

Continuing Education

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During the past two decades, University faculty and administration have strengthened service to residents through development and delivery of Continuing Education academic programs in partnership with University departments. Continuing Education provides opportunities for students to complete degrees and receive training that are time and place bound. This is accomplished through resident campuses around the State of Utah and through Independent and Distance Education (IDE). Continuing Education provides opportunities for professional and vocational learning, in addition to providing lifelong enrichment through social and cultural programs. Persons in all situations and of all ages can access learning opportunities that increase their knowledge and skills without disrupting their employment or lifestyles.

Degree and Credit Programs

A large number of people live in communities or areas remote from the University campus and desire to benefit from university training, but cannot come to Logan to attend courses on campus. For this group, courses and degree programs are made available to approximately 50 different communities around the state through on-site faculty, visiting faculty, and via an interactive broadcast system using a variety of technologies. In addition, some courses are available on the Internet.

Off-campus credit courses, which are equivalent in content hours of class instruction and preparation, meet the same requirements as comparable classes offered on the University campus. Programs and classes may meet the requirements for a bachelor's degree, as determined by the individual departments and colleges. They also may meet the requirements for a master's degree with approval of the School of Graduate Studies. All instructors in credit courses are either members of the regular University teaching faculty officially assigned to the teaching project concerned or nonresident members approved by the head of the department and by the college administration.

The registration fees charged for classes conform to regulations of the Board of Regents. Fees may not be less than the on-campus tuition and may be more if warranted by the additional expense of conducting the class off campus.

Center for Independent and Distance Learning (CIDL)

Degrees

The Center for Independent and Distance Learning (CIDL) administers the following degrees:

Associate of Science

Associate of Applied Science in Office Support Systems
(see pages 447-448)

Degree Requirements

Center for Independent and Distance Learning Requirements

All students majoring in CIDL-administered degrees and programs must satisfy the CIDL requirements, provided below. Academic advising regarding these requirements is available in the CIDL Student Services Center, Eccles Conference Center 103, and at local Continuing Education centers.

Admission Requirements

When students apply, they need to indicate which campus they would like to attend. When students indicate they would like to attend a Continuing Education site or center, they will be identified as CIDL applicants and evaluated for admission. Nondegree seeking students and those students who have not been admitted may enroll in selected courses if they have met the prerequisites for those courses. Students who are admitted through the CIDL matriculation will be evaluated using the following criteria:

1. Students who apply directly through a CIDL site and meet the current USU/college-specific admission criteria will be admitted and matriculated into their specified college according to current policy and procedure.
2. First-time/freshman students who apply directly through a CIDL site/center and **do not** meet the University's criteria will be admitted into the CIDL matriculation if they (a) have an index score of 85 or above or an ACT score of 16 or above, **or** (b) have been out of school for 5 or more years.
3. Students applying to a USU CIDL campus who have previous college experience (readmits/transfer students) and **do not** meet the University's criteria for admission into their requested major will be evaluated through the CIDL matriculation criteria. The criteria for re-admits and transfer students are as follows: (a) have been out of school for at least three years, **or** (b) have a minimum college cumulative GPA of at least 2.0, **or** (c) have previous college experience, including concurrent enrollment credit GPA of 2.0 or above.

Students who have been admitted through CIDL and later determine they want to attend courses on the main campus will be required to **either** complete at least 24 credits with a minimum GPA of 2.5 **or** meet college-specific requirements. When a student meets the major/college-specific criteria, a change of major form will be processed.

Associate of Science

Objectives

Students may pursue an Associate of Science degree for any of the following reasons: (1) it may serve as a vehicle to complete the Utah State University General Education requirements, (2) it may enable a student to transfer to another institution, or (3) it may serve as a vehicle to transfer into a four-year degree program. While completing their associate degree, students are encouraged to complete the sophomore-level requirements for their major, so as to facilitate a smooth transition to upper-division courses within their major.

Graduation Requirements

1. 60 total credits
2. GPA of 2.0 or higher
3. Completion of 30-33 credits in University Studies courses, including:
 - a. 6 credits of Communications Literacy (CL1) and (CL2)
 - b. 3-4 credits of Quantitative Literacy (QL)
 - c. 0-3 credits of Computer and Information Literacy (CIL)
 - d. 18 credits of Breadth Requirements, including 3 each in Breadth American Institutions (BAI), Breadth Creative Arts (BCA), Breadth Humanities (BHU), Breadth Life Sciences (BSS), Breadth Physical Sciences (BSS), and Breadth Social Sciences (BSS). Students should take at least two approved courses with a USU prefix.
4. 27-30 credits in an area that will lead to junior-level status

Associate of Applied Science (AAS) in Office Systems Support

The AAS degree in Office Systems Support, which is available *only* through the Center for Independent and Distance Learning (CIDL), is offered at the Continuing Education centers located in Logan, Brigham City, Tooele, and the Uintah Basin. For information about admission requirements, degree requirements, and career opportunities, see the *Office Systems Support AAS Degree* section of this catalog on pages 447-448.

Independent and Distance Education

Assistant Dean for Independent and Distance Education:

Ronda R. Menlove

Location: Eccles Conference Center 102D

Phone: (435) 797-2137 or (800) 233-2137 (toll free)

E-mail: ronda.menlove@usu.edu

WWW: <http://extension.usu.edu/continuinged>

Independent and distance learning advances the University's land-grant mission by taking academics and discovery to a diverse and under-served student population through electronic program and course delivery.

Online education allows students to accelerate their academic progress through high-quality interactive courses that fit their busy schedules. Students earn the same college credits working from their home computers as they would if they attended classes on campus. Most online courses are offered on a semester schedule and must be completed during regular USU semesters. For more information and to register for online courses, visit:

http://extension.usu.edu/continuinged

Independent Study courses allow students to reduce scheduling problems and earn college credit without attending campus classes. Independent Study courses are offered on an open-enrollment schedule. Students may register anytime and may take up to one year to complete the courses. To request a catalog and registration forms, call (800) 233-2137.

Concurrent Enrollment

Location: Eccles Conference Center 101

Phone: (435) 797-2134

WWW: <http://logan.usu.edu/htm/concurrent/>

Concurrent Enrollment is a cooperative program between public and higher education in the State of Utah. It is designed to help high school students who are planning to attend a postsecondary educational institution. Students in this program are eligible to earn high school credits, as well as credits which can be applied toward a college degree. Students completing courses offered as part of this program can receive credit at Utah State University or at another institution in the state, as well as at many out-of-state institutions.

These courses are the same courses as offered on the campus of Utah State University. Although courses are usually limited to 1000-level courses, 2000-level courses may occasionally be offered. Textbooks, testing, attendance, grading, and assignments are equivalent to that used in courses taught at USU, and are approved by each department. Some USU faculty members, as well as departmental-approved part-time faculty, teach in this program. At USU, concurrent enrollment is administered by Continuing Education.

USU delivers concurrent education in a variety of ways. Although USU often uses its own faculty members to teach concurrent enrollment classes, departmental-approved high school faculty members may be used to teach courses at local high schools. Classes are also offered to a wider audience through the Utah Education Network Satellite system, through EDNET, and through online or internet courses.

In order to become eligible for enrollment in concurrent education courses offered through USU, students should first meet with their high school counselors. Generally, students should be juniors or seniors in high school, and should be in good academic standing. Students should be aware that concurrent education generates a college transcript which will accompany them throughout their college career. Because these courses are academically rigorous, students should ensure they are ready to commit to meeting University standards.

Kellogg Life Span Learning Complex

The W. K. Kellogg foundation and other private funding sources have made it possible to build two structures, centrally located on the campus, for Continuing Education Programs. The University Inn contains 74 modern hotel rooms for housing those who visit campus for a variety of programs. The Conference Center provides spacious conference meeting rooms for conferences held on the University campus. The facilities feature satellite uplink and downlink capabilities, wireless Internet access in all meeting rooms, and state-of-the-art audiovisual presentation equipment. The conference facilities include 12 meeting rooms ranging from a 400-seat auditorium to small seminar rooms for 10 to 30 people.

Administrative offices and classrooms for Independent and Distance Education are also located in the Conference Center. Individuals and groups of all ages are encouraged to investigate this expanded resource at Utah State University as a means of pursuing their unique educational goals.

Continuing Education

USU Continuing Education Centers

Brigham City

Executive Director: Andrew G. Shinkle
265 West 1100 South
Brigham City UT 84302
Phone: (435) 734-2277
E-mail: enroll@ext.usu.edu

Logan

Executive Director: Vincent J. Lafferty
5055 Old Main Hill
Logan UT 84322-5055
Phone: (435) 797-8223
E-mail: logancontinuingeducation@ext.usu.edu

Southeast Region

Executive Director: Guy W. Denton

Blanding

639 West 100 South 1A
Blanding UT 84511
Phone: (435) 678-2072

Castledale

Phone: (435) 381-2233

Moab

125 W 200 S
Moab UT 84532
Phone: (435) 259-7432

Price

Phone: (435) 613-5610

E-mail: enroll@ext.usu.edu

Southwest Region

Executive Director: Arthur D. Waller

Snow

325 West 100 North
Ephraim UT 84627
Phone: (435) 283-7590

Beaver

Phone: (435) 438-2301

Delta

Phone: (435) 864-5708

Milford

Phone: (435) 387-2751

Nephi

Phone: (435) 623-5119

Piute

Phone: (435) 577-2901

Richfield

Phone: (435) 896-9777

St. George

Phone: (435) 652-7892

Wayne

Phone: (435) 836-2662

E-mail: Dan Adams, dana@ext.usu.edu

Tooele

Executive Director: Kathleen Robinson
1021 West Vine Street
Tooele UT 84074
Phone: (435) 882-6611
E-mail: Joyce G. Allen, joycea@ext.usu.edu

Uintah Basin

Executive Director: Guy W. Denton
987 East Lagoon 124-9
Roosevelt UT 84066
Phone: (435) 722-2294

Heber

Phone: (435) 654-3211

Vernal

Phone: (435) 789-6100

E-mail: enroll@ext.usu.edu

Wasatch Front Region

Executive Director: Arthur D. Waller

Salt Lake City

5250 South Commerce Drive Suite 300
Murray UT 84107
Phone: (801) 269-9422
E-mail: Steven J. Geyer, sgeyer@ext.usu.edu
E-mail: Rachel D. Lewis, rlewis@ext.usu.edu

Ogden

Ogden Center for Graduate Studies

3104 University Circle (Weber State University campus)
Ogden UT 84408-3104
Phone: (801) 626-8141
E-mail: Terry R. Teigeler, terryt@ext.usu.edu
WWW: <http://extension.usu.edu/ogden>

Orem

Phone: (801) 863-8333
E-mail: Eloise K. Young, eloisey@ext.usu.edu

Out-of-State Centers

5035 Old Main Hill
Logan UT 84322-5035
Phone: (435) 797-3218