

# Continuing Education

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## Vision

*As a leading university provider of educational outreach and engagement, our vision is to help people achieve their goals and improve their quality of life, their organizations, and their communities.*

## Mission

The mission of LSU Continuing Education is to identify, create, and support lifelong learning opportunities through quality programs that address educational, professional, and economic development.

LSU Continuing Education serves close to **36,000** registrants each year through a wide variety of credit and non-credit programs. Since 1924, CE has provided flexible, relevant educational programs to meet the needs of both traditional and nontraditional students whether on campus or across the globe. Last year, participants in our programs came from every parish in Louisiana, every state in the nation, and 28 countries.

From a world-class Management and Leadership Institute to programs designed for lifelong learners of all ages, LSU Continuing Education works to support, promote, and enhance LSU's Flagship Agenda through both face-to-face and distance delivery methods.

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 on-campus courses. Many Professional Development courses award Continuing Education Units (CEUs). All courses are taught by LSU faculty or qualified subject matter experts.

To address the changing needs of lifelong learners, Continuing Education programs focus on four main areas: Credit Programs, Professional Development, Pre-College Programs, and Personal Enrichment.

## CREDIT PROGRAMS

Continuing Education provides opportunities for nontraditional learners to enroll in LSU college credit courses. Through Independent & Distance Learning, one of the top college distance learning programs in the United States, students are able to earn credit for a wide range of credit courses at any time, and anywhere. Intersession provides credit courses to LSU students in an intensive, condensed format. Extended Learning works with LSU academic areas to offer credit courses to adults online and at off-campus locations, and facilitates graduate level distance-learning courses and programs throughout the state.

## Independent & Distance Learning

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*Independent & Distance Learning*, one of the largest independent learning programs in the country, offers courses in both college and high school subjects taught by members of the University faculty and certified high school teachers. Enrollment in an independent learning course may be made at any time.

College-level courses are substantially the same in scope and content as those taught on campus. Both paper-based correspondence and online course delivery methods are

offered. These courses are of particular interest to college students who are unable to attend campus classes or who need the flexibility of self-paced enrollment. In addition, college-level courses are taken by high school seniors or graduates who want to earn college credit, as well as individuals working independently toward their academic goals.

High school instruction by independent learning offers high school students a program of study that can be followed at home at their own pace. High school independent learning may be undertaken to earn credit in courses not offered by local school systems, to supplement or make up required credits, or to enrich academic programs.

Independent & Distance Learning also offers a high school diploma option. Persons who are 18 or older and who have been out of high school for one full semester or more may complete their academic requirements and receive a diploma from University Laboratory School. In accordance with Louisiana Department of Education guidelines, graduation requirements are those that were in effect the year the individual entered high school.

Further information concerning independent learning courses, requirements, and opportunities may be obtained from the *Independent & Distance Learning High School Bulletin*, and the *College Bulletin*, which are available from the IDL office, or at [www.outreach.lsu.edu/idl](http://www.outreach.lsu.edu/idl).

## Intersession Programs

DIRECTOR • McMullen  
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WEB SITE • [www.intersession.lsu.edu](http://www.intersession.lsu.edu)

*Intersession Programs* administers three intersession terms, providing additional opportunities between semesters for students to earn credits and make progress toward degree completion. These condensed terms are scheduled during the following time periods: after fall semester and before spring semester (Wintersession); after spring semester and before Summer A and B terms (Spring Intersession); and after Summer A and B terms and before fall semester (Summer Intersession). Classes meet Monday through Saturday for approximately three hours daily during Intersession terms (see specific term for exact schedule of classes). Enrollment in courses offered during these condensed terms is open to currently enrolled LSU students in good standing and other students approved by the appropriate authority. Students may earn up to four hours of credit during one intersession term. Scheduling an additional intersession course beyond the four-hour maximum requires the permission of the dean's office in the student's college.

Scheduling for Intersession is completed through PAWS in accordance with the regular University registration calendar.

## Extended Learning

INTERIM PROGRAM MANAGER • Ratcliff  
OFFICE • 2229 Pleasant Hall  
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FAX • 225-578-7470  
WEB SITE • [www.lsu.edu/ExtendedLearning](http://www.lsu.edu/ExtendedLearning)

Programs available through Extended Learning include online and onsite graduate-level distance-learning courses and programs delivered statewide. Extended Learning provides student services and academic counseling to students in the program, making it possible for them to easily access services and meet requirements while at distant locations in the state.

*Extended Learning*, working with academic units in the University, facilitates the offering of several graduate degrees. A Master of Library Information Science degree is offered through compressed video at several locations throughout the state. The Master of Arts in Liberal Arts is offered at Fort Polk, and the educational specialist certificate is offered in Shreveport. The School of Social Work offers the MSW degree at Natchitoches, Lake Charles, and Alexandria. Courses are taught onsite, via compressed video, or over the internet.

Master of Science and PhD of Human Resource Education & Workforce Development degrees are offered by the School of Human Resource Education and Workforce Development under the College of Agriculture. Most of the courses needed for a Master's degree and many of the courses required for a PhD with a concentration in Agricultural and Extension Education, and Youth Development (AEEYD) are available via distance learning. Courses are taught using a combination of compressed video and Web-based instruction.

Compressed video courses are available at the following LSU Agricultural Center locations: Acadia Extension Office (Crowley), Calcasieu Extension Office (Lake Charles), Calhoun Research Station (Calhoun), Camp Grant Walker (Pollock), Dean Lee Research Station (Alexandria), Jefferson Extension Office (Metairie), Red River Research Station (Bossier), Scott Research/Extension & Education Center (Winnsboro), Southeast Research Station (Franklinton), Terrebonne Extension Site (Houma), and West Carroll Extension Office (Oak Grove).

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

## PROFESSIONAL DEVELOPMENT

Serving the needs of working adults, Continuing Education's Professional Development programs deliver cutting-edge knowledge applicable to today's workforce, in convenient formats and locations.

The programs are designed to build on the strengths and expertise of the LSU 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.

## Computer & Information Technology

PROGRAM MANAGER • Anthony  
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*LSU Computer & Information Technology* 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.

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.

## Management and Leadership Institute

PROGRAM MANAGER • Verma  
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Programs in Continuing Education's *Management and Leadership Institute* feature some of the latest research in management and supervisory training, and are backed by Continuing Education's history of more than forty years of providing professional development in the areas of supervisory effectiveness and organizational leadership.

Recognizing that today's leaders must be able to manage individual employees as well as the overall business, these programs are a comprehensive personal and professional development experience covering a range of management competencies, including public speaking and finance.

## Paralegal Studies

PROGRAM MANAGER • DesHotels  
OFFICE • 1200 Pleasant Hall  
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The *Paralegal Studies Program* is approved by the American Bar Association and is an outgrowth 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.

## PRE-COLLEGE PROGRAMS

### Pre-College & Youth Non-credit Programs

COORDINATOR • Carlson  
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*Pre-college & Youth Programs* conducts numerous programs for young people of pre-college age. Offerings include major summer programs, such as mini-courses for gifted and high achieving youth, the Honors High School Credit Program, the Youth Academy, Camp Challenge, and various summer camps and courses.

### Science & Engineering Fairs

COORDINATOR • Johnson  
OFFICE • 2167 Pleasant Hall  
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FAX • 225-578-4800  
WEB SITE • [www.outreach.lsu.edu/lsef](http://www.outreach.lsu.edu/lsef)

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 12. 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 program; develop and carefully follow procedures related to finding an answer or solution to a problem; and effectively present their works to society.

### High School Credit Programs

PROGRAM MANAGER • Coleman  
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### High School Independent & Distance Learning

High school instruction through LSU Independent & Distance Learning offers high school students a program of study that can be followed at home at their own pace. High school credit courses may be undertaken by students to earn credit in courses not offered by local school systems, to supplement or make up required credits, or to enrich academic programs.

Independent & Distance Learning also offers a high school diploma option. Persons

who are 18 or older and who have been out of high school for one full semester may complete their academic requirements and receive a diploma from University Laboratory School. In accordance with Louisiana Department of Education guidelines, graduation guidelines are those that were in effect the year the individual entered high school.

Further information concerning independent study courses, requirements, and opportunities may be obtained from the *Independent & Distance Learning Bulletin*, which is available from Independent & Distance Learning, or at [www.is.lsu.edu](http://www.is.lsu.edu).

### **Honors High School Credit Program**

The Honors High School program offers ambitious middle and high school students the chance to earn a unit of honors high school credit in just six weeks during the summer. Excellent, enthusiastic, certified teachers provide instruction on the LSU campus. Courses are offered in math, science, and several computer electives.

## **PERSONAL ENRICHMENT PROGRAMS**

### **Osher Lifelong Learning Institute**

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The first and only Osher Lifelong Learning Institute in Louisiana, OLLI at LSU houses the University's successful Lagniappe Studies Unlimited program. OLLI at LSU is one of 111 other institutes located on university and college campuses throughout the 47 states and the District of Columbia. The Osher Foundation funding supports educational programs for people over 50—many of whom are entering retirement—providing them with the opportunity to re-tool their skills for the future, explore new topics, discuss current events and actively engage with peers from all walks of life.

### **Lagniappe Studies Unlimited**

COORDINATOR • Wells  
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*Lagniappe Studies Unlimited* is Louisiana's first and only "learning in retirement" program. Founded within LSU Continuing Education in 1996, Lagniappe Studies is a member-directed educational organization for persons 50 years and older. The program has over 750 members and last year alone conducted nearly 80 courses attracting more than 2,500 participants.

Noncredit courses range from Spanish for Travelers and Advanced French, to Backstage at the Symphony and Digital Photography, offered at convenient off-campus locations during the day. 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, and the Bernard Osher Foundation.

### **Public Service**

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In support of LSU's Flagship Agenda in ever-changing times, Continuing Education's Public Service Office strives to secure alternative funding sources to support new programs. Federal and private funding sources are targeted to initiate programs that meet identified needs and expand the engagement of Continuing Education's team of professionals to improve the quality of life for Louisiana citizens, their organizations and communities.