The Division of Continuing Education serves more than 30,000 registrants in 775 programs a year. Since 1924, it has enriched the education of over 2.5 million registrants to provide a more vibrant future for Louisiana. From world-class supervisory training, to extensive computer certifications, to lifelong learning for non-traditional learners of all ages, LSU Continuing Education works to support, promote, and enhance LSU’s Flagship Agenda.

All programs offered through Continuing Education follow the criteria for evaluation established by the Southern Association for Colleges and Schools (SACS). Credit courses are listed on an LSU transcript along with other on-campus courses. Professional Development courses receive Continuing Education Units (CEUs). All courses are taught by LSU faculty or qualified subject matter experts.

Continuing Education focuses on reaching out to address the needs of nontraditional learners. Through its recently restructured E School, persons over 25 years old are able to enroll in a simplified process and take LSU courses both on and off campus. Extension Credit Programs are college-level credit courses offered throughout the state by means of the Internet, two-way compressed video, and/or onsite course delivery. It presently delivers three master's degrees, one postgraduate specialist certificate, and a variety of other courses. In Independent Study, the fifth largest distance learning program in the United States, students are able to take credit courses at any time, anywhere. Today, Independent Study serves registrants from every parish in Louisiana, every state in the U.S. and 34 countries.

Networking with numerous associations, business groups and focus groups, Professional Development identifies individual and businesses’ emerging needs, then works to develop and offer quality programs that meet those needs.

Continuing Education focuses on fulfilling LSU’s land-grant mission by reaching out to educationally enrich the lives of nontraditional learners, and thereby, improve the quality of life in Louisiana.

Computer Training Program

The LSU Computer Training provides non-credit training in computer operating systems, productivity software, programming languages, Web site development, computer-aided design (CAD), and networking. Courses feature hands-on instruction in up-to-date computer labs. Customized and on-site training is available.

The Computer Training Program is an authorized training center for Microsoft, Novell, Oracle, and Certified Internet Webmaster (CIW) certification. Expert instructors present an array of technical certification programs for professionals. Each brings an in-depth knowledge of the topic, excellent communication skills, and experience in the real world.

Continuing Education Center

The Continuing Education Center, located in Pleasant Hall at the intersection of Dalrymple Drive and Highland Road, houses the administrative and program offices of the Division of Continuing Education. Conference facilities are available to individuals or organizations who wish to schedule meetings in a convenient and comfortable campus setting. The center facilities include a large auditorium with a seating capacity of 200 and several smaller conference rooms. Catering arrangements can be made to accommodate the needs of any group.

Evening School

Programs available through the LSU Evening School include the LSU25+ Program and Intersession. Evening School offers students opportunities to attend courses at night. Courses may be taken for degree credit or audited. These courses are offered on the LSU campus and at off-campus locations in East Baton Rouge Parish.

LSU25+

LSU25+ is a special category of admission for adult students. Adults who are at least 25 years of age and who have a high school diploma or GED certificate are eligible for admission to LSU through LSU25+. Although students do not have to submit ACT and SAT scores, complete official transcripts of all prior college work are required. Official transcripts must be mailed directly to LSU from the sending institution.

Students with a quality-point deficit on their college transcript that is too great to meet LSU’s transfer admission requirements within 30 hours of LSU25+ enrollment will not be admitted. The transcript requirement and the minimum age will be waived for students who have earned a bachelor’s degree or higher from an accredited college or university. All 25+
Program students are required to contact the 25+ Program Office (105 Pleasant Hall, or 225/578-5213) prior to scheduling classes. Students admitted through LSU25+ are eligible to schedule courses for college credit provided they meet the prerequisites for the courses. Students may enroll in order to upgrade job skills, to take courses for personal enrichment, or to prepare for possible entry into LSU as a regularly admitted student.

LSU25+ students may schedule a maximum of nine hours per semester and earn a maximum of 30 semester hours in the program. All new 25+ Program students admitted must schedule classes through the Evening School Office and will be limited to E School offerings through their first 30 credit hours. Students who earn 30 hours in LSU25+ (excluding developmental courses) may apply for regular admission to the University.

Students who seek regular admission to LSU after completing LSU25+ will be evaluated according to the admissions standards in place for transfer students at the time of their application for regular admission. Some senior colleges have admissions criteria exceeding those for general admission to the University. Prospective students should consult individual senior colleges for information on additional requirements for specific degree programs. LSU25+ students who gain admission to the University as regularly admitted students are subject to the requirements of the catalog in effect at the time of their admission as regular students.

LSU25+ is not designed for international students on an F-1 visa or students who plan to apply for veteran's benefits or financial aid. These students must be enrolled in degree programs.

The Evening School provides counseling for all students in LSU25+. For further information, contact LSU Evening School, 105 Pleasant Hall, LSU, Baton Rouge, Louisiana 70803; or you may call 225/578-5213, fax 225/578-5305, or e-mail eschool@lsu.edu.

Extension offers a variety of courses during an intensive three-week period between the spring semester and summer term. Courses taught during Intersession are open to LSU25+ students and to regularly admitted students in good standing. With special permission, students not in residence at LSU may also take courses during Intersession.

EXTENSION CREDIT PROGRAMS

OFFICE • E206 Pleasant Hall
TELEPHONE • 225/578-5455
FAX 225/578-7470
E-MAIL • lnmdsby@doce.lsu.edu
WEBSITE • www.extcredit.lsu.edu

Extension courses are college-level credit programs that are offered throughout the state. A Master of Library and Information Science degree is offered at various locations throughout the state, the Master of Arts in Liberal Arts is offered at Fort Polk; and the education specialist certificate is offered in Shreveport. The School of Social Work offers the M.S.W. degree at Natchitoches, Lake Charles, and Alexandria. Courses are taught on-site, via compressed video, or over the Internet.

In addition, a program sponsored by the U.S. Army Corps of Engineers at the Waterways Experiment Station, Vicksburg, Mississippi, represents a consortium of LSU, Texas A&M, and Mississippi State University, each of whom provides doctoral courses in various scientific fields.

Graduate courses in agriculture are offered at sites throughout the state via compressed video.

HOSPITALITY MANAGEMENT

OFFICE • 249 Pleasant Hall
TELEPHONE • 225/578-6263
FAX • 225/578-1763
E-MAIL • dmaxccy@doce.lsu.edu

Created in 1997, the Academy of Hospitality Management focuses on providing “signature Service” training to individuals interested in the hospitality industry, the second largest employer in the state of Louisiana. Certification programs offered are designed for persons interested in entering the field or those already employed who wish to improve their skills in the areas of tourism, hotels/motels, call centers, restaurants, and retail.

The academy maintains close ties with the Louisiana Office of Tourism, local Chambers of Commerce, Convention and Business Bureaus, and legislative groups. Custom designed programs and on-site training are available on request.

INDEPENDENT STUDY

DIRECTOR • McCrory
OFFICE • E106 Pleasant Hall
TELEPHONE • 225/578-3171; 800/234-5046
FAX • 225/578-3090
WEBSITE • www.is.lsu.edu
E-MAIL • iservices@doce.lsu.edu

Created in 1988, the Office of Independent Study is Louisiana's first and only “learning in retirement” program. The program, for retired people, is a member-run organization. Interesting noncredit classes and field excursions are offered in the day time and at convenient off-campus locations. Members participate as students and also have opportunities to teach courses and serve on committees. The program is affiliated with Elderhostel, the national nonprofit educational program for older adults.

PARALEGAL STUDIES

COORDINATOR • DesHotels
OFFICE • 177 Pleasant Hall
TELEPHONE • 225/578-6760; 800/256-1530
FAX • 225/578-6761
E-MAIL • cdeshotels@doce.lsu.edu

The Paralegal Studies Program is approved by the American Bar Association and is an outgrowth of the Division of Continuing Education's paralegal course offerings begun in 1982. The program offers a noncredit certificate for individuals seeking careers as paralegals. A bachelor's degree is recommended for admittance to the program, but students with 45 hours of college credit are eligible for admission. The program features evening classes and can be completed in one year. The courses are taught by attorneys, judges, and practicing paralegals.

The Legal Secretary Certificate Program and Notary Public Preparatory Course are other programs in the paralegal department. There are no entrance requirements, however, students who are interested in becoming a legal secretary must have excellent keyboarding skills. Law classes, computer classes, a writing class, and an ethics class are part of the legal secretary certificate program.

The Notary Public Preparatory Course meets once a week for 10 weeks in the evening. It prepares students to take the state exam administered by the Secretary of State’s office each July and December.
LSU Professional Development designs and implements selected noncredit continuing professional development programs in the form of open enrollment offerings and custom programs conducted in response to the specific educational needs and concerns of sponsoring business, industry, government, and professional organizations. The programs are designed to build on the strengths and expertise of LSU’s faculty and their academic and research units for the purpose of helping participants become more effective in their professional roles. The vast majority of programs are presented by teams comprised of select LSU faculty and proven professionals from business, industry, academia, and leading consulting firms from across the nation. LSU Professional Development’s programmatic activities increasingly serve as a major vehicle for knowledge and technology transfer.

The Environmental Management Program offers noncredit courses that meet or exceed federal and state training requirements in asbestos management, lead paint management, mold management, safety and health management, environmental site assessments and audits, and special environmental topics. All asbestos management and lead management courses are recognized by the EPA and the Louisiana Department of Environmental Quality for certification purposes.

YOUTH PROGRAMS

The Office of Youth Programs conducts numerous programs for young people of pre-college age. Included are major summer programs, such as mini-courses for gifted and high achieving youth, the Honors High School Credit Program, the Youth Academy, Camp Discover, Camp Challenge, and various summer camps and courses.

Science & Engineering Fairs

The Louisiana Science & Engineering Fair and the Region VII Science & Engineering Fair are LSU-based educational programs that provide unique opportunities for public and private school students in grades six through twelve. Through development and presentation of science and engineering projects, students enhance their abilities to make observations; ask questions regarding scientific phenomena; formulate ideas regarding the solution to a problem; develop and carefully follow procedures related to finding an answer or solution to a problem; and effectively present their works to society.