervention. Educational issues related to linguistically diverse children and families will be researched using the Internet as a resource. This course requires 15 hours of field experience. Prerequisite(s): Psychology of Early Childhood or an equivalent course in Developmental Psychology, current TB test and background check required Co-requisite(s): None. 3 quarter hours

**ECE 220 - Child, Family, and Community (5)**

This course examines the dynamics of family life, family challenges, family stresses, and their impact on child development. The course explores the ecological contexts in which children live, the relationships among families, child care settings, communities, and broader social and cultural systems, and the personal and cultural filters through which early childhood professionals view children and their families. Emphasis is on the current social, political, legislative, and economic status of children and their families and the crises they face. Students will study existing community interventions that support children and their families and discuss the issue of public policy and private advocacy. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

**ECE 300 - Strategies for Supervision and Staff Development (1 TO 5)**

This course focuses on the human relations side of administrating early childhood programs. It analyzes the objectives and functions of supervision and
presents guidelines for recruiting, hiring, training, and evaluating a diverse staff. Participants will examine conceptual models for understanding job satisfaction and the career stages through which practitioners progress and explore various individual and organizational strategies for promoting optimal performance. The use of technology and media in supervision and staff development is also included. Opportunities for participants to apply models of supervision and staff development in their respective educational settings will be provided. This course may be used as an elective in the Undergraduate Early Childhood Practice Program. Pre-requisite(s): None. Co-requisite(s): None. 1-5 quarter hours

ECE 301 - Understanding Infant & Toddler Development (5)

Candidates will explore the overall development of children ages 0-3 through the developmental continuum, biological and environmental factors, culture and the context of the family, temperament, and attachment. Concepts related to infant/toddler mental health will be explored as well as the impact of responsive caregiving, primary caregiving, continuity of care, early brain development research and other topics related to recent trends in infant/toddler growth and development. Discussion of the needs for typically and atypically developing children will be included, as well as considerations for multilingual children and families. 10 observation hours are required. Pre-requisite(s): None. Co-requisite(s): Junior Standing or prior approval by ECE or ECP Program Coordinator. Co-requisite(s): None. 5 quarter hours

ECE 302 - Planning for Quality Infant/Toddler Programs (5)

Key components of developing and maintaining programs for children ages birth to three will be explored. Examination of the Infant-Toddler Environmental Rating Scale, state regulations (licensed centers and family child care), accreditation standards, quality improvement rating systems, credentialing and other resources will be addressed. The unique health and safety needs of children ages birth to three will be discussed, as will supporting the diverse need of families with children ages birth to three (children with special needs, multilingual homes and diverse family structures), especially in the context of developing family friendly policies and program options. 10 hours of field experience required. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

ECE 303 - The Early Care & Education Administrator as Advocate (1 TO 5)

This course builds competency for successful advocacy on behalf of children, families, and practitioners in the field. Participants learn a systematic approach that includes understanding and researching an issue, preparing materials and organizing meetings, and strategic follow up reinforcing outcomes. Advocacy organizations, local collaborations, and community system building will be reviewed for inclusive and cost-effective services for children and families. Students will learn about the current policy landscape and advocacy efforts needed to ensure families have access to high quality child care and learning experiences for young children. Pre-requisite(s): None Co-requisite(s): None. 1-5 quarter hours

ECE 305 - Organizational Theory, Group Dynamics, and Leadership Applications (1 TO 5)

Using Systems Theory as an integrating paradigm, this course is designed to deepen participants’ awareness of how they affect and are affected by others in different group situations. Personal assessment is continuous throughout the course as students examine different ways of working effectively in groups as both leader and group member. Topics include an analysis of leadership style, cross-cultural communication, and an assessment of organizational climate in the context of early childhood programs. Opportunities are provided for participants to apply the concepts of organizational theory, group dynamics, and models of leadership in their respective educational settings. This course may be taken as an elective in the Undergraduate Early Childhood Practice Program. Pre-requisite(s): None. Co-requisite(s): None. 1-5 quarter hours

ECE 307 - ECE/Workshop/Administration/Leadership Connections (3)

This course engages participants in a structured opportunity to use knowledge gained from attendance at Leadership Connections to inspire and document program improvements. Participants will reflect on the knowledge, experience, and insight gained from the conference. These reflections will promote program-wide quality improvement actions that are aligned with the Illinois Director Credential. Conference activities include attendance at sessions related to leadership competencies. Post-conference activities include reflections, quality improvement plans, documentation portfolios, and project work within a competency domain. This course fosters a community of program administrators working to create cultures of continuous quality improvement. Pre-requisite(s): None 3 quarter hours

ECE 308 - Writing for Early Childhood Professionals (3)

This course is designed for people working in the early care and education field to assist them in gaining the skills and confidence needed to be successful in written communication both as students
and as professionals working with families, colleagues and other stakeholders in the field. Participants will learn how to increase the readability, emphasis, and appeal of emails, newsletters, letters, memos, reports, handbooks, and promotional literature. A review of grammar, APA format and professional college level writing will also be included. Pre-requisite(s): None. Co-requisite(s): None. 3 quarter hours

ECE 311 - Administration I: Leadership Strategies and Staff Development (1 TO 5)

In this course participants examine their leadership role in their early childhood programs and are introduced to a model of facilitative leadership as a way to empower staff to support shared decision making. Participants identify effective employment practices that will help them find and keep the right people for available jobs and their organizations. Participants are introduced to a comprehensive model for supervising staff and promoting their ongoing professional development based on recognizing and appreciating individual differences. Participants develop and practice the necessary skills to nurture a positive work climate that promotes peak performance. Pre-requisite(s): None. Co-requisite(s): None. 1-5 quarter hours

ECE 312 - Administration II: Managing Center Operations and Finance (1 TO 5)

In this course participants learn about the components of effective management including: systems and the importance of systems thinking; stakeholder analysis and management; the strategic planning process; how policies, procedures, and systems are interconnected; and tools for taking charge of program operations. Participants understand how to manage a fiscally responsible early childhood business and be introduced to effective budgeting and accounting. Participants develop the skills needed to promote a positive public image. Participants learn how to create environments that welcome and support the learning of children and adults, as well as promote their health and safety. Pre-requisite(s): None. Co-requisite(s): None. 1-5 quarter hours

ECE 313 - Administration III: Implementing and Evaluating the Program (1 TO 5)

In this course participants learn to support young children’s development and learning by understanding the interactive environment, the advantages of different groupings and staffing patterns, and continuity of care. Participants learn how to implement developmentally appropriate early childhood curriculum and the importance of observation and child assessment in achieving program goals. Participants explore the early childhood administrator’s role in creating family partnerships, promoting an appreciation of diversity, and nurturing open communication. Participants explore importance of program evaluation and learn how to implement continuous quality improvement - the leadership practice of assessing needs, defining desired outcomes, developing an action plan, and evaluating effectiveness. Pre-requisite(s): None. Co-requisite(s): None. 1-5 quarter hours

ECE 321 - Curriculum in Infant/Toddler Programs (5)

This course examines curricular models and instructional materials that foster the development of infants and toddlers. Strategies for administering and managing infant and toddler learning environments are examined. Current theoretical perspectives in relation to curriculum will be explored. 10 field hours are required. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

ECE 322 - Developing Early Childhood Programs (2)

This course will examine issues in program development in child care centers, preschools, and family child care homes. Attention is paid to issues of diversity and accommodation of special needs as part of a coherent and consistent guiding philosophy and practice. Prerequisite(s): Junior standing or permission of advisor. 2 quarter hours

ECE 324 - Integrated Preprimary Methodology in Early Childhood Education (5)

Students in this course will apply theory, materials, and the Illinois State Board of Education Early Learning Standards for teaching language arts, literacy, art, music/movement, math, science, social studies, health, and safety to instructional methods for children ages three to five. Play and the active and constructive nature of learning will be emphasized. An integrated unit, addressing all content areas, will be developed. Current research and Internet will be used as resources. Fifteen pre-clinical hours will be collected as part of the required field experience for this course. Prerequisite(s): ECE 205, EPS 300, TIE 300, current TB test and background check required. Co-requisite(s): None. 5 quarter hours

ECE 326 - Administration of Early Childhood Programs (5)

This course provides an overview of the knowledge and skills necessary to develop and administer an early care and education facility. This course explores management and leadership skills, program and facility development including: licensing, organizational structure, policy development, finances, personnel, families, marketing, program evaluation and other related topics. Students examine different styles of management and identify the methods and strategies that contribute to effective management. The course covers management tasks
including program planning, people management, program evaluation, management of supplies and equipment, development, and managing and monitoring financial resources. Prerequisite(s): Junior standing or permission of advisor. 5 quarter hours

**ECE 335 - Best Business Practices in Family Child Care (1 TO 5)**
Participants will examine the components of a high-quality family child care enterprise through the lens of a business owner and educator. Participants will have an opportunity to develop a family child care business or quality improvement plan aligned with their mission statement, cultivate healthy environments for children and families, explore advocacy skills and techniques for creating a professional image, and pursue standards aligned with the national family child care Administration Scale and self-reflection and/or evaluation of a family child care program. Prerequisite(s): None. Co-requisite(s): None. 1-5 quarter hours

**ECE 336 - Best Practices in Early Childhood Education for Infants and Toddlers and Families (5)**
This seminar course focuses on "best practices" for young children and their families in early care and education programs. Students examine how "best practice" is determined, cultural and historical influences on best practice, institutionalization of best practice by accreditation, licensure, and legislation, and the role of the teacher or caregiver in establishing and promulgating best practice in a variety of early childhood environments. Prerequisite(s): Junior standing or instructor approval. 5 quarter hours

**ECE 337 - Ethics and Professionalism in Early Childhood Education (5)**
The purpose of this course is to assist students in developing a detailed ethical framework that will guide their actions while working with children, families, schools and organizations. Areas of emphasis include: an introduction to some of the main theoretical issues in ethics, an examination of moral problems often encountered in the early childhood context (e.g. confidentiality, discrimination, diversity, etc.) and an exploration of some of the moral theories and practices in today's schools and child care centers, especially from the perspectives of Kohlberg and Gilligan. Prerequisite(s): Junior standing or instructor approval. 5 quarter hours

**ECE 340 - Positive Guidance in Early Childhood Environments (5)**
This course is an introduction to providing age appropriate and positive guidance to young children in a variety of early childhood settings. An emphasis will be made on ways practitioners can encourage prosocial behaviors through understanding social and emotional development, emerging sense of self and self-esteem as well as ages and stages of development in the context of appropriate behaviors at each age range for individual children within group care. Early childhood theoretical foundations will be explored as well as the role of family, environment, curriculum, culture and considerations for children who have special needs. 10 field hours required. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

**ECE 345 - Curriculum, Differentiation, and Assessment (5)**
This is an introductory course for the pre-service early childhood candidate to learn basic theories about curriculum, differentiation, and assessment as they relate to developmentally appropriate practices in early childhood instruction. Candidates will learn specific ways to organize curriculum, differentiation strategies, and assessment techniques. Candidates will apply best practices for curriculum, differentiation, and assessment across all disciplines including English/ language arts, mathematics, science, and social studies. Ten hours of observation in a K-2 setting is required as part of this course. Prerequisite(s): EPS 300, TIE 300, ECE205. Co-requisite(s): Admission to the National College of Education. 5 quarter hours

**ECE 350 - Early Childhood Education: Pre-Primary Practicum Field Experience (2)**
Candidates apply what they have learned about early childhood practices by identifying effective strategies used to plan, implement, and assess instruction, guide children, and manage classrooms. They demonstrate their professionalism by planning, implementing, and assessing whole group, small group, and individual instruction, under the guidance of a master teacher in a preprimary setting for at least three hours a day for nine weeks. Candidates who have had a previous, supervised preprimary experience must have a portfolio review to determine if this component may be waived, in which case they would register for seminar and complete 25 hours in a preprimary classroom as part of their seminar requirements. Prerequisite(s): Admission to NCE, Completion of EPS 300, ECE 205, ECE 220, LAE 307, ECE 210, TIE 300 ECE 215; current TB test and background check required. Co-requisite(s): ECE 351. 2 quarter hours

**ECE 351 - Early Childhood Education: Pre-Primary Practicum Seminar (3)**
Candidates will apply what they have learned about early childhood practices by identifying effective strategies used to plan, implement, and assess
instruction, guide children, and manage classrooms. They will demonstrate their professionalism by planning, implementing, and assessing instruction for individual students, small groups and the whole group, under the guidance of a master teacher in a preprimary setting for at least three hours a day for nine weeks. Candidates who have had a previous supervised preprimary experience register for this seminar and will be required to complete 135 hours in a preprimary classroom as part of their seminar requirement. Prerequisite(s): Admission to NCE, Completion of EPS 300, ECE 205, ECE 220, LAE 307, ECE 210, TIE 300, ECE 215, current TB test and background check required. Co-requisite(s): ECE 350. 3 quarter hours

ECE 405 - Preprimary Methods: Language Arts/Art/Music/Movement (3)

Students in this course will apply theory to instructional methods, materials and the Illinois State Board of Education Early Learning Standards for teaching Language Arts, Art, Music and Movement to young children. Play and the active and constructive nature of learning will be emphasized. Writing and evaluating curriculum using lesson plans will be done in each content area. Adaptation for special needs and culturally diverse children will be included. Current research along with the Internet will be explored as resources. 6 pre-clinical hours are required. Prerequisite(s): ECE 202, ECE 205, ECE 206, SPE 300, or their equivalents. 3 quarter hours

ECE 406 - Preprimary Methods: Social Studies/Science/Math (3)

Students in this course will apply theory to instructional methods, materials and the Illinois State Board of Education Early Learning Standards for teaching Social Studies, Science, and Mathematics to young children. Play and the active and constructive nature of learning will be emphasized. Writing and evaluating curriculum using lesson plans will be done in each content area. Adaptation for special needs and culturally diverse will be included. Current research along with the Internet will be explored as resources. 6 pre-clinical hours are required. Prerequisite(s): ECE 202, ECE 205, ECE 206, SPE 300, or their equivalents. 3 quarter hours

ECE 450 - Early Childhood Education Primary Practicum Field Experience (2)

This advanced course continues to integrate educational theory and understanding with field experience. ECE 451 is the first of two consecutive quarters of field experiences at the primary level; the course is linked to Student Teaching. Concurrent study and field experience help candidates’ bridge theory and practice with an emphasis on integration of content, differentiation, assessment, and child guidance. Candidates meet weekly to explore and analyze experiences and demonstrate independence in applying concepts learned in their classrooms as they progress to student teaching. Candidates are required to complete 2 full days each week in a primary classroom (minimum of 120 hours). Prerequisite(s): Admission to NCE, a grade of C or ECE 350, ECE 351, current TB test, mandated reporter and background check required. Co-requisite(s): ECE 451. 2 quarter hours

ECE 451 - Early Childhood Education Primary Practicum Seminar (3)

This advanced course continues to integrate educational theory and understanding with field experience. ECE 451 is the first of two consecutive quarters of field experiences at the primary level; the course is linked to Student Teaching. Concurrent study and field experience help candidates’ bridge theory and practice with an emphasis on integration of content, differentiation, assessment, and child guidance. Candidates meet weekly to explore and analyze experiences and demonstrate independence in applying concepts learned in their classrooms as they progress to student teaching. Candidates are required to complete 2 full days each week in a primary classroom (minimum of 120 hours). Prerequisite(s): Admission to NCE, a grade of C or better in ECE 350, ECE 351, current TB test, mandated reporter and background check required. Co-requisite(s): ECE 450. Required of all ECE BA Type 04 candidates. 3 quarter hours

ECE 460 - Early Childhood Practicum (7)

Students in this course complete a half-day experience of student teaching in an early childhood setting for ten weeks. Successful completion of this experience is based on a wide variety of competencies, including having full responsibility for a classroom over an extended period during the term, usually two weeks. Students also participate in a weekly seminar, which deals with their concerns and experiences as beginning teachers. Prerequisite(s): Completion of ECE 202, ECE 205, ECE 206, SPE 300, ECE 310, ECE 315, ECE 405, and ECE 406 or their equivalents; Consent of department; Background check. 7 quarter hours

ECE 470 - Early Childhood Education: Student Teaching (12 TO 14)

Candidates in this course complete a full-day experience of student teaching at the K-2 level, for a one academic term. In addition, weekly seminars address issues facing beginning teachers. Successful completion of this experience is based on attainment of a wide variety of professional competencies, including demonstration of professional dispositions and ability to assume full responsibility for a
classroom over an extended period of time. All ECE BA program coursework must be completed prior to taking this course. Candidates must apply for, and be approved by the ECE Department, to take the course. Prerequisite(s): Admission to NCE. Successful completion of all prerequisite coursework required for student teaching in the BA ECE Type 04 degree and licensure program with a grade of C or better. Pre-requisites include: SPE 300, ECE 324, ECE 337, ECE 345, ECE 350/351, ECE 450/451, RLL 330, RLL 487, MHE 480A, SCE 480A, CIS 480A and CIL 300, CIL 305, CIL 306, CIL 310, CIL 312, CIL 331. Student teaching is the final, capstone program experience. Current background check and TB test; passing score on ECE Content Test (107) are required. Co-requisite(s): None. 12-14 quarter hours

**ECE 492 - Internship: Child Care Center and Preschool Practice (7)**

Students will serve as interns in an approved child care center or preschool that provides a daily program of education and care for a minimum of 100 hours. Under the discretion of a mentor and with the University supervision, students will engage in all aspects of site management or of instruction and care, including daily interaction with children, parents, teachers, staff, and other constituents. A weekly seminar will support this activity. Prerequisite(s): Senior Standing in Early Childhood Education and approval of the department. 7 quarter hours

**ECE 492A - Internship: Child Care Administrator (7)**

Participants will serve as interns or assistants in an approved child care center that provides early care and education programming for children ages 0-12 for a minimum of 200 hours. Under direct supervision of a child care administrator and with University supervision, participants will engage in all aspects of managing a child care program. A weekly seminar will support this activity. Pre-requisite(s): None. Co-requisite(s): None. 7 quarter hours

**ECE 492B - Internship: Family Child Care (7)**

Participants will serve as interns or teaching assistants in an approved family child care setting that provides developmental support and care for a minimum of 100 hours. Under the direction of a mentor and with University supervision, participants will engage in all aspects of daily interaction with children ages birth to 3. A weekly seminar will support this activity. Pre-requisite(s): None. Co-requisite(s): None. 7 quarter hours

**ECE 495 - Special Topic (1 TO 5)**

Special topic courses are developed to meet emerging learning needs. The specific topic is indicated on the transcript. There is no limit on the number of 495 courses which can apply to the degree, although each topic may be taken only once. 1 to 5 quarter hours

**ECE 501 - Early Childhood Instructional Methods/Primary/Language Arts and Social Studies (2)**

This course provides a comprehensive study of instructional methods for teaching language arts and social studies in the K-3 classroom. Students identify, design, demonstrate and evaluate appropriate language arts and social studies experiences and strategies for primary children. Course topics include multicultural literature, an integrated language arts, social studies art and music curriculum for both typically and atypically developing young children. Candidates design, identify, demonstrate and evaluate appropriate language arts, social studies and music experiences and strategies for primary children. Course topics include multicultural literature, an
integrated curriculum approach, and adaptation of curriculum for children with special needs. 10 hours of observation in an accredited K-3 setting is required as part of this course. Pre-requisite(s): ECE 504. Co-require(s): None. 3 semester hours

**ECE 504 - Human Development: Infancy and Childhood (3)**

This course introduces human development from birth through eight years old. Candidates examine and develop an appreciation of the unique needs of development during early childhood. Emphasis is placed on the physical, neurological, cognitive, linguistic, social, emotional, moral, spiritual, and cultural development of children, particularly the young child. Emphasis will be on the typically developing child; however, various developmental patterns will be explored. Contemporary issues related to the care and education of young children will be examined relative to the developmental domains. Candidates are required to complete a case study involving 20 hours of observation in an ECE setting. Pre-requisite(s): None. Co-require(s): None. 3 semester hours

**ECE 505 - Early Childhood Instructional Methods/Preprimary/Language Arts/Literature/Art/Music/Movement (2)**

This course is a survey of instructional materials, methods, and supportive learning environments for teaching language arts, literature, art, music, and movement to children in preprimary settings. Students design, identify, demonstrate, and evaluate appropriate experiences and teaching strategies for preprimary children. Course topics include discussions of behavior management, multicultural education, an integrated curriculum approach, and adaptation of the curriculum for children with special needs. Ten hours of observation of children ages three to five in a university-approved site are required. Prerequisite(s): EPS 500A. Co-requisite(s): None. 2 semester hours

**ECE 506 - Early Childhood Instructional Methods/Preprimary/ Mathematics/Science/Social Studies (2)**

This course is a survey of instructional materials, methods and supportive learning environments for teaching mathematics, science and social studies to children in preprimary settings. Candidates design, identify, demonstrate and evaluate appropriate experience and teaching strategies that support development of mathematics, scientific and social studies concepts for preprimary children. Course topics include discussion of behavior management, multicultural education, an integrated curriculum approach and adaptation of the curriculum for children with special needs. 10 hours of preclinical experiences are required. Prerequisite(s): EPS 500A. Co-requisite(s): Admission to the College of education. 2 semester hours

**ECE 507 - ECE/Workshop/Administration/Leadership Connections (3)**

This course applies child development principles to the planning of science and mathematics experiences for both typically and atypically developing young children. Emphasis is placed on understanding how children develop problem-solving skills, and on recognizing how teachers can facilitate inquiry-discovery experiences for young children with diverse learning styles and needs. Candidates design, identify, demonstrate and evaluate appropriate experience and teaching strategies that support development of math and science concepts in early childhood learners. Course topics include discussion of a variety of guidance strategies for young learners, multicultural education, an integrated curriculum approach and adaptation of curriculum for children with special needs. Five hours of observation are required in an accredited ECE setting. Pre-requisite(s): ECE 504. Co-requisite(s): None. 3 semester hours

**ECE 508 - Understanding the Development of Dual Language Learners in Preschool (1)**

Foundations of Second Language Acquisition along with social and cultural adaptation of the English Language Learner (ELL) in the early childhood classroom form the basis for this workshop. Participants will examine the misconceptions about Second Language Learning in the early childhood classroom as well as how to fulfill the needs of English Language Learners to provide students with insights in assisting with their instructional strategies in the early childhood classroom. Participants will also learn about developing proficiency in English, bilingualism in the home, responding to linguistic and cultural diversity, and understanding cultural differences and similarities. Prerequisite(s): None. Co-requisite(s): None. 1 semester hour

**ECE 510 - Child, Family and Community (3)**

This course examines the dynamics of family life, family challenges, family stresses, and their impact on child development. The course explores the ecological contexts in which children live, the relationships among families, child care settings, communities, and broader social and cultural systems, and the personal and cultural filters through which early childhood professionals and families view each other. Emphasis is on the current social, political, legislative, and economic status of children and their families and the crises they face. Candidates study existing community interventions that support children and their families and discuss the issue of public policy and private
advocacy. Pre-requisite(s): ECE 504. Co-requisite(s): None. 3 semester hours

ECE 512 - Early Childhood Curriculum (2)

This course is designed to acquaint students with basic concepts and principles of the early childhood curriculum. The emphasis of topics and readings is on numerous definitions of curriculum, orientations toward curriculum, curriculum models in early childhood education, and the philosophical underpinnings of approaches to teaching the young child, including the use of technology. Emphasis is given to the concept of "developmentally appropriate practices," and to analyzing historical developments and current criticisms. Finally, students are taught the role of diversity in curriculum planning, and approaches to child assessment and curriculum evaluation, for all children including those with challenges. Pre-requisite(s): None. Co-requisite(s): None. 2 semester hours

ECE 515 - Financial and Legal Aspects of Early Child Care Management (3)

This course examines the financial and legal issues pertinent to establishing and operating child and family service programs. Emphasis is given to the development of sound fiscal policy that adequately addresses the issues of quality, compensation, and affordability. The course includes a survey of laws and regulations pertaining to licensing, insurance, children's records, affirmative action and employment provisions, inclusion of special needs children, parental rights, child abuse, and custody. Students will also analyze the legal requirements and tax provisions that relate to the operation of programs with differing legal status (e.g., sole proprietorship, partnership, or a not-for-profit corporation.) Prerequisite(s): None. 3 semester hours

ECE 517 - Essentials of Infant/Toddler Early Care and Education (3)

Key components of best practices for the care and education of infants and toddlers form the basis of this course. State regulations for licensed care; environmental and program assessment tools; accreditation for infant/toddler programs; infant and toddler development, health, safety, and nutrition; and caring for children with typical and atypical development including special needs, are discussed. Additional topics include supporting the culture of the family in terms of child-rearing practices with children ages 0-3 as well as meeting the needs of multi-lingual children and their families during the critical period of language acquisition. 10 observation hours required. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

ECE 518 - Policies and Practices In Quality Infant/Toddler Early Care/Education (3)

Candidates learn about what constitutes sound policy and practices in infant/toddler care and education. A close examination of historical and cultural contexts is provided as well as how developmental theory impacts policy and practices in programs today. Topics include societal attitudes about very young children in child care, notions surrounding the value of early interaction with very young children, and moral and political implications of early child care, as well as advocacy efforts needed for quality infant/toddler care and education. Candidates further examine how to use observation techniques to assist with developing sound program policy that supports the learning and development of children ages 0-3. 10 observation hours required. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

ECE 519 - Curriculum for Infants and Toddlers (3)

Students will examine the developmental needs of children from birth through three and how these needs can be met in group care and at home. Published curricula will be analyzed and evaluated. Candidates will create plans for using "teachable moments" to foster development. Candidates will also create lesson plans using the College's approved format for lesson planning. 10 observation hours required. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

ECE 521 - Writing and Effective Communication for Early Childhood Education Administrators (1)

This course is designed for early childhood program administrators who want to improve their written communication. Participants will learn how to increase the readability, emphasis, and appeal of letters, memos, reports, handbooks, and promotional literature. A review of grammar, APA format, and editing symbols and an introduction to graduate studies at NLU will also be included. Pre-requisite(s): None. Co-requisite(s): None. 1 semester hour

ECE 523 - Historical and Philosophical Foundations of Early Childhood Education (3)

This course explores the historical and philosophical antecedents of educational programs for young children, and historical views of childhood. Influential pioneers in early education and philosophies will be reviewed. The course also examines the impact of history on current educational practices. The interactions among political strategy, children's programming, and teacher preparation regulations will be discussed. The course purpose is to provide early childhood educators with a context for understanding and evaluating current practices. The context for the development of a reasoned and
coherent personal philosophy of caring for and teaching children, based on ethical professional practice and decision-making will be examined. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

ECE 525 - Strategies for Supervision and Staff Development (.5 TO 3)
This course focuses on the human relations side of administering early childhood programs. It analyzes the objectives and functions of supervision and presents guidelines for recruiting, hiring, orienting, supervising and evaluating a diverse staff. Participants will examine different conceptual models for understanding job satisfaction and the career stages through which practitioners progress and explore various individual and organizational strategies for promoting optimal performance. The use of technology and media in supervision and staff development is also included. Opportunities for participants to apply models of supervision and staff development in their respective educational settings are provided. Prerequisite(s): None. Co-requisite(s): None. 0.5 - 3 semester hours

ECE 538 - The Early Childhood Administrator: Individual and Organizational Perspectives (2)
This course will examine key issues in adult development and job socialization as they relate to the early childhood practitioner within the context of his/her workplace or other professional settings. Life-span and life-course literature from the fields of psychology, sociology, and anthropology will provide the theoretical framework. Topics covered will include personal dispositions and temperament, leadership practices, ethics and moral development, role perceptions, crisis and transition, autonomy vs. inclusion, and the changing nature of relationships over the life-span. Prerequisite(s): None. 2 semester hours

ECE 540 - Grant Writing and Fundraising for Early Childhood Programs (2)
This course will examine grantwriting and fundraising as an integral part of an organization’s strategic plan. Participants will develop short-range and long-range fundraising goals as they relate to program mission and philosophy. Topics included will be potential revenue sources and effective fundraising strategies for early childhood programs. Students will learn the components of an effective grant proposal and the reasons why many proposals fail to get funded. Field experiences will provide an opportunity for students to gain proficiency in conducting a fundraising event or writing a grant proposal for their early childhood program. Prerequisite(s): None. 2 semester hours

ECE 542 - Public Relations and Marketing of Early Childhood Programs (2)
This course introduces the fundamentals of effective marketing, the strategic marketing process, strategic marketing planning, and the components of an organization’s marketing program. The importance of promoting and maintaining a positive public image to parents, supporters, and prospective donors will be stressed. Included will be strategies for writing effective promotional literature, handbooks, newsletters, and press releases. Field experiences will provide an opportunity for students to develop a strategic marketing plan for their early childhood center. Prerequisite(s): None. 2 semester hours

ECE 544 - Early Childhood Environments: Design and Facilities Management (2)
This course focuses on the physical environment of early childhood education care centers and how facility design affects the behavior of both children and adults. The principles of environmental psychology will provide the framework for assessing both indoor and outdoor environments. Topics also include health and safety considerations and the importance of implementing effective facility management systems. Applied field assignment in an early childhood program will provide an opportunity for students to evaluate design elements of different facilities. Prerequisite(s): None. Co-requisite(s): None. 2 semester hours

ECE 545 - Strategies for Effective Coaching and Mentoring (2)
This course provides structured opportunities to build and refine mentoring and coaching skills. Students will learn the elements of effective coaching including goal alignment, active listening, asking questions, and giving feedback. The course examines how different communication styles impact interpersonal relationships both on and off the job. Special emphasis is given to issues relating to workplace diversity and their impact on the early childhood leader’s role as mentor and coach. A clinical experience is included. 2 semester hours

ECE 569 - Portfolio Development for Subsequent Teaching Endorsement (4)
This is the initial course designed for teachers currently licensed in Illinois who wish to secure a subsequent teaching endorsement on the Professional Educator License in early childhood education; elementary education; secondary education for science, social sciences, English language arts, mathematics, K-12 foreign language; or special education for LBS 1. A portfolio documenting knowledge and experiences encompassing the content area standards for the endorsement area will
be created. This course is required for all candidates seeking subsequent endorsement through the focused program. Pre-requisite(s): Valid Professional Educator License, evidence of passing the Basic Skills Test or Test of Academic Proficiency; additional semester hours of appropriate coursework in the content areas for secondary education candidates as required for endorsement. Co-requisite(s): None. 4 semester hours

**ECE 571 - Portfolio Development for MAT Degree Completion with Time Extension (1)**

This course is designed for Master of Arts in Teaching candidates to document their knowledge and skills needed to complete the degree after the university’s six-year time limitation has expired. This course is for candidates who were enrolled in MAT degree programs in Early Childhood Education, Elementary Education, Secondary Education [science, social science, English/language arts, mathematics, K-12 foreign language], and in Special Education – LBS 1. Candidates will develop an online portfolio to demonstrate their currency regarding knowledge and performance indicators for the content areas standards of educators in the degree program being pursued. Pre-requisite(s): Professional Educator License. Co-requisite(s): None. 1 semester hour

**ECE 575 - Subsequent Certification Practicum (3 TO 6)**

This course is designed for teachers currently certified in Illinois who wish to secure a subsequent Illinois certificate in early childhood education. The candidate will be required to complete between 75 and 150 hours in a classroom setting that is represented in the subsequent certificate. The candidate will also meet for seminar with a faculty member in the subsequent certificate area. Enrollment in this class requires advance application and approval. Prerequisite(s): ECE 569 Completion of all content coursework as described on the transcript assessment. Completion of individual program of study as determined by initial portfolio review. Application for placement with preclinical review of portfolio. Passing score on Illinois Test of Basic Skills on file at NCE. Passing score on Illinois Subject Area Test for the subsequent certificate on file at NCE. Current TB test. Current Criminal Background Check. 3-6 semester hours

**ECE 580 - Internship in Early Childhood Education Primary Setting (3)**

This is an advanced course that integrates educational and practice with field experience and methods courses. ECE580 is the first in two consecutive quarters of integrated course work and field experience at the primary grade level. The concurrent university study and field experience provide opportunities to bridge theory and practice, with a particular emphasis on various types of literacy (e.g., reading, writing, speaking, listening, visual, math). Candidates meet weekly in seminar to explore and analyze their varied experiences and broaden their base of professional knowledge prior to student teaching. Required of all ECE MAT for early childhood endorsement. 50 hours of field experience is required in an ECE accredited setting. Pre-requisite(s): Admission to the Early Childhood Education program. Co-requisite(s): None. 3 semester hours

**ECE 582G - Workshop/Administration/Writing and Editing for Effective Communication (1)**

This workshop is designed for early childhood program administrators who want to improve their written communication. Participants will learn how to increase the readability, emphasis, and appeal of letters, memos, reports, handbooks, and promotional literature. A review of grammar, APA format, and editing symbols will also be included. Prerequisite(s): None. 1 semester hour

**ECE 582I - Workshop/Administration/Leadership Connections (2)**

This course engages participants in a structured opportunity to use knowledge gained from attendance at Leadership Connections to inspire and document program improvements. Participants will reflect on the knowledge, experience, and insight gained from the conference. These reflections will promote program-wide quality improvement actions that are aligned with the Illinois Director Credential. Conference activities include attendance at sessions related to leadership competencies. Post-conference activities include reflections, quality improvement plans, documentation portfolios, and project work within a competency domain. This course fosters a community of program administrators working to create cultures of continuous quality improvement. Pre-requisite(s): None. 2 semester hours

**ECE 582J - Workshop/The Administration of Infant/Toddler Programs (2)**

ECE/Workshop/Administration/The Administration of Infant/Toddler Programs This workshop examines the characteristics of high quality care and education for infant and toddler center-based programs. A model for integrating developmental theory with best practices for infants and toddlers will be presented. The unique needs of infant/toddler teachers will be addressed along with administrative supports needed to maintain high-quality programming. This workshop may span more than one quarter. 2 semester hours This workshop may span more than one quarter. 2 semester hours
ECE 582P - Workshop/ Effective Teaching Using the Class: Making the Most of Classroom Interactions (2)

Candidates will deepen their knowledge about the vital role that teacher-child interactions play in children's learning and skill acquisition and build specific skills. Candidates will also build specific skills for observing those interactions that contribute to children's later school success. Using the Classroom Assessment Scoring System (CLASS) as a foundation, this course will increase teachers' understanding of intentional goal-directed instruction and provide practice opportunities that promote language development, social development, and literacy skills in young children from diverse backgrounds.

Prerequisite(s): None. Co-requisite(s): None. 2 semester hours

ECE 589 - Internship in Early Childhood Education Preprimary Setting (3)

This is an advanced course that integrates educational theory and practice with field experience and methods courses. ECE589 is the first in three quarters of integrated ECE course work and field experience at the preprimary grade level. The concurrent university study and field experience provide an opportunity to bridge theory and practice, with a particular emphasis on various types of literacy (e.g., reading, writing, speaking, listening, visual, math). Candidates meet weekly in seminar to explore and analyze their varied experiences and broaden their base of professional knowledge prior to student teaching. 40 hours of field experience are required in an accredited ECE setting. Pre-requisite(s): Admission to the Early Childhood MAT program. Co-requisite(s): None. 3 semester hours

ECE 590 - Student Teaching (5)

Candidates in this course complete a full-day experience of student teaching at the K-3 level, for one academic term. In addition, weekly seminars address issues facing beginning teachers. Successful completion of this experience is based on attainment of a wide variety of professional competencies, including demonstration of professional dispositions and ability to assume full responsibility for a classroom over an extended period of time. All ECE MAT program coursework must be completed prior to taking this course. Candidates must apply for, and be approved by the ECE Department, to take the course. Pre-requisite(s): ECE 589, ECE 504, ECE 523, ECE 507, ECE 503, ECE 502, ECE 510, ESR 504, ECE 580; passing score on State of Illinois Content Area Test for Early Childhood. Co-requisite(s): None. 5 semester hours

ECE 592 - Internship: Infant and Toddler Early Care and Education (4)

Students will serve as interns or teaching assistants for 180 hours in an approved infant-toddler setting that provides developmental support and care. Under the direction of a mentor teacher and with University supervision, students will engage in all aspects of daily interaction with children ages 0 to 3. A weekly seminar support this activity. Pre-requisite(s): None. Co-requisite(s): None. 4 semester hours

ECE 594 - Independent Study/Early Childhood Education (1 TO 3)

Provides students in degree programs an opportunity to pursue advanced scholarly study in special areas of early childhood education or to investigate practical problems relating to early childhood programs. Must be done under supervision of a full time faculty member. 1-3 semester hours

ECE 598B - Resident Teacher Internship B (2)

This internship is required for all candidates with a Resident Teacher Certificate. The seminar provides the candidates an opportunity to describe and reflect upon their knowledge, skills, and dispositions for teaching; to evaluate and integrate theory and practice; to examine implications of practice for themselves, students and community; and to develop an understanding of the multiple roles of teachers. Also, each candidate is mentored in the classroom by an experienced, certified teacher and a university supervisor. Candidates enroll in the internship for two semester hours for six consecutive terms (12 semester hours) during their first two years of teaching. Prerequisite(s): employed as a teacher in a partnership district *Admitted to the Resident Teacher Program in the area in which they are seeking certification and degree *Hold a Resident Teacher Certificate Resident teachers must successfully complete (grade of B or higher) all coursework in terms 1, 2, and 3; Resident Teacher Internship A; have satisfactory district-level evaluations; and pass the appropriate ISBE content area test to continue into terms 4, 5, and 6 and Resident Teacher Internship B. A grade of X is assigned for the first two terms and a letter grade is assigned for the third term [and replaces the X] for each separate internship year. 2 semester hours per term for two years, (6 semester hours per year for a total of 12 semester hours)

ECO - Economics

ECO 100 - Introduction to Economics (5)

This course surveys topics drawn from both macro- and microeconomics. Students explore big questions in economics, such as: How do individuals, firms, and governments make choices? What is economic...
rationality? How do markets function? Under what conditions do markets work well? What types of policies do governments use and how do they impact us? What data can we use to learn more about the state of the economy and how do we interpret such data? Finding answers to these questions will help students to make better decisions both professionally and academically. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Social Science.

**ECO 200 - Microeconomics for Today's Professional (5)**

This course provides an overview of microeconomics and emphasizes the relevance and application of concepts at an organizational/individual firm level and decisions made by the managers. Topics covered in this course are drawn from both micro- and macroeconomics and include economic markets and competition; the power of incentives; importance of valuing the labor productivity; fiscal and monetary policy; globalization and trade; and issues of current interest in economics. Pre-requisite(s): BUS 430 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**ECO 440 - Economics for Managers (5)**

In this course students explore selected economic concepts and the relevance and application of such concepts at an organizational/individual firm level and decisions made by the managers. Topics covered in this course are drawn from both micro- and macroeconomics and include economic markets and competition; the power of incentives; importance of information in decisions; unemployment and inflation; measurement of a nation’s economic productivity; fiscal and monetary policy; globalization and trade; and issues of current interest in economics. Pre-requisite(s): BUS 430 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**EDL - Educational Leadership**

**EDL 501 - Educational Finance (2 TO 3)**

The educational finance course is a laboratory based experience which focuses on the major concepts, primary language and political realities of the fiscal arena of education including local, state and federal funding, the continuing issues of adequacy, equity, efficiency and reliability (in particular Property Taxes vs General State Aid), formulation of District-Building-Department/Team budgets and the delegation of authority in allocation of fiscal and human resources. Financial forecasting and planning as key elements in attaining fiscal stability are addressed. Case studies, problem illustrations and study of current local and state education financial challenges are among the methodologies utilized. Prerequisite(s): None. 3 Semester Hours

**EDL 502 - Educational Law and Governance (3)**

The law and governance course presents the legal and legislative bases of public education. The school codes, federal and state court decisions, and federal and state legislation are studied and analyzed in this course. Along with general educational legislative issues, specific items such as substance abuse, employee discipline and dismissal procedures, and faculty and students rights are addressed. Each student is to complete at least 15 hours of clinical internship work outside of class and attend one additional class session to meet clinical expectations. Prerequisite(s): None. 3 Semester Hours

**EDL 504 - School Community Relations (3)**

This course provides students with the knowledge and skills necessary for understanding the interaction between schools and their communities; initiating and maintaining effective communications among school personnel, families, students, and other community members; and developing educational policies and programs which best reflect the community’s needs and desires. Interactive, participatory communications are emphasized to reduce isolation and increase responsiveness between constituency groups and the schools. Each student is to complete at least 15 hours of clinical internship work outside of class. Prerequisite(s): None. 3 semester hours

**EDL 506 - Collective Negotiations and Personnel Administration (3)**

The Collective Negotiations and Personnel Administration course is a simulation based experience which focuses on both the content and the process of contract bargaining, including the importance of valuing the labor-management relationship, understanding/resolving conflict as a function of expectations, and developing and maintaining mutual integrity, trust and support. Further strategies in recruitment and employment of personnel, delegation of authority, and dealing with incompetent and ineffective staff are addressed. Prerequisites: None; 3 Semester Hours

**EDL 510 - Leadership and Organizational Development of Schools (3)**

This course provides each candidate with theories and strategies of educational leadership that influence administration, coaching and organization development in schools. Specific attention is given to change theory, long-range planning, decision-making processes, motivation and social systems theories. A
solid foundation in the research and practice of effective educational leadership is addressed. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

EDL 512 - Communication and Technological Skills for School Leaders (3)

High levels of communication skills are essential for school leaders to support instructional leadership and critical management functions. This course explores conceptual foundations and practical applications of various communication skills, strategies, and technologies. Candidates will have opportunities to hone their interpersonal communication skills, learn about effective communication coaching strategies, and use appropriate communication strategies to identify the needs of various stakeholder groups and effectively engage them. Candidates will also learn about how to advocate for school and district goals, assess their school communications, and develop goals and action steps for improvement. Technology competencies required by school leaders will be discussed, assessed and developed. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

EDL 520 - Leading Diverse Schools (2)

This course focuses on the sociocultural and economic contexts of school communities. Through course readings and activities, candidates have opportunities to develop critical perspectives addressing a range of diversities. Emphasis is positioned on developing leadership skills, strategies, and dispositions that encourage candidates to promote and use inclusive practices. Candidates examine how their leadership actions and behaviors impact faculty, student and parent perceptions about school and classroom inclusiveness within domains of race, class (social economics), gender and gender identification, physical-emotional-cognitive disabilities, faith, community, culture, and language. Pre-requisite(s): Admission to the MED/EDS Administration and Supervision Program or Teacher Leader Endorsement. Co-requisite(s): None. 2 semester hours

EDL 521 - Building School Community Partnerships (2)

This course provides leadership candidates with a foundational understanding of community dynamics in order to mobilize efforts and resources to improve student learning. Emphasis is placed on identifying community outreach opportunities, strategic partnerships, and vital relationships. Ways to plan, organize, and evaluate school community initiatives will be explored. Candidates will learn to utilize diverse sources of data to analyze community context. Other topics include mobility, community schools, local employment, inter-organizational networking, and inter-cultural communication. Pre-requisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision or Teacher Leader Program. 2 semester hours

EDL 512 - Leading Diverse Schools (2)

This course provides an opportunity for candidates to explore what it means to lead student-centered schools. Student-centered schools are characterized by a culture of learning, personal accountability, self-discipline, and safety. This course will look at the school leader’s role in creating and sustaining this type culture by integrating building management and program supervision skills with knowledge of student-centered classrooms, child and adolescent development, literacy and numeracy foundations, student motivation and discipline strategies, social emotional learning, environmental and emotional safety character development programs, and relationship building. Issues of safety will be addressed including disaster planning and bullying as well as cyber-bullying. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. Co-requisite(s): None. 2 semester hours

EDL 523 - Navigating School and Special Education Law (2)

School leaders must be able to quickly assess a situation and respond in a reasonable and prudent manner to maintain fairness and avoid liabilities. This course enables leadership candidates to understand the fundamentals of school law, and in particular, special education law, to ensure that laws are upheld and applied fairly and equitably with the goal of enhancing school climate. Particular attention will be given to application of Response to Intervention and student learning in the least restrictive environments. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 2 semester hours

EDL 524 - Negotiating and Resolving Conflicts in Education Communities (2)

This course introduces the candidate to the role the school leader plays in the larger political, social, cultural, and economic contexts of their school and community and what they face unifying multiple interest groups towards a common vision of equitable schooling. Candidates will explore leadership skills and dispositions needed to promote cooperative interaction among stakeholders and to resolve conflicts of varying degrees. Emphasis will be placed on the importance of developing clear and purposeful communication strategies, negotiation, and mediation skills. Interest-based bargaining will be taught utilizing simulation-based experiences. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration Supervision Program. 2 semester hours
EDL 525 - Decision-Making for Educational Systems and Organizations (2)

This course enables leadership candidates to develop decision-making and problem-solving capabilities to mobilize schools with a common vision. Within the context of systems theory applied in educational settings, as well as current educational policy, candidates will analyze organizational situations using leadership frames, social network and decision-making theories. As developing leaders, candidates will build capacities to empower leadership teams and teacher decision-making. Most importantly, candidates will make sense of how current policies impact educational change and how good leadership funnels those efforts into positive school culture and productive school improvement. Alternative models of school organization, including charters, will be explored. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 2 semester hours

EDL 526 - Realizing Vision through Technical, Human and Financial Resources (2)

This course prompts leadership candidates to develop plans and strategies for using educational resources to promote student achievement. Students will examine theories of effective resource allocation as well as case studies presenting decisions and tradeoffs involving the key resources such as budgets, staff, time, and technology. They will create a major resource re-allocation project, making leadership choices about resources while providing decision rationales, aligning resources with school improvement plans, and resolving resource conflicts. Course topics also include resource adequacy, equity, efficiency, reliability, as well as quality staff recruitment, selection, support, and retention. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 2 semester hours

EDL 527 - Guaranteeing a Differentiated and Coherent Curriculum (2)

Leadership candidates will become familiar with a variety of curriculum development strategies, curriculum integration, differentiation, curriculum monitoring and assessment. Candidates will learn leadership skills required to offer a culturally responsive and differentiated curriculum used to advance student achievement, supporting all students including English language learners, gifted and special needs students. Response to Intervention will be examined as a systematic model for problem-solving in academic and behavioral areas. Leadership for instructional technology will also be explored. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 2 semester hours

EDL 528 - Maintaining Accountability with Data Use and Program Evaluation (2)

Candidates will develop competencies in data interpretation, data-driven decision-making, and data presentation to improve student achievement. They will also examine and compare tools for analyzing student performance data and for collaborating with teachers on creating data-driven approaches to improve instruction and student achievement. Formative and summative assessment will be studied from a leadership and administrative perspective as well as strategies for conducting program evaluations. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 2 semester hours

EDL 529 - Improving Instruction through Teacher Evaluation and Professional Development (2)

As instructional leaders, candidates will promote teacher efficacy and implement comprehensive professional growth plans for all staff focused on student learning. State-specific models of teacher evaluation will be explored, as well as current conceptions of adult learning and professional development. Particular attention will be given to collaborative models of interpreting and improving instruction. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 2 semester hours

EDL 546 - Perspectives and Administration of Educational Policy (3)

Educational policy is a topic that is heavily debated amongst stakeholders invested in improving learning outcomes for students. Waves of educational reform have shaped ideas for restructuring schools. This course focuses on the conceptualization, adoption, implementation, and assessment of educational policies. It involves the analysis of policies in relationship to their suitability for achieving preferred aims of education. Attention is devoted to issues of standardized testing, accountability, privatization, charter schools and the business model. The ways historical, political, legal, social, and institutional contexts shape administrators’ and other policy makers’ ability to initiate, and other policy makers’ ability to initiate, Pre-requisite(s): None. Co-require(s): None. 3 semester hours

EDL 552 - Administration of Curriculum (3)

This course focuses on the roles and responsibilities of the administrator as an instructional leader and facilitator of the curriculum development process. Curriculum development theory is explored and existing models of curriculum planning are examined.
Systematic change is addressed as a need for curriculum revisions or additions to meet the aspirations of an increasingly diverse and global society. Students will be exposed to a body of knowledge focused on cognitive development, leadership styles, assessment processes, research data collection and analysis, resource allocation and collaborative decision making focused on instructional leadership and facilitation. This course involves a self directed curriculum analysis project as group deliberation on whether and how various proposals might be included in curriculum plans for a school or district. Pre-requisites: None. Co-requisite(s): None. 3 semester hours

EDL 553 - Supervising Instruction (3)
In this course the student learns and demonstrates the collaborative clinical supervision and evaluation processes. The skills needed for effective supervision that result in professional development are learned and practiced, including joint planning, observation, data collection, analysis of teaching strategies and feedback. Pre-requisites: None. Co-requisite(s): None. 3 semester hours

EDL 563 - Systems for Labor and Education Reform (5)
The purpose of the course is to ground labor leadership in an understanding of the multiple, often overlapping systems in which teachers' unions are rooted. The course will proceed in three stages. The first will focus on systems theory, focusing on how organizations are situated within cultural and political systems. The second stage will focus on educational systems in particular. Candidates will study educational policy and current structures of educational governance and organization. The final stage will engage students in the organizational and political context in which labor unions, particularly teachers' unions, are embedded. Prerequisite(s): Enrollment in the Progressive Leadership for Labor in Education Program or consent of department. 5 semester hours

EDL 570 - Internship Seminar I: Organizing Leadership Competency Demonstrations (1)
This is the first course for candidates for the M.Ed. or Ed.S. in Administration and Supervision. Candidates are introduced to the program expectations, state and other academic standards, certification requirements, professional decorum, NLU technology platforms, and professional writing expectations. It also introduces students to the Administration and Supervision Internship. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 1 semester hour

EDL 571 - Internship Seminar II: Resume Building and Professional Writing for Educational Leaders (1)

EDL 572 - Internship Seminar III: Demonstrating School Leadership Competence (2)
This course enables leadership candidates to demonstrate competency in case study analysis, to implement competency-based strategies in presenting their leadership identity, to receive feedback regarding progress in leadership development, and to demonstrate use of feedback for performance improvement. Candidates gain skills in competency-based interviewing and written communication. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 1 semester hour

EDL 573 - Educational Leadership Project (1 TO 4)
Candidates for the M.Ed. in Administration and Supervision complete a capstone project that demonstrates skills and knowledge in building-level, entrepreneurial leadership. Candidates work with faculty to develop a product such as a grant application, a school improvement plan, a technology or curriculum initiative, a public-relations plan, or another project which has practical application. Program faculty will direct candidates to complete projects that assist them in their career aspirations as school leaders. Each product will adhere to standards set forth by the department. Final products titles are listed on candidates' transcripts. Prerequisite(s): Admission to the M.Ed. or Ed.S. Administration and Supervision Program. 1-4 semester hours

EDL 581 - Workshop/Educational Leadership/Leadership Strategies (1 TO 4)
1-4 semester hours

EDL 582 - Workshop/Educational Leadership/Supervision and Evaluation (1 TO 6)
1-4 semester hours

EDL 587 - Workshop/Educational Leadership/Policy Implementation (1 TO 6)
1-4 semester hours
EDL 588 - Workshop/Educational Leadership/Organizational Development (1 TO 6)
1-4 semester hours

EDL 589 - Workshop/Educational Leadership/Politics and Law (1 TO 6)
1-4 semester hours

EDL 590A - Clinical Internship/Educational Leadership/Early Childhood (6)
The Educational Leadership Clinical Internship is designed to meet the Florida program requirement for individuals whose training and experience allows them to develop professionally through the application of theory and research to administrative practice. Each student will take a total of six hours focused on either Early Childhood, Middle School. Secondary Education or Exceptional Children in conjunction with EDL 501; EDL 504; EDL 510; EDL 512; EDL 552 and EDL 553. Students will work in cooperating public school systems to test and refine the wide range of personal and professional competencies associated with effective leadership in district level administrative positions. Prerequisite(s): Admission to Educational Leadership Program. Co-requisite(s): None. 6 semester hours

EDL 590B - Clinical Internship/Educational Leadership/Middle School (6)
The Educational Leadership Clinical Internship is designed to meet the Florida program requirement for individuals whose training and experience allows them to develop professionally through the application of theory and research to administrative practice. Each student will take a total of six hours focused on either Early Childhood, Middle School. Secondary Education or Exceptional Children in conjunction with EDL 501; EDL 504; EDL 510; EDL 512; EDL 552 and EDL 553. Students will work in cooperating public school systems to test and refine the wide range of personal and professional competencies associated with effective leadership in district level administrative positions. Prerequisite(s): Admission to Educational Leadership Program. Co-requisite(s): None. 6 semester hours

EDL 590C - Clinical Internship/Educational Leadership/Secondary (1 TO 6)
The Educational Leadership Clinical Internship is designed to meet the Florida program requirement for individuals whose training and experience allows them to develop professionally through the application of theory and research to administrative practice. Each student will take a total of six hours focused on either Early Childhood, Middle School. Secondary Education or Exceptional Children in conjunction with EDL 501; EDL 504; EDL 510; EDL 512; EDL 552 and EDL 553. Students will work in cooperating public school systems to test and refine the wide range of personal and professional competencies associated with effective leadership in district level administrative positions. Prerequisite(s): Admission to Educational Leadership Program. Co-requisite(s): None. 1-4 semester hours

EDL 590D - Clinical Internship/Educational Leadership/Exceptional Children (1 TO 6)
The Educational Leadership Clinical Internship is designed to meet the Florida program requirement for individuals whose training and experience allows them to develop professionally through the application of theory and research to administrative practice. Each student will take a total of six hours focused on either Early Childhood, Middle School. Secondary Education or Exceptional Children in conjunction with EDL 501; EDL 504; EDL 510; EDL 512; EDL 552 and EDL 553. Students will work in cooperating public school systems to test and refine the wide range of personal and professional competencies associated with effective leadership in district level administrative positions. Prerequisite(s): Admission to Educational Leadership Program. Co-requisite(s): None. 1-4 semester hours

EDL 590E - Independent Study/Educational Leadership/Politics and Law (1 TO 4)
This course exists to provide opportunities for school leaders to promote individual and administrative team development, the mentoring of recently appointed school leaders, and professional networking to offer support to those serving in leadership roles in schools and school districts nation-wide. Prerequisite(s): None. 1-4 semester hours

EDL 591 - Field Study/Educational Leadership (6)
6 semester hours

EDL 593 - Seminar in Educational Leadership (2 OR 3)
An advanced seminar dealing with current issues in administrating and supervising schools K-12. 2 semester hours

EDL 594 - Independent Study/Educational Supervision/Professional Development (1 TO 3)
The purpose of this independent study is to provide participants with the opportunity to explore a topic of their own choice related to professional development and growth, educational supervision, and/or educational leadership. Prerequisite(s): Admission to the Interdisciplinary Studies Program in Curriculum and Instruction and completion of Terms I and II. 1-3 semester hours

EDL 595 - Special Topics in Educational Leadership (1 TO 4)
This course exists to provide an opportunity for school leaders to promote individual and administrative team development, the mentoring of recently appointed school leaders, and professional networking to offer support to those serving in leadership roles in schools and school districts nation-wide. Prerequisite(s): None. 1-4 semester hours
EDL 598 - Administration and Supervision Internship (1 TO 6)

The Administration and Supervision Internship requires candidates to engage in authentic leadership at the school building level. The internship requires candidates to apply theoretical and empirical knowledge to solve practical administrative problems and to transform learning environments. In consultation with the clinical supervisor and a site sponsor, the candidate will engage in an extensive internship that involves practice and competency in all ISLLC 2008, Wisconsin Administrator, and Florida Principal Leadership Standards. Prerequisite(s): Admission to the M.Ed. or Ed.S. in Supervision and Administration. 1-6 semester hours

EDL 601 - School Financial Management (3)

In this course students will consider the social, economic, and political considerations related to financing public schools. Adequacy and equity provide the lens for analysis and critique of existing policies and practices. Students will learn about effective practices for decision-making and resource allocation that support improved student achievement. The changing landscape of federal, state, and local funding, new forms of teacher compensation, strategic management of human capital, charter schools, partnerships, and fundraising are also considered. Prerequisite(s): Admission to the Educational Leadership Doctoral Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 604 - Administrative Issues for Pluralistic Schools (3)

In this course students will extend their cultural proficiency to lead pluralistic schools. Coursework requires students to engage in self-assessment, reflection, and goal-setting around their cultural proficiency. Students will also analyze diversity within the school setting, examine school structures that promote or hinder equitable educational practice, and evaluate policy, curriculum, and instruction from a cultural proficiency lens. Prerequisite(s): Admission to the Educational Leadership Doctoral Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 605 - Leading Change (3)

In this course students will be introduced to a systems approach to design, implement, and support transformational change required for improved teaching and learning. Students will examine the conditions, competencies, culture, and context that affect organizational change as well as critical skills required to lead a change initiative. Students will also identify the barriers to change and strategies to build capacity, develop high functioning teams, improve decision making, and assess progress to sustain change initiatives. Prerequisite(s): Admission to the Educational Leadership Doctoral Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 606 - Principles and Fundamentals of School Leadership (3)

In this course students are introduced to leadership theories, principles, and styles. Students explore how leaders work to establish climate, conditions, and culture that foster both adult and student learning. Building professional learning communities, cultivating relationships, and establishing trust among internal and external stakeholders will be addressed. Communication and advocacy skills for the school leader, capacity building, and sustaining organizational initiatives will also be examined. Prerequisite(s): Admission to the Educational Leadership Doctoral Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 608 - Community Engagement (3)

In this course students will focus on community engagement through the exploration and analysis of school/educational policy in community settings. Power structures, social and political contexts, cultural and demographic changes, and principles of social justice are examined as they affect school and community relations. Students will explore principles of community development such as autonomy, self determination, and the integration of community resources. Students will also examine multicultural understanding, group dynamics, community organizing, interagency cooperation, financial resources, and evaluation. Prerequisite(s): Admission to the Educational Leadership Doctoral Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 610 - Entry Portfolio Development for Superintendent Endorsement (1 TO 9)

This course is required for candidates in the Subsequent Certification (Superintendent Endorsement) program who hold doctoral degrees in Educational Leadership, Educational Administration, or Educational Policy but who did not earn recognized endorsements for the superintendency within those doctoral programs. Candidates register for a total of 9 semester hours to fulfill the portfolio documenting knowledge, skills, and dispositions mandated by national standards. Prerequisite(s): Candidates must hold a Type 75 endorsement in Illinois or a Type 51 License in Wisconsin. Candidates must be admitted to either the Educational
Leadership Ed.D. or Subsequent Certification
(Superintendent Endorsement) program. 1-9
semester hours (may be repeated up to 9 semester
hours)

EDL 620 - School Leadership: Policy and Politics (3)

This course focuses on federal and national trends in
education policy. An examination and analysis of the
way these trends influence policy and political action
at the school district level are addressed by focusing
on governance structures, politics, and the influence
of interest groups. Candidates will analyze cases while
developing a working knowledge of educational
politics and policy. Prerequisite(s): Admission to the
Educational Leadership Doctoral Program,
Educational Specialist Program, or with permission of
the Program Director. 3 semester hours

EDL 622 - Curriculum Planning, Organization and
Evaluation (3)

In this course students are introduced to models and
processes for curriculum planning, organization, and
evaluation through a district leadership perspective.
Traditional and contemporary curriculum theories
and frameworks are examined as they relate to
curriculum issues and problems. Macro and micro
levels of curriculum are explored to understand how
knowledge is shaped in schools and how curriculum
is organized to assist students to meet specific
learning goals. Case studies are used to develop a
practical working knowledge of contemporary
problems and solutions to issues of curriculum,
teaching, learning, and assessment. Prerequisite(s):
Admission to the Educational Leadership Doctoral
Program, Educational Specialist Program, or with permission of
the Program Director. 3 semester hours

EDL 624 - Professional Development and School
Change (3)

This course focuses on school change in the contexts
of teacher learning and organizational culture. School
improvement, teacher learning, and vision are linked
by a focus on teaching as the core technology of
schools. School culture, teacher professionalism,
teacher knowledge, and instructional leadership are
examined for the purpose of building instructional
capacity and teacher professionalism within the
organization. Prerequisite(s): Admission to the
Educational Leadership Doctoral Program,
Educational Specialist Program, or with permission of
the Program Director. 3 semester hours

EDL 625 - Scholarly Writing for Practitioners (1 TO 4)

This course is designed to support candidates through
the dissertation writing process by focusing on
scholarly writing. The course will emphasize
developing good dissertation writing practices and
finding scholarly voice. Candidates will analyze
exemplars and use current course assignments for
writing practice. Pre-requisite(s): Initial enrollment
in the EdD program. Co-requisite(s): None. 1-4
semester hours

EDL 626 - Instructional Leadership (3)

In this course students will examine theoretical and
practical knowledge necessary for a school leader to
guide curriculum, instruction, and assessment at the
district level. Identification and exploration of
assumptions, principles, and concepts of learning
theories, strategies, and assessments to foster an
inclusive learning community will be emphasized.
The use of technology to inform and enhance
instruction will also be examined. Prerequisite(s):
Admission to the Educational Leadership Doctoral
Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 628 - Organizational Inquiry (3)

This course focuses on how well a school district is
functioning as an organization. Students combine
sociological analysis of organizational roles,
structures, and dynamics with practitioner research
methods to better understand and assess their school
district’s organizational conditions, context, culture,
and competencies. With the goal of uncovering and
building organizational capacity from within,
qualitative and quantitative research methods are
applied to various organizational structures and
operating systems that impact power distribution,
information flow, collegiality, school climate, and
leadership development. Prerequisite(s): Admission to the Educational Leadership Doctoral Program,
Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 630 - Understanding and Using Educational
Research (3)

In this course students analyze and critique theories,
paradigms, and methods of practitioner-focused
research that impact district educational policy and
decision-making. This includes evaluation,
experimental, and various forms of both quantitative
and qualitative research. Students also study research
that informs and influences product development
(e.g., achievement tests, software, textbooks, training
programs), policy decisions, and evaluation
techniques utilized in the field by principals,
superintendents, and state-level educational
administrators. Prerequisite(s): Admission to the
Educational Leadership Doctoral Program,
Educational Specialist Program, or with permission of the Program Director. 3 semester hours

EDL 632 - Data-driven Decision Making (3)
In this course students study the methodologies, assumptions, and the techniques for various types of data collection and analysis used by educational leaders. The course begins with an overview of student data as a form of organizational performance (e.g., test scores, graduate rates, attendance, etc.) then moves to the broader issues of evaluation, experimentation, quantitative analysis, and interpretivist analyses. The course ends with a review of current research and trends in data-driven decision making. Throughout the course students analyze cases to develop a practitioner's knowledge of research, evaluation, and data use for school improvement. Prerequisite(s): Admission to the Educational Leadership Doctoral Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

ELE 690 - Educational Leadership Seminar (3)

The intern seminar provides an opportunity for administrative interns to integrate practical experience with theoretical models addressed in the program course work. Students will meet with the seminar professor weekly to review the activities in which the interns are involved, share experiences, and products, discuss the degree of success achieved, analyze administrative styles of cooperating administrators, analyze interpersonal relationships and integrate these with the theoretical modes, processes and skills. Pre-requisite(s). None. Co-requisite(s): None. 3 semester hours

ELE - Elementary Education

ELE 210 - History and Philosophy of Education (3)

This course focuses on the history of ideas, individuals and events that have influenced the curriculum, organization, policies and philosophies of education in the United States. A special topic option allows teacher candidate to pursue topics of interest within the education spectrum (early child education, elementary education and special education). This course requires a field-based assignment that will allow the teacher candidate to explore the relationship between the school and the surrounding community. The field-based assignment requires a minimum of 10 hours. Pre-requisite(s): None. Co-requisite(s): None. 3 quarter hours

ELE 300 - Practicum I Seminar and Field Experience (4)

Practicum I is an introductory course of directed observation and participation in an elementary education setting designed to provide an overview of teaching and learning. The course integrates field-based experience with on-campus seminars with a focus on culturally relevant pedagogy. Teacher candidates will work with the Adaptive Cycles of Teaching (ACT). The ACT is an experiential-based curriculum designed to help teacher candidates plan, implement, reflect and analyze a core teaching practice. Forty clock hours of field-based experience are completed when enrolled in this course. Pre-requisite(s): Passing test score from ACT, SAT or TAP submitted to Academic Advisor. Co-requisite(s): None. 4 quarter hours

ELE 345 - Methods of Teaching Arts Education (3)

The course provides teacher candidates with the basic knowledge, understanding and use of the content, functions, and achievements of dance, music, theater, and the visual arts as primary media for communication, inquiry, and insight among elementary students. The course focuses on methods used to teach the arts across disciplinary content areas. The appropriate use of technology in arts education is included. The course approaches the arts as a means for facilitating multiple intelligences for all learners. Includes observation hours in an elementary classroom and teaching a lesson using the NCE Adaptive Cycle of Teaching, an experiential based curriculum. Pre-requisite(s): LAA 101, LAA 102 or equivalent. Co-requisite(s): None. 3 quarter hours

ELE 347 - Methods of Teaching Health and Physical Education (3)

The course provides Elementary Education Bachelor of Arts Program candidates basic health and physical education knowledge and concepts. Candidates create opportunities for student development and practice that promote positive health. Candidates explore how human movement and physical activity are central elements to foster active, healthy life styles and enhanced quality of life. The course oriented candidates to the interrelationships and connections between positive health practices, physical education and a healthy lifestyle. Includes observation hours in an elementary classroom and teaching a lesson using the Adaptive Cycle of Teaching, an experiential based
curriculum. Pre-requisite(s): None. Co-requisite(s): None. 3 quarter hours

ELE 350 - Theories and Practices of Curriculum and Assessment (3)

This introductory course for the preservice teacher candidates is designed to overview basic theories about curriculum and assessment as it relates to elementary education. Teacher candidates will learn specific curriculum and assessment theories, explore and analyze the newest curriculum standards and reflect on the best practices for curriculum assessment across all disciplines including: language Arts, mathematics, science and social studies. Pre-requisite(s): RLL 220 or equivalent, ELE 300 and EPS 300. Co-requisite(s): None. 3 quarter hours

ELE 410 - Elementary Education Practicum II Seminar (3)

This advanced course integrates educational theory, practice based theory and understanding with field-based experience and methods courses. It is the first in two consecutive quarters of integrated coursework and field-based experience. This course continues to expand the candidates’ work with the NCE Adaptive Cycles of Teaching, an experiential based curriculum designed to help teacher candidates plan, implement, reflect and analyze a core teaching practice. The concurrent field experience provides an opportunity to bridge theory and practice. Candidates meet weekly in seminar to explore and analyze their varied experiences and broaden their base of professional knowledge prior to student teaching. Pre-requisite(s): Admission to National College of Education. A grade of C or better in ELE 410, ELE 415, MHE 480A and RLL 478. Co-requisite(s): ELE 425, RLL 479, SCE 480A and CIS 480A. 3 quarter hours

ELE 415 - Elementary Education Practicum II Field Experience (2)

This advanced field-based experience integrates knowledge from ELE 410 Practicum II Seminar, RLL 479, Literacy Methods I, and MHE 480A Methods of Mathematics. The Practicum II field-based experience is the first in two consecutive quarters of field-based experience and integrated coursework that provides an opportunity to bridge theory and practice. The candidate is actively involved two full days per week in a field-based practicum experience. This course will continue to expand the candidates’ work with the NCE Adaptive Cycles of Teaching, an experiential based curriculum designed to help teacher candidates plan, implement, reflect and analyze core teaching practices. Pre-requisite(s): Admission to National College of Education. A grade of C or better in ELE 410, ELE 415, MHE 480A and RLL 478. Co-requisite(s): ELE 420, RLL 479, CIS 480A, and SCE 480A. 2 quarter hours

ELE 420 - Elementary Education Practicum III Seminar (3)

An advanced course that integrates educational theory, practice based theory and understanding with field-based experience and methods courses. ELE 420 is the second in two consecutive quarters of integrated methods course work and field experience. This course will continue to expand the candidates’ work with the NCE Adaptive Cycles of Teaching, an experiential based curriculum designed to help teacher candidates plan, implement, reflect and analyze a core teaching practices. The concurrent experience provides an opportunity to bridge theory and practice. Candidates meet weekly in seminar to explore and analyze their varied experiences and broaden their base of professional knowledge prior to student teaching. Pre-requisite(s): Admission to National College of Education. A grade of C or better in ELE 420, Practicum II Seminar, RLL 479, Literacy Methods II, CIS 480A, Methods of Teaching Social Studies and SCE 480A, Methods of Teaching Science. The Practicum III is the second of two consecutive quarters of field-based experience and integrated course work that provides an opportunity to bridge theory and practice. The candidate is actively involved two full days per week in a field-based practicum experience. This course will continue to expand the teacher candidates’ work with the NCE Adaptive Cycles of Teaching, an experiential based curriculum designed to help teacher candidates plan, implement, reflect and analyze core teaching practices. Pre-requisite(s): Admission to National College of Education. A grade of C or better in ELE 420, ELE 415, MHE 480A and RLL 478. Co-requisite(s): ELE 425, RLL 479, SCE 480A and CIS 480A. 3 quarter hours

ELE 444 - Classroom Management (5)

This course is designed to explore current practices in classroom management. Various aspects affecting student behavior will be considered, such as cultural and family background, classroom standards of behavior, classroom environment, instructional organization, school policies, the rights and responsibilities of students, parents and teachers and approaches to classroom management. Prerequisite: Admission to National College of Education. 5 quarter hours

ELE 470 - Elementary Education: Student Teaching (12)

This is the final course in the professional sequence of the Elementary Education program leading to certification for teaching in elementary and middle
level classrooms. The course combines university and field experiences focusing on active involvement in a classroom under the supervision of a cooperating teacher and university supervisor. The course advances the candidate's professional growth through study and application of instruction to support the learning of individuals and groups, completion of a web-based professional portfolio, and additional opportunities to bridge theory and practice. Candidates advance their understanding of school environments that support learning and collegial relationships in the school. Prerequisite(s): Earning a grade of "C" or better in ELE 410, ELE 415, ELE 420 and ELE 425, and all four methods courses. Passing score on State of Illinois Content Area Test. Pre-requisite(s): A grade of B or better in ELE 410, ELE 415, ELE 420, and ELE 425, and all four methods courses. Passing score on State of Illinois Content Area Test for Elementary and Middle Level [110]. 12 quarter hours

ELE 470A - Elementary Education Student Teaching Field Experience (10)

This is the final field–based experience course in the professional sequence of the Elementary Education program a teaching license with an elementary education endorsement. This course will continue to expand the teacher candidates’ work with the NCE Adaptive Cycles of Teaching, an experiential based curriculum designed to help teacher candidates plan, implement, reflect, and analyze core teaching practices. In this field-based experience, the teacher candidate will advance his/her professional the teacher candidate will advance his/her professional environments which incorporate culturally responsive pedagogy. Pre-requisite(s): A grade of B or better in ELE 410, ELE 415, ELE 420, ELE 425, RLL 478, RLL 479, MHE 480A, CIS 480A, and SCE 480A. Admission to National College of Education. Passing score on State of Illinois Content Test – 110. Co-requisite(s): ELE 470B. 10 quarter hours

ELE 470B - Elementary Education Student Teaching Seminar (2)

This is the final seminar course in the professional sequence of the Elementary Education program which leads to a teaching license with an elementary education endorsement. This course will continue to expand the teacher candidates’ work with the NCE Adaptive Cycles of Teaching, an experiential based curriculum designed to help teacher candidates plan, implement, reflect and analyze core teaching practices. In this seminar, the teacher candidate will provide evidence that meets the standards for a teaching license in elementary education including a passing score on the edTPA. Pre-requisite(s): A grade of B or better in ELE 410, ELE 415, ELE 420, ELE 425, RLL 478, RLL 479, MHE 480A, SCE 480A, and CIS 480A. Admission to National College of Education. Passing score on State of Illinois Content Test. Co-requisite(s): ELE 470A. 2 quarter hours

ELE 483 - Workshop/Elementary Education/Contemporary Issues (1 TO 6)

1-6 semester hours

ELE 492 - Workshop/Educational Methods (1 TO 6)

1-6 semester hours

ELE 494 - Independent Study/Elementary Education (1 TO 6)

1-6 semester hours

ELE 495 - Selected Topics in Elementary Education (1 TO 6)

Special topic courses are developed to meet emerging learning needs. The specific topic is indicated on the transcript. There is no limit on the number of 495 courses which can apply to the degree, although each topic may be taken only once. 1 to 6 quarter hours.

ELE 500 - Elementary Education Practicum I: Teaching and Learning in Diverse Settings (3)

The course orients candidates to the teaching profession, the study and application of curriculum and instruction as it supports the learning of individuals and groups. Candidates gain initial understanding of classroom environments that encourage learners and collegial professional relationships in the school. This course introduces elementary education teacher candidates to the roles and responsibilities of teachers in grades 1 - 6. The course combines a university seminar and a minimum of 40 clock hours of field experience focusing on active involvement with a cooperating teacher and his/her class. The course is taken during the first term of the program and is a prerequisite for ELE510. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

ELE 505 - Instructional Practices in Context: Curriculum, Assessment, and Technology (3)

This is a course in which elementary education teacher candidates are introduced to basic theories and practices related to curriculum, assessment, and technology. Candidates will learn specific ways to organize curriculum, develop assessment strategies, and incorporate appropriate technology into their planning and instruction across all disciplines within diverse. These contexts include grade level differences as well as the disciplines of language arts, mathematics, science, social studies, fine arts and health and physical education as they relate to elementary education classrooms. Pre-requisite(s): ELE 500. Co-requisite(s): None. 3 semester hours

ELE 510 - Elementary Education Practicum II: Advanced Teaching and Learning in Diverse Settings (3)
The course continues the professional development of elementary education teacher candidates concerning the roles and responsibilities of teachers in grades 1-6. The course combines a university seminar and a minimum of 50 hours of field experiences focusing on active involvement with a cooperating teacher and his/her class. The course advances candidates' engagement in the profession through study and application of instruction to support the learning of individuals and groups and their understanding of environments that encourage learners and collegial relationships in the school. The course is a prerequisite for ELE590 Student Teaching. Prerequisite(s): ELE500, ELE505, EPS511, CIL531, FND510, SPE500. Two of the following: CIS480B, MHE480B, RLL538, SCE480B, ELE545, ELE547. Co-requisite(s): None. 3 semester hours

ELE 511 - ATL Residency Seminar I (1)

This seminar provides the Alternative Teacher Licensure (ALT) teacher candidates opportunities to: reflect upon their knowledge, skills, and dispositions for teaching and learning; evaluate and integrate theory and practice; and examine implications of practice for themselves, their students, and their community. The course conveys an overview of basic theories about curriculum and assessment as it relates to elementary education. Teacher candidates will learn specific curriculum and assessment theories, explore and analyze the newest curriculum standards, and reflect on the best practice for curriculum development and assessment across all disciplines including: language arts, mathematics, science and social studies. Pre-requisite(s): MHE 480B, RLL 538, EPS 516, FND 501. Co-requisite(s): All coursework for Residency Year 1 of the ELE-ALT program. 1 semester hour

ELE 512 - ATL Residency Seminar II (1)

This seminar provides the Alternative Teacher Licensure (ALT) teacher candidates opportunities to: reflect upon their knowledge, skills, and dispositions for teaching and learning; evaluate and integrate theory and practice; and examine implications of practice for themselves, their students, and their community. The course conveys an overview of basic theories about curriculum and assessment as it relates to elementary education. Teacher candidates will learn specific curriculum and assessment theories, explore and analyze the newest curriculum standards, and reflect on the best practice for curriculum development and assessment across all disciplines including: language arts, mathematics science and social studies. Pre-requisite(s): CIS 480B, RLL 538, EPS 513, FND 501, SCE 480B, MHE 480B, RLR 550, SPE 500, TIE 535, CIL 505, CIL 510 and ELE 511. Co-requisite(s): All course work for Residency Year 2 of the ELE ALT program. 1 semester hour

ELE 527 - Politics and Policy of Urban Education and Data Management (1 TO 3)

This course is designed to introduce practicing teachers to educational policy debates, with particular focus on the major issues and challenges facing teachers in urban school settings. This course examines data-driven decision making, turnaround and networked models of reform, looking at theories of change implementation challenges, and the realities of current urban turnaround school teachers. The course is designed to encompass a macro view of school policy and reform while considering micro questions, evidence, and supports, with an eye towards how to move current teacher-ideas into action and proof of change using identifiable and reproducible education data metrics. Prerequisite(s): Admission to Urban Teaching Program or Permission of Instructor Co-requisite(s): None. 3 semester hours

ELE 540 - Elementary Methods across the Curriculum (4)

This course will address pedagogy and recent developments in theory, curriculum, methods, materials, and instructional issues related to teaching and learning of science, mathematics, and social studies in the elementary classroom. It is designed to develop beginning knowledge, skills and dispositions that will enhance the ability to teach and to integrate content areas. Students complete a minimum of 43 hours of preclinical experiences while enrolled in this class. Prerequisites: Admitted M.A.T. students only. 4 semester hours

ELE 545 - Methods for Teaching Arts Education (1)

The course provides Elementary Education Master of Arts in Teaching program candidates the basic knowledge, understanding and use of the content, functions, and achievements of dance, music, theater, and the several visual arts as primary media for communication, inquiry, and insight among elementary and middle level students. The course focuses on methods used to teach the arts across disciplinary content areas to individuals and groups. The appropriate use of technology in arts education is included. The course approaches the arts as a means for facilitating multiple intelligences for all learners. Pre-requisite(s): ELE 500, EPS 511, and the general education requirement of 2 sh in the arts. Co-requisite(s): None. 1 semester hour

ELE 547 - Methods for Teaching Health and Physical Education (1)

The course provides elementary education Master of Arts in Teaching program candidates the basic knowledge, understanding and concepts in the
subject matter of health education to create opportunities for student development and practice of skills that contribute to good health. Candidates will also know, understand and use human movement and physical activity as central elements to foster active, healthy life styles and enhanced quality of life. The course will orient candidates to the interrelationships and connections between health and physical education. Prerequisites: ELE 500, EPS 511. Co-requisite(s): None. 1 semester hour

ELE 569 - Portfolio Development for Subsequent Teaching Endorsement (4)

This is the initial course designed for teachers currently licensed in Illinois who wish to secure a subsequent teaching endorsement on the Professional Educator License in early childhood education; elementary education; secondary education for science, social sciences, English language arts, mathematics, K-12 foreign language; or special education for LBS 1. A portfolio documenting knowledge and experiences encompassing the content area standards for the endorsement area will be created. This course is required for all candidates seeking subsequent endorsement through the focused program. Pre-requisite(s): Valid Professional Educator License, evidence of passing the Basic Skills Test or Test of Academic Proficiency; additional semester hours of appropriate coursework in the content areas for secondary education candidates as required for endorsement. Co-requisite(s): None. 4 semester hours

ELE 571 - Portfolio Development for MAT Degree Completion with Time Extension (1)

This course is designed for Master of Arts in Teaching candidates to document their knowledge and skills needed to complete the degree after the university’s six-year time limitation has expired. This course is for candidates who were enrolled in MAT degree programs in Early Childhood Education, Elementary Education, Secondary Education [science, social science, English/language arts, mathematics, K-12 foreign language], and in Special Education – LBS 1. Candidates will develop an online portfolio demonstrating their currency regarding knowledge and performance indicators for the content areas standards of educators in the degree program being pursued. Pre-requisite(s): Professional Educator License. Co-requisite(s): None. 1 semester hour

ELE 575 - Subsequent Certification Practicum (3 TO 6)

This course is designed for teachers currently certified in Illinois who wish to secure a subsequent Illinois certificate in elementary education. The candidate will be required to complete between 75 and 150 hours in a classroom setting that is represented in the subsequent certificate. The candidate will also meet for seminar with a faculty member in the subsequent certificate area. Enrollment in this class requires advance application and approval. Prerequisite(s): ELE 569. Completion of all content coursework as described on the transcript assessment. Completion of individual program of study as determined by initial portfolio review. Application for placement with preclinical review of portfolio. Passing score on Illinois Test of Basic Skills on file at NCE. Passing score on Illinois Subject Area Test for the subsequent certificate on file at NCE. Current TB test. Current Criminal Background Check. 3-6 semester hours

ELE 583 - Workshop/Contemporary Issues (1 TO 6)

1-4 semester hours

ELE 585 - Workshop/Instructional Practices (1 TO 6)

1-4 semester hours

ELE 587 - Resident Teacher Practicum Elementary Education (1 OR 2)

Resident Teacher Practicum is a course of directed observation and participation in an elementary education setting aimed at providing a variety of in-depth experiences prior to student teaching. The course integrates field-based experiences with on-site seminars for preservice teacher candidates who are working full-time as teacher assistants in a K-8 classroom. During the course, students (residents) complete a minimum of 30 preclinical observation hours in elementary classrooms in at least two different CPS schools other than their assigned training site. These hours are arranged by the Academy for Urban School Leadership. Pre-requisite(s): Admission to the MAT Elementary Education program at NLU. Acceptance in the full-time resident program as a teacher assistant at AUSL 1-2 semester hours. (May be repeated once up to 3 semester hours).

ELE 590 - Elementary Education: Student Teaching (6)

This course concludes the pre-service professional development of elementary education teacher candidates concerning the roles and responsibilities of teachers in grades 1-6. It combines university seminars and field experiences over one academic term. The focus of student teaching is to provide active engagement with a cooperating teacher and his/her students. The course increases the candidate’s involvement in the profession through study and application to support the education of individuals and groups of learners. Candidates advance their understanding of environments that encourage a community of learners and collegial relationships in the school. Prerequisite(s): ELE 500, ELE 510, EPS 511, FND 510, SPE 500, CIS 480B, RLR
ENG 101 - Beginning English Composition (5)

This is the first course in a two-term sequence of composition courses. English Composition is designed to develop students’ abilities to think, organize and express their ideas clearly and effectively in writing. This course incorporates reading, research and critical thinking. Emphasis is placed on the various forms of expository writing such as process, description, narration, comparison analysis, persuasion and argumentation. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

ENG 201 - Intermediate English Composition (5)

This is the second course in a two-term sequence of composition courses. English Composition is designed to develop students’ abilities to think, organize and express their ideas clearly and effectively in writing. Students will continue to practice expository writing, persuasive writing and research work. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): ENG 101 or equivalent. Co-requisite(s): None. 5 quarter hours Distribution: GenEd-Written Communication.

ENG 203 - Effective Speaking for the Undergraduate (5)

Through formal and informal speaking activities, students develop skills in framing and articulating ideas through speech. Strategies are presented for impromptu speaking, preparing and delivering presentations, formulating persuasive arguments, refining clarity of thought, and enhancing confidence in oral self-expression. Particular emphasis is given to effective topic selection, clarification of goals, organization, preparation and presentation of a variety of speeches. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours Distribution: GenEd-Oral Communication.

ENG 210 - Children’s Literature for Educators (5)

This introductory course is designed to provide an overview of trade books written for children from preschool through adolescence. Emphasis is on the identification, selection, and evaluation of high quality literature in different formats and genres appropriate for the developmental stages of each age group. Attention is given to the pre-K-8 literacy environment as well as literature representing a range of children’s and adolescents’ diverse needs, interests and backgrounds. Pre-requisite(s): LAE 102 or equivalent. Co-requisite(s): None. 5 quarter hours
EPD - Educational Psychology, Doctorate

EPD 654 - Multi-tiered Support in Mental Health (3)
This course explores systems and methods of integrating multi-tiered support services including social, emotional, and behavioral evidence based interventions (EBI) to support learning in schools. Focusing on integrating academic and social-emotional service delivery within levels or tiers, the course highlights the role of leadership in building systemic change through team collaboration and use of empirically-based practices in a school-wide Response to Intervention (RtI). Topics of study include direct and indirect mental health services for children, families, and schools to promote learning, prevent and respond to problems, and cultivate family-school collaborative services. The course also addresses systemic challenges of diversity including cultural, ethnic, linguistic, gender, and socio-economic factors. Prerequisite(s): Entrance to the School and Educational Psychology Doctoral Program. 3 semester hours

EPD 658 - Brief Therapy and Interventions in Educational Settings (3)
In this course students examine forms of brief therapeutic interventions which can be applied in educational settings. Students explore theories, research, and applications of short--term therapeutic methodologies. Topics include different cognitive therapies, neurolinguistic programming, and solution--focused therapy. Students apply these therapies for interventions with students, teachers, and families within educational systems. Prerequisites: admitted school psychology student, EPS 520, EPS 562D, EPS 562E, EPS 562F, or consent of instructor. 3 semester hours

EPD 659 - Studies in Family-School Partnerships and Relationship-Building (3)
This course examines interactive dynamics of families and schools that lead to the construction of collaborative family/school partnerships. These family/school partnerships are designed to enhance learners' cognitive and social-emotional growth and learning and to promote mutual family/school involvement in the process of quality schooling for children. The influence of diverse family and school characteristics, resources, beliefs, attitudes, and values will be examined for their contributions to building collaborative home/school relationships. Evidence-based theoretical and research approaches will be explored and applied to the process of building meaningful family/school collaborations. Prerequisite(s): Doctoral standing or permission of instructor. 3 semester hours

EPD 660 - Advanced Studies in Cognition: Learning and Knowledge as Social Practices (3)
Students in this seminar deepen their understanding of social processes that contribute to learning in diverse settings; a dynamic view of knowledge as a result of participating in communities of practice; and understanding of identity development as an aspect of socially relevant learning. The applicability of these ideas is considered when students analyze and critique learning in their chosen learning environment, and identify connections between the learning/teaching practices in diverse instructional settings and the nature and distribution of the knowledge acquired by the participants. This course requires a minimum of 15 hours of field work. Prerequisite(s): Advance standing; a graduate level course on learning in instructional settings (EPS 541 or EPS 511) 3 semester hours

EPD 667 - Advanced Studies in Cognition: Learning through Design-Based Research in Schools (3)
This course is devoted to the study of cognition and learning in classroom and school contexts. Students examine learning through a process of design-based research. Individuals engaged in design-based research utilize domain-specific learning theory and research to outline cycles of instructional design, enactment, and analysis, and redesign in natural learning contexts. Students examine examples of published design research to derive frameworks, principles, and methods for action. Students draw from the literature to develop their own design experiments including appropriate assessment tools and evaluation processes to embed within the design. Students are expected to design and implement one research cycle during the course. Pre-requisite(s): EPS 541 Cognition and Instruction (or equivalent course); a graduate level research design course. Co-requisite(s): None. 3 semester hours

EPD 668 - Interpersonal Relationship in Culturally Diverse Educational Environments (3)
The social fabric of today's schools is woven with many cultures and languages. This complex fabric requires educators and students to understand individuals from cultures outside their own. To develop such understanding, students first explore and critique the vast literature on ethnic and cultural issues in conflict creation and its resolution and peace education. Students also examine theories, research, and practice related to identity development, perception of "the other," and prejudicial attitudes and behavior. Lastly, students explore the interrelations among theories, research and practice in building positive social relations and manage or resolving conflicts in diverse educational cultural
settings. Prerequisite(s): Doctoral standing or permission of instructor. 3 semester hours

**EPD 669 - Advanced Studies in Problem-Solving Special Education and School Psychology Service Delivery Systems (3)**

Students will learn about IDEIA changes that legitimize service provision in a 3-tier prevention model based on severity of educational needs and intensity of resources required to produce meaningful educational benefit. These services are delivered through a Problem-Solving model, including FLEX in Illinois. Students will learn a variety of forms of Problem-Solving that have a strong philosophical underpinning and procedural components (e.g. universal screening, progress monitoring) that distinguish it from referral-test-place special education practices. Procedural practices as implemented in schools and states across the country will be presented. Prerequisite(s): Doctoral standing or permission of instructor 3 semester hours

**EPD 694 - Independent Study/Educational Psychology (1 TO 3)**

1-3 semester hours

**EPD 695 - Special Topic/Educational Psychology (1 TO 3)**

1-3 semester hours

**EPS - Educational Psychology**

**EPS 300 - Educational Psychology: Theory in Classroom Practice (5)**

This course explores child and adolescent development and learning in school/classroom, family, and community contexts. Special attention is paid to how features of these contexts mediate positive social-emotional, linguistic, and cognitive/academic student learning outcomes. Candidates will have opportunities to learn and practice using various tools and strategies to explore classroom and individual learning processes. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

**EPS 301 - Educational Psychology for Teachers (3)**

The course is specially designed for the education major. Prospective teachers engage in understanding and developing a psychological view of the classroom. Social, emotional and cognitive influences that shape the educational experiences of both students and the teacher are examined in light of recent research. Individual perspective is emphasized through readings, written assignments and discussions. Educational Psychology for Teachers is required for admission to National College of Education and has concurrent enrollment with ELE 200 Elementary Education Practicum I. Prerequisite: Elementary Education major (minimum Sophomore standing) and one developmental psychology course. 3 quarter hours

**EPS 500A - Contemporary Survey of Child Development with a Focus on Early Childhood (3)**

This course introduces human development from birth through adolescence, with a special focus on development from birth through eight years old. Emphasis is placed on the physical, neurological, cognitive, linguistic, social, emotional, moral, spiritual, and cultural development of children, particularly the young child. Emphasis will be on the typically developing child; however, various developmental patterns will be explored. Contemporary issues related to the care and education of young children will be critically examined relative to the developmental domains. As part of this course students will be required to complete a case study involving 10 to 16 hours of observation. Prerequisite(s): None. 3 semester hours

**EPS 507 - Developmental Psychopathology (3)**

This course examines psychopathology in childhood and adolescence as it impacts cognitive and social-emotional functioning in school and family contexts. Candidates will critically examine evidence-based knowledge about etiology, essential features, and effective prevention and intervention strategies for psychopathologies from an integrated diversity, genetic, neurophysiological, psychogenetic, and social perspective. Medical, psychosocial, and response to intervention models of prevention and intervention will be addressed. Prerequisite(s): EPS 511 or admission to the School Psychology program. 3 semester hours

**EPS 509 - Structure and Organization of the Educational System for School Counselors (2)**

This course focuses on the structure, organization and operation of the educational system with an emphasis on P-12 schools. Students examine how systems and organizational theories interface on the macro and micro levels within and between the education system and external social systems. The course is designed for students in the school counseling program who need to understand educational systems as they develop the leadership skills required for designing and implementing universal, small group, and individual interventions within the school setting. Prerequisite(s): Admission to the Master of Science in Counseling, School Counseling concentration or the School Counseling Certificate program, or consent of the department. Co-requisite(s): None. 2 semester hours
EPS 511 - Human Learning and Development in Instructional Contexts (2 OR 3)
Candidates learn information from evidence-based foundational psychological theories and research that address human development and how people learn and apply this knowledge to the design of teaching and learning experiences in P-12 classrooms. Cognitive and social-emotional development and learning processes of P-12 learners are examined. Candidates learn how to use high-leverage practices and habits of mind that promote ongoing learning and mental health in schools and acquire skill in creating safe, supportive, and productive classroom climates. Pre-requisite(s): None. Co-requisite(s): None. 2 or 3 semester hours

EPS 512 - Culturally Responsive Classroom Environment (2)
Candidates learn how to build and sustain classroom communities that foster rapport, learning, and motivation for all learners. By applying principles of culturally responsive pedagogy and motivation, candidates will examine how school and classroom environments support and/or inhibit learning, motivation, and a sense of membership. Candidates will also identify, evaluate, and implement classroom and school-community based practices as they design a comprehensive plan to develop a culturally responsive classroom environment. Prerequisite(s): Consent of instructor, Graduate level status in National College of Education and admittance into Masters of Urban Teaching program. 2 semester hours

EPS 513 - Frameworks for Data Driven Instruction (1 TO 3)
In this course candidates learn to interpret and apply various data-driven instruction frameworks used in school settings. Some frameworks include the use of national assessment data, state assessment data, various individual school level data available to teachers, and classroom assessment data. Candidates also design their own framework for data informed instruction. Focus is on advanced studies in data-based decision making. Candidates research, display, and practice classroom data analysis in the areas of curriculum design, academic intervention, behavior intervention, attendance intervention, and student achievement. Prerequisite(s): Admission to MED program or permission of instructor. 1-3 semester hours

EPS 523 - Short-Term Family Therapy (3)
In this course students examine general systems theory as applied to short-term family intervention strategies. Students critically evaluate current research and theories on which various forms of therapy are based. Short-term models of therapeutic interventions applicable for educational settings will be examined. Prerequisites: admitted school psychology student, EPS 520, EPS 562D, EPS 562E, EPS 562F, or consent of instructor. 3 semester hours

EPS 526 - Organizational Theory, Group Dynamics and Leadership Applications (.5 TO 3)
Using Systems Theory as an integrating paradigm, this course is designed to deepen participants’ awareness of how they affect and are affected by others in different group situations. Personal assessment is continuous throughout the course as students examine different ways of working effectively in groups as both leader and group member. Topics include an analysis of leadership style, cross-cultural communication, and an assessment of organizational climate in the context of early childhood programs. Opportunities are provided for participants to apply the concepts of organizational theory, group dynamics, and models of leadership in their respective educational settings. Pre-requisite(s): None. Co-requisite(s): None. 0.5 - 3 semester hours

EPS 527 - Group Theory and Classroom Applications (1.5 TO 3)
Students explore ways of working effectively in groups as a member and as a facilitator. Building on theoretical bases of social psychology and group dynamics, participants examine the functioning of groups in classrooms, schools and their own M.Ed. groups. A purpose is to deepen students’ self-awareness, how they affect and are affected by others in group situations, and how member and leader roles interconnect. Participants explore issues of diversity within their M.Ed. groups, within their schools and classrooms. Even with groups that appear homogeneous, differences are acknowledged and processed. Forming and sustaining group life are enhanced through on-line interactions. Prerequisite(s): Admission to the M.Ed. graduate field-based program.

EPS 528 - Human Development and Learning (1.5 TO 3)
The purpose of this course is to encourage participants to bring a critical perspective to the study of major theories of human development and learning with particular attention paid to how such theories help teachers understand the contemporary issues and problems facing their students. Participants will use field experiences and classroom application to sharpen their critical understanding of the place of such theories in their professional work. Prerequisites: Admission to the M.Ed field-based program.
EPS 530 - Educational Assessment for Problem Solving (2)

Students will learn an ecological assessment approach designed to prevent and remediate learning problems in a multi-tiered problem-solving model. Building on a foundation of measurement basics, students will learn interviewing regarding instruction, observing student-teacher instructional interactions, and basics of Curriculum-Based Measurement (CBM) for purposes of universal screening and progress monitoring. School Psychology students must take this course concurrently with EPS 563A School Psychology Practicum I. Prerequisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program; ESR 502, EPS 540 or equivalent. 2 semester hours

EPS 532 - Cognitive Assessment (2)

Candidates examine different models and methods of assessing cognitive abilities in children and adolescents. Emphasis is placed upon practicing the administration and scoring procedures of measures commonly used to assess individual cognitive ability and processing in educational settings. Candidates develop an understanding of the questions these measures address and the integration of these measures with other tools. Candidates critically examine the nondiscriminatory use of these tools with diverse populations. Prerequisite(s): ESR 502 or equivalent. Admission to the School Psychology Program. 2 semester hours

EPS 535 - Working with Families and Children (1 TO 3)

School psychology students will engage in readings, discussion, and observations of evidence-based interventions for working with families in schools and within the community. Students will learn and gain experience in observing families, interviewing parents, and obtaining strategies for conducting parenting programs. Coursework will be distributed over the NLU academic year. Emphasis is placed on integrating theory and concepts from a developmental perspective of social, emotional, behavioral, cognitive, and academic domains into effective family programs. Issues of working with families of diverse cultural, linguistic, and socio-economic status are explored. Prerequisite(s): Admittance into the School Psychology Program. 1-3 semester hours (May be repeated twice up to 3SH)

EPS 539 - Foundations of Behavioral Support (2)

The course emphasizes a multi-tiered service delivery model for social emotional learning and data-based decision making. Students will learn foundational cognitive and behavioral principles that affect teaching and learning in the tiered school environment with an emphasis on data collection for problem identification and developing behavior intervention plans. Students will conduct functional behavioral assessments, employing both interviewing and observational skills. Based on the assembled information and team problem solving process, students will design and implement a behavior support plan. Students in the School Psychology Program must take this course concurrently with EPS 562C. Prerequisite(s): EPS 500, EPS 541 or the equivalent. Co-requisite(s): EPS 562C. 2 semester hours

EPS 540 - Introduction to School Psychology Practice (2)

This course provides an overview of school psychology practice, with an emphasis on the contemporary role as a contributor to a school community’s implementation of evidence-based practices to improve achievement and social-emotional outcomes for all students. A course keystone is the identification of discrepancies between ideal, equitable practices and actual school practices with respect to desirable social outcomes. Students take this course concurrently with EPS 563B School Psychology Practicum I to enable integration of concepts and actual school practices. Prerequisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program. Co-requisite(s): EPS 563B. 2 semester hours

EPS 541 - Cognition and Instruction (1 TO 2)

In this course candidates deepen and extend their teaching practice through an examination of contemporary research on student cognition and learning in domains central to their practice. The focus is on how students acquire knowledge and skill within academic disciplines and the nature of the learning environment that supports their academic growth. Course materials emphasize metacognitive learning and the role representational tools such as concept mapping can play in the learning process. Emphasis is also placed upon assessments for learning and their potential to foster self-directed learning. Prerequisite(s): Human Development Course and/or Introductory Educational Psychology course; or consent of instructor. Co-requisite(s): none. 1-2 semester hours

EPS 543 - Social and Emotional Learning in the Schools: School-Wide Intervention (3)

This is the first of a two-course series in mental health prevention and intervention in the schools. The course is designed to examine the need for social and emotional learning (SEL) in the school-wide environment and implement empirically-based SEL skills within the whole school and classroom climates. The course is sensitive to diverse cultural and economic environments promoting early promotion and school-wide mastery of SEL skills. There is a field
experience connected with this course. 
Prerequisite(s): EPS 500. 3 semester hours

EPS 544 - Social and Emotional Learning in the Schools: Individual and Group Interventions (3)

This is the second of a two-course series in mental health prevention and intervention in the schools with a focus on social and emotional learning in the school environment. The course is designed to examine the need for social and emotional learning (SEL) in the school-wide environment and implement empirically-based SEL skills within the whole school and classroom climates. This course yields a specific focus on the use of empirically validated SEL interventions with tier two students within a small group and/or individual intervention focus. The course focuses on the use of group and individual consultation with individual and/or groups of both teachers and parents with a focus on coaching, modeling and teaching SEL skills. The course is sensitive to diverse cultural and economic environments promoting early promotion and school-wide mastery of SEL skills. There is a field experience connected with this course. Prerequisite(s): EPS 500; EPS 543. 3 semester hours

EPS 545 - Cognition and Instruction and Curriculum (for School Psychology Majors) (3)

Students examine contemporary research on cognition, learning, and academic achievement relevant to planning and problem solving student learning needs in diverse school and classroom contexts. Discussion focuses on research based learning principles that help to inform the design of effective learning environments. Special attention is devoted to cognitive, metacognitive, motivational, social, developmental, and individual difference dimensions of learning. Students analyze the relationship between research based principles and contemporary curricula, instructional practices, and assessment tools. Students extend their understanding by interviewing teachers and observing instruction in diverse classrooms. Fifteen hours of classroom observation is required. 
Prerequisite(s): Basic course in human development, Graduate admission to NCE. 3 semester hours

EPS 546 - Methods of Intervention in a Tiered Service Delivery Model (3)

Students will learn about evidence-based reading, math, and writing instruction as they relate to curricula material construction kindergarten through grade 12. Students will analyze and implement curricula materials used as part of a tiered service delivery model in schools. Assessment and evaluation for the purposes of instructional planning will be emphasized. Prerequisite(s): Admittance into the School and Educational Psychology Program. 3 semester hours

EPS 561A - Theory and Practice of School-Based Consultation I (2)

This is the first course in a three course sequence examining theories and practices of school-based consultation. Through the series of three courses, candidates will explore school based consultation models, the role of consultation in prevention, intervention, social justice, and problem solving. Candidates will acquire and practice consultation skills in a school setting. In the first course of the sequence, the focus will be on collaborative communication skills and the beginning stages of problem solving. Candidates are expected to participate in ongoing group and individual university-based supervision in conjunction with this course. Prerequisite(s): Admissions into the School Psychology Program, or permission of the School Psychology Program Coordinator. Co-requisite(s): This course must be taken concurrently with EPS 563B, School Psychology Practicum II. 2 semester hours

EPS 561B - Theory and Practice of School-Based Consultation II (2)

This is the second course in a three course sequence examining theories and practices of school-based consultation. Through the series of three courses, candidates will explore school based consultation models, the role of consultation in prevention, intervention, social justice, and problem solving. Candidates will continue to practice consultation skills in a school setting. In the second course of the sequence, the focus will be on problem analysis, instructional assessment, and intervention design, implementation, and evaluation. Candidates are expected to participate in ongoing group and individual university-based supervision in conjunction with this course. Prerequisite(s): Admission into the Psychology Program, EPS 561A or equivalent course, or permission of the School Psychology Program Coordinator. Co-requisite(s): This course must be taken concurrently EPS 563B, School Psychology Practicum II. 2 semester hours

EPS 561C - Theory and Practice of School-Based Consultation III (2)

This is the third course in a three course sequence examining theories and practices of school-based consultation. Through the series of three courses, candidates will explore school based consultation models, the role of consultation in prevention, intervention, social justice, and problem solving. Candidates will continue to practice consultation skills. In the third course, the focus will be on systems-level consultation, and working on school
teams. Candidates will participate in one or more school-based teams at their practicum sites. Students are expected to participate in ongoing group and individual university-based supervision in conjunction with this course. Prerequisite(s): Admission into the School Psychology, EPS 561A, EPS 561B or equivalent courses, or permission of the School Psychology Program Coordinator. Co-requirement(s): This course must be taken concurrently with EPS 563B. 2 semester hours

**EPS 562A - Practicum in School Psychology I: Reflective Observation of School Practices (1)**

This practicum series provides a variety of structured observational experiences in cooperating schools for school psychology students. Over a three quarter period, students shadow a school psychologist, observe and interview various school professionals concerning their goals for various activities, and reflect upon and analyze in-depth a sample of these practices. An emphasis is placed upon understanding appropriate practices in culturally diverse contexts. Individual and group supervision is provided by NLU faculty and approved field-based supervisors. Prerequisites: admitted school psychology student, EPS 562A must be taken concurrently with EPS 540; EPS 562B must be taken concurrently with EPS 541; EPS 562C must be taken concurrently with EPS 539. 1 semester hour

**EPS 562B - Practicum in School Psychology I: Reflective Observation of School Practices (1)**

This practicum series provides a variety of structured observational experiences in cooperating schools for school psychology students. Over the three quarter period, students shadow a school psychologist, observe and interview various school professionals concerning their goals and practices, observe a variety of classroom practices, interview teachers regarding their goals for various activities, and reflect upon and analyze in-depth a sample of these practices. An emphasis is placed upon understanding appropriate practices in culturally diverse contexts. Individual and group supervision is provided by NLU faculty and approved field-based supervisors. Prerequisites: admitted school psychology student, EPS 562A must be taken concurrently with EPS 540; EPS 562B must be taken concurrently with EPS 541; EPS 562C must be taken concurrently with EPS 539. 1 semester hour

**EPS 562C - Practicum in School Psychology I: Reflective Observation of School Practices (1)**

This practicum series provides a variety of structured observational experiences in cooperating schools for school psychology students. Over a three quarter period, students shadow a school psychologist, observe and interview various school professionals concerning their roles and practices, observe a variety of classroom practices, interview teachers regarding their goals for various activities, and reflect upon and analyze in-depth a sample of these practices. An emphasis is placed upon understanding appropriate practices in culturally diverse contexts. Individual and group supervision is provided by NLU faculty and approved field-based supervisors. Prerequisites: admitted school psychology student, EPS 562A must be taken concurrently with EPS 540; EPS 562B must be taken concurrently with EPS 541; EPS 562C must be taken concurrently with EPS 539. 1 semester hour

**EPS 563A - School Psychology Practicum I (1)**

This course supports a year-long practicum that provides a variety of structured observational experiences in cooperating schools for school psychology candidates. Over a three-quarter period, candidates are assigned to work with a school psychologist in a school setting to observe school practices and participate in school psychology professional practices. An emphasis is placed upon understanding best practices in a multi-tier service model including Response to Intervention (RTI) in schools with diverse populations. Prerequisite(s): Admission to the Ed.S or Ed.D. School Psychology Program. 1 semester hour. (May be repeated twice up to 3SH).

**EPS 563B - School Psychology Practicum II (1 TO 3)**

This practicum series is designed for students seeking state certification in school psychology. Over a three-quarter period, students work in schools with practicing school psychologists and other educators in a variety of experiences consistent with their future professional role. An emphasis is placed upon promoting evidence-based practices in a preventive approach including early intervention for those students who need it. In addition to weekly field-based supervision, students participate in weekly on-campus faculty supervision for additional understanding, feedback, and targeted applied learning. Prerequisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program; EPS 530; EPS 532; EPS 540; EPS 545; EPS 539; EPS 563A. Co-requirement(s): None. 1-3 semester hours

**EPS 563C - Working with Families and Children Practicum (1 TO 3)**

School psychology candidates will participate in a supervised practicum providing them with opportunities to plan, market, and implement a training program for families in collaboration with schools and other community agencies. Students will learn how to facilitate implementation of an evidence-based training program that emphasizes working collaboratively, effectively, and sensitively with families of diverse cultural, linguistic, and socioeconomic backgrounds. Students will use The
Incredible Years Program Series or another evidence-based series focused on strengthening parenting competencies and fostering parent involvement in schools to promote children’s academic, social and emotional competences and reduce conduct problems. Prerequisite(s): Admission to the School Psychology Program; EPS 540; EPS 530; EPS 531; EPS 532; EPS 541; EPS 539; EPS 563A or equivalent. Co-requisite(s): Concurrent enrollment in EPS 563B. 1 semester hour (May be repeated twice up to 3 SH).

**EPS 594 - Independent Study/Educational Psychology (1 TO 4)**
1-4 semester hours

**EPS 595 - Special Topics/Educational Psychology (1 TO 5)**
1-3 semester hours

**EPS 647 - Interventions in Schools with Multicultural Students (3)**
The course examines cultural, socioeconomic, and ethnic variables that impact service delivery in school psychology. Through readings, discussions, inquiry, and field activities, students will examine cultural factors underlying human development and gain an understanding and appreciation of cultural and ethnic differences among individuals, groups, and families. Students will enhance their ability to apply their knowledge in the area of multiculturalism to their personal lives as well as their professional work. Prerequisite(s): Admission to the School Psychology Doctoral Program or permission of Program Director. 3 semester hours

**EPS 654 - Multi-Tiered Systems of Support in Mental Health (3)**
This course explores systems and methods of integrating multi-tiered support services including social, emotional, and behavioral evidence based interventions (EBI) to support learning in schools. Focusing on integrating academic and social-emotional service delivery within levels or tiers, the course highlights the role of leadership in building systemic change through team collaboration and use of empirically-based practices in a school-wide Response to Intervention (RtI). Topics of study include direct and indirect mental health services for children, families, and schools to promote learning, prevent and respond to problems, and cultivate family-school collaborative services. The course also addresses systemic challenges of diversity including cultural, ethnic, linguistic, gender, and socioeconomic factors. Prerequisite(s): Admission to the School Psychology Doctoral Program. 3 semester hours

**EPS 659 - Studies in family-school partnerships and relationship-building (3)**
This course examines interactive dynamics of families and schools that lead to the construction of collaborative family/school partnerships. These family/school partnerships are designed to enhance learners’ cognitive and social-emotional growth and...
learning and to promote mutual family/school involvement in the process of quality schooling for children. The influence of diverse family and school characteristics, resources, beliefs, attitudes, and values will be examined for their contributions to building collaborative home/school relationships. Evidence-based theoretical and research approaches will be explored and applied to the process of building meaningful family/school collaborations. Prerequisite(s): Doctoral standing or permission of Program Director. 3 semester hours

**EPS 668 - Diversity and Multiculturalism in Schools (3)**

This course examines the complex influences of cultural, socioeconomic, gender, language, and class variables on learning and development of all individuals. Students will critically examine the theory and research literature on topics such as sociocultural education, identity, language, transnationalism, differentiated instructions, social relations, and beliefs about self and "the other." Students will also explore theories and research that probe questions critical to understanding aspects of social and educational environments that are conducive for learning and development of individuals from multicultural, multilingual, and multiclass backgrounds. Prerequisite(s): EPS647, admission to the doctoral program, or permission of Program Director. 3 semester hours

**EPS 669 - Multi-Tiered Systems of Services and Supports as a Vehicle for School Change (3)**

Students will learn historical perspectives regarding the shift in school service delivery systems from reactive and segregated models based on presumptions of disability to proactive, early intervening and inclusive systems based on educational need. Students will learn the principles of multi-tiered services as well as how they are delivered across the United States within the knowledge base about school change. Prerequisite(s): Admission to the School Psychology Doctoral Program; EPS 540; EPS 530; EPS 532; EPS 531; EPS 532; EPS 539; EPS 563A, EPS 563B or equivalent. 3 semester hours

**EPS 670 - Fundamentals of Supervision (1 TO 3)**

The purpose of this course is to offer advanced doctoral students both didactic and experiential training in the area of supervision, with specific attention to supervision of educational and psychological services in schools. Students will develop self-awareness of their needs and competencies as supervisors while learning about theoretical models with a focus on developmental models, research, and ethical and professional issues in supervision. Students will act as supervisors for less experienced students engaged in practicum work and will receive metasupervision (supervision of supervision) from the course professor within a vertical supervision process, as well as from peers during small group supervision. Prerequisite(s): EPS 562D, EPS 562E, and EPS 562F or equivalent. Co-requisite(s): EPD 690. 1-3 semester hours (May be repeated twice up to 6 hours.)

**EPS 690 - Doctoral Internship in School Psychology (2)**

The School Psychology doctoral internship is a 12-month (1500 hour) full-time experience in broad areas of school psychology, under the supervision of university, field-based and peer-group supervisors. Consistent with NASP best practice guidelines for internship, interns are expected to have sufficient breadth and depth of experiences within domains as specified by NASP and ISBE. Consistent with the NASP Blueprint III, interns are expected to achieve competency in at least one domain upon completion of the internship. Some students may choose to complete the internship through the Illinois School Psychology Internship Consortium (ISPIC). Upon successful completion of EPD 690B and the field-based internship experience, students will be eligible to apply for state certification as a school psychologist. Prerequisite(s): Successful completion of all program courses, the comprehensive examination, and proposal of the doctoral dissertation. 2 semester hours. May be repeated 3 times up to 8SH.

**EPS 692 - Doctoral Practicum in School Psychology (2)**

The School Psychology Doctoral Practicum is a three consecutive term experience which emphasizes doctoral level skills designed to deepen the leadership role of school psychologist as participant in school-wide and tiered data-driven problem solving process. Students learn to apply assessment and intervention skills in areas of academic and social-emotional learning as required within two domains of the National Association of School Psychologists (NASP) Standards. This practicum experience is associated with three core doctoral courses offered in first year of doctoral studies. This practicum experience is a total of 600 practicum hours and 6 semester hours of credit. Prerequisite(s): Completion of Ed.S. coursework in School Psychology. 2 semester hours. (May be repeated twice up to 6 SH).

**EPS 695 - Special Topics in School Psychology (2)**

This set of seminars addresses special topics in School Psychology that affect systemic decision making; emerging ideas in teaching and learning as they relate to the design of various school environments; emerging ideas in the promotion of social emotional learning; the role of assessment in the learning process; family school partnerships and the on-going development of the school psychology
ESL - Eng for Speakers of other Lang

ESL 100 - Foundations of ESL and Bilingual Education (5)

The course provides an understanding of the historical, political, sociocultural and educational concepts and issues that affect linguistically and culturally diverse students in schools. The course examines the historical, political, sociocultural and educational concepts, and their implications for pedagogical practice. Specific program models and ways to differentiate language and content area instruction for English language learners are analyzed. The class time is split between the classroom and online work, some in an adaptive learning environment. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

ESR - Educational Statistics and Research

ESR 502 - Research Analysis Methods for Educational Psychologists (2)

Students learn about research tools and strategies of research methods to critically analyze research studies, clinical assessment tools, clinical reports, and program evaluations relevant to Educational Psychology and School Psychology. Topics of investigation include identifying research hypotheses and questions, ethics in the conduct of research, criteria for a sound literature review, structure and format of research proposals, interpretation of quantitative and qualitative data collection and analysis techniques. Measures of central tendency and dispersion, measurement error, correlation, t-tests, analysis of variance, and chi-square tests are introduced within the context of multiple research designs. Prerequisite(s): Admission to the Educational Psychology program or consent of instructor. 2 semester hours

ESR 503 - Applied Research Methods for Educational Psychologists (2)

Students apply research tools and strategies of problem investigation to the formulation of original small-scale research proposals and plans for program evaluation relevant to Educational and School Psychology that embody acceptable standards of reliability, validity, and ethics. Students develop sound and testable research questions and hypotheses, conduct an abbreviated literature review, and use quantitative and qualitative data collection and analysis techniques. These techniques may include measures of central tendency and dispersion, measurement error, correlation, t-tests, analysis of variance, factor analysis, chi-square, meta-analysis, observation, interviewing, case study, and questionnaire construction. Prerequisite(s): ESR502 - Research Analysis for Educational Psychologists or equivalent course or consent of instructor. 2 semester hours

ESR 504 - Assessment and Curriculum Differentiation in Early Childhood Settings (3)

This course explores the definitions, purposes, and theories of assessment and curriculum differentiation in early childhood settings. The implications of assessments, ethical concerns, and appropriate assessment practices are discussed. Candidates learn various forms of authentic and other performance-based assessments appropriate for young children from different cultural, linguistic, and social economic backgrounds. Candidates learn meaningful ways to collect data on child performance, analyze and interpret teaching effectiveness, and utilize the assessment results for curriculum planning and differentiations. At least five hours of observation in early childhood settings are required. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

ESR 505 - Educational Inquiry and Assessment (3)

In this course, candidates explore various types of educational inquiry and assessment by studying their own educational settings and contexts. Candidates investigate topics that are of interest to them and learn how to critique published research. Candidates collect and evaluate their own data to understand their classrooms and students’ behaviors and attitudes. Working collaboratively and/or independently on projects and assignments, candidates learn different approaches to data collection and assessment, considering issues of credibility, reliability, and validity. Candidates engage in a small scale site-based project, or its equivalent, to acquire practical skills of researching and evaluating educational phenomena. Prerequisite(s): None 3 semester hours

ESR 514 - Research in Action: Becoming Practitioner Researchers (3)

In this course, candidates explore research paradigms that underpin practitioner and action research and the corresponding methods of educational inquiry. Candidates examine their assumptions regarding the value of practitioner-oriented research and develop skills to conduct small-scale research projects within the areas of their specialization and interest. Course
readings and assignments are used to exemplify various methods and styles of conceptualizing, conducting, and presenting research. Candidates learn to evaluate published research and scholarly works and to express themselves creatively in writing and presenting their research projects. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

ESR 531 - Exploring Action Research: Action Research I (2)

This course is the first in a four-course action research sequence. It introduces the nature and processes of teachers’ classroom inquiry to enlighten instruction and improve student learning. Towards this end, the course introduces traditions and conceptions of action research and its relation to other forms of inquiry. It emphasizes the role of teachers as researchers of their own practices and contexts in terms of their students’ learning and construction of meaning. Candidates begin to explore their classrooms as complex systems shaped by interpersonal, cultural, and political/structural dynamics. Candidates build a framework for their own action research as they write their autobiography and their action research proposal. This course is for students in the M.Ed. Teaching, Learning, and Assessment Program. Prerequisite(s): None. Co-requisite(s): None. 2 semester hours

ESR 532 - Engaging in Action Research: Action Research II (2 TO 3)

The course introduces traditions and conceptions of action research and its relation to other forms of inquiry. The teacher’s role as researcher of their own practices and contexts related to students’ learning and construction of meaning are explored. Candidates investigate their classrooms as complex systems shaped by interpersonal, cultural, and political/structural dynamics, building frameworks for action research through writing an autobiography, action research proposal, and literature review. Candidates learn how to become teacher researchers and change agents in their classrooms. The course is offered for 2 SH in the Teaching, Learning, and Assessment Program and for 3 SH for candidates with a Teacher Leader major. 10 field hours are required. Pre-requisite(s): ESR 531 (required only for TLA program candidates). Co-requisite(s): None. 2 or 3 semester hours

ESR 533 - Continuing Action Research: Action Research III (2 OR 3)

Candidates continue their action research study, collecting and analyzing data, using data analysis to draft responses to research questions, and critiquing, synthesizing, and reflecting on relevant literature. Through recursive cycles of planning, implementing, observing, reading, conversing, and interpreting, they use emerging analyses to make meaning of student classroom experiences and self-experiences. By incorporating appropriate technology throughout these processes, candidates explore ways to enrich student experiences and enhance classroom success. The course is offered for 2 SH in the Teaching, Learning, and Assessment Program and for 3 SH for candidates with a Teacher Leader major. 10 field hours are required. Pre-requisite(s): ESR 532. Co-requisite(s): None. 2 or 3 semester hours

ESR 534 - Completing Action Research: Action Research IV (2 OR 3)

Candidates complete their action research cycle, becoming aware of the relationship of the research process to personal professional, and institutional change. Candidates reflect on their data, construct patterns, note changes in their practices, and prepare a final product communicating insights about their work and student learning. This action research project utilizes relevant technological formats as candidates explore uses of their inquiries to enrich professional and institutional change and explore ways to continue the self-assessment processes of reflective practitioners. Self-assessment processes of reflective Teaching, Learning, and Assessment program and for 3 SH in the Teacher Leader program. 10 hours of field experiences are required. Pre-requisite(s): ESR 533. Co-requisite(s): None. 2 or 3 semester hours

ESR 584A - Workshop/Action Research as Professional Development A (1)

This professional development workshop for educators is the first in a series of workshops that link action research to school/district goals and build learning communities. In this workshop, practitioners are introduced to action research and its contributions to improving educational practice. They learn how to choose a research topic, review the literature on their selected topic, and develop a proposal for action research in their educational setting. Participants may elect to take up to three additional workshops (each 1 semester hour) to help them carry out their research by collecting and interpreting data, and reporting and writing their findings. Prerequisite(s): None. 1 semester hour

ESR 584B - Workshop/Action Research as Professional Development B (1)

This professional development workshop is the second in a series of workshops for educators that link action research to school/district goals and build learning communities. In this workshop (1 semester hour), practitioners are introduced to the different research methods and paradigms. Participants synthesize and critique research on their topic of
choice. They plan a small-scale pilot action research project in their own setting and pilot test their data collection tools. Ethical considerations in education inquiry are also discussed in the workshop. Participants may elect to take two additional workshops (each 1 semester hour) to further extend their research projects and report on their findings. Prerequisite(s): ESR 584A. 1 semester hour

ESR 584C - Workshop/Action Research as Professional Development C (1)

This professional development workshop is the third in a series of workshops for educators that link action research to school/district goals and build learning communities. In this workshop (1 semester hour), participants plan and carry out an action research inquiry. They collect, analyze, and reflect on the study results and the meaning of the findings for their own settings. Participants may elect to take one additional workshop (1 semester hour) to further extend their research projects and report on their findings. Prerequisite(s): ESR 584B. 1 semester hour

ESR 584D - Workshop/Action Research as Professional Development B (1)

This professional development workshop is the fourth in a series of workshops for educators that link action research to school/district goals and build learning communities. In this workshop (1 semester hour), participants analyze the results of their action research project and report their findings. They develop an action plan to better understand and improve life in classroom, school, and community settings. Using formal and informal means, participants share and communicate the results of their action research project with their school community (e.g. colleagues, school administrators, school boards). Prerequisite(s): ESR 584C. 1 semester hour

ESR 594 - Independent Study (1 TO 4)

1-4 semester hours

ESR 595 - Special Topics/Research (1 TO 6)

This course provides the student with the opportunity to explore current or specialized topics in the field of educational research. 1-6 semester hours

ESR 604 - Dissertation Proposal Seminar (2)

The primary goal of this course is for students to develop the proposal for their doctoral dissertations or equivalents. This will involve definition of a research problem, review of the related literature, and design of appropriate procedures and instruments for pursuing the problem, review of the related literature, and design of appropriate procedures and instruments for pursuing the problem. As part of the class activities, students are also exposed to the research problems, related literature reviews, and methodologies developed by students from each of the other doctoral programs. Prerequisites: ESR 610, ESR 612, ESR 614, ESR 616 or ESR 618. The completion of comprehensive qualifying examinations is also recommended. 2 semester hours

ESR 610 - Paradigms of Research (2)

In this course, students explore multiple theories of knowledge and research and the ways in which these theories are enacted in contemporary educational and interdisciplinary contexts. Students investigate the nature and language of epistemological claims as they are created and legitimized through scientific, philosophical, historical, cultural, and personal renditions of knowledge. Students examine the implications of specific paradigms of knowledge for critiquing, conceptualizing, conducting, interpreting, and using research within a variety of settings. Critical reflections on the intersections of knowledge, power, identity and context are emphasized throughout the course. Prerequisite(s): Doctoral standing or approval of doctoral program. 2 semester hours

ESR 612 - Empirical/Analytic Research I (3)

The course focuses on approaches and methods of collecting, analyzing, and interpreting basic and intermediate level descriptive and inferential statistics. Participants in this course explore ways of designing and implementing empirical-quantitative research in educational or other learning contexts. During the course, they plan a small-scale research project, collect quantitative data, use statistical software (e.g., SPSS) to analyze and interpret the data, and report on their findings. Participants also examine ethical issues related to conducting and presenting research. Pre-requisite(s): Admission to the NCE doctoral program or consent of instructor. Co-requisite(s): None. 3 semester hours

ESR 614 - Interpretive and Critical Research I (3)

This course introduces conceptual and practical assumptions, contributions, limitations, and controversies of interpretive and critical research. Drawing on various epistemological positions and research traditions, participants become aware of the complexities of research contexts and ways in which they are embedded in community, culture, language, history, and power structures. Participants acquire knowledge of various methodologies such as ethnography, narrative, grounded theory, and others, and develop research skills by engaging in small-scale field projects. Participants begin to grapple with inherent tensions in the interplay among research purpose, methodology, and ethics, while cultivating
personal dispositions on educational inquiry. Prerequisite(s): CCD 605, CCD 615, CCD 620, CCD 625, CCD 630, or consent of instructors. Co-requisite(s): None. 3 semester hours

**ESR 616 - Empirical/Analytic Research II (3)**

Students explore assumptions and techniques of empirical/analytic research in the context of schools and the larger context of education. The course builds on the knowledge gained in ESR 612 by focusing on the approaches and methods for data collection, analysis, and interpretation assumptions, and limitations of empirical/analytic studies that use multiple measures. Students are expected to conduct and report on a small-scale research project in their own setting by collecting and interpreting quantitative data. Statistical software (e.g., SPSS) is used by students to analyze their research project data. The course includes a minimum of 15 hours of fieldwork. Prerequisite(s): Doctoral Standing; ESR 610 and ESR 612. 3 semester hours

**ESR 618 - Interpretive and Critical Research II (3)**

This course is designed to advance the knowledge of interpretive and critical research gained in prior coursework. The course focuses on specific research strategies and designs; advanced methods of collecting, analyzing, and interpreting qualitative data; and current issues in educational research. By completing a self-designed project, participants enhance their research skills, thus engaging in "knowing, doing, and being." Participants explore constructs of validation, credibility, and evaluation criteria; research ethics, aesthetics, and politics; and diverse forms of representation of interpretive and critical research findings. Pre-requisite(s): ESR 614. Co-requisite(s): None. 3 semester hours

**ESR 630 - Understanding and Using Educational Research (3)**

In this course students study the methodologies, assumptions, and the techniques for various types of data collection and analysis used by educational leaders. The course begins with an overview of student data as a form of organizational performance (e.g., test scores, graduate rates, attendance, etc.) then moves to the broader issues of evaluation, experimentation, quantitative analysis, and interpretivist analyses. The course ends with a review of current research and trends in data-driven decision making. Throughout the course students analyze cases to develop a practitioner's knowledge of research, evaluation, and data use for school improvement. Prerequisite(s): Admission to the Educational Leadership Doctoral Program, Educational Specialist Program, or with permission of the Program Director. 3 semester hours

**FIN - Finance**

**FIN 444 - Finance and Accounting Concepts for Managers (5)**

The focus of this course is on using financial information to facilitate better managerial decisions. Students utilize finance and accounting concepts to identify, measure, assess, and communicate business information. Topics covered in this course include financial statement analysis, raising capital, cost systems, budget development and evaluation, cost-volume-profit analysis, and time value of money. Prerequisite(s): BUS 430 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**FND - Foundations**

**FND 501 - Community Study (1)**

This interdisciplinary, community-based field study provides teacher candidates the opportunity to engage in a community based project in order to better understand the community in which they will teach. This course will be presented through a discussion seminar format accompanied by a community service-learning practicum. The course encourages exploration of the issues confronting families and neighborhoods through research, community involvement and assessment in a particular community. Prerequisite(s): None. Co-requisite(s): None. 1 semester hour

**FND 503 - Historical and Philosophical Foundations of Early Childhood Education (3)**

This course explores the rich historical and philosophical antecedents of educational programs for young children, including those with exceptionalities. Its scope extends from Plato to the present day with comparisons and contrasts made
between earlier educators and leading theorists of the present era. Some cross-cultural comparisons are included: Students are encouraged to use the Internet and other technologies to access current information and examine it with research findings and our knowledge base from the past. The purposes are: to provide the early childhood educator with a context for understanding and evaluating current practices and to provide a context for the development of a reasoned and coherent personal philosophy of caring for and teaching young children, based on ethical and professional practice and decision-making. Prerequisite(s): None. 3 semester hours

**FND 504 - History and Philosophy of American Education (1 TO 2)**
This course critically examines the social, cultural, political, and economic forces, and the philosophies of education that have influenced educational policy, laws, school structure, and pedagogical and methodological practices throughout the U.S. history. Students investigate, debate, and critique contemporary issues with regard to socio-economic class, race, gender, ethnicity, and ability. They demonstrate their knowledge, understanding, and reflective practice through personal philosophy statements and other assignments pertaining to the history and philosophy of education and learning and teaching for social justice. This course is only offered for students in the Secondary Education program (2SH) and is taught as an integrated course with SEC 502. Prerequisite(s): None. Co-requisite(s): None. 1-2 semester hours

**FND 509 - Building on Educational Foundations (3)**
Candidates will examine their own educational beliefs, personal values, and instructional practices in light of historical /sociological/philosophical issues, themes, and theoretical approaches to education. This course will emphasize how the structural basis of schooling and what gets taught in schools are deeply embedded in the social, cultural, and political context of a particular time. There will be an emphasis on candidates making connections between current and historical struggles in education in order to analyze alternatives to current practices. Through dialogue, readings, interviews, projects, websites, and activities, educators will explore issues of equity and social justice for all students. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

**FND 510 - Social Justice Perspectives on the History and Philosophy of American Education (1 TO 3)**
This course critically examines the social, cultural, political, and economic forces, and the philosophies of education that have influenced policy, laws, school structure, and practices throughout the history of American education. Issues addressed include disability, race, ethnicity, gender, socio-economic class, identity, and immigration. Candidates lay the foundation for the development of a personal philosophy of education and reflectively examine issues of education from social justice perspectives. Prerequisite(s): None. Co-requisite(s): None. 1-3 semester hours

**FND 511 - Social and Cultural Politics of Education: Personal and Contextual Perspectives (3)**
In this course, students examine current social, cultural, political, and economic factors that affect American education and schooling. These factors are examined in relation to students' personal, professional and social identities and experiences. The intent is for educators to understand sociopolitical and cultural contexts of their practice and their abilities and responsibilities that help shape these contexts. Students engage in ongoing discussion of and reflection on moral and ethical responsibilities of educators who construct and implement a plan of action that reflects a commitment to democratic schools and social justice. This course requires a minimum of 15 hours of site-based activities. Prerequisite(s): None. 3 semester hours

**FND 591 - Field Study/Educational Foundations (2)**
2 semester hours

**FND 594 - Independent Study (1 TO 4)**
Students have the opportunity to pursue an area of interest under the guidance of a faculty member in Foundations and Research. 1-4 semester hours

**GEN - General Education**

**GEN 100A - Learning Pathway 1: Reading and Writing (2)**
This developmental course is designed to help students achieve college-ready skills in reading and writing. Prerequisite(s): Pre-general education course sequence in writing, placement based on score from placement test or elected. Co-requisite(s): None. 2 quarter hours

Distribution: Developmental Course.

**GEN 100B - Learning Pathway 2: Quantitative Reasoning (2)**
This developmental course is designed to help students achieve college-ready skills in mathematics and quantitative reasoning. Prerequisite(s): Pre-general education coursework in mathematics, placement based on score from placement test or elected. Co-requisite(s): None. 2 quarter hours

Distribution: Developmental Course.
GEN 103 - Student Success Seminar (5)
This course prepares students to be successful in a college environment and introduces them to the resources and support offered by National Louis University. Students develop critical thinking and problem-solving skills; engage in self-assessment; strengthen their information literacy and digital literacy skills; and explore their personal and professional growth paths. Prerequisite(s): None. Co-requisite(s): None. 4 quarter hours

Distribution: GenEd-Other.

GEN 99 - Pathways Skills Lab (0)
During this co-curricular time, students will work to enhance their education through group work, workshops, tutoring, guest lectures and enhanced coursework support. Pre-requisite: None. Co-requisite: None. 0 quarter hours

HCL - Health Care Leadership

HCL 300 - Introduction to the Health Care Leadership Program (4)
This course introduces students to the Health Care Leadership (HCL) program. Students are introduced to the different topics and courses presented in the HCL program and become familiar with the learning outcomes of the courses and the HCL program. Students will also become familiar with research methodologies using the NLU Library resources and the Internet. This course will also introduce students to adult learning philosophy and how it is a part of the HCL program. Students will additionally have an opportunity to explore their employment skills and health care occupations as part of this course. Prerequisite(s): LAE 120, LAM 109, LIBR 200; Admission to the HCL program. Co-requisite(s): None. 4 quarter hours

HCL 310 - Professional Writing in Health Care (4)
This course provides an opportunity for students to review and refine the written communication skills needed for advancement within health care organizations and professions. Students also learn techniques and strategies of communicating persuasively as health care leaders. These persuasive skills, techniques, and strategies foster greater directed leadership presence. Pre-requisite(s): HCL 300 or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 315 - Team Development in Health Care (4)
This course is a study of team behavior and the effect team functioning has upon organizational effectiveness. Emphasis is placed on the basics of team behavior, principles of team dynamics, problem solving, decision making, diagnosing and resolving conflict in teams, and managing and facilitating team meetings. Pre-requisite(s): HCL 300; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 320 - Educational Delivery & Assessment in Health Care (5)
This course reviews the general principles of adult learning with application to health education programs. The student is enabled to design an appropriate learning activity for health care organizations that utilizes various components of individual and group learning techniques. Additionally this course explores the general principles and guidelines for defining and assessing complex behavioral outcomes in training, supervisory, clinical and operational quality improvement contexts. Students develop evaluation tools and prepare a comprehensive assessment plan for a workplace training program. The use of assessment for program improvement is examined. Prerequisite(s): HCL 300, HCL 335; Admission to the HCL program. Co-requisite(s): None. 5 quarter hours

HCL 330 - Presentation Skills in Health Care (4)
This course provides students with the skills necessary to construct, present, and evaluate units of instruction in the health care setting. An overview of various media, such as presentation software and video, and their appropriate use are be presented. Students have the opportunity to apply these principles in critiquing media and in producing visuals through computer graphic. Pre-requisite(s): HCL 300; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 335 - Overview of Health Care Delivery (4)
This course examines the evolution of health care delivery including societal expectations, organizations, careers, financing, technology, and regulation. The systems that deliver health care in the United States are compared to the systems that exist in other countries. The relationship between cost, access and quality is critically examined. Health care information sources are explored. Pre-requisite(s): HCL 300; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 410 - Health Care Supervision & Human Resources (5)
This course examines the roles of supervisors in health care organizations. It prepares health care professionals for supervisory roles by examining management theory and principles and practical applications in a variety of health care settings. Additionally, this course investigates the principles involved in job selection, training, development, and
evaluation of job performance in health care organizations. The student is enabled to design and implement job descriptions, selection interviews, in-service and job training sessions, and performance appraisals at the departmental level. Prerequisite(s): HCL 300, HCL 310, HCL 315, HCL 330, and MGT 436; or approval of Dean or Associate Dean of the College of Management and Business. Admission to the HCL program. Co-requisite(s): None. 5 quarter hours

HCL 415 - Financial and Physical Resource Administration (4)

This course explores and analyzes the application of principles involved in managing the financial and physical resources in health care settings. Students will focus on concepts dealing with third party reimbursement, budget development, expenditure control, record keeping, inventory control, equipment purchases, and departmental facility planning. Students are introduced to the use of fundamental financial information and data, including income statement and the balance sheet. Students will use these statements and such tools as ratio analysis, time value of money and capital budgeting to perform a cursory evaluation of the overall financial health of an organization. Pre-requisite(s): HCL 310, HCL 315, HCL 320, HCL 330, HCL 335, and MGT 436; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 420 - Ethical and Legal Issues in Health Care (4)

This course explores the ethical and legal aspects of contemporary issues concerning health care delivery. The potential interaction and conflicts among individual value/moral systems, ethical standards, and legal considerations are examined. Practical considerations for protecting institutional, practitioner, and patient interests are presented. Pre-requisite(s): HCL 310, HCL 315, HCL 320, HCL 330, HCL 335, and MGT 436; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 425 - Health Care Information Systems (4)

This course provides an overview of information systems in health care operations and management. The course addresses health care information systems from multiple perspectives, including providers, patients, payers, and public sector agencies. Students are exposed to core health care information technologies; clinical and administrative applications of these technologies; processes for implementing and managing these technologies; and the impacts of these technologies on the people, processes, and performance of today’s health care industry. Pre-requisite(s): HCL 310, HCL 315, HCL 320, HCL 330, HCL 335, and MGT 436; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 430 - Marketing of Health Care Services (4)

This course provides an understanding of the role of marketing activities in health care today, with a particular focus on marketing activities performed at the departmental level. It addresses the distinct needs and problems of health care service organizations in development and execution of marketing plans. Discussions and assignments will focus on marketing principles and activities that contribute to positive growth and reputation of health care services through quality, service, and value. The student identifies and analyzes a marketing opportunity or problem, and develops a marketing plan linked to actual outcomes by employing creative as well as critical thinking skills. Pre-requisite(s): HCL 310, HCL 315, HCL 320, HCL 330, HCL 335, and MGT 436; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 440 - Health Care Systems (4)

Health Care Systems provides an introduction to the fundamentals of systems management and organizational theory and their applications to the analysis of health care organizations. Students discuss systems models, organizational boundaries, varieties of systems, environmental factors, force field analysis, strategic alternatives, and the evaluation of alternatives and strategic choices. Pre-requisite(s): HCL 300, HCL 310, HCL 315, HCL 320, HCL 330, HCL 335, HCL 410, HCL 415, HCL 420, HCL 425, HCL 430, and MGT 436; or permission of Program Chair or designate. Co-requisite(s): None. 4 quarter hours

HCL 450 - Business Planning in Health Care (4)

Business Planning in Health Care is the capstone course for the Health Care Leadership program. This course incorporates the learning experiences of the other Health Care Leadership courses to create an operational business plan for providing a new service within a health care facility or organization. The course includes assessing the needs & value of a new service and job training sessions, and performance of today’s health care industry. Pre-requisite(s): Admission to the HCL program; the successful completion of HCL 300, HCL 310, HCL 315, HCL 320, HCL 330, HCL 335, MGT 436, HCL 410, HCL 415, HCL 420, HCL 425, HCL 430, and HCL 440. Co-requisite(s): None. 4 quarter hours

HED - Higher Education Leadership

HED 500 - Instructional Design and Assessment in Higher Education (3)
Knowledge of learning theory, assessment, and instructional design is essential for teaching in higher education. This course examines theories of teaching and learning applicable to a contemporary higher education setting including: creation of meaningful and challenging learning experiences, development of measurable student learning outcomes, design and alignment of instructional materials and assessments with learning outcomes, and the provision of effective feedback to learners. Pre-requisite(s): Permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HED 510 - Teaching and Learning with Technology-Based Practices (3)
In this course, students explore the spectrum of approaches to improving postsecondary teaching and learning experiences through technology-based practices and tools and the application of such approaches to their discipline(s). Topics covered in this course evolve with technology and typically include: learning management systems (LMSs), differentiated philosophies and best practices in teaching traditional, technology-enhanced, blended/hybrid, and online courses, addressing the needs of diverse groups of learners, social networking tools, open-source content, and other topics of emerging and current interest. Pre-requisite(s): Permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HED 591 - Field Experience in Higher Education: Becoming a College Educator (3)
This course builds on instructional design, assessment, and technology-based teaching and learning practices introduced in prerequisite courses and extends those practices to focus on a more substantive teaching experience. Students integrate theory with experiential learning through a supervised teaching experience, serving as teaching assistants, instructional design assistants, or in selected instances, instructor or co-instructors of record in entry-level courses. Pre-requisite(s): HED 500, and HED 510; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HED 600 - Higher Education in the United States (3)
This course introduces students to doctoral studies in higher education and examines the role of higher education in the United States. Students discuss the emergence and functions of modern higher education institutions (HEIs) from multiple perspectives and examine the evolution of higher education from its colonial roots to the current landscape populated by diverse and complex institutions. Pre-requisite(s): Admission to doctoral program; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HED 632 - Student Development Theory (3)
This course examines a range of development theories that offer insight into student learning and growth throughout the students’ postsecondary educational experiences. Students investigate how social and sociological differences and the rapidly changing landscape of higher education influence student development. Special focus is placed on the potential implications of these theories on a higher education institution, its policies, and its leadership. Pre-requisite(s): HED 600, RES 600; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HED 634 - Quality Assurance in Higher Education (3)
A strong higher education institution is a constantly evolving one, dedicated to continuous assessment of its effectiveness and data-informed actions designed to improve its outcomes. In this course, students delve into the concept of quality in higher education (including standards-based and fitness-for-purpose quality frameworks), study internal and external quality assurance practices and processes, and explore the concept of accreditation and the regulatory environment of higher education in the United States. A particular emphasis is placed on critical assessment of institutional strengths and weaknesses, case studies, and quality assurance agencies’ criteria and practices. Pre-requisite(s): HED 600, RES 600; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HED 690 - Internship in Higher Education (1 TO 6)
The internship enables students to integrate theory with experiential learning while working in a field related to their program. Students engage in supervised and structured experiences and must complete a minimum of 45 hours of internship and related activities per semester credit hour earned. This course may be taken multiple times for up to a total of six semester credit hours. Pre-requisite(s): Permission of Program Chair or designate. Co-requisite(s): None. 1-6 semester hours

HIS - History

HIS 102 - Introduction to Political Science (5)
This survey course focuses on the institutions and procedures of political systems. Topics covered include political institutions, political issues and ideas, decision-making processes, global politics, elections and electoral systems, political parties and party systems, bureaucracy and branches of government. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
HRM 5 - Human Resource Management

HRM 509 - Human Resource Management Profession and Its Role (3)

This course introduces students to the graduate study of human resource (HR) management and development by combining an overview of the HR profession with an exploration of the students' interest areas within it. Students explore the four HR knowledge domains of people, organization, workplace, and strategy, and behavioral competencies associated with effective HR practice. Students are also exposed to the key aspects of leadership, reflection, and self-assessment, thus establishing a strong foundation for future studies. Pre-requisite(s): Graduate standing; or permission of the Program Chair or designate. Co-requisite(s): None. 3 semester hours

HRM 513 - Total Rewards (3)

Organizations' total rewards strategies are essential for advancing the organizational mission, vision, values, and goals. Total rewards serve as effective levers for the recruitment, retention, and engagement of a high-performing workforce. This course explores a wide range of monetary and non-monetary rewards, with a special focus on compensation and salary structure design and the development and administration of health benefit plans and retirement plans. Pre-requisite(s): HRM 509, or LAP 528 or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HRM 520 - Performance Analysis and Measurement (3)

Measuring employee performance is instrumental for making data-informed decisions and developing strategies for improvement. This course focuses on the full cycle of employee performance analysis and management, as well as its relationship to reward systems. Students explore practical strategies for selecting a performance measurement approach, measuring performance and behavioral outcomes, and continuously improving those outcomes through employee goal-setting and development. Pre-requisite(s): HRM 509, or LAP 528, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HRM 521 - Talent Acquisition and Retention (3)

Talent is a key source of an organization’s competitive advantage, and acquiring and retaining talent is essential to the organization’s business strategy. This course focuses on job analysis and competency modeling, drafting job descriptions, forecasting the organization’s staffing needs, and strategies for the talent acquisition process. Other topics covered in this course include sourcing, recruiting, applicant tracking, interviewing and other forms of candidate assessment, and selection. Students also explore strategies for talent management from onboarding through retention. Pre-requisite(s): HRM 509 or LAP 528; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HRM 541 - Employment Law and Regulations (3)

Today's human resource manager must be knowledgeable in employment law and regulations and must be able to interpret and apply them to real-world scenarios encountered in the workplace. Focusing on United States employment law and regulations, students survey legal issues in employer-employee relationships and employment status. Students examine the doctrine of employment at will, the wide range of employee protections provided through federal and state laws, and the Equal Employment Opportunity Commission's enforcement of anti-discrimination laws. Students also explore the role of labor unions, including their economic impact on organizations and the process of negotiating and administering collective bargaining agreements. Pre-requisite(s): HRM 509, or LAP 528, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HRM 591 - Internship in Human Resource Management (1 TO 6)

The internship enables students to integrate theory with experiential learning while working in a field related to their program. Students engage in supervised and structured experiences and must complete a minimum of 45 hours of internship and related activities per semester credit hour earned. This course may be taken multiple times for up to a total of six semester credit hours. Pre-requisite(s): Permission of the Program Chair or designate. Co-requisite(s): None. 1-6 semester hours
HRM 595 - Special Topics in Human Resource Management (1 TO 6)
This course provides an in-depth study of a special topic in human resource management not covered in one of the other program courses. Topics offered may be chosen based on research interests of students and faculty, special faculty expertise, or areas of current debate and emerging interest in the field. This course may be taken for credit multiple times, provided that different topics are covered in each course. Pre-requisite(s): Permission of Program Chair or designate. Co-requisite(s): None. 1-6 semester hours

HRM 597 - Consulting Project in Human Resource Management (1 TO 6)
This course enables students to integrate theory with experiential learning while working on an individual or group consulting project in a field related to their program, such as human resource management and/or organizational behavior and development. Students review the principles of organizational consulting and develop a formal presentation of their findings and recommendations. Students must complete a minimum of 45 hours of project-related activities per semester credit hour earned, up to six semester credit hours total. This course may be taken multiple times for up to a total of six semester credit hours. Pre-requisite(s): Permission of the Program Chair or designate. Co-requisite(s): None. 1-6 semester hours

HRM 599 - Integrating Business and HR Strategy (3)
High-performing organizations leverage human resources to achieve business goals and objectives. This course explores how HR strategy aligns with the organization’s business strategy to drive success and create shareholder value. Students review principles of finance, marketing, economics, sales, technology, and business systems and their relationship with HR in contributing to business strategy. Topics include assessing market competition and the labor market for potential threats and opportunities for competitive advantage, developing metrics and scorecards, evaluating data, interpreting financial statements, and creating an action plan for developing, implementing, and valuating an HR strategy to advance the organization’s key business goals and objectives. Pre-requisite(s): Completion of at least seven of the following courses: HRM 513, HRM 521, HRM 520, HRM 540, OBD 515, OBD 533, OBD 550 AND OBD 551; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

HSC - Human Services Core/Counseling

HSC 101 - Introduction to Human Services (5)
Exploration of the field of human services, including the impact and meaning of psychosocial and related difficulties to the individual and to society; the function of a variety of human service organizations; current trends and historical patterns of human service care; professional roles and ethical responsibilities. 5 quarter hours

HSC 102 - Introduction to Applied Group Process (5)
A study of formal and informal group dynamics, issues, and behaviors, directed to an understanding of group functioning and leadership; factors involved in group cohesion and group conflict, communication and intervention skills. 5 quarter hours Pre-requisite(s): None. Co-requisite(s): None. 4 quarter hours

HSC 201 - Principles and Dynamics of Interviewing (5)
Examination of various techniques, goals, methods, model, and outcomes of interpersonal relationships. Focus on basic interviewing skills, information gathering, recording and assessment, and goal planning. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

HSC 202 - Theory and Techniques of Crisis Intervention (5)
Introduction to crisis theory, focusing on models of intervention, and utilizing experiential skills-building exercises. Prerequisite(s): HSC 101, HSC 201. Co-requisite(s): None. 5 quarter hours

HSC 203 - Principles of Family Intervention (5)
Examination of theories and dynamics of family change and issues of stabilization within that change. Emphasis on viewing the family as a whole system wherein change in one individual changes the family group and structure. Focus on identifying strategies of intervention as defined by family needs and structural change. Prerequisites: HSC 101, HSC 201, HSC 202, or permission of instructor. 5 quarter hours

HSC 305A - Special Needs Populations A (3)
This course examines circumstances in which some individual or family needs are most effectively met through means outside of the systematic norms due to disability or other situations. It emphasizes evaluation of services, coping strategies and resources. 3 Quarter Hours.

HSC 305B - Special Needs Populations B (2)
This course examines circumstances in which some individual or family needs are most effectively met through means outside of the systematic norms due to disability or other situations. It emphasizes evaluation of services, coping strategies and resources. 2 Quarter Hours.
COURSE DESCRIPTIONS

HSC 310 - Management/Administration of Health and Human Services Organizations (5)
In-depth analysis of selected types of human service organizations in relation to origins, structure, and stability and change. Attention to various interrelated roles of agencies, clients, and professionals. Examination of organization-environment interface. Prerequisites: HSC 501, or HSC 201. 3 semester hours

HSC 430 - Fundamentals of Case Management (5)
This course will introduce students to the ethics and skills necessary in case management. Topics will include: ethics; case management responsibilities; cultural competence; documentation and monitoring; as well as review basic written and verbal communication skills. An experiential component will provide practice opportunities. Prerequisite: Principles and Dynamics of Interviewing (HSC 201) or its equivalent. 5 Quarter Hours.
Distribution: Human Services Electives.

HSC 499 - Seminar/Current Issues in Human Services (1 TO 6)
Seminar on current issues in the human services field, identifying trends, problems, paradoxes, and parameters in areas of the profession. Analysis, design, and implementation of solution will be a major focus. 1-6 quarter hours
Distribution: Human Services Electives.

HSC 501 - Fundamentals of Counseling (3)
This course presents an overview of the theory, principles, techniques and methods essential in conducting an effective counseling interview. Specific skills, competencies, and concepts related to counseling interviews are studied, and an ongoing experiential component provides practice opportunities. In addition, there is a focus on self-awareness and insight, considered essential qualities the effective counselor. Prerequisite(s): Admission to the Master of Science in Counseling, or consent of the department. 3 semester hours

HSC 503 - Counseling and Human Development in a Multicultural Society (3 OR 5)
An examination of theory, techniques, dynamics, and behaviors of counseling in a multicultural society. Emphasis is placed upon understanding the influences of one's own cultural background as well as critical issues of counseling persons of other cultures, ethnicity, race, and/or unique subcultural grouping. Prerequisite: HSC 501. 3 semester hours

HSC 504 - Clinical Techniques of Counseling (3)
This course expands interviewing skills and techniques through extended practice sessions with one client, relevant readings, examination of case materials and written exercises. Prerequisites: HSC 501, HSC 510, or HSC 201. 3 semester hours

HSC 505 - Clinical Assessment and Diagnosis (3)
This course will provide an overview of the DSM IV and how it can be used for purposes of assessment and diagnosis of the individual client. The student will learn the characteristics of various personality disorders and how to assess these disorders within the parameters of the helping interview. Prerequisite(s): HSC 501, HSC 510. Co-requisite(s): None. 3 semester hours

HSC 506 - Introduction to Theory and Practice of Family Therapy (3)
Exploration of theoretical models and concepts in the field of family therapy: Focus upon systemic change, dysfunction, and stages of family development. Family therapy approaches to whole families are presented theoretically and through simulation experiences. Prerequisite(s): HSC 501. Co-requisite(s): None. 3 semester hours

HSC 510 - Theories of Counseling (3)
Theories of counseling and psychotherapy will be introduced and explored. Students will examine philosophical stance, therapeutic assumptions, and strategic interventions relative to the major schools of thought. Effective characteristics of helping relationships in a multicultural society will be explored. The relationship between counseling theories and evidence-based outcomes will be highlighted. Prerequisite(s): Admission to the Master of Science in Counseling, either the School Counseling or Community Counseling Emphasis, or consent of department. 3 semester hours

HSC 511 - Professional Practice and Ethics in Human Services (3)
This course is an orientation to the issues and ethics in the field of professional counseling. Students will learn about the different types of counseling settings including public schools and a variety of community agencies. Requirements for national certification and state licensing will be covered. The American Counseling Association's Standards of Care and Code of Ethics will be studied. Case samples of ethical decision-making, role plays, and personal reflection are emphasized. Prerequisite(s): Admission to the Master of Science in Counseling, or consent of department. 3 semester hours

HSC 512 - Theories and Techniques of Group Counseling (3)
This course provides an overview of types of small groups, group dynamics, group leadership, group counseling theories, and techniques of group counseling. The course includes an experiential component. Prerequisite(s): HSC 501 and HSC 510. 3 semester hours

**HSC 514 - Counseling for Career Development (3)**

This course will present an overview of the concepts, theories, history, practices and techniques of career counseling through the life span. In addition the course will review the use of occupational classification systems, test and computers in career counseling, as well as counseling with special populations. An experiential component will provide practice opportunities. Pre-requisite(s): HSC 501. 3 semester hours

**HSC 518 - Couples Counseling (3)**

An overview of the theories and techniques which apply to couple counseling. Additional topics include: problems most often brought to marriage counselors, the marital life cycle, influence of the families of origin, clinical assessment and intervention and the impact of divorce and remarriage on family relationships. An experiential component provides practice counseling opportunities. A course in family therapy is recommended in addition to the required prerequisites. Prerequisite(s): HSC 501, HSC 510. 3 semester hours

**HSC 524 - Introduction to Clinical Mental Health Counseling (3)**

This course will introduce students to clinical mental health counseling by familiarizing them with the roles of the clinical mental health counselor, program development, and clinical mental health counseling models and processes. Students will learn about counselors as changes agents, client advocates, outreach specialists, consultants, and preventative educators, and they will review the effects of public policy, managed care, and other social issues on counseling practice. Pre-requisite(s): HSC 501, HSC 510, HSC 511, HSC 512. Co-requisite(s): None. 3 semester hours

**HSC 533 - Counseling Practicum (3)**

The Counseling Practicum class is a combination of individual and group supervision as students begin on-site placement. This course requires 100 hours of field placement in an approved setting, a minimum of 40 hours of direct student/client contact, over a minimum of a ten-week academic term, integrating knowledge and competencies developed in the counseling program. Students participate in program-appropriate audio/video recordings, live supervision of interactions with clients, critique other students' counseling skills sessions, write process notes, and develop a counseling approach specific to CACREP and NLU Counseling Program policy. Counselors-in-training are evaluated by the site supervisor and university practicum supervisor. Prerequisite(s): HSC 504, HSC 505, HSC 511, HSC 512, HSC 514, HSC 534 for School Counseling students or HSC 534 for Clinical Health Counseling students; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

**HSC 534 - School Counseling: Theory, Issues and Practice (3)**

This course is intended to develop knowledge and skills in the application of counseling theory and techniques in a school setting. Focus will be on a developmental counseling curriculum, academic program planning, motivation, consultation, collaboration, and referral. Current issues and practices will be included. Prerequisite(s): Department Program Approval and HSC 501, HSC 510, HSC 511. 3 semester hours

**HSC 541 - Trauma and Crisis Intervention Theory, Response Models and Techniques (3)**

This course will present counseling theories and approaches which effectively address crises and trauma. The course will examine the impact of trauma and crisis and potential neurobiological responses. Students will gain knowledge and skills useful in assessing and intervening in crises and explore the application of these skills in addressing specific situations such as: suicide, homicide, intimate partner violence, sexual assault, natural disasters and terrorism in both community and school settings. Self-care strategies will also be presented. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

**HSC 542 - Psychopharmacology for Counselors (3)**

This course provides an introduction to the basic neurobiology of psychopathology and how psychotropic medications treat such conditions. An understanding of the basic classifications, indications, and contraindications of commonly prescribed psychopharmacological medications will be identified. An emphasis is placed on the role of the counselor as a member of a treatment team who helps facilitate client treatment compliance and monitors the efficacy and side effect manifestations of psychotropic treatment, while helping to integrate that treatment with other nonpharmacological modalities. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

**HSC 543 - Introduction to Theory and Practice of Counseling Children and Adolescents (3)**
This course provides specialized knowledge and skills training in counseling individual children and adolescents through examination of theoretical, behavioral, and play therapy techniques. A strong emphasis will be on helping students understand how the developmental stages of children and adolescents relate to counseling approaches, appropriate assessments, and interventions. Throughout the course, the students will discuss the influence of multiculturalism on individual development, assessment, counseling interventions, and other contextual relationships. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

HSM 581 - Counseling Internship I (3)

Internship reflects the comprehensive work experience of a professional counselor in the student’s program area. The internship consists of 600 clock hours, with at least 240 direct service hours. HSC581 is the first segment of the internship experience. Students integrate classroom theory and learning with application of counseling skills. A qualified onsite supervisor provides one hour weekly, face-to-face supervision. Students also participate in a weekly supervisory seminar at National Louis with a counselor educator supervisor. Counselors-in-training are evaluated by the site supervisor and the university supervisor. Pre-requisite(s): HSC 533 or permission of Program Chair or designate. Co-requisite(s): None 3 semester hours

HSC 582 - Counseling Internship II (3)

Internship reflects the comprehensive work experience of a professional counselor in the student’s program area. The internship consists of 600 clock hours, with at least 240 direct service hours. HSC582 is the second segment of the internship experience. Students integrate classroom theory and learning with application of counseling skills. A qualified onsite supervisor provides one hour weekly, face-to-face supervision. Students also participate in a weekly supervisory seminar at National Louis with a counselor educator supervisor. Counselors-in-training are evaluated by the site supervisor and the university supervisor. Pre-requisite(s): HSC 581 or permission of Program Chair or designate. Co-requisite(s): None 3 semester hours

HSM - Human Services Multiple Program

HSM 406 - Human Services and the Law (5)

Legal principles and issues pertinent to the field of human services administration, mental health and addiction counseling and employee assistance programs will be discussed. Such topics as: crime and delinquency; family crisis; child abuse and neglect; mental health laws; domestic violence laws; DUI information; special education; confidentiality as well as state and federal laws and regulations will be discussed. Issues of real property laws, labor and contract law, as well as professional liability will also be included. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

HSM 407 - Violence and Aggression in the Family (5)

Examination of the psychological, social, behavioral, and cultural foundations of aggression and violence; issues of physical and emotional abuse within the family unit. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

HSM 415 - Strategies of Community Intervention (5)

A study of community power structures and resources, interest groups and citizen participation, influence and power, examination of models for developing and organizing community resources to implement change. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

HSM 417 - Child Abuse and Neglect (5)

This survey course provides an overview of child maltreatment including physical, psychological, and sexual abuse and neglect of children, including theories as well as specific treatments for each type of abuse. The effects of child abuse on normal, healthy child development will be explored as well as the legal issues involved in child protection and intervention. An introduction to prevention, intervention, and case management will be offered. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

HSM 481 - Human Services Practicum I (5)

This course is the first in either a two-part or four-part sequence in the Human Services Professional Studies Sequence. This course requires a minimum of 15 hours per week of on-site experience in a human services agency, totaling a minimum of 150 clock hours for the quarter. In addition, there is a weekly class at the university taught by a university professor. Students work closely with and receive supervision from both the agency and university personnel. For the university classroom component, the issues and dynamics of the professional relationship within the content of the practicum experience are explored. Such topics may include the ethics of helping; organizational structure; service delivery systems; client assessment; treatment planning with individual, group, agency, and family client units. Instruction will focus on the commonalities across client populations in human service work as well as each student's unique field
This course requires a minimum of 15 hours per week of on-site experience in a human services agency, totaling a minimum of 150 clock hours for the quarter. In addition, there is a weekly class at the university taught by a university professor. Students work closely with and receive supervision from both the agency and university personnel. For the university classroom component, the issues and dynamics of the professional relationship within the content of the practicum experience are explored. Such topics may include the ethics of helping; organizational structure; service delivery systems; client assessment; treatment planning with individual, group, agency, and family client units. Instruction will focus on the commonalities across client populations in human service work as well as each student’s unique field placement learning experience. Pre-requisite(s): HSC 201 and acceptance into Professional Studies Sequence. Co-requisite(s): None. 5 quarter hours

HSM 490 - Human Services Independent Study (2 TO 5)

An independent study offering for students and qualified practitioners, which is intended to increase academic qualifications and clinical expertise. Permits the Student to undertake individual research in an area approved by the department and instructor. 2-5 quarter hours

Distribution: Human Services Electives.

HSM 508 - Research and Evaluation Methodology (3)

Introduces students to principles and methods of social research and prepares students to appropriately apply these skills in the conduct of program evaluation and other program management applications. Emphasis will be placed on the research context for decision making in the planning, design, analysis and reporting of applied research. Prerequisite: HSA 510 or HSC 500. 3 semester hours

HSM 585X - Internship and Supervision Continuation (0)

All students enrolled in the C. HS Department’s Counseling Masters Degree or the School Counseling Certificate are expected to achieve a required number of practicum/internship experience and supervision hours. When extenuating circumstances occur that deter a student from achieving the required number of hours within normal time parameters, a student may be able to continue accumulating hours and attending mandated university supervision for additional terms. The Internship Supervision Continuation course awards no academic credit, but allows a student to remain a registered student of the university while completing their internship supervision hour requirements. Prerequisite(s): The first time a student registers for this course they must have masters standing, consent of instructor, and prior registration in the internship courses required.
HSM 594 - Independent Study/Human Services (1 TO 3)

Independent studies offering for Graduate level Human Service students. Permits the student to design and undertake individual study and research in an area approved by the instructor. Topics and depth of study will vary according to the student interest and amount of credit. Prerequisite: Admission to the Graduate Program and Instructor’s Approval. 1-3 semester hours

HSM 595 - Special Topics/Human Services (1 TO 5)

Special Topics courses are developed to address advanced graduate student interest and needs in the area(s) of specialty focus study. Course may be registered for more than once as the topical content varies each time offered. 1 - 5 semester hours.

HSS - Human Services Substance Abuse

HSS 534 - Perspectives on Substance Abuse Counseling (3)

This course provides an overview of substance use issues, including: understanding the substance use experience of the user and the impact of substance use disorder on the family and the larger community; assessment of substance use from abuse to dependence; historical aspects of use and of treatment, including the current treatment delivery system; etiology with particular emphasis on application to the counseling process; 12-step groups and their role in counseling individuals with substance use problems; prevention efforts to reduce alcohol/drug problems. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

INT - Interdisciplinary Studies

INT 101 - New Student Orientation (0)

Students will use the online platform to complete activities that apply principles, concepts, and techniques of the online platform. Students will learn to recognize various approaches to seeking assistance for help and strategies to increase student effectiveness. With peers, students will discuss various strategies of success while examining the university expectations and student resources. Pre-requisite(s): None. Co-requisite(s): None. 0 quarter hours

INT 310 - Research Methods in the Behavioral Sciences (5)

Problem analysis, review and selection of appropriate data-gathering techniques, reporting system, and research design evaluation. Prerequisite(s): junior or senior standing. (May be used for Psychology, Human Services, Social Science and Health Studies credit.) Counts in the Behavioral Science or Social Science Area of General Education Requirements. Co-requisite(s): None. 5 quarter hours

Distribution: Behavioral Science Social Science.

INT 420 - Dynamics of Significant Relationships (3 OR 5)

This course is an interdisciplinary study of significant relationship in peoples' lives using concepts drawn from the social and behavioral sciences. Relationships studied include acquaintances, kinship ties, coworkers, same-gender friendships, male-female relationships, mentors, and cross-cultural friends. The dynamics of these relationships including the functions they serve, their development, and their importance will be studied. Recommended: Lower division Social Science or Human Services courses. Counts in the Behavioral Science or Social Science Area of General Education Requirements. 5 quarter hours

Distribution: Behavioral Science Human Services Electives Social Science.

INT 430 - Methods of Inquiry in the Behavioral Sciences (5)

Students will be introduced to the basic concepts, methods and tools employed in the research process. Emphasis is placed on practical applications of these ideas, with the central goal being to provide students the opportunity to learn the methods of social science research by conducting small projects of their own. Pre-requisite(s): Good standing in the Applied Behavioral Sciences program. Co-requisite(s): None. 5 quarter hours

INT 431 - Independent Inquiry in the Behavioral Sciences (2)

Students will plan and conduct a self-directed inquiry into a research question of interest. This inquiry will be guided by concepts presented and developed in Methods of Inquiry in the Behavioral Sciences. Pre-requisite(s): Good standing in the Applied Behavioral Sciences Program; Successful completion of INT 430. 2 quarter hours

INT 519 - Principles and Methods of Group Communications (2 TO 3)
Develops sensitivity to group communication processes and helps identify leadership and interpersonal communication styles which are appropriate for differing tasks and contexts. 2-3 semester hours

LAA - Art

LAA 101 - Art Appreciation I (2)
This course provides a basic introduction to visual art. Students learn to analyze the formal structure and principles of design used in works of art, become familiar with processes and tools involved in art creation, and are introduced to pertinent themes in visual art. Emphasis is placed on learning how to look at a wide variety of works of art, gaining a visual art vocabulary, and examining the relationship between form and content. Pre-requisite(s): None. Co-requisite(s): None. 2 quarter hours
Distribution: GenEd-Fine Arts Humanities.

LAA 102 - Art Appreciation II (3)
This course provides an introductory historical survey of Western art, from prehistoric to contemporary. It examines the art and culture of significant historical periods. Students explore major historical art styles and establish a foundation for future, more intensive studies of art and culture. Pre-requisite(s): None. Co-requisite(s): None. 3 quarter hours
Distribution: GenEd-Fine Arts Humanities.

LAA 310 - Mexican Art (5)
This course is an introduction to the history of Mexican Art through an anthropological examination of the religions, myths, histories, and artifacts created by the indigenous peoples of Mexico from the Preclassic period to the modern era. Students explore the architectural monuments and artifacts created by major indigenous groups in specific regions of Mexico before the Spanish Conquest. They proceed to study the impact of the Spanish Conquest on the development of colonial to modern artistic heritage of Mexico. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Fine Arts Humanities.

LAA 320 - African Art (5)
This course is an introduction to the art of the peoples of West and Central Africa through an anthropological examination of the religions, myths, histories, and artifacts created by these peoples. It is focused on the traditional visual arts, with emphasis on sculptural arts. Students explore the art of West and Central Africa, highlighting the range and variety of artifacts created by major groups in specific regions. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Fine Arts Humanities.

LAA 322 - Modern Art (5)
This course is a study of the development of painting, sculpture, and architecture in Europe and the United States from the mid-19th through the 20th centuries. Students study relationships between art of a period and social context, including political events, economic trends, and technological advances of the time. Emphasis is on the contributions of specific artists. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Fine Arts Humanities.

LAA 495 - Art Special Topic (1 TO 6)
Topics offered will reflect the current interest of the students. Since topics vary from quarter to quarter, this course may be taken more than once. Examples of topics are jewelry, creative lettering and graphic design, and art for the exceptional learner. Prerequisite(s): Graduate standing for graduate credit. 1-6 quarter hours

LAE - English

LAE 100A - Strategies for Effective Writing (5)
Basic writing skills are taught in this course. Emphasis is placed on topic selection, organizing ideas, and grammar. Student awareness of strengths and weaknesses is increased to encourage the use of self-monitoring strategies, e.g., editing, drafting and proofreading. This course is designed for students preparing to enter the required English Department composition courses or for anyone wishing to build self-confidence in writing abilities or to successfully complete writing projects. This developmental course can only be used for elective credit. Prerequisite(s): Writing placement. Co-requisite(s): None. 5 quarter hours
Distribution: Developmental Course.

LAE 101 - English Composition I (5)
This is the first course in a two-term sequence of composition courses. It focuses on personal, academic, and workplace writing with emphasis on the short essay. It also includes critical reading, research, and documentation. College composition is presented as a process of reflection, inquiry, evaluation, argumentation and revision which will continue to have relevance in the development of students’ continuing education and careers. Counts in the Written Communication Area of General
Education Requirements. Prerequisite(s): Placement. 5 quarter hours
Distribution: GenEd-Written Communication.

LAE 102 - English Composition II (5)
This is the second course in a two-term sequence of composition courses. It provides a narrower focus on critical thinking, argumentation, and academic research while reinforcing the basic rhetorical standards introduced in English Composition I. Both classic and modern argumentative strategies are presented along with the foundations of information literacy required for electronic research. This course is grounded in practices of critical text analysis and academic writing that are relevant to the students’ future studies and career. Counts in the Written Communication Area of General Education Requirements. Pre-requisite(s): LAE 101 or equivalent. Co-requisite(s): None. 5 quarter hours
Distribution: GenEd-Written Communication.

LAE 120 - Essentials of Composition (5)
This course provides instruction and practice in expository, illustrative, and persuasive writing with an emphasis on the process involved in writing clear, expressive text that aims to communicate effectively with a specific audience. The major focus is on how rhetorical considerations inform the writing process and how the decisions a writer makes with respect to purpose, audience, organization of information, and style affect the effectiveness of the written communication. Students will examine and practice editing and revising techniques and learn to improve their writing by completing multiple drafts of essays. Prerequisite(s): Placement Counts in the Communications Area of General Education Requirements. 5 quarter hours
Distribution: Written Communication.

LAE 202 - Effective Speaking (5)
This course focuses on communication theory, combined with the practice of effective oral communication skills of listening, reading, thinking, and speaking. Students delve into effective topic selection, and organization, preparation, and presentation of a variety of speeches and arguments for different audiences. They further study topics relevant to effective communication in society, such as interpersonal and non-verbal communication, awareness of multiple dialects and regional differences, communication for conflict resolution, and group dynamics. Counts in the Oral Communication of General Education Requirements. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Humanities Literature Elective.

LAE 304 - Advanced Written Communication (5)
Students learn to distinguish between various forms of fiction and nonfiction writing by analyzing exemplary writing in both areas and by developing papers on the same general subject approached in various ways. Journalism, feature writing, memoir, and writing with a marketing perspective are some forms sampled in the area of nonfiction. Short stories, plays, screenplays are discussed and tried in the fiction realm. Prerequisite(s): ENG 101 and ENG 102 or equivalent 5 quarter hours
Distribution: Humanities Literature Elective.

LAE 305 - Advanced Studies in British Literature: Beginning to 1750 (5)
Students will study important British authors from the beginnings with Beowulf to 1750, focusing on selected major figures in both poetry and prose. Writers from the Early and Later Middle Ages might include the Beowulf Poet, Chaucer and Malory, among others. Renaissance writers might include Sidney, More, Hoby, Donne and Milton, among others. Restoration and later writers might include Dryden, Pope, Swift and Johnson, among others. Counts in the Humanities or Literature area of General Education Requirements. Prerequisite(s): LAE 101 and LAE 102, or equivalent 5 quarter hours
Distribution: Humanities Literature Elective.

LAE 306 - Advanced Studies in British Literature: 1750-1900 (5)
Students will study important British authors from 1750-1900, focusing on selected major figures in either poetry or the novel. Possible writers might include the Romantic poets, such as Wordsworth, Coleridge, Keats, Shelley and Byron, among others. Novelists might include Austen, the Bronte sisters, Dickens, Hardy, Conrad, among others. Counts in the Humanities or Literature area of General Education Requirements. Prerequisite(s): LAE 101 and LAE 102 or equivalent 5 quarter hours
Distribution: Humanities Literature Elective.

LAE 307 - Literature for Children (5)
A general overview recommended for students entering the teaching profession. Survey of best of the old and new in prose and verse form the nursery level through elementary grades. Techniques of presentation are discussed. Major emphasis on content and quality of literature. Prerequisite: LAE 102 or equivalent. 5 quarter hours Counts in the Humanities or Literature Area of General Education Requirements.
Distribution: Humanities Literature Elective.
LAE 308 - World Literature (5)

Masterpieces of world literature from the earliest times to the present, in translation. Syllabus includes primarily western literature—Greek, Italian, Spanish, German, French, Russian—but some attention also given to non-western literature. Prerequisite: LAE 102 or equivalent. 5 quarter hours Counts in the Humanities or Literature area of General Education Requirements.

Distribution: Humanities Literature Elective.

LAE 309 - Minority Voices in American Literature (5)

A study of important literacy works by representatives of minority groups. Specific focus is determined by the individual instructor and can be limited to a particular group, time period, and/or literary type. Students examine how literature functions as protest and in the search for identity. Prerequisite: LAE 102 or equivalent. 5 quarter hours Counts in the Humanities or Literature area of General Education Requirements.

Distribution: Humanities Literature Elective.

LAE 314 - History of the English Language (5)

An introduction to the study of language, with emphasis on historical study and on the English language. Covers characteristics, origins and development of language; origins and historical development of the English language in Great Britain and America; descriptive and prescriptive grammar; varieties of American English. Prerequisite(s): LAE 102 or equivalent. 5 quarter hours Counts in the Humanities or Written Communication Area of General Education. 5 quarter hours

Distribution: Humanities Written Communication.

LAE 405 - Advanced Studies of American Literature: Beginning-1900 (3 OR 5)

Students will study American authors from the beginning to 1900, focusing on selected major figures in either poetry or the novel. Writers such as Hawthorne, Melville, Cooper, Dickinson, Poe and Whitman are among those considered, although the list of writers studied may vary from term to term. Counts in the Humanities or Literature area of General Education Requirements. Prerequisite(s): LAE 101 and LAE 102 or equivalent 5 quarter hours/3 semester hours

Distribution: Humanities Literature Elective.

LAE 406 - Advanced Studies of American Literature: 1900-1950 (3 OR 5)

Students will study American authors from 1900-1950, focusing on selected major figures in either poetry or the novel. Novelists such as Wharton, Lewis, Hemingway, Fitzgerald, Faulkner, Steinbeck and Wright, and poets such as T.S. Eliot, are among those considered, although the list of writers studied may vary from term to term. Counts in the Humanities or Literature area of General Education Requirements. Prerequisite(s): LAE 101 and LAE 102 or equivalent 5 quarter hours/3 semester hours

Distribution: Humanities Literature Elective.

LAE 407 - American Writers: 1945-1970 (3 OR 5)

A survey of the best and most influential writers following World War II and continuing through to the close of the turbulent sixties. Includes primarily fiction writers such as Mailer, O’Hara, Salinger, Cheever, Updike, O’Connor, Baldwin, Kesey, Heller, Roth, Bellow, Malamud and Nabokov. Takes a look at the stunning contrasts between the fifties and the sixties, politically, socially, ethically, aesthetically, and psychologically. Prerequisite(s): LAE 101 and LAE 102. 5 quarter hours or 3 semester hours Counts in the Humanities or Literature area of General Education Requirements.

Distribution: Humanities Literature Elective.

LAE 410 - Modern British Fiction: 1900-1950 (3 OR 5)

A survey of classic 20th-century British novelists such as James, Lawrence, Joyce, Forster, Woolf, Greene, Orwell, Huxley, and Amis. Focuses on the growth and development of technique and on the ethical, psychological and political concerns of the period. Counts in the Humanities or Literature area of General Education Requirements. 5 quarter hours or 3 semester hours

Distribution: Humanities Literature Elective.

LAE 412 - Introduction to Writing Poetry (5)

How do you go from inspiration to actually writing a poem? Students focus on basic techniques in the craft of writing poetry, while learning to appreciate the art of reading poetry. This course introduces students to the main elements of poetry through textual descriptions and analysis of strong models. Students then practice the application of poetic elements in their own work and in evaluating the poems created by their classmates. Prerequisite(s): LAE 102 or permission of Program Director or designate for undergraduate credit. Co-requisite(s): None. 5 quarter hours

LAE 413 - Reading and Writing the Short Story (3 OR 5)

Students read and discuss a variety of outstanding examples of the short story form as potential models for their own writing. In the process, they write and then revise one short story of their own. Using a writing workshop framework, students do close reading and discussion of their peers’ work and make
suggestions for revisions. Counts in the Written Communication Area of General Education Requirements. Prerequisite(s): Senior standing or graduate status. 5 quarter hours or 3 semester hours

Distribution: Written Communication.

**LAE 414 - Writing and Reading Oral History (5)**

Oral history constitutes the accounts of personal and public events as told orally, typically by ordinary people. Students learn how to interview ordinary people, how to assemble the history of major events as seen through the eyes of ordinary people and how to analyze literature based on oral histories. Students are guided in using oral history as a basis for their own nonfiction writing. Works by Studs Terkel, Alex Kotlowitz, James McBride, Anna Deavere Smith, and Svetlana Alexeivich are among those used. Pre-requisite(s): LAE 102 or permission of Program Director or designate for undergraduate credit. Co-requisite(s): None. 5 quarter hours

**LAE 416 - Women's Lives into Literature (3 OR 5)**

Women's Lives into Literature examines the process of transforming life experience into fiction, plays and poetry- what is left out, what is added, how elements are altered, considering the special skills of each writer. The historical context and specific cultural influences on American writers of the late nineteenth and twentieth centuries will be considered using the works of Kate Chopin, Charlotte Perkins Gilman, Sylvia Plath, Lillian Hellman, Lorraine Hansberry and Wendy Wasserstein. Prerequisites: Admission to the Master of Science in Written Communication or Consent of the Instructor. 5 quarter hours OR 3 semester hours. Counts in the Humanities or Literature area of General Education Requirements.

Distribution: Humanities Literature Elective.

**LAE 434 - Shakespeare and Elizabethan Drama (3 OR 5)**

Study of the Elizabethan stage and Elizabethan-Jacobean drama and the development of Shakespeare's dramatic art. Students read selected comedies, tragedies and histories by Shakespeare and some of his contemporaries. 5 quarter hours OR 3 semester hours Counts in the Humanities or Literature area of General Education Requirements.

Distribution: Humanities Literature Elective.

**LAE 450 - Fundamentals of Journalism (3 OR 5)**

This writing course focuses on the basic elements of journalism, including researching, interviewing, covering live events, and writing with accuracy and clarity. Writing appropriate for newspapers, magazines, and online publications is covered, with an emphasis on replicating deadline-driven journalism environment and completion of several publication-ready articles. Pre-requisite(s): LAE 102 or permission of Program Chair or designate for undergraduate credit. Co-requisite(s): None. 5 quarter hours

**LAE 455 - Latino Literature in the United States (5)**

In this contemporary literature course, students explore the fiction of major Latino writers in the U.S. Students read and examine a selection of representative texts of authors who portray the complex realities of the fastest-growing minority population in the United States. Teaching, class discussions, readings, written work and testing are in English. (Also active as SPAN 455) Prerequisite(s): Dept Lang Stud (for Spanish majors) - SPAN 320, SPAN 325, SPAN 330, SPAN 415, and SPAN 450, or consent of the department. English and Philosophy - LAE 101, LAE 102, or consent of the department. Counts in the Humanities Area of General Education Requirements. 5 quarter hours

Distribution: Humanities.

**LAE 459 - Online Publishing: Writing for the Web (3 OR 5)**

This online course introduces successful web writing, designing and online publishing. Students will learn to write their own news stories that grab the viewers' attention and then master the art of connecting shorter pieces to an articulate article that packs all the in-depth details with supporting images. Students will be guided to building their own attractive websites. They will practice writing straight-to-the-point copy that clicks through to neighboring pages where they will explain content in more detail. Finally, students will develop their own blogs and share their unique and relevant topics online. They will share their stories with the world and get people excited to share their ideas as well. Prerequisite(s): LAE 101, and LAE 102, or equivalent for in the BA Liberal Arts Studies and BA ELED for the English Major students. No prerequisites for graduate students. Co-requisite(s): None 5 quarter hours/3 semester hours

**LAE 460 - Editing for Publication (3 OR 5)**

Students polish the practical skills that an editor needs to edit clearly, confidently, and correctly. Students will sharpen grammar and style, learn conventional editing symbols and methods to trim a story for content or space. Writing assignments focus on finding and fixing errors. The goal for students is to become their own editors for their own work and to become qualified to be "last read" on a professional paper/publication. Prerequisite(s): LAE 101 and LAE 102. 5 quarter hours or 3 semester hours

**LAE 461 - Advertising and Promotional Writing in the Digital Age (3 OR 5)**
This course is taught by professionals in the fields of advertising, marketing and public relations. Students will learn how to provide a creative brief, creative strategy, creative concept, and execute a multimedia integrated marketing campaign. Students will also learn how advertising builds and communicates the corporate image and brand. Practical assignments include writing and designing a promotional brochure, print ad, radio ad, direct mail piece, packaging, 30 seconds TV spot, web copy, outdoor/transit and press release. Additional areas of exploration include target and geographic markets, production, search engine optimization, blogging and social media. Pre-requisite(s): Graduate status or permission of the instructor for undergraduate students. Co-requisite(s): None. 5 quarter or 3 semester hours

LAE 465 - Creative Writing: Humor (3 OR 5)
An initial discussion of the basic principles of humor, followed by an overview of specific types of humor-writing. This course analyzes various styles of humor, such as iconoclasm, absurdism, exaggeration, "gallows humor," "Jewish humor," etc. in order to imitate their techniques in weekly written assignments. Each student works on development of his or her own comic "voice." 3 semester hours

LAE 486B - Workshop/Writer's Week Workshop (1 OR 2)
Writer’s Week Workshops are a series of sessions with outstanding writers in a variety of writing areas, including creative nonfiction, biography, screenwriting and writing children and young adult books. Each writer will discuss his/her methods of developing a significant work. Students will submit brief samples of their work in the relevant writing area for discussion and revision. Prerequisite(s): Graduate status or permission of the instructor 1 semester hour or 2 quarter hours

LAE 495 - English Special Topic (2 TO 5)
Opportunity for students and faculty to create a course topic not on the regular schedule. (A recent example: The Sixties: Evolution and Revolution.) Students may register for more than one Special topic in the course of their degree program. 2-5 quarter hours

LAE 499 - English Seminar (1 TO 5)
A course designed by faculty and students, from time to time, in which students assume a major responsibility for course materials and content, in conventional seminar fashion, with the instructor acting primarily as advisor and evaluator. Prerequisite: Consent of instructor. 3-5 quarter hours/ 1-3 semester hours

LAE 500 - Advanced Expository Writing (3)
A wide-ranging course to develop techniques which increase clarity, interest, cogency, and coherence. Exercises in and out of class lead students to grace and style, sometimes through techniques of style analysis and modeling. Writer flexibility is encouraged by creating a diversity of tasks and imaginary audiences. Basic plagiarism and copyright guidelines are reviewed. 3 semester hours

LAE 501 - Writing from Reading: Incorporating Research into Nonfiction Articles, Books and Reports (3)
Reader interest, organization and clarity are the primary concerns, as students write nonfiction material relying upon previously published information. Feature material, in-depth articles and books, as well as reports, reviews, summaries, and research projects based on background reading are the major focus. Students learn correct methods of documentation and the laws that apply. Students become familiar with what many staff (and freelance) writers do for a living. This is a writing-intensive course. Prerequisite(s): Graduate status or permission of instructor 3 semester hours

LAE 502 - Creative Writing: Fiction (3)
A course which strengthens techniques of description, characterization, narration, exposition, pacing, imagery and diction. Students are encouraged to develop independence in seeing options and making creative decisions. Each student works at development of his or her own "voice." Manuscripts are evaluated by a published fiction writer. Students read and react to each other's work. 3 semester hours

LAE 504 - Creative Writing: Children's Books (3)
A course taught by published writers of children's literature. Course improves basic techniques in fiction and poetry (see descriptions for other creative writing courses) but focuses on specifications for various younger age groups. Students learn publisher guidelines for each age level as well as what kinds of pieces publishers prefer. Formats and conventions are examined. Problems in maintaining racial, ethnic, and religious fairness are examined. Available markets are surveyed. Students read and react to each other's work. 3 semester hours

LAE 505 - Introduction to Writing Poetry (3)
How do you go from inspiration to actually writing a poem? Students focus on basic techniques in the craft of writing poetry, while learning to appreciate the art of reading poetry. This course introduces students to the main elements of poetry through textual descriptions and analysis of strong models. Students then practice the application of poetic elements in
their own work and in evaluating the poems created by their classmates. Pre-requisite(s): Graduate standing for graduate credit. Co-requisite(s): None. 3 semester hours

LAE 510 - Rhetorical Theory: History and Practice (3)

A course which examines the age-old question of "What works?" from an historical perspective. Students are introduced to classical and modern theories of rhetorical effectiveness and literary analysis. Course also offers an overview of accepted and experimental methods to improve writing skills. Weekly exercises apply various theories and methods. Students become familiar with the vocabulary of rhetoric, old and recent. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

LAE 512A - Professional Writer I (1)

A course dealing with the practical side of professional writing: career opportunities for the staff writer and publishing opportunities for the freelance. Students learn manuscript forms, survey available markets, discuss where professional writers get their "ideas" from, etc. Course also covers pay scales for writers, copyright laws, liability laws, and income tax tips. This course is usually offered in modules of one semester hour each in fall, winter, and spring. LAE 512A, LAE 512B, and LAE 512C. 1 semester hour

LAE 512B - Professional Writer II (1)

A course dealing with the practical side of professional writing: career opportunities for the staff writer and publishing opportunities for the freelance. Students learn manuscript forms, survey available markets, discuss where professional writers get their "ideas" from, etc. Course also covers pay scales for writers, copyright laws, liability laws, and income tax tips. This course is usually offered in modules of one semester hour each in fall, winter, and spring. LAE512A, LAE512B, and LAE512C. 1 semester hour

LAE 512C - Professional Writer III (1)

A course dealing with the practical side of professional writing: career opportunities for the staff writer and publishing opportunities for the freelance. Students learn manuscript forms, survey available markets, discuss where professional writers get their "ideas" from, etc. Course also covers pay scales for writers, copyright laws, liability laws, and income tax tips. This course is usually offered in modules of one semester hour each in fall, winter, and spring. LAE 512A, LAE 512B, and LAE 512C. 1 semester hour

LAE 514 - Writing and Reading Oral History (3)

Oral history constitutes the accounts of personal and public events as told orally, typically by ordinary people. Students learn how to interview ordinary people, how to assemble the history of major events as seen through the eyes of ordinary people and how to analyze literature based on oral histories. Students are guided in using oral history as a basis for their own nonfiction writing. Works by Studs Terkel, Alex Kotlowitz, James McBride, Anna Deavere Smith, and Svetlana Alexievich are among those used. Pre-requisite(s): Graduate standing for graduate credit. Co-requisite(s): None. 3 semester hours

LAE 515 - Feature Writing (3)

A course which examines the design of feature stories for newspapers and magazines and the style-range possibilities. Interviewing skills are a primary focus. Assignments include news-features, profiles, and personal experience essays, among others. Students learn the standard organizational format for magazine features ("the magazine formula") and alternatives. Students are introduced to the idea processes which generate concepts for stories. 3 semester hours

LAE 516 - Screenwriting (3)

A course in the special techniques and format of writing the narrative film, with emphasis on dramatic structure, character development, creating visual metaphors and orchestrating these elements around a coherent dramatic question or premise. Viewing and reading of noteworthy screenplays is combined with the development of an original screenplay idea and the execution of a portion of that screenplay into proper format. Prerequisite(s): Graduate status or permission of the instructor. 3 semester hours

LAE 517 - Technical Writing (3)

A flexible course designed to meet the career goals of students in the Written Communication program. The course teaches strategies for writing complex, specialized or industry-specific information in a clear and effective manner. Students learn how to analyze and adjust levels of prose complexity, how formatting can enhance communication and how to address readers of differing levels of expertise and interest. Some assignments allow students to use actual projects from their own workplaces. 3 semester hours

LAE 518 - Narrative Forms (3)

An examination of the ways in which writers tell stories, both fictional and otherwise. Attention will be paid to the various types of first- and third-person narrative techniques, the use of chronology and alternate time schemes, the cross-cut and the subplot. Primarily a reading course for students in the M.S. in Written Communications program. 3 semester hours
LAE 520 - Teaching Freshman English Composition (3)
An examination of the ways in which writers tell stories, to the strategies needed to teach general studies freshman/lower division (non-developmental) writing courses. It concludes a survey of relevant literature concerning instructional issues and applications in the classroom (i.e., process approaches, peer/collaborative activities, writing across disciplines, teaching writing with computers, writing assessment). Emphasis is given also to utilizing the writer/graduate student's writing practices and experience. Students will develop appropriate instructional materials. 3 semester hours

LAE 550 - Fundamentals of Journalism (3)
This writing course focuses on the basic elements of journalism, including researching, interviewing, covering live events, and writing with accuracy and clarity. Writing appropriate for newspapers, magazines, and online publications is covered, with an emphasis on replicating deadline-driven journalism environment and completion of several publication-ready articles. Pre-requisite(s): Graduate standing for graduate credit. Co-requisite(s): None. 3 semester hours

LAE 592 - Practicum/Internship in Teaching English Courses to Undergraduates (3)
This course provides a closely supervised actual teaching experience with instruction and mentoring for the graduate student. Students will teach an English Department, first or second term freshman composition course or other lower division composition or literature course (as available) or give instruction in an appropriate tutorial setting. 3 semester hours

LAE 594 - Independent Study/English (1 TO 3)
An opportunity for students in the Masters program to pursue an area of writing and/or research independently. Students are assigned to a faculty member for guidance and coaching. 1-3 semester hours

LAE 595 - Special Topics/English (1 TO 3)
Opportunity for students and faculty to create a course topic not on the regular schedule. Students may register for more than one Special Topic in the course of their degree program. 1-3 semester hours

LAE 599 - Thesis Project (1 TO 6)
The final showcase piece in the student's portfolio. It is tailored to fit the student's individual program. Examples of thesis projects might be: a collection of short stories, a short novel, a series of poems, a lengthy report for publication or for use in an organization, a series of articles, one long or several short children's books, a series of periodical journals which the student has edited and managed for an organization, etc. The length and difficulty of the project will determine the credit hours to be awarded (3, 4, 5 or 6). Work may be based on previous course work but must show extensive rewriting and augmentation. Student is assigned to a faculty member for coaching and evaluation. 1-6 semester hours

LAE 599X - Thesis Continuation (0)
Continuous registration required until thesis is complete. Prerequisite(s): Masters standing, consent of instructor, and prior registration for the required number of hours in LAE 599. 0 semester hours

LAH - Philosophy

LAH 110 - Introduction to Philosophy (5)
Topics of study include: the nature of philosophy and philosophizing as a human function, how humans form questions and answers concerning the nature of existence, knowledge and values, how vocational philosophers (past and present) offer stimulus and resources for this function. 5 quarter hours Counts in the Humanities Area of General Education Requirements.

Distribution: Humanities.

LAH 120 - Logic and Effective Thinking (5)
This course is an introduction to logic and effective thinking. Logic is the study of the principles of correct reasoning or the study of arguments. "Arguments" means giving reasons to support a conclusion or belief one holds (and perhaps wants to convince others to hold as well). Effective thinking in this course means logical thinking. Thinking will be studied in a systematic way to evaluate whether the reasons given are good reasons or not. Critical thinking will be applied to arguments encountered every day in news stories, editorials, political speeches, etc. to determine if the arguments meet the requirements of logic. Pre-requisite(s): Enrollment in the Bachelor of Science or Bachelor of Arts degree program. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Humanities.

LAH 305 - Philosophy of Values and Ethics (5)
Philosophy of Values and Ethics will center on ways students can apply ethical traditions to concrete large-scale ethical problems. The course will explore the fundamental framework of ethical dilemmas of moral choice, the moral implications of decision making and personal integrity. Students will be challenged to create their own ethical point of view.
through essential examination of ethical theories, case studies, readings and current world events. Philosophy of Values and Ethics will encourage students to think of further ways in which ethical thinking can be assessed and applied to influence their actions. Prerequisite(s): Good standing in the Applied Behavioral Sciences program. Co-require(s): none. 5 quarter hours

**LAM 325 - Death, Dying and Near-Death Experiences (5)**

In this course students will explore their own belief systems and key theories and concepts regarding death, dying, and near-death experiences. Students will also explore their thoughts and feelings and key theories and concepts related to grief, loss, and bereavement. The experiences of dying individuals, bereaved individuals, and professionals in the field of thanatology will provide context for exploration of death, dying, grief, loss, and bereavement in the western world. Near-death experiences will be explored through the stories by near-death experiencers and studies by researchers of near-death experiences. Students will also examine contemporary issues related to death and dying such as euthanasia, organ donation, cryogenics, and digital remains. Counts in the Humanities are of General Education. Pre-requisite(s): Admission to National Louis University Co-requisite(s): None 5 quarter hours

Distribution: Human Services Electives Humanities.

**LAM - Mathematics/Quantitative Reasoning**

**LAM 100A - Prealgebra (5)**

This developmental mathematics course focuses on basic mathematical principles and arithmetic operations. Topics covered include estimation, operations with fractions and decimals, percent, ratio, proportion, exponents, and an introduction to geometry and algebra. There is a major emphasis on translating word phrases and developing problem solving techniques. The use of appropriate technology is integrated throughout the course. This course earns non-mathematics elective credit toward a degree (subject to maximum quarter hour limit), but does not apply towards requirements in general studies or a math major, minor, or concentration. This course is taken on a Pass/No Credit basis. Prerequisite(s): Placement. 5 quarter hours

Distribution: Developmental Course.

**LAM 100B - Basic Algebra (5)**

This developmental course in algebra skills includes rational number arithmetic, integer exponents, solutions of first degree equations and inequalities in one and two variables, polynomial operations, factoring, literal equations, radical expressions, and solutions of second degree equations. Problem solving techniques and appropriate technology are integrated throughout. The course is intended for students who lack credit in high school algebra or who need a review of algebra. The course earns non-mathematics elective credit (subject to maximum quarter hour limit), and does not apply towards requirements in general education or a math major, minor, or concentration. This course is taken on a Pass/No Credit basis. Prerequisite(s): Placement or LAM 100A. 5 quarter hours

Distribution: Developmental Course.

**LAM 101 - Thinking Mathematically (5)**

This course provides a rich immersion experience in thinking mathematically which builds on a student’s previous high school mathematics. Students will be active learners who observe, ask questions, investigate, discover, formulate and test conjectures in solving problems, and communicate ideas and conclusions orally and in writing. Problems will build on topics from among algebra, geometry, probability, graphing, and statistics to develop flexible mathematical thinking. Intended for students who wish to become education majors, students will learn what it means to think mathematically in order to deepen their own understanding of mathematics and to help their future students think mathematically. This course cannot be used to satisfy mathematics course requirements or mathematics course electives for majors, minors or concentrations in mathematics. Counts in the Other area of General Education requirements. Pre-requisite(s): Passed LAM 100B or Math Placement into LAM 110. 5 quarter hours.

Distribution: GenEd-Other.

**LAM 106 - Basic Statistics (5)**

This course provides an introduction to statistical methods, with an emphasis on analytical reasoning, solving of real-life problems, use of spreadsheet applications and online tools, and effective communication of data and findings to varied audiences. Students study descriptive statistics, such as frequency distributions, graphing, and measures of central tendency and variation; probability distributions, including normal distributions, binomial distributions, and Poisson distributions; sampling and inferential statistics; correlation, causality, and regression; and hypothesis testing. Pre-requisite(s): Placement; or LAM 100B or equivalent. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Quantitative Reasoning.

**LAM 109 - Statistical Literacy (5)**
This course introduces statistical ideas needed by educated people in the twenty-first century. Students are presented with the basic language, symbols, and computational tools of data analysis to explore real-world problems. Use of statistical reasoning to gain insight and draw conclusions from observations is covered. Topics include: experimental design, displaying data, measures of center and spread, normal distributions, percentiles, simple linear regression and correlation, probability laws, and confidence intervals. Counts in the Quantitative Reasoning Area of General Requirements. This course cannot be used to satisfy requirements or electives in majors, minors, or concentrations in mathematics. Prerequisite(s): Placement or LAM 100B Basic Algebra. Students cannot receive credit for both LAM 109 Statistical Literacy and LAM 106 Basic Statistics or both LAM 109 Statistical Literacy and LAM 216 Statistical Methods. 5 quarter hours

Distribution: Mathematics.

LAM 110 - College Mathematics: Application of Mathematical Ideas (5)

This course provides the basic preparation for more specialized courses in mathematics as determined by the student’s major. Topics include graphical, symbolic, and numeric solutions of problems, number systems, integer and rational exponents, radicals, functions, first and second degree equations and inequalities, systems of equations and inequalities, measurement, and geometry. Although emphasis is placed on the development of algebraic skills, problem solving is a main component of the course. A graphing calculator is required. The course does not apply toward a math concentration or major and is not IAI transferable as a general education requirement. Counts towards the Quantitative Reasoning Area of General Education Requirements. Prerequisite(s): LAM 100B. 5 quarter hours

Distribution: GenEd-Quantitative Reasoning.

LAM 213 - Math Content for Teachers II (5)

This course focuses on mathematical reasoning and problem solving. It examines the underlying conceptual framework of the elementary mathematics topics of algebra and informal geometry, metric measurement, rational and real number operations, percent probability, and statistics. Estimation, models, graphs, and manipulatives are used in a variety of problem-solving situations. The two-course sequence of LAM112 and LAM213 is required for students in Elementary Teacher Education. A weekly lab component is required. Counts in the Quantitative Reasoning Area of General Education Requirements. This course cannot be used to satisfy mathematics course requirements or mathematics course electives for majors, minors, or concentrations in mathematics. Prerequisite(s): LAM 110 or LAM 101 or placement 5 quarter hours

Distribution: GenEd-Quantitative Reasoning.

LAM 214 - Finite Mathematics (5)

This course covers applied mathematical ideas for students in business, management, economics, social and life sciences with applications drawn from these fields. It includes topics such as linear equations and inequalities, determinants, matrices and matrix algebra, linear programming, simplex method, applications of matrices, combinatorics and probability theory, stochastic processes, game theory, Markov chains, and the mathematics of finance. This course applies toward the mathematics concentration. This course counts in the Quantitative Reasoning Area of General Education Requirements. Prerequisite(s): LAM 220 (College Algebra) or placement or departmental approval or an ACT Math score of 26 or higher. 5 quarter hours

Distribution: Mathematics.

LAM 216 - Statistical Methods (5)

Examination of the application of statistical description and inference in business, psychology, and science. Topics include: frequency distributions, graphing techniques, measures of central tendency and dispersion, normal distribution, correlations, regression, probability and sampling methods, hypothesis testing and decision making, t-tests and analysis of variance. This course does not apply
toward the math concentration for education majors. Prerequisite(s): LAM 110 or placement. Counts in the Quantitative Reasoning Area of General Education Requirements. 5 quarter hours

Distribution: Mathematics.

LAM 220 - College Algebra (5)

The fundamental concepts of college algebra including absolute value, factoring and roots, operations with rational exponents, and graphing are examined. Topics developed include systems of equations and inequalities, matrices and determinants, the theory of polynomials, trigonometric functions, and exponential and logarithmic functions. This course applies toward the math concentration. Prerequisite(s): LAM 110. 5 quarter hours Counts in the Quantitative Reasoning Area of General Education Requirements.

Distribution: Mathematics.

LAM 301 - Mathematics Content for Teachers: Problem Solving (5)

This course provides the students with nonroutine problem-solving experiences in a variety of situations for the purpose of improving problem-solving skills. Specifically, the course emphasizes three aspects of problem solving: problem-solving strategies, problem solving in subject areas, and problem creation. It is intended primarily as a content course for prospective elementary or middle school teachers. This course applies toward the mathematics concentration. Prerequisite(s): LAM 110, LAM 112, and LAM 213 required, LAM 220 recommended. 5 quarter hours

LAM 303 - Computer Programming I (5)

This course emphasizes the principles of programming digital computers in a higher-level language as applied to significant algorithms from mathematics. The course provides an introduction to computer programming design focusing on algorithm generation using pseudo code and flow charting, debugging, and elements of good programming style. It introduces data types, control structures, procedures and functions, recursion, arrays, files, structured program design and testing. The course has both a mathematical and a laboratory component. Students will write programs to solve problems from areas of number theory, algebra, geometry, probability, statistics, and calculus. This course applies toward the mathematics concentration. The course does NOT count in the Quantitative Reasoning Area of General Education requirements. Prerequisite(s): LAM 220 - College Algebra or equivalent is required. One additional course from LAM307, LAM 308, LAM 309, or LAM 312 is recommended. 5 quarter hours

LAM 305 - Computer Programming II (5)

This course is a continuation of Computer Programming I (LAM303). It emphasizes data structures such as files, set pointers, lists, stacks, queues, trees, and graphs, and explores text processing, recursion, searching, and sorting. The course investigates the design and implementation of large scale problems. This course applies toward the mathematics concentration. Prerequisite(s): LAM 303 or equivalent. 5 quarter hours

LAM 307 - Investigatory Geometry and Measurement (5)

This course investigates geometry and measurement and relates these to nature, art, and mathematical thought. Use of concrete materials and problem-solving techniques are included. Inductive approach provides students with another point of view as well as additional knowledge and skills. This course applies toward the mathematics concentration. This fulfills a general education requirement in quantitative reasoning. Prerequisite(s): LAM 213. 5 quarter hours. Counts in the Quantitative Reasoning Area of General Education Requirements.

Distribution: Mathematics.

LAM 308 - Exploratory Probability and Statistics (5)

This course provides a series of learning experiences drawn from real life problems that develop probability and statistical concepts and processes. These include organizing, presenting, and interpreting data; using probability models and statistical procedures; and developing probability and statistical models. This course applies toward the mathematics concentration. Counts in the Quantitative Reasoning Area of General Education requirements. Prerequisite(s): LAM 213 and LAM 220 or consent of the department. 5 quarter hours

Distribution: Mathematics.

LAM 309 - Theory of Numbers (5)

This course involves students in discovering, developing, and evolving ideas of elementary number theory. Topics include mathematical induction, divisibility, primes, congruences, and conditional congruences. This course applies toward the mathematics concentration. Prerequisite(s): LAM 220. 5 quarter hours

LAM 310 - Precalculus (5)

This course acquaints students with the topics necessary in the study of calculus, including real numbers, functions, graphs, lines, conic sections, parametric equations, polar coordinates, and analytic geometry of three dimensions. Trigonometric functions, as well as applications in the solution of problems are also studied. This course applies
This course examines the introductory topics of integral calculus. Topics include sequences, Riemann sums, and applications of the integral to finding the volume of solids of revolution, surface area, arc length, centroids, fluid pressure, and work. Techniques of integration are applied to transcendental functions, hyperbolic functions, and indeterminate forms. This course applies toward the math major, minor, and concentration. Prerequisite(s): LAM 311 Calculus I or equivalent or departmental approval. 5 quarter hours

LAM 315 - History of Math: A Problem-Solving Approach (5)

This course provides a survey of the historical development of mathematics from early times to the present with a focus on problem-solving. Mathematical problems representative of significant contributions in numeration, algebra, geometry, combinatorics, and number theory are emphasized. Biographies of mathematicians focus on the type of problems solved and the methods of solutions employed with an examination of the historical context. This course applies toward the math major, minor, and concentration. Prerequisites: LAM 112, LAM 213, and a 200-level math course or equivalent or departmental consent. 5 quarter hours

LAM 320 - Discrete Mathematics (5)

This course provides an introduction to the topics and techniques of discrete methods, combinatorial reasoning, and finite algebraic structures. Set theory, logic, and functions provide the unifying themes as finite systems are studied. Topics include sets, counting, recursion, graph theory, trees, nets, Boolean Algebra, automata, and formal grammars and languages. The nature and importance of the algorithmic approach to problem solving is stressed. This course applies toward the mathematics concentration. Prerequisite: LAM 220 or equivalent. 5 quarter hours. Counts in the Quantitative Reasoning Area of General Education Requirements.

Distribution: Mathematics.

LAM 311 - Calculus I (5)

This course examines the introductory topics of differential calculus. Topics include limits, continuity, interpretations of the derivative, and techniques of differentiation. The derivative is applied to the solution of problems of related rates, curve sketching, and optimization. Transcendental functions and their derivatives are included. This course applies toward the math major, minor, and concentration. Prerequisite(s): LAM 310 Precalculus or equivalent or departmental approval. 5 quarter hours

LAM 312 - Calculus II (5)

This course examines the introductory topics of integral calculus. Topics include sequences, Riemann sums, and applications of the integral to finding the volume of solids of revolution, surface area, arc length, centroids, fluid pressure, and work. Techniques of integration are applied to transcendental functions, hyperbolic functions, and indeterminate forms. This course applies toward the math major, minor, and concentration. Prerequisite(s): LAM 311 Calculus I or equivalent or departmental approval. 5 quarter hours

LAM 315 - History of Math: A Problem-Solving Approach (5)

This course provides a survey of the historical development of mathematics from early times to the present with a focus on problem-solving. Mathematical problems representative of significant contributions in numeration, algebra, geometry, combinatorics, and number theory are emphasized. Biographies of mathematicians focus on the type of problems solved and the methods of solutions employed with an examination of the historical context. This course applies toward the math major, minor, and concentration. Prerequisites: LAM 112, LAM 213, and a 200-level math course or equivalent or departmental consent. 5 quarter hours

LAM 320 - Discrete Mathematics (5)

This course provides an introduction to the topics and techniques of discrete methods, combinatorial reasoning, and finite algebraic structures. Set theory, logic, and functions provide the unifying themes as finite systems are studied. Topics include sets, counting, recursion, graph theory, trees, nets, Boolean Algebra, automata, and formal grammars and languages. The nature and importance of the algorithmic approach to problem solving is stressed. This course applies toward the mathematics concentration. Prerequisite: LAM 220 or equivalent. 5 quarter hours. Counts in the Quantitative Reasoning Area of General Education Requirements.

Distribution: Mathematics.

LAM 325 - Linear Programming (5)

This course deals with the problem of minimizing or maximizing a linear function in the presence of linear inequalities. Linear programming is used by decision makers to solve multi-variable, multi-goal problems commonly found in accounting, finance, management, marketing, industry, government, military, and urban planning. Topics include the study of linear inequalities, linear programming problems, and solving problems by the simplex method. This course applies toward the mathematics concentration. Prerequisite(s): LAM 214 or LAM 220 or consent of department. 5 quarter hours

LAM 330 - Matrix Algebra (5)

This course presents the most basic laws of matrix algebra. Methods for obtaining a complete solution of any given system of linear equations, homogeneous or nonhomogeneous, are introduced. This method allows extensive use of concrete examples and exercises to facilitate the learning of abstract concepts. Prerequisite(s): LAM 220 or consent of department. 5 quarter hours

LAM 403 - Mathematical Probability and Statistics (5)

This course develops the theories of probability and statistics from a theoretical standpoint. Topics include: mutually exclusive events, independent and dependent events, conditional probability, combinatorics, discrete and continuous random variables, sampling methods, confidence intervals, hypothesis testing, and analysis of variance. This course applies toward the mathematics concentration. Counts in the Quantitative Reasoning Area of General Education requirements. Prerequisite(s): LAM 308 recommended and LAM 311 required. 5 quarter hours

Distribution: Mathematics.

LAM 405 - Geometry (5)

This course provides an advanced study of Euclidean geometry with an emphasis on formal proofs. Major concepts of Euclidean geometry and selected non-Euclidean geometries are examined. Theorems of the reals, incidence, congruence, distance, and triangles are proved using a variety of methods. Various interpretations of geometry through number and transformations of the plane are explored. This course applies toward the math major, minor, and concentration. Prerequisites: LAM 307 recommended and LAM 311 required or departmental consent. 5 quarter hours
LAM 410 - Linear Algebra (5)

This course is designed to introduce some of the basic concepts and techniques of linear algebra. The emphasis is on intuitive development and application of computational tools. Matrices and systems of equations are used as vehicles for the introduction, application, and interpretation of vector spaces, subspaces, independence, and dimension. Prerequisite(s): LAM 312 or consent of department. 5 quarter hours

LAM 450 - History of Mathematics for Teachers: Algebra and Geometry (3 OR 5)

This course provides a study of the historical development of algebraic and geometric principles from the earliest civilizations. The mathematical emphasis will be on important theorems and emerging conceptual developments in algebra and geometry. A problem-solving approach will be used to focus on the mathematics of each historical development. Students will research the biographies and mathematical contributions of significant mathematicians in the development of algebra and geometry, analyze the contributions within historical, cultural, scientific and political contexts, and trace the solution of mathematical problems historically. Prerequisite(s): One upper level math course, one math for teachers course, or departmental consent. 5 quarter hours or 3 semester hours

LAM 451 - History of Mathematics for Teachers: Probability and Statistics (3 OR 5)

This course provides a study of the historical development of elementary counting techniques, permutations, combinations, probability and statistics from the earliest evidence to the present. The mathematical emphasis will be on important theorems and emerging conceptual developments in probability and statistics. A problem-solving approach will be used to focus on the mathematics supporting each historic development. Students will research the biographies and mathematical contributions of significant mathematicians. Students will analyze mathematical developments within historical, cultural, and political contexts and trace the solution of mathematical problems historically. Prerequisite(s): One upper level math course, one math for teachers course, or departmental consent. 5 quarter hours or 3 semester hours

LAM 490 - Math Independent Study (2 TO 5)

Students conduct in-depth examinations of a topic in mathematics culminating in an interpretive report. Prerequisites: LAM 220, consent of instructor. 2-5 quarter hours for Undergraduate Students

LAM 491 - Applied Project in Quantitative Studies (5)

Provides an applied experience within the university to work with a practicing professional integrating academic knowledge and research skills. Engages the student in computer programming, statistical analysis and/or other quantitative activities. May be taken several times for a maximum total 10 hours credit. Admission to the applied project course requires departmental permission. Counts in the Quantitative Reasoning Area of General Education Requirements. 5 quarter hours

Distribution: Mathematics.

LAM 495 - Math Special Topics (2 TO 5)

A particular aspect of mathematics is selected to be studied in depth. Since the topic varies each term, the course may be taken more than once. Prerequisites: Varies with the topic, at least LAM110, consent of instructor. 2-5 quarter hours

LAN - Natural Science

LAN 102 - Medical Terminology (2)

This course covers medical terminology used by health care professionals. Emphasis is placed on pronunciation and utilization in communication about diseases and body systems. This course is mandatory for entry into professional healthcare programs. Prerequisite(s): None 2 quarter hours

LAN 108 - Focus on the Solar System (5)

This course covers the origin and evolution of the solar system, including the processes that created and shaped features of the Earth, its moon, and the other planets and their moons. Additionally, the origin and physical nature of comets and meteors; the birth, life, and projected death of the sun will be discussed. It does not count towards a major, minor or concentration in a natural science area, and is not open to Biology majors. Students may not receive credit for both LAN 108 Focus on the Solar System and LAN 354 Astronomy. This course counts in the Physical and Life Sciences Area of General Education as a Physical Science. Prerequisite(s): None. 5 quarter hours

Distribution: Physical Science.

LAN 110 - General Biology (5)

This course in the basic principles of biology is a prerequisite for most other biology courses. It covers the basic chemistry and organization of cells, photosynthesis and respiration, transport, cell division, introduction to Mendelian and molecular genetics and evolution. Credit cannot be received for both LAN 110 and LAN 215. Counts in the Physical and Life Sciences Area of General Education
LAN 150 - Survey of Physical Science (5)
This course provides a survey of the physical sciences including: physics, astronomy, chemistry, geology, and meteorology. The basic knowledge in each area is discussed. Techniques of measurements and problem-solving are emphasized. Laboratory (LAN 150L). Counts in the Physical and Life Sciences Area of General Education Requirements as a Physical Science. Prerequisite(s): LAN 100B or equivalent or consent of instructor. 5 quarter hours
Distribution: GenEd-Laboratory Physical Sci.

LAN 225 - Human Impact on the Environment (5)
Effects of human population growth, energy usage, consumption, agriculture, urbanization, pest management, and pollution of air and water on ecosystem health and biodiversity. Conservation biology, environmental policy issues, and environmental ethics will also be discussed. Students cannot receive credit for this course and LAN 300 Ecology and Conservation. Counts in the Physical and Life Sciences Area of General Education as a Life Science. Cannot be used to satisfy requirements or electives in majors or minors or concentrations in Natural Science. Prerequisite(s): None. 5 quarter hours
Distribution: GenEd-Life Science.

LAN 300 - Ecology and Conservation (3 OR 5)
This course covers the basic principles of the science of ecology at the physiological, population, community, and ecosystem level; application to problems in conservation. Field trips will be taken when possible. An independent research project is required for 5 quarter-hours credit. Students cannot receive credit for this course and LAN 225 Human Impact on the Environment. Fulfills the Physical and Life Sciences area of General Education as a Life Science. Laboratory LAN300L. Prerequisite(s): LAN 110 5 quarter hours
Distribution: Laboratory Science Life Science.

LAN 304 - Human Physiology (5)
This course covers the functions of the organs and systems of the human body. Students study skin, nervous system, muscle, sensory physiology, the circulatory system, respiration, digestion, and the endocrine, immune, excretory and reproductive systems. Laboratory (LAN 304L). Counts in the Physical and Life Sciences Area of General Education Requirements as a Life Science. Prerequisite(s): LAN 110 5 quarter hours
Distribution: Laboratory Science Life Science.

LAN 306 - Microbes—Global Perspectives (5)
This course examines infectious diseases caused by bacteria, viruses or protozoa. The course includes the basic biology of microorganisms, how they differ, and how they cause disease. The transmission of diseases and their global spread is emphasized. This is a laboratory course. Students may not receive credit for this course and either LAN 411 or LAN 412. Counts in the Physical and Life Sciences Area of General Education requirements as a Life Science. Prerequisite(s): LAN 110 or equivalent Co-requisite: LAN 306L 5 quarter hours
Distribution: Laboratory Science Life Science.

LAN 315 - Bioethics (5)
The course examines the moral and ethical dilemmas faced by our society and related to natural sciences, medicine, and biomedical research. Topics covered in this course are drawn from the subjects of contemporary debate and controversy such as biomedical research and research subjects, informed consent, reproductive issues, genetic screening and counseling, genetic engineering, cloning, allocation of scarce resources, abortion, and euthanasia. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Humanities Life Science Physical Science.

LAN 325 - Human Genetics (5)
This course covers the basics of human genetics. It focuses on the various modes of inheritance, including recessive, dominant, X-linked, polygenic, mitochondrial, tri-nucleotide expansions and genetic imprinting. Major genetic-based human diseases will be discussed. The molecular basis of inheritance and most recent knowledge of the human genome will be incorporated into the course. Counts in the Physical and Life Sciences Area of General Education Requirements. Laboratory LAN 325L. Prerequisite(s): General Biology LAN 110 or equivalent. 5 quarter hours
Distribution: Laboratory Science Life Science.
LAN 354 - Astronomy (5)

This is a general astronomy course for non-science majors. The material presented in this course will include the following: planetary motion, origin of the solar system, a study of the planets and their moons, the sun, the nature of stars and their evolution, and galaxies. Laboratory (LAN 354L). Students cannot receive credit for this course and LAN 108 Focus on the Solar System. Counts in the Physical and Life Sciences area of General Education Requirements as a Physical Science. Pre-requisite(s): LAM 100B or consent of instructor. 5 quarter hours

Distribution: Laboratory Science Physical Science.

LAN 422 - Biological Evolution (5)

This course covers the theory of biological evolution, the central paradigm of modern biology. Topics include the origin, history, and classification of living organisms, genetic variation, genetic drift, natural selection, speciation, and application of evolutionary principles to agriculture and human health. Modern methods for testing micro evolutionary hypotheses will be examined. Prerequisite(s): A course in general biology and a course in genetics. 5 quarter hours

Serves as a biology elective for undergraduate students majoring in Biology. For elementary education majors, it will count towards fulfillment of a concentration in Biology or Science. Counts in the Physical and Life Sciences Area of General Education Requirements as a Life Science.

Distribution: Life Science.

LAN 495 - Science Special Topic (2 TO 5)

2-5 quarter hours

LAP - Psychology/Behavioral Science

LAP 100 - General Psychology (5)

This course provides students with an overview of fields of psychology including biological, social, developmental. Students explore historical perspectives of theories of psychology, personality types, perception, motivation, emotions, social behavior, and adaptive aspects of behavior. They learn to apply knowledge of psychological concepts to everyday life. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Behavioral Science.

LAP 200 - Psychology of Development in the Infant/Toddler Years (5)

The course emphasizes theory and research related to the development in the first three years of life. Observations of infants and toddlers and their relationship to developmental expectations are discussed. Care giving, infant and toddler needs, and individual differences in family, hospital, and day care settings are examined. Developmental assessments and the nurturing of physical, social, emotional, and cognitive development of infants and toddlers are explored. (Developmental Psychology; Community Psychology). Counts in the Behavioral Science Area of Pre-requisite(s): None Co-requisite(s): None. 5 quarter hours

Distribution: Behavioral Science Community Psychology Developmental Psychology.

LAP 201 - Psychology of Early Childhood (5)

The course focuses on the social, biological, and cognitive development during the first six years of life. Analysis, evaluation, and implications of relevant cognitive, social, and self-theories and research are covered. Case studies and observations of infants and children from birth through age eight are an integral part of the course. (Developmental Psychology; Community Psychology). Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hour

Distribution: Behavioral Science Community Psychology Developmental Psychology Human Services Electives.

LAP 202 - Psychology of Middle Childhood and Adolescence (5)

This course will focus on the social, biological, and cognitive development during the middle childhood and adolescent years. Analysis, evaluation, and implications of relevant cognitive, social and self-theories and research will be covered. Case studies and observations of children age six through adolescence will be an integral part of the course. (Developmental Psychology). Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): none 5 quarter hours

Distribution: Behavioral Science Developmental Psychology Human Services Electives.

LAP 205 - Approaches to Psychology (5)

This course explores the five major approaches to psychology: biological, behaviorist, cognitive, psychodynamic, and humanistic; providing a conceptual overview of psychology. The methods, theories, and assumptions of each approach are described and explored. This course fulfills the Behavioral Science Area of General Education requirements only for students in the accelerated degree completion programs, Applied Behavioral Science, Health Care Leadership, Bachelor of Science in Management, Bachelor of Science in Management Information Systems, and the Master of Arts in Teaching. Exceptions require Psychology Department approval. Prerequisite(s): Enrollment or pre-
enrollment in Applied Behavioral Sciences, Health Care Leadership, and Bachelor of Science in Management degree completion programs, and the Master of Arts in Teaching. Traditional undergraduates may take the course only with the permission of the Psychology Department. 5 quarter hours

Distribution: Behavioral Science.

LAP 206 - Psychology in Everyday Life (5)

This course focuses on six areas of psychology and their relevance to everyday lives. Salient aspects of consciousness and memory, gender and sexuality, thinking, language, intelligence, motivation and emotion in everyday life will be described and explored. This course fulfills the Behavioral Science Area of General Education requirements only for students in the accelerated degree completion programs, Applied Behavioral Science, Health Care Leadership, Bachelor of Science in Management, Bachelor of Science in Management Information Systems, and the Master of Arts in Teaching. Exceptions require Psychology Department approval. Prerequisite(s): Enrollment or pre-enrollment in Applied Behavioral Sciences, Health Care Leadership, and Bachelor of Science in Management degree completion programs, and the Master of Arts in Teaching. Traditional undergraduates may take the course only with the permission of the Psychology Department. 5 quarter hours

Distribution: Behavioral Science.

LAP 300 - Adult Development and Learning Assessment (5)

This course focuses on the study of adult development processes and their relationship to learning and change. Key concepts such as traditional learning, experimental learning and learning style theories, adult development stage theories, and personal and professional assessment learning will be covered. (Developmental/Cognitive Psychology). Counts in the Communication or Behavioral Science Areas of General Education Requirements. Prerequisite(s): One previous psychology course for traditional undergraduate students. Applied Behavioral Sciences Program consent for ABS students. 5 quarter hours

Distribution: Behavioral Science Cognitive Psychology Communication Developmental Psychology Human Services Electives.

LAP 302 - Psychological Negotiations (5)

This course covers the psychology of effective negotiation as practiced in a variety of settings. Major concepts and theories of the psychology of bargaining and negotiation will be explored along with the dynamics of interpersonal and intergroup conflict. This course fulfills the Behavioral Science Area of the General Education Requirements only for the students in the accelerated degree completion programs. Exceptions require Psychology Department approval. Prerequisite(s): Enrollment or pre-enrollment in the following accelerated degree completion programs or the M.A. Teaching: B.A. Applied Behavioral, B.A. Health Care Leadership, B.S. Management and B.S. Management Information Systems. Traditional undergraduates may take the course Department. Co-requisite(s): none. 5 quarter hour

Distribution: Behavioral Science Human Services Electives.

LAP 303 - Introduction to Psycholinguistics (5)

This course introduces students to psycholinguistics: the study of how humans acquire, comprehend, produce, and use language. Topics will include the question of whether language is innate or learned, the mental processes involved in the acquisition, comprehension, and production of language, the relationship between language and thought, and the influence of language on cognitive development. (Developmental/Cognitive Psychology) Pre-requisite(s): LAP 100 or permission of Program Chair or designate. Co-requisite(s): none. 5 quarter hours

Distribution: Cognitive Psychology Developmental Psychology.

LAP 305 - Memory and Cognition (5)

This course explores basic concepts in theory and research in cognitive processes with an emphasis on human memory. Topics include learning, memory, perception, language, reasoning, problem-solving and decision-making. Also covered is an introduction to the broader field of cognitive science. (Cognitive Psychology). Pre-requisite(s): LAP 100, or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

Distribution: Behavioral Science Cognitive Psychology.

LAP 306 - Theories of Personality (5)

This course introduces students to the numerous viewpoints on the nature and development of personality. This will include various theories such as psychoanalytic, behaviorist, existential, interpersonal, humanistic, cognitive, biological/genetic and social. The techniques of personality assessment and psychotherapy will also be addressed. (Personality/Clinical Psychology). Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): One previous psychology course. 5 quarter hours
LAP 307 - Abnormal Psychology (5)
The focus of this class is to study the problems and theories of behavior pathology including the multiple factors of causation and characteristics of disorders as described in the Diagnostic and Statistical Manual of Mental Disorders (Currently DSM-IV-TR). Aspects of prevention and types of intervention, including psychotherapy, are included. (Personality/Clinical Psychology). Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): LAP 100 or equivalent 5 quarter hours
Distribution: Behavioral Science Clinical Psychology

LAP 308 - Personality Theorists (5)
This course introduces theorists and theories associated with four predominant areas of personality psychology. Theorists from the following four areas are discussed: psychodynamic, humanistic/existential, dispositional, and social learning. This course fulfills the Behavioral Science Area of General Education requirements only for students in the accelerated degree completion programs: Applied Behavioral Sciences, Health Care Leadership, Management, Management Information Systems, and the Master of Arts in Teaching. Exceptions require Psychology Department approval. Prerequisite(s): One previous psychology course. Enrollment or pre-enrollment in Applied Behavioral Sciences, Health Care Leadership, and Bachelor of Science in Management degree completion programs, and the Master of Arts in Teaching. Traditional undergraduates may take the course only with the permission of the Psychology Department. 5 quarter hours
Distribution: Behavioral Science Clinical Psychology Personality Psychology.

LAP 309 - Six Significant Principals of Social Psychology (5)
This course explores six significant principles of social psychology and their application to contemporary life. It examines the importance of the social setting and interpersonal dynamics in understanding the social dimension of human thought, feeling and action. This course fulfills the Behavioral Science Area of General Education requirements only for students in the accelerated degree completion programs, Applied Behavioral Science, Health Care Leadership, Bachelor of Science in Management, Bachelor of Science in Management Information Systems, and the Master of Arts in Teaching. Exceptions require Psychology Department approval. Prerequisite(s): One previous psychology course. Enrollment or pre-enrollment in Applied Behavioral Sciences, Health Care Leadership, and Bachelor of Science in Management degree completion programs, and the Master of Arts in Teaching. Traditional undergraduates may take the course only with the permission of the Psychology Department. 5 quarter hours
Distribution: Behavioral Science Clinical Psychology Personality Psychology.

LAP 310 - Introduction to Industrial/Organizational Psychology (5)
This course introduces students to the field of industrial/organizational psychology and explores its contributions to work organizations and society. Students examine topics in personnel psychology (e.g., selection, training, performance appraisal) and organizational psychology (e.g., emotions, motivation, leadership). Emphasis is placed on the application of psychological principles to identify, understand, and address issues in contemporary work organizations. Pre-requisite(s): LAP 100, or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours
Distribution: Behavioral Science Human Services Electives Organizational Psychology.

LAP 311 - Introduction to Community Psychology (5)
In this course, students are introduced to the field of community psychology. The course provides an historical overview of the discipline, within and beyond the U.S. Students examine community psychology values and ethics, research, and prevention and intervention in the context of social problems. They engage in a community solutions project, designing an intervention to address a social issue. Topics include social-ecological theory, social competence, diversity, and empowerment. (Community/Organizational Psychology). Pre-requisite(s): LAP 100; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

LAP 315 - Lifespan Development (5)
This course provides an examination of the biological, psychological, cognitive, physical and social aspects of the development of the human personality from the prenatal period through the end of life. Multiple theories of human development and current research topics are also discussed. (Developmental Psychology). Pre-requisite(s): LAP 100 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours
Distribution: Behavioral Science Developmental Psychology.
LAP 316 - Emotional Intelligence (5)
This course presents the development and views of the concept of Emotional Intelligence. It examines the controversies that have emerged, the research that addresses these controversies and the measurement, relevancy and application of the concept to everyday life. This course fulfills the Behavioral Science Area of General Education requirements only for students in the accelerated degree completion programs, Applied Behavioral Science, Health Care Leadership, Bachelor of Science in Management, Bachelor of Science in Management Information Systems, and the Master of Arts in Teaching. Exceptions require Psychology Department approval. Prerequisite(s): One previous psychology course. Enrollment or pre-enrollment in Applied Behavioral Sciences, Health Care Leadership, and Bachelor of Science in Management degree completion programs, and the Master of Arts in Teaching. Traditional undergraduates may take the course only with the permission of the Psychology Department. 5 quarter hours
Distribution: Behavioral Science.

LAP 317 - Psychology of Happiness (5)
This course focuses on happiness defined by positive psychology as subjective well-being and optimal human functioning. The course will examine the relationship of emotions, affect, cognition, self-esteem, mindfulness, engagement and social relations to happiness. The course will also explore the measurement and enhancement of happiness. This course fulfills the Behavioral Science Area of General Education requirements only for students in the accelerated degree completion programs, Applied Behavioral Science, Health Care Leadership, Bachelor of Science in Management, Bachelor of Science in Management Information Systems, and the Master of Arts in Teaching. Exceptions require Psychology Department approval. Prerequisite(s): Enrollment or pre-enrollment in Applied Behavioral Sciences, Health Care Leadership, and Bachelor of Science in Management degree completion programs, and the Master of Arts in Teaching. Traditional undergraduates may take the course only with the permission of the Psychology Department. 5 quarter hours
Distribution: Behavioral Science.

LAP 320 - Psychological Assessment of the Young Child (5)
This course provides an overview of methods for assessing children from birth through age six with a focus on developmental expectancies in a multicultural society. Students evaluate various levels of influence on preschool children’s development. They conduct observations, interviews, and assessments of children, parents and teachers in field settings. (Personality/Clinical/Developmental Psychology). Pre-requisite(s): LAP 100 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours
Distribution: Behavioral Science Clinical Psychology Community Psychology Developmental Psychology Personality Psychology.

LAP 321 - Psychological Assessment of the Young Child--Part II (3)
This course involves the study of methods for assessment of preschool children. Students will assess various levels of influence on preschool children’s development. Students will conduct individual case studies, observations, interviews, and assessment. (Personality/Clinical/Developmental/ Community Psychology). Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): LAP 320 - Psychological Assessment of the Young Child Part I 3 quarter hours
Distribution: Behavioral Science Clinical Psychology Community Psychology Developmental Psychology Personality Psychology.

LAP 325 - Psychology of Play and Therapeutic Applications (5)
This course deals with play across age spectrums and in differing contexts. It includes play universals, types and forms of play, theories of play, and functions of play in normative development as well as in atypical development. The use of play in assessment and behavior change is studied. Other topics include methods and materials of play and the role of play in learning and development. (Personality/Clinical Psychology) Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): none 5 quarter hours
Distribution: Behavioral Science Clinical Psychology Personality Psychology.

LAP 330 - Social Psychology (5)
This course provides an introduction to social psychology – the role of the group and sociocultural factors in the development of behaviors in individuals, with special attention given to group dynamics. Students explore how social psychologists study people and formulate theories. Topics include the history of social psychology, perception, cognition, influence, attitudes, relationships, altruism, antisocial behavior, and group processes. (Social/Community/Psychology). Pre-requisite(s): LAP 100, or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours
LAP 340 - Effective Interpersonal Relationships (5)
This course focuses on dyadic and small group relationships and examines the causes and results of different types of relationships. Students will explore the components of healthy relationships, the roles and responsibilities of the individuals in those relationships, the development of models of effective interpersonal relationships and their consequences. Through experiential learning in the course, students will develop skills in interpersonal communication. (Personality/ Clinical/Organizational/Community Psychology). Prerequisite(s): One previous psychology course for traditional undergraduate students. Good standing in the Applied Behavioral Sciences program for Applied Behavioral Science students. Co-requisite(s): None. 5 quarter hours

Distribution: Clinical Psychology Community Psychology Human Services Electives Organizational Psychology Personality Psychology.

LAP 342 - Interpersonal Helping Skills (5)
This course will allow students to focus on the helping skills needed for small groups and dyads in community settings. Various techniques, goals, methods, and outcomes of interpersonal helping will be examined. Interpersonal skills training is included in this course. (Personality/ Clinical/Community Psychology). Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): One previous Psychology course. 5 quarter hours

Distribution: Behavioral Science Clinical Psychology Community Psychology Personality Psychology.

LAP 348 - Cross-Cultural Communication (5)
This course introduces students to theoretical and practical knowledge of cross-cultural communication, an important aspect of cross-cultural psychology. Students examine intercultural communication approaches and processes as well as the challenges caused by cultural differences. Topics include psychological and cultural factors that contribute to effective interpersonal communication. Students learn to apply their knowledge to improve their own and others’ communication skills in intercultural contexts. (Community/Organizational Psychology). Pre-requisite(s): LAP 100, or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

Distribution: Behavioral Science Community Psychology Human Services Electives Organizational Psychology.

LAP 350 - Culture and Self (5)
Students will be introduced to the cross-cultural study of the self as it has been understood in the Western and Eastern cultures. This course presents an interdisciplinary study of the self-concept drawn from the social, psychological, sociological, and anthropological literature. The focus of this course is on the interpretation and enhancement strategies of the self in classroom and counseling settings, offering possible explanations for the treatment of minorities in these settings. (Community Psychology). Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): One previous psychology course or approval of advisor. 5 quarter hours

Distribution: Behavioral Science Community Psychology Human Services Electives.

LAP 351 - Psychology of Language and Identity (5)
In this course, students explore the connection between language and identity and ways in which language contributes to the psychological processes involved in the construction of a sense of identity. They examine the features of social and ethnic varieties of language and the use of these varieties by speakers to establish personal and social identities. Students also analyze their own use of language in the establishment of their multiple identities. (Community/Social Psychology). Prerequisite(s): LAP 100; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

Distribution: Behavioral Science.

LAP 352 - Children and Families under Stress (5)
In this course, students learn about important factors in society and life that produce stress on children and their families. Such factors, with effects at the individual, family, community, and societal level, include poverty; race, ethnic groups, and discrimination; violence; education; and politics. Other pivotal topics covered are child abuse, domestic abuse, death, divorce, and hospitalization. Students apply psychological theories to the family context. (Community Psychology). Pre-requisite(s): LAP 100; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

Distribution: Behavioral Science Community Psychology Human Services Electives.

LAP 355 - Near-Death Experiences--Connection to Consciousness (5)
This course will explore the question of the connection of brain, mind, and consciousness and its relevance in near-death experience studies. The focus of this course also is on the effect that near-death
Behavioral Sciences Area of General Education requirements. Prerequisite(s): Junior standing. 5 quarter hours OR 3 semester hours
Distribution: Behavioral Science.

LAP 408 - Introduction to Community Psychology (5)
This course introduces students to the field of Community Psychology including a historical overview, values, research, social-ecological theory, social competence, prevention, intervention, ethics, diversity and empowerment. (Community/Organizational Psychology). Prerequisite(s): One previous psychology course. 5 quarter hours
Distribution: Community Psychology Human Services Electives.

LAP 409 - Introduction to Leadership (5)
This course is designed to help students become more effective leaders in any aspect of their lives. Topics will cover who leaders are, what leaders do and what constitutes good leadership. Students will learn leadership theories, how to determine the unique leadership situation, and how to apply the correct leadership style to that situation. Prerequisite(s): LAP 100 and other Psychology course. Co-requisite(s): none. 5 quarter hours

LAP 425 - Mental Health (3 OR 5)
This course is designed to engage students in the study of mental health, adjustment and ways of coping with life tasks. Experiences are designed to enhance self-understanding and growth, as well as interactions with others. (Community Psychology) Prerequisite(s): One previous psychology course or consent of advisor. 5 quarter hours or 3 semester hours
Distribution: Community Psychology Human Services Electives.

LAP 441 - Psychology of Artistic Expression (3 OR 5)
This course explores the relationship of personality variables and other psychological factors and the development of creative potential and the capacity for artistic expression. Emphasis will be placed on the interrelationship between artistic movements and trends from the late 19th century to the present and parallel developments in psychology and the social sciences. Psychological approaches to the study of creativity will be reviewed and related to the role of the artist and artistic expression. (Developmental Psychology, Personality) Prerequisite(s): One previous psychology or consent of the instructor. 3 semester hours OR 5 quarter hours
LAP 442 - Interpersonal Development (3 OR 5)

This course examines stage theories of interpersonal development as they relate to cognitive development, ego development and psychoanalytical object relations. The psychological and philosophical antecedents of these theories will be presented. Current work in interpersonal theory will serve as a focus for discussion of contemporary issues in the social sciences. Assumptions and issues related to the philosophical concepts of unity/duality; psychological isolation of thought, feeling, and action; and societal considerations related to autonomy/community will be discussed. (Developmental, Organizational/Community) Prerequisite(s): One previous psychology course, preferably a developmental psychology course, or consent of the instructor. 3 semester hours OR 5 quarter hours

Distribution: Community Psychology Developmental Psychology Organizational Psychology.

LAP 450 - Human Sexuality (3 OR 5)

This course will provide the student with a survey of current views and recent research in the area of human sexuality. Emphasis will be placed on a historical perspective concerning attitudes about sexuality and sexual behavior with particular consideration given to cross-cultural studies. Theoretical positions and research findings will be related to major developmental issues in the human life span and sexuality will be considered as an integral part of human relations and communication. (Developmental/Community Psychology). Counts in the Behavioral Science Area of General Education Requirements. Prerequisite(s): One previous psychology course. 5 quarter hours OR 3 semester hours

Distribution: Behavioral Science Community Psychology Developmental Psychology Human Services Electives.

LAP 490 - Independent Study in Psychology (1 TO 5)

This course is designed for students who are psychology majors to pursue an independent study in an area of psychology. Students must obtain permission from a department faculty member prior to registration. Students will work under the direction of a faculty member. Specific topics may count in different areas of psychology. Prerequisite(s): One previous psychology course or consent of the instructor. 2-5 quarter hours OR 1-3 semester hours (May be repeated twice. Combined total quarter hours of LAP 490 and LAP 495 cannot exceed 10.)

LAP 495 - Special Topics in Psychology (2 TO 5)

This course is a psychology topic of special interest that is studied in depth. The course will cover any topic or topics in the field of psychology which are not taught within the regular course offerings. Since topics vary registered for more than once, since topics vary each term, each term, students may register for this course a maximum of two times. Specific topics may count in different areas of psychology. Prerequisite(s): Permission of Program Chair or designate. Co-requisite(s): None. 2-5 quarter hours

LAP 499 - Psychology Seminar (3 OR 5)

This course is designed to give students the opportunity to apply psychological knowledge to a variety of topics that vary from term to term. Students will be engaged in a process of inquiry on current psychological research and/or evaluation that challenges their analytical and critical thinking skills. Specific topics may count in different areas of psychology. Prerequisite(s): One previous psychology course or consent of advisor. Co-require(s): None. 5 quarter hours/3 semester hours

LAP 501 - Introduction to Psychological Assessment (3)

This class offers an introduction to the art and science of psychological assessment. Students will be introduced to the concepts of personality, intellectual and industrial/organizational assessment and to the statistical concepts which underlie them. Tests of various kinds will be examined and discussed. There will be an emphasis on report reading rather than conducting the assessments. Prerequisite(s): Admission to the MA in Psychology program. Co-require(s): None. 3 semester hours

LAP 502 - Psychological Assessment II--Intellectual Assessment (3)

This class uses a hands-on model in which each student learns to administer standardized intellectual assessments including the Wechsler scales for intelligence and memory and several educational instruments. This class is focused on the development of the skills necessary to work as a psychological assistant or a psychometrician. Prerequisite(s): LAP 501. 3 semester hours

LAP 503 - Psychological Assessment III--Personality Assessment (3)

This class uses a hands-on model in which each student learns to administer objective and projective personality assessment instruments including the MMPI, Rorschach and TAT. This class is focused on the development of the skills necessary to work as a psychological assistant or psychometrician. Prerequisite(s): LAP 501, LAP 502 or consent of the instructor. 3 semester hours
LAP 505 - Advanced Abnormal Psychology (3)
This course is designed to help students synthesize knowledge of abnormal psychology into a coherent model of mental illness and treatment. Upon completion of the course students will be familiar with theories of diagnosis, assessment and treatment of mental disorders. Also discussed will be the social and political contexts in which these disorders occur and the influence these contexts have on the professional and on the mental health consumer. Prerequisite(s): Admission to the MA in Psychology program. Co-requisite(s): None. 3 semester hours

LAP 506 - Advanced Human Development (3)
An in-depth study of the biological, physical, cognitive, emotional, social, and personality development of humans from birth to death. Emphasis will be placed on the systematic changes and continuities that occur in individuals throughout development. Emphasis, also, will be given to the multicultural, normal, atypical and pathological aspects of human development. Additional topics will include research methodology, behavior observation and human assessment as it pertains to applied settings. Prerequisite(s): Graduate standing or department approval. Co-requisite(s): None. 3 semester hours

LAP 507 - Theories of Cognitive Psychology (3)
Cognitive psychology relates to aspects of human experience such as language, memory, attention, perception, critical thinking, problem solving, decision making, logico-mathematical reasoning, moral and ethical judgment, and socio-cognitive aspects of human interaction. This course will compare current views of cognitive psychology. It will examine theoretical models explaining the development of cognition. Topics to be covered are the genetic approach of the construction of knowledge (Piaget), the relationship between social interaction, language acquisition and cognitive activity (Vygotsky), the development of moral and ethical principles (Kohleg); the information processing approach, and different approaches explaining the development of intelligence (Sternberg, Gardner). Practical applications of these theories will be explored. Prerequisite(s): Graduate standing. Co-requisite(s): None. 3 semester hours

LAP 509 - Advanced Social Psychology (3)
This course is an advanced study of individual behavior in a variety of group settings. The major theories of Self, Cognition, Perception, Biases, Attitudes, Social Influence, Relationships, Group Processes, Violence and Aggression, and Helping Behaviors are examined. Emphasis is placed on the integration of information to support hypotheses and writing the introduction section of a research paper. Considerable time is devoted to understanding how culture affects social interaction. Prerequisite(s): Graduate standing or approval of the department. Co-requisite(s): None. 3 semester hours

LAP 510 - Advanced Personality Theory (3)
This course offers an advanced analysis of the numerous viewpoints on the nature and development of personality. This will include research and issues in current theories such as psychoanalytic, behaviorist, existential, interpersonal, humanistic, cognitive, biological/genetic and social. The techniques of personality assessment and psychotherapy will also be addressed. Prerequisite(s): Admission to the MA in Psychology program. 3 semester hours

LAP 516 - Research Design for Psychology (3)
This course offers an in-depth study of research design and methods from topic identification through data collection with a focus on application. An analysis of how to read, interpret and critique published research is included. Both qualitative and quantitative designs will be discussed. Ethical considerations will be explored. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

LAP 517 - Psychological Statistics, Design and Analysis (2 TO 3)
In this course, students concentrate on the applications of statistical concepts to psychological research. Emphasis is placed on selecting and conducting appropriate analyses and interpreting data related to research in both academic and applied settings and in the use of software for quantitative statistical analysis. Students who take this course for three semester credit hours also cover principles of qualitative research in psychology Prerequisite(s): LAP516 or permission of Program Chair or designate. Co-requisite(s): None. 2-3 semester hours

LAP 518 - Child and Adolescent Development (3)
This course involves an in-depth study of cognitive, emotional, social, and biological development of children from birth through adolescence. Both literature emphasizing multicultural and traditional aspects of development will be covered. (Human Development) Prerequisite(s): Graduate standing 3 semester hours

LAP 520 - Biological Bases of Behavior (3)
This course examines basic biological systems and their relationship to behavior. Particular emphasis will be given to the central nervous system, autonomic nervous system, neuroanatomy, and the endocrine system. Changes throughout the lifespan and the effects of various kinds of impairment will be
stressed. (Health Psychology) Prerequisite(s): Graduate standing Co-requisite(s): None. 3 semester hours

LAP 522 - Career Development for Psychology Students (2)

This course provides graduate students in psychology with an understanding of how to apply their skills and knowledge to the job market. Students will have an opportunity to advance their professional skills. Social networking, vita and resume writing and determining the need for further education are some of the topics to be covered. Prerequisite(s): Graduate standing. Co-requisite(s): None. 2 semester hours

LAP 526 - Psychology of Organizational Leadership (3)

This course is an in-depth study of the Psychological Theories behind Organizational Leadership. The course will emphasize traditional theories such as Trait, Behavior, and Contingency, as well as more contemporary theories such as Exchange, Implicit, Transformational, and Transactional. The importance of Gender, Culture and Morality will be examined also. Prerequisite(s): Graduate standing or department approval. Co-requisite(s): None. 3 semester hours

LAP 528 - Survey of Industrial and Organizational Psychology (3)

This course surveys the field of industrial/organizational psychology and examines its role in benefitting 21st century work organizations and employees. Students explore the application of psychological principles to the workplace and learn how I/O psychology contributes to the development of effective organizational practices. Specific topics include the history of I/O psychology, research methods in I/O psychology, personnel psychology (e.g., selection, performance appraisal, training), and organizational psychology (e.g., work motivation, job attitudes, group processes). Pre-requisite(s): Admission to the M.S. in Industrial and Organizational Psychology; or permission of the Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 530 - Health Psychology (3)

Emphasis on the shift from the biomedical model to the biopsychosocial model to understand the various influences on health and illness. The mind-body relationship will be explored via current research. The minimization of risk and promotion of health, including health lifestyle, prevention, maintaining compliance with appropriate regimens such as medication or exercise and diet will be explored. Lifespan considerations will be included. 3 semester hours

LAP 532 - Work Motivation and Job Attitudes (3)

This course takes a scientist-practitioner approach to examining work motivation and job attitudes. Students examine influential theories of motivation and explore related organizational applications such as reward systems, work design, and job crafting. They also learn about the associated topic of job attitudes with emphasis on the causes and consequences of constructs such as job satisfaction and organizational commitment. Pre-requisite(s): LAP 528, LAP 516, LAP 517; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 533 - Measurement of Individual Differences (3)

This course examines the measurement of individual differences and their effects on workplace performance and effectiveness. An exploration of measurement of attributes such as personality, cognitive ability, creativity, emotional intelligence, and integrity provides insight into the relationship between individual differences and job success. Measurement opportunities and challenges also are covered. Pre-requisite(s): LAP528, LAP516 or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 535 - Psychopharmacology (3)

This course will examine the basic mechanisms of drug transport within the body, neuroanatomy and the autonomic and central nervous systems. Major classifications of psychoactive drugs are covered as well as over-the-counter drugs and non-controlled substances. Lifespan considerations for indications/contraindications and use/abuse at various ages will be discussed. Prerequisite(s): LAP 520 or graduate standing and consent of advisor. 3 semester hours

LAP 542 - Later Adulthood and Aging (3)

This course will provide a foundation for the study of adulthood and aging. Students will learn about the various theories in life span psychology that attempt to explain the psychological changes occurring in the latter third of life. This course will cover aging as a reflection of the normal life span and explore some of the determinants which affect aging, especially those that promote healthy positive aging. Prerequisite(s): Graduate standing. 3 semester hours

LAP 546 - Assessment of Organizations (3)

This course will examine the concepts and techniques related to the assessment of individuals to determine their level of skills, abilities, and personal characteristics as an evaluation of that individual’s suitability for an organization, readiness for promotion, predicted job performance and other employee issues. The student will learn about the
variety of assessment techniques available to evaluate work-related characteristics. Additionally, the student will be introduced to the effects of multiculturalism in the workplace and how assessment impacts company policies, productivity, and the cultural climate. Prerequisite(s): Graduate standing or approval of the department. Co-requisite(s): None. 3 semester hours

LAP 549 - Psychology in the Community (2)

This course is designed to provide graduate students in psychology with an overview of key concepts in the field of community psychology such as prevention, empowerment, and intervention. Pre-requisite(s): Admission to the MA in Psychology program. Co-requisite(s): None. 2 semester hours

LAP 550 - Advanced Industrial Psychology (3)

An in-depth study of organizations and the human factors involved in contemporary business practices. The course emphasizes employee production, job satisfaction, employee assessment and motivation. Major problems are dealt with in the course including conflict, harassment and low incentives. Practical use of updated Psychological methods are included. Prerequisite(s): Graduate standing or 2 previous undergraduate Psychology courses and consent of instructor. Co-requisite(s): None. 3 semester hours

LAP 552 - Career Development for Psychology Students (2)

This course provides graduate students in psychology with an understanding of how to apply their skills and knowledge to the job market. Students will have an opportunity to advance their professional skills. Social networking, vita and resume writing and determining the need for further education are some of the topics to be covered. Prerequisite(s): Graduate standing. Co-requisite(s): None. 2 semester hours

LAP 589 - Capstone in Industrial and Organizational Psychology (3)

This capstone course provides students with an opportunity to integrate concepts learned in the Industrial and Organizational Psychology program through a structured, faculty-led experience. Students engage in a comprehensive review of major topics covered in the program; identify and explore opportunities for future professional practice, research, and consulting; and complete a series of case studies, projects, and/or assessments that demonstrate achievement of all program learning outcomes. Pre-requisite(s): LAP 516, LAP 517, LAP 526, LAP 528, LAP 532, LAP 533, HRM 520, HRM 521, OBD 515, AND OBD 533; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 592 - Teaching Practicum in Psychology (3)

This course will cover all aspects of teaching an undergraduate course in psychology. Students will gain experience preparing and presenting a syllabus, lectures, class discussions, classroom activities and/or use of interactive media when relevant. Students will be supervised and mentored by the classroom instructor in developing and grading written as well as oral assignments and examinations. Prerequisite(s): Graduate Standing; LAP509, LAP516 and consent of instructor. 3 semester hours. May be repeated once up to 6 semester hours.

LAP 594 - Psychology Independent Study (3)

This course is designed for graduate students to pursue an independent study in an area of psychology. Students must obtain permission from their graduate advisor prior to registration. Students will work under the direction of a faculty member who must approve the students’ independent study projects. A paper is required for course credit. Prerequisite(s): Graduate standing and consent of the graduate advisor. 3 semester hours

LAP 595 - Special Topics in Psychology (3)

This course provides an overview of a special topic in psychology that was not covered in one of the other psychology courses. Topics are to be decided by the instructor based on the students’ needs in light of other course offerings. Prerequisite(s): Graduate standing; previous undergraduate course and/or consent of instructor. 3 semester hours

LAP 596 - Comprehensive Exam Seminar (1 TO 3)

Comprehensive Examination is one of two options offered for the Master of Arts in Psychology students as the final requirement for completion of the program. The Examination is an essay format assessment of the students’ understanding of the major theories and current issues in Social Psychology, Personality/Abnormal Psychology, Developmental Psychology, and Research Methods. Prerequisite(s): Comprehensive examinations cannot be taken before completion of five full terms in the M.A. Psychology program. 1-3 semester hours

LAP 599 - Thesis (1 TO 3)

A thesis is one of two options offered to the Master of Arts in Psychology students. It is a formal written document which investigates a theory or particular point of view as the result of disciplined empirical inquiry. Prerequisite(s): By the end of the third term, a student in the M.A. in Psychology program can choose the Thesis option by petitioning the department for approval to do a thesis. If consent is granted, the student registers for the Thesis option. If consent is not given, the student must register for
LAP 598 Comprehensive Examination. Co-requisite(s): None. 1-3 semester hours

LAP 599X - Thesis Continuation (0)
Continuous registration required until thesis is complete. Prerequisite(s): Masters standing, consent of thesis advisor or program director, and prior registration for the required number of hours in LAP 599. Co-requisite(s): None. 0 semester hours

LAP 600 - Introductory Seminar on Community Psychology (1)
This course is designed to introduce and orient students to the Ph.D. in Community Psychology Program, outlining expectations as well as introducing students to resources (e.g., program expectations, basic understanding of Community Psychology, navigating library and technology systems, and accessing financial aid). Students reflect on community psychology as it relates to their work experiences and career aspirations. Pre-requisite(s): Admission to the Community Psychology PhD program; or permission of Program Chair or designate. Co-requisite(s): None. 1 semester hour

LAP 601 - Pilot Research in Community Psychology (1 TO 3)
The pilot research is a multi-term undertaking that builds to the dissertation in Community Psychology. Doctoral candidates create a formal, APA-style written document that investigates a social issue from the community psychology perspective in a disciplined empirical inquiry. Students engage in a literature review, formulate research questions or hypotheses for their study, design methodology, and develop a research proposal. Upon IRBB’s approval of the study, students collect, report, and interpret data. Their work culminates in defense of their papers. After earning required three credit hours in this course, continuous registration, identified by X in the course number, must be maintained until the research is complete. Pre-requisite(s): Admission to the Community Psychology PHD program. Co-requisite(s): None. 1-3 semester hours

LAP 605 - Principles of Community Psychology (3)
This course is designed to introduce students to the main principles of community psychology. Major topics include: history, theories, and constructs of community psychology. More specifically, constructs and theories include: the construct of community, social-ecological theory, social justice, empowerment, and prevention interventions. Students are also introduced to strategies for addressing social problems and making changes with communities including: coalition-building, systems theory, and community organizing. Additional considerations regarding navigating research within a community context are also explored, such as multiple conceptualizations of diversity and the importance of ethics. Pre-requisite(s): LAP 600; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 610 - Community Prevention and Intervention Approaches to Social Problems (3)
This course explores prevention and intervention methods for addressing social problems from a community psychology perspective including Key Integrated Social Systems (KISS), Ailing in Difficulty (AID), and Illness Correction Endeavors (ICE). Approaches to social problems are considered across cultures and from the micro-, meso-, exo- and macrosystem levels. Current research on approaches to social problems are presented. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

LAP 615 - Community Organizing (3)
This course explores how people organize for social change; specifically, how people build, and/or rebuild, social capital within a community as well as physical infrastructure. Examples of topics covered include: introduction to the history of community organizing, diversity in community organizing, building relationships and organizations, organizing leadership, using the internet and other electronic social media in community organizing and development, and community visioning and planning. There is also strong emphasis placed on how culture influences all aspects of community organizing. Pre-requisite(s): LAP 600, LAP 605, and LAP 610; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 625 - Advanced Quantitative Methodology in Community Psychology (3)
This course reviews the scientific method, including the importance of strong literature reviews, building the formulation of research questions/hypotheses. In-depth coverage of observational, correlational, experimental, and quasi-experimental research designs is emphasized, as well as detailing operationalizing variables, hypotheses, research questions, measurement, and study reliability and validity. Each of the following sub-sections of an APA-style Methods section of a research study is applied: Design, Participants, Procedures, and Instruments. Students also review ethical considerations in research. Pre-requisite(s): LAP 600, LAP 605, and LAP 610; or approval by Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 630 - Advanced Qualitative Methodology in Community Psychology (3)
This course reviews qualitative research methods including interviewing, observing, documenting, and
categorizing data. An introduction to understanding and conducting focus groups is provided. Students demonstrate how qualitative research focuses on understanding the insider’s view (emic) while quantitative research focuses on predicting, or controlling, with an outside objective view (etic). This course promotes hands-on application of various qualitative methods in community psychology through interviewing participants, observing participants, conducting a focus group, and analyzing qualitative data. Pre-requisite(s): LAP 600, LAP 605, and LAP 610; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 635 - Statistics for Community Psychology (3)

This is an advanced statistics course offered within the Community Psychology PhD program. This course allows students to choose and apply appropriate statistical techniques in relation to their dissertations. Students further develop techniques in experimental, quasi experimental, and survey research. Both univariate and multivariate analysis techniques are explored. Issues of sampling, measurement, reliability, and validity are addressed. Students learn practical implications for the use of each technique in community psychology research. Pre-requisite(s): LAP 625, LAP 630, and LAP 698; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 640 - Survey Design and SPSS (3)

This course will examine all aspects of total survey design including setting objectives, sampling, questionnaire construction, data collection, design and analysis procedures and report writing. A hands-on exploration of SPSS will be offered including data coding, entry, and checking, a review of descriptive statistic procedures and report writing as well as how to develop tables and figures utilizing SPSS data and adhering to APA style. Prerequisite(s): LAP 600. LAP 625. 3 semester hours

LAP 645 - Social Marketing and Thought Leadership (3)

This course will examine promoting social change through the use of Social Marketing (focused on individual behavior change) as well as shaping public debate at the macro level. The 4 P’s (Price, Product, Promotion and Placement) of Social Marketing will be covered including review of successful applications, consideration of how to apply these Social Marketing principles to new topics and examination of the difficulties of applying this technique to complex social problems. Thought leadership will be covered with a specific focus on students finding their social issue expertise and learning how to position their arguments at a macro level. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

LAP 650 - Principles of Consultation in the Community (3)

This course is a graduate seminar with an emphasis on community psychology practice and the development of consulting skills. Students explore the role of community psychologist as consultant as well as the need for stakeholders to be partners in the process. Some processes to be examined are connecting people, clarifying roles, managing conflict, setting clear goals and creating a positive climate. Cultural and diversity issues will also be explored as they relate to consultation. Pre-requisite(s): LAP 600, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

LAP 655 - Grant Writing for Community Psychologists (1)

This course will focus on grant writing activities as they relate to the non-profit sector. This includes effective grant-writing principles including the identification of potential grant opportunities and writing a proposal and partnering with community agencies to pursue funding. Pre-requisite(s): LAP 600, LAP 605, LAP 610. Co-requisite(s): None. 1 semester hour

LAP 660 - Professional Writing for Community Psychology (3)

This course will prepare students for professional writing, specifically within the field of community psychology. Topics covered will include APA style, outlining, literature reviews, writing for scholarly journals, crafting a narrative, writing for research presentations, ethical considerations and aspects of professionalism in writing. Students will learn to analyze published works and apply the writing skills to their class papers, externships, theses and dissertations. Prerequisite(s): LAP 600. 3 semester hours

LAP 661 - Professional Writing for Community Psychology II (2)

This advanced writing course focuses on writing mixed methods (quantitative and qualitative) results for dissertations. The course will address issues of data analysis/validation procedures, results presentation structure, choosing the most effective visual graphics or verbal representations (designing tables, charts, and graphs), guidelines for graphics, communicating data effectively and ethically for both scholarly and community stakeholders. Prerequisite(s): LAP 600, LAP 605, LAP 635. LAP 698. Co-requisite(s): None. 2 semester hours
LAP 665 - Advanced Theoretical Foundations of Community Psychology (3)

This course will give students a philosophical background in community psychology and related fields, including social psychology, sociology, personality, health psychology, social work, and urban studies. A particular theory will be focused on each week: empowerment theory, sense of community, ecological theory, social psychology and personality, psychoanalysis, sociological models, and theories of stress. Students will learn to analyze theories and apply them toward interpreting real world situations. Prerequisite(s): LAP 600. 3 semester hours

LAP 670 - Advanced Cross Cultural Communication (3)

This course provides an advanced theoretical and practical knowledge of cross-cultural communication processes and problems as they apply to working within diverse socio-economic, cultural, and ethnic communities. Psychological and cultural factors which bring about and hinder effective interpersonal communication will be considered. Both verbal and nonverbal dimensions of communication will be analyzed. Strategies for improving communication skills within different community contexts are explored. Prerequisite(s): LAP 600, and LAP 605 or permission of Program Chair or designate. 3 semester hours

LAP 689 - Fieldwork in Community Psychology (1 TO 5)

The Externship in Community Psychology is designed to give students an opportunity to experience the practical applications of the principles of community psychology in a variety of settings by applying the principles they learn in the program to their community. Prerequisite(s): Admittance to the PhD Program 1-5 semester hours

LAP 690 - Consultation in Community Psychology (1 TO 3)

This course will offer students introductory hands-on, supervised experience in the community. Students will have the opportunity to pursue personal learning objectives related to community psychology in a variety of community settings. These learning objectives can focus on research, advocacy, non-profit management, or fundraising. Prerequisite(s): None. Co-requisite(s): None. 1-3 semester hours. May be repeated up to 3 times not to exceed 3 semester hour.

LAP 693 - Seminar in Program Evaluation (3)

This course introduces students to different types of program evaluations, including needs assessment, formative and process evaluation, monitoring of inputs, outputs, and outcomes, impact assessment, and cost analysis. Students engage in practical experiences through a series of exercises involving the design of a conceptual framework, indicators, and an evaluation plan to measure impact. Pre-requisite(s): LAP 625 or PPA 565, or another graduate quantitative analysis/methods course by approval of Program Chair. Co-requisite(s): None. 3 semester hours

LAP 695 - Independent Study in Community Psychology (1 TO 3)

This course is designed for Community Psychology doctoral students to pursue an independent study. Students must obtain permission from their faculty advisor prior to registration. Students will work under the direction of a faculty member. The learning objectives for the course focus on research, advocacy, non-profit management, or resource development and build toward the student’s career as a community psychologist. Prerequisite(s): A student admitted to the Community Psychology PhD program. Co-requisite(s): None. 1-3 semester hours

LAP 698 - Dissertation Proposal Seminar (3)

This course focuses community psychology doctoral students on developing successful dissertation proposals. Students learn the criteria of a successful proposal for the field of Psychology, identify and organize various sources of literature for writing a scientific literature review, discuss strategies for developing a written argument, formulate research questions, align research questions with data, identify strategies for successful collaboration with dissertation advisors, address project/time management strategies, and create peer support network for research. The course culminates in development of the dissertation proposal and its submission to the Institutional Research Review Board (IRRB). Pre-requisite(s): LAP 625 3 semester hours

LAP 699 - Dissertation in Community Psychology (1 TO 6)

This course focuses on the complete dissertation process including conceptualization of a project, literature review, data collection, data analysis and publishing. Prerequisite(s): LAP 625, LAP 630, LAP 635. 1-6 semester hours. May be repeated up to 6 times not to exceed 6 semester hours.

LAP 699X - Dissertation Continuation: Community Psychology (0)

Continuous registration required until dissertation is complete. Prerequisite(s) Doctoral standing, consent of instruction and prior registration or the required number of hours in LAP 699. 0 semester hours.
LAS - Social Science

LAS 105 - Introduction to Sociology (5)
This course introduces students to concepts and theories of sociology with a focus on how social structures shape social life. The course explores core themes in the discipline, general social issues which sociologists have studied, and methods in applying a sociological imagination. Students examine micro and macro perspectives of culture, social structure, stratification, race/ethnicity, gender, class, and sexuality. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Human Services Electives Social Science.

LAS 110 - Introduction to Cultural Anthropology (5)
This course introduces students to the fundamental concepts, theories, methods and approaches in cultural anthropology. Students will learn how anthropologists study humans’ cultures and the ways they differ across time and space. Students will also examine how anthropologists analyze the variations in how people approach and solve problems, cooperate or conflict, produce and reproduce, and express and share beliefs. Topics include the anthropological ways of understanding language, marriage, family, gender, ethnicity, social inequality, environment, globalization, law, and economics. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Human Services Electives Nonwestern Cultures Social Science.

LAS 115 - Introduction to Economics (5)
This course provides an overview of macroeconomics and microeconomics and an understanding of how individuals, firms, and the government make decisions. It also explains how the market economic system works. Additionally, this course examines management decisions under different market structures and the impact of government intervention on markets. Finally, this course discusses gross domestic product and national income, inflation, unemployment, economic growth and business cycles, and the impact of fiscal and monetary policies on the economy. Counts in the Social Science Area of General Education Requirements. Prerequisite(s): none 5 quarter hours
Distribution: Social Science.

LAS 118 - Introduction to Politics and U.S. Government (5)
This course introduces students to the theories and practices of politics in the United States. In discussing political institutions and processes, students explore constitutional frameworks; structures and branches of American government; political participation; elections; role of political parties; mass media and interest group influence on politics; and civil and economic liberties. Students will compare American political practices with at least two other countries. Students also analyze political data and arguments. Counts in the Social Science Area of General Education Requirements. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Social Science.

LAS 120 - Introduction to American Politics (5)
Survey of American national political institutions and values: the design of our Constitution; political parties; interest groups, lobbying, and campaign finance; Congress and the presidency; the political role of the media; and the role of the courts in protecting liberty and defining rights. 5 quarter hours Counts in the Social Science Area of General Education Requirements.
Distribution: Social Science.

LAS 203 - Survey of U.S. History (5)
In this course, students explore the relationship between history and culture as they survey major events, ideas, movements, and key individuals connected to the process of nation building. Readings and discussions include: the colonization of North America, the American Revolution, Western expansion, the Civil War, World Wars I and II, the Cold War, and the modern era. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: GenEd-Social Science Humanities US History Course.

LAS 204 - Contemporary Chicago (5)
In this course, students examine Chicago’s socio-cultural and economic evolution from an industrial powerhouse and economic engine to a post-industrial, global city. Connections to globalized circuits of finance, trade, and immigration since the 1950s have shaped Chicago’s more recent history, politics, and socio-economic development. Students examine the city’s transition from industrialization and manufacturing to a society based on leisure, tourism, and the consumption of goods, services, and information. The course further examines the contours of the new Chicago by analyzing the specific ways that race and ethnicity, cultural diversity, and identity politics shape the city’s health and prosperity. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: Social Science.
LAS 220 - State and Local Government (5)
This course focuses on state and local governments within the context of the American federal system. Special emphasis is placed on federalism, the constitutional/legal relationships between state and local governments and the institutions, organizational forms and political processes in American state and local government. Counts in the Social Science Area of General Education Requirements. 5 quarter hours
Distribution: Human Services Electives Social Science.

LAS 240 - Human Origins (5)
Introduction to major topics in physical anthropology and archeology including theories and processes of biological and cultural evolution of the human species and the theories and methods of uncovering evolutionary processes. Counts in the Social Science Area of General Education Requirements. 5 quarter hours
Distribution: Social Science.

LAS 250 - Macroeconomics (5)
Introduction to major topics in physical anthropology and aggregate or total sense-all markets taken together. Emphasis will be on contemporary issues such as unemployment, inflation, the business cycle, fiscal and monetary policy, the role of money, financial institutions, government operations, the stock market, gross domestic product, national income and the corporate world. Counts in the Social Science Area of General Education Requirements. 5 quarter hours
Distribution: Social Science.

LAS 253 - Urban Economics (5)
This course provides an understanding of local governments, for example, municipalities, school districts, city and suburban library boards, and park district boards. It looks at different ways these governments influence economic life by taxing, spending, and regulating. Students will learn how each of these activities affects various groups in the population and how people's perception and evaluation of local governments is shaped by the way public officials and members of the media communicate information about them. Counts in the Social Science Area of General Education Requirements. Pre-requisite: None. 5 quarter hours
Distribution: Social Science.

LAS 254 - Global Economics (5)
This introductory course examines the issues of globalization and development through the interdisciplinary lens of economics, geography, and history. Students explore the principles of economics from a non-technical perspective and examine the costs and benefits of globalization; discover economic geography, with an emphasis on the distribution of human populations and natural resources, as well as the challenges related to the use of renewable and non-renewable resources; and debate the role of technological progress in our history and global economic development. Counts in the Social Science Area of General Education Requirements. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
Distribution: GenEd-Social Science.

LAS 255 - Microeconomics (5)
This course is an analysis and study of economic behavior of the individual unit, i.e., the firm and the rational consumer. Microeconomics principles addressed include decision making of the firm, the household, labor, international trade, education and poverty. Special emphasis will be placed on the theory of supply and demand. Prerequisite: LAM 110 or equivalent. 5 quarter hours Counts in the Social Science Area of General Education Requirements.
Distribution: Social Science.

LAS 300 - Contemporary World Cultures (5)
Comparative cross-cultural study of three selected nations representing different areas of the world. Investigation of varying ideological, political, social, and economic factors At least two of three nations covered are non-Western. Counts in the Social Science Area of General Education Requirements. Prerequisite: Introductory social science course. 5 quarter hours
Distribution: Nonwestern Cultures Social Science.

LAS 301 - Western History and Culture to 1650 (5)
Pre-Western inheritance from the Near Eastern cultures and Greco-Roman world; the transition to the Middle Ages; the development of the medieval institutions and values and their decline during the periods of the Renaissance and Reformation. Prerequisite: Introductory social science course. 5 quarter hours Counts in the Social Science or Humanities Area of General Education Requirements.
Distribution: Humanities Social Science.

LAS 302 - Asian American Cultures and Society (5)
This course explores the diversity and commonality of experiences among Asian Americans in both the United States and transnational contexts. In moving beyond traditional notions of American communities, students examine the multiple facets of life, history,
and experiences of Asian Americans, as well as the
dynamics behind identity and community formation.
Topics covered generally include: Asian American
culture, institutions, and organizations; diaspora,
migration, population, and settlement patterns; class,
labor, occupations, and poverty; family and ethnic
identification; inequality and politics; prejudice and
discrimination; and social movements and collective
action. Pre-requisite(s): LAS 105, or LAS 110, or LAS
118; or permission of Program Chair or designate. Co-
require(s): None. 5 quarter hours
Distribution: Humanities Nonwestern Cultures Social
Science.

LAS 303 - Sub-Saharan African Cultures (5)
Historical and contemporary affairs in Africa south of
the Sahara, indigenous culture areas, types of
colonialism and acculturation, economic and political
development, independence movements.
Prerequisite: Introductory social science course. 5
quarter hours Counts in the Social Science or
Humanities Area of General Education
Requirements.
Distribution: Humanities Nonwestern Cultures Social
Science.

LAS 304 - Middle and South American Cultures (5)
Backgrounds in contemporary affairs in Middle South
America, pre-Columbian culture area, colonialism,
varieties of peoples, political and socioeconomic
trends. Prerequisite Introductory social science
course. 5 quarter hours Counts in the Social Science or
Humanities Area of General Education
Requirements.
Distribution: Humanities Nonwestern Cultures Social
Science.

LAS 305 - Western History and Culture since 1650 (5)
Impact of Renaissance and Reformation and the
emergence of modern European institutions and
values to the present. Prerequisite: Introductory
social science course. 5 quarter hours Counts in the
Social Science or Humanities Area of General
Education Requirements.
Distribution: Humanities Social Science.

LAS 309 - Critical Thinking and Writing for Social and
Behavioral Sciences (2)
This course provides students with skills that assist
them in linking writing about social and behavioral
life experience with conceptual information on these
topics. The emphasis will be on reflective writing and
include summarization, quoting, explaining, and
discussing concepts relevant to social and behavioral
sciences. Attention will be given to APA style.
Prerequisite(s): Admission to the Applied Behavioral
Sciences Program. Co-requisite(s): Enrollment in
Term 1 of the Applied Behavioral Sciences Program. 2
quarter hours
Distribution: Human Services Electives.

LAS 310 - International Relations (5)
This course introduces students to the study of
international relations by focusing on the problem of
war, national security, conflict in the Middle East and
other regions, and the United States' role as a world
economic power. Current issues and research on the
emerging global society and the changing role of the
United States in the international system will also be
examined and discussed. Additional emphasis is
placed on the skills and knowledge required to
become a "globally literate" citizen. Prerequisite(s):
100-level social science course. 5 quarter hours
Counts in the Social Science Area of General
Education Requirements.
Distribution: Social Science.

LAS 311 - Race and Ethnicity (5)
This course examines key theories, debates, and
empirical examples of social organization related to
the construction of race and ethnicity. Students
explore racialized experiences, prejudice,
discrimination, dominant and subordinate statuses,
and various sites of racial/ethnic inequality (such as
labor, education, and immigration status). Students
analyze how notions of race and ethnicity are created
and sustained in the public imagination and in social
institutions, in turn influencing systems and
interpersonal relationships. Topics include: dynamics
of racialization in public and private discourse;
intersections of race/ethnicity, gender, sexuality, and
class; white privilege; and historical and
contemporary marginalization of people and
communities of color. Counts in the Social Science or
Humanities Area of General Education
Requirements. Pre-requisite(s): LAS 105, or LAS 110,
and LAS 118; or permission of Program Chair. Co-
require(s): None. 5 quarter hours
Distribution: Humanities Social Science.

LAS 313 - The Metropolitan Community (5)
The nature and development of cities; social and
political history of Chicago's ethnic groups; theories
of urban relationship; suburban development; social
stratification and power; social morality;
bureaucratic organization; machine politics,
community control and community organizing.
Prerequisite: 100-level social science course. 5
quarter hours Counts in the Social Science or
Humanities Area of General Education
Requirements.
This course explores the legal process in the United States. As the third branch of American government, the judiciary is instrumental in shaping the freedoms and restrictions placed on U.S. citizens. The course highlights constitutional protections, the role of the judiciary in shaping life in America, and the importance of the judiciary as a political institution. Prerequisite(s): LAS120 Introduction to American Government (or equivalent) 5 quarter hours

LAS 330 - Cultural Influences in the Workplace (5)
This course examines the relationship between culture and the world of work. Specifically, students will examine the concepts of race and ethnicity and how the United States, especially in the area of work, has been shaped by the values and life experiences of different ethnic groups and nationalities. Prerequisite(s): Previous social science course or permission from the Social and Behavioral Sciences Department. Counts in the Social Science Area of General Education Requirements. 5 quarter hours

Distribution: Social Science.

LAS 331 - Dynamics of Group Behavior (5)
This course is a study of group behavior and the effect group functioning has upon organizational effectiveness. Emphasis is placed on the basics of group behavior, principles of group dynamics, problem solving, decision making, diagnosing and resolving conflict in groups, and managing and facilitating meetings. Prerequisite(s): Admission to the Applied Behavioral Sciences program. Co-requisite(s): None. 5 quarter hours

Distribution: Human Sciences Electives.

LAS 332 - Comparative Ethnographies (5)
This survey course introduces students to the cultural complexity and diversity among indigenous peoples of North America. Students examine the sociopolitical organization, art, history, religion, gender, and economic dynamics of various Native American groups. Specific focus is on the impact of colonialism, cultural change, globalization, and identity politics affecting relationships between Native Americans and various cultural groups. The course highlights contemporary issues important in shaping the experiences of indigenous peoples, such as tribal sovereignty, environmental, political, and legal influences. Students learn to identify the methods used to understand the pre-history, history, and contemporary life of indigenous peoples of North America. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Social Science.

LAS 341 - Comparative Ethnographies (5)
Anthropological studies representing diverse cultures and theoretical viewpoints are compared to gain a broad understanding of the nature of the field experience and the ways in which anthropologists’ own beliefs and feelings influence ethnographic research and the presentation of their field studies. Prerequisite: 100-200 level anthropology course. 5 quarter hours Counts in the Social Science Area of General Education Requirements.

**Distribution:** Social Science.

**LAS 405 - Social Problems (5)**

Through a multidisciplinary approach using concepts drawn from sociology, anthropology, political science, economics, psychology, and history, students will explore the dimensions and interconnectedness of social problems primarily in the United States. Ways to remedy these problems will be addressed. Prerequisite: Recommended introductory Social Science course. 5 quarter hours Counts in the Social Science Area of General Education Requirements.

**Distribution:** Social Science.

**LAS 406 - Leadership in a Changing World (5)**

Students will study the process of leadership from a broad and varied perspective. Leadership will be defined, and will be delineated from the role of the manager. Various leadership theories will be explored, as well as differing approaches to leadership (including small work team leadership, behavioral approaches to leadership, and situational leadership). The characteristics and values of leaders will be explored, as well as leader performance problems and challenges. Students will explore future trends in leadership including its importance in a global context, as well as in regard to their own lives. Prerequisite(s): Good standing in the Applied Behavioral Sciences program. 5 quarter hours

**LAS 407 - Applied Communication in Society (5)**

This course is designed to understand, evaluate and apply public discourse in diverse social contexts. Students will analyze and practice professional presentation skills required for formal situations. Effects of communication technologies at the team organizational and societal level will be discussed. Issues in computer-mediated communications will be studied. Key ideas regarding persuasion will be incorporated throughout the course. Prerequisite(s): Admission to the Applied Behavioral Sciences Program. Co-requisite(s): None. 5 quarter hours

**Distribution:** Human Services Electives.

**LAS 408 - Media and Society (5)**

This course examines important social, cultural, economic, and political forces that contribute to the purposes and uses of media. Some topics in this course include: critical media literacy, media consumption, and engagement with technology, and how individuals and institutions shape and are shaped by media. Students consider how media practices have historically and currently perpetuated stereotypes of social class, race, ethnicity, gender, and sexuality. Additionally, students use theory to enrich their experiences and understanding of film, radio, TV, digital formats, and social media and networks. Counts in the Social Sciences Area of General Education Requirements

Pre-requisite(s): LAS 105, or LAS 110; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**Distribution:** Social Science.

**LAS 426 - Multicultural Dimensions (5)**

This course will give students the opportunity to understand cultural diversity as it affects quality of life. Students study the role of concepts such as culture, ethnicity, race and gender in relationship to the creation of values and perspectives. Students become familiar with the impact of culture on small group problem solving. Prerequisite(s): Enrollment in the Applied Behavioral Sciences Program and completion of previous program courses: LAS 331, LAP 300, LAP 340, and LAS 407. Co-requisite(s): None. 5 quarter hours

**LAS 430 - Economic Issues in Global Perspective (5)**

In this course, students are introduced to economic models of human behavior. These models, based on the concept of exchange, are used to describe decision-making by the individual decision-making between two individuals, and decision-making between groups of individuals. Prerequisite(s): Good standing in the ABS program. 5 quarter hours

**LAS 431 - Managerial and Supervisory Behavior (5)**

Students will explore various aspects of managerial and supervisory behavior as they relate to everyday life. Emphasis is placed on practical applications of behavioral science research in the areas of motivation, decision making, problem solving and employee/subordinate development. Students draw on concepts presented in previous program courses to more effectively manage and supervise their personal and professional interactions. Prerequisite(s): Good standing in the Applied Behavioral Sciences program. 5 quarter hours

**LAS 432 - Gender in the Public Sector (5)**

This course recognizes that gender must be addressed in public policy to achieve equality. Readings focus on
how constructions of gender inform and are informed by civil society, political discourse, and economic and political structures. The course considers a range of theories and case studies, including: health care, child care, minimum wage, affordable housing, gender gaps in education, property rights, international migration, reproductive labor, and reproductive social justice. Pre-requisite(s): LAS 105, or LAS 110; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

LAS 435 - Senior Seminar: Integrating the Applied Behavioral Sciences (2)

Students review and reflect on key concepts learned throughout the program, integrating these concepts for future personal and professional applications. Prerequisite(s): Enrollment in Applied Behavioral Sciences Program and completion of previous program courses: LAS 331, LAP 300, LAP 340, LAS 407, INT 430, INT 431, LAS 426, LAS 431 and LAS 430. Co-requisite(s): none. 2 quarter hours

LAS 438 - Foundations of Public Administration (5)

This course introduces students to the key theories, concepts and practices in the field of public administration. Students will learn about the history, traditions and controversies in the field; explore how politics and policy may interact effectively and examine the changing nature of public policy and administration in the U.S. Major topics include organizational theory and behavior, the role of bureaucracy in the political process, human resource management, and issues of discretion and accountability. Students will also explore their personal and professional commitment to public service. Pre-requisite(s): LAS 105, or LAS 110, or LAS 118; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

LAS 464 - Urban Community Development (5)

This course provides an overview of community planning and urban development. The course focuses on the historical and contemporary relationships between urban social patterns, federal policies, and neighborhood initiatives. Students examine factors that contribute to disparities in communities and the challenges of managing, planning, and implementing policy across diverse groups. Students analyze and evaluate how metropolitan development, proposed and implemented projects, and socio-political dimensions of community programs affect planning and development. Students also examine initiatives in the Chicago metropolitan area and propose a planning initiative on a topic of the student’s choosing. Pre-requisite(s): LAS 453, permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives

LAS 420 - Social Theory (5)

This course examines the origins of social theory and its contributions to understanding social structures, processes, and contradictions in modern capitalist societies. Students learn to distinguish among the main theories in the classical, modern, and contemporary periods and to describe the major frameworks and concepts used by theorists to explain patterns in society. Students synthesize and evaluate the major sociological theories that help explain racial, economic, and gender inequality. Pre-requisite(s): LAS 105; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives Social Science.

LAS 427 - Legal and Ethical Issues Related to Aging (5)

This course will focus on legal issues, ethics and end of life issues, elder abuse and professional standards. The course topics will include important discussions for individuals interested in working in professions working with older adults. Prerequisite(s): none. This course counts in the Social Science Area of General Education Requirements. 5 quarter hours

Distribution: Human Services Electives Social Science.

LAS 428 - Serving the Aging Population (5)

This course will focus on understanding the aging process, myths about aging, multicultural issues, client rights, interpersonal communication skills, and accessing community resources. Prerequisite(s): One social science course or department permission. Counts in the Social Science Area of General Education Requirements. 5 quarter hours

Distribution: Human Services Electives Social Science.

LAS 429 - Societal Systems of Aging (5)

This course will provide students with ways in which to aid their clients in negotiating the long term care system, insurance issues, family systems, Medicare, Medicaid, and Social Security. Systems designed to serve aging adults will be considered from perspectives of the individual, organization, funding sources, and policy makers. Prerequisite(s): One social science course or department permission. Counts in the Social Science Area of General Education Requirements. 5 quarter hours

Distribution: Human Services Electives Social Science.

LAS 440 - Anthropological Linguistics (5)
Survey of the concepts, methods, and historical foundations of anthropological linguistics, with an emphasis on language, culture and cognition; language variation: dialects, nonstandard forms of language and code switching: speech acts and the ethnography of communication; interethnic communication; discourse strategies; and literacy. Prerequisite: 100-200 level anthropology course. 5 quarter hours Counts in the Social Science Area of General Education Requirements.

Distribution: Humanities Social Science.

LAS 441 - Urban Anthropology (5)
Cross-Cultural perspectives on the evolution of urban life, the nature of the city, and the ways in which anthropological concepts of cultural diversity and ethnicity ecology, adaptation and change, and folklore are applied to modern society. Prerequisite: 100-200 level anthropology course. 5 quarter hours Counts in the Social Science Area of General Education Requirements.

Distribution: Social Science.

LAS 442 - Anthropology of Gender Roles (5)
Comparative perspectives on the nature and meanings of gender in a range of human societies, including perceptions of biological differences and sexual inequality; economic, political, symbolic and aesthetic aspects of culture and gender. Prerequisite: 100-200 level anthropology course. 5 quarter hours Counts in the Social Science Area of General Education Requirements.

Distribution: Social Science.

LAS 449 - Cross-Cultural Fieldwork (5)
Survey of the techniques and procedures cultural anthropologists use in gathering and presenting ethnographic data and their perceptions of the fieldwork experience. Prerequisite: 100-200 level anthropology course. 5 quarter hours Counts in the Social Science Area of General Education Requirements.

Distribution: Social Science.

LAS 450 - Political Theory (5)
Political theory is concerned with fundamental questions of public life such as, What is justice? Is there an ideal form of government? Can we conceive of, and constitute, the best political order? The answers to many of the most important political questions still remain essentially contested today. Major topics in this course include justice, freedom, equality, political ideology, liberalism, socialism, libertarianism, and conservatism. 5 Quarter Hours.

Counts in the Social Science Area of General Education Requirements.

Distribution: Social Science.

LAS 452 - Political Geography (5)
This course emphasizes the spatial structure of political behavior including the effects of the economic globalization process, the unexpected eruption of separatist movements among national minorities, the failure of attempts to transplant the European nation-state system to parts of the colonial world, and the importance of geopolitics to the formation of new political orders. Territorial features of states such as frontiers, boundaries, secondary divisions, ethnic/national groupings, and the historical/social- economic factors that affect the form, organization and operation of the state and groupings of states will be examined. 5 Quarter Hours. Counts in the Social Science Area of General Education Requirements.

Distribution: Social Science.

LAS 453 - Social Inequality (5)
This course explores how ideas of difference with regard to race/ethnicity, social class, sex and gender, and sexuality are experienced and constructed into systems of inequality. The course investigates how these systems of inequality are intertwined with power and opportunity as well as how these categories are constructed. Students examine how various social institutions contribute to the creation and maintenance of these systems of inequality. Students also explore how these systems are embedded in ideology, law, media, and culture. Counts in the Social Sciences Area of General Education Requirements. Pre-requisite(s): LAS 105, LAS 110, and LAS 118; or permission of Program Chair. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives Social Science.

LAS 455 - Advanced Topics in American Government (2 TO 5)
This course focuses on theoretical controversies and their practical implications surrounding the fundamental questions of how American politics and governmental institutions function. Special emphasis is placed on proposals for institutional reform. Prerequisite(s): Introduction to American Politics course and two additional political science courses or consent of the department. 2-5 quarter hours Counts in the Social Science Area of General Education Requirements.

Distribution: Social Science.
LAS 457 - Social Issues and Public Policy Administration (5)

This course examines the decision-making process within the government's administrative agencies. It discusses competing goals that agencies face and their effects on policy. The primary goal is to introduce theories and practical mechanisms that will allow the student of public policy to be successful in understanding the challenges that the executive branch of government faces in administering programs. Counts in the Social Sciences Area of General Education Requirements. Prerequisite(s): Junior standing and minimum of two Social Science courses or consent of department. 5 quarter hours

Distribution: Human Services Electives Social Science.

LAS 458 - Public and Social Policy in the Legislative Process (5)

This course focuses on the theory and practice of public policy in the United States. Topics emphasized include how different levels of government formulate, implement, and evaluate public policies. Issues such as interest groups, education, business, the economy, human services, health care, the environment, urban growth and development, and the arts will be addressed. Counts in the Social Sciences Area General Education Requirements. Prerequisite(s): Junior standing and minimum of two Social Science courses or consent of department. 5 quarter hours

Distribution: Human Services Electives Social Science.

LAS 462 - Political Science Internship III (2 TO 5)

Continuation of Political Science Internship II. This internship expands the experiences gained in Political Science Internship II. Prerequisites: Successful completion of Political Science Internship II and consent of internship supervisor and academic supervisor. 2-5 Quarter Hours.

LAS 490 - Social Science Independent Study (2 TO 5)

An opportunity for students in the social science concentration to engage in independent research and writing on specialized topics with the approval of the faculty. Prerequisite: advanced standing. 2-5 quarter hours

LAS 495 - Social Science Special Topic (1 TO 5)

This course is a social science offering of special interest to be studied in depth. The course will cover any topic or topics in the field of social science which are not taught within the regular course offerings. The course may be registered for more than once, since topics vary each term. The combined total quarter hours of LAS495 topics taken cannot exceed 20 quarter hours unless permission is given by the department. Specific topics may count in different areas of social science. Depending on content, this course may count towards the Social Science Area of General Education Requirements. Prerequisite(s): None. Co-requisite(s): None. 1-5 quarter hours

LAS 499 - Social Science Seminar (3 TO 5)

Varying in content each term. Open to qualified students in a social science concentration and to other students upon consent of department. Prerequisite: advanced standing 3-5 quarter hours

LAS 535 - Education and Public Policy (3 OR 5)

This course will research educational policies and their outcomes. The focus will be on how current and past policies affect student learning and how to use available resources in the most efficient way. It will discuss past experiences in public policies towards education, as well as contemporary ones, such as school vouchers and charter schools. Prerequisite(s): No prerequisites for graduate credit. For undergraduate credit, senior standing with at least six prior social science courses, or department approval. 3 semester hours or 5 quarter hours

LAS 555 - The Politics of Policymaking (3 OR 5)

This course is designed to provide the student with an understanding of the political process involved in policymaking, especially with regards to the legislative process. Students will learn how public policies are amended, modified, and approved during the political process. Awareness of how the differences between a proposed policy and its final version will be developed. Students will learn that the legislative approval process is an integral part of policymaking. Prerequisite(s): No prerequisites for graduate credit. For undergraduate credit, senior standing with at least six prior social science courses, or department approval. 3 semester hours or 5 quarter hours

LAS 570 - Methods 2: Qualitative Research Design and Methodology (3)

This course introduces students to qualitative research methods essential to effective policy formation and evaluation. Students learn of various approaches to qualitative research including case study, narrative study, ethnography, grounded theory, and phenomenology. Topics include problem definition, research design, observation, interviews, content analysis, historical and archival research, and action research. Students will develop the skills necessary to design and conduct qualitative research and apply those skills in a study of their own design. Prerequisite(s): LAS 500, LAS 502, LAS 505, LAS...
LAS 510, LAS 565. Co-requisite(s): None. 3 semester hours

LAS 620 - Advanced Community Development Planning and Policy (3)
This course investigates the various aspects of neighborhood and community-based development and the roles that community psychologists can play in facilitating relevant planning initiatives. Students will learn how changing urban structures such as neighborhood gentrification and displacement can impact community development and influence resident management practices. In addition, students will identify and evaluate the effectiveness of different planning approaches including asset mapping, advocacy and equity planning within the context of policymaking. Prerequisite(s): For the Ph.D. in Community Psychology program, the following courses are prerequisites: LAP 600, LAP 605. 3 semester hours

LAS 660 - Advanced Leadership and Organizational Change (3)
This course will explore advanced strategies for leading change in government and nonprofit organizations that maximize benefit to the community. The focus will be on understanding how organizations must adapt to outside changes and the demands of stakeholders. It will also focus on how organizations can improve their performance and efficiency while staying current on best practices and continuous quality improvement. Students will learn how to plan for and lead these changes in a way that aligns the design of such changes with the organization's goals for community improvement. Prerequisite(s): For the Ph.D. in Community Psychology program, the following courses are prerequisites: LAP 600, LAP 605. 3 semester hours

LAS 665 - Urban Politics and the Community (3)
This course examines the impact of the distribution of power and the tensions that drive modern cities on community areas. Consideration will be given to racial and ethnic divides. The relationship between government, private economic interests and resident's interests will be explored. Theoretical and policy issues as they relate to urban politics that help and/or hinder community residents will be explored. Prerequisite(s): For the Ph.D. in Community Psychology program, the following courses are prerequisites: LAP 600, LAP 605. 3 semester hours

LAT - Theatre Arts

LAT 220 - Introduction to Theatre (5)
Introductory course focusing on the nature of theatre, analysis and interpretation of dramatic literature, dramatic style, and theatrical convention. Includes a study of the development of the physical stage. 5 quarter hours. Counts in the Fine Arts or Humanities Area of General Education Requirements. Distribution: Fine Arts Humanities.

LAT 326 - Women in Theatre (5)
An examination of the role of women in the theatre, placed in a historical and contemporary context. Largely a survey course focusing on plays by, for, and about women. Prerequisites: None. 5 quarter hours. Counts in the Fine Arts or Humanities Area of General Education Requirements. Distribution: Fine Arts Humanities.

LAT 495 - Theatre Arts/Special Topic (1 TO 6)
A theatre arts offering of unique and special current interest. Students may register for this course more than once, since topic varies each term. 1-6 quarter hours.

LAU - Music

LAU 110 - Introduction to Music (2)
Introduction to the basic elements of music and the use of musical components in the style periods of Western Music. The course will focus on increasing musical perception and the development of analytical listening skills. 2 quarter hours. Counts in the Fine Arts Area of General Education Requirements. Distribution: Fine Arts.

LIBR - Library

LIBR 100 - Introduction to Research Strategies and Library Resources (2)
(replaces LIBR201 effective Fall 2010) This course introduces students to college research: how to develop a successful search strategy, how to efficiently search article databases, and how to critically evaluate sources. Collaborating online, students will also learn how to build a literature review from scholarly sources, including journals, books, and credible Web resources. Counts towards the Information and Technology Literacy Area of General Education Requirements. Prerequisite(s): None. 2 quarter hours Distribution: GenEd-Other.

LIBR 200 - Digital Information Literacy (2)
This course introduces students to the concepts and competencies of digital information literacy which include the ability to access, analyze, communicate, and critically evaluate information in digital formats.
Students will acquire flexible strategies for finding information and reflect on issues related to the ethical use of sources. Students will learn critical literacy skills as applied to academic, professional, and personal learning. Prerequisite(s): None. Corequisite(s): None. 2 quarter/semester hours

Distribution: GenEd-Other.

**LIBR 202 - Critical and Ethical Use of Digital Information (2)**

This course focuses on the critical evaluation and ethical use of digital information. In addition to critically evaluating digital information in a variety of formats, students will learn the importance of attribution, how to avoid plagiarism, the basics of copyright, and will explore the ethical and legal issues related to the use of digital information. Counts towards the Information and Technology Literacy Area of General Education Requirements.

Prerequisite(s): none 2 quarter hours

Distribution: GenEd-Other.

**LIBR 300 - Library Research for the Social Sciences (2)**

This course introduces students to college research in the social and behavioral sciences. Students will learn important research techniques, including how to identify and determine the most appropriate sources required for an information need, how to find and critically evaluate sources, and how to ethically use and share the information. Through the use of online tools and collaboration, students will be able to identify and locate relevant literature in the field in order to compile an effective literature review. This course counts towards the ABS degree requirements.

Prerequisite(s): Admission to the Applied Behavioral Sciences Program. 2 quarter hours

**LIBR 401 - TAP Preparation: Mathematics (0)**

This course provides preparation for NCE students to fulfill state licensure requirements for the Illinois State Board of Education’s Test of Academic Proficiency (TAP). Content will cover the TAP sub-area: Mathematics. Current Mathematics skills will be assessed through a practice test; videos, quizzes, self-assessments, and exercises provide a review of Mathematics skills and strategies; and finally, Mathematics skills will be further assessed with a second practice test to determine further studying.

Pre-requisite(s): None. Co-requisite(s): None. 0 quarter/semester hours

**LIBR 403 - TAP Preparation: Language Arts (0)**

This course provides preparation for NCE students to fulfill state licensure requirements for the Illinois State Board of Education’s Test of Academic Proficiency (TAP). Content will cover the TAP sub-area: Language Arts Writing. Current Language Arts & Writing skills will be assessed through a practice test and writing prompt; videos, quizzes, self-assessments, and exercises provide a review of Language Arts & Writing skills and strategies; and finally, Language Arts Writing skills will be further assessed with a second practice test and writing prompt to determine further studying.

Pre-requisite(s): None. Co-requisite(s): None. 0 quarter/semester hours

**LIBR 585A - Workshop/Information in the Digital Age for the Adult Learner (1)**

This workshop, intended for the returning graduate student, will introduce new technology and skills to prepare students for academic success. An introduction to online tools, tips, and tricks will help students to manage digital information, conduct online research, and work collaboratively online.

Prerequisite(s): none 1 semester hour

**LSE - Learning Sciences in Education**

**LSE 500 - Introduction to the Learning Sciences and Technology (3)**

The focus of this course is understanding the role and application of the learning sciences in designing powerful learning experiences and environments using digital technologies. Major topics include teaching, learning and assessment in digitally-mediated learning environments including theories of learning and socio-cultural influences, human-computer interaction and visual tools for representing teaching and learning processes.

Pre-requisite(s): None. Co-requisite(s): None 3 semester hours
LTC - Long-Term Care

LTC - Long-Term Care Administration

LTC 450 - Long-Term Care Administration Overview and Environment Management (5)

This is the introductory course for the four-course concentration in Long-Term Care Administration. This course reviews the historical highlights of long-term care and the fundamental principles of the long-term care administrator’s role and responsibilities including ethical and legal issues that impact them. Students also examine the regulatory requirements that govern long-term care facilities, resident care, and life safety codes. Labor laws, recruitment processes, and employee management procedures specific to long term care facilities are also addressed in this course. Pre-requisite(s): HCL 310, 315, 320, 330, 335, and MGT 436 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours.

LTC 460 - Leadership and Human Resources for Long-Term Care Administrators (5)

This course examines leadership and management issues and skills administrators may encounter and need to effectively lead long-term care employees. Students explore multidisciplinary approaches to leadership and management, motivating workers, and leading organizational change. This course also reviews the principles, methods, and procedures for effectively leading long term care employees, as well as job selection, training, development, and evaluation of job performance. Pre-requisite(s): LTC 450 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours.

LTC 470 - Financial Management & Governance of Long-Term Care Facilities (5)

This course examines the financial management and governance requirements of long-term care facilities. Students interpret financial reports required to operate long-term care facilities and review various reimbursement methods for services and products and the management of capital expenses. They further examine the governmental authorities that oversee and regulate long-term care facilities and the administrative responses to these authorities, as well as cost containment expectations and the different types of advisory committees associated with the operation of a long-term care facility. Pre-requisite(s): LTC 450, or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours.

LTC 480 - Resident Services Management and Quality Care (5)

This course examines the specific differences among the different types of long-term residences, their purposes, and needs. Students discuss the expected collaboration and integration of long-term care residence services for a fulfilling residential experience, ethical issues associated with the delivery of long-term care residency services, differences between quality assurance (QA) and continuous quality improvement (CQI) programs in long-term care facilities, and strategies for meeting quality expectations in the delivery of residence services. Students further explore the methods for assessment and comparison of outcomes-based and process-based measures and the criteria for designing and evaluating long-term care systems for the future. Pre-requisite(s): LTC 450; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours.

MBA - Master of Business Administration

MBA 501 - Graduate Management Foundations (3)

This is the first course in the MBA program. It provides foundational knowledge in core business subjects, fundamentals and applications. The course also orients the student to the educational philosophy, academic resources and operational practices employed in delivering the MBA program. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours.

MBA 503 - Leadership & Organizational Behavior (3)

This course is a gateway MBA program experience that focuses on contemporary leadership and organizational behavior perspectives. Students explore topics such as authentic leadership, emotional intelligence, and teamwork while examining the individual, group, and organizational factors that influence a leader’s ability to exert influence and enact change. Through self-assessment, simulation, and reflection, students achieve a heightened understanding of how they can enhance their own leadership effectiveness, contribute to the effectiveness of their organizations, and realize their professional aspirations. Prerequisite(s): Admission to the MBA program; MBA 500 or MBA 501. Co-requisite(s): None. 3 semester hours.

MBA 506 - Ethical and Legal Issues (3)

This course examines the responsibilities of ethical leadership in the modern organization. Course content will underscore stakeholder rights and the organization’s duties to its stakeholders, both internal and external, as well as to society-at-large. Both political and social as well as ethical and legal rights and duties are explored. Major areas of analysis include: employer and employee rights; occupational;
COURSE DESCRIPTIONS

MBA 508 - Managerial Economics (3)
This course introduces students to the application of microeconomic principles to managerial decision-making in the modern organization. Emphasis is placed on marginal analysis and resource allocation as well as strategic aspects of managing organizations in differing competitive environments. A variety of decision-making techniques are applied to the analysis and solving of organizational problems. Prerequisite(s): Admission to the MBA Program; MBA 501 and MBA 503. Co-requisite(s): None. 3 semester hours

MBA 510 - Macroeconomics (3)
The purpose of this course is to improve the personal and professional financial decision making of students. We look at the behavior of a variety of economic data and Federal Reserve monetary policy decisions based upon the business cycle definitions of the National Bureau of Economic and the associated Leading Indicator approach of the Conference Board to enable students to analyze the current state of the US economy and forecast its future state. Prerequisite(s): Admission to the MBA Program; MBA 500 or MBA 501, MBA 503. Co-requisite(s): None. 3 semester hours

MBA 514 - Managerial Accounting (3)
This course will introduce the student to managerial accounting concepts and the use of those concepts in the evaluation of financial reports and other financial data. Issues addressed will include techniques to analyze and evaluate cost data for planning and control, inventory management and control, cost-volume-profit analysis, revenue and profitability analysis, and quality control issues. A variety of managerial decision-making techniques will be used in the analysis and solving of managerial problems. Prerequisite(s): Admission to the MBA Program; MBA 500 or MBA 501, MBA 503. Co-requisite(s): None. 3 semester hours

MBA 516 - Financial Markets (3)
This course will focus on the behavior of financial markets, such as stock, bond, futures and options markets. Several different investment alternatives and their characteristics will be addressed. A variety of managerial decision-making techniques will be used in the analysis and solving of managerial problems. Prerequisite(s): Admission to the MBA Program, MBA 500 or MBA 501, MBA 503, MBA 514, MBA 518. Co-requisite(s): None. 3 semester hours

MBA 518 - Financial Management (3)
This course will emphasize the strategic management of assets and liabilities to maximize the value of organizations. Topics include time value of money, investment decision criteria, evaluation of cash flows, risk analysis, cost of capital, working capital management, dividend policy, and overall financial performance. Prerequisite(s): Admission to the MBA Program; MBA 500 or MBA 501, MBA 503, MBA 514. Co-requisite(s): None. 3 semester hours

MBA 522 - Strategic Marketing (3)
The course is designed to provide a foundation of marketing knowledge and practical skills that will enable the student to develop and implement strategic marketing programs in future work situations. The course will examine marketing principles and their application to strategic marketing problems in a competitive global environment. Issues addressed will include consumer research, product development, pricing decisions, distribution management, integrated marketing communications, and performance measures. The course also will focus on marketing strategy trends, such as the increasing use of social media. Prerequisite(s): Admission to the MBA Program; MBA 500 or MBA 501, MBA 503. Co-requisite(s): None. 3 semester hours

MBA 524 - Strategic Management (3)
This capstone course gives students practice in making and analyzing strategic decisions that require integration of the functional areas of the organization. The course especially focuses on how to make business strategy decisions in a dynamic environment. Prerequisite(s): Admission to the MBA Program, MBA 500 or MBA 501, MBA 503, MBA 510, MBA 522; MBA 514; MBA 526; MBA 508; MBA 518; MBA 529; MBA 532; MBA 516; MBA 506. Co-requisite(s): None. 3 semester hours

MBA 526 - Project Management (3)
This course introduces MBA students to the discipline of project management with examples of the kinds of projects they are likely to encounter in their career, such as Facility Construction, Product Development, IT Systems, Business/Public Program Rollout, etc. Students will learn principles and apply techniques in project need/mission formation; project planning and control; risk management and mitigation strategies; project organization, leadership, and motivation issues; procurement and contract management; quality management; and project communications. Course contents are aligned with industry
certifications (Project Management Professional), although the course by itself is insufficient for certification exams. Prerequisite(s): Admission to the MBA Program; MBA 500 or MBA 501, MBA 503. Co-requisite(s): None. 3 semester hours

**MBA 529 - International Management (3)**

The globalization of business is challenging organization leaders at all levels to come to grips with the complexities of managing business beyond the U.S. This course focuses on the interplay between the domestic business environment and the diversity of business environments across the world. It is designed to prepare graduates with sensitivity, analytical skills, and decision-making skills that will help them stand out among their peers as leaders capable of dealing successfully in the international business community. Prerequisite(s): Admission to the MBA Program; MBA500 or MBA501, MBA503. Co-requisite(s): None. 3 semester hours

**MBA 532 - Technology and Leadership (3)**

This course focuses on how managers can leverage technology and information to improve organizational performance. Like human and financial resources, technology is a critical ingredient of modern organizations. The course addresses general patterns of technology development and evolution, and then focuses on the impact of information technology on many industries—manufacturing and services including healthcare and government. The course uses case studies and frameworks to enable general managers to be effective participants in the planning, management, and use of technology in their areas of responsibility. Prerequisite(s): Admission to the MBA Program; MBA 500 or MBA 501, MBA 503. Co-requisite(s): None. 3 semester hours

**MGE - Middle Grades Education**

**MGE 301 - Introduction to Middle Grades Education: Young Adolescents in Context I (3)**

Teacher candidates advance their knowledge of the unique developmental characteristics and culture of young adolescents (10-14 year olds – grades 5-8) and how these characteristics (Physical, Intellectual, Emotional, and Social Development (PIES)) impact middle grades teaching and learning. Candidates will have opportunities to reflect upon their knowledge, skills and dispositions for teaching in the middle grades. This introductory course differentiates middle grades education history, philosophy and practices as a distinct pedagogy from elementary and secondary education. Fifteen observation hours in middle grades classrooms are required. Pre-requisite(s): None. Co-requisite(s): None. 3 quarter hours

**MGE 305 - Teaching and Learning Practicum: Young Adolescents in Context III (3)**

This course combines a university seminar and a minimum of 50 hours of field experience focusing on active involvement with a cooperating teacher and his/her class. Candidates continue their professional development concerning the roles and responsibilities of teachers in grades 5-8. The course advances candidates’ engagement in the profession through study and application of dynamic instruction to support the education of young adolescent learners. Candidates help to develop a productive and inclusive learning environment for their students while improving their skills to work with families, colleagues and community. 50 hours of observation/teaching in schools are required. The course is linked with MGE 390. Pre-requisite(s): MGE 303. Co-requisite(s): None. 3 quarter hours

**MGE 309 - Integrated Curriculum in the Middle Grades (5)**

Candidates explore appropriate curricular models for young adolescent learners, including but not limited to disciplinary, multidisciplinary, interdisciplinary and integrative models. Inquiry, creativity and critical thinking are encouraged through cross disciplinary real-world opportunities. Candidates are engaged and challenged in active thinking and questioning. Candidates work individually and collaboratively to identify and consider teaching and learning strategies to encourage young adolescent curiosity. Effective technology use is infused throughout the course. Strategies for differentiated instruction and assessment are explored. Candidates investigate standards-based teaching and learning in order to create challenging, exploratory, integrative and relevant curriculum for young adolescents. Pre-requisite(s): MGE 301. Co-requisite(s): None. 5 quarter hours

**MGE 501 - Introduction to Middle Grades Education: Young Adolescents in Context I (2)**

Teacher candidates advance their knowledge of the unique developmental characteristics and culture of young adolescents (10-14 year olds – grades 5-8) and how these characteristics of physical, intellectual, emotional, and social development (PIES) impact middle grades teaching and learning. Candidates will have opportunities to reflect upon their knowledge, skills and dispositions for teaching in the middle grades. This introductory course differentiates middle grades education history, philosophy and practices as a distinct pedagogy from elementary and secondary education. Fifteen observation hours in middle grades classrooms are required. Pre-requisite(s): None. Co-requisite(s): None. 2 semester hours
MGE 503 - Advocacy Practicum: Young Adolescents in Context II (2)

This course examines the collaboration of young adolescent learners, families, educators, and community resources to support meaningful education. Candidates learn about resources in schools and communities which help to protect and provide safe spaces within and outside the school. Candidates identify strategies to build supportive and caring communities for young adolescent learners. Research reviewed in this course depicts the many aspects of the social-emotional, gender, health and media/popular cultural needs of these students. Candidates support and value the need to be advocates for young adolescent learners. 30 hours of observation/teaching time will be spent in schools. Pre-requisite(s): MGE 591; TAP or ACT plus Writing (22 and above). Co-requisite(s): None. 2 semester hours

MGE 505 - Teaching and Learning Practicum: Young Adolescents in Context III (2)

This course combines a university seminar and field experience focusing on active involvement with a cooperating teacher and his/her class. Candidates continue their professional development concerning roles and responsibilities of teachers in grades 5-8. The course advances candidates’ engagement in the profession through study and application of dynamic instruction to support the education of young adolescent learners. Candidates help develop a productive and inclusive learning environment for students while improving skills in working with families, colleagues and community. There is a shared school and classroom placement for candidates in MGE 505 and MGE 590. 50 hours of observation/teaching in schools are required. Pre-requisite(s): MGE 503. Co-requisite(s): Candidates enroll in the methods course/s that corresponds to their content area for teaching. Candidates are required to take at least one methods course at the same time they enroll in MGE 505. Choices include: MGE 512, 514, 518, and MGE 510. 2 semester hours

MGE 507 - Voices and Choices in Middle Grades Education (1)

The course is sequentially completed over two–three quarters permitting candidates to explore a pedagogical middle grades topic of interest and create a dynamic inquiry/exploratory project. Candidates develop their unique strengths by connecting them to young adolescent learning and develop an inquiry/exploratory project in collaboration with a mentor and young adolescents. Candidates research theory and identify learning strategies used in multiple environments, while defining their personal beliefs and practices. Topics may be current or established development(s) in Middle Grades Education and/or in society. Candidates share their projects at the end of the term in the Middle Grades Education Program Forum. Pre-requisite(s): None. Co-requisite(s): None. 1 semester hours

MGE 509 - Integrated Curriculum in the Middle Grades (1 TO 3)

Candidates explore appropriate curricular models for young adolescent learners, including but not limited to disciplinary, multidisciplinary, interdisciplinary and integrative models. Inquiry, creativity and critical thinking are encouraged through cross disciplinary real-world opportunities. Candidates are engaged and challenged in active thinking and questioning. Candidates work individually and collaboratively to identify and consider teaching and learning strategies to encourage young adolescent curiosity. Effective technology use is infused throughout the course. Strategies for differentiated instruction and assessment are explored. Candidates investigate standards-based teaching and learning in order to create challenging, exploratory, integrative and relevant curriculum for young adolescents. Pre-requisite(s): MGE 501. Co-requisite(s): None. 3 semester hours

MGE 510 - Methods of Teaching Middle Grades Science (3)

This course investigates exemplary science instruction for middle grades education. An in-depth focus is on exemplary science instruction, fluency with middle grades education science instructional content, and appropriate use of diverse instructional strategies including young adolescent students’ voices. Candidates enrich their understanding of the critical middle grades science content and concepts. Practical applications of the science content are explored along with formative and summative assessments to develop young adolescent learners’ understanding of how science works in their world. Pre-requisite(s): MGE 504. Co-requisite(s): None. 3 semester hours

MGE 512 - Methods of Teaching Middle Grades English/Language Arts (3)

This course introduces key issues in the instruction of middle school language arts. Students become familiar with theoretically sound, research-based strategies for the assessment and teaching of middle grade reading and writing. Balanced literacy instruction, focusing on differentiation for diverse learners and multiple grouping practices, is emphasized. Candidates will spend time reading and responding to adolescent literature in order to better understand how to use literature to address the instructional needs and engagement of all middle
grade students. Pre-requisite(s): MGE 503. Co-requisite(s): None. 3 semester hours

MGE 514 - Methods of Teaching Middle Grades Mathematics (3)
This course provides candidates an in-depth focus on the subject matter, content standards, mathematical pedagogy, and issues related to the learning and teaching of mathematics in the middle grades. Candidates develop strategies and applications specific to the mathematical learning needs of young adolescent learners including read world connections. Candidates develop and use formative assessment to guide teaching and learning. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

MGE 518 - Methods of Teaching Middle Grades Social Studies (3)
This course identifies methods of teaching and learning social studies for candidates in the Middle Grades Education Program. It introduces candidates to varied social studies methods. In this course candidates learn to plan and implement effective social studies instruction in and for a pluralistic democracy. The course stresses primary source-centered, inquiry-based learning, unit planning and lesson planning. It also introduces candidates to varied social studies methods. Use of primary sources, especially from the Library of Congress, is emphasized. Pre-requisite(s): Admission to the Middle Grades Education Master of Arts in Teaching Program. Co-requisite(s): None. 3 semester hours

MGE 520 - Methods of Teaching Content Area Literacy in the Middle Grades (2)
This course focuses on the development of reading in the middle grades, particularly reading to learn from expository text materials, digital texts and other media, and on the development of study skills. Teaching methods that develop strategic reading and writing of informational texts and the assimilation and accommodation of new ideas will be explored. The ways that middle schools can best provide such reading and writing instruction across the curriculum, as articulated in the Common Core State Standards for Interdisciplinary Literacy, Grades 6-8, will be considered. Pre-requisite(s): MGE 501. Co-requisite(s): None. 2 semester hours

MGE 522 - Engaging Young Adolescent Learners (1)
The course provides candidates opportunities to research, observe, and identify a range of classroom management styles to engage young adolescent learners for successful classroom and school experiences through application of PIESS+(Physical, Intellectual, Emotional, Social, Spiritual, (PIESS) gender, socioeconomic, culture, media, special populations (Plus+). Through course readings and activities, candidates have opportunities to develop critical perspectives of appropriate middle grades classroom experiences advocating student success, research past and current classroom management trends, examine legal concerns regarding appropriate discipline, create a portfolio of diverse, respectful range of classroom management techniques appropriate for young adolescent learners and reflect how teacher behaviors can enhance and/or impede short-term and/or long-term student success. Pre-requisite(s): None. Co-requisite(s): None. 1 semester hour

MGE 590 - Student Teaching: Young Adolescents in Context 4 (6)
This course combines a university seminar with student teaching during the final academic term of the Middle Grades Education Program. Within the same classroom placement as MGE505, the student teaching experience provides candidates active engagement with a cooperating teacher, young adolescent learners, support staff, other school professionals and community members. Through this course candidates advance their understanding of responsive environments and instructional strategies which support the unique developmental needs of young adolescent learners. Candidates are expected to be in a school placement, full-time, over an eleven week timeframe. Campus-based seminars, as well as exit interviews, are required of all candidates. Pre-requisite(s): EPS 511, FND 510, SPE 500, CIL 531, MGE 501, MGE 503, MGE 505, MGE 507, MGE 509, MGE 522; one of the following Methods courses: MGE 510, MGE 512, MGE 514, MGE 518. Co-requisite(s): None. 6 semester hours

MGT - Management

MGT 101 - Introduction to Business (4)
Studies the forms of business organization, microeconomic topics, business and society, management, and decision making. 4 quarter hours.

MGT 103 - Personal Project Management (2 TO 3)
This course introduces the concept of returning to school as a project to be managed through project management strategies, addressing time, finances, and competing priorities. Using project management strategies increases the likelihood that students will successfully complete their degree program. This course introduces strategies for academic success, including time and stress management concepts, personal advocacy and strategic planning, and adult learning theory. Prerequisite(s): none. 2-3 quarter hours

Distribution: Business Elective.
MGT 106 - Applications of Business Writing (4)
Introduces the communications process and addresses the application of basic communication skills through intensive practice in the types of writing and oral presentations required in the business world. Forms of business correspondence include: memorandum, routine business letters, letters conveying good or bad news, persuasive letters, letters of application, and resumes. Prerequisite: MGT 101, LAE 101 recommended. 4 quarter hours
Distribution: Business Elective.

MGT 120 - Accounting Principles I (4)
Applies the basic accounting principles as they relate to the sole proprietorships and merchandising companies. Guides students in the understanding of the accounting business cycle procedures related to journalizing, posting, adjusting entries, closing entries, and preparing financial statements. 4 quarter hours.

MGT 121 - Accounting Principles II (4)
Applies the basic accounting principles as they relate to a merchandising concern. Guides students in the understanding of the generally accepted accounting principles (GAAP) as they apply to inventory valuation, accounts receivable, plant assets, and accounts payable. Students will also learn the concepts and procedures of internal control, the computation of payroll, and the preparation of a bank reconciliation statement. Prerequisite: MGT 120. 4 quarter hours.

MGT 122 - Accounting Principles III (4)
Applies the basic accounting principles as they relate to partnerships and corporations. Guides students in the understanding of the generally accepted accounting principles (GAAP) as they apply to the issuance of common stock, preferred stock, and bonds. Students will also learn how to prepare the statement of cash flows and use the tools and techniques to analyze and interpret financial statements. Prerequisite: MGT 121. 4 quarter hours.

MGT 150 - Introduction to Computer Applications (4)
This completely hands-on course introduces to software productivity tools. Word processing, database management, spreadsheet, and communication concepts and applications are the major topics of this course. 4 quarter hours
Distribution: Human Services Electives.

MGT 201 - Career Evaluation and Planning (5)
This course will guide students to evaluate themselves and the vocational landscape in order to develop a career and/or career change plan that will lead to career advancement. The course will have the students examine their interests, skills, work history, education, and physical capacities to identify transferrable skills to occupations within their interests, skills, education, and physical capacities. It will also guide the students into how to search the labor market in order to find potential employers. This course will also prepare students to interview for positions. Prerequisite(s): None. Co-requisite(s): None. 5 quarters hours
Distribution: Human Services Electives.

MGT 204 - Business Law I (4)
Introduces the legal principles underlyng standard business transactions and the legal instruments involved: contracts, agencies, partnerships, corporations, property (real and personal), and the Uniform Commercial Code (sales, negotiable instruments, and secured transactions). Prerequisite: MGT 101. 4 quarter hours

MGT 205 - Business Law II (4)
Studies the concepts and rules that apply to business organizations. Features lectures and cases dealing with commercial transactions, property, documents of title, negotiable instruments, bank items, partnerships and corporations. Prerequisite: MGT 204. 4 quarter hours
Distribution: Business Elective.

MGT 215 - Quantitative Tools in Business (4)
This course emphasizes the use of spreadsheets as a quantitative Decision Support System that assists managers in the decision making process. The course explores the use of spreadsheets such as Microsoft Excel to evaluate data using its powerful quantitative tools. Basic mathematical principals are reviewed and applied to the creation and use of spreadsheets in the decision making process. It continues with advanced spreadsheet concepts, operations, and techniques (i.e., statistics, macros, forecasting, etc.) Prerequisite(s): None 4 quarter hours
Distribution: Computer Science.

MGT 220 - Managerial Accounting (4)
Introduces students to the field of management accounting focusing on the development of useful cost information for product costing and management reporting purposes. Develops an understanding of management decision making through the application of cost-volume-profit analysis, capital budgeting techniques, and preparation of master budgets. Prerequisite: MGT 122. 4 quarter hours.
MGT 230 - Better Business Writing (3 OR 5)
In this course students will review and practice tools of good writing. These include the foundation skills of clear organization of sentences and paragraphs; appropriate word choice; and correct grammar and punctuation. Students will also learn the basic format of an executive summary. Students enrolled for more than three quarter hours will produce additional business documents including research based business reports. Prerequisite(s): None. 3 quarter hours OR 5 quarter hours

Distribution: Business Elective.

MGT 243 - Office Information Systems (4)
Examines office information and decision support systems as emerging and critical elements in business data and information systems. Emphasizes information processing considerations at the systems level, including analysis and management of support activities such as data and records management, electronic filing and retrieving systems, word processing, micro- and reprographics, and (tele) communications. Prerequisite: MGT 150. 4 quarter hours.

Distribution: Business Elective.

MGT 270 - Survey of International Business (4)
Exposes students to the interrelationship between international business firms and their international, external, economic, political and cultural environments. Addresses the international adaptations necessary in marketing, finance, and personnel approach, which accompany the lecture format. Prerequisite: MGT 101. 4 quarter hours

Distribution: Business Elective.

MGT 300 - Principles of Marketing (4)
Studies the marketing concept including discovering consumer needs, translating the needs and wants into products and services, creating the demand for the products and services, and expanding the demand. Prerequisite: MGT 101. 4 quarter hours

MGT 301 - Principles of Finance (4)
Addresses the financial aspects of a business: financing operations, combinations and the organization of a business; how the financial function of a business relates to the financial community. Prerequisites: MGT 122, MGT 101, and one economics course or consent of the program director. 4 quarter hours.

MGT 302 - Principles of Management and Supervision (4)
Examines the actual roles managers play in complex organizations. Prepares aspiring managers and professional/technical employees for management positions while helping them to work more effectively with current managers. Examines management theory critically for utility in light of actual practice. Prerequisites: MGT 101 and MGT 106. 4 quarter hours.

MGT 303 - Business Research and Communications (4)
Addresses functional uses of communication in planning, organizing, staffing, directing and controlling. Discusses methods of researching business information and techniques for presenting collected data. Fosters development of organization, documentation, and style in oral and written reports. Prerequisites: MGT 101 and MGT 106. 4 quarter hours.

Distribution: Business Elective.

MGT 304 - Business Ethics (4)
Introduces basic ethical principles within a business framework. Addresses standards of ethical conduct within the business community; codes of ethics; concerns over corporate behavior; ethical responsibilities to firms, employees, customers, stockholders, and others in society. Examines advantages of professional codes of ethics. Prerequisites: MGT 302 and MGT 204. 4 quarter hours.

Distribution: Business Elective.

MGT 305 - Operations Management (4)
Represents a blend of concepts from industrial engineering, cost accounting, general management, quantitative methods, and statistics. Covers production and operation activities, such as forecasting, choosing for an office or plant, allocating resources, designing products and services, scheduling activities, and assuring quality. Prerequisites: MGT 101, MGT 220 and LAM 216. 4 quarter hours.

Distribution: Business Elective.

MGT 307 - Consumer Behavior (4)
Draws on the behavioral sciences to provide insight into consumer needs, wants, and behavior in the marketplace. Emphasizes how the manager in business and non-business organizations can build an understanding of the individual consumer into the marketing decisions of goods and/or services. Provides an overview of the role of consumer research. Prerequisite: MGT 300. 4 quarter hours.

Distribution: Business Elective.

MGT 319 - Money and Banking (4)
Examines financial institutions, systems, regulating bodies, and policies. Prerequisites: MGT 101 and one economics course. 4 quarter hours.

Distribution: Business Elective.

MGT 362 - Marketing for Entrepreneurs (4)

Provides practical tools for planning, implementing and controlling marketing activities for a new venture. Prerequisite: MGT 300. 4 quarter hours.

Distribution: Business Elective.

MGT 370 - International Accounting (4)

Presents a broad perspective of international accounting with emphasis on accounting standards and practices in selected countries in Asia, Australia, Canada and Europe; disclosure practices around the world; accounting for inflation in various countries; multinational consolidation of financial statements; and accounting information systems for multinational corporations. Prerequisite: MGT 122. 4 quarter hours.

Distribution: Business Elective.

MGT 371 - International Finance (4)

Spotlights the economic and business rationale for the existence of multinational firms in a foreign exchange risk context. Covers foreign exchange exposure, variables that cause exchange rates to change, international capital markets, long-term worldwide cost of capital, and short- and intermediate-term financing through the international banking systems. Prerequisites: MGT 122, MGT 301 and one economics course. 4 quarter hours.

Distribution: Business Elective.

MGT 372 - International Management (4 TO 5)

This course provides an understanding of how business firms manage international operations. It explores how a manager's role and decisions need to adapt as the company goes beyond a single national boundary. The course explores only the socio-cultural environment abroad, but also the organizational problems that result from attempting to integrate and coordinate a complex set of operations worldwide. This course includes subtopics such as overseas market selection, planning, product adaptation, channel selection, pricing behavior, promotion strategy, exporting and importing. 5 quarter hours for International management concentration and 4 quarter hours for cohort model BA Business Administration. Prerequisite(s): Junior standing and minimum of two management courses or consent of the CMB Admission Team. This course can be taken as part of the concentration in International Management or independent of the concentration. It can also be taken as part of the BABA program. 4-5 quarter hours

MGT 375 - Management and the Not-for-Profit Organization: A Case Study of the Field Museum (4)

The purpose of the class is to provide business students with and understanding of not-for-profit business by using the Field Museum. Each week students will meet with one of the internationally renowned administrators of the Museum who will explain the operations and the business side of the museum. Students will be provided with knowledge in financial, human resource management, purchasing, development, fund raising, and strategic management as it relates to the not-for-profit world renowned Field Museum. Prerequisite(s): Senior status and instructor's permission. 4 quarter hours

Distribution: Business Elective.

MGT 400 - Business Elective.

Designed as an integrative course to synthesize and apply concepts covered throughout the program. Provides case study approach to corporate strategy, top management strategy and policy making, integrating the functional divisions of an organization through analysis and solutions to complex business situations. Goal is for students to enhance their abilities to think strategically in their careers. Prerequisite(s): Enrollment in the cohort, degree-completion Bachelor of Arts in Business Administration or NLU courses MGT 301, MGT 302, MGT 303, and MGT 305. 4 quarter hours

MGT 403 - Introduction to BSM/BSMIS (1)

The BSM/BSMIS is one of the few degree programs that focuses on "management" of information systems. It is taught both online and in the classroom, but either way, students must have a certain comfort level with computers. It is essential that the student has the computer and other skills required to successfully complete the program. Since many of you have been out of school for a while, this course is intended to ease you back into school. It will orient you to the program and serve as an introduction to required skills. Among required skills are: web search strategy, use of the NLU online learning platform, adult learning philosophy, group dynamics, conflict resolution, behavioral style, time management, stress management, and use of NLU's online library. Writing skills will also be measured. Prerequisite(s): Admission to the BSM or BSMIS program. 1 quarter hour

MGT 404 - Diversity in the Workplace (4 TO 5)

Organizational leaders are now facing the challenge of how to effectively manage a workforce that is
increasingly diverse in regard to race, ethnicity, gender, age, sexual preference, and physical ability. To succeed long term, a company must help its employees welcome and value each other’s diverse backgrounds so that in working together, the company can gain a competitive advantage over those companies who are unable to facilitate this process for their employees. Individuals need to be aware of these issues so they not only can succeed within an organization, but also can successfully deal with external stakeholders such as customers, suppliers, etc. 5 quarter hours in the concentration in International Management and 4 quarter hours in the cohort model BA in Business Administration program. Prerequisite(s): Junior standing and minimum of two management courses or consent of the CMB Admission Team. This course can be taken as part of the concentration in International Management (5QH) or independent of the concentration, including as a required course in the cohort model BA Business Administration with a concentration in Accounting (4QH). 4-5 quarter hours

Distribution: Business Elective Human Services Electives.

MGT 405 - Accounting Information Systems (4)

This course covers concepts of accounting information systems in organizations, both for-profit and not-for-profit. It focuses on processes of analyzing and designing accounting information systems, with emphasis on those utilizing computer facilities. Internal controls and auditing considerations are also covered. Prerequisite(s): Enrollment in the degree-completion cohort B.A. in Business Administration with a Concentration in Accounting program. 4 quarter hours

Distribution: Business Elective.

MGT 407 - Advanced Business Writing (4)

Builds upon the communication process and further advances basic communication skills through intensive practice in the types of writing and oral presentations required in the business world. Fosters the development of students’ written and oral presentation skills. Forms of business correspondence include: memorandum, routine business letters, letters conveying good or bad news, persuasive letters, letters of application, and resumes. Goal is to learn to present ideas, reports, etc. clearly and concisely. Students refine both written and oral presentation skills by applying them to management issues. Prerequisite(s): Enrollment in the cohort, degree-completion Bachelor of Arts in Business Administration. 4 quarter hours

MGT 408 - Contemporary Issues in International Management (4 TO 5)

Recognizing the competitive and rapidly changing environment of most industries is a key factor in successful international operations. This course draws upon students’ understanding of doing business in a global environment as it explores current issues and the impact these have on short and long term operations. The course discusses the role of the manager in recognizing and acting upon external, economic, political, and cultural environments. Issues related to marketing, finance, and human resources are also discussed. 5 quarter hours for concentration in International management and 4 quarter hours for the cohort model BA in Business Administration. Prerequisite(s): Junior standing and minimum of two management courses or consent of the CMB Admission Team. This course can be taken as part of the concentration in International Management or independent of the concentration. This is a required course in the cohort model BA Business Administration. 4-5 quarter hours

MGT 409 - Issues in Consumer Behavior (4)

Draws upon behavioral sciences to provide insight into consumer needs, wants, and behaviors in the marketplace. Provides an emphasis on how the manager in business and non-business organizations can build an understanding of the individual consumer into the marketing decisions of goods and/or services. Provides an overview of the role of consumer research, leading to an application of quantitative and analytical skills acquired in other courses. Prerequisite(s): Enrollment in the cohort, degree-completion Bachelor of Arts in Business Administration 4 quarter hours

MGT 410 - Management and Supervision (4)

This course examines management theories and practices by exploring the roles, responsibilities, and challenges of managing today’s fast-changing organizations. Students will conduct a self-assessment related to essential managerial competencies. Pre-requisite(s): Admission to BSM program and MGT 403. Co-requisite(s): None. 4 quarter hours

MGT 412 - Organizational Behavior (4)

This course introduces students to the interrelated individual, group, and organizational-level factors that influence workplace interactions and performance. An interdisciplinary exploration of current research evidence and contemporary perspectives in the field of organizational behavior provides students with valuable tools for developing managerial "best practices" in areas such as motivation, team development, problem solving
decision making, leadership, and organizational change. Prerequisite(s): Admission to the BSM Program, MGT 403, MGT 410, MGT 431, MGT 478. 4 quarter hours

Distribution: Business Elective Human Services Electives.

MGT 413 - Procuring, Managing and Leading High-Tech Workers (4)

This course is geared towards the human resource official and line manager who recruit, manage and retain those professionals who think and act as free-agents. The purpose of this course is to provide concrete advice on day-to-day procurement, management, and retention issues specific to the high technology employee. It provides insights into different ways of thinking about and managing the higher-paid, highly sought after, and often introverted employee. The course also emphasizes how managers can more effectively manage the internal and external environment that relates to the management of information technology human resources. Prerequisite(s): MGT 403. 4 quarter hours

MGT 414 - Business Research Methods Communication (4)

Builds upon students’ written and oral communication skills by examining the functional uses of communication in planning, organizing, staffing, directing, and controlling. Provides a framework for researching business information and techniques for presenting collected data. Develops skills in organization, documentation, and style in oral and written reports. Prerequisite(s): Enrollment in the cohort, degree completion Bachelor of Arts in Business Administration 4 quarter hours

MGT 416 - Information Systems Concepts (4)

Provides a fundamental understanding of the value and uses of information technology in business operations, managerial decision-making, and in creating a strategic competitive advantage for the enterprise. Course provides a broad overview of the basic elements of the technology field. Future managers, entrepreneurs, and other specialists will understand the uses of technology in today’s business world. Prerequisite(s): MGT 403. 4 quarter hours

MGT 417 - Communication Networks (4)

This course provides an overview of data communications and networks for IT and business professionals. The course covers the technical fundamentals of how networks function, studies real-life applications of network technology, and outlines network design and management issues faced by business and IT organizations. The course also covers the latest trends in communications and networking technologies and the new applications and architectures that these technologies enable. Prerequisite(s): MGT 403. 4 quarter hours

MGT 418 - Concepts and Applications in Financial Management (4)

Examines managerial impact of the financial aspects of a business and their impact on managers: financing operations, combinations, and the organization of a business; how the financial function of a business relates to the financial community; also reviews basic financial statements such as the income statement, the balance sheet, etc. to familiarize students and enable them to apply their understanding of these concepts and documents to other managerial perspectives. Prerequisite(s): Enrollment in the cohort, degree completion Bachelor of Arts in Business Administration. 4 quarter hours

MGT 420 - Advanced Accounting (4)

Introduces the student to the accounting concepts and principles underlying multicorporate financial statements with emphasis on consolidation, cost vs. equity ownership accounting, and purchase vs. pooling business combinations. Covers partnerships - their formation, operation, and liquidation. Prerequisite: MGT 322. 4 quarter hours.

Distribution: Business Elective.

MGT 424 - Developing and Managing Web Sites (4)

This course covers the key technical and business issues associated with the design, development, and management of internal or external web sites. In addition to providing hands-on experience with web development tools, the course addresses the roles, processes, and interfaces that are required for producing effective web sites. Prerequisite(s): MGT 403. 4 quarter hours

MGT 427 - Advanced Cost Accounting (4)

This course involves the study of advanced cost accounting aspects as a means of providing useful quantitative information for decision making. Topics include the following: advanced analysis of cost and management accounting problems; special applications of cost accounting techniques for management planning and control; current developments in cost accounting. Prerequisite(s): Enrollment in degree completion, cohort BA in Business Administration with Concentration in Accounting program. 4 quarter hours

Distribution: Business Elective.

MGT 428 - Ethical Issues in Business and Management (4)
Builds upon an understanding of ethical principles and applies those within a business and managerial framework. Explores the interrelationship between managerial effectiveness and efficiency and ethics. Examines ethical issues that managers confront and develops a potential framework for dealing with those issues. Reviews and discusses recent examples of ethical issues in business and management.

Prerequisite(s): Enrollment in the cohort, degree-completion Bachelor of Arts in Business Administration. 4 quarter hours

MGT 430 - Communication in Organizations (4)

In this course students examine the role of communication in managing organizations. Communication is explored at the intrapersonal, interpersonal, group, and organizational levels. Overall focus is on improving students' analytical abilities to address managerial aspects of organizational communication. Prerequisite(s): Admission to BSM program and MGT 403, MGT 410, MGT 431, MGT 478. Co-requisite(s): None. 4 quarter hours

Distribution: Human Services Electives.

MGT 431 - Communication Skills for Managers (4)

This course fosters the development of students' written and oral presentation skills. Learning to present ideas, reports, and proposals clearly and concisely are primary goals of this course. Students refine both their written and oral presentation skills by applying them to management issues. Prerequisite(s): Admission to BSM Program and MGT 403. Co-requisite(s): None. 4 quarter hours

Distribution: Human Services Electives.

MGT 432 - Advanced Business Law (4)

This course builds upon students' understanding of basic legal principles underlying business transactions and moves into additional areas of business and managerial law, such as employee hiring, employee compensation, and employee termination; protecting consumers, shareholders and other external stakeholders; and technology (e-mail, web sites, blogging). This course will examine current real-world situations of companies and managers as they have grappled with these legal issues. Prerequisite(s): Enrollment in the degree-completion cohort BA in Business Administration. 4 quarter hours

Distribution: Business Elective.

MGT 433 - Developing and Managing Databases (4)

This course teaches how databases are designed, implemented, and managed in today's business environment. Students learn the theory and then apply it using database management software to solve common business problems. The course also addresses business issues associated with enterprise data, such as data integrity and privacy. Prerequisite(s): MGT 403. 4 quarter hours

MGT 434 - Accounting and Budgeting for Managers (4)

Draws upon students' understanding of accounting principles to the field of management accounting, focusing on the development of useful cost information for product costing and management reporting purposes. Develops an understanding of management decision making through the application of cost behavior analysis, product costing methods, variance analysis, cost allocation techniques, and transfer pricing. Also examines and applies budgeting as a managerial responsibility and a managerial tool. Prerequisite(s): Enrollment in the cohort, degree-completion Bachelor of Arts in Business Administration program. 4 quarter hours

MGT 436 - Critical Thinking for Managers (4)

This course emphasizes a systematic process for thinking critically and provides opportunities for students to improve their critical thinking skills as managers. Topics and class activities focus on stimulating the kind of thinking necessary to foster new managerial insights and strengthen the ability to articulate and apply sound reasoning to business problems. Prerequisite(s): HCL 300 and HCL 335 or MGT 403, MGT 431, and MGT 478, or approval of Dean or Associate Dean of the College of Management and Business. Co-requisite(s): None. 4 quarter hours

Distribution: Human Services Electives.

MGT 437 - Data Mining and Warehousing (4)

Introduction to the fundamental concepts of data mining including motivations for and applications of data mining. The course provides an overview of the ethics and privacy issues with respect to invasive use, and an exploration of data mining methodologies. Introduces techniques for mining information from the web including logs, forms, cookies, user identification and path analysis. Prerequisite(s): MGT 403, MGT 433. 4 quarter hours

MGT 438 - Information Management Systems (4)

Draws upon a fundamental understanding of the value and uses of information technology in business operations, managerial decision making, and in creating a strategic competitive advantage for the enterprise. Provides a broad overview of the basic elements of the technology field. Future managers, entrepreneurs or other specialists will understand the uses of technology in today's business world. Prerequisite(s): Enrollment in the cohort, degree-
MGT 444 - Financial Decision Making (4)
The focus of this course is on the use of financial data to make better organizational and personal decisions. Topics include financial statement analysis, cost analysis, budget development and evaluation, cost-volume-profit analysis, and time value of money. Prerequisite(s): None 4 quarter hours

MGT 451 - Quantitative Methods for Managers (5)
Builds on the students' mathematical knowledge. Reviews, and further develops, numeric, algebraic, and graphical skills used by managers to solve practical problems, and make decisions based on quantitative data. The course combines two linked themes: statistics and modeling. Topics include, but are not limited to: review of algebraic techniques, descriptive statistics, probability distributions, estimation and hypothesis testing, correlation, simple and multiple linear regression, contingency tables, time series analysis and forecasting, comparisons between two populations, optimization using linear programming, mathematical models for inventory control, project scheduling, quality control, and simulations. Integrates computer software applications throughout. Prerequisite(s): Enrollment in the cohort, degree completion Bachelor of Arts in Business Administration 5 quarter hours

MGT 452 - Legal and Ethical Principles in Management (4)
This course builds on basic legal and ethical principles within a management context. It provides a critical analysis of legal principles related to: competition; protecting consumers; employee hiring, promotion, compensation, safety, and termination; and managerial behaviors and responsibilities. Students will learn to critically assess principles related to ethical traditions, moral development, and codes of conduct. This course also emphasizes the application of legal and ethical principles within the complex situation of multinational business and multicultural work forces. Prerequisite(s): Admission to the BSM Program and MGT 403. 4 quarter hours

Distribution: Human Services Electives.

MGT 454 - Project Management (4)
This course covers how to plan and manage projects of any type. Students will learn and apply principles, techniques, and tools for taking a project from inception to the delivery of business value. Special emphasis is placed on understanding the interplay between project requirements, such as scope, quality, productivity, budget, resources, and schedule.

Prerequisite(s): Admission to the BSM Program and MGT 403. 4 quarter hours

MGT 456 - Securing Corporate Information (4)
The proliferation of corporate databases and the development of telecommunication networks have placed data, as tangible corporate assets, at risk. Quantitative techniques for risk assessment and for qualitative decision making under uncertainty are explored. Prerequisite(s): MGT 403. 4 quarter hours

MGT 458 - Marketing for Managers (4)
This course examines the basic principles and concepts of the marketing function within a variety of organizational settings. This course focuses on the practical application of skills and knowledge to one's personal and professional life. This includes examination of contemporary marketing theories, practices, and issues. The student identifies the marketing strategy of the organization, and analyzes its application to actual outcomes; employs creative as well as critical thinking skills; identifies and analyzes a marketing opportunity or problem, through the development of a marketing plan. Prerequisite(s): Admission to the BSM Program and MGT 403, MGT 410, MGT 431, MGT 478. Co-prerequisite(s): None. 4 quarter hours

MGT 462 - Systems Development Life Cycle (4)
Course provides an overview of the systems development life cycle, including the phases of planning, analysis, design, build, test, deployment, and support. The course will cover the latest tools, techniques, and methodologies for developing business applications. Special emphasis will be placed on understanding and specifying business requirements, then iteratively transforming requirements into a system design. Prerequisite(s): MGT 403. 4 quarter hours

MGT 469 - Enterprise Resource Planning (4)
Course provides an overview of enterprise resource planning. Students will learn how to create a seamless integration of information flow through an organization by combining various sources of information into coherent software applications and databases. They will also learn how to transform business processes to create seamless flow in supply
chains. The course presents the origins and evolution of ERP along with trends and issues it has created. Prerequisite(s): MGT 403. 4 quarter hours

**MGT 471 - IT Project Management (4)**

This course covers how to plan and manage IT projects. Students will learn and apply principles, techniques, and tools for taking an IT project from inception to the delivery of business value. Special emphasis is placed on understanding the interplay among IT project requirements, such as scope, quality, productivity, budget, resources, and schedule. The course content is aligned with industry certifications (Project+, Project Management Professional), though the course by itself does not prepare students for these certification exams. Prerequisite(s): MGT 403, MGT 462. 4 quarter hours

**MGT 473 - Strategic Uses of IT (4)**

This course prepares students to increase the strategic effectiveness of information technology. Its main objective is to help students become better decision-makers thereby enabling them to compete more effectively in today’s information technology-driven environment. Major topics include issues relating to the development of an IT-enabled strategy and organizational design; challenges related to electronic commerce within and between organizations; and IT structure, organization, planning, control, and management. Material covered in this course centers around field-based research and case study analysis. Prerequisite(s): MGT 403. 4 quarter hours

**MGT 476 - Entrepreneurship, Creativity, and Innovation (5)**

In this course, students explore entrepreneurship, its challenges and rewards, and the utilization of entrepreneurial skills in start-ups, franchises, small business, corporate, government, and social enterprise settings. Students engage in the process of generating, evaluating, critiquing, and selecting creative ideas, and identifying further steps for making such ideas come to fruition in other words, making innovation practical. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

**Distribution: Human Services Electives.**

**MGT 478 - Managerial Assessment (3)**

Students in this course examine their managerial skills and behaviors through participating in a variety of assessment activities. This course provides the groundwork for designing a personal management development plan to guide students in embracing their strengths and improving their managerial proficiency as they move through their management studies. In addition to increasing their self-awareness, students also focus on improving their understanding of others’ behaviors in the workplace. Prerequisite(s): MGT 403. 3 quarter hours

**MGT 479 - Management Development Practicum (1)**

Students set and pursue one or more personal managerial development goals during the four-month practicum period. B.S. in Management students are required to take this practicum three times (during terms 2, 3, and 4). Each practicum is an opportunity for students to improve in a different self-chosen managerial skill through reading, action, and reflection. Learning is documented in a series of brief management development reports and through an end-of- course class presentation. During the term-long length of the course, students work independently along with direction and feedback from their professor (who functions as their personal coach). Prerequisite(s): MGT 410, MGT 478. 1 quarter hour

**MGT 481 - Advanced Concepts in Operations Management (4)**

Draws upon an understanding of production and operations management, utilizing a blend of concepts from industrial engineering, cost accounting, general management, quantitative methods, and statistics. Builds upon an understanding of production and operation activities such as forecasting, choosing an office or a plant, plant layout, allocating resources, designing products and services, scheduling activities, and assuring quality. Prerequisite(s): Enrollment in the cohort, degree-completion Bachelor of Arts in Business Administration. 4 quarter hours

**MGT 482 - Strategic Management (4)**

This course explores the components of the strategic management process. Various levels of strategy--functional, business, global, and corporate--are explored. Students are encouraged to think
strategically when making business decisions. Prerequisite(s): Admission to BSM program and MGT 403. Co-requisite(s): None. 4 quarter hours

**MGT 484 - Entrepreneur as Manager, Leader, and Salesperson (5)**

This course explores some of the most important roles of a successful entrepreneur - these of leading people, managing resources, and selling their product or service to external and internal customers. Students identify how leadership theories can be applied in entrepreneurial settings, develop skills in managing themselves and others, study and practice expert selling skills, and analyze risks associated with decision-making. Prerequisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.

**MGT 485 - Applied MIS Techniques (5)**

This course is the capstone for the BS in Management Information Systems program. The course uses case studies and research assignments as vehicles for students to integrate and apply the business, technology, and management concepts they have learned in previous courses. Students will analyze real-world business technology issues, propose strategies, design solutions, plan projects, and relate what they are doing to business value. Prerequisite(s): MGT 403 and all other BSMIS courses. 5 quarter hours

**MGT 487 - Leadership in Organizations (5)**

This course provides a foundation in leadership. It is an overview or survey of leadership; areas to be addressed include skills, traits, and contingency approaches along with newer constructs that are currently generating interest within organizations today. Authentic leadership, shared leadership, and emotional intelligence are some of the current topics to be covered. Prerequisite(s): Junior standing and minimum of two management courses or consent of the CMB Admission Team. This course can be taken as part of the concentration in Leadership or independent of the concentration. 5 quarter hours

Distribution: Business Elective.

**MGT 488 - Leadership and Change (5)**

Given the rapidly changing external environment it is critical that organizations understand the necessity of change. This course assists students in identifying variables that may trigger the need for change. Recognizing the leadership skills necessary to design implement and evaluate change initiatives will be addressed. Building strong communication plans, and strategies to address resistance to change are also covered. Prerequisite(s): Junior standing and minimum of two management courses or consent of the CMB Admission Team. This course can be taken as part of the concentration in Leadership or independent of the concentration. 5 quarter hours

Distribution: Business Elective.

**MGT 489 - Contemporary Issues in Leadership (5)**

This course explores current and emerging issues in leadership. Identified by the popular press, industry leaders, business practitioners, and academics, these issues hold significant implications for organizations, organizational leadership, and society. Through a discussion-intensive format, students will critically examine a broad range of contemporary topics, such as gender, ethics, technology, and a variety of current work force trends. Prerequisite(s): Junior standing (90 QH) and a minimum of two management courses. Co-requisite(s): None. 5 quarter hours

Distribution: Business Elective.

**MGT 490 - Independent Study (1 TO 4)**

Provides an opportunity for students to pursue advanced scholarly study in a special area where they seek further information, or to investigate a practical problem in their area of professional interest. Prerequisite: Consent of faculty advisor and program director. 1-4 quarter hours.

**MGT 495 - Special Topic (1 TO 6)**

Permits development of special topic courses to meet emerging learning needs. (The specific topic is indicated on the transcript. There is no limit on the number of MGT495 courses that can be applied to the degree, although each topic may be taken only once.) 1-6 quarter hours.

**MGT 498 - Entrepreneurship Laboratory (5)**

This course provides students with an opportunity to apply their entrepreneurship skills to a hands-on project. Working in teams, students will identify, assess, and select an idea for a product or service, draft a business plan, create a prototype and pitch their product or service to a jury. Alternatively, students will identify a real-world organizational problem and design an entrepreneurial solution to the problem that addresses constraints faced by a business, non-profit, or government organizations, presenting their formal proposal to the organization’s principals. Prerequisite(s): At least two out of the following three courses: MGT 476, MGT 484, or MGT 477; permission of the Program Chair/Director, College Dean, or designee. Co-requisite(s): None. 5 quarter hours

Distribution: Human Services Electives.
MGT 508 - Current Practices in Human Resource Management (4)

This course examines current trends, practices and issues in human resources management and provides for the systematic integration of the knowledge and skills learned in the Master of Science in Human Resource Management and Development (MS-HRMD) program. The following functions are explored in an integrated, organizational context: human resource planning; employee selection, placement and retention; employee training and development; organizational development/behavior/change; compensation and benefits; employee and labor relations and associated legal issues and management practices. Prerequisite(s): Admission to the HRMD Program. MGT 509, MGT 533, MGT 521, MGT 541, MGT 513, MGT 520, MGT 515, MGT 540. Co-requisite(s): None. 4 semester hours

MGT 509 - Human Resources Planning (4)

This course explores the role of the Human Resource Manager in planning and designing a productive work environment. The following personnel concepts and competencies are covered: human resource planning and forecasting; recruitment, selection and retention practices; compensation; performance management; employee relations; the legal and regulatory aspects of human resource decision making. Prerequisite(s): Admission to the HRMD Program. Co-requisite(s): None. 4 semester hours

MGT 513 - Total Compensation Systems (5)

The Total Compensation Systems course is designed to provide the students with an understanding of compensation (pay and benefits) philosophies, strategies and methodologies. Total compensation systems include salaries and wages, incentive awards and bonuses, long-term income and set-asides, stock/thrift plans and profit/gain-sharing options, and other benefits. Students will learn how systematically developed compensation packages are implemented and effectively managed. Students will also learn the importance of compensation management to improved organizational productivity and employee performance. Prerequisites: None; 5 Semester Hours

MGT 515 - Training and Development: Systems and Practices (4)

This course focuses on the nature and growth of organizational training systems and the application of employee training and development as an organizational development intervention. There is an emphasis on a systematic approach to the development of effective training programs which includes the assessment of organizational needs for training and planning the delivery of training. Prerequisites: Graduate Standing. 5 semester hours

MGT 520 - Performance Analysis and Productivity Measurement (4)

Enables students to identify causes of performance problems by analyzing the system: its values, processes, and factors which affect individual and group behavior. Includes diagnosing individual performance deficiencies, identifying training needs, and learning strategies for minimizing system problems. 4 semester hours

MGT 521 - Recruit/Selection/Retention (3)

This course examines the criteria and techniques required in the effective recruitment and selection of employees. This course is designed to focus on preparing the human resources professional/manager to implement sound and lawful hiring practices such as the development of job analyses, recruitment strategies and selection techniques to include resume screening, testing and interviewing candidates, selecting the best candidate, Internet as a recruiting tool, offering employment and placing the candidate in the organization. Prerequisite(s): Graduate Standing 3 Semester Hours

MGT 523 - Analytical and Writing Skills for Managers (0)

This course emphasizes development of the analytical writing and cognitive skills that students need for successful graduate study. Instruction focuses on applying these skills through reading and writing about topics in the management, business, and human resources fields. This course may be taken up to two times.

MGT 533 - Organizational Behavior and Development and Change (5)

This course explores traditional perspectives and current issues in Organizational Behavior (OB), Organizational Development (OD) and Change Management. The course explains and applies organizational behavior theories on the individual, work group, and organizational-wide levels in analyzing and solving organizational challenges by using appropriate OD techniques. It approaches OD and Change Management as a diagnostic process of planned change based on OB concepts. The growing role of the HR professional is emphasized. Prerequisites: Graduate Standing. 5 semester hours
MGT 534 - Nonprofit Organization, Governance, and Management (3)

This course provides a comprehensive review of governance, structure, and management of nonprofit organizations with relation to organizational mission, history and the evolution of nonprofits. Topics covered include the duties of the governing board, the executive director and the importance of all stakeholder relationships, the legal framework of nonprofit law, ethical challenges, operational risks, and efficient and accountable mission-driven operations. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

MGT 535 - Strategic Fundraising and Philanthropy (3)

This course provides an overview of fundraising and philanthropy, with a particular emphasis on the psychology of fundraising, donor motivation, and strategic management and planning of the fundraising process. Topics covered in this course also include fundraising strategies, such as direct mail, annual giving, capital campaigns, major gifts, and planned giving; and funding sources, including private, corporate, government, and foundation giving. Fundraising research and donor cultivation, recognition, retention, and advancement are additional themes of interest. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

MGT 540 - Labor and Management Relations (4)

This course examines the growth of unions, their impact on employment activities, the development of management union relations, and the legal basis of union-management negotiations. Emphasis will be placed on determining management strategies for collective bargaining, union history, labor law, how to cost out a labor contract, bargaining process techniques, new emerging forms of union-management relationships, and the preservation of Non-Union relationships. Prerequisites: None; 4 Semester Hours

MGT 541 - Employee Relations and the Law (3)

This course deals with various aspects of employee relations and their legal ramifications. Included in the course are such topics as: equal opportunity and affirmative action issues, employee discipline and termination, performance appraisals administration and other employee relations issues such as employee morale and productivity, health, safety, security and organizational communications. Prerequisites: Graduate standing; 3 Semester Hours

MGT 551 - Leadership and High Performance Teams (3)

Students explore methods for optimizing team effectiveness in organizations. Particular emphasis is placed on the leader’s role in the development and management of high performance teams. Through a major course project, students observe, participate in, and evaluate teams, both at their workplaces and in class. Prerequisite(s): Admission to CMB’s post-baccalaureate Certificate in Leadership; Admission to the Master of Science in Management (MSM) Program. 3 semester hours

MHA - Master of Health Services Administration

MHA 500 - Introduction to Health Services Administration (1)

This course introduces students to the MHA program. Students are introduced to the different topics and courses presented in the MHA program and become familiar with the learning outcomes of the courses and the MHA program. In this course, students will also become familiar with academic research methodologies by using the NLU Library resources and the Internet. Students will additionally have an opportunity to explore their employment skills, health care occupations, and their career paths as part of this course. Pre-requisite(s): Admission to the Masters in Health Services Administration program. This is a pre-requisite course for all the other MHA courses. Co-requisite(s): None. 1 semester hours

MHA 505 - Health Care Origins, Policies and Trends (3)

This course provides a survey of the historical, economic, social, technological and philosophical forces that have shaped our current health care delivery models and systems. The impact of governmental and non-governmental regulation will be introduced. This course also explores trends and public policy considerations that impact the delivery of health care. A primary focus is the critical examination of alternatives for balancing access quality and cost. The course further examines planning and policy cycles, the role of government as regulator and market maker, the status of major governmental initiatives and the projection of emerging trends. Pre-requisite(s): MHA 500. Co- requisite(s): None. 3 semester hours

MHA 508 - Ethical and Legal Issues in Health Care Administration (3)

This course will introduce the student to ethical and legal theories associated with the administration of health care organizations. The rights and duties of the organization to its stakeholders, both internal and external, as well as to health care recipients, will be examined. The rights and duties examined will focus on four perspectives: political, social, ethical, and legal perspective. Major issues to be analyzed will be: leadership; employer and employee-rights; occupational safety; patient safety; environmental
issues; and social responsibility. A variety of administrative case study decision-making techniques will be used in the analysis and solving of administrative issues related to the administration and delivery of health care services. Pre-requisite(s): MHA 500, and MHA 505. Co-requisite(s): None. 3 semester hours

**MHA 512 - Health Care Leadership (3)**

This course examines leadership approaches that optimize quality outcomes. The management functions of planning, organizing, resource allocation (financial, physical, human and informational), supervision, controlling and evaluating are examined. The course explores how health care organizations are similar and yet different from other businesses. Managing change, employee empowerment for decision making/problem solving, and managing through teams are emphasized. Pre-requisite(s): MHA 500. Co-requisite(s): None. 3 semester hours

**MHA 520 - Patient Care Operations (3)**

This course examines alternatives for the delivery and evaluation of clinical services. Topics include analysis of operations; scheduling, staffing, coordination of services, specialized facilities and equipment, regulatory requirements and the impact of managed care. Evaluation metrics/processes/methods such as customer service, quality of clinical service outcomes and financial outcomes as they impact patient operations are also studied. Students develop detailed plans for the implementation or modification of clinical operating systems including the design of appropriate process and outcome measures. Pre-requisite(s): MHA 500. Co-requisite(s): None. 3 semester hours

**MHA 522 - Health Care Business Operations (3)**

This course explores the operations management and financial health of health care as a business. Common health care business operations include patient registration and certification, billing, insurance, collection, and materials management are covered in the course. Additionally the course examines health care business process engineering and optimization. This course also explores the logistics and supply chain management that health care businesses need to maintain in order to be efficient, effective, and profitable. Students will have opportunities to apply what they have learned through case studies and the development of a business operations plan for a health care service and/or product. Pre-requisite(s): MHA 500. Co-requisite(s): None. 3 semester hours

**MHA 525 - Health Care Economics (3)**

This course provides an overview of micro- and macro-economic principles and provides an opportunity for analysis of the economic aspects of health care policy. This course also will look at issues related to the efficiency, effectiveness, and value of health care services. Additionally the course will review the consumption of health care services in the United States and other countries. Health related behaviors as it relates to the economics of health care will also be explored. Pre-requisite(s): MHA500, MHA505, MHA508, MHA512, MHA520, and MHA522. Co-requisite(s): None. 3 semester hours

**MHA 527 - Health Care Finance (3)**

This course introduces the concepts, conventions and terminology of accounting and finance as applied in health care organizations. Students will identify the role of finance in health care applications, compare balance sheets, income statements, and statements of cash flow in financial statement analysis, and apply financial ratios and benchmarking as analysis tools for decision making. Cost determination and behavior, profit analysis, plus cost allocation are examined as administrative accounting tools. Administrative accounting and financial analysis techniques including, planning and budgeting, variance analysis, standard costs, time value analysis and risk/return models are also developed. Students evaluate capitation contracts (and/or other alternative payment systems) to predict financial and service level consequences. Pre-requisite(s): MHA500, MHA505, MHA508, MHA512, MHA520, MHA522, and MHA525. Co-requisite(s): None. 3 semester hours

**MHA 531 - Health Care Information Systems (3)**

This course presents the fundamentals of acquiring, processing, disseminating, and applying health care information to support routine operations, problem solving, decision making, and strategic analysis to achieve a competitive advantage. The management of information technology, special characteristics of patient information and the importance of integrating clinical, operational and financial systems will be considered. The course will address current health care information technology trends and issues. Additionally, ethical and legal considerations of handling patient data will be examined. Pre-requisite(s): MHA 500. Co-requisite(s): None. 3 semester hours

**MHA 532 - Human Resources in Health Care (3)**

This course will focus on necessary knowledge, skills, and competencies essential for effective management of a health care organization’s human resources activities. The overarching goal of the course will include the student’s understanding of the strategic human resources (HR) management role that the HR practitioner plays in the health care organization.
This course will also focus on the role of the HR practitioner as a HR business partner aligning HR practices with the health care organization’s mission, vision and strategic plan. The course emphasis will be on the application of theory to practice situations and experimental learning using problem solving, critical thinking and group dynamics through class discussions, group projects and group presentations. Pre-requisite(s): MHA 500. Co-requisite(s): None. 3 semester hours

MHA 540 - Marketing in Health Care (3)

This course explores the dramatic transformation of the health care industry and the demands for effective marketing. It presents the fundamentals of marketing as practiced within health care organizations and explores the Web’s impact and how it alters today’s marketing approaches. A primary focus is building customer satisfaction through quality, service, and value. Market oriented strategies are developed through analysis of consumer and business markets, buying behaviors, competitors, market segmentation and targeting, and measuring/forecasting market demands. Marketing to physicians, various health care groups and third party payers are examined. Pre-requisite(s): MHA 500, MHA 505, MHA 508, MHA 512, MHA 520, MHA 522, MHA 525, MHA 527, MHA 531, and MHA 532; or approval by Program Chair or designate. Co-requisite(s): None. 3 semester hours

MHA 541 - Strategic Management in Health Care (3)

This course presents the methodology for strategic examination of health care organizations. Organizational mission, values and objectives are examined in relation to the current operation of each functional department and changing external conditions. Students will develop a strategic plan based on the analysis of internal and external environments and the selection of organizational change strategies to accommodate environmental changes. Pre-requisite(s): MHA 500, MHA 505, MHA 508, MHA 512, MHA 520, MHA 522, MHA 525, MHA 527, MHA 531, MHA 532, AND MHA 540; or approval by Program Chair or designate. 3 semester hours

MHA 550 - Colloquium in Health Services Administration (3)

This course offers an intensive experience to reinforce student understanding and application of core information, concepts and procedures presented throughout the program. It is the culminating activity for the program. The students develop and present the outcomes of an applied case study on a topic related to health care service, and/or product delivery, and administration. Pre-requisite(s): MHA 500, MHA 505, MHA 508, MHA 512, MHA 520, MHA 522, MHA 525, MHA 527, MHA 531, MHA 532, MHA 540, AND MHA 541; or approval by Program Chair or designate. Co-requisite(s): None. 3 semester hours

MHE - Mathematics Education

MHE 205 - Mathematical Thinking for Elementary Teachers (4)

This course provides a bridge for the teacher candidate between Math Content for Teachers I and Math Content for Teachers II general education courses and the Methods of Teaching Mathematics course in the professional sequence. The content of this course prepares teacher candidates to acquire a deeper understanding of the mathematics content embedded in the Common Core standards including the 8 standards of practice. Pre-requisite(s): LAM 112 and LAM 213. Co-requisite(s): None. 4 quarter hours

MHE 450 - Mathematics for Elementary and Middle School Teachers (3)

This course provides an opportunity for candidates and practicing teachers to develop an understanding of strategies and concepts as they occur in a comprehensive elementary (and middle school) mathematics curriculum. By developing reasoning and problem solving in the areas of number and operations, algebra, geometry, measurement, and data analysis candidates and practicing teachers will help their students succeed in mathematics. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

MHE 480A - Methods of Teaching Mathematics (4)

This course provides candidates an in-depth focus on the subject matter, content standards, mathematical pedagogy, and issues related to the learning and teaching of mathematics in the elementary grades. Candidates develop strategies and applications specific to the mathematical learning needs of elementary students including real world connections. Through the NCE Adaptive Cycles of Teaching (ACT), an experiential-based curriculum designed to help teachers learn a set of core teaching practices supported by innovative technology systems, teacher candidates will complete a content learning analysis, diagnostic assessment as well as plan and implement teaching math with problem solving lessons. Pre-requisite(s): Admission to National College of Education (NCE). Co-requisite(s): ELE 410, ELE 415 and RLL 478.

MHE 480B - Methods for Teaching Elementary Schools Mathematics (2)

This course is intended for students preparing to become certified teachers. It addresses pedagogy, materials and instructional issues related to the
learning and teaching of mathematics in elementary school. It is designed to help participants develop knowledge, skills and beliefs (based on National Council of Teachers of Mathematics (NCTM) set of core beliefs) that will enhance candidates' ability to teach mathematics to children. Prerequisite(s): Admission to the M.A.T. program or consent of M.A.T. program director, ELE 500, EPS 511, six hours of appropriate college mathematics (college algebra level and above), approved by transcript review. Co-requisite(s): None. 2 semester hours

MHE 482 - Instructional Methods/Primary/Math and Science (2)

This course, intended for students preparing to become certificated teachers, addresses methods, materials, and instructional issues involved in teaching mathematics and science in the primary grades. It is designed to help future teachers develop knowledge, skills, and beliefs that enhance their ability to teach mathematics and science to children. Prerequisite(s): EPS 500A and Admission to the College of Education 2 semester hours

MHE 485 - Advanced Methods for Teaching Middle School Mathematics (3 OR 5)

This course builds upon the methods of teaching general elementary school mathematics through an in-depth focus on the curriculum, methods, materials, and issues related to the teaching and learning of mathematics in the middle grades (grades 6-8). Prerequisite(s): None. Co-requisite(s): None. 3 semester hours or 5 quarter hours or 3 semester hours

MHE 501 - Number Concepts & Operations for Teachers (3)

This course develops a deep understanding of number and operations as they occur in a comprehensive elementary and middle grade mathematics curriculum enabling prospective and in-service teachers to help their students succeed in mathematics. The course focuses on why mathematics works the way it does and links principles to applications in the real world. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

MHE 503 - Mathematics Education Issues & Trends (3)

This course is intended to strengthen prospective and in-service teachers' understanding of current and past trends and issues in mathematics education. In particular, the course focuses on research related to the mathematics curriculum, students' learning, mathematics teaching, assessment, and classroom environment as well as how these areas work together to promote the development of students' mathematical understanding. Prerequisite(s): MHE 485 or consent of the coordinator of the program. Co-requisite(s): None. 3 semester hours

MHE 502 - Modern Algebra for Teachers (3)

The purpose of this course is to study the properties and relationships of basic algebraic concepts such as patterns and matrices as well as more familiar topics such as polynomials. Emphasis will be on problem solving, generalizing, and the development of algebraic thinking. Appropriate technology will be used to support mathematical reasoning. Candidates will create appropriate mathematical content for a class activity, consistent with the Common Core State Standards, incorporating a variety of strategies for a diverse population of students and grade levels. Pre-requisite(s): MHE 450 or equivalent or consent of coordinator of the program. Co-requisite(s): None. 3 semester hours

MHE 510 - Geometry for Teachers (3)

The purpose of this course is to study the properties and relationships of basic geometric concepts such as points, lines, angles, curves, surfaces, and solids. Candidates will be engaged in the construction, description, and analyses of geometric objects. Emphasis will be on informal reasoning, experimental methods, inductive and deductive arguments, and the development of mathematical thinking. Appropriate technology will be used to explore hypotheses and support mathematical reasoning. Candidates will create appropriate mathematical content for a lesson/unit, consistent with the Common Core State Standards, incorporating a variety of strategies for a diverse population of students from the middle school grade levels. Pre-requisite(s): MHE 450 or equivalent or consent of program coordinator. Co-requisite(s): None. 3 semester hours

MHE 511 - Number Theory for Teachers (3)

Number theory is the study of the whole numbers: their relationships, properties, and characteristics. Candidates will develop mathematical thinking skills and discover deep and subtle relationships between numbers; some of which are familiar to elementary and middle grade students. Candidates will create appropriate mathematical content for a lesson/unit incorporating a variety of strategies for a diverse population of students from the middle through secondary school grade levels. Pre-requisite(s): MHE 450 or the equivalent or consent of program advisor. Co-requisite(s): None. 3 semester hours

MHE 512 - Statistics and Probability for Teachers (3)

Candidates will use a problem solving approach to statistics and explore the 4 stage process of statistical investigations; forming questions that can be
answered by data, exploring various data collection methods, analyzing the data, and making interpretations in relation to the original questions. This course focuses on meaning and usefulness of statistics and probability in real-world situations. Pre-requisite(s): MHE 450 or equivalent or consent of the coordinator of the program. Co-requisite(s): None. 3 semester hours

MHE 515 - History of Mathematics (3)
This course provides a survey of the historical development of mathematics from ancient times (Egyptians, Babylonians, Greeks and Romans) to early modern and modern times (17th through 21st century) with a focus on problem-solving. The historical context of mathematics is examined through biographies of various mathematicians focusing on the types of problems solved and the methods employed to solve them. Mathematical problems representative of significant contributions in numeration, algebra, geometry, combinatorics, and number theory are emphasized. This course is appropriate for teachers/teacher candidates in the special education, early childhood, elementary, middle, and secondary programs. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

MHE 523 - Differentiating Mathematics Instruction (3)
The purpose of this course is to develop differentiation strategies for all students including English language learners and students with differing abilities. Candidates develop skills in assessing the match between differentiation strategies that support student academic achievement in mathematics and the attributes of a wide range of students including understanding the role of language, experiences, culture, learning styles, readiness, and abilities. Pre-requisite(s): MHE 450 or the equivalent or consent of the coordinator of the program. 3 semester hours

MHE 582 - Workshop/Math Education/Topic (1 TO 6)
1-4 semester hours

MHE 584 - Workshop/Math Education/Curriculum Materials (1 TO 6)
1-4 semester hours

MHE 585 - Workshop/Math Education/Instructional Practices (1 TO 6)
1-4 semester hours

MHE 586 - Workshop/Students with Special Needs (1 TO 6)
1-4 semester hours

MHE 591 - Field Study Math Education (1 TO 6)
1-4 semester hours

MHE 593 - Mathematics Education Capstone Seminar (3)
This course provides an opportunity for candidates to integrate specific knowledge about mathematics pedagogy, content, and cultural perspectives. Candidates will review research and produce an independent, self-directed research study under the guidance of a faculty mentor. Pre-requisite(s): MHE 485, MHE 501, MHE 502, MHE 503, MHE 510, MHE 511, MHE 512, MHE 515, MHE 523 or consent of the coordinator of the program. Co-requisite(s): None. 3 semester hours

MHE 594 - Independent Study/Math Education (1 TO 3)
1-3 semester hours

MIS - Management Information Systems

MIS 103 - Introduction to Software Applications (5)
This course provides an overview of the core concepts of information systems (IS) and the impact of IS on the broader world. Students will be exposed to the key concepts of people, process, and technology in information systems via lectures, case study(s), and project experience. Lecture discussion time will cover the history of IS, the economics of information, and key organizational and social issues. The class will study, in detail, the development of an IS project and review some of the skills necessary for successful implementation of information systems. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

MIS 436 - Technology Applications in Management (5)
This course covers contemporary information technology concepts and applications and their use in business operations, managerial decision-making, and creating competitive advantage, both domestically and globally. Students explore common uses of information technology tools for managing knowledge, business intelligence, and productivity. Pre-requisite(s): BUS 430 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

MKT - Marketing

MKT 458 - Marketing for Managers (5)
This course provides experienced and aspiring managers with a thorough grounding in the principles of marketing as well as concepts of strategic marketing decision making. Coverage includes creation, communication, and delivery of value to targeted audiences, selected though the process of
segmentation, targeting, and customer analysis, and concludes with the development of an effective strategic marketing plan. Pre-requisite(s): BUS 430; or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

MLE - Middle Level Education

MLE 300 - Middle School: An Overview (5)
This course distinguishes middle level education history and philosophy and advocates relationships between the unique developmental characteristics of young adolescents (10-14 year olds) and young adolescent culture for appropriate interactive classroom experiences and middle level educational best practices. The course advances middle level educators to develop appropriate dispositions, strategies and knowledge for the multifaceted role as facilitator, guide, collaborator, reflective practitioner and young adolescent advocate while exploring young adolescent learning as a personal experience based on their Physical, Intellectual, Emotional, Social, Spiritual developmental characteristics (PIESS) embedded within each learner’s gender, cultural, socioeconomics, community, mass media popular culture (PLUS) understanding. Prerequisite(s): None. 5 quarter hours

MLE 302 - Middle Level Curriculum (5)
This course explores appropriate curricula models for young adolescent learners in safe healthy academically challenging classroom environments and advocates cultivating middle level educators as leaders. Students participate in a variety of course experiences advancing learning while developing strategies for teaching in diverse, collaborative, creative, globally connected classrooms while embracing and encouraging curiosity, critical thinking, infusing related fine arts and the production and use of mass media technology. Students develop strategies for evaluation of student achievement and curricular programs through alternative and diverse assessments identifying differentiation, student voice professional, state, local standards and data acquired from students, parents, and community members. Prerequisite(s): MLE 300. 5 quarter hours

MLE 500 - Middle School: An Overview (3)
Candidates are challenged and empowered to be developmentally responsive middle level educators. Candidates develop current best middle level practices, competencies and instructional strategies. Candidates will advance their knowledge of the unique developmental characteristics and culture of young adolescents (10-14 year olds) and how these characteristics impact middle level education and teaching. The course distinguishes middle level education history, philosophy and practices as a distinct pedagogy from elementary and secondary education. Prerequisite(s): None. 3 semester hours

MLE 502 - Middle Level Curriculum (3)
Teacher candidates explore appropriate curricular models for young adolescent learners. Teacher candidates work individually and collaboratively to develop strategies for teaching and leadership in diverse middle level classrooms. Inquiry, creativity and critical thinking are encouraged through the infusion of fine and applied arts as well as production and use of technology. Teacher candidates learn strategies for differentiated instruction and assessment. Standards-based, content teaching and learning processes are addressed. Teacher candidates create curriculum that is challenging, exploratory, integrative and relevant for their students. Prerequisite(s): MLE 500. Co-requisite(s): None. 3 semester hours

MLE 582 - Workshop/Administration and Supervision (1 TO 6)
1 to 4 semester hours

MLE 584 - Workshop/Curriculum Practices (1 TO 6)
1 to 4 semester hours

MLE 585 - Workshop/Instructional Practices (1 TO 6)
1 to 4 semester hours

MLE 594 - Independent Study/Middle Level Education (1 TO 4)
The purpose of this independent study in Middle Level Education is to provide students with the opportunity to investigate in depth a topic, problem, or relevant issue. The topic should be of relevance to their individual goals and professional aspirations as a middle level educator. Prerequisite(s): none 1-4 semester hours

MTH - Math

MTH 101 - Introduction to Mathematical Concepts (5)
This course provides the basic preparation for more specialized courses in mathematics as determined by the student's major. Topics include graphical, symbolic, and numeric solutions of problems, number systems, integer and rational exponents, radicals, functions, first and second degree equations and inequalities, system of equations and inequalities, measurement, and geometry. Although emphasis is placed on the development of algebraic skills, problem solving is a main component of the course. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours
MTH 102 - Statistical Foundations (5)

This course provides an introduction to descriptive and inferential statistics for liberal arts, psychology, and human service students. Students learn how to think about statistical issues, analyze data, and use basic statistical methods with understanding while de-emphasizing mathematical computation. Topics include: experimental design, data distributions, graphing techniques, measures of central tendency and dispersion, the normal curve, correlation, regression, and hypothesis testing. The class time is split between the classroom and online work, some in an adaptive learning environment. A statistical calculator will be required for this course. This course counts towards the Quantitative Reasoning area of general education. Preerequisite(s): LAM100B or equivalent. Co-requisite(s): None. 5 quarter hours

MTH 105 - Math for Educators I (5)

This course provides a foundation for mathematics that applies to the teacher candidate through a professional sequence. The content of this course prepares teacher candidates to acquire a deeper understanding of the mathematics content embedded in the Common Core standards including the 8 standards of practices. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Quantitative Reasoning.

MTH 115 - Math for Educators II (5)

This course focuses on mathematical reasoning and problem solving. It examines the underlying conceptual framework of the elementary mathematics topics of algebra and informal geometry, metric measurement, rational and real number operations, percent probability, and statistics. Estimation, models, graphs, and manipulatives are used in a variety of problem-solving situations. A weekly lab component is required. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): LAM 112 or MTH 105 or equivalent. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Quantitative Reasoning.

OBD 432 - Organizational Behavior (5)

This course introduces students to the interrelated individual, group, and organization-level factors, that influence workplace interactions and performance. An interdisciplinary exploration of current research evidence and contemporary perspectives in the field of organizational behavior provides students with valuable tools for developing managerial best practices in areas such as motivation, team development, decision making, and leadership. Pre-requisite(s): BUS 430, or permission of Chair or designate. Co-requisite(s): None. 5 quarter hours

OBD 515 - Training and Development (3)

Training and development aims to enhance employees’ knowledge, skills, and competencies to meet the current and future needs of both the individual and the organization. Adult learning theories, grounded in psychology and adult education, are foundational to this process. This course focuses on real-world application of the training and development cycle, including needs assessment and analysis, design, development, implementation, and evaluation. Pre-requisite(s): HRM 509, or LAP 528, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

OBD 533 - Organizational Effectiveness and Development (3)

Strategic organizations measure the effectiveness and growth of people and processes from short- and long-term perspectives and lead necessary organizational change initiatives. This course emphasizes how the human resource management function demonstrates and creates value by aligning day-to-day operational activities with the organization’s vision, mission, and goals. Students explore systems theory and the organization development consultation process as well as intervention strategies for leading change to improve organizational effectiveness. Pre-requisite(s): HRM 509, or LAP 528, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

OBD 550 - Culture of Learning Organizations (3)

Focusing on group dynamics and norms for conflict resolution, this course uses a systems approach to analyze organizational culture and develop
transformative strategies to create the culture of a learning organization. The course presents theory and compares dysfunctional and learning organizations. Students learn practical organization development (OD) tools for diagnosing organizational culture, facilitating dialogue, resolving conflict, and creating an action research plan for transforming a dysfunctional team into a team that reflects the culture of a learning organization. Pre-requisite(s): HRM 509 or LAP 528; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

OBD 551 - Diversity and Inclusion in the Organizational Culture (3)

Diversity and inclusion are critical for organizations not only for regulatory compliance, but also for creating a healthy workplace climate and achieving the business benefits of a diverse and inclusive workforce. This course examines theory, laws and regulations, ethics, and the business case for diversity and inclusion. Students develop self-awareness of the demographic affiliations that comprise their own identities and explore the perspectives of underrepresented groups based on race, national origin, religion, gender, sexual orientation and gender identity, disability, and age. Students further explore dysfunctions associated with stereotyping and discrimination, contrasting them with healthy thought-behavior patterns of diversity and inclusion. Pre-requisite(s): OBD 550, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

OBD 633 - Organizational Effectiveness and Development (3)

Strategic organizations measure the effectiveness and growth of people and processes from short- and long-term perspectives and lead necessary organizational change initiatives. This course emphasizes how the human resource management function demonstrates and creates value by aligning day-to-day operational activities with the organization’s vision, mission, and goals. Students explore systems theory and the organization development consultation process as well as intervention strategies for leading change to improve organizational effectiveness. Pre-requisite(s): HRM 509, or LAP 528, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

OBD 650 - Culture of Learning Organizations (3)

Focusing on group dynamics and norms for conflict resolution, this course uses a systems approach to analyze organizational culture and develop transformative strategies to create the culture of a learning organization. The course presents theory and compares dysfunctional and learning organizations. Students learn practical organization development (OD) tools for diagnosing organizational culture, facilitating dialogue, resolving conflict, and creating an action research plan for transforming a dysfunctional team into a team that reflects the culture of a learning organization. Pre-requisite(s): HRM 509 or LAP 528; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

OBD 651 - Diversity and Inclusion in the Organizational Culture (3)

Diversity and inclusion are critical for organizations not only for regulatory compliance, but also for creating a healthy workplace climate and achieving the business benefits of a diverse and inclusive workforce. This course examines theory, laws and regulations, ethics, and the business case for diversity and inclusion. Students develop self-awareness of the demographic affiliations that comprise their own identities and explore the perspectives of underrepresented groups based on race, national origin, religion, gender, sexual orientation and gender identity, disability, and age. Students further explore dysfunctions associated with stereotyping and discrimination, contrasting them with healthy thought-behavior patterns of diversity and inclusion. Pre-requisite(s): OBD 500, or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

PHI - Philosophy

PHI 101 - Philosophy in Today’s World (5)

This is an introduction to rigorous thought about a variety of concepts and problems of fundamental significance. You will be introduced to methods of philosophical analysis, the clarification of important concepts, the careful appraisal of arguments and theories, and the sheer breadth and variety of philosophical concerns. The course aims to enable you to write more clearly, think more deeply, and pursue your intellectual interests both with more attention to detail and with an eye to the "bigger picture." Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

PHI 107 - Ethics, Logic and Critical Inquiry (5)

This course examines inductive and deductive arguments related to the nature of right and wrong, good and evil, the grounds of moral choice and decision, and the resolution of moral conflicts. Students will learn to recognize how inductive and deductive arguments are used in critical thinking, reconstruct the arguments from multiple perspectives, and evaluate the merits of the arguments from ethical and logical perspectives.
Students will be able to recognize the ethical and logical arguments from a variety of sources such as news, politics, advertisements, and literature. Students will be able to provide informal reconstructions of these arguments in their own words. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

**PHI 201 - Educational Philosophy: A Historical Account (5)**

This course will focus on the history of ideas, individuals and events that have influenced the curriculum, organization, policies, and philosophies of education in the United States. A special topic option allows students to pursue topics related to their area of interest within the education spectrum. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

**PJM - Project Management**

**PJM 454 - Project Management (5)**

This course helps students become more effective at planning and managing projects of any type. Students learn and apply principles, techniques, and tools for taking a project from inception to delivery, with an emphasis on creation of business value. Special emphasis is placed on the interplay among project requirements, such as scope, budget, quality, risk, and schedule. Pre-requisite(s): BUS 430 or permission of Program Chair or designate. Co-requisite(s): None. 5 quarter hours

**PPA - Public Policy and Administration**

**PPA 500 - Foundations of Public Administration (3)**

This course introduces students to the key theories, concepts and practices in the field of public administration. Students will learn about the history, traditions and controversies in the field; explore how politics and policy may interact effectively and examine the changing nature of public policy and administration in the U.S. Major topics include organizational theory and behavior, the role of bureaucracy in the political process, human resource management, and issues of discretion and accountability. Students will also explore their personal and professional commitment to public service. Pre-requisite(s): No prerequisites for graduate credit. Undergraduate credit as independent study. 3 semester hours

**PPA 502 - Cross-Sector Policy and Collaboration (3)**

This course examines theories and practices that policymakers and policy analysts utilize in developing and implementing policy. In the first half of the course, students will learn about the different types of organizations involved in public policy, including different levels of government, private sector, and non-profit organizations. Students will examine the public-private dichotomy, distribution of resources, and power dynamics. The second half of the course enlists case studies to examine community building, collaborative processes across sectors, and the challenges and opportunities of cross-sector collaboration. Pre-requisite(s): Co-requisite(s): None. 3 semester hours

**PPA 505 - Urban Community Development (3)**

This course provides an overview of community planning and urban development. The course focuses on the historical and contemporary relationships between urban social patterns, federal policies, and neighborhood initiatives. Students will examine factors that contribute to disparities in urban communities and the challenges of managing, planning and implementing policy across diverse groups. Students will analyze and evaluate how metropolitan development, proposed and implemented projects, and socio-political dimensions of community programs affect planning and development. Students will also examine initiatives in the Chicago metropolitan area and propose a planning initiative on a topic of the student's choosing. Pre-requisite(s): PPA 500. Co-requirement(s): None. 3 semester hours

**PPA 510 - Social Inequality and Social Change (3)**

This course adopts a social justice framework to examine historical and contemporary systems of inequality. Students will investigate how these systems are intertwined with power and privilege; how various institutions contribute to the creation and maintenance inequality; how these systems are embedded in ideology, policy, and public/private discourse; and how people resist and transform systems of inequality to systems of liberation. Students will learn how constructs such as race, class and gender are experienced differently and how these experiences inform understandings of civil society. Students will also examine their social locations and how they are positioned within various social institutions. Pre-requisite(s): PPA 500. Co-requisite(s): None. 3 semester hours

**PPA 512 - Professional Writing and Communication in Public Policy and Administration (3)**

This course prepares students with the essential professional writing and communication skills in public policy and administration. Students will learn about the principle formats of public policy writing.
and communication, including backgrounders, white papers, one-pagers, talking points, Op-eds, memos, grant proposals, public hearings and presentations. Students will develop their writing skills through weekly writing assignments and hone their public speaking skills in formal and informal contexts. Pre-requisite(s): PPA 500. Co-requisite(s): None. 3 semester hours

PPA 520 - International Dimensions of Public Policy (3)

This course introduces students to international perspectives on policymaking. Through a combination of policy analysis, empirical research and case studies, students will examine approaches to public policy development and implementation in a number of industrialized societies. Readings and discussions address many topics, and may include: social welfare, education, maternity/paternity leave, immigration, sustainable development, economic development, finance and organizational management, and international aid. Students will collect, evaluate and analyze information and data to make systematic comparison between public policies in different societies. Pre-requisite(s): PPA 500. Co-requisite(s): None. 3 semester hours

PPA 530 - Contemporary Immigration in a Global Perspective (3)

This course examines contemporary theories of citizenship and immigration policies across a selection of political contexts. The course contextualizes the historical, political, and socio-economic factors that shape household migration decisions, remittances, illegality and legality, and intergenerational dynamics, among other issues. Students will examine how humanitarian and law enforcement regimes have politicized immigration policy and how this politicization may facilitate and hinder immigrant incorporation in practice. As a class, students apply their theoretical knowledge in the examination of a particular immigration policy issue through qualitative and quantitative research. Pre-requisite(s): PPA 500. Co-requisite(s): None. 3 semester hours

PPA 532 - Gender in the Public Sector (3)

This course recognizes that gender must be addressed in public policy to achieve equality. Readings focus on how constructions of gender inform and are informed by civil society, political discourse, and economic and political structures. The course considers a range of theories and case studies, including: health care, child care, minimum wage, affordable housing, gender gaps in education, property rights, international migration, reproductive labor, and reproductive social justice. Using intersectionality as theory and method, students will pay specific attention to public sector policy initiatives that address gender inequality. Pre-requisite(s): PPA 500. Co-requisite(s): None. 3 semester hours

PPA 542 - International Public Service (3)

This course introduces students to international dimensions of public administration, including the institutions, organizations, and actors involved in international development. Students will learn key concepts and techniques in international public service and apply them to a series of in-depth case studies, examining the ways cultures, histories and political contexts shape public policy formation and implementation. Students will also examine and reflect upon the core tenants of effective leadership in the global public sector. Pre-requisite(s): PPA 500. Co-requisite(s): None. 3 semester hours

PPA 560 - Public Financial Administration and Budgeting (3)

This course introduces students to the fundamental principles and politics of public finance and budgeting at the national, state, and local levels. Students will examine the role of interest groups and government agencies on public finance, the nature of the budget process, the constraints under which public budgets are developed and implemented. Students will then focus on the local and state budgets and major spending areas, with an emphasis on the city of Chicago and state of Illinois. Students will also conduct a fiscal analysis of a critical public issue in Chicago or Illinois. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

PPA 565 - Methods 1: Quantitative Research Methods (3)

The field of public policy and administration increasingly demands evidence-based decision-making to address pressing social issues. The course will introduce students to quantitative research theories and methods used in the field of public policy, evaluating the utility and limitations of a range of methods. Students will be introduced to statistical software and conduct quantitative analyses on a substantive social issue using publicly available data. Pre-requisite(s): PPA 500, PPA 502, PPA 505, PPA 510 or departmental approval. Co-requisite(s): None. 3 semester hours

PPA 570 - Methods 2: Qualitative Research Design and Methodology (3)

This course introduces students to qualitative research methods essential to effective policy formation and evaluation. Students learn of various approaches to qualitative research including case study, narrative study, ethnography, grounded theory, and phenomenology. Topics include problem definition, research design, observation, interviews,
content analysis, historical and archival research, and action research. Students will develop the skills necessary to design and conduct qualitative research and apply those skills is a study of their own design. Pre-requisite(s): PPA 500, PPA 502, PPA 505, PPA 510, PPA 565. Co-requisite(s): None. 3 semester hours

PPA 590 - Internship in Public Policy and Administration (1 TO 3)

The internship enables students to integrate academic theory with experiential learning while working in a public or non-profit organization. In a placement of their choosing, students will consider concepts such as participation, citizenship, and democracy and reflect on what constitutes good policymaking, administration and management. Students will have supervised fieldwork, generate reflections, briefs and papers that make sense of the internship within the larger context of citizenship and social justice. Students must complete a minimum of 45 hours of internship and related activities per semester credit hour earned, up to 3 semester credit hours total. Pre-requisite(s): PPA 565 and PPA 570 or permission of program Chair or designate. Co-requisite(s): None. 1-3 semester hours

PPA 593 - Public Policy and Administration Seminar (3)

This seminar implements a critical social justice and public policy framework to a capstone project. Students will complete a project and write a persuasive policy position paper that concentrates on a key concern in social policy. The project may come from an internship, work experience, or original research. Students are expected to demonstrate their mastery of skills, professional and theoretical knowledge, and data analysis through formulating and presenting the practical recommendations based on findings from their project. Pre-requisite(s): PPA 500, PPA 502, PPA 510, PPA 505, PPA 565, PPA 570, PPA 560, PPA 512 or department approval. Co-requisite(s): None. 3 semester hours

PPA 595 - Special Topic in Public Policy and Administration (3)

In-depth study of a contemporary public policy and administration topic. As the topic varies each term, students may register at most twice. Pre-requisite(s): PPA 500. Co-requisite(s): None. 3 semester hours

PPA 599 - Master’s Thesis in Public Policy and Administration (3)

The thesis is a formal written document which investigates a public policy and administration theory, a particular public policy case study, or the relationship between a public policy and/or public policy administration theory and a case study as the result of disciplined inquiry, under the supervision of a faculty member. Pre-requisite(s): PPA 512, PPA 560, PPA 565, and PPA 570; or permission of Program Chair or designate. Co-requisite(s): None. 3 semester hours

PPA 599X - Thesis Continuation (0)

Continuous registration required until thesis is complete. Pre-requisite(s): Masters standing, consent of instructor, and prior registration for the required number of hours in PPA 599. Co-requisite(s): None. 0 semester hours

PSY - Psychology

PSY 101 - Introduction to Psychology (5)

This course surveys questions about the role of Psychology in one’s personal life. One of the best aspects of Psychology is that you are the subject matter. The great controversies of psychology are presented including: nature and nurture, free will, mind/body, human/group differences, and the treatment of those with mental health needs. The range of theoretical perspectives including biological, evolutionary, cognitive, social/emotional and psychoanalytic are discussed. Among the topics discussed are development, learning, memory, perception, personality, motivation, social behavior, abnormal behavior, and therapy. Also included is an introduction to the various careers associated with psychology. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

PSY 200 - Applied Educational Psychology (5)

This course explores the contexts and the individual dimensions of human development and learning. Special attention is paid to the features of human developmental contexts most associated with positive outcomes for learners, and how these mediate the learning process. The course also examines different domains of development, including those most associated with successful school learning. Candidates learn and practice various assessment methods to understand classroom and individual learning processes. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

RLD - Reading and Language, Doctorate

RLD 600 - Language, Linguistics and Literacy (3)

This is an advanced course in reading that reflects historic and current research and theory of language acquisition, studies into linguistics and their relationship to literacy development. The topics
include phonology, syntax, semantics, text analysis, and sociolinguistics. Pre-requisite(s): Doctoral standing and a course in language development, or consent of the instructor Co-requisite(s): None. 3 semester hours

**RLD 601 - Research in Early Literacy (Orthography and Word Recognition) (3)**

An advanced seminar in literacy that examines the research and theory on emergent literacy, the development of orthographic knowledge and word recognition and explores the influences on early literacy development. Prerequisite(s): Doctoral standing and a course in language development, or consent of the instructor. Co-requisite(s): None. 3 semester hours

**RLD 602 - Reading Comprehension: Research and Application (3)**

This advanced course develops students' abilities to interpret and critically examine reading comprehension research. Students examine contemporary theoretical perspectives, read important historical and recent research studies, and learn to analyze research, thus, laying a foundation for deeper understanding and linking to instructional practices. Pre-requisite(s): Doctoral standing or permission of instructor Co-requisite(s): None. 3 semester hours

**RLD 603 - Historical Issues in Literacy Research (2)**

An advanced seminar in literacy, which attempts to acquaint the student with historical trends in literacy research as well as highlighting issues of major significance. It provides the students with opportunity to read and discuss seminal works in literacy that forms the basis for contemporary concerns. Prerequisite: Advanced standing. 2 semester hours

**RLD 604 - Current Issues in Literacy Research (2)**

This topical seminar is designed to provide students with some in-depth reflections on key issues of contemporary research in reading. Awareness of issues and arguments is developed as well as familiarity with seminal studies and their critical evaluation. Prerequisite: Advanced standing. 2 semester hours

**RLD 606 - Instruction and Staff Development in Reading and Language (3)**

This advanced course develops students’ abilities to interpret, critically examine, and evaluate recent scholarly and practitioner-based texts articulating reform in schools. Students examine contemporary theoretical and philosophical perspectives and arguments, as well as read and analyze relevant research, laying a foundation for deeper understanding of effective practices in leading change within school settings. Pre-requisite(s): Admission to NCE Doctoral Studies. Co-requisite(s): None. 3 semester hours

**RLD 607 - Theory and Research in Writing (3)**

This course is devoted to an exploration of current and historical research and theory in writing and the teaching of writing. Students examine research methods and paradigms; compare, contrast, and critique studies in written composition; address social, cultural and political issues; and review and synthesize research and theory on specific topics of interest in the field of writing research. Prerequisite(s): Doctoral standing and a course in writing or consent of the instructor. Co-requisite(s): None. 3 semester hours

**RLD 690 - Advanced Internship in Literacy (1 TO 4)**

This field-based experience involves the participant in an applied problem-solving project related to literacy. Possible settings include classrooms, schools, the University, clinic or private sector where the involvement may be in diagnostic/clinical processes, teaching, staff development, research, and publication. Participants take responsibility for defining a literacy-focused problem, planning and executing an approach, and evaluating and summarizing outcomes. Prerequisite: Advanced standing. 1-4 semester hours

**RLD 694 - Independent Study/Reading and Language (1 TO 3)**

1-3 semester hours

**RLD 695 - Current Issues in Literacy Research (3)**

This topical seminar is designed to provide students with some in-depth reflections on key issues of contemporary research in literacy. Awareness of issues and arguments is developed as well as familiarity with seminal studies and their critical evaluation. Prerequisite(s): Master’s Degree or equivalent study in literacy or permission of instructor. Co-requisite(s): None. 3 semester hours

**RLL - Reading and Language, Literacy**

**RLL 220 - Children’s Literature and the Literacy Learning Environment (5)**

This introductory course is designed to provide an overview of trade books written for children from preschool through adolescence. Emphasis is on the identification, selection, and evaluation of high quality literature in different formats and genres appropriate for the developmental stages of each age group. Attention is given to the preK-8 literacy environment as well as literature representing a range...
through the NCE Adaptive Cycles of Teaching, an assessments appropriate for students in grades 1 instructional strategies, and design materials and listening, speaking, viewing and visual representation). all the language arts (e.g., reading, writing, designing a literacy learning environment to support candidates learn literacy instructional strategies and design materials appropriate for students in grades 1-6. Through the NCE Adaptive Cycles of Teaching (ACT), an experiential based curriculum designed to help teacher candidates plan, implement, reflect and analyze a core teaching practice, candidates complete diagnostic assessments, and plan/implement literacy lessons in guided reading, writing mini-lessons, and content area reading and writing. Pre-requisite(s): Admission to National College of Education; A grade of C or better in RLL 478, ELE 410, ELE 415 and MHE 480A. Co-requisite(s): ELE 420, ELE 425, CIS 480A and SCE 480A. 3 quarter hours

RLL 518 - Research for 21st Century Learners (2)
This course is an introduction to instructional strategies for teaching research and information literacy skills to children and young adults. Critical thinking, authentic learning, and inquiry-based instruction are explored, with a focus on embedding research across the curriculum. Access, selection, evaluation, and use of print and electronic information resources are addressed. The course also emphasizes the acquisition of information research skills supporting the general curriculum for all students. Candidates access print and electronic resources available in school and local public libraries, as well as university library resources. Prerequisite(s): Graduate standing. Co-requisite(s): None. 2 semester hours

RLL 519 - Youth Literature (3)
This survey course provides an overview of youth trade books and emphasizes ways to identify, select, and evaluate high quality literature across genres, formats, categories, and themes, as appropriate for the developmental stages of preschool through grade 12 students. Literature presenting diverse perspectives is introduced, and online database resources, Web 2.0 tools, and professional organizations related to youth literature are integral course components. Additionally, emphasis is given to important authors and illustrators, as well as ways to become familiar with classroom, school, and public libraries and their teachers/librarians. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

RLL 520 - Survey of Youth Literature, PreK-12 (3)
This introductory course provides an overview of trade books written for PreK-12 youth. Emphasis is on the identification, selection, and evaluation of high quality literature in different genres and formats, as appropriate for the developmental stages of each age group. Literature representing a range of diversity is introduced, including: ethnicities, races, cultures, and languages; global understandings; different abilities (exceptionalities, disabilities, gifts and talents); and gender representation and sexual orientation. The course also introduces online database resources, Web 2.0 tools, and professional organizations related
to youth literature. Leadership in the development of literacy environments, curriculum with trade books, and coaching abilities are also important course components. Pre-requisite(s): Graduate standing. Co-requisite(s): None. 3 semester hours

**RLL 522 - Adolescent Literature (2 TO 3)**

This course is designed to provide an overview of young adult literature for ages 12-18 with an emphasis on the evaluation, selection, and implementation of books and other literary resources in middle and high school classrooms and library programs. It explores standard selection criteria for print and nonprint materials in all formats. The course also focuses on gender-fair, multicultural, international, and "classic" materials, as well as texts for students with special needs and abilities. The implementation of adolescent literature in the classroom will also be explored. NOTE to be applied to course in the online schedule: Students may only register for one semester hour online. Students will need to send a note to the Registrar’s Office from their NLU student email account, asking to be registered for the additional one semester hour. Prerequisite(s): Basic children’s literature course such as RLL 520 within the last five years or consent of instructor. 2-3 semester hours

**RLL 523 - Storytelling (2)**

This course focuses on the art of storytelling in the classroom and library as a means of developing children's interest in literature and other content areas of the curriculum. Candidates will develop knowledge of appropriate story sources and program planning, as well as practice telling stories orally, and through the use of aides such as puppets, storyboards, and music. The course also highlights various aspects of diversity in relationship to storytelling, namely, gender representation, and multicultural and international stories. Prerequisite(s): None, although some familiarity with techniques for working with groups of children and with children's literature is desirable. 2 semester hours

**RLL 528 - Diverse Perspectives in Youth Literature, PreK-12 (3)**

This course provides in-depth study of high quality PreK-12 literature representing marginalized, oppressed, and under/misrepresented communities in the U.S. and abroad. It emphasizes selection, critical analysis, discussion, and classroom use of literature by and about people of diverse ethnic, racial and linguistic backgrounds. Other foci include representations of gender, sexual orientation, differing abilities, socio-political aspects, religion, and regional lifestyles. Guidelines for selecting/evaluating texts in traditional, audio, and digital formats are provided, and for texts that are translated, bilingual, or in global languages. The course fosters the use of digital resources and social networking with literature, while also developing literacy leadership conducive to curricular transformation and social action/change. Pre-requisite(s): Graduate standing; RLL 520 or equivalent entry-level children's literature course. Co-requisite(s): None. 3 semester hours

**RLL 529 - Teaching through Informational Books K-12 (1 TO 2)**

Participants will explore a wide variety of informational texts that can be used in educational settings including high-quality, diverse, and developmentally appropriate books, Web sites, and magazines for children and adolescents (K-12). Defining characteristics and criteria for evaluating these texts for accuracy, authenticity, organization, format, design, and writing style will be shared and discussed as well as teaching with these texts to meet the Illinois Learning Standards. Elements of a thematic unit will be presented and participants will have the opportunity to demonstrate understanding of how to plan a unit that includes teaching students how to think critically about these texts. Prerequisite(s): Basic children’s literature course such as RLL 520, or consent of instructor. 1-2 semester hours

**RLL 533 - Language Development and Variation (2)**

This course involves the study of spoken language including language acquisition, functions and structure, variation across cultures and social groups, and classroom discourse. Students will examine linguistic factors affecting classroom instruction, as well as the growing influence and possibilities of technology in this area. Implications for classroom instruction in language arts will be highlighted. Prerequisite(s): none 2 semester hours

**RLL 535 - Foundations of Emergent Literacy (3)**

Candidates in this course will both apply and align literacy theory to instructional methods, materials and the Illinois State Board of Education Early Learning and Common Core Standards for teaching reading and language arts to young children. Play and the active nature of constructive learning will be emphasized. Differentiation for diverse learners will also be included. Current research along with the Internet sites related to emergent literacy will be examined. Ten pre-clinical hours are required as part of the course. Prerequisite(s): Admission to the ECE MAT program. Co-requisite(s): None. 3 semester hours

**RLL 537 - Early Literacy Methods PreK-3 (3)**
Introduces key issues in early literacy research and instruction (PreK-3). Students will engage in discussion of and planning for differentiated instruction in all the language arts (reading, writing, listening, speaking, viewing, and visual representation). Reading and writing will be taught as mutually supportive, holistic processes. Students will learn about instructional strategies and materials appropriate for emergent, beginning and early fluent readers. Prerequisite(s): Admission to the Early Childhood Education M.A.T. Program. 3 semester hours

RLL 538 - Literacy Methods: K-6 (1 TO 2)
This course introduces key issues in literacy methods, research, and instruction. Candidates will engage in discussion of and planning for differentiated instruction in all the language arts (reading, writing, listening, speaking, viewing, and visual representation). Reading and writing will be taught as mutually supportive, holistic processes. Candidates will learn about instructional strategies and materials appropriate for teaching reading in grades K-6. Prerequisite(s): Admission to NCE Elementary Education program. Co-requisite(s): None. 1-2 semester hours

RLL 539 - Literacy Methods II: Grades 5-9 (2)
This course introduces key issues in the development of strategic reading and writing of both narrative and informational texts. Students will become familiar with theoretically sound, research-based instructional strategies for the teaching of advanced and content-area reading and writing. Prerequisite(s): Admission to the Elementary Education M.A.T. Program, RLL 538, ELE 500, and EPS 511. 2 semester hours

RLL 540 - Methods and Materials for Teaching Reading and Language Arts: Alternative Certification (3)
This course is designed for students in the Elementary Education Alternative Route for Certification Program. Integrated approach to recent developments in theory, curriculum, methods and materials for literacy instruction (reading and language arts) in elementary school (K-9). Students are required to complete 18 clock hours of field experience which will be arranged by methods instructor as well as 25 hours in one classroom while enrolled in this class where they will develop models for teaching and learning. 3 semester hours

RLL 559 - Comprehensive Literacy Model for School Improvement (2)
This course provides an introduction to a systematic method for using literacy as a tool for continuous school improvement. Participants will review a comprehensive framework for developing and sustaining professional learning communities focused on differentiating instruction and assessment based on systematic observation of student responses. Effective teaching decisions supported by mentoring and coaching will be examined. Pre-requisite(s): None. Co-requisite(s): None. 2 semester hours

RLL 560A - Teaching Individual Literacy Lessons Practicum I (3)
This course introduces theory and research related to literacy acquisition with direct application to practice. Candidates will learn how to observe children closely, record responses to instruction, and to plan and provide individually designed lessons that follow each learner’s unique pathway to literacy learning. Instructional methods capitalize on integrated approach incorporating oral language development, prior experiences, orthography, phonology, vocabulary, comprehension, writing and reading fluency. Candidates will practice customizing instruction for children of diverse cultures, languages and learning styles. Daily tutoring of academically at-risk children is required while enrolled in this course. Successful completion partially fulfills the requirements for national registration as Reading Recovery, Descubriendo La Lectura or Literacy Intervention Specialist. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

RLL 560B - Reading Recovery Practicum II (2)
This is the second course in a three-course series for preparing school based intervention teachers according to standards and guidelines of the Reading Recovery Council of North America. The course emphasizes adapting the instructional framework and procedures used in the Reading Recovery 30-minute daily tutorials for children who struggle with beginning literacy learning. There is a strong focus on differentiation of instruction for young children of diverse cultures, languages and learning styles. Daily one-to-one tutoring of four first grade children is required while enrolled in this course. Prerequisite(s): Must be employed in a school implementing Reading Recovery, successful completion of RLL 560A and consent of the instructor. 2 semester hours

RLL 560C - Reading Recovery Practicum III (2)
This is the third course in a three-course series for preparing school based intervention teachers according to standards and guidelines of the Reading Recovery Council of North America. The course emphasizes adapting the instructional framework and procedures used in the Reading Recovery 30-minute daily tutorials for children who struggle with beginning literacy learning. There is a strong focus on differentiation of instruction for young children of diverse cultures, languages and learning styles. Daily one-to-one tutoring of four first grade children is
required while enrolled in this course.
Prerequisite(s): Must be employed in a school implementing Reading Recovery, successful completion of RLL 560A and RLL 560B and consent of the instructor. 2 semester hours

RLL 560F - Special Topics/Language Arts (3 OR 5)
3 semester hours

RLL 561A - Teacher Leader of Early Literacy Practicum I (3)
Teacher leader candidates will develop expertise in administering, scoring, and interpreting diagnostic assessments, in designing and delivering individualized literacy lessons for low achieving diverse learners in the primary grades while collaborating with teacher teams and school administrators in an elementary school setting. Candidates will receive and respond to coaching visits within a supervised practicum. They will tutor children using an individually designed literacy lesson framework, collect and analyze individual student data and response to instruction in order to develop an in-depth understanding of early literacy learning. Enrollment in this course requires school partnership agreement with NLU Reading Recovery Center Director. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

RLL 561B - Reading Recovery Practicum for Teacher Leaders Part II (3)
Mid-year supervised application of Reading Recovery. This is the second course in a three-course series preparing school district based teacher leaders. Emphasis is on the instructional framework and procedures used in the 30-minute daily tutorial as an early intervention for children who struggle with beginning literacy learning and differentiation of instruction for particular children from diverse cultures, languages and learning styles. This course continues to prepare teacher leaders with an in-depth understanding of Reading Recovery from the perspective of an instructor. Daily tutoring of four first grade children is required while enrolled in this course. Prerequisite(s): Successfully completed RLL 561A, admission to Reading Recovery Teacher Leader Training course series, earned master degree in education and approval of Illinois Reading Recovery Center Director. 3 semester hours

RLL 561C - Reading Recovery Practicum for Teacher Leaders Part III (3)
The advanced practicum in the instructional procedures of the Reading Recovery intervention. This is the third course in a three-course series preparing school district based teacher leaders who will provide training in their home districts. There is an emphasis on analyzing and experiencing the role of professional development provider. Structured field experiences and daily tutoring of four first grade children is required while enrolled in this course. Prerequisite(s): Successfully complete both RLL 561A and RLL 561B, admission to Reading Recovery Teacher Leader Training course series, earned master degree in education and approval of Illinois Reading Recovery Center Director. 3 semester hours

RLL 562 - Reading Recovery: Research on the Acquisition of Literacy (3)
The first in a three-course sequence that examines research related to the acquisition of literacy, including the development of oral language and its relation to reading and writing. Emphasis in the first course is on relating key features of Reading Recovery instruction to research on the basic cognitive processes implicated in the acquisition of reading and writing. Prerequisite: Consent of the instructor. 3 semester hours

RLL 563 - Instructional Models, Practices and Theories of Literacy Development (3)
Teacher leader and instructional coach candidates will study models and theories of interdisciplinary literacy development and instructional implications along a continuum from early childhood through high school and adult learning. Through clinical experiences, candidates will facilitate school teams in making evidence-based decisions informed by assessments, explore research related to developing self-regulated learners, and practicing creating social contexts responsive to individual student differences. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

RLL 564 - Reading Recovery: The Classroom and Social Context for Literacy Development (3)
The third in a three-course sequence that examines the research related to the acquisition of literacy. Emphasis in the third course is on the classroom and social contexts of literacy acquisition with particular attention to the effects of these contexts on students. Prerequisite: Consent of the instructor. 3 semester hours

RLL 565 - Introduction to Literacy Instruction for Diverse Learners (2)
This course provides an introduction to comprehensive instructional models, methods and frameworks for teaching reading and writing to diverse learners within K-12 settings. The course emphasizes professional collaborations aiming to align supplemental instruction with core curriculum. Participants will examine a systematic model for evaluating instruction and problem-solving methods. Diagnostic assessments and portfolios for monitoring individual student responses to instruction will be
This course is the second practicum in a two-semester hours prerequisite(s): RLL 565. Co-requisite(s): None. 2 semester hours

RLL 566A - Teacher Leadership: School Change Seminar I (3)

Participants in this course will develop knowledge and required to fulfill the complex role of teacher leader. They will practice coaching teachers in a school setting while acquiring team facilitation and problem solving skills related to school improvement and effective instructional processes. They will interact with school leaders at school sites to broaden and deepen their understanding of how to support and facilitate teacher learning. The course includes a supervised clinical internship in the field. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

RLL 566B - Reading Recovery: Seminar in Teacher Leadership (2)

The second in a three-course sequence providing practicum experience in training and supervising Reading Recovery Teachers. Emphasis is on exploring three main aspects of the Teacher Leader Role: presenting the Reading Recovery procedures, leading discussion focused on direct observation of teacher and child behaviors, and making site visits to Reading Recovery teachers. Prerequisite: Consent of the instructor. 2 semester hours

RLL 566C - Reading Recovery: Seminar in Teacher Leadership (2)

The third in a three-course sequence providing practicum experience in training and supervising Reading Recovery Teachers. Emphasis is on exploring three main aspects of the Teacher Leader Role: presenting the Reading Recovery procedures, leading discussion focused on direct observation of teacher and child behaviors, and making site visits to Reading Recovery teachers. Prerequisite: Consent of the instructor. 2 semester hours

RLL 568A - Literacy Instructional Designs for Diverse Learners Practicum I (2)

The course focuses on methods for differentiating instruction for students in general education, special education, and English language settings. Participants will practice organizing, delivering, and assessing small group literacy instruction for students who experience difficulty with reading and writing competency within the K-12 school setting. Prerequisite(s): RLL 565. Co-requisite(s): None. 2 semester hours

RLL 568B - Reading and Writing Interventions Practicum II (2)

This course is the second practicum in a two-part series. Focus is on an advanced study of intervention models for K-12 students having difficulty with reading and writing. Practicum students will implement a research-based intervention model in a school setting, collect data, and prepare intervention portfolios. The course will include techniques for using intervention team meetings, collaborating with teachers across intervention programs, and using assessments to monitor student literacy progress. Practicum occurs in a school setting. Prerequisite(s): RLL 568A. Co-requisite(s): Certified teacher currently employed within a K-12 school setting with Reading Recovery implemented in the elementary and/or its feeder school. 2 semester hours

RLL 569 - Early Literacy Assessment (2)

This course introduces a framework for assessing, diagnosing and systematically observing beginning reading and writing achievement. Candidates will administer and interpret literacy assessments using dynamic and diagnostic techniques with diverse populations for purpose of informing instruction and communicating with school teams. Advantages and limitations of standardized reading tests and other assessment devices are considered along with dynamic assessment options including those used in special education and other intervention services. Candidates will engage in guided practice while administering, scoring assessments and interpreting results within the context of foundational theories of literacy development. Successful completion partially fulfills the requirements for national registration as Reading Recovery, Descubriendo La Lectura and Literacy Intervention Specialist. Pre-requisite(s): None. Co-requisite(s): None. 2 semester hours

RLL 570 - Literacy Coaching School Improvement (3)

This course focuses on the role of the literacy coach as an agent of change within a continuous school improvement model. There is an emphasis on carefully crafted coaching cycles with individual, teacher teams, and school-based professional development designed to bring about improvement in teaching, literacy instruction, and student achievement. Prerequisite(s): RLL 559 or approval of the instructor. Co-requisite(s): Certified teacher and full time literacy coach currently within a K-12 school setting with Reading Recovery implemented in the elementary and/or its feeder school. 3 semester hours

RLL 583 - Workshop/Literacy/Contemporary Issues (1 TO 6)

1-4 semester hours

RLL 584 - Workshop/Literacy/Programs and Materials (1 TO 6)

1-4 semester hours

RLL 585 - Workshop/Literacy/Instruction (1 TO 6)
RLR 501 - Teaching Beginning Literacy (3)
This course introduces theoretical orientations to reading processes as well as methods and materials for teaching beginning reading. The course emphasizes methods for assessing and teaching that capitalize on the spoken language competence and facets of early literacy children bring with them to school. Phonemic awareness and phonics are considered within the framework of a comprehensive, contextually-based approach to teaching reading. Oral language development, developmental spelling, stages of early writing, fluency, comprehension, and vocabulary development are also considered. Differentiated instructional approaches for learners of diverse cultures, languages, and learning styles are introduced. Prerequisite(s): Pre-service literacy methods class. 3 semester hours

RLR 502 - Teaching Comprehension and Content Area Reading (3)
This course introduces theories and models of comprehension and implications of these for the teaching of reading comprehension across grades K-12. It develops familiarity with issues related to questioning, text structures, metacognitive monitoring, and guided reading strategies. It examines teaching methods that develop strategic reading of both narrative and informational texts and the importance of writing and oral language in the development of active comprehension strategies. Prerequisite(s): RLR 541, RLR 501, and either RLL 520 or RLL 528 (or the equivalent). Co-requisite(s): None. 3 semester hours

RLR 503 - Teaching Content Area and Advanced Reading (3)
Candidates in this course will focus on the development of mature reading for their students, particularly reading to learn from expository text materials, digital texts and other media. The course also centers on teaching methods that develop strategic reading of informational texts, together with research and study skills. The ways that middle and secondary schools can best provide such reading instruction across the curriculum will be considered. 3 semester hours Prerequisite(s): An undergraduate or graduate literacy methods course such as RLL 480A, RLL 538/539 or consent of instructor.

RLR 510 - Diagnosis and Assessment of Reading (3)
This course introduces a framework for understanding reading difficulty and its assessment and diagnosis. Candidates learn how to administer and interpret literacy assessments and use other diagnostic techniques with diverse populations in order to identify reading levels and areas of instructional focus, and communicate this in professional reports. Advantages and limitations of standardized reading tests and other assessment devices are also considered along with diagnostic options within the school team including those used in special education. Participants research issues and assessments using library and technological tools and are required to identify and assess primary, elementary, middle and secondary students. Prerequisite(s): RLR 501 or its equivalent post-certification course in beginning reading. This course on reading diagnosis assumes knowledge of beginning reading instruction, emergent literacy theory, developmental spelling and its assessment, running records, and miscue analysis. Co-requisite(s): None. 3 semester hours

RLR 511 - Instructional Strategies for Literacy Interventions (3)
This course introduces intervention strategies and materials to use with readers experiencing difficulty (grades 1 through 12). A series of case studies
(students at different grades and reading ability levels) are presented and analyzed during the course. Based on initial diagnostic information, a teaching program is planned for two students, with careful attention given to specific teaching strategies, the sequencing of instruction over time, materials and resources to support this instruction, and the development of a constructive model of learning. Pre-requisite(s): RLR 501, RLR 502, RLW 541, either RLL 520 or RLL 528, and RLR 510 or equivalents. Co-requisite(s): None. 3 semester hours

RLR 516 - Literacy Development in Middle School (3)

This course focuses on the development of reading, writing, and oral language at the middle level with particular attention to the range of reading and writing tasks, purposes and strategies for learning, the role of talk and discussion, and expectations found across the middle school curriculum. Constructing meaning from both expository and narrative materials in all content courses is central to this course. Emphasis includes both (1) what the learner must know and be able to do and (2) what the teacher’s instructional role should be in motivating and scaffolding students’ meaning making, self-reflection and critical thinking. Prerequisites: Basic reading course for certification or RLR 500. 3 semester hours

RLR 518 - Leadership and Staff Development in Reading (3)

This course is designed to help advanced master’s students examine and expand their roles as a literacy leaders and supervisors with an emphasis on leadership in the development and monitoring of reading and writing programs. The responsibilities of the reading specialist are described and examined with an emphasis on coaching teachers, and developing reading and language programs. Topics discussed include staff development, using standards to inform instruction, testing and evaluation, program improvement, materials selection, collaboration with faculty, and community-professional relations. Candidates examine their own abilities in relation to serving as school leaders and develop a vision for how to serve as instructional team members and school leaders. Pre-requisite(s): RLR 592A, RLR 592B, and RLR 593 or consent of instructor. Co-requisite(s): None. 3 semester hours

RLR 540 - Teaching Content Area Literacy at the Middle and Secondary Level (3)

This course focuses on the development of reading in the middle and secondary grades, particularly reading to learn from expository text materials, digital texts and other media, and on the development of study skills. Teaching methods that develop strategic reading and writing of informational texts and the assimilation and accommodation of new ideas will be explored. The ways that middle and secondary schools can best provide such reading and writing instruction across the curriculum, as articulated in the Common Core State Standards for Interdisciplinary Literacy, Grades 5-12, will be considered. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

RLR 550 - Teaching Reading Comprehension and Content Literacy in Grades 1-6 (2)

This course, designed for pre-service teachers, introduces theories and models of comprehension and implications of these constructs for the teaching of reading comprehension and content reading across grades 1-6 for students of diverse languages, cultures and learning styles. Candidates develop familiarity with issues related to questioning, text structures, metacognitive monitoring, and guided reading strategies. Candidates examine teaching methods that develop strategic reading of both narrative and informational texts and the importance of writing and oral language in the development of active comprehension strategies. Prerequisite(s): RLL 537 or RLL 538 or consent of instructor. Co-requisite(s): None. 2 semester hours

RLR 583 - Workshop/Reading/Contemporary Issues (1 TO 6)

1-4 semester hours

RLR 584 - Workshop/Reading/Programs and Materials (1 TO 6)

1-4 semester hours

RLR 585 - Workshop/Reading/Instruction (1 TO 6)

1-4 semester hours

RLR 586 - Workshop/Reading/Assessment (1 TO 6)

1-4 semester hours

RLR 587 - Workshop/Reading/Staff Development (1 TO 6)

1-4 semester hours

RLR 590 - Internship/Reading Specialist (1 TO 4)

On-the-job experience with a counterpart to explore the variety of roles required of reading specialists including supervised responsibility for diagnosis, small group instruction in a curriculum setting, and work on a school team. 1-4 semester hours

RLR 591 - Field Study/Reading Education (1 TO 4)

An in-depth, organized exploration of some aspect of reading education in an area or location removed from the typical university class site. Observation, advanced study, and participatory activities may be included. 1-4 semester hours
RLR 592A - Practicum: Literacy Interventions for Elementary Students (2)

In this practicum, candidates learn how to apply assessment and intervention techniques in supervised settings. The course emphasizes assessment, instructional planning, evaluation and reflection in the design of programs for elementary students who have difficulties with literacy. It includes differentiation of instruction for students from diverse cultures and whose first language is not English. Pre-requisite(s): RLR 511 with a grade of B or better. Co-requisite(s): None. 2 semester hours

RLR 592B - Practicum: Literacy Interventions for Secondary Students (2)

In this practicum, candidates learn how to apply assessment and intervention techniques in supervised settings. The course emphasizes assessment, instructional planning, evaluation and reflection in the design of programs for secondary students who have difficulties with literacy. It includes differentiation of instruction for students from diverse cultures and whose first language is not English. Pre-requisite(s): RLR 511 with a grade of B or better. Co-requisite(s): None. 2 semester hours

RLR 593 - Seminar in Reading Research (3)

This required advanced literacy course in the professional sequence of the Reading master’s program is designed to provide candidates an opportunity to conduct and synthesize research on a literacy topic of interest; consider its instructional implications; and develop an action research project culminating in a presentation with teachers as the intended audience. It also provides an overview of reading research that includes an examination of different theoretical models in light of current research findings. Pre-requisite(s): RLR 592A and RLR 592B or consent of instructor. Co-requisite(s): None. 3 semester hours

RLR 594 - Independent Study/Reading Education (1 TO 3)

Provides graduate students in reading education degree programs with an opportunity to pursue advanced scholarly study in special areas or to investigate a practical school problem. Special forms must be obtained from the Graduate Administrative Office and completed before registration can take place. Prerequisite: Admission to the Reading Specialist Program. 1-3 semester hours

RLR 595 - Selected Topics in Reading (1 TO 5)

An advanced seminar dealing with current issues in reading and language development. 1-3 semester hours

RLS - Reading and Language, School Library Media

RLS 514 - Teaching Research to Children and Adolescents (2)

This course is an introduction to instructional strategies for teaching research and information literacy skills for children and young adults. Critical thinking, authentic learning, and inquiry-based instruction will be explored with a focus on embedding research across the curriculum. Access, selection, evaluation, and use of print and electronic information resources will be addressed. Teaching acquisition of information research skills that support the general curriculum for all students will be emphasized. Print and electronic resources available in school and local public libraries will be accessed as well as university library resources. Prerequisite(s): None 2 semester hours

RLW - Reading and Language, Writing

RLW 541 - Teaching Writing (2 TO 3)

This course addresses relationships among research, theory, and practice in the teaching of writing, and focuses on writing as a means of communication and a tool for learning in PreK-12. Course topics include developmental and compositional processes; the role of community; strategies and skills; purposes and audiences; formats, genres, and modes of discourse; conventions of "standard" written English; writing to learn in the content areas; research skills; reading-writing connections; the craft of writing; the role of writing for reading development; and assessment. The course explores technology as a tool to advance writing progression, research, and publication. The development and instruction of second language writing for ELLs is also highlighted. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

RLW 542 - The Teacher as Writer (2)

Provides an opportunity to develop competence and confidence in one’s own composition by writing, critiquing, and revising in the context of in-class interaction; and by receiving relevant feedback on one’s own writing, and to reflect on the implications of this experience for the teaching of writing. Designed for elementary, middle, and high school teachers. 2 semester hours

RLW 583 - Workshop/Writing/Contemporary Issues (1 TO 6)

1-4 semester hours

RLW 584 - Workshop/Writing/Programs and Materials (1 TO 6)
SCE 480B - Methods of Teaching Science (2)

This course encourages the active exploration of the question, "What is good science teaching?" The question, "What is good science teaching?" The construct ideas about effective science instruction to inform their developing science teaching styles. These activities aim to increase student comfort, confidence, and competence in using effective science teaching methods by relating the nature of science to the way children develop an understanding of the science of nature, introducing practical, applicable models of best practice techniques and, providing opportunities to experiment with those techniques in risk-free setting. Personally meaningful constructs of good science teaching will emerge. Prerequisite(s): Admission to the Elementary Education Program Co-requisite(s): None. 2 semester hours

SCE 485 - Advanced Methods of Middle School Science (3 OR 5)

This course will investigate exemplary science instruction for middle school. There is an in-depth focus on exemplary science instruction, fluency with middle level instructional content, and appropriate use of diverse instructional strategies. Students will increase content competence, resources and technological abilities through investigation of effective science teaching methods for middle school. They will use best practice middle level techniques for teaching science in an actual or simulated setting. They will also enrich understanding of critical science content and concepts. Personally meaningful constructs of middle level science teaching will emerge from the participant investigations. Prerequisite(s): None. 3 semester hours or 5 quarter hours

SCE 513 - Science Inquiry and Content for Teachers (3)

This course is designed to provide active inquiry and exploration of scientific content for teacher candidates. The main topics in this course are aligned with the Next Generation Science Standards and will increase teacher candidates’ understanding and skills to participate in inquiry across the science domains (physical, earth, chemical, and life sciences) through a variety of hands-on scientific investigations. Relevant connections between science content and teaching practices in the elementary classroom will be explored and discussed. Course content focuses on science content, inquiry-based science pedagogy, and the integration of informal education resources and technology. Pre-requisite(s): LAN 110 and LAN 150. Co-requisite(s): None. 4 quarter hours

SCE 582 - Workshop/Science Education/Topic (1 TO 6)

1-4 semester hours
SCE 585 - Workshop/Science Education/Instructional Practices (1 TO 6)
1-4 semester hours

SCE 590 - Internship/Community Science Education (5 TO 7)
Provides an opportunity to develop both scientific knowledge and instructional skills in novel community settings. Internships available in informal science education institutions, such as science/natural history museums, zoos, aquaria, planetaria, environmental education centers, etc., or in corporate and governmental research and development laboratories. Placement made in consultation with the faculty advisor in accordance with student's career goals and experience. Supervised experiences must be in approved programs. The internship is supervised by an approved on-site mentor and a faculty member from Science Education department. Arrangements made with faculty advisor two quarters before registering for internship credit. Prerequisite(s): SCE 500: Science, Technology and Society, and consent of program coordinator. 5-7 semester hours

SCE 591A - Zoo Field Study (2 TO 4)
Course participants will join the Brookfield Zoo staff to explore ecosystems, analyze and discuss existing conservation programs and challenges, study cultural and historic information, and observe animal and plant life. The investigations will occur at the zoo and culminate in authentic field settings (such as Italy or Africa). Participation includes first-hand observation experiences in actual ecosystems, study of habitat, animals, climate, research projects and conservation programs, as pertinent to the selected country. Whenever possible, visits will be scheduled with on-site researchers, schools, zoos, and nature centers. The course requires participants to synthesize their learning into science curriculum. Prerequisite(s): None. Each distinct title may only be taken one time. Course may be repeated with different locations. 2-4 semester hours

SCE 591B - Biology Field Study (6)
Shedd Aquarium staff will instruct and lead course participants in exploration of a selected marine environment, conducting a scientific research project, participating in and practicing inquiry-based learning, and discussion of relevant conservation issues. Pre-trip coursework will lay the foundation for adequate content knowledge and scientific investigation skills utilizing Shedd’s collection and other resources. Participants will observe the marine environment, investigate biological concepts/phenomena, in order to formulate instructional strategies for incorporating their research and experiences back into their K-8 classroom. Prerequisites: None. Each distinct title may only be taken one time. Course may be repeated with different locations. May not be taken for credit in addition to LAN 420. 6 semester hours

SCE 594 - Science Education Independent Study (1 TO 3)
Independent inquiry into a science topic can guide participants to a deeper understanding of science content and concept. This understanding can then be put to use in an educational setting, as science educators practice the instructional model of doing science as a scientist does. Through use of individualized investigative practices, science educators will more deeply examine content and instructional practices that facilitate understanding of essential science content. Through this course, the science educator is classroom implementation of science instruction. Pre-requisite(s): None. 1-3 semester hours

SCE 595A - Special Topics: Great Lake Science, Teacher Development Badge Program (1)
This course, aligned to the Next Generation Science Standards and designed for classroom teachers, encourages the active exploration of the Great Lakes. The curriculum challenges participants on Invasive Species, Environmental Literacy, Science Literacy, and 21st Century Skills. Participants will enhance their competency in teaching about the Great Lakes environment and science while integrating 21st century skills into their K-12 classroom lessons. Participants will uncover relevant connections to their current teaching practice and the natural world. This course is offered in partnership with the Shedd Aquarium. Pre-requisite(s): None. Co-requisite(s): None. 1 semester hour

SCI - Science

SCI 101 - Physical Science (5)
Physical science is the branch of natural science that studies non-living systems, in contrast to life sciences. This course provides a survey of the basic scientific principles and processes in the main areas of physical sciences including: physics, astronomy, chemistry, geology, and meteorology. Students will be able to identify and describe basic scientific terminology and concepts in each area of physical science. Techniques of measurements and problem-solving are emphasized. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Laboratory Physical Sci.
SCI 102 - Survey of Biological Science with Lab (5)

This course is a survey of the basic principles of biology including basic chemistry of living things, the structure and function of cells, cell metabolism, photosynthesis and respiration, cell division, classical and molecular genetics, evolution, and ecology. This course explores the relevance of basic biological concepts to many aspects of daily life and society. This course also includes lab activities which apply biological concepts through scientific inquiry. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Laboratory Life Science.

SEC - Secondary Education

SEC 502 - Introduction to Teaching at the Secondary Level (5)

This course includes issues affecting teaching at the secondary level: Adolescent development, multicultural perspectives, curriculum development, community building, and constructing disciplinary knowledge. It critically examines the social, cultural, political, and economic forces, and the philosophies of education that have influenced educational policy, laws, school structure, and pedagogical and methodological practices throughout U.S. history. It requires completion of 25 hours of field experience involving multicultural settings and working with students with special needs. Candidates will learn best practices for effective teaching and create lesson plans and a unit plan based on researched design models. Candidates will learn about the requirements for successful completion of new state licensure requires. Pre-requisite(s): None. Co-requisite(s): SPE 500. 5 semester hours

SEC 510 - Methods of Teaching Biology at the Secondary Level (4 TO 5)

This course, intended for candidates preparing to be licensed secondary biological sciences teachers, addresses the content and discipline of biological sciences as it pertains to general goals of secondary education. Participants will deepen pedagogical content knowledge, develop teaching materials, including lesson and unit plans, that solve instructional issues and employ science-specific teaching methods. The course includes 40 hours of field experience and related assignments that offer candidates practice involve multicultural settings and working with for successful completion of new state licensure requirements. Pre-requisite(s): A grade of B or better in SEC 502, and SPE 500. Co-requisite(s): None. 4 - 5 semester hours

SEC 512 - Methods of Teaching English at the Secondary Level (4 TO 5)

This course addresses methods of teaching English at the middle/high school level through an in-depth focus on curriculum, methods, materials. Candidates will write lesson and unit plans using backward design and universal design for learning. Candidates will create documents on planning for instruction and assessment, instructing and engaging students in learning, and assessing student learning. The course includes 40 hours of field experience, including related assignments, which offers candidates practice for successful completion of new state licensure requirements. Pre-requisite(s): A grade of B or better in SEC 502, and SPE 500. Co-requisite(s): None. 4 - 5 semester hours

SEC 514 - Methods of Teaching Mathematics at the Secondary and Middle Levels (4 TO 5)

This course addresses methods of teaching mathematics at the middle/high school level through an in-depth focus on the curriculum, methods, materials, and technology. Candidates create instructional plans that build students' conceptual understanding, procedural fluency and mathematical reasoning/problem solving skills and develop assessment plans that provide evidence of student learning. Candidates incorporate techniques to meet the needs of culturally, socially and academically diverse students. The course includes 40 hours of field experience and related assignments that offer candidates practice for successful completion of new state licensure requirements. Pre-requisite(s): A Grade of B or better in SEC 502 and SPE 500. Co-requisite(s): None. 4 - 5 semester hours

SEC 516 - Methods for Teaching Physical Science at the Secondary Level (4 TO 5)

This course addresses teaching physical science at the secondary level. It addresses the content and discipline of physical science as it pertains to general goals of secondary education. Participants will deepen pedagogical content knowledge, develop teaching materials (including lesson and unit plans) that solve instructional issues and employ science-specific teaching methods. Candidates will analyze the Next Generation Science Standards and STEM initiatives as they apply to curricula, teaching and learning secondary physical science. The course will also prepare candidates to be successfully fulfill state licensure requirements. 40 hours of field experience are required. Pre-requisite(s): A grade of B or better in SEC 502 and SPE 500. Co-requisite(s): None. 4 - 5 semester hours

SEC 518 - Methods of Teaching Social Studies at the Secondary Level (4 TO 5)

This course addresses methods of teaching at the secondary level: Adolescent development, multicultural perspectives, curriculum development, community building, and constructing disciplinary knowledge. It critically examines the social, cultural, political, and economic forces, and the philosophies of education that have influenced educational policy, laws, school structure, and pedagogical and methodological practices throughout U.S. history. It requires completion of 25 hours of field experience involving multicultural settings and working with students with special needs. Candidates will learn best practices for effective teaching and create lesson plans and a unit plan based on researched design models. Candidates will learn about the requirements for successful completion of new state licensure requires. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

COURSE DESCRIPTIONS| 393
This course addresses methods of teaching social studies at the middle/high school level through an in-depth focus on curriculum, methods, and materials. Candidates will create lesson and unit plans using backward design and universal design for learning. Candidates will draft documents on planning for instruction and assessment, instructing and engaging students in learning, and assessing student learning. The course includes 40 hours of field experience and related assignments that offer candidates practice for successful completion of state licensure requirements. Pre-requisite(s): A grade of B or better in SEC 502 and SPE 500. Co-requisite(s): None. 4 - 5 semester hours

SEC 522 - Methods of Teaching Classical Languages (Latin) K-12 (4 TO 5)

The course provides candidates a solid background in the pedagogy for teaching of Latin for grades K-12. Candidates create a culminating unit of instruction that solidifies the connection of foreign language acquisition and linguistic analysis theory to curriculum design, instructional planning, and assessment. Particular emphasis is given to current best-practice research in education and its application to the middle and high school classroom. During this course, candidates complete 40 hours of clinical experiences to supplement their reading, research, and planning. Pre-requisite(s): A grade of B or better in SEC 502 and SPE 500. Co-requisite(s): None. 4 - 5 semester hours

SEC 524 - Methods of Teaching World Languages K-12 (4 TO 5)

The course introduces current theories and practices of communicative language teaching. Candidates learn about second language acquisition development through reading and practicing in class a collection of strategies and tools for developing students’ communication skills in a second language. Candidates create a culminating unit of instruction that solidifies connections across curriculum design, instructional planning, and assessment. The course includes 40 hours of field experience and related assignments that are aligned to licensure requirements for the State of Illinois. Pre-requisite(s): A grade of B or better in SEC 502 and SPE 500. Co-requisite(s): None. 4 - 5 semester hours

SEC 525 - American Urban Education (3)

This course will explore how race, ethnicity, culture, class, and gender affect access to, and quality in, education. It will examine the past and present educational experiences of people of various cultural backgrounds in an effort to understand the context of their current sociopolitical realities and how those realities affect the educational process. Strategies for teaching in a culturally diverse society and creating multicultural curriculum will be explored. Pre-requisite(s): None Co-requisite(s): None. 3 semester hours

SEC 527 - Politics and Policy of Urban Education and Data Management (1 TO 3)

This course is designed to introduce practicing teachers to educational policy debates, with particular focus on the major issues and challenges facing teachers in urban school settings. This course examines data-driven decision making, turnaround and networked models of reform, looking at theories of change, implementation challenges, and the realities of current urban turnaround school teachers. The course is designed to encompass a macro view of school policy and reform while considering micro questions, evidence, and supports, with an eye towards how to move current teacher-ideas into action and proof of change using identifiable and reproducible education data metrics. Prerequisite(s): Admission to Urban Teaching Program or Permission of Instructor Co-requisite(s): None 3 semester hours

SEC 532 - Foundations of Communicative Language Teaching (2 TO 5)

The Communicative Approach has evolved to become one of the most significant and effective approaches for teaching students how to communicate in a non-native language. Students will explore the evolution of the Communicative Approach from a historical perspective of language teaching in the United States. They will examine the theoretical rationale, principals and methods for implementing the Communicative Approach. The course will entail ongoing experimenting and research in their own classrooms and peer teaching of CL techniques in the course. Prerequisite(s): Candidates hold a valid teaching certificate of a world language and demonstrate proof of at least an Advanced score on the ACTFL oral proficiency interview exam in the language they teach. Certified teachers may request permission of the instructor to substitute a letter from their Department stating the candidate’s language competency equivalent to the Advanced ACTFL OPI score in lieu of an official ACTFL score. 2-5 semester hours

SEC 533 - The Intersection of Cross Cultural Communication and Foreign Language Teaching (3)

This course represents the intersection of the field of cross cultural communication with foreign language teaching. Cross cultural communication studies provide vital concepts, skills and techniques to offer foreign language teachers as they develop their Standards-based curricula. The course enables participants to introduce and develop intercultural competence in their middle and secondary school classrooms via authentic communication challenges.
Prerequisite(s): Candidates hold a valid teaching certificate of a world language and demonstrate proof of at least an Advanced score on the ACTFL oral proficiency interview exam in the language they teach. Current M.A.T. teacher candidates enrolled in the Secondary Education program are eligible as well. Certified teachers may request permission of the instructor to substitute a letter from their Department Chairperson stating the candidate’s language competency equivalent to the Advanced ACTFL OPI score in lieu of an official ACTFL score. 3 semester hours

SEC 569 - Portfolio Development for Subsequent Teaching Endorsement (4)

This is the initial course designed for teachers currently licensed in Illinois who wish to secure a subsequent teaching endorsement on the Professional Educator License in early childhood education; elementary education; secondary education for science, social sciences, English language arts, mathematics, K-12 foreign language; or special education for LBS 1. A portfolio documenting knowledge and experiences encompassing the content area standards for the endorsement area will be created. This course is required for all candidates seeking subsequent endorsement through the focused program. Pre-requisite(s): Valid Professional Educator License, evidence of passing the Basic Skills Test or Test of Academic Proficiency; additional semester hours of appropriate coursework in the content areas for secondary education candidates as required for endorsement. Co-requisite(s): None. 4 semester hours

SEC 571 - Portfolio Development for MAT Degree Completion with Time Extension (1)

This course is designed for Master of Arts in Teaching candidates to document their knowledge and skills needed to complete the degree after the university’s six-year time limitation has expired. This course is for candidates who were enrolled in MAT degree programs in Early Childhood Education, Elementary Education, Secondary Education [science, social science, English/language arts, mathematics, K-12 foreign language], and in Special Education – LBS 1. Candidates will develop an online portfolio demonstrating their currency regarding knowledge and performance indicators for the content areas standards of educators in the degree program being pursued. Pre-requisite(s): Professional Educator License. Co-requisite(s): None. 1 semester hour

SEC 575 - Subsequent Certification Practicum (3 TO 6)

This course is designed for teachers currently in Illinois who wish to secure a subsequent Illinois certificate in secondary education for science, social science, English language arts, mathematics, or foreign language. The candidate will required to complete between 75 and 150 hours in a classroom setting that is represented in the subsequent certificate. The candidate will also meet for seminar with a faculty member in the subsequent certificate area. Enrollment in this class requires advance application and approval. 3-6 semester hours

Prerequisite(s): SEC569 Completion of all content coursework as described on the transcript assessment. Completion of individualized program of study as determined by initial portfolio review. Application for placement with preclinical review of portfolio. Passing score on Illinois Test of Basic Skills on file at NCE. Passing score on Illinois Subject Area Test for the subsequent certification on file at NCE. Current TB Test. Current Criminal Background Check.

SEC 590A - Student Teaching Secondary School Biological Science (6)

This course combines a seminar with student teaching. The seminar supports candidates as they implement a variety of planning models, formative and summative assessments, and instructional strategies to support student learning consistent with professional and curriculum standards. Reflective practice in light of research and mentoring by seminar instructor, university supervisor, and cooperating teacher(s) drive candidate growth in professional decision-making and interaction with students, parents, school staff and seminar colleagues. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. This course supports candidate efforts to meet licensure requirements. Prerequisite(s): Admission to the MAT Secondary Education Program; RLR 540, EPS 511, CIL 505; grade of B or better in SPE 500, SEC 502 and SEC 510. Co-requisite(s): None. 6 semester hours

SEC 590B - Student Teaching Secondary School Language Arts/English (6)

This course combines a seminar with student teaching. The seminar supports candidates as they implement a variety of planning models, formative and summative assessments, and instructional strategies to support student learning consistent with professional and curriculum standards. Reflective practice in light of research and mentoring by seminar instructor, university supervisor, and cooperating teacher(s) drive candidate growth in professional decision-making and interaction with students, parents, school staff and seminar colleagues. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. This
This course combines a seminar with student teaching. The seminar supports candidates as they implement a variety of planning models, formative and summative assessments, and instructional strategies to support student learning consistent with professional and curriculum standards. Reflective practice in light of research and mentoring by seminar instructor, university supervisor, and cooperating teacher(s) drive candidate growth in professional decision-making and interaction with students, parents, school staff and seminar colleagues. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. This course supports candidate efforts to meet licensure requirements. Prerequisite(s): Admission to the MAT Secondary Education Program; RLR 540, EPS 511, CIL 505; grade of B or better in SPE 500, SEC 502 and SEC 512. 6 semester hours

SEC 590C - Student Teaching Secondary School Mathematics (6)

This course combines a seminar with student teaching. The seminar supports candidates as they implement a variety of planning models, formative and summative assessments, and instructional strategies to support student learning consistent with professional and curriculum standards. Reflective practice in light of research and mentoring by seminar instructor, university supervisor, and cooperating teacher(s) drive candidate growth in professional decision-making and interaction with students, parents, school staff and seminar colleagues. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. This course supports candidate efforts to meet licensure requirements. Prerequisite(s): Admission to the MAT Secondary Education Program; RLR 540, EPS 511, CIL 505; grade of B or better in SPE 500, SEC 502 and SEC 518. 6 semester hours

SEC 590D - Student Teaching Secondary School Physical Science (6)

This course combines a seminar with student teaching. The seminar supports candidates as they implement a variety of planning models, formative and summative assessments, and instructional strategies to support student learning consistent with professional and curriculum standards. Reflective practice in light of research and mentoring by seminar instructor, university supervisor, and cooperating teacher(s) drive candidate growth in professional decision-making and interaction with students, parents, school staff and seminar colleagues. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. This course supports candidate efforts to meet licensure requirements. Prerequisite(s): Admission to the MAT Secondary Education Program; RLR 540, EPS 511, CIL 505; grade of B or better in SPE 500, SEC 502 and SEC 516. 6 semester hours

SEC 590E - Student Teaching Secondary School Social Studies (6)

This course combines a seminar with student teaching. The seminar supports candidates as they implement a variety of planning models, formative and summative assessments, and instructional strategies to support student learning consistent with professional and curriculum standards. Reflective practice in light of research and mentoring by seminar instructor, university supervisor, and cooperating teacher(s) drive candidate growth in professional decision-making and interaction with students, parents, school staff and seminar colleagues. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. This course supports candidate efforts to meet licensure requirements. Prerequisite(s): Admission to the MAT Secondary Education Program; RLR 540, EPS 511, CIL 505; grade of B or better in SPE 500, SEC 502 and SEC 524. 6 semester hours

SEC 590F - Student Teaching Secondary School World Languages K-12 (6)

This course combines a seminar with student teaching. The seminar supports candidates as they implement a variety of planning models, formative and summative assessments, and instructional strategies to support student learning consistent with professional and curriculum standards. Reflective practice in light of research and mentoring by seminar instructor, university supervisor, and cooperating teacher(s) drive candidate growth in professional decision-making and interaction with students, parents, school staff and seminar colleagues. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. This course supports candidate efforts to meet licensure requirements. Prerequisite(s): Admission to the MAT Secondary Education Program; RLR 540, EPS 511, CIL 505; grade of B or better in SPE 500, SEC 502 and SEC 518. 6 semester hours

SEC 594 - Independent Study/Secondary Education (1 TO 3)

The purpose of this independent study in Secondary Education is to provide students with the opportunity to investigate in depth a topic, problem, or relevant issue. This course is designed in conjunction with a faculty member leading the independent study. The topic should be of relevance to their individual goals and professional aspirations as a secondary level educator. Prerequisite(s): This course should be taken after secondary education certification with approval of advisor, instructor, department chair and dean. 1-3 semester hours

SEC 597A - Resident Student Teaching in Secondary Education Biology (2)

During a year-long residency, candidates implement a variety of planning models, instructional strategies,
and formal and informal assessment strategies to support student learning consistent with curriculum standards. Reflective practice in light of research and mentoring by a mentor teacher and university supervisor enhance candidate growth in professional decision-making and interaction with students, parents, other professionals, and the community. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. Candidates enroll for two semester hours for three consecutive terms (for a total of six semester hours). Grades are given for each term. Prerequisite(s): Admission to the MAT Secondary Education Program, RLR 540, EPS 511, CIL 505, SPE 500, grade of B or better in SEC 502 and SEC 510. Co-requisite(s): None. 2 semester hours

SEC 597B - Resident Student Teaching in English/Language Arts (2)

During a year-long residency, candidates implement a variety of planning models, instructional strategies, and formal and informal assessment strategies to support student learning consistent with curriculum standards. Reflective practice in light of research and mentoring by a mentor teacher and university supervisor enhance candidate growth in professional decision-making and interaction with students, parents, other professionals, and the community. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. Candidates enroll for two semester hours for three consecutive terms (for a total of six semester hours). Grades are given for each term. Prerequisite(s): Admission to the MAT Secondary Education Program, RLR 540, EPS 511, CIL 505, SPE 500, grade of B or better in SEC 502 and SEC 510. Co-requisite(s): None. 2 semester hours

SEC 597C - Resident Student Teaching in Secondary Education Mathematics (2)

During a year-long residency, candidates implement a variety of planning models, instructional strategies, and formal and informal assessment strategies to support student learning consistent with curriculum standards. Reflective practice in light of research and mentoring by a mentor teacher and university supervisor enhance candidate growth in professional decision-making and interaction with students, parents, other professionals, and the community. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. Candidates enroll for two semester hours for three consecutive terms (for a total of six semester hours). Grades are given for each term. Prerequisite(s): Admission to the MAT Secondary Education Program, RLR 540, EPS 511, CIL 505, SPE 500, grade of B or better in SEC 502 and SEC 510. Co-requisite(s): None. 2 semester hours

SEC 597D - Resident Student Teaching in Secondary Education Physical Science (2)

During a year-long residency, candidates implement a variety of planning models, instructional strategies, and formal and informal assessment strategies to support student learning consistent with curriculum standards. Reflective practice in light of research and mentoring by a mentor teacher and university supervisor enhance candidate growth in professional decision-making and interaction with students, parents, other professionals, and the community. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. Candidates enroll for two semester hours for three consecutive terms (for a total of six semester hours). Grades are given for each term. Prerequisite(s): Admission to the MAT Secondary Education Program, RLR 540, EPS 511, CIL 505, SPE 500, grade of B or better in SEC 502 and SEC 510. Co-requisite(s): None. 2 semester hours

SEC 597E - Resident Student Teaching in Secondary Education Social Studies (2)

During a year-long residency, candidates implement a variety of planning models, instructional strategies, and formal and informal assessment strategies to support student learning consistent with curriculum standards. Reflective practice in light of research and mentoring by a mentor teacher and university supervisor enhance candidate growth in professional decision-making and interaction with students, parents, other professionals, and the community. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. Candidates enroll for two semester hours for three consecutive terms (for a total of six semester hours). Grades are given for each term. Prerequisite(s): Admission to the MAT Secondary Education Program, RLR 540, EPS 511, CIL 505, SPE 500, grade of B or better in SEC 502 and SEC 510. Co-requisite(s): None. 2 semester hours

SEC 597F - Resident Student Teaching in Secondary Education: Foreign Languages (2)

During a year-long residency, candidates implement a variety of planning models, instructional strategies, and formal and informal assessment strategies to
support student learning consistent with curriculum standards. Reflective practice in light of research and mentoring by a mentor teacher and university supervisor enhance candidate growth in professional decision-making and interaction with students, parents, other professionals, and the community. School-based and seminar experiences result in candidates advancing their understanding of environments that encourage a community of all learners and collegial relationships in the school. Candidates enroll for two semester hours for three consecutive terms (for a total of six semester hours). Grades are given for each term. Prerequisite(s): Admission to the MAT Secondary Education Program, RLR 540, EPS 511, CIL 505, SPE 500, grade of B or better in SEC 502 and SEC 522 or SEC 524. Co-requisite(s): None. 2 semester hours

SOC - Sociology

SOC 101 - Foundational Sociology (5)

Students will analyze how individuals are organized into social groups, ranging from intimate groups to bureaucracies. This course introduces the organization of groups that can influence individual behavior; nature and interrelationships of basic social institutions, such as family, education, religion, and economy. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

Distribution: GenEd-Social Science.

SPE - Special Education

SPE 210 - History and Philosophy of Education (3)

This course focuses on the history of ideas, individuals and events that have influenced the curriculum, organization, policies and philosophies of education in the United States. A special topic option allows teacher candidate to pursue topics of interest within the education spectrum (early child education, elementary education and special education). This course requires a field-based assignment that will allow the teacher candidate to explore the relationship between the school and the surrounding community. The field-based assignment requires a minimum of 10 hours. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

SPE 300 - Introduction to Special Education and Methods of Teaching Students with Disabilities (5)

This course focuses on characteristics, identification, and initial methods of instruction for cross-categorical P-21 students who receive special education services. Emphasis is on historical, philosophical, psychological, legal, and pedagogical implications and issues pertaining to P-21 special education. Candidates develop and implement inclusive, differentiated curricular design, planning and instructional methods for P-21 students with high- and low-incidence disabilities based upon consideration of the impact that disabilities have on how students differ in approaches to learning. Candidates learn how to provide inclusive instructional opportunities and supports adapted to strengths and needs of diverse learners, drawing on knowledge of the discipline, students, community, and curriculum goal(s). Fifteen field hours required. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

SPE 305 - Practicum I: Inclusive Education and the Role of the Special Education Teacher (4)

This course introduces the candidate to the field of special education and the undergraduate Special Education program. The course focuses on the role of the special education teacher, school-wide and classroom responsibilities, and collaboration with the general education teacher. Emphasis is placed on the identification of professional performance and dispositions. Candidates will be exposed to the range of roles and experiences to be encountered by special education teachers. The course includes forty-five hours of clinical observation. Also included is the Special Education electronic portfolio. The candidate’s participation will be facilitated by an Undergraduate Special Education Practica and Student Teaching Handbook. Prerequisite(s): SPE 300 or equivalent, Admission to NCE and the Special Education Undergrad Program. Co-requisite(s): None. 4 quarter hours

SPE 310 - Foundations of Special and Inclusive Education (4)

This course focuses on the concept of disability from various perspectives and contexts, including family, school, and community systems. Philosophical, historical, and legal foundations of special education are examined. Integral to this is exploration of a variety of disability models (e.g. medical, consumer/empowerment, social, etc.). Topics include: universal design for learning (UDL), past and current legislation, assessment, identification, eligibility for services, IEP development, Section 504 Plan development, least restrictive environment, the continuum of alternative services, Americans with Disabilities Act, individual rights, due process, and parent participation. Integral to the course is the importance of collaboration and consultation in facilitating effective instruction. Prerequisite(s): Admission to NCE and the Special Education Undergrad Program, SPE 300 or equivalent. 4 quarter hours

SPE 315 - Assessment in Special Education (4)
This course provides an overview of the processes involved in educational and diagnostic assessment of children and adolescents. Attention is given to both formal (e.g., norm-referenced) and informal (e.g., classroom-based) assessments, issues of assessment bias, and limits of testing. Special emphasis is directed towards interpreting assessment results and connecting assessment to instruction. The role of the special educator as a collaborative consultant and multidisciplinary team member is also considered. Legal, ethical, and cultural/linguistic assessment issues are addressed. A minimum of 15 hours of field experience is required. Prerequisite(s): Admission to NCE and the Special Education Undergrad Program, SPE 300, SPE 310. Co-requisite(s): None. 4 quarter hours

SPE 320 - Methods for Social Emotional Support (4)
The course focuses on social emotional development and learning from the vantage points of social systems, cultural, and psychological theory, which are used to understand diversity and dynamics of classrooms, schools and communities. The course includes research and methods regarding the social emotional development and learning of children, adolescents, and young adults. The course incorporates: comprehensive classroom management, heterogeneous grouping, cooperative and collaborative learning, the Illinois Social Emotional Learning Standards, creating functional behavior assessment and interventions, and team development. Within this context, the exercise of ethical and reflexive teacher leadership and the development of respectful and caring relationships are examined. Prerequisite(s): Admission to NCE and the Special Education Undergrad Program, SPE 300 or equivalent, SPE 305, SPE 310. Co-requisite(s): None. 4 quarter hours

SPE 325 - Language Development: The Role of Language in Learning (4)
The course focuses on theories, research, and methods regarding typical and atypical language development of children and adolescents with learning difficulties. The course addresses receptive and expressive language, word finding, pragmatics and related social skills, and sociolinguistic skills, and their impact on academic learning across the curriculum. The role of language in learning and communication, including second language learning are examined, as well as cultural and environmental effects on the student’s development. Instructional and assistive technology, including but not limited to augmentative and alternative communication are explored. Prerequisite(s): Admission to NCE and the Special Education Undergrad Program; SPE 300 or equivalent. 4 quarter hours

SPE 330 - Assistive and Instructional Technology (4)
Candidates will develop knowledge of assistive and instructional technology from a Universal Design for Learning (UDL) perspective and as defined by state and federal regulations. A variety of assistive technology devices and services will be introduced, developed, and evaluated within larger contextual frameworks of classrooms, schools, and communities to facilitate communication, learning and empowerment. The course will include hands-on and virtual examination of various instructional and assistive technologies developed or adapted specifically for students with disabilities. Prerequisite(s): Admitted to NCE and the Special Education Undergrad Program, SPE 300. Co-requisite(s): None. 4 quarter hours

SPE 335 - Mathematics and Inclusive Education (4)
This course focuses on the understanding and implementing of state and national standards in assessment and teaching of mathematics from a Universal Design for Learning (UDL) perspective and as related to the general and special education curricula. In this course candidates engage in critical evaluation, planning and organization of: 1) Curricula, 2) Assessment approaches, 3) Instructional methods, and 4) Instructional/ assistive technology for students with disabilities. Prerequisite(s): Admission to NCE and the Special Education Undergrad Program; SPE 300 or equivalent, LAM 112, and LAM 213 or SPE 310. Co-requisite(s): None. 4 quarter hours

SPE 400 - Collaboration and School-Family Partnerships (4)
This course focuses on collaboration with families, students, teachers, and other professionals (e.g., paraeducators, community professionals) in the integration of individuals with disabilities into educational settings. The course examines techniques to foster active inquiry, leadership, advocacy, collaboration, and supportive interaction among professionals, families, and students and their rights and responsibilities. Personal and cultural biases involved in collaboration are also explored. Prerequisite(s): Admission to NCE and the Special Education Undergrad Program; SPE 300 or equivalent. Co-requisite(s): None. 4 quarter hours

SPE 405 - Practicum II: Advanced Practicum in Inclusive Education (5)
This course continues the professional development of special education teacher candidates concerning roles and responsibilities of special educators in grades K-12. A university seminar combines with 45 hours of field experiences focusing on active involvement with a cooperating special education...
This advanced course expands on the planning and implementing of inclusive curricula and instruction as related to the general education curriculum and legal requirements. Emphasis will be placed on developing lessons and integrated thematic units across general education content areas and the Illinois Learning Standards, (e.g., science, social studies, mathematics, and language arts) from a Universal Design for Learning (UDL) perspective and incorporating IEP objectives/benchmarks. Topics include differentiated instruction, accommodations and modifications, and Understanding by Design. Prerequisite(s): Admission to NCE and the Special Education Undergraduate Program; SPE 300 or equivalent. Co-requisite(s): None. 4 quarter hours

SPE 416 - Instructional Planning and Instruction for Inclusive Education II (4)

This course focuses on the significance of teaching reading, writing and oral communication, and on integrating these components to facilitate learning, to empower students and achieve social equity for all students with disabilities. Theories, current research, and methods regarding language and literacy skills for all students with disabilities are discussed. The course specifically addresses phonemic awareness, decoding, fluency, comprehension and vocabulary and their relationship to the general curriculum. The candidates are introduced to a variety of formal and informal assessments. Prerequisite(s): Admission to NCE and the Special Education Undergraduate Program; SPE 300 or equivalent, SPE 415. Co-requisite(s): None. 4 quarter hours

SPE 410 - Literacy in Inclusive Education I (4)

This course focuses on the significance of teaching reading, writing and oral communication, and on integrating these components to facilitate learning, to empower students and achieve social equity for all students with disabilities. Theories, current research, and methods regarding language and literacy skills for all students with disabilities are discussed. The course specifically addresses phonemic awareness, decoding, fluency, comprehension and vocabulary and their relationship to the general curriculum. The candidates are introduced to a variety of formal and informal assessments. Prerequisite(s): Admission to NCE and the Special Education Undergraduate Program; SPE 300 or equivalent, SPE 415. Co-requisite(s): None. 4 quarter hours

SPE 411 - Literacy in Inclusive Education II (4)

This advanced course expands on the planning and implementing of inclusive curricula and instruction as related to the general education curriculum and legal requirements. Emphasis will be placed on developing lessons and integrated thematic units across general education content areas and the Illinois Learning Standards, (e.g., science, social studies, mathematics, and language arts) from a Universal Design for Learning (UDL) perspective and incorporating IEP objectives/benchmarks. Topics include differentiated instruction, accommodations and modifications, and Understanding by Design. Prerequisite(s): Admission to NCE and the Special Education Undergraduate Program; SPE 300 or equivalent. Co-requisite(s): None. 4 quarter hours

SPE 495 - Special Topic (1 TO 5)

Special topic courses are developed to meet emerging learning needs. The specific topic in indicated on the transcript. There is no limit on the number of 495 courses which can apply to the degree, although each topic may be taken only once.

SPE 500 - Introduction to and Methods of Teaching Students with Disabilities (3)
This course focuses on characteristics, identification, and initial methods of instruction for cross-categorical P-21 students who receive special education services. Emphasis is on historical, philosophical, psychological, legal, and pedagogical implications and issues pertaining to P-21 special education. Candidates develop and implement inclusive, differentiated curricular design, planning and instructional methods for P-21 students with high- and low-incidence disabilities based upon consideration of the impact that disabilities have on how students differ in approaches to learning. Candidates learn how to provide inclusive instructional opportunities and supports adapted to strengths and needs of diverse learners, drawing on knowledge of the discipline, students, community, and curriculum goal(s). Fifteen field hours required. Pre-requisite(s): Pass Test of Academic Proficiency (TAP) before admission to this course. Co-requisite(s): None. 3 semester hours

SPE 501 - Educational and Diagnostic Assessment of Exceptional Children and Adolescents (3)

This course provides an overview of the processes involved in educational and diagnostic assessment of children and adolescents (P-21). Attention is given to both formal (e.g. norm-referenced) and informal (e.g., classroom-based) assessments, screenings, of assessment bias, and limits of testing. Special emphasis is directed towards interpreting assessment results and connecting assessment to instruction. The role of the special educator as a collaborative consultant and multidisciplinary team member is also considered. Legal, ethical, and cultural/linguistic assessment issues are addressed. A minimum of 10 hours of field experience is required. Pre-requisite(s): SPE 500, SPE 506 or advisor approval. Co-requisite(s): None. 3 semester hours

SPE 502 - Language Development and Challenges in Children and Adolescents (2)

In this course, the theoretical, clinical, and pedagogical issues concerning school-aged students (PK to 21 years) with language-learning disabilities are explored. The relationship between language and communication challenges and learning is presented. Etiological theories, biological bases, and characteristics of various language difficulties are reviewed. The language of classroom instruction is explored, along with the features and demands of conversational, narrative, instructional, and classroom discourse. Assessment and intervention approaches are reviewed. Emphasis is placed on viewing language functioning in the context of cognitive, perceptual, motor, and psychosocial issues. Public policy regarding the education of students with language challenges and language differences is considered. Pre-requisite(s): SPE 500, SPE 506. Co-requisite(s): None. 2 semester hours

SPE 503 - Collaborative and Consultative Teaming and Teaching (3)

This course focuses on collaboration with families, students, teachers, and other professionals (e.g., paraeducators, community professionals) in the integration of individuals with disabilities into educational settings. The course examines techniques to foster active inquiry, leadership, advocacy, collaboration, and supportive interaction among professionals, families, and students and their rights and responsibilities. Personal and cultural biases involved in collaboration are also explored. Prerequisite(s): Admission to NCE and MAT Traditional, MAT RTP, M.Ed., or CAS Graduate Program, SPE 500 or equivalent. Co-requisite(s): None. 3 semester hours

SPE 504 - Frameworks, Perspectives, and Collaboration in Special Education (3)

This course provides foundational frameworks of special education and resulting implications for policy and practice. Candidates learn characteristics of high and low incidence disabilities and interpret discourses of disability to understand their influence on the everyday lives of teachers and students. Major issues of special education theory and practice are addressed, including: the history of policies and practices, diagnosis, curriculum, pedagogy, legal, ethical, and political issues, and the impact of values and beliefs on special education practice. Collaborative models and structures are emphasized in working with team members including students, families, school professionals, para-educators, and administrators. Collaborative practices are taught. 15 hours of preclinical experience are required for this course. Pre-requisite(s): SPE 500 or concurrent with SPE 500. Co-requisite(s): None. 3 semester hours

SPE 507 - Methods of Social/Emotional Support (3)

This course is designed to explore methods of supporting students' positive social and emotional development, behavior, and learning. Social, psychological, biological, and environmental factors that impact students and teachers are examined. Legal issues, evaluation, and ethical considerations related to students' social and emotional growth and classroom behavior are explored. The importance of viewing behavior as communication and the interaction of various disabilities and behavior are emphasized. Current research, pedagogical approaches, and best practices in creating healthy classrooms and school environments are addressed. The use of technology to provide adaptations, progress monitoring, and/or assistive devices that can be used to encourage student participation are
considered. Ten pre-clinical hours are required. Prerequisite(s): MAT candidates: SPE 500, SPE 501, SPE 502 or SPE 526, SPE 526. Non-MAT candidates register for this course through advisor. Co-requisite(s): None. 3 semester hours

**SPE 508 - Literacy Across the Curriculum for Students with Disabilities (3)**

This course introduces foundational perspectives and methods for teaching multiple forms of literacy to students with disabilities. The purpose of critical literacy is often thought of as the use of reading and writing to empower students to achieve social equity. The course examines contemporary understandings of literacy (listening, speaking, reading, writing), other forms of communication (e.g., gestures, communicative behavior), and their usefulness in facilitating literacy learning. Emphasis is placed on the inherent right of students with disabilities to use a variety of literacy forms as means of self-expression and communication, and to mediate various literacy contexts including content literacy in the general education curriculum. Ten hours of field work required. Pre-requisite(s): MAT candidates: SPE 500, SPE 501, SPE 502 or SPE 526, SPE 506, SPE 507, SPE 509, SPE 572. Non-MAT candidates register for course through advisor. Co-requisite(s): None. 3 semester hours

**SPE 509 - Literacy Instruction for Diverse Learners (3)**

This course is designed to address the assessment and instruction of literacy skills for students with a range of disabilities in P-21 instructional settings. Candidates will use both standardized and informal literacy assessment tools, analysis and interpretation of case materials, and methods and materials for the development of strategies to promote reading, spelling and written expression for students with disabilities in individual and small group settings. All candidates will be required to complete 10 hours of field work with this course. Pre-requisite(s): MAT candidates: SPE 500, SPE 501, SPE 506, SPE 502 or SPE 526, SPE 572. Non-MAT candidates register for course through advisor. Co-requisite(s): None. 3 semester hours

**SPE 510 - Early Childhood Special Education Language Development and Challenges (2)**

This course addresses major theoretical perspectives and research on typical and atypical language development in young children; specific language disabilities; the relationship between communication delays and other areas of early learning and development; and alternative communication systems for young children with disabilities. Procedures will be taught to assess and teach a full repertoire of communication skills to young children. Issues of developmental risk, early identification, screening and diagnostic assessment of communicative competence are addressed and a variety of intervention models, strategies, and programs are presented. This course addresses standards required by the Illinois State Board of Education for Early Special Education approval. Prerequisite(s): SPE 500. 2 semester hours

**SPE 517 - Language and Cognitive Disorders of Adults (3)**

This course is designed to introduce the student to the study of acquired language and cognitive challenges. The etiologies, language and non-language characteristics, evaluation, treatment and recovery processes will be examined in regard to aphasia, non-dominant hemisphere involvement, cognitive/linguistic challenges and dementia. Differential diagnosis will be explained and emphasized. An overview of neuroanatomy and physiology, as it relates to language is included. The student will participate in observation and gain hands on experience in administering various assessments to achieve a differential diagnosis between and within challenge areas. Prerequisite(s): Undergraduate degree in Speech-Language Pathology or completion of the prerequisite courses. This course is required for completion of ASHA certified speech language pathology graduate degree. 3 semester hours

**SPE 523 - Teaching Students with Math Disabilities (3)**

This course focuses on understanding and implementing state and national standards in the assessment and teaching of mathematics from a Universal Design for Learning (UDL) perspective as related to the general and special education curricula. In this course candidates engage in critical evaluation, planning and organization of curricula, assessment approaches, instructional methods, and instructional assistive technology for students with disabilities. 10 field hours are required as part of this course. Pre-requisite(s): Admission to NCE and the MAT or MED Special Education program; SPE 500, SPE 501, SPE 502 or SPE 526, SPE 506, SPE 507, SPE 509, SPE 572. Co-requisite(s): None. 3 semester hours

**SPE 525 - Word Finding Intervention for Students with Language and Learning Disabilities (1)**

This course provides an in-depth study of how to plan a comprehensive intervention program for children and adolescents challenged with Word Finding. Definitions of word finding will be discussed, and WF characteristics and profiles will be reviewed. Psycholinguistic models of lexical access will be presented. An intervention program for word finding, based on child and adult psycholinguistic research, will be studied with a focus on retrieval strategy mnemonic instruction, word-finding based classroom
accommodations, and self-advocacy training. The impact of word-finding difficulties on oral reading and written language will be explained. Corresponding technology applications will be considered throughout. There is a field component focused on application of course content. Pre-requisite(s): SPE 500, SPE 502, SPE 506 or consent of instructor. Co-requisite(s): None. 1 semester hour

SPE 526 - Expressive Language Difficulties: Impact on Academic Learning (2)

Differentiated assessment and instructional procedures are explored for students with Expressive Language Difficulties due to disability or second language learning. Focused on children and adolescents, this course provides a study of: 1) definitions/characteristics representative of this population; 2) theoretical models to explain/contrast Receptive and Expressive language processing in oral language, oral reading, and writing; 3) the impact of language difficulties on academic learning; 4) language-based differentiated assessment and instruction for classroom discourse, oral reading, and written language instruction; and 5) corresponding instructional technology applications. There is a field component focused on application of course content. Pre-requisite(s): SPE 500. Co-requisite(s): None. 2 semester hours

SPE 527 - Differentiated and Individualized Curriculum and Instruction (3)

This course is designed to address the formulation, implementation, and evaluation of individualized curriculum and instruction. Emphasis is placed on current best practices in individualizing curriculum and instructional methods for students with both high incidence and low incidence disabilities. The course will focus on a planning and implementation process for incorporating general education learning standards, differentiated instruction, adaptations to the general education curriculum, ecological assessment, IEP development, systematic instruction, self-advocacy and self-determination, and providing instruction in general education and community settings. All students will be required to complete 15 hours of fieldwork as part of this course. Prerequisite(s): SPE 500. Co-requisite(s): None. 3 semester hours

SPE 532 - Early Childhood Special Education Curriculum, Instruction and Methods (3)

The purpose of this course is to examine how teachers can implement developmentally and individually appropriate methods for fostering the social, emotional, cognitive, communication, adaptive, and motor development and learning of young children with special needs in various settings such as the home, the school, and the community. Through discussion and hands-on learning activities, teachers will learn to design and adapt learning environments to support optimal development and adapt curricular activities and materials in ways that will enable active and full participation of all children in various types of programs. This course includes 15 hours of preclinical experiences. This course addresses standards required by the Illinois State Board of Education for Early Childhood Special Education Approval. Prerequisite(s): SPE 500. 3 semester hours

SPE 533 - Early Childhood Special Education Diagnostic Assessment (3)

This course is designed to explore a wide variety of developmental and educational assessment strategies, procedures and formal and informal instruments and techniques for assessing young children's social, emotional, cognitive, communication and motor skills as well as family concerns, priorities, and resources. Students will use various instruments and techniques to assess home and community learning environments and conduct formative and summative individual and program evaluations. Non-discriminatory use and interpretation of test results, the integration of information from multiple sources, and collaboration with parents and various professionals will be emphasized in writing reports. This course includes 15 hours of preclinical experiences. This course addresses standards required by the Illinois State Board of Education for Early Childhood Special Education Approval. Prerequisite(s): SPE 500, EPS 500 or EPS 511, SPE 532. 3 semester hours

SPE 534 - Early Childhood Special Education--Collaboration, Family and Community (3)

Students build on knowledge about special education to create strategies for developing positive and supportive relationships with families of young children with special needs, including the legal and philosophical basis for family participation in assessment and support of young children. Students will develop strategies for working with socially, culturally, and linguistically diverse families to create and implement Individual Family Services Plans (IFSPs) that provide family-centered services to support young children and their families. Students learn various strategies and models for promoting effective consultation and collaboration with professionals and agencies within the community. This course requires 15 hours of preclinical experiences. This course addresses standards required by the Illinois State Board of Education for Early Childhood Special Education Approval. Prerequisite(s): SPE 500, EPS 500 or EPS 511, SPE 532, SPE 533. 3 semester hours
SPE 544 - School Finance for Special Education Administrators (3)

This course enables future special education directors to understand special education financial management in the context of local, state, and federal finance frameworks. It addresses funding structures and procedures involved in planning, creating, managing, and justifying expenditures; budget development and management; fiscal accountability to stakeholders; stewardship of public dollars; maximization of funds; and procurement of contract services. Candidates learn how to meet programmatic and student needs within fiscal parameters. The director’s role as intermediary between district and special education cooperative is analyzed within a systems perspective. Prerequisite(s): MAT, M. Ed., or C.A.S in Special Education. State of IL Professional Educator License endorsed for general administrative or principal. SPE 561. Co-requisite(s): None. 3 semester hours

SPE 545 - Assistive Technology (2)

This class will provide a hands-on examination of the use of instructional and assistive technology as it relates to teaching and learning and successful integration of students with disabilities. Included in this course will be exploration of hardware and software developed specifically for people with disabilities, as well as hardware and software that can be adapted for use with people with disabilities. Prerequisite(s): SPE 500, SPE 506. Co-requisite(s): None. 2 semester hours

SPE 546 - Foundations of Assistive Technology (3)

This course is the first of four which prepares students for the LBSII: Technology Specialist advanced level state certification. It introduces and develops key components of and influences on the changing discipline of assistive technology, including interactive learning theories, funding, legislation, school and home environments, systems change, leadership and advocacy, and professional development. Students are expected to complete a minimum of 15 hours of field experience as part of this course. Prerequisite(s): Learning Behavior Specialist I and SPE 545 or its equivalent. 3 semester hours

SPE 547 - Assistive Technology for the Universal Design Classroom (3)

This course is designed to enable students to apply strategies related to the process of selecting, implementing, and interpreting assistive and instructional technologies, especially for children and youth with disabilities (e.g. learning disabilities, AD/HD, Asperger’s Syndrome, cognitive challenges, behavioral problems). Students will learn to make connections between technologies, pedagogies, and curriculum through development of appropriate instructional programs. This course will help students become reflective participants in identifying effective research-based components in technologies and utilizing them in ways that fit the existing curriculum and pedagogical conditions of the educational settings. Students are expected to complete a minimum of 15 hours of field experiences as part of this course. Prerequisite(s): Learning Behavior Specialist I certification, SPE 545 or its equivalent. 3 semester hours

SPE 548 - Applications of Assistive Technology (3)

This course will provide a hands-on examination of assistive technology usage related to teaching and learning and successful integration of individuals with disabilities. Current technologies which can empower individuals with disabilities to access their total environment throughout the lifespan will be explored. The focus includes technology Applications of AT in the school, home, community, and workplace. Prerequisite(s): Learning Behavior Specialist I certification, SPE 545 or equivalent. 3 semester hours

SPE 549 - Legal Aspects of Administration and Supervision of Programs for Exceptional Children, Adolescents (3)

This course explores legal requirements unique to the role of Director of Special Education. The focus concerns legal, regulatory and ethical factors. It covers historical context and the framework of special education legislation and case law. Content includes an overview of major special education federal, state, and local laws and regulations and relationships existing among them. Primary areas addressed include procedural and substantive legal requirements, differentiation between individualized educational plans and accommodation plans, disciplinary actions for students with special needs, due process and mediation. Other legal aspects involve inter-agency contractual legal obligations, dealing with attorneys, and communications with multiple stakeholders. Pre-requisite(s): MAT, M. Ed., or C.A.S. in Special Education. State of Illinois administrative endorsement or equivalent from another state; SPE 561. Co-requisite(s): None. 3 semester hours

SPE 554 - Application of Learning Theories in Student Centered Learning Environments (3)

This course presents the current trends and theoretical perspectives in the application of a variety of educational theories as they apply to the individual needs of children with disabilities in the least restrictive environment. Candidates will analyze and apply a variety of learning theories in different
educational settings that serve students with disabilities. By examining how theories and practices emerged students will understand the developmental connection to the assessment and instructional practices they will use as teachers of students with disabilities. Fifteen hours of clinical experiences are required with this course. Prerequisite(s): Learning Behavior Specialist I or program consent. For candidates taking the entire LBS II Curricular Adaptations Specialist Sequence, this is the first course. 3 semester hours

SPE 555 - Differentiated Instruction in the Least Restrictive Environment (3)
This course focuses on models used to differentiate instruction in the least restrictive environment. Candidates will learn how to expand options for teaching strategies, instructional groupings, skill sequences, lesson formats, instructional environments, and educational materials. Candidates will examine ways to monitor and report student progress, incorporate therapies within the classroom, create a safe classroom climate, and effectively collaborate with colleagues, families, students, and the community. Candidates in this course will develop quality educational programming for students with a wide range of abilities, learning styles, gifts, and interests. Fifteen hours of clinical experiences are required with this course. Prerequisite(s): Learning Behavior Specialist I certification or consent of program. For candidates taking the entire LBS II Curricular Adaptation Specialist Sequence, this is the third course. 3 semester hours

SPE 556 - Planning and Designing Responsive Learning Environments (3)
This course is designed to develop candidates' ability to collaboratively plan, design, implement and evaluate responsive learning experiences for students with disabilities in inclusive settings. Candidates will understand the importance of creating responsive learning environments to enhance the education of all students. Candidates will explore learning styles, cultural diversity and classroom teaching instructional strategies that enhance the learning of all students. Additionally, candidates will examine concepts related to disability in the context of diversity using both historical and current socio-political, philosophical, and psychological perspectives. They will further explore legislative, cultural and instructional implications for teaching students with disabilities in inclusive settings. Students are expected to complete a 15 hour clinical experience with this course. Prerequisite(s): Learning Behavior Specialist I certificate or consent of the program. For candidates taking the entire LBS II Curricular Adaptation Specialist sequence, this is the second course. 3 semester hours

SPE 560 - Organizational and Administrative Programs for Exceptional Students (2)
Study of organizational structures and processes in the field of special education. Emphasis on federal and state legislation and rules and regulations for special education as these relate to current administrative practice. Prerequisite: SPE 500 or consent of instructor. 2 semester hours

SPE 561 - Administration and Supervision of Programs for Exceptional Children, Adolescents and Young Adults (3)
This course explores the role administrative leadership and instructional supervision in the successful operation of a special education program. The course examines the nature and function of administrator and supervisor as instructional leaders and considers supervisory strategies that lead to organizational efficiency and effectiveness. Programmatic and academic solutions to unique problems are identified and discussed for possible implementation as they relate to exceptional children and adolescents. This course addresses special education laws and regulations, public and private organizations, personnel, budgets, delivery of service systems, collaboration, evaluation, accountability, parent relationships, and issues/trends in special education administration and supervision. Prerequisite(s): MAT, M.Ed., or CAS in Special Ed. and appropriate administrative certification, licensure or endorsement. Co-requisite(s): None. 3 semester hours

SPE 569 - Portfolio Development for Subsequent Teaching Endorsement (4)
This is the initial course designed for teachers currently licensed in Illinois who wish to secure a subsequent teaching endorsement on the Professional Educator License in early childhood education; elementary education; secondary education for science, social sciences, English language arts, mathematics, K-12 foreign language; or special education for LBS 1. A portfolio documenting knowledge and experiences encompassing the content area standards for the endorsement area will be created. This course is required for all candidates seeking subsequent endorsement through the focused program. Pre-requisite(s): Valid Professional Educator License, evidence of passing the Basic Skills Test or Test of Academic Proficiency; additional semester hours of appropriate coursework in the content areas for secondary education candidates as required for endorsement. Co-requisite(s): None. 4 semester hours
SPE 570 - Language Minority Students with Disabilities (3)

This course examines educational assessments of language minority students with identifiable disabilities. A range of diagnostic approaches is considered and connected to specialized program design, curriculum adaptation, and teaching methodologies. Issues of bias in evaluation, placement decisions, parent involvement and inclusion in the regular classroom are emphasized. BIL Spec Ed required. 3 semester hours

SPE 571 - Portfolio Development for MAT Degree Completion with Time Extension (1)

This course is designed for Master of Arts in Teaching candidates to document their knowledge and skills needed to complete the degree after the university’s six-year time limitation has expired. This course is for candidates who were enrolled in MAT degree programs in Early Childhood Education, Elementary Education, Secondary Education [science, social science, English/language arts, mathematics, K-12 foreign language], and in Special Education – LBS 1. Candidates will develop an online portfolio demonstrate their currency regarding knowledge and performance indicators for the content areas standards of educators in the degree program being pursued. Pre-requisite(s): Professional Educator License. Co-requisite(s): None. 1 semester hour

SPE 572 - Practicum I (2 OR 3)

This course familiarizes candidates with the field of special education and with the graduate special education programs of NLU. Candidates develop an initial understanding of learning environments that are accessible to and engage all P-21 students with disabilities. The range of roles and dispositions of the special education teacher is explored, with an emphasis on classroom and school-wide responsibilities, and collaboration with families and school professionals. The candidate is introduced to assistive technologies that support P-21 student learning, and to basic technologies that assist development and demonstration of their own professional competencies. For MAT candidates: 3SH (20 hours in field required); for MEd candidates: 2 SH (no field requirement). Pre-requisite(s): Admission to NCE and either the Special Education MAT or M.Ed. Program SPE 500, SPE 506; passing of TAP test. Co-requisite(s): None. 2 or 3 semester hours.

SPE 573 - Differentiated and Inclusive Curriculum & Instruction I (3)

This course focuses on planning and implementing differentiated and inclusive curricula and instruction as related to the general education curriculum and legal requirements. Emphasis is placed on transition and comprehensive person-centered planning, self-determination, vocational instruction, functional and life-skills curriculum development and implementation, task analysis, and errorless learning strategies. Candidates will use present levels of performance to develop Individualized Education Plan (IEP) goals; objectives/benchmarks related to Illinois Learning Standards and Individuals with Disabilities Education Act (IDEA) requirements are incorporated into instructional planning. Prerequisite(s): SPE 500, SPE 501, SPE 502 or SPE 526, SPE 507, SPE 508, SPE 523, SPE 572. Non-MAT candidates register for this course through their advisor. Co-requisite(s): None. 3 semester hours

SPE 574 - Differentiated and Inclusive Curriculum & Instruction II (3)

This advanced course expands on the planning and implementing of inclusive curricula and instruction as related to the general education curriculum and legal requirements. Emphasis will be placed on developing lessons and integrated thematic units across general education content areas and the Illinois Learning Standards, (e.g., science, social studies, mathematics, and language arts) from a Universal Design for Learning (UDL) perspective and incorporating IEP objectives/benchmarks. Topics include differentiated instruction, accommodations and modifications, and the Understanding by Design framework. Prerequisite(s): Admission to NCE and the Traditional Special Education Program, SPE 500, SPE 501, SPE 506, SPE 509, SPE 573. Co-requisite(s): None. 3 semester hours

SPE 575 - Subsequent Certification Practicum (3 TO 6)

This course is designed for teachers currently certified in Illinois who wish to secure a subsequent Illinois certificate in special education. The candidate will be required to complete between 75 and 150 hours in a classroom setting that is represented in the subsequent certificate. The candidate will also meet for seminar with a faculty member in the subsequent certificate area. Enrollment in this class requires advance application and approval. Prerequisite(s): SPE 569. Completion of all content coursework as described on the transcript assessment. Completion of individualized program of study as determined by initial portfolio review. Application for placement with preclinical review of portfolio. Passing score on Illinois Test of Basic Skills on file at NCE. Passing score on Illinois Subject Area Test for the subsequent certificate on file at NCE. Current TB Test. Current Criminal Background Check. 3-6 semester hours

SPE 576 - Practicum 2: Curricular Content Strategies for the Inclusive Classroom (3)
This course focuses on scope, sequence, planning, and implementation of language arts, reading, math, science, and social studies curricula for diverse learner classrooms. Emphasis is placed on developing lessons and integrated thematic units across general education content areas and the Illinois Learning Standards, (e.g., science, social studies, mathematics, and language arts) from a Universal Design for Learning (UDL) and Differentiated Instruction (DI) perspective. Innovative curricular strategies are taught, emphasized, and incorporated into planning. Methods for addressing Individual Education Plan (IEP) goals/objectives/benchmarks and learning targets in an inclusive education model are covered. For learners needing further learning supports, accommodations and modifications are applied to curriculum 20 field hours are required. Pre-requisite(s): SPE 500, SPE 501, SPE 502 or 526, SPE 506, SPE 507, SPE 508, SPE 509, SPE 523, SPE 572. Co-requisite(s): SPE 573. 3 semester hours.

SPE 580 - Workshop/Special Education/Contemporary Issues (1 TO 6)
1-6 semester hours

SPE 581 - Workshop/Special Education/Parents and Community (1 TO 6)
1-6 semester hours

SPE 582 - Workshop/Beginning Special Education Teachers (2)
2 semester hours

SPE 583 - Workshop/Special Education/Assessment (1 TO 6)
1-6 semester hours

SPE 584 - Workshop/Special Education/Instructional Practices (1 TO 6)
1-6 semester hours

SPE 587 - Seminar/Teaching Children and Adolescents with Special Needs (.5 TO 6)

This course serves as a personal professional learning community in an ongoing experience in the special education graduate program for candidates in traditional residency or alternative teacher licensure programs. Participants integrate theory and practice in authentic settings with children and adolescents challenged with special needs. Candidates develop Individualized methods of collaboration between general and special education teachers and related service personnel and actively establish parental and community connections. The collaborative-consultation model is practiced through supervised experiences. Candidates develop and complete their eportfolio, Impact on Student Learning Analysis, Lesson Study as well as the edTPA. Pre-requisite(s): Admission to RTP or ATL SPE program; SPE 500. Co-requisite(s): None. 0.5-6 semester hours

SPE 590 - Special Education Clinical Internship (2 OR 3)
This course is designed to be a practical application of the formulation, implementation, and evaluation of individualized curriculum and instruction. It reflects the main information, guidelines, and methods gleaned from the special education courses taken throughout the masters program. This culminating experience is an in-depth program of the entire educational process with two different students with high incidence special needs. Such an experience includes: administering an appropriate initial assessment, developing an Individualized Educational Plan that links back to the assessment findings, writing connected lesson plans, conducting method modifications, diagnostic teaching, progress report writing, and parent conferences. 2-3 semester hours

SPE 590A - Learning Behavior Specialist II Internship (1 TO 3)
This internship is required for all candidates seeking a LBSII Certificate. The seminar provides the candidates an opportunity to describe and reflect upon their knowledge, skills, and dispositions for teaching; to evaluate and integrate theory and practice; to examine implications of practice for themselves, students, and community; and apply information learned in the LBSII coursework. Candidates may enroll in the internship for one semester hour for three terms in conjunction with other LBSII courses or can take it for 3 credits. Students may repeat this course for up to 3 credits for each LBSII program. Prerequisite(s): Learning Behavior Specialist I Certification. This would be the final internship for LBSII candidates after taking three courses for either LBSII Curricular Adaptation Specialist or LBSII Assistive Technology Specialist. 1-3 semester hours

SPE 592C - Practicum/Teaching Children and Adolescents with Special Needs (2 TO 6)
This course serves as the culminating experience in the traditional special education graduate M.A.T. and M.Ed. programs. Candidates are given opportunities to integrate theory and practice, and to engage in best practices with children and adolescents with disabilities. Individualized Educational Plans (IEPs) for selected students are developed in collaboration with the cooperating teacher, and candidates design and implement related instruction. Candidates explore effective methods of collaboration between general and special education teachers and related service personnel and actively establish parental and community connections. The collaborative-
consultation model is practiced through supervised experiences. Pre-requisite(s): Completion of all special education course work (listed below); Admitted to MAT, MED, or Alternative Certification programs in Special Education; Consent of the students' advisor and practicum coordinator. Application for practicum must be made in writing as determined by program guidelines and procedures. Tests # 155 AND # 163 (LBS I and Content Test) must be passed prior to placement. Student may not have any deficiencies in course work requirements. For all candidates, average grade of B or better in SPE 501, SPE 502 or SPE 526, SPE 506, SPE 507, SPE 508, SPE 509, SPE 523, SPE 573, SPE 574. For MAT candidates completion of: SPE 500, ESP 511, FND 510; average grade of B or better in SPE 500, SPE 502 or SPE 526, SPE 506, SPE 507, SPE 572. For MED candidates, completion of: EPS 541, ESR 505, FND 511; average grade of B or better in: SPE 502 or

SPE 594 - Independent Study/Special Education (1 TO 3)

Provides graduate students in a special education degree program an opportunity to pursue advanced scholarly study in special areas where they seek further information, or to investigate a practical school problem. Special forms may be obtained from the Graduate Administrative Office and must be signed by the student's instructor, faculty advisor, department chair, and associate dean of the graduate school. On-campus registration. Prerequisite: Degree status in Special Education. 1-3 semester hours

SPE 595 - Special Topics/Special Education (2)

2 semester hours

SPY - School Psychology

SPY 506 - Interventions in Schools with Multicultural Students (3)

The course examines cultural, socioeconomic, and ethnic variables that impact interventions in schools with multicultural students. Through readings, discussions, inquiry, and field activities, candidates examine cultural factors that foster understanding of learners, deepen cultural awareness of self and others, and increase cultural competence necessary for performing ethical school psychological practices. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

SPY 508 - Practices and Principles of School Psychology (2)

This course provides beginning School Psychology students an introduction to the field from historical and contemporary perspectives. The class explore topics/issues seminal to the field including the role of school psychologists in promoting positive development and early intervention using research-based practices and the interaction of law, ethics, and culture in assessment and decision making and intervention. Students take this course concurrently with SPY 560, School Psychology Practices and Principles Practicum to link class topics to real life practice in schools. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program. Co-requisite(s): None. 2 semester hours

SPY 510 - School-Family-Community Partnerships (3)

School psychology candidates will engage in readings, discussion, and observations of evidence-based interventions for working with families in schools and within the community. Candidates will learn and gain experience in observing families, interviewing parents, and obtaining strategies for conducting parenting programs. Emphasis is placed on integrating theory and concepts from a developmental perspective of social, emotional, behavioral, cognitive, and academic domains into effective family programs. Issues of working with families of diverse cultural, linguistic, and socioeconomic status are explored. Pre-requisite(s): Admission to the Ed.S. or Ed.D School Psychology Program. Co-requisite(s): None. 3 semester hours

SPY 514 - Tests and Measurement (2)

Candidates will learn about the theoretical and practical basis for evaluating and using the wide range of test and measurement data in educational research. The purposes of assessment and decision making will be covered and psychometrics of various published norm-referenced tests will be analyzed. Candidates will be introduced to the four assessment methods: Review, Interview, Observe, Test (RIOT) and the four assessment domains: Instruction, Curriculum, Environment, and Learner (ICEL) in an ecological approach to evaluation. Applications of basic measurement skills will be required in a school setting. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program or permission of program coordinator. Undergraduate introduction to statistics course recommended. Co-requisite(s): None. 2 semester hours

SPY 518 - Universal Prevention and Promotion for Behavioral Health (3)

This is the first of a two-course series in prevention and intervention for behavioral health in the schools. The course is designed to examine the need for social and emotional learning (SEL) and school-wide positive behavior support (SWPBS) and implement empirically-based SEL and positive behavioral interventions and supports (PBIS) within the whole school and classroom climates. The course is sensitive to diverse cultural and economic environments
promoting early promotion and school-wide mastery of SEL and PBIS skills. There is a field experience connected with this course. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program or permission of program coordinator. Co-requisite(s): None. 3 semester hours

**SPY 520 - Educational Assessment for Tiered Services (2)**

Students will learn an ecological assessment approach designed to prevent and remediate learning problems in a multi-tiered service delivery model. Building on basic psychometric practices, students will learn educational assessment practices within a Review, Interview, Observe, and Test (RIOT) approach for basic skills screening, progress monitoring, and intervention planning. School Psychology students must take this course concurrently with SPY 561, Educational Assessment for Tiered Services Practicum. Pre-requisite(s): Admission to the Ed. S. or Ed.D. School Psychology Program; and SPY 508 or equivalent or permission of program coordinator. Co-requisite(s): SPY 561. If not admitted to the School Psychology Program, permission of the School Psychology program coordinator. 2 semester hours

**SPY 524 - Methods of Research-Based Instruction for All Students (3)**

Candidates will learn and apply research-based instruction with diverse learners across grades and content areas. Clear guidelines for identifying key concepts, strategies, skills, and routines to differentiate instruction and ensure a positive learning environment will be explored. Candidates will learn how to design and deliver effective lessons. Candidates will analyze the relationship between research-based principles and contemporary curricula, instructional practices, and assessment tools. Application of diagnostic assessment and research-based instruction will be required in a school setting. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program or permission of program coordinator. Co-requisite(s): None. 3 semester hours

**SPY 525 - Methods of Research-Based Intervention for Tiered Services (3)**

Candidates will learn and apply research-based reading, math, and writing interventions across grades. Analysis of intervention materials used as part of a tiered service will be conducted. Candidates will assess students for instructional planning prior to beginning instruction and monitor progress while teaching their intervention groups. Candidates will be required to apply course content at a school-based practicum site. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program; SPY 541 or permission of program coordinator. Co-requisite(s): None. 3 semester hours

**SPY 528 - Linking Students to Mental Health and Behavioral Supports (3)**

This is the second of a two-course series in prevention and intervention for behavioral health in the schools. This course examines psychopathology in childhood and adolescence as it impacts cognitive and social-emotional and behavioral functioning in school, family and community contexts. Candidates will critically examine evidence-based knowledge about etiology, essential features, and effective prevention and intervention strategies for psychopathologies from an integrated diversity, genetic, neurophysiological, and social perspective. Medical, psychosocial, and multi-tiered systems of support models of prevention and intervention will be addressed with an emphasis on treatment applications in school settings. There is a field experience connected with this course. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program; and SPY 508 and SPY 518 or equivalent or permission of program coordinator. Co-requisite(s): None. 3 semester hours

**SPY 530 - Applied Research Methods for School Psychologists (2)**

Candidates apply research tools and strategies of problem investigation to the formulation of original small-scale research proposals and plans for program evaluation relevant to Educational and School Psychology that embody acceptable standards of reliability, validity, and ethics. Candidates develop sound and testable research questions and hypotheses conduct an abbreviated literature review, and use quantitative and qualitative data collection and analysis techniques. These techniques may include measures of central tendency and dispersion, measurement error, correlation, t-tests, analysis of variance, factor analysis, chi-square, meta-analysis, observation, interviewing, case study, and questionnaire construction. Pre-requisite(s): SPY 524 or equivalent course consent of program coordinator. Co-requisite(s): None. 2 semester hours

**SPY 534 - Cognitive Assessment in Contemporary School Practice (3)**

Candidates learn to administer, score, and interpret cognitive tests in the context of accumulated research on their utility in educational decision making, especially as part of special education eligibility. In addition to technical skills, candidates review the psychometric limitations in many elements of cognitive test use, including an ill-defined construct, reliability of difference scores, and consequential validity. Pre-requisite(s): SPY 524 or equivalent.
Admission to the School Psychology Program. Co-require(s): None. 3 semester hours

**SPY 538 - Applied Behavior Analysis (2)**

This course introduces candidates to the conceptual and empirical issues underlying the science of behavior. Candidates will learn basic concepts in science and behavior, selecting, defining and measuring behavior, evaluating and analyzing behavior change. This course will allow candidates to practice interpreting articles from the behavior analytic literature. Candidates in the School Psychology Program must take this course concurrently with SPY 562, Applied Behavior Analysis Practicum I. Pre-require(s): Admission to the Ed.S. or Ed.D. School Psychology Program or permission of program coordinator. Co-require(s): SPY 562. 2 semester hours

**SPY 540 - Professional Issues in School Psychology (1 TO 3)**

The purpose of this course is to provide the opportunity to explore professional school psychology practice issues from the perspective of three sources of influence, (a) the law, (b) professional ethics, and (c) evidence-based practices. These sources of influence will be examined from the perspective of schools with diverse needs and resources. Pre-require(s): Admission to the School Psychology Program; SPY 508, SPY 520, SPY 534, SPY 538, SPY 560 or equivalent. Co-require(s): Concurrent enrollment in SPY 565 (Year 2 School Psychology Practicum). 1-3 semester hours

**SPY 544 - Theory and Practice of Consultation (3)**

This is the first course in a three-term sequence examining theories and practices of school-based consultation. Over the course of three terms, candidates explore school based consultation models, the role of consultation in prevention, intervention, social justice, and problem solving. Through lectures and field activities, candidates will acquire and practice consultation skills in a school setting. In the first course of the sequence, the focus will be on collaborative problem-identification and the beginning stages of problem solving. Candidates will exit this course with a thorough understanding of the problem solving process, and, more importantly, how this process can be used to successfully address student concerns through consultation with teachers, parents, and administrators. Candidates are expected to participate in ongoing group and individual university-based supervision in conjunction with this course. Pre-require(s): Admission to the Ed.S. or Ed.D. School Psychology Program. Co-require(s): This course must be taken concurrently with SPY 565, School Psychology Practicum II. 3 semester hours

**SPY 548 - Social-Emotional and Behavioral Assessment (3)**

The purpose of this course is to facilitate the development of assessment skills and techniques focused on the social-emotional and behavioral functioning of children and adolescents. An emphasis will be placed on assessment of children in the school setting as well as an introduction to linking assessment to intervention. Developmental, diversity, and urban issues related to assessment with children will also be addressed. There is a field experience connected with this course. Pre-require(s): Admission to the Ed.S. or Ed.D. School Psychology Program; and SPY 518, SPY 528, and SPY 562 or equivalent or permission of program coordinator. Co-require(s): None. 3 semester hours

**SPY 550 - Cognitive and Behavioral Therapy Approaches I (3)**

This is the first of a two-course series in evidence-based mental health interventions in the schools with a small group and individual focus. The course is designed to examine the need for social and emotional learning (SEL) support in a multi-tiered system of services. This course covers the basic assumptions of cognitive-behavioral theory, reviews the major cognitive-behavioral theorists, and introduces the student to the components of intake assessment, treatment planning, case conceptualization, therapeutic techniques, intervention delivery and progress monitoring. The main emphasis is on the acquisition of a range of cognitive-behavioral assessment techniques and intervention skills. The course is sensitive to diverse cultural and economic environments promoting school-wide mastery of SEL skills. There is a field experience connected with this course. Pre-require(s): Admission to the Ed.S. or Ed.D. School Psychology Program. SPY 518 and SPY 528. Co-require(s): None. 3 semester hours

**SPY 551 - Cognitive and Behavioral Therapy Approaches II (3)**

This is the second of a two-course series in evidence-based mental health interventions in the schools with a focus on utilizing manualized and/or modular
treatments with individuals and small groups. The course is designed to examine the need for social and emotional learning (SEL) support in a multi-tiered system of services. This course builds upon and extends candidates’ foundational knowledge of cognitive-behavioral theory (CBT), assessment and case conceptualization, treatment planning, therapeutic techniques, and intervention delivery and progress monitoring. The course is sensitive to diverse cultural and economic environments promoting school-wide mastery of SEL skills. There is a field experience connected with this course. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program and SPY 550 (Cognitive and Behavioral Therapy Approaches I) or equivalent or permission of program coordinator. Co-requisite(s): None. 3 semester hours

SPY 554 - System Level Consultation and Collaboration (3)

This is the second consultation course in a three-term sequence examining theories and practices of school-based consultation. Over the course of three terms, candidates explore school based consultation models, the role of consultation in prevention, intervention, social justice, and problem solving. In this course, candidates will continue to practice consultation skills with a specific focus on systems-level consultation, coaching, and working on school teams. Candidates are required to participate on one or more school-based teams at their practicum sites. Candidates are expected to participate in ongoing group and individual university-based supervision in conjunction with this course. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program. Additionally, SPY 544. Co-requisite(s): This course must be taken concurrently with SPY 565. 3 semester hours

SPY 560 - School Psychology Practices and Principles Practicum (1)

This course is the field experience component that is paired with SPY 508, Practices and Principles of School Psychology. An emphasis is placed upon understanding how school psychologists practice in a schools within a Multi-Tier System of Services and Supports (MTSS) and how schools and educators work to promote positive and social-emotional health. Pre-requisite(s): Admission to the Ed.S or Ed. D School Psychology Program. Co-requisite(s): None. 1 semester hour

SPY 561 - Educational Assessment for Tiered Services Practicum (1)

This course is the school-based field experience component that is paired with SPY520, Educational Assessment for Tiered Services. Students engage in educational assessment practices using a Review, Interview, Observe, and Test (RIOT) approach for basic skills screening, progress monitoring, and intervention planning. Pre-requisite(s): Admission to the Ed.S or Ed.D. School Psychology Program; SPY 508. Co-requisite(s): SPY 520. 1 semester hour

SPY 562 - Applied Behavior Analysis Practicum (1)

This course is the school-based field experience component that is paired with SPY 538, Applied Behavior Analysis. Candidates will learn and apply basic concepts in science and behavior, selecting, defining and measuring behavior, evaluating and analyzing behavior change. Pre-requisite(s): Admission to the Ed.S. or Ed.D. School Psychology Program or permission of program coordinator. Co-requisite(s): SPY 538. 1 semester hour

SPY 565 - School Psychology Practicum II (1 TO 3)

This practicum series is designed for students seeking state certification in school psychology. Over a three-quarter period, students work in schools with practicing school psychologists and other educators in a variety of experiences consistent with their future professional role. An emphasis is placed upon promoting research-based practices in a preventive approach including early intervention for those students who need it. In addition to weekly field-based supervision, students participate in weekly on-campus faculty supervision for additional understanding, feedback, and targeted applied learning. Pre-requisite(s): Admission to the Ed.S or Ed.D. School Psychology Program; SPY 520, SPY 534, SPY 508, SPY 524, SPY 538, SPY560. Co-requisite(s): None. 1-3 semester hours

SPY 590 - Internship in School Psychology (3)

The School Psychology internship is a 10 to 12-month (1500 hour) full-time experience as a school psychologist under the supervision of licensed field-based school psychologists, and their university supervisors. This internship experience is required for eligibility for an Illinois State Board of Education (ISBE) endorsement for school psychology licensure and for eligibility to be a Nationally Certified School Psychologist (NCSP) by the National Association of School Psychologists (NASP). Pre-requisite(s): Completion of all courses required in the Ed.S. School Psychology Program or all identified coursework deficits identified for Illinois licensure as a school psychologist. Co-requisite(s): None. 3 semester hours

TIE - Technology in Education

TIE 203 - Technology for Educators (5)

This is an introductory survey course with emphasis on technology skill development and appropriate
ways to use technology across the curriculum. Students learn computer literacy and its use in education through hands-on activities, such as word processing, presentation software, graphics and instructional software, basic web design, and Web 2.0 Internet resources. Students create technology projects encouraging the discussion and reflection of effective integration strategies for utilizing those technology projects in the classroom. The class time is split between the classroom and online work, some in an adaptive learning environment. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

**TIE 300 - Introduction to Technology in the Classroom (3)**

This is an introductory survey course with emphasis on technology skill development and appropriate ways to use technology across the curriculum with a focus on the early childhood and elementary classrooms, including the needs of special education students. Students learn computer literacy and its use in education through hands-on activities, involving word processing; presentation software; graphics and instructional software; basic web design; and Internet resources, including the "cloud" and interactive online tools. Students create technology projects and discuss and reflect on effective integration strategies for utilizing those projects in the classroom, with computers and other digital devices. Pre-requisite(s): None. Co-requisite(s): None. 5 quarter hours

**TIE 512 - Technologies for Digital Age Work & Learning that Facilitate & Inspire Student Learning & Creativity (2)**

This course will examine and evaluate the role of learning technologies in facilitating the development of problem solving and higher order thinking skills. Candidates will review research on teaching problem solving with technology and survey their own district's status on this issue. Using a theoretical framework, students will critically review problem solving software or materials. They will develop and teach a unit of study utilizing appropriate technologies as well as off-line activities and materials. Pre-requisite(s): None. Co-requisite(s): None. 2 semester hours

**TIE 515 - Critical Educational Technology Issues in Historical, Philosophical, and Policy Contexts (3)**

In this course, candidates examine social, cultural, political, and economic factors that have historically affected and which currently affect technology integration and access in educational environments. These factors are examined in relation to candidates' personal, professional and social identities as well as their philosophical outlook and experiences. Candidates engage in ongoing discussion of and reflection on roles and responsibilities of educators who construct and implement technology-enriched learning environments, develop resources and plans for supporting their own ongoing professional development, evaluate projects designed to promote cross-cultural awareness, and identify obstacles to effect technology integration in their local contexts. Pre-requisite(s): TIE majors only; non-TIE majors who wish to register for this course must have prior permission of the TIE program coordinator. Co-requisite(s): None. 3 semester hours

**TIE 524 - Digital Age Learning Experiences and Assessments (3)**

This course is an introduction to learning technologies for use in educational settings. A brief history and context of technology tools for learning and instruction are discussed. Candidates will use current and emerging digital tools to foster the 21st century skill framework of the 4Cs: critical thinking, communication, collaboration and creativity in their classrooms. Topics include digital age teaching and learning, how to use technology tools for education, digital citizenship and digital tools to support instruction of the 4C's i.e. podcasts, Google tools, videos and social media. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

**TIE 525 - Designing Digital Age Learning Environments (3)**

This course is about understanding digitally-mediated 21st century learning environments and how to effectively design learner-centered experiences using digital tools and contexts. Candidates will consider digital tools and frameworks of various modes of learning, including blended and online learning, digital games, simulations, mobile technologies and augmented reality. Building upon their knowledge of instructional technologies, teaching and learning, candidates will be engaged and challenged design activities using digital media and digital environments. Pre-requisite(s): LSE 500, TIE 535. Co-requisite(s): None. 3 semester hours

**TIE 532 - Visionary Leadership for Digital Learning Contexts (3)**

This focus of this course is technology planning in educational settings. Topics include tools and strategies for effective technology planning for growth and improvement in student learning outcomes. Candidates will conduct all aspects of the planning process including needs assessment, research, technology procurement, change management and professional development. Issues related to developing a shared vision of technology use, curriculum planning, program development and evaluation, and vision development at the school and
district level will be addressed. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

**TIE 533 - Technologies for Leadership, Analysis and Decision Making (3)**

This course will explore the use of tools and software to support data-based decision making and leadership in educational contexts. Candidates will use advanced features of productivity tools to create and evaluate artifacts for analysis of outcomes as well as planning for curriculum and instruction. Candidates will be able to select, compare, and evaluate digital tools to support leadership in educational settings including spreadsheets, school information and learning systems, Google forms, cognitive mapping software and other software tools appropriate for supporting instructional decision-making. Prerequisite(s): None. Pre-requisite(s): None. 3 semester hours

**TIE 535 - Instructional Design Foundations for Digital Age Learning Environments (1 TO 3)**

This course is an introduction to instructional design and technology integration theories to create engaging learning experiences and environments for the digital age. The major components of instructional design and development models will be presented, with an emphasis on applying technology to instruction and learning. Additionally, this course focuses upon research based digital tools and instructional technology trends to support active learning. Candidates will implement the design process to develop technology-infused instruction and learning. Prerequisite(s): None. Co-requisite(s): None. 1-3 semester hours

**TIE 536 - Integrating Technology across the Curriculum (3)**

This course focuses on strategies for integration of technology into classroom practice. Students will explore a variety of teaching strategies and pedagogical approaches for implementing technology across the curriculum. Students design and implement lessons demonstrating appropriate ways to use technology to meet existing curricular objectives and to expand curricular options. Students design and implement professional development plans for helping other teachers develop these skills. Students are expected to complete a minimum of 15 hours of field experiences as part of this course. Student may not receive credit for both TIE 535 and TIE 536. Prerequisite: TIE 533, TIE 544, and TIE 542 or their equivalent. Non-TIE majors who wish to register for this course must have prior permission of instructor. 3 Semester Hours

**TIE 542 - Digital Tools for Teaching, Learning and Assessment (3)**

In this course candidates plan, design, create and evaluate digital materials, tools and resources for teaching, learning and assessment in educational settings. Topics include the creation and use of resources using web development tools, participation in global online collaborative communities, instructional design of technology-based experiences for effective student learning and engagement, as well as assessment for student learning. Pre-requisite(s): None. Co-requisite(s): None. 3 semester hours

**TIE 544 - Curriculum Applications of Multimedia Authoring (3)**

In this course, students use authoring tools to develop multimedia/hypermedia learning activities, applying instructional design principles. Students will select and create digital images and video to represent information and communicate ideas that will be used in a curricular application to meet diverse P-12 student needs. Students review trends, research, and copyright issues in use of multimedia authoring in educational settings. Students apply concepts and knowledge to assist P-12 students and teacher colleagues in using authoring tools, considering both instructional and assessment strategies. Prerequisite(s): TIE 532. Non-TIE majors who wish to register for this course must have prior permission of instructor. 3 semester hours

**TIE 550 - Desktop Publishing for the Classroom (1)**

Students will use desktop publishing software to prepare school newsletters, instructional materials and other desktop publishing products that are useful in a school environment. They will consider the principles of design and layout for print media and explore the many ways in which teachers and students can utilize desktop publishing in the classroom. Prerequisite: TIE 500 or equivalent. 1 semester hour

**TIE 553 - Computer Images and Videos as Classroom Resources (1)**

Students will select and create visual images to represent information and communicate ideas. They will use color scanners, digital cameras, video digitizers, photo CD’s, video editing software, image capturing software and download photos and movies from online services. The resulting images and video will be integrated into a variety of educational applications. Prerequisite: TIE 500 or equivalent. 1 semester hour

**TIE 558 - Exploration of Technology as an Instructional Tool (1)**

This course will flow from the national and Illinois technology standards for teachers and students. It will cover the rationale for using technology in the classroom as well as examples for teachers from
websites, software, and other professional resources. Prerequisites: Students must begin the course with the following competencies: Ability to create a well-formatted document using a word processor, create multimedia presentation using presentation software, use a spreadsheet program to track data and create graphs, and navigate web pages and use search engines to find information on the web. 1 semester hour

**TIE 575 - Leading Learning Technologies and Instructional Design with Shared Vision (3)**

This course prepares candidates to lead professional learning communities and activities for excellence in designing purposeful digital age teaching and learning. Topics include developing a shared vision of technology use, identifying and designing apply skills in conducting staff development, and critique/resources to build technological pedagogical content knowledge (TPACK), as well as effective planning, implementing and evaluating professional learning experiences related to learning technologies. Candidates will explore best practices in coaching and professional development models, apply skills in conducting professional learning development, and critique/reflect upon practice. Each candidate is to complete at least 15 hours of clinical experiences. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

**TIE 583 - Workshop/Technology in Education/Contemporary Issues (1)**

1 semester hour

**TIE 584 - Workshop/Technology in Education/Curriculum Materials (1)**

1 semester hour

**TIE 585 - Workshop/Technology in Education/Instructional Practices (1)**

1 semester hour

**TIE 587 - Workshop/Computer Education/Programming (2)**

2 semester hours

**TIE 592 - Portfolio Seminar to Advance Content Knowledge, Professional Growth, & Leadership (1)**

The Technology in Education portfolio is required of all M.Ed., M.S.Ed. and C.A.S. students. It will document your professional growth as you proceed through the Technology in Education Graduate Program. Portfolio seminar instructors will assist you in organizing the selected contents of your portfolios. Seminars will consist of five 3 hour sessions conducted during your two year study of the program. During the seminars, you will have time to edit, share, and discuss your portfolio pieces. The first session is to be held within the first six semester hours. The last meeting will be held during the quarter in which Seminar in Technology in Education (TIE 593) is taken. Students will enroll for the Portfolio Seminar credit during that quarter. 1 semester hour

**TIE 593 - Research Seminar: The Role of Emerging Technologies in Teaching, Learning, and Assessment (3)**

This course provides a culminating experience for candidates in The Learning Technologies Programs. Emphasis is on current trends and issues, seminal and research findings related to the use of emerging technologies in education. Candidates are required to research and propose solutions to a problem of practice around the implementation of new technologies within their own teaching and learning contexts. As part of this course, candidates are required to complete minimum of 15 hours of field experiences. Pre-requisite(s): This course is open only to Learning Technologies majors. Completion of 12 semester hours of Learning Technologies courses, including TIE 535. M.Ed. candidates should also have completed ESR 505. Co-requisite(s): TIE 592 or permission of Program coordinator. 3 semester hours

**TIE 594 - Independent Study/Technology in Education (1 TO 3)**

Independent study provides an opportunity for degree-seeking students to pursue advanced scholarly study in special areas where they seek further information, or to investigate a practical school problem. 1-3 semester hours

**TIE 595 - Selected Topics/Technology in Education (1 TO 5)**

1-3 semester hours

**TLA - Teaching Learning Assessment**

**TLA 515 - Overview of the NBPTS and Planning for Related Instructional Activities (2)**

This course inducts educators into the process of NBPTS candidacy. Examination of available NBPTS certificates, core propositions, and standards begins the journey. Instructional practices that support the four entries and six assessment center tasks are explored. Discussions of suitable classroom practices and activities to the candidacy requirements of the various certificates build the foundation for continued growth and advancement through the process. Prerequisite(s): Eligibility for meeting NBPTS standards to become a candidate. Co-requisite(s): None. 2 semester hours

**TLA 516 - Preparation of Entries for NBPTS (3)**
This course expands the candidates’ capacity in observation, interpretation and analysis. In videotape sharing, candidates enact lessons, implement instructional strategies, focus on student learning in large and small group settings and present evidence of student growth in the content being featured. In the analysis of student work, candidates demonstrate their knowledge of developmental stages of learning, their interventions when they observe miscues or misconceptions, and their reflections on the work being evidenced. Prerequisite(s): Evidence of a candidate number from NBPTS. Co-requisite(s): None. 3 semester hours

**TLA 517 - Portfolio Entries and Assessment Center Preparation for NBPTS (2)**

As a continuation of the previous course, students will complete their work for the remaining entries for submission to NBPTS. Candidates will continue to expand their content knowledge, examine current trends and topics in their fields, and exchange techniques and strategies in anticipation of the six assessment center exercises. They will construct a conceptual framework to situate their practice their assessment of student progress, and design for instruction. This exploration will equip candidates to analyze assessment prompts, determine significant information, and write coherent responses. Prerequisite(s): TLA 516 or consent of instructor. Co-requisite(s): None. 2 semester hours

**TLA 530 - Supporting Teaching and Learning Through Mentoring and Coaching (3)**

This course examines learning about theories of leadership, and how mentoring and coaching improve teaching and learning. Participants acquire mentoring and coaching competencies, including creating collegial relationships, building learning communities, communicating effectively, problem-solving, engaging in conflict resolution, facilitating learning and accountability, and functioning as a leader motivator in systems of change. Participants apply these competencies to real-world school contexts through 45 hours of clinical experiences. Pre-requisite(s): Admission to the Teacher Leader program, or permission of program director. Co-requisite(s): None. 3 semester hours

**TLA 535 - Teacher as Leader Seminar I (1)**

This seminar is designed to explore several roles that teacher leaders engage in, such as classroom leader, team leader, school leader, organization leader, professional leader and researcher. Seminar participants will examine issues related to group dynamics, motivation, communication, and human relations. An essential element of this course is the cultivation of skills and strategies for a teacher leader who is well versed in adult learning theory and uses that knowledge to create a community of collective responsibility within his or her school. In promoting this collaborative culture among fellow teachers, administrators, and other school leaders, the teacher leader ensures improvement in educator instruction and, consequently, student learning. Candidates will be required to complete 15 clinical hours. Pre-requisite(s): Admissions to the Teacher Leader program. Co-requisite(s): None. 1 semester hour

**TLA 536 - Teacher as Leader Seminar II (1)**

This capstone seminar requires participants to synthesize their learning by demonstrating how this learning was applied to classrooms and schools to improve the quality of student learning outcomes and school leadership. Essential elements of this course include cultivation of skills and strategies for effective leadership, establishing school-wide policies and programs, enhancing teaching and learning, and facilitating communications and community relations. Pre-requisite(s): Grade of B or higher in TLA 535 and TLA 530. Co-requisite(s): None. 1 semester hour

**TLA 541 - Assessing Teaching and Learning: Introduction to Assessment (2)**

Candidates will examine a wide variety of philosophical and practical approaches to school-based assessment. They will learn basic psychometric concepts (e.g. standardized tests; reliability and validity; and formative and summative evaluation) and understand historical and current assessment practices to systematically critique, apply, and interpret various assessment practices relevant to their district, schools, and classrooms. Candidates will focus on how the use of a variety of assessments in their classrooms can highlight student and classroom learning and needs and direct curriculum and pedagogical choices. Prerequisite(s): None. Co-requisite(s): None. 2 semester hours

**TLA 542 - Linking Assessment of Teaching and Learning: Field Study (2)**

This course builds upon concepts, strategies, and assessment practices introduced in TLA 541, Assessing Teaching and Learning: Introduction to Assessment. Candidates will choose to study in depth a situation or issue of their choice in their own classroom, school or district and will develop a plan of action with the goal of improving assessment, instruction, and student learning in their setting. The plan will include engaging in relevant reading and identifying additional relevant resources, developing an assessment or series of assessments, collecting and interpreting the data, and communicating the results, or similar activities, as approved by the instructor. Pre-requisite(s): TLA 541. Co-requisite(s): None. 2 semester hours
TLA 543 - Reflecting on Teaching, Learning and Assessment (2)

This is the culminating course in sequence with TLA 541 and TLA 542 and is closely linked to the four action research courses. This course is the candidate’s final synthesis and reflection on the work he or she has accomplished through the action research and the assessment work, plus an opportunity to share this work with a wider audience. Candidates will analyze and reflect upon their assessment practices in relation to student growth, and link their work to the research of others. Candidates will document their understandings and communicate the results in a variety of ways. Prerequisite(s): TLA 541, TLA 542. Co-requisite(s): None. 3 semester hours

TLA 578 - Developing School Cultures (2)

Candidates will understand group theories experientially by studying the group dynamics of the cohort and their own schools in relation to systems theory and social psychology. They will learn how to place themselves in their school systems as facilitators, evolving change agents, and leaders advocating for improving education for all learners. Candidates will explore methods for constructing and collaborating with others to sustain respectful and democratic learning environments in the cohort, their school teaching teams, learning environments, districts, and local and online communities. Prerequisite(s): None. Co-requisite(s): None. 2 semester hours

TLA 579 - Engaging with Critical Multicultural Perspectives (3)

This course guides teachers in examining their values, beliefs, dispositions and biases regarding their own cultural identity and that of others. Candidates critically analyze factors of cultural diversity within a variety of social environments and institutions and through a variety of curriculum resources and guided field observations. Within the framework of critical pedagogy theory, candidates evaluate how intercultural intersections of race, ethnicity, nationality, socio-economic status, gender, religion, language, and sexual orientation impact relations among people and access to quality education. Candidates develop practical, pedagogical strategies that empower their students and themselves to become change agents in their own multicultural environments. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

TLA 588 - Constructing Curriculum for Engaging the Whole Learner (3)

Candidates examine the theoretical, historical, multicultural, social, and political foundations of curriculum which serve as frameworks for examining the curriculum and instruction experienced by students and teachers in classrooms. The course consistently investigates the personal dimensions of curriculum decision making and instructional methodology as contexts for interpreting these frameworks. Specific topics include integrated assessment, classroom management, brain-based strategies, differentiated instruction, student motivation, and the roles of emotion, movement, and artistic expression in learning. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

TLA 589 - Differentiating for Diverse Learners (3)

This course addresses the characteristics of a differentiated classroom, curriculum adaptations to the needs of various learners, instructional strategies that support differentiation, and the development of learning environments for diverse learners. An understanding of social, emotional, cognitive, and physical development of children lays the groundwork for the differentiated classroom. Learning styles of students, cultural background, linguistic differences, gender, and social class are explored to deepen understanding and guide classroom practice. Instructional strategies are articulated that target different levels of student learning and understanding. The course will be examined through the values of equity. Prerequisite(s): None. Co-requisite(s): None. 3 semester hours

TLA 591 - Meeting Complex Challenges of Contemporary Classrooms/Field Study (2)

This action-based course encourages candidates to conduct an organized exploration of a topic, issue, or problem related to their current field of work (e.g., classrooms, schools, communities, and/or other learning environments). Candidates are encouraged to move beyond their commonly held beliefs and practices in order to grow professionally and to more effectively address the increasingly complex challenges of contemporary work environments. Prerequisite(s): None. Co-requisite(s): None. 2 semester hours

TLA 594 - Examining Curriculum Perspectives/Independent Study (2)

The purpose of this independent study is to provide candidates the opportunity to investigate a topic, issue, or problem with singular focus and depth that is related to their understanding of curriculum and/or instruction. The topic of choice may or may not be directly linked to a candidate’s immediate classroom assignment and practice, but should be of relevance to his or her individual goals and professional aspirations as a teacher. Prerequisite(s): None. Co-requisite(s): None. 2 semester hours
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Index

2016 Fall Quarter 7
2016–2017 Academic Calendar 7
2016-2017 Undergraduate and Graduate Catalog 3
2017 Spring Quarter 8
2017 Summer Quarter 9
2017 Winter Quarter 7
A Brief History 4
A Note from the President 4
About National Louis University 4
About the University Course Catalog 7
ABS - Applied Behavioral Sciences 251
Academic Accommodations for Persons with Disabilities 61
Academic Appeals 26
Academic Centers 127
Academic Credit Load Policy 34
Academic Dismissal 38
Academic Dismissal Appeal Procedures 39
Academic Honesty 29
Academic Leadership 415
Academic Policies 113, 138, 174
Academic Policies and Statements 26
Academic Policies Committee 138
Academic Probation 38
Academic Review Criteria 39
Academic Standards 93
Academic Suspension 38
Academic Warning 38
ACC - Accounting 253
Access to Higher Education 55
Accreditation 6, 125
Accreditation and Approvals 6
ACL - Adult Continuing Literacy Education 253
Administration 416, 417, 419
Administration and Supervision Programs 139
Administration and Supervision, Ed.S. (District Level Educational Leadership Track) 145
Administration and Supervision, Ed.S. (General Education Leadership) 144
Administration and Supervision, Ed.S. (State Credential Track, Florida) 143
Administration and Supervision, Ed.S. (State Credential Track, Illinois) 143
Administration and Supervision, M.Ed. (General Education Leadership) 142
Administration and Supervision, M.Ed. (State Credential Track, Florida) 140
Administration and Supervision, M.Ed. (State Credential Track, Illinois) 141
Administrative Faculty 416, 417, 419
Administrative Leadership 415
Admission Criteria 173
Admission Policies 136
Admission Requirements 93, 113
Admissions 12
Admissions Pending Students 12
Aging Studies Concentration 241
Aging Studies Electives 244
Alcohol 81
All Baccalaureate Degree Programs 31
Analytical Skills 91
Anthropology Electives 244
Appeal Procedures 39
Application for Degree 32
Applied Behavioral Sciences Minors 209
Applied Behavioral Sciences, B.A. 93
Applied Communications Minors 213
Applied Communications, B.A. 95
Appointment of Confidential Advisor and Victim Support 71
Approvals 6
ART - Art 254
Art Minor 209
Articulation Agreements 17
Audit 33
Baccalaureate Degrees 88
Bilingual Education Endorsement 183
Biology 247
Board of Trustees 415
BUS - Business and Management 254
Business Administration, B.A. 96
Business Administration, B.A. (Degree-Completion Program) 96
Business Administration, B.A. (four-year program) 100
Business Administration, B.A., with Accounting Concentration (Degree-Completion Program) 98
Business Electives 247
Calculation 36
CAP - Curriculum-Advocacy-Policy 256
Catalog of Entrance 32
CCD - Doctoral Core 257
CCL - Community College Leadership 259
Certificates 89
CIC - Curriculum and Instruction, Core 259
CIL - ESL and Bilingual Education 261
CIS - Social Studies Education 263
Classifications 33
College of Professional Studies and Advancement 93, 416
College of Professional Studies and Advancement Graduate 113
College of Professional Studies and Advancement Graduate Transfer Credit 17
College of Professional Studies and Advancement Undergraduate 93
<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM-Communications</td>
<td>264</td>
</tr>
<tr>
<td>Communications</td>
<td>247</td>
</tr>
<tr>
<td>Community Psychology, Ph.D.</td>
<td>114</td>
</tr>
<tr>
<td>Complaint Procedures</td>
<td>72</td>
</tr>
<tr>
<td>Compliance</td>
<td>51</td>
</tr>
<tr>
<td>Compliance with Federal Nondiscrimination Regulations</td>
<td>55</td>
</tr>
<tr>
<td>Comprehensive Qualifying Examinations</td>
<td>175</td>
</tr>
<tr>
<td>Computer Electives</td>
<td>247</td>
</tr>
<tr>
<td>Concentrations</td>
<td>221</td>
</tr>
<tr>
<td>Conduct Process Overview</td>
<td>83</td>
</tr>
<tr>
<td>Confidentiality Request Form</td>
<td>60</td>
</tr>
<tr>
<td>Conflicts of Interest</td>
<td>87</td>
</tr>
<tr>
<td>Consent</td>
<td>69</td>
</tr>
<tr>
<td>Core Course Waiver</td>
<td>138</td>
</tr>
<tr>
<td>Counseling, M.S.</td>
<td>115</td>
</tr>
<tr>
<td>Course by Arrangement/Independent Study</td>
<td>35, 139</td>
</tr>
<tr>
<td>Course Descriptions</td>
<td>251</td>
</tr>
<tr>
<td>Course Load Limitations</td>
<td>139</td>
</tr>
<tr>
<td>Course Options</td>
<td>244</td>
</tr>
<tr>
<td>Credit by Examination (Undergraduate)</td>
<td>19</td>
</tr>
<tr>
<td>Credit for Prior Learning</td>
<td>18</td>
</tr>
<tr>
<td>Criminal Justice Minor, Applied Behavioral Sciences</td>
<td>209</td>
</tr>
<tr>
<td>Criminal Justice, B.A.</td>
<td>100</td>
</tr>
<tr>
<td>CSJ - Criminal &amp; Social Justice</td>
<td>268</td>
</tr>
<tr>
<td>Curriculum and Instruction Concentrations</td>
<td>221</td>
</tr>
<tr>
<td>Curriculum and Instruction, M.Ed.</td>
<td>146</td>
</tr>
<tr>
<td>Curriculum, Advocacy and Policy, Ed.D.</td>
<td>179</td>
</tr>
<tr>
<td>DEE - Disability and Equity in Education</td>
<td>270</td>
</tr>
<tr>
<td>Definitions and Concepts</td>
<td>26</td>
</tr>
<tr>
<td>Degree Requirements</td>
<td>31, 113</td>
</tr>
<tr>
<td>Degree Types</td>
<td>137</td>
</tr>
<tr>
<td>Degrees Offered</td>
<td>88</td>
</tr>
<tr>
<td>Degree-Seeking Students</td>
<td>33</td>
</tr>
<tr>
<td>Director of Special Education Endorsement</td>
<td>183</td>
</tr>
<tr>
<td>Directory</td>
<td>415</td>
</tr>
<tr>
<td>Disability and Equity in Education, Ed.D.</td>
<td>180</td>
</tr>
<tr>
<td>Disruptive Classroom Behavior</td>
<td>32</td>
</tr>
<tr>
<td>Dissertation Completion</td>
<td>175</td>
</tr>
<tr>
<td>Dissertation Requirements</td>
<td>175</td>
</tr>
<tr>
<td>Doctoral Degrees</td>
<td>88</td>
</tr>
<tr>
<td>Doctoral Handbook</td>
<td>175</td>
</tr>
<tr>
<td>Dropping a Course</td>
<td>35</td>
</tr>
<tr>
<td>Drugs</td>
<td>82</td>
</tr>
<tr>
<td>Dual Credit</td>
<td>16</td>
</tr>
<tr>
<td>Early Childhood Administration, M.Ed.</td>
<td>146</td>
</tr>
<tr>
<td>Early Childhood Education Subsequent Teaching Endorsement</td>
<td>184</td>
</tr>
<tr>
<td>Early Childhood Education, B.A.</td>
<td>128</td>
</tr>
<tr>
<td>Early Childhood Education, M.A.T.</td>
<td>147</td>
</tr>
<tr>
<td>Early Childhood Education, M.A.T. (Alternative Teacher Licensure Program)</td>
<td>147</td>
</tr>
<tr>
<td>Early Childhood Education, M.A.T. (Traditional Program)</td>
<td>149</td>
</tr>
<tr>
<td>Early Childhood Practice, B.A.</td>
<td>130</td>
</tr>
<tr>
<td>Early Childhood Special Education Endorsement</td>
<td>185</td>
</tr>
<tr>
<td>Early Childhood Special Education/Reading Major - 38 SH</td>
<td>200</td>
</tr>
<tr>
<td>ECE - Early Childhood Education</td>
<td>271</td>
</tr>
<tr>
<td>ECO - Economics</td>
<td>281</td>
</tr>
<tr>
<td>Economics Electives</td>
<td>244</td>
</tr>
<tr>
<td>EDL - Educational Leadership</td>
<td>282</td>
</tr>
<tr>
<td>Educational Leadership, Ed.D.</td>
<td>175</td>
</tr>
<tr>
<td>Educational Psychology/Human Learning and Development, Ed.D.</td>
<td>177</td>
</tr>
<tr>
<td>Educational Specialist (Ed.S.) Credits</td>
<td>174</td>
</tr>
<tr>
<td>Educational Specialist Degrees</td>
<td>88</td>
</tr>
<tr>
<td>Effects of Alcohol and Drug Use</td>
<td>82</td>
</tr>
<tr>
<td>ELE - Elementary Education</td>
<td>289</td>
</tr>
<tr>
<td>Elementary Education Majors</td>
<td>195</td>
</tr>
<tr>
<td>Elementary Education Minors</td>
<td>216</td>
</tr>
<tr>
<td>Elementary Education Subsequent Teaching Endorsement</td>
<td>185</td>
</tr>
<tr>
<td>Elementary Education, B.A.</td>
<td>132</td>
</tr>
<tr>
<td>Elementary Education, M.A.T.</td>
<td>150</td>
</tr>
<tr>
<td>Elementary Education, M.A.T. (Alternative Teacher Licensure)</td>
<td>150</td>
</tr>
<tr>
<td>Elementary Education, M.A.T. (Teacher Residency Program)</td>
<td>151</td>
</tr>
<tr>
<td>Elementary Education, M.A.T. (Traditional Program)</td>
<td>152</td>
</tr>
<tr>
<td>ENG - English</td>
<td>294</td>
</tr>
<tr>
<td>English as a Second Language Concentration, Curriculum and Instruction (M.Ed.)</td>
<td>221</td>
</tr>
<tr>
<td>English as a Second Language Endorsement</td>
<td>186</td>
</tr>
<tr>
<td>English as a Second Language/Bilingual Concentration, Curriculum and Instruction (M.Ed.)</td>
<td>221</td>
</tr>
<tr>
<td>English Major, Elementary Education</td>
<td>195</td>
</tr>
<tr>
<td>English Minor</td>
<td>210</td>
</tr>
<tr>
<td>English Minor, Elementary Education</td>
<td>216</td>
</tr>
<tr>
<td>English, Speech or Drama</td>
<td>246</td>
</tr>
<tr>
<td>Enrollment and Registration</td>
<td>32</td>
</tr>
<tr>
<td>Enrollment Reporting and Loan Deferments</td>
<td>34</td>
</tr>
<tr>
<td>Enrollment Requirements and Leave of Absence</td>
<td>174</td>
</tr>
<tr>
<td>Entrepreneurship Concentration</td>
<td>241</td>
</tr>
<tr>
<td>EPD - Educational Psychology, Doctorate</td>
<td>295</td>
</tr>
<tr>
<td>EPS - Educational Psychology</td>
<td>296</td>
</tr>
<tr>
<td>Equal Opportunity and Nondiscrimination</td>
<td>55</td>
</tr>
<tr>
<td>ESL - Eng for Speakers of other Lang</td>
<td>303</td>
</tr>
<tr>
<td>ESL/Bilingual Education/Early Childhood Special Education Major - 32 SH</td>
<td>201</td>
</tr>
<tr>
<td>ESL/Bilingual Education/Middle Level Mathematics Major - 39 SH</td>
<td>202</td>
</tr>
<tr>
<td>ESL/Bilingual Education/Reading Major - 43 SH201</td>
<td>202</td>
</tr>
<tr>
<td>ESL/Bilingual Education/Special Education Major - 33 SH</td>
<td>203</td>
</tr>
<tr>
<td>ESL/Early Childhood Special Education Major - 32 SH</td>
<td>203</td>
</tr>
<tr>
<td>ESL/Middle Level Mathematics Major - 39 SH</td>
<td>204</td>
</tr>
<tr>
<td>ESL/Reading Major - 43 SH</td>
<td>205</td>
</tr>
</tbody>
</table>
Procedure for Handling Incidents of Academic Dishonesty 30
Procedures for Processing Withdrawal Requests for Students Deployed Under Military Orders 50
Process for Reinstatement of Students Deployed Under Military Orders 50
Professionalism 125
Professor Emeriti 416, 418
Program Substitutions 138
PSY - Psychology 379
Psychological Assessment, Post-Baccalaureate Certificate 121
Psychology MA 121
Psychology MA Teaching of Psychology 122
Psychology Major, Elementary Education 196
Psychology Minor 210, 213
Psychology Minor, Elementary Education 217
Psychology, B.A. 109
Psychology, M.A. 121
Psychology/Human Development Major, Elementary Education 197
Psychology/Human Development Minor 211, 214
Psychology/Human Development Minor, Elementary Education 218
Public Policy and Administration, M.A. 122
Quality Points 36
Reading and Language, Ed.D. 182
Reading and Language, Ed.S. 160
Reading Program 159
Reading Teacher Endorsement 187
Reading, M.Ed. (Reading Specialist) 159
Reading, M.Ed. (Reading Teacher Option) 160
Readmission 13
Record of Hearing 60
Recording of Synchronous Classroom Activity 37
Records of Student Conduct Matters 87
Re-entry 12
Registration for Thesis or Dissertation 34
Registration Regulations 33
Release Policy 57
Remedies 30
Repeat Course Policy 36
Reporting Incidents to Law Enforcement Agencies 73
Reporting Incidents to NLU 73
Required Course Waiver 114
Research Involving Human Participants 38
Residency Requirement 31
Retaliation 69
Returning to NLU 12
Right of Appeal 87
RLD - Reading and Language, Doctorate 379
RLL - Reading and Language, Literacy 380
RLR - Reading and Language, Reading 386
RLS - Reading and Language, School Library Media 388
RLW - Reading and Language, Writing 388
Sales and Soliciting 49
Sanctions 82, 86
SCE - Science Education 389
School Counseling Endorsement 188
School Psychology, Ed.D. 178
School Psychology, Ed.S. 161
SCI - Science 390
Science 245
Science Major, Elementary Education 198
Science Minor 212
Science Minor, Elementary Education 219
Scope of Policy 65
SEC - Secondary Education 391
Second Baccalaureate Degree Policy 31
Secondary Education Concentrations 222
Secondary Education Subsequent Teaching Endorsement 188
Secondary Education, M.A.T. 162
Secondary Education, M.A.T. (Resident Teacher Program) 162
Secondary Education, M.A.T. (Traditional Program) 162
Secondary Education, M.A.T., Biological Science Concentration (Resident Teacher Program) 222
Secondary Education, M.A.T., Biological Science Concentration (Traditional Program) 223
Secondary Education, M.A.T., English/Language Arts Concentration (Resident Teacher Program) 225
Secondary Education, M.A.T., English/Language Arts Concentration (Traditional Program) 226
Secondary Education, M.A.T., Foreign Language Concentration (Resident Teacher Program) 228
Secondary Education, M.A.T., Foreign Languages Concentration (Traditional Program) 229
Secondary Education, M.A.T., Mathematics Concentration (Resident Teacher Program) 231
Secondary Education, M.A.T., Mathematics Concentration (Traditional Program) 233
Secondary Education, M.A.T., Physical Science Concentration (Resident Teacher Program) 235
Secondary Education, M.A.T., Physical Science Concentration (Traditional Program) 236
Secondary Education, M.A.T., Social Studies Concentration (Resident Teacher Program) 237
Secondary Education, M.A.T., Social Studies Concentration (Traditional Program) 239
Sex Offender Registration 49
Sex Offender Searches 49
Skills Assessment 34
SOC - Sociology 396
Social Science and Business Concentrations 241
Social Science Major Electives 244
Social Science, B.A. 111
Sociology and Anthropology Minor 213, 215
Sociology and Anthropology Minor, Elementary Education 220
Sociology Electives 244
SPE - Special Education 396
Special Education 163
Special Education Subsequent Teaching Endorsement 191
Special Education, B.A. 134
Special Education, M.A.T. 163
Special Education, M.A.T. (Alternative Teacher Licensure) 164
Special Education, M.A.T. (Resident Teacher Program) 165
Special Education, M.A.T. (Traditional Program) 163
Special Education, M.Ed. 166
Special Education, M.Ed. (Resident Teacher Program) 167
Special Education, M.Ed. (Traditional Program) 166
Special Education/Middle Level Mathematics Major - 33 SH 206
Special Education/Reading Major - 34-37 SH 207
Special Workshops 139
Specialized Endorsements Majors 200
Specialized Endorsements, M.Ed. 168
SPY - School Psychology 406
Standards for Academic Review 38
Standards of Satisfactory Academic Progress for Financial Aid Eligibility 20
Standards of Student Conduct 61
Status of Admitted Students 113, 137
Student Appeal and Academic Plan 21
Student Conduct Process 83
Student Right to Access 58
Student Rights and Procedural Considerations 85
Student Rights and Responsibilities 54
Student Services 24
Student Withdrawal and Return (Loss) of Federal Title IV Funds 22
Students Receiving Dual Baccalaureate Degrees 31
Students Whose Previous Academic Work Was Not in the United States 14
Students with Disabilities 60
Submission of Fraudulent, Incorrect, Plagiarized, or Misleading Information Pertaining to Student Admission 51
Superintendent Credential 192
Teacher Credentials 125
Teacher Leader Endorsement 192
Teaching and Learning EdD 179
Teaching, Learning and Assessment, M.Ed. 168, 169
Teaching, Learning and Assessment, M.Ed. (National Board Certification) 170
Teaching, Learning and Assessment, M.Ed. (Teacher Leader - State Credential Track, Illinois) 168
Teaching, Learning and Assessment, M.Ed. (Teacher Leader, Florida) 171
Test of Academic Proficiency (TAP) 125
The Lifelong Learning Institute 249
TIE - Technology in Education 409
Time Limit 174
Time Limitation for Fulfilling Degree Requirements 139
Time Lines 31
Title IX Coordinator 66
TLA - Teaching Learning Assessment 412
Transfer between Graduate Programs 34, 113, 138
Transfer Credit 16
Transfer Credit Policy 93
Transfer Credit Policy for Satisfactory/No Credit and Pass/Fail Credit 17
Transfer of Credit 113, 139, 174
Treatment Resources 82
Trustees 415
Tuition and Fees 11
Tuition and Fees 2016–2017 11
Tuition Refund Appeal 35
Types of Credit 16
Undergraduate 35
Undergraduate Admission Requirements 13
Undergraduate Admissions 13
Undergraduate Behavioral Science 245
Undergraduate High Potential Students 13
Undergraduate Registration in Graduate Courses 34
Undergraduate Social Science 245
Undergraduate Transfer Admissions 13
Undergraduate Transfer Credit 16
University General Education Requirements 93, 127
University Officers 415
University Policies and Procedures 39
Urban and Policy Studies Concentration 242
Urban and Policy Studies Electives 244
Urban Teaching MEd 171
Urban Teaching, M.Ed. (AUSL Track) 171
Urban Teaching, M.Ed. (High-Need Schools Track) 172
Veterans 14
Waiver of Right to Access 59
Withdrawal and In-Progress (Incomplete) Grades 38
Withdrawal Policy 35
Written Communication, M.S. 123