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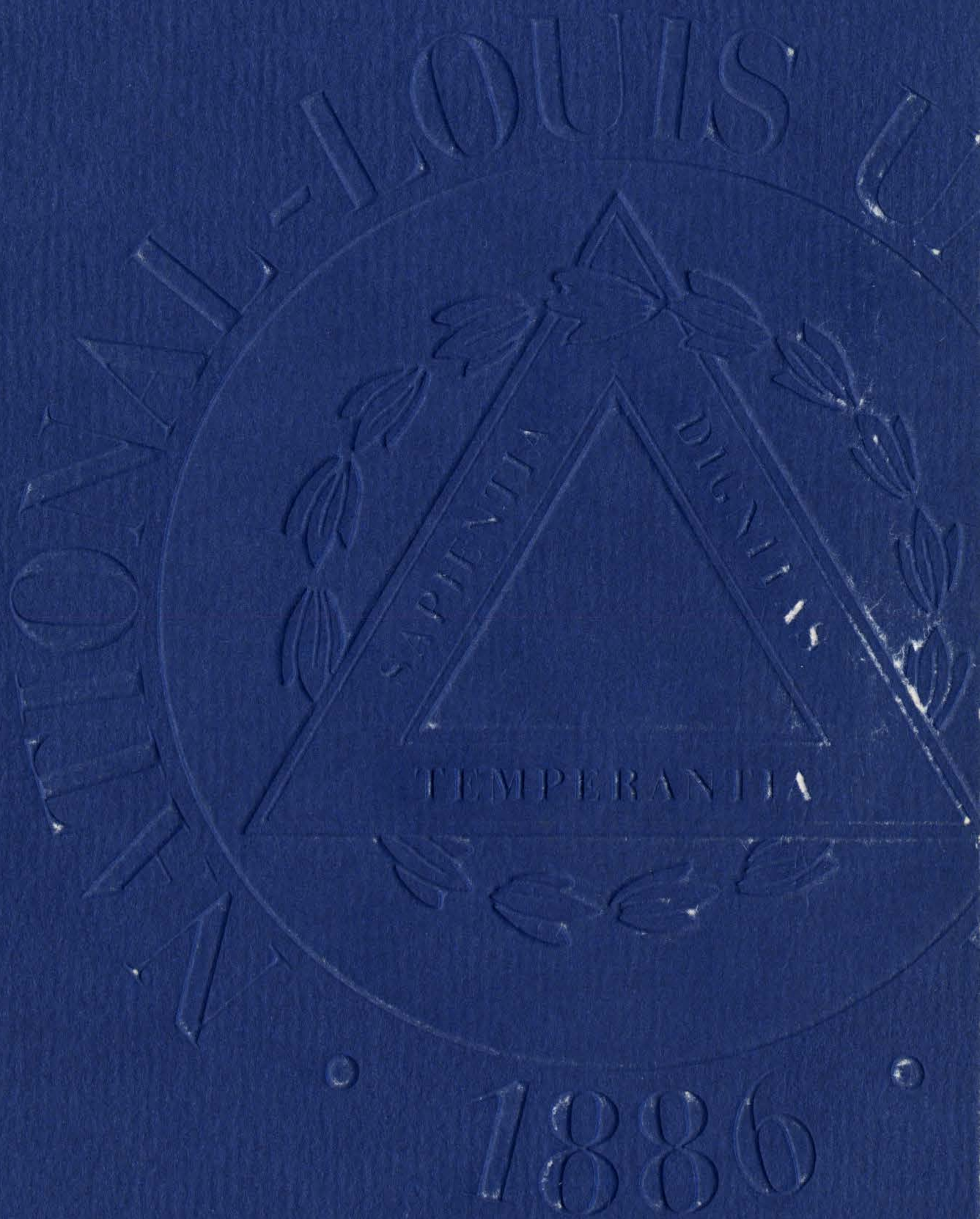
National-Louis University Undergraduate Catalog, 1990-92

National Louis University

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National-Louis University

1990-92 Undergraduate Catalog



Excelling Since 1886 as National College of Education

National-Louis University

1990-92 Undergraduate Catalog

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College of Arts and Sciences

College of Management and Business

National College of Education

The president and officers of National-Louis University reserve the right to change the requirements for admission or graduation announced in this bulletin, and to change the arrangement, scheduling, credit, or content of courses, the books used, fees charged, regulations affecting students, and to refuse to admit or readmit, and to dismiss, any student any time, should it be deemed to be required in the interest of the student or of the university to do so.

National-Louis University admits students to all programs and activities, and administers all educational, employment, and other policies without discrimination because of race, color, sex, religion, handicap, and national or ethnic origin.

Excelling Since 1886 as National College of Education **College Library Center**
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Campuses

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2840 Sheridan Road
Evanston, Illinois 60201-1796
708. 475.1100

Lake Avenue Facility
1740 Lake Avenue
Wilmette, Illinois 60091
708. 475.1100

Chicago Campus
18 South Michigan Avenue
Chicago, Illinois 60603-3032
312. 621.9650

West Suburban Campus
Glen Park
28361 Glen Park Road
Lombard, Illinois 60148-5299
708. 691.9390

Highland Hills
18331 Grace Street
Lombard, Illinois 60148-4691
708. 691.9390

Elgin Facility
400 Federation Place
Elgin, Illinois 60123
708. 695.6070

Academic Centers

Atlanta Academic Center
Blackstone Centre
1777 Northeast Expressway, Suite 200
Atlanta, Georgia 30329
404. 633.1223

Heidelberg, F.R.G. Academic Center
Rohrbacherstrasse 47
6900 Heidelberg
West Germany
011.49.6221.29025

McLean Academic Center
8000 Westpark Drive, Suite 125
McLean, Virginia 22102
703.749.3000

Milwaukee/Beloit Academic Center
Milwaukee
325 N. Corporate Drive, Suite 200
Brookfield, Wisconsin 53045-5861
414. 792.3699

Beloit
501 Prospect Street
Beloit, Wisconsin 53511
608. 364.0900

St. Louis Academic Center
955 Executive Parkway, Suite 100
St. Louis, Missouri 63141
314. 878.0320

Tampa Academic Center
4890 West Kennedy Blvd., Suite 145
Tampa, Florida 33609
813. 286.8087

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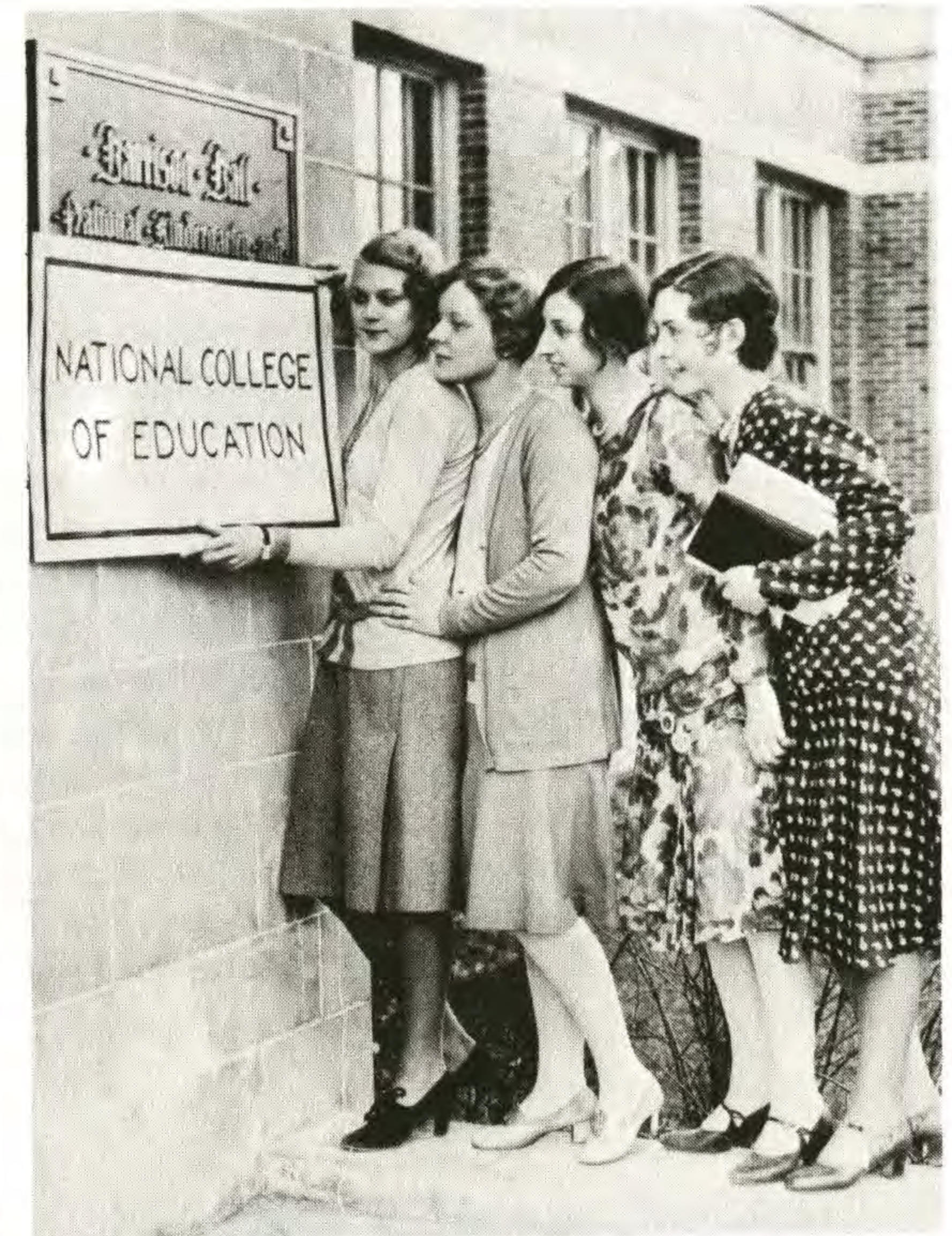
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The University





President's Welcome

Welcome to National-Louis University.

We look forward with anticipation to your success with us and to the contributions you will make to our society upon graduation from our great institution.

From the time we first opened our doors in 1886, we set the standard in teacher education for the rest of the country to follow. We did this under the nationally respected name of National College of Education, a name which is being carried forward by our College of Education.

We broke new ground in the 1970s by pioneering programs such as English for speakers of other languages, alcoholism and substance abuse, and gerontology as part of our College of Arts and Sciences. We also have been the leader in making continued education accessible to working adults. And in 1989 we founded the College of Management and Business to house our decade-old programs in accounting, entrepreneurship, business administration, and more.

Today, as throughout our long and distinguished history, we strive to bring education to the widest audience possible, an education that is practical and theoretical, research oriented and experience based, caring in delivery and sound in content.

Our accomplishments are made possible by a highly skilled and caring faculty, a distinguished and dedicated Board of Trustees, a wonderful and hard working administration and staff, and certainly a most capable and diverse student population.

To this heritage, and the history we will write together this second century of our service, I welcome you to National-Louis University.

*Orley R. Herron, President
National-Louis University*

Statement of Mission

National-Louis University has as its mission teacher education and human service expressed through excellence in teaching, research, and services. Central to this mission is the development of individuals and organizations in teaching, supervision, management, and leadership in Illinois, nationally, and internationally.

National-Louis University A Brief History

National-Louis University was founded in 1886 by Elizabeth Harrison, a prominent pioneer in the field of elementary and early childhood education. Under Harrison's leadership the institution, formerly known as National College of Education, championed the concept of kindergarten teaching in America and was one of the first teacher's colleges in the country to offer a four-year program culminating in the bachelor of education degree. National College also was instrumental in the founding of the PTA and later played a major role in launching the national Head Start program.

After occupying a series of campuses in Chicago, National College moved its main campus to Evanston in 1926. In addition to its Evanston headquarters, the institution today maintains campuses in Chicago and in the western suburbs.

The growth of traditional education programs at National College was followed by the development of programs in allied health, applied behavioral sciences and human services. The institution formally organized the latter programs in 1982 under the Michael W. Louis School of Arts and Sciences.

Another area of rapid growth at National-Louis University, business programs, culminated with the formation in 1989 of the School of Management and Business.

National-Louis University continues to serve students who are traditional to higher education as well as students who face special challenges in continuing their education. The student body includes adults who are working full time or contemplating career changes, teachers and administrators who want to further their education while continuing to work in their fields and immigrants and other language minorities with limited English skills.

The institutional name, National-Louis University, reflects on the institution's past and also honors trustee and benefactor Michael W. Louis. The Louis gift, a major financial commitment to National-Louis University, is among the largest to education in the State of Illinois.

National-Louis University offers 13 degrees extending to the doctoral level and certificate programs across 23 departments plus more than 60 academic programs. The institution serves 14,000 students annually at its three Chicago-area campuses, at more than 50 additional extension sites throughout Illinois, and at academic centers in McLean, Virginia; St. Louis, Missouri; Tampa, Florida; Milwaukee-Beloit, Wisconsin; Atlanta, Georgia; and Germany.

Accreditation

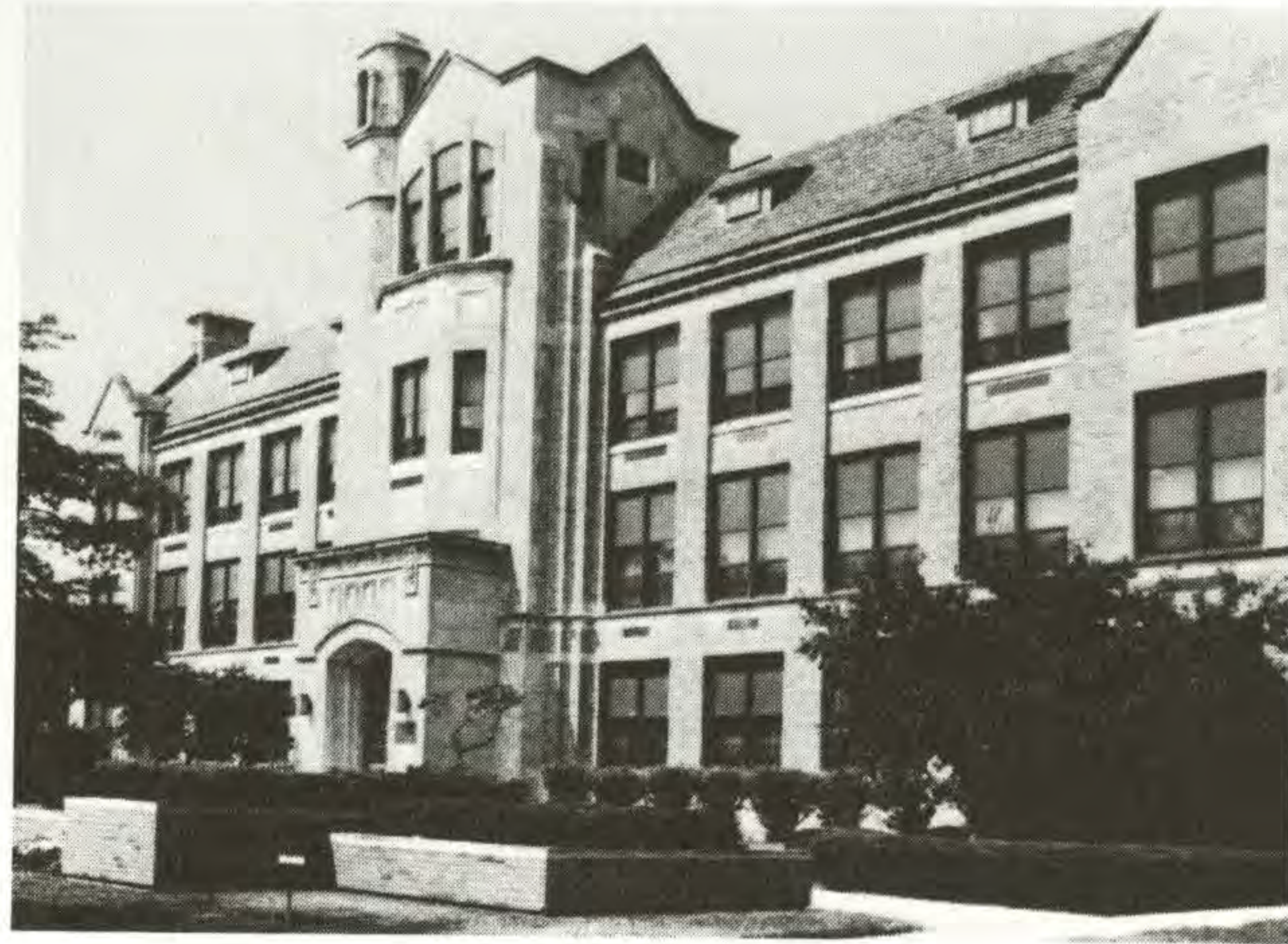
National-Louis University is accredited by the North Central Association of Colleges and Schools, and the National Council for the Accreditation of Teacher Education. The Radiation Therapy, Respiratory Care and Medical Technology Programs are accredited by the Committee on Allied Health Education and Accreditation of the American Medical Association. The Addiction Counselor Training Program, within the Department of Human Services, is accredited by Illinois Addictions Counselor Certification Board, Inc.

State Approvals

The College is authorized to operate within specified community college districts in the State of Illinois by the Illinois Board of Higher Education; in Northern Virginia by the Council of Higher Education of the Commonwealth of Virginia; in Florida by the State Board of Independent Colleges and Universities of the Florida Department of Education; and in Missouri by the Coordinating Board for Higher Education.

Membership List

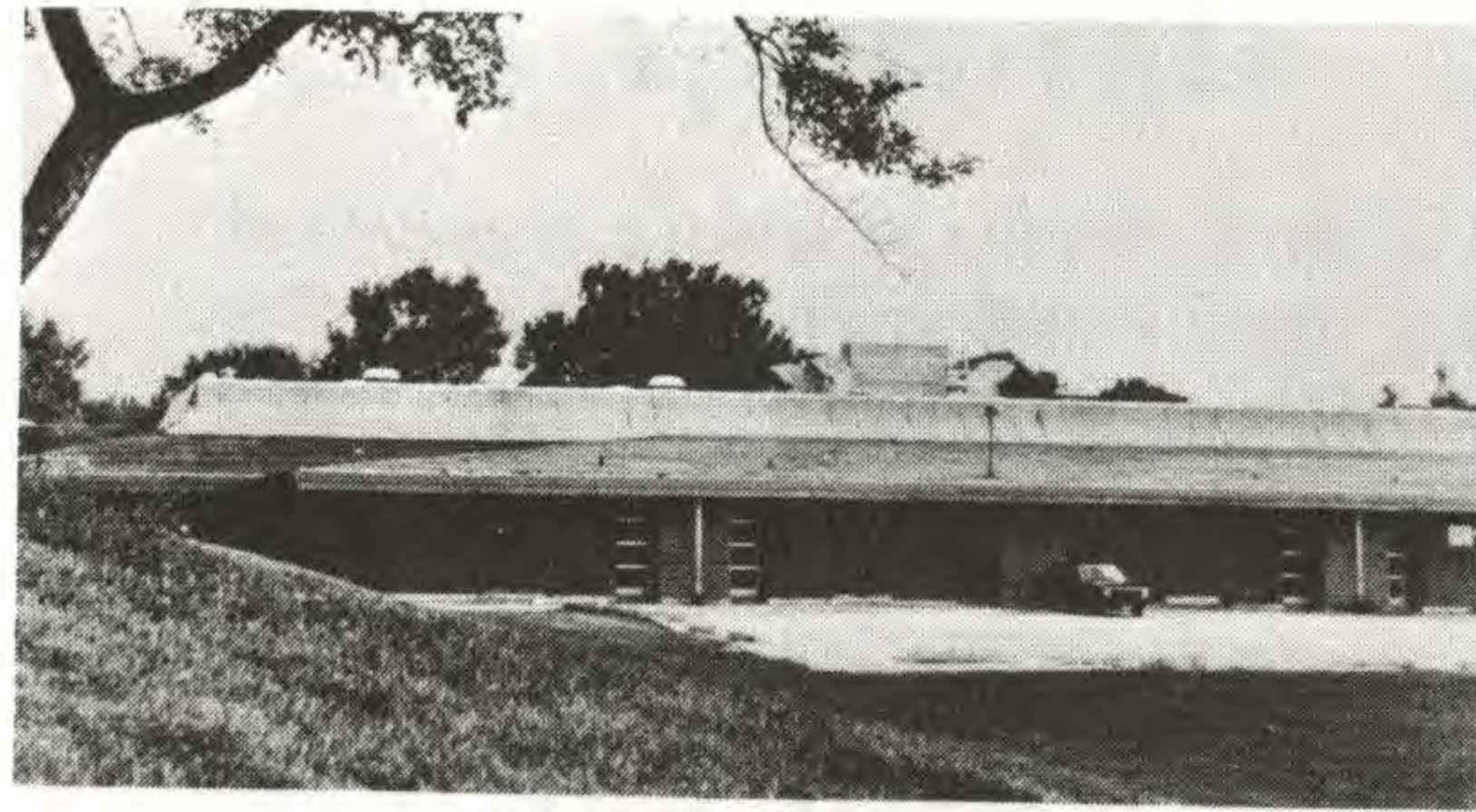
American Alumni Council
 American Association of Colleges for Teacher Education
 American Association of Elementary, Kindergarten, and Nursery Education
 American Association of Presidents of Independent Colleges and Universities
 American Association of School Administrators
 American College Public Relations Association
 American Council on Education
 Association of Governing Boards
 Association for Institutional Research
 Federation of Independent Illinois Colleges and Universities
 Illinois Association of College Admissions Counselors
 Illinois Association of Colleges for Teacher Education
 Illinois Association of Collegiate Registrars and Admissions Officers
 Illinois Association of College and University Staffing
 Institute of International Education
 National Association of College and University Business Officers
 National Association of College and University Food Services
 National Association of Secondary School Principals
 National Association of Student Financial Aid Administrators
 National Education Association



Evanston



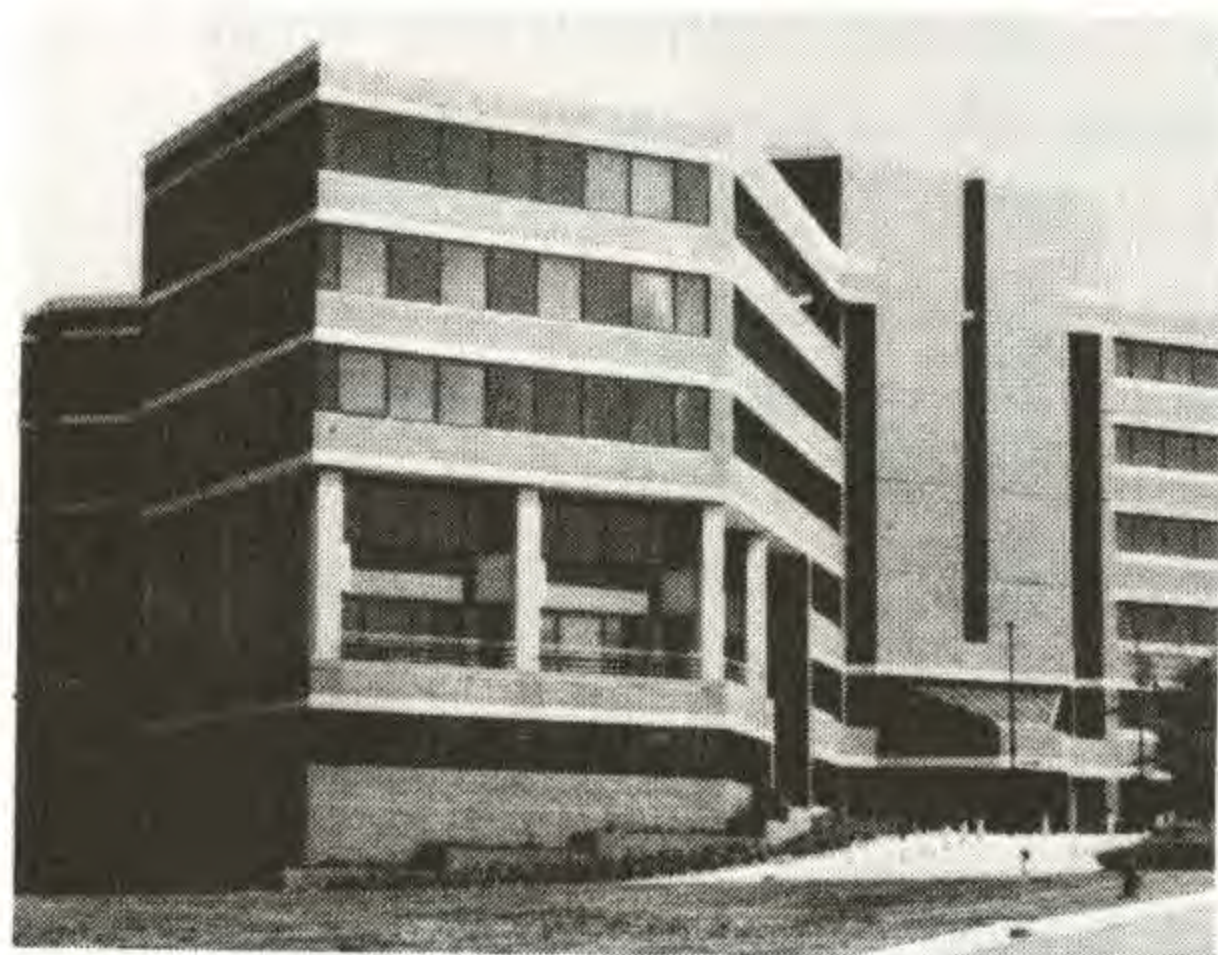
Chicago



Lombard



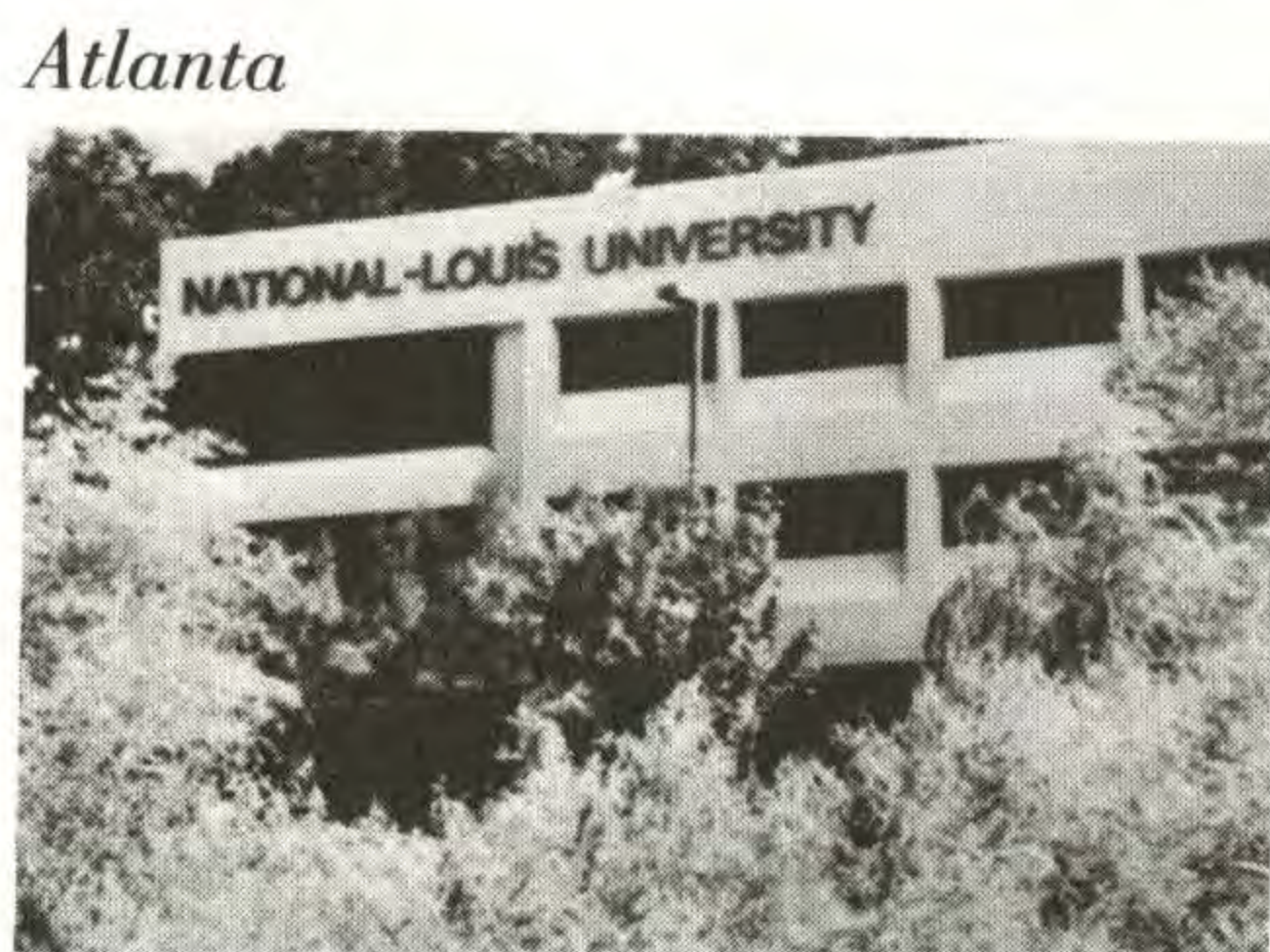
Milwaukee



McLean



Tampa



Atlanta



St. Louis

Facilities

Chicago Campus

The Chicago campus at 18 South Michigan Avenue occupies six floors of a modern office building. Facilities include classrooms, developmental skills laboratories, a learning resource center, bookstore, computer laboratories, and the Language Institute.

The campus location in the heart of Chicago's active downtown area creates an ideal setting for programs in the College of Arts and Sciences, National College of Education and the College of Management and Business, the latter of which is based at the Chicago campus. Situated one block from the Art Institute of Chicago, Goodman Theater and Grant Park, the campus also is within walking distance from Chicago's many cultural attractions.

With classes scheduled during daytime, weekend and evening hours, the Chicago campus furthers National-Louis University's commitment to serving the nontraditional student for whom earning a college degree often is a special challenge.

Evanston Campus

National-Louis University's main campus sits on four acres of property between the northern Chicago suburbs of Evanston and Wilmette, at 2840 Sheridan Road.

Academic facilities are housed in Harrison Hall and Sutherland Hall. Harrison Hall also is the home of the Weinstein Center for Performing Arts, renowned on Chicago's North Shore for attracting leading musical and dance performers. Sutherland Hall is home to National-Louis University's Baker Demonstration School, a private school serving preschoolers through eighth graders. Additional administrative and academic offices are located in former private residences surrounding the main buildings.

The Evanston campus also is the site of Baker Residence Hall, which accommodates 200 students in suites or rooms clustered around lounge areas.

West Suburban Campus

In order to accommodate the population boom in Chicago's western suburbs, National-Louis University began offering upper division programming in Lombard in 1980. The West Suburban campus today occupies two sites in Lombard, at 2S361 Glen Park Road and at 1S331 Grace Street. The campus serves a rapidly growing student body with its undergraduate and graduate programs in the College of Arts and Sciences, National College of Education and College of Management and Business.

The West Suburban campus is home to several programs and services that have been key to National-Louis University's expansion both nationally and internationally. One example is the Center for Educational Systems and Services,

which acts as a consultant to other colleges and universities in developing and implementing nontraditional programs for adult students.

The Elgin site, 400 Federation Place in Elgin, is an expansion site of several West Suburban campus programs. Studies are offered in both the undergraduate and graduate levels of the College of Management and Business field experience program. Additional offerings at the Elgin site are graduate programs in education and undergraduate programs in teacher education. All classes meet in the evening.

Academic Centers

St. Louis Academic Center

The St. Louis Academic Center, located in the Creve Coeur area of the city at 955 Executive Parkway, 63141, is the administrative site for National-Louis University undergraduate and graduate field experience programs offered through the College of Management and Business and the National College of Education in the St. Louis metropolitan area.

Northern Virginia Academic Center

The Northern Virginia Academic Center is located in McLean at 8000 Westpark Drive, Suite 125, 22102. The center is headquarters for National-Louis University undergraduate and graduate field experience programs offered by the College of Management and Business throughout Northern Virginia. These programs serve students who live and work in Maryland, Virginia and Washington, D.C.

Tampa Academic Center

The Tampa Academic Center, housed at 4890 West Kennedy Boulevard, 33609, is the base for National-Louis University's College of Management and Business field experience undergraduate and graduate programs, offered in several of central Florida's gulf coast cities.

Milwaukee and Beloit Academic Centers

The Milwaukee Academic Center in suburban Brookfield at 325 North Corporate Drive, Suite 200, 53005, offers National College of Education's field-based Master of Education degree to residents of southeastern Wisconsin. The Beloit Academic Center at 501 Prospect Street, 53511, offers the same degree program to both southern Wisconsin and northern Illinois residents.

Atlanta Academic Center

The Atlanta Academic Center is housed at 1777 Northeast Expressway, Suite 200, 30329. Serving students of the greater metropolitan Atlanta area, the Center offers National-Louis University's field-based undergraduate program through the College of Arts and Sciences.

Germany Academic Center

The Academic Center in Germany marks National-Louis University's first international operation. Opened in early 1989, the Center offers National College of Education's field-based Master of Education degree to the more than 5,000 American schoolteachers in a location in which American military personnel are concentrated.

Alumni Statement

National-Louis University has more than 19,000 alumni living across the country and working in schools, hospitals, recreation centers, community theaters, senior citizen centers, counseling centers, law offices, businesses, and volunteer organizations. Alumni groups organize mini-reunions in places as far distant as Southern California and New England. Each spring, Alumni Reunion Weekend, held on-campus, attracts hundreds of alumni who come to renew warm and valuable friendships with classmates and faculty members and to revitalize their ties to the University.

Area alumni also enjoy the benefits of attending University events, from basketball games to theater performances and lectures. They also take advantage of University facilities such as the library and swimming pool. Whenever possible, National-Louis University tries to keep alumni actively involved in University life.

1990-92 Calendar

Academic Calendar 1990-91

1990 Fall Term

September	3	Monday	Labor Day Holiday (University closed)
	4-5	Tuesday- Wednesday	Faculty Workshop
	6	Thursday	Baker School opens
	6-15	Thursday- Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
	17	Monday	Fall Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses
	20	Thursday	Rosh Hashanah*
	29	Saturday	Yom Kippur*
November	19-21	Monday- Wednesday	No classes
	22-23	Thursday- Friday	Thanksgiving Holiday (University closed)
December	2	Sunday	Fall Quarter Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	3	Monday	Additional class day; Undergraduate make-up day**
	4	Tuesday	Undergraduate grades due
	8	Saturday	Fall Quarter Graduate classes end: Chicago/Evanston/West Suburban Campuses
	10	Monday	Graduate grades due/ December Faculty Workshops
	TBA		
	12	Wednesday	Hannukah*
	24	Monday	Christmas Eve* (University closed)
	25	Tuesday	Christmas* (University closed)

* Religious holidays included for informational purposes only.

** Classes missed for reasons of holiday and/or cancelled class need to be made up by instructor arrangement on either the make-up day or another day.

1991 Winter Term

January	1	Tuesday	New Year's Day* (University closed)
	2-5	Wednesday- Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
	7	Monday	Winter Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses
	15	Monday	Martin Luther King, Jr. Day (Classes in session)
February	18	Monday	President's Day (Classes in session)
March	17	Sunday	Winter Quarter Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	18	Monday	Additional class day; Undergraduate make-up day**
	19	Tuesday	Undergraduate grades due
	23	Saturday	Winter Quarter Graduate classes end: Chicago/Evanston/West Suburban Campuses
	25	Monday	Graduate grades due

1991 Spring Term

March	25-30	Monday- Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
	29	Friday	Good Friday*
	30	Saturday	Passover*
	31	Sunday	Easter*
April	1	Monday	Spring Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses

* Religious holidays included for informational purposes only.

** Classes missed for reasons of holiday and/or cancelled class need to be made up by instructor arrangement on either the make-up day or another day.

May	27	Monday	Memorial Day (University closed) (Observed)
June	9	Sunday	Spring Quarter Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	10	Monday	Additional class day; Undergraduate make-up day**
	11	Tuesday	Undergraduate grades due
	15	Saturday	Spring Quarter Graduate classes end: Chicago/Evanston/West Suburban Commencement
	17	Monday	Graduate grades due

1991 Summer Term

June	19-22	Wednesday- Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
	24	Monday	Summer Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses
July	4	Thursday	Independence Day (University closed)
August	18	Sunday	Summer Quarter Graduate/Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	19	Monday	Additional class day; Undergraduate make-up day **
	20	Tuesday	Graduate/Undergraduate grades due
September	2	Monday	Labor Day Holiday (University closed)

** Classes missed for reasons of holiday and/or cancelled class need to be made up by instructor arrangement on either the make-up day or another day.

Academic Calendar 1991-1992

1991 Fall Term

September	2	Monday	Labor Day Holiday (University closed)
	9	Monday	Rosh Hashanah*
	10-11	Tuesday- Wednesday	Faculty Workshop
	12	Thursday	Baker School opens
	12-21	Thursday- Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
	18	Wednesday	Yom Kippur*
	23	Monday	Fall Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses
November	25-27	Monday- Wednesday	No classes
	28-29	Thursday- Friday	Thanksgiving Holiday (University closed)
December	2	Monday	Hannukah*
	8	Sunday	Fall Quarter Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	9	Monday	Additional class day; Undergraduate make-up day**
	10	Tuesday	Undergraduate grades due
	14	Saturday	Fall Quarter Graduate classes end: Chicago/Evanston/West Suburban Campuses
	16	Monday	Graduate grades due
	TBA		December Faculty Workshops
	24	Tuesday	Christmas Eve* (University closed)
	25	Wednesday	Christmas* (University closed)

* Religious holidays included for informational purposes only.

** Classes missed for reasons of holiday and/or cancelled class need to be made up by instructor arrangement on either the make-up day or another day.

1992 Winter Term

January	1	Wednesday	New Year's Day* (University closed)
	6-11	Tuesday-Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
	13	Monday	Winter Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses
	21	Monday	Martin Luther King, Jr. Day (Classes in session)
February	17	Monday	President's Day (Classes in session)
March	22	Sunday	Winter Quarter Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	23	Monday	Additional class day; Undergraduate make-up day**
	24	Tuesday	Undergraduate grades due
	28	Saturday	Winter Quarter Graduate classes end: Chicago/Evanston/West Suburban Campuses
	30	Monday	Graduate grades due

1992 Spring Term

March	30	Monday-Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
April	4	Monday	Spring Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses
	17	Friday	Good Friday*
	18	Saturday	Passover*
	19	Sunday	Easter*

* Religious holidays included for informational purposes only.

** Classes missed for reasons of holiday and/or cancelled class need to be made up by instructor arrangement on either the make-up day or another day.

May	25	Monday	Memorial Day (University closed) (Observed)
June	13	Saturday	Commencement
	14	Sunday	Spring Quarter Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	15	Monday	Additional class day; Undergraduate make-up day**
	16	Tuesday	Undergraduate grades due
	20	Saturday	Spring Quarter Graduate classes end: Chicago/Evanston/West Suburban Campuses
	22	Monday	Graduate grades due

1992 Summer Term

June	24-27	Wednesday-Saturday	Undergraduate orientation and registration: Chicago/Evanston/West Suburban Campuses
	29	Monday	Summer Quarter Graduate/Undergraduate classes begin: Chicago/Evanston/West Suburban Campuses
July	4	Saturday	Independence Day (University closed)
August	23	Sunday	Summer Quarter Graduate/Undergraduate classes end: Chicago/Evanston/West Suburban Campuses
	24	Monday	Additional class day; Undergraduate make-up day**
	25	Tuesday	Graduate/Undergraduate grades due
September	7	Monday	Labor Day Holiday (University closed)

** Classes missed for reasons of holiday and/or cancelled class need to be made up by instructor arrangement on either the make-up day or another day.

University Expenses

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 over one-half of all full-time students receiving some form of financial assistance for student tuition and other costs of education.

Registration and tuition fees are established by the Board of Trustees. These fees are subject to change without notice. The 1990-91 credit hour fee schedule is as follows:

Tuition and Fee Schedule 1990-91

This information is current as of the catalog publication date.
The quarterly bulletins will contain the most current fee information.

Undergraduate Tuition and Fees

On-Campus Programs

Application fee	\$	25.00
Tuition deposit (non-refundable)		150.00
Tuition:		
Summer (1990)		80.00/QH
Fall, Winter, Spring*		155.00/QH
Full-time for three terms @ 15QH/term		6,975.00
		2,325.00
Course audit fee (not for credit)	Same as credit fees	
Credit by examination		50.00
Fees for private applied music lessons		
For academic credit—in addition to regular tuition		20.00/QH

* Includes student activity, program and service fee.

Field Experience Programs

Undergraduate Programs

Bachelor of Arts in Applied Behavioral Sciences (ABS)	
Bachelor of Arts in Management	
Bachelor of Arts in Management & Education in Allied Health	
Application fee	\$ 25.00
Tuition deposit (non-refundable)	75.00
Tuition:	
Per quarter hour	155.00/QH
Full-time at 15QH/Term (ABS)	1,860.00/Term
Full-time at 12QH/Term (Management)	1,860.00/Term
Full-time at 15QH/Term (Allied Health)	2,325.00/Term
Full-time for four terms (48QH-ABS)	7,440.00
Full-time for four terms (48QH-Management)	7,440.00
Full-time for three terms (45QH-Allied Health)	6,975.00
Material fee:	
Management	105.00/Term
Allied Health	150.00/Term
Assessment fees	Varies

Extension Programs 80.00/QH

Graduate Tuition and Fees

Application fee \$ 25.00

On-Campus Programs

National College of Education	235.00/SH
College of Arts & Sciences	225.00/SH
College of Management & Business	225.00/SH

Field Experience Programs

National College of Education	225.00/SH
College of Arts & Sciences	225.00/SH
College of Management & Business	225.00/SH
Material Fee:	Varies

Extension Programs 120.00/SH

General Fees

Miller Analogies Test fee	\$35.00
Watson-Glaser Critical Thinking Appraisal	15.00
Late registration fee	20.00
Laboratory fees (science courses, computer & piano lab courses)	20.00
Liability Insurance fee (certain Allied Health & Human Services courses)	40.00
Processing fee for withdrawing from courses with tuition refund	10.00
Duplicate transcript of records, per copy	3.00
Short-notice transcript fee (each time)	10.00
Special letters and/or course descriptions	5.00
Graduation fee	35.00
Certificate fee	10.00
Diploma re-order (see page 192)	10.00
Student I.D. Replacement fee	5.00
Late payment fee (after due date of bill)	50.00
Payment plan late payment fee	10.00
Payment plan service charge: 1 1/2% per month on outstanding balances	
Returned check/credit card rejection fee	25.00
Late payment administrative fee 1 1/2% per month on balance over 30 days past due	

Room & Board

	Room	Board Meals per week		Room & Board Meals per week	
Per Quarter		19	14	19	14
Double room & Board	\$605	\$750	\$600	\$1,355	\$1,205
Single room & Board	750	750	600	1,500	1,350
Double-as-single & Board	900	750	600	1,650	1,500

Three Quarters (Fall, Winter, Spring)

Double room & Board	1,815	2,250	1,800	4,065	3,615
Single room & Board	2,250	2,250	1,800	4,500	4,050
Double-as-single & Board	2,700	2,250	1,800	4,950	4,500

Summer term: Weekly rates apply

Weekly rates - Room only

Board: A La Carte

Double room	65.00
Single room	80.00
Double-as-single	100.00

Resident students pay both room and board charges for each period of registration.

Room deposit fee/damage fee (non-refundable after 8/1/90)..... 50.00

Non-NCE students

100.00

Guest rates: Overnight rooms - All rooms \$15.00 per person per night

Academic Programs

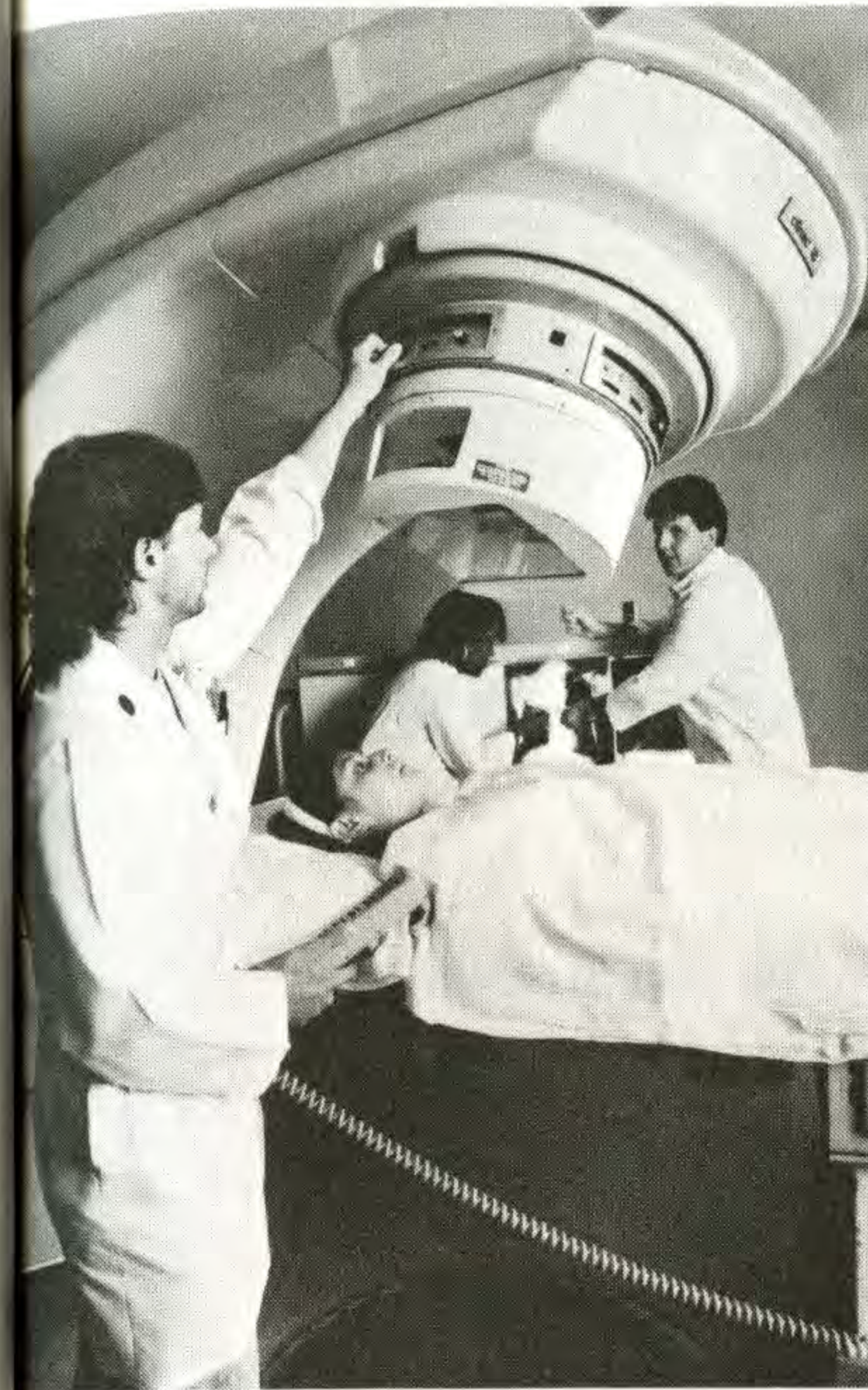
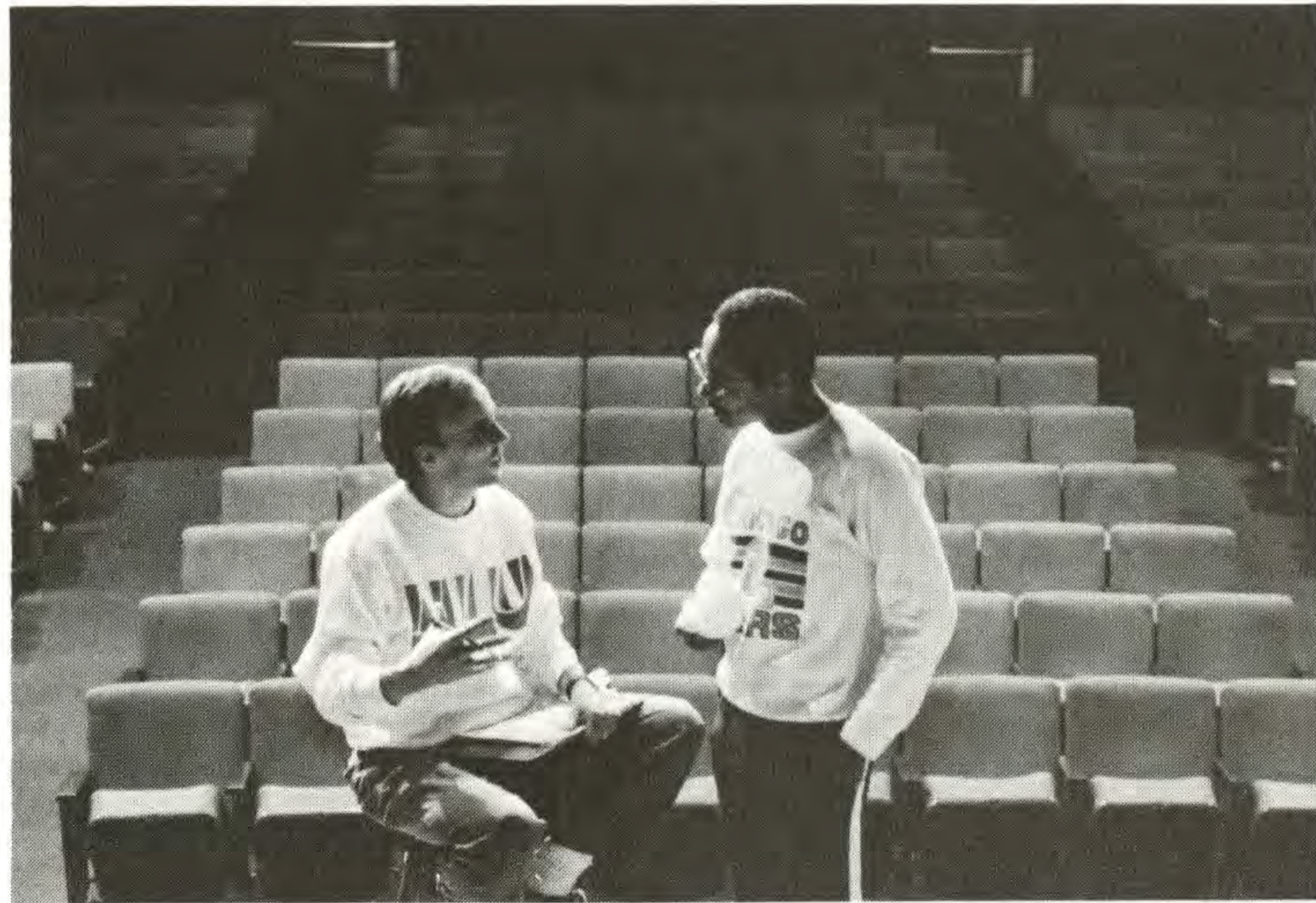
	College of Arts & Sciences	National College of Education	College of Management & Business
Chicago	Human Services	Early Childhood Education	Accounting
	Social & Behavioral Studies	Elementary Education	*Management
	Alcohol/Substance Abuse Studies		Business Administration
	* Allied Health Management Education		Entrepreneurship
	Sport Management		International Business
	Liberal Arts Studies		Computer Information Systems & Management
Evanston	Liberal Arts Studies	Early Childhood Education	* Management
	Human Services	Elementary Education	
	Social & Behavioral Studies		
	Alcohol/Substance Abuse Studies		
	Gerontology		
	Human Services/ Psychology		
	* Allied Health Management/ Education		
	Medical Technology		
	Radiation Therapy		
	Respiratory Care		
	Sport Management		
	Theatre Arts		

* Offered in Field-Based model at locations throughout the metropolitan area.

	College of Arts & Sciences	National College of Education	College of Management & Business
Lombard	Human Services	Early Childhood Education	*Management
	Social & Behavioral Studies	Elementary Education	
	Alcohol/Substance Abuse Studies		
	Gerontology		
	Human Services/ Psychology		
	* Allied Health Management/ Education		
St. Louis, MO			*Management
McLean, VA			*Management
Tampa, FL			*Management
Atlanta, GA	*Applied Behavioral Science		

* Offered in Field-Based model at locations throughout metropolitan area.

College of Arts and Sciences





Dean's Message

The College of Arts and Sciences supports the academic objectives of National-Louis University with an excellent teaching faculty and innovative instructional programs. Although the core disciplines of the College continue to be the traditional liberal arts and sciences, the College's educational philosophy emphasizes the application of theory to practice. Consequently, the College's related professional programs are exceptional examples of practitioner-oriented education. These instruction programs are offered by faculty members committed to maximizing student achievement. With the use of carefully tailored student assessment practices and appropriate supplemental instruction, the College of Arts and Sciences insures that each student has the opportunity to realize the highest level of personal excellence.

*Edward A. Risinger, Dean
College of Arts and Sciences*

Division of Health and Human Services

Allied Health Programs

The Allied Health Department offers programs to prepare students for initial entry into health professions as well as career advancement. Degree programs leading to professional careers include Medical Technology, Radiation Therapy and Respiratory Care. These programs are offered in collaboration with several area hospitals and involve substantial periods of intensive clinical instruction. After completion of required prerequisite study, students must apply for admission to the professional program of their choice.

Allied health professionals who have obtained their professional credentials may seek career advancement through the degree completion program. Students are given opportunities to develop leadership, group process, communication, education, and administrative skills. Their technical preparation is combined with additional upper level course work to meet degree requirements. The program is designed to meet the needs of working adults.

Allied Health Degree Completion Program Bachelor of Arts in Management and Education for Allied Health (BAMEAH)

This is an experience-based degree completion program for working adults. The program combines an intensive series of integrated seminars with a special research project designed by the student to enhance skills in interpersonal relations, group dynamics and training for educational and management roles. Classes are located in the community where students work or live.

A student may apply for a maximum of 60 quarter hours of credit for: 1) documented and certified learning gained through technical schools, job related seminars and training programs; and 2) learning gained from life experience.

As part of the course work the student prepares a portfolio which represents a self-assessment and evaluation of prior learning. The description and documents presented in support of this learning are assessed and credit granted by trained evaluators and faculty members, according to the policies established by the faculty.

Students are expected to have at least 75 quarter hours of transferable credit from an accredited college or from certified professional training to be considered for the program. Degree requirements for the program are shown below. Admission requirements and process for transfer students are listed in the Admission section of this catalog.

General Studies Requirements		60 QH
Humanities		9
Natural Sciences and/or Mathematics		9
Behavioral Sciences		9
Additional courses in above areas to total 60 QH		
Allied Health Management and Education Major Requirements		45 QH
INT305	Dynamics of Group & Organizational Behavior	5
INT400	Career Assessment and Planning	5
	Library Module	0
AHA454	Allied Health Systems Management	4
AHA491A	Research Project I	2
LAP340	Effective Interpersonal Relationships	4
AHA400	Statistical Methods and Research	5
AHA430	Human Resource Development for Health Care Supervision	2
AHA426	Presentation Skills in Allied Health	3
MGT302	Principles of Management and Supervision	4
AHA427	Financial Management	3
AHA428	Legal Issues and Law in Health Care	2
AHA429	Current Issues in Health Care	1
AHA491B	Research Project II	5

On-Campus Option

Admission to the on-campus option of the Allied Health Degree Completion Program has been suspended. Current students who maintain continuous enrollment and satisfactory academic progress will be permitted to graduate under requirements listed in the 1988-89 catalog.

Allied Health—Administration Minor Allied Health—Education Minor

The Allied Health minor is available to students in related programs. A minimum of 30 quarter hours selected with advisor approval from Allied Health, Human Services, Management, Education, or related courses must be successfully completed.

School Nurse Certification Program

Registered nurses with a bachelor's degree may complete school nurse certification requirements as part of a Master's in Education degree. (See Graduate Catalog). The School Nurse Program Director is responsible for program admission and student advising. Although courses may be taken on more than one campus, advising must be scheduled through the Director's Evanston office, (708) 475-1100, ext. 2373.

Medical Technology Program

The baccalaureate program in Medical Technology is offered in collaboration with Michael Reese Hospital and Medical Center, The Evanston Hospital, and Lutheran General Hospital. The first three years at National-Louis University consist of a balanced program of liberal arts and sciences with an emphasis on the application of the sciences to the clinical laboratory. The professional component in the fourth year is hospital-based at one of the three clinical affiliates and provides clinical education specific to the laboratory sciences. Throughout the four years, emphasis is placed on the completion of the clinical year and preparation for the national certification examination. A Bachelor of Arts with concentration in Medical Technology is awarded. Awarding of the degree is not contingent on passing the certification examination.

Medical Technology combines the health professional's goals of caring, helping, and healing in support of patient care. The medical technologist performs a variety of tests in the clinical laboratory for the purpose of developing data which may determine the presence and extent of disease. Other responsibilities include monitoring quality of test results and the design and modification of laboratory procedures. Many career opportunities outside the medical laboratory are also available.

Program Admission Requirements

The curriculum in Medical Technology consists of three years in the pre-clinical area at the University and one year of clinical education at an affiliated hospital.

Students wishing to enter the clinical year must first obtain admission to the University and then seek admission to a hospital program. To be considered for the clinical experience, students are expected to demonstrate professional promise and maintain a grade point average of a minimum of 3.0 of 4.0 points. Transfer students with college credit will be evaluated on an individual basis. Placement in specific clinical affiliates will be determined utilizing a matching system and under advisement of an admissions committee.

General Studies Requirements		50 QH
Humanities		
LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
LAH305	Philosophy of Values & Ethics <i>OR</i>	5
LAH320	Philosophy of Death & Dying	
	Humanities Elective	5
Behavioral Science		
	Introductory Social Science Course	5
LAP100	General Psychology	5
	Social Science Elective	5

Natural Science

	Mathematics	5
LAN110	General Biology	5
LAN351	General Physics*	5

Medical Technology Professional Requirements**Pre-Clinical Requirements**

88 QH

LAN200	Anatomy and Physiology I	5
LAN205	Anatomy and Physiology II	5
LAN250*	Inorganic Chemistry I	5
LAN251*	Inorganic Chemistry II	5
LAN302*	Zoology	5
LAN358*	Organic Chemistry	7
LAN360*	Biochemistry I	5
LAN364	Quantitative Analysis	5
LAN366	Biostatistics	5
LAN409	Genetics	5
LAN410*	Fundamentals of Immunology	5
LAN411*	Microbiology	5
LAN412*	Medical Microbiology	5
AHG101	Introduction to Allied Health Careers	1
AHM300	Orientation to Medical Technology	5
	Science elective (1)	5
	Electives (2)	10

Clinical Requirements**

45 QH

AHM400	Medical Technology Laboratory Techniques	0
AHM402	Clinical Microbiology	12
AHM407	Clinical Chemistry	10
AHM403	Clinical Hematology/Coagulation	8
AHM406	Clinical Microscopy	3
AHM405	Clinical Immunology/Serology	4
AHM404	Clinical Immunohematology/Transfusion Medicine	6
AHM408	Phlebotomy	1
AHM409	Laboratory Management/Education	1

Total Minimum Hours 183 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with grades of C or better.

* Students who meet the residency requirements will also earn a science concentration.

** Prerequisites for clinical year consist of successful completion of the first three years of college courses.

Radiation Therapy Technology Program

This baccalaureate degree program with a professional sequence trains technologists for hospital staff positions to deliver a planned course of radiation therapy to cancer patients.

It may be possible for some students to complete the professional requirements for certification to The American Registry of Radiologic Technologists (ARRT), before completing the requirements of the degree. Radiation Therapy students are only required to take a single major concentration. They may elect to take an additional minor or major of their choice.

Several course sequences have been developed. Thus, this program addresses both the short-term and long-term needs of the student to have a profession that is not only rewarding but also in great demand. One option allows students with the necessary math and science preparation to complete the degree program in three calendar years. Entering students should consult the program director early in their studies and must follow established course sequences to avoid delays in program completion.

Radiographers with AA or A S degrees are awarded advanced standing in the program. Depending upon the transfer courses accepted, some radiographers may be very close to receiving their degree at the time they have completed the professional requirements of the program. Graduates of hospital-based programs will be reviewed on an individual basis for advanced standing.

All Radiation Therapy students must take and successfully pass a course in Cardio-Pulmonary Resuscitation as prescribed by the American Heart Association before they complete the professional sequence of the program. Students can complete this requirement during their clinical assignment or by taking any American Heart Association class in CPR.

The professional sequence of the program received its accreditation in October, 1985 from the Committee on Allied Health Education and Accreditation of the American Medical Association.

The program has established affiliations with seven area hospitals for the purpose of providing the clinical education. The clinical affiliates are:

The Evanston Hospital, Evanston
 Lake Forest Hospital, Lake Forest
 Lutheran General Hospital, Park Ridge
 Northwest Community Hospital, Arlington Heights
 Northwestern Memorial Hospital, Chicago
 Resurrection Hospital, Chicago
 St. Francis Hospital, Evanston

Program Admission Requirements

Students wishing to enter the Radiation Therapy Program are expected to have a GPA of 3.0 on a 4.0 scale, combined SAT scores of 800, or a composite of 20 on the ACT, some background in science and math, and show professional promise. Transfer students are welcome; advanced standing will be determined by a review of their transcripts.

Admission is limited to 27 students per year. Early application is encouraged.

General Studies Requirements		56 QH
Humanities		
LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
LAH320**	Philosophy of Death and Dying	5
	Humanities elective	5
Natural Science		
LAM110**	College Mathematics	5
LAM111**	Logarithm/Trigonometry Unit	1
LAN110**	General Biology	5
LAN200**	Anatomy and Physiology I	5
LAN205**	Anatomy and Physiology II	5
Behavioral Science		
LAP100	General Psychology	5
	Introductory Course in Social Science	5
	Behavioral Science elective	5
Radiation Therapy Program Professional Requirements		95 QH
AHR200*	Introduction to Radiation Therapy	4
AHR201	Patient Care	4
AHG102	Medical Terminology	2
AHR420*	Pathology	4
AHR412*	Oncology	4
AHR203*	Introduction to Radiation Physics I	4
AHR313*	Radiation Physics II*	4
AHR314	Radiation Protection	2
AHR315	Quality Assurance	2
AHR413*	Radiation Biology	4
LAM108	Overview of Computers	2
AHR202	Imaging Techniques in Medicine	2
AHR415	Radiation Research Seminar	2
AHR416	Radiation Oncology I	4
AHR417	Radiation Oncology II	4
AHR418	Dosimetry	4
AHR481	Clinical Practicum I	8
AHR482	Clinical Practicum II	6
AHR483	Clinical Practicum III	6
AHR484	Clinical Practicum IV	10
AHR485	Clinical Practicum V	8
AHR481S	Practicum Seminar I	1

* These courses may be counted toward a science concentration.

** In addition to the radiation therapy professional requirements, these General Studies courses are required for certification to the ARRT.

AHR482S	Practicum Seminar II	1
AHR483S	Practicum Seminar III	1
AHR484S	Practicum Seminar IV	1
AHR485S	Practicum Seminar V	1
Electives Under Advisement		29 QH
Total Minimum Hours		180 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Respiratory Care Program

The baccalaureate program is offered in collaboration with The University of Chicago Medical Center and other Clinical Affiliates in the Chicago area. Freshmen begin their studies with a balanced program of liberal arts and science courses. The professional sequence typically begins in the junior year. Respiratory Care speciality courses are integrated with clinical rotations in area hospitals.

The professional component of the program is a continuation of the hospital based program offered by the University of Chicago Medical Center. As such, it is the oldest accredited respiratory therapy educational program in current operation. In 1989, the Evanston Hospital and Northwestern Memorial Hospital joined the program as clinical affiliates, adding even greater diversity of clinical experience available for students. The program is accredited by the Joint Review Committee for Respiratory Therapy Education of the American Medical Association.

This unique model combines intensive hospital training with the solid academic foundation of a baccalaureate program to enhance the prospects for continuing professional growth and development. Upon completion of the professional course requirements (typically at the end of the fall quarter of the senior year), the student is recognized as a Graduate Respiratory Therapist and is qualified to take the National Board for Respiratory Care, Entry Level (Certification) Examination. After passing this examination graduates are eligible for the Registry Level Examinations. Students may elect to seek employment while completing degree requirements on a full- or part-time basis. The final quarters of the degree program involve completion of B.A. degree requirements.

Program Admission Requirements

Enrollment in the Respiratory Therapy Program is limited to the number of available clinical rotations. Application to the professional sequence will normally occur during the spring quarter of the second year. Students are expected to average a B or better grade in their preparatory study. Exceptions will be evaluated on an individual basis. The final admission decision will be based on ACT/SAT examination scores, performance in general studies and required prerequisite courses, and other indicators of professional promise. Applicants and students in clinical rotations are required to comply with infectious disease screening and immunization requirements established by the University and its clinical affiliates.

Transfer students are welcome; previous work is evaluated on a course-by-course basis.

General Studies Requirements		50 QH
Humanities		
LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
LAH320	Philosophy of Death and Dying or Humanities elective	5
	Humanities elective	5
Natural Sciences		
LAM110	College Mathematics	5
LAN110*	General Biology	5
LAN250*	Inorganic Chemistry I	5
Behavioral Sciences		
LAP203	Life Span Development <i>OR</i>	
LAP100	General Psychology	5
LAS115	Introduction to Economics or Social Science elective	5
	Social Science elective	5
Respiratory Care Professional Requirements		
Prerequisite Requirements (for program admission)		19 QH
AHG101	Introduction to Allied Health Professions	1
LAM111	Logarithm/Trigonometry Unit for Allied Health	1
LAN205*	Anatomy and Physiology II	5
AHG102	Medical Terminology	2
LAN351*	General Physics	5
LAN411*	Microbiology	5
Professional Specialty and Clinical Requirements		74 QH
AHP301*	Pulmonary Physiology	5
AHP311	Patient Assessment/Medical Gas Therapy	5
AHP312	Airway Care	5
AHP313*	Respiratory Therapy Pharmacology	3
AHP302*	Pulmonary Pathology	5
AHP411	Mechanical Ventilators	5
AHP412*	Pulmonary Diagnostics	2
AHP481	Clinical Practice I	6
AHP481*	Cardiovascular Diseases and Therapy	5
AHP421	Respiratory Critical Care	6
AHP482	Clinical Practice II	6
AHP431	Respiratory Care Specialties	6

* These courses may be counted toward a science major.

AHP483	Clinical Practice III	5
AHP499A	Current Topics in Respiratory Care I	2
AHP499B	Current Topics in Respiratory Care II	2
AHP484	Clinical Practice IV	6
Electives		
Total Minimum Hours		180 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with grades of C or better.

Human Services Programs

The Department of Human Services defines human services as the creative organization and use of community, people, and resources in such a way as to create new opportunities for individuals, families, and communities to achieve their maximum potential.

Programs are designed to assist students in developing a broad, future-oriented understanding of the requirements and issues concerning human services through course work and practical application. Students work in team efforts with human services experts to learn problem-solving techniques and gain experience while developing professional skills.

The Department offers both undergraduate and graduate level career preparation for the field of human services. The multidisciplinary studies of the baccalaureate program assist the student in establishing a core foundation of common helping skills and knowledge while encouraging studies of unique interest to the student. The graduate programs offer additional opportunities for the development of advanced knowledge and skills in a number of specialized areas.

The philosophical foundation of the field of human services is reflective of an eclectic model. This blending of theory with specific skills prepares the students to:

1. Respond to the needs of diverse persons or groups with appropriate holistic approaches.
2. Provide direct care to clients.
3. Work in many types of agency and community service settings and programs.
4. Assume decision-making responsibilities at a variety of direct service and programmatic levels.

All undergraduate students in the Department of Human Services are initially admitted to the Social and Behavioral Studies Program for pre-professional study. Upon completion of pre-professional requirements, the student may continue in the Social and Behavioral Studies Program or seek admission to one of the Human Service professional concentrations.

Pre-Professional Requirements

- A. Human Services Courses
- | | | |
|--------|--|---|
| HSC101 | Introduction to Human Services | 5 |
| HSC201 | Principles and Dynamics of Interviewing | 5 |
| HSC202 | Theory and Techniques of Crisis Intervention | 5 |
| HSC102 | Introduction to Applied Group Process | 5 |
| | Human Service elective | 5 |
- B. Completion of at least 35 quarter hours in General Studies courses.
- C. Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.
- D. "D" grades in any Human Services course require a repeat of the course.

Professional Responsibility in Human Service Work

In addition to the usual academic expectations, the faculty of the Department of Human Services emphasizes that student success also means demonstrating responsible and ethical behavior towards self and others. Each student pursuing human service study is expected to subscribe to the code of ethics and to abide by the Department's policy on attitudes and behavior with respect to drug use, as published in the Human Services Student Handbook.

Policy Statement for Students in Alcoholism/Substance Abuse Major

The pursuit of study in alcoholism/substance abuse demands of all students responsible attitudes and behavior with respect to drug use. Any inappropriate or abusive drug use may necessitate a meeting with the program coordinator and the student may be requested to engage in treatment before continuing the alcoholism/substance abuse sequence.

Recovering alcoholics and recovering substance abusers face a significant challenge in learning to see their recovery programs in the context of the field at large. Those who have at least one year of sobriety/abstinence before beginning their studies are less vulnerable to relapse. While there is no abstinence requirement for most course work, it is strongly recommended that recovering persons register for practicum courses only if they have one year of abstinence/sobriety. All recovering persons should feel free to meet with the program coordinator or their advisor to clarify conflicts between the field at large and the student's recovery program.

If relapse occurs during the practicum course, the student may be requested to stop the practicum; it is strongly recommended that the student be abstinent for at least three months before returning to the practicum site. In addition, the student may be requested to verify that he or she is engaged in an alcoholism/substance abuse treatment program before continuing alcoholism/substance abuse studies at National-Louis University.

Social and Behavioral Studies Program (B.A.)

The Social and Behavioral Studies is an academic program designed for individuals who wish to pursue interdisciplinary study in the disciplines and professional areas represented in the Human Services Program without completing the clinical practice requirements. The program does not provide entry level preparation for human services professional practice. This program may be appropriate for individuals who have already completed initial professional certification or for those who seek general academic preparation for non-clinical employment or entry into professional study at the graduate level.

General Studies Requirements

55 QH

Humanities

LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
	Fine Arts elective	5
LAH120	Logic and Effective Thinking or Humanities elective	5

Natural Sciences

LAM110	College Mathematics	5
LAN110	General Biology	5
	Math and Science elective	5

Behavioral Sciences

LAP100	General Psychology <i>OR</i>	5
LAP203	Life Span Development	5
	Introductory Social Science course	5
	Social Science elective	5
	Humanities, Natural or Behavioral Sciences elective	5

Social and Behavioral Studies Major

35 QH

HSC101	Introduction to Human Services	5
HSC201	Principles and Dynamics of Interviewing	5
HSC202	Theory and Techniques of Crisis Intervention	5
HSC102	Introduction to Applied Group Process	5
HSC203	Principles of Family Intervention	5
INT310	Research Methods in Behavioral Sciences	5
HSC310	Administration of Health & Human Services Organizations	5

Three courses from the following:

15 QH

HSC300	Clinical Intervention Strategies	
HSE415	Strategies of Community Intervention	
LAS313	The Metropolitan Community	
HSC402	Counseling and Human Development in a Multicultural Society	
LAS311	Racial and Ethnic History and Culture	
LAP350	Culture and Self	
INT400	Career Assessment and Planning	
	A Human Services Law course	

Human Service electives under advisement

50 QH

Electives under advisement	25 QH
Total Minimum Hours	180 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Evaluation of prior non-transcribed learning is available through the course Career Assessment and Planning. There is a 45-quarter-hour limit on this credit. See the Assessment Center section for more information.

Human Services Program (B.A.)

General Studies Requirements 55 QH

Humanities

LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
	Fine Arts elective	5
LAH120	Logic and Effective Thinking or Humanities elective	5

Natural Sciences

LAM110	College Mathematics	5
LAN110	General Biology	5
	Math or Science elective	5

Behavioral Sciences

LAP100	General Psychology <i>OR</i>	5
LAP203	Life Span Development	5
	Introductory Social Science Course	5
	Social Science elective	5
	Humanities, Natural or Behavioral Sciences elective	5

Human Services Requirements 70 QH

HSC101	Introduction to Human Services	5
HSC201	Principles and Dynamics of Interviewing	5
HSC202	Theory and Techniques of Crisis Intervention	5
HSC102	Introduction to Applied Group Process	5
HSC203	Principles of Family Intervention	5
INT310	Research Methods in Behavioral Sciences	5
HSC310	Administration of Health & Human Services Organizations	5

Human Services Practicums* and Practicum Supervision	20 QH
Three courses from the following:	15

HSC300	Clinical Intervention Strategies
HS—415	Strategies of Community Intervention
LAS313	The Metropolitan Community
HSC402	Counseling and Human Development in a Multicultural Society
LAS311	Racial and Ethnic History and Culture
LAP350	Culture and Self
INT400	Career Assessment and Planning
	A Human Services Law course

Electives under advisement	55 QH
Total Minimum Hours	180 QH

Gerontology Track

The Gerontology track is built upon the merger between the age related studies appropriate for work with the elderly and the people skills formed in Human Service Education programs. Students emerging from this track are able to work in a variety of settings with the elderly including long term care facilities, community agencies and senior centers. This combination of theory and practice enhances the hands-on skills available to provide a professional practice to the aged.

In order for the Gerontology specialization to be noted on the transcript, the following courses must be included as part of the Human Services Program requirements listed above:

		25 QH
HSG101	Introduction to Gerontology	5
HSG449	Aging and the Families	5
HSG441	Health Care for Older Adults	5
	Gerontology Electives Under Advisement	10

At least one Practicum within the Human Services Program must be designated as Gerontology or conducted in a center serving older adults.

Human Services and Psychology Program (B.A.)

General Studies Requirements 55 QH

Humanities

LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5

* All Human Services Practicums require a minimum of 150 hours of agency contact in an approved site for 5 quarter hours of credit. Practicum credits may be prorated to reflect alternative scheduling configurations with prior approval of the practicum supervisor. Students will be required to take practicum supervision concurrently.

	Fine Arts elective	5
LAH120	Logic and Effective Thinking or Humanities elective	5
Natural Sciences		
LAM110	College Mathematics	5
LAN110	General Biology	5
	Math or science elective	5
Behavioral Sciences		
LAP100	General Psychology	5
	Introductory Social Science Course	5
	Social Science Elective	5
	Humanities, Natural or Behavioral Sciences elective	5

Double Major Requirements

Human Services		50 QH
HSC201	Principles and Dynamics of Interviewing	5
HSC202	Theory and Techniques of Crisis Intervention	5
HSC102	Introduction to Applied Group Process	5
HSC203	Principles of Family Intervention	5
INT310	Research Methods in Behavioral Sciences <i>OR</i>	5
LAP402	Experimental Psychology	
HS-481-3	Human Service practicums and practicum supervision	10
Human Service electives under advisement		15
Psychology		45 QH
LAP203	Life Span Development <i>OR</i>	5
	One Developmental Psychology course	
LAP307	Abnormal Psychology	5
LAP303	Social Psychology	5
LAP306	Theories of Personality	5
	One Cognitive or Experimental Psychology course	5
LAP220	Mental Health	5
LAP411	Psychology of Exceptional Child <i>OR</i>	5
LAP407	Psychology of Exceptional Person: A Life Span Perspective	
Psychology electives under advisement		10
Electives under advisement		30 QH
Total Minimum Hours		180 QH

English competency must be documented by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Human Services/Alcoholism/Substance Abuse Programs

National-Louis University has three programs available to students interested in pursuing study in Alcoholism/Substance Abuse. These programs are:

- B.A. Human Services and Alcoholism/Substance Abuse
- Certificate in Alcoholism/Substance Abuse Studies (35 quarter hours)
- Certificate in Alcoholism/Substance Abuse Counseling (45 quarter hours)

These degree and certificate programs are approved by the Illinois Addictions Counselor Certification Board and the Illinois Certification Boards, Inc.

Human Services and Alcoholism/Substance Abuse (B.A.)

General Studies Requirements		55 QH
Humanities		
LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
	Fine arts elective	5
LAH120	Logic and Effective Thinking or humanities elective	5
Natural Sciences		
LAM110	College Mathematics	5
LAN110	General Biology	5
	Math or science elective	5
Behavioral Sciences		
LAP100	General Psychology <i>OR</i>	5
LAP203	Life Span Development	
	Introductory Social Science course	5
	Social science elective	5
	Humanities, Natural or Behavioral Sciences elective	5
Human Services Requirements		50 QH
HSC201	Principles and Dynamics of Interviewing	5
HSC202	Theory and Techniques of Crisis Intervention <i>OR</i>	5
HSC203	Principles of Family Intervention	
HSC102	Introduction to Applied Group Process	5
HSC310	Administration of Health & Human Service Organizations	5
INT310	Research Methods in Behavioral Sciences	5
HSC300	Advanced Clinical Intervention Strategies	5
HS-481-3	Human Service Practicums & Practicum Supervision	10

Select two courses from the following: 10

HS—415	Strategies of Community Intervention	
LAS313	The Metropolitan Community	
HSC402	Counseling and Human Development in a Multicultural Society	
LAS311	Racial and Ethnic History and Culture	
LAP350	Culture and Self	
INT400	Career Assessment and Planning	
	A Human Services Law course	

Alcoholism/Substance Abuse Requirements 30 QH

HSS100	Introduction to Alcoholism/Substance Abuse	5
HSS201	Sociocultural Aspects of Alcohol/Substance Abuse	5
HSS200	Physiology of Alcoholism and Substance Abuse	5
HSS202	Applied Clinical Strategies in Alcoholism/Substance Abuse	
HSS481-3	Alcohol/Substance Abuse Practicums & Practicum Supervision	10
	Electives under advisement	45 QH
	Total Minimum Hours	180 QH

Course work is selected with departmental faculty advisement to meet specialization requirements and address academic and professional career interests.

English Competency must be documented by passing the English Competency examination or by passing Fundamentals of Composition(LAE101) and Composition and Literature(LAE102) at National-Louis University with a grade of C or better.

Alcoholism/Substance Abuse Certificate Programs

National-Louis University provides the alcoholism/substance abuse counselor trainee the opportunity to develop professional competencies necessary to become an effective counselor by providing closely supervised clinical learning experiences in alcoholism and drug treatment centers as approved by the Illinois Addiction Counselor Certification board and the Illinois Certification Boards, Inc.

Note: Transfer students may apply a maximum of 20 quarter hours of previous college course work towards certificate programs.

Certificate Program I: Undergraduate Certificate in Alcoholism/Substance Abuse Studies.

Designed for experienced and/or currently employed alcoholism counseling personnel employed as entry-level and mid-level service providers.

Certificate Program II: Undergraduate Certificate in Alcoholism/Substance Abuse Counseling Training.

Designed for persons desiring entry and mid-level positions in the alcoholism counseling field, who are essentially new trainees with little or no work experience under agency supervision in direct counseling of alcoholic clients.

Requirements for Both Certificates: 35 QH

HSS100	Introduction to Alcoholism and Substance Abuse	5
HSC201	Principles and Dynamics of Interviewing	5
HSC202	Theory and Techniques of crisis Intervention OR	
HSC203	Principles of Family Intervention	5
HSC102	Introduction to Applied Group Processes	5
HSS201	Sociocultural Aspects of Alcoholism/Substance Abuse	5
HSS200	Physiology of Alcoholism/Substance Abuse	5
HSS202	Applied Clinical Strategies in Alcohol/Substance Abuse	5

Additional Courses for Certificate II

HSS481	Alcoholism/Substance Abuse Practicum I & Practicum Seminar	5 QH
	(A minimum of 150 hours of clinical contact and experience in an approved alcoholism treatment center.)	
HSS482	Alcoholism/Substance Abuse Practicum II & Practicum Seminar	5 QH
	(A minimum of 150 hours of clinical contact and experience in an approved alcoholism treatment center.)	

Division of Language and Academic Development

The Division of Language and Academic Development (LAD) delivers undergraduate and graduate coursework, grants graduate degrees, promotes lifelong learning, and responds proactively to the university's needs by providing educational services that uphold academic standards and increase student persistence while affirming and furthering institutional diversity.

The LAD division, through its individual departments, supports and maintains National-Louis University's academic standards by developing students' abilities in language and communication. The Center for Academic Development and the Language Institute promote this mission by the assessment and placement of students into appropriate academic course work and into programs of study and support that provide opportunities for students to become independent learners capable of reaching their full potential. Adult Education supports this mission by providing educational programs which increase the individual's knowledge and skills needed for engaging in the various professions which have the adult learner as their central focus.

In offering programs which increase students' chances of success in higher education as well as their satisfaction with the institution, the division enhances institutional efforts toward greater student retention. The programs meet the needs and interests of a multi-socioethnic, multi-aged population by offering opportunities for achieving excellence which go beyond the provision of access to higher education. In this academic support role, the division guides students toward the completion of degrees in the liberal arts and sciences and the professions.

As part of its commitment to lifelong learning, LAD graduate programs in the Adult Education Department focus on facilitating the education, training, and development of adults in a variety of settings. The goal of the Master of Adult Education program is to provide a complete professionalizing experience in key areas of adult learning and development. Specifically, it builds on the learner's existing career and professional skills while updating new knowledge and skills.

The Division of Language and Academic Development provides educational services to the faculty and staff of the institution. Also, the division offers assistance in accommodating the needs of diverse learning and language groups. This assistance includes translating and interpreting services, information on appropriate and effective teaching strategies and learning styles, in-class workshops, conference presentations, and the dissemination of research, theory, and effective practices in the fields of adult education, language teaching, and learning assistance.

The division furthers the university's goal of increasing institutional diversity with its active participation in the design and teaching of corporate sector offerings, the development and delivery of community outreach and intervention programs, and the delivery on-campus of services to a multi-socioethnic population. The divisional faculty's collective expertise in adult learning theory, human resource development, language acquisition, and cross-cultural communication provides a unique perspective which enables the college to further its mission.

Center for Academic Development

National-Louis University has established a comprehensive academic skills program offered through its Center for Academic Development. The primary goal of the Center for Academic Development (CAD) is to promote excellence by developing academic skills for students of all ages, ethno-linguistic and educational backgrounds, and levels of capability. A broad spectrum of services and resources designed to maximize learning are available to students, faculty and staff. The CAD exists to facilitate National-Louis University students in becoming efficient, independent learners working at their full potential.

The CAD professional staff includes Learning Specialists, subject-area specialists, and peer tutors with knowledge and expertise in current learning theory and instructional methodology. The CAD personnel collaborate with National-Louis University faculty and staff to develop and implement academic skills offerings which complement general education and professional course work; to present workshops for students/faculty; to design intervention programs for special populations; to disseminate CAD programs through presentations at national conferences. Through the Office of Continuing Education and Outreach, the CAD delivers corporate communication skills courses and workshops on-site.

The CAD also provides family literacy services to the community through Latino Outreach Program for effective parenting and infant/toddler education, and through staff development with various Chicago literacy groups.

Diagnostic evaluation and consultation is also provided by special request both on and off campus. Students in need of intensive services are referred to the appropriate agencies. At the heart of CAD programs are the Learning Specialists—faculty members working to assure the success of each student. They administer diagnostic and placement tests and intervene on behalf of students with special learning needs. They also support faculty who seek guidance in making course work more effective.

The programs of the Center have been cited as “exemplary” by the National Center for Developmental Education. They have made a significant impact on student learning and are an active part of the academic environment at National-Louis University.

The CAD offers both drop-in services and hours by appointment at all Chicago-area National-Louis University campuses and extended sites.

Language Institute

The main purpose of the Language Institute is to provide limited-English-proficient individuals with the English language skills necessary to accomplish personal and professional goals through study at National-Louis University.

The Language Institute assesses the oral and written English language proficiency of all non-native speakers of English who apply for admission to National-Louis University. Through this assessment process, these students are placed in appropriate English language courses within the Language Institute or elsewhere in the university. The Language Institute develops and conducts the English language courses, laboratories and tutorials, and workshops needed by such students through the English for Speakers of Other Languages (ESOL) program.

The Language Institute's English for Speakers of Other Languages (ESOL) program is a five-level sequenced program of English, consisting of classroom instruction, language laboratory, and computer laboratory. Additional courses, such as writing lab and pronunciation lab, are offered on a needs assessment basis. A sixth course, Writing Skills Development (WSD), provides intensive, post-level V writing practice.

The Language Institute's ESOL curriculum is academically oriented and focuses on competencies developed for the five levels by the faculty. Each level is coordinated by a faculty member who develops course syllabi reflecting the competencies, coordinates the development of the final exams, and orients new instructors.

In addition, the Language Institute offers a variety of courses and programs for specific purposes. Efforts in this area have included English for professionals, English and civics for amnesty applicants, English language sensitization, introduction to language study, and international programming.

The Language Institute also provides services to the institution and community. Within the university, it functions as a resource center by offering translating, interpreting, bilingual advising, and faculty/staff in-services. In the community, the Language Institute has provided consulting to business and English language instruction on local ethnic radio stations.

Division of Liberal Arts and Sciences

The Division of Liberal Arts and Sciences offers undergraduate students at National-Louis University courses in three general categories:

1. General studies foundation for all professional programs as described along with degree requirements in each area;
2. Upper-level course work toward satisfaction of professional program requirements for an area of concentration or specialization;
3. Completion of degree requirements in the Liberal Arts Studies program.

Applied Behavioral Sciences Degree Completion Program (Available only as a field-experience program)

This is an experience-based baccalaureate degree completion program for adults. The program combines an intensive series of seminars with integrating research projects. The behavioral sciences emphasize theories which help to understand, predict, direct change, and make decisions about the behavior of individuals and groups.

As part of the course work the student prepares a portfolio which represents a self-assessment and documentation of prior learning. The description and documents presented in support of this learning are assessed and credit granted by trained evaluators and faculty members, according to the policies established by the faculty. (See Assessment Center—page 197).

A student may apply for a maximum of 60 quarter hours of credit for: (1) documented and certificated learning gained through technical schools, job related seminars and training programs; and (2) learning gained from life experience.

Students are expected to have at least 75 quarter hours of transferable credit from an accredited college to be considered for the program. A maximum of 60 quarter hours of technical credit may be applied to the degree.

General Studies Requirements

	60 QH
Humanities	9 QH minimum
Natural Sciences (science and/or mathematics)	9 QH minimum
Behavioral Sciences	9 QH minimum
Additional courses in above areas to total 60 QH	

Applied Behavioral Science Requirements		48 QH
LAS331	Dynamics of Group Behavior	4
LAP300	Adult Development and Learning Assessment	5
LAP340	Effective Interpersonal Relationships	3
MGT302	Principles of Management and Supervision	4
LAH305	Philosophy of Values and Ethics	5
LAS426	Multicultural Dimensions	3
INT310	Research Methods in the Behavioral Sciences	3
LAS430	Economic Issues in a Global Perspective	5
LAE495	Special Topic: Report Writing	2
LAS490A	Independent Study: Practical Integrative Inquiry I	2
LAT210	Effective Speaking	4
INT410	Leadership in a Changing World	5
LAS490B	Independent Study: Practical Integrative Inquiry II	3
Total Minimum Hours		180 QH

The Liberal Arts Studies Program

Students choose either two academic areas of concentration (45 quarter hours each) or one major (45 quarter hours) and two minor areas of concentration (30 quarter hours each). No courses with grades of "D" will be counted in the concentration.

General Studies Requirements		69 QH
Humanities		
LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
	English, Speech or Drama elective	5
LAA110	Introduction to Art	2
LAU110	Introduction to Music	2
LAH120	Logic and Effective Thinking	5
Natural Sciences		
LAM110	College Mathematics	5
LAM112	Concepts of Mathematics	5
LAN110	General Biology	5
LAN150	Survey of Physical Sciences	5
	Science elective	5
Behavioral Sciences		
LAP100	General Psychology	5
	Introductory Social Science course	5
LAS300	Contemporary World Cultures	5
LAS200	U.S. History and Culture: 1492-1828 <i>OR</i>	
LAS201	U.S. History and Culture: 1828-1898 <i>OR</i>	
LAS203	U.S. History and Culture: 1898-present	5

Liberal Arts Major Requirements		45 QH
Art		
English		
Human Development		
Mathematics		
Multicultural Studies		
Psychology		
Science		
Social Science		
Sport Science		
Theatre/Fine Arts		
Liberal Arts Minor Requirements		30QH
Art		
English		
Human Development		
Mathematics		
Philosophy		
Psychology		
Science		
Social Science		
Sport Science		
Theatre/Fine Arts		

Total Minimum Hours 180QH

Upper level hours—total of 25 quarter hours. For double minor, each minor must have a minimum of 10 quarter hours of upper level credit.

Concentration Residence—of the total 25 required upper level hours, 15 quarter hours must be taken at National-Louis University. For the double minor, each minor must have a minimum of 5 quarter hours of the 25 required upper level hours taken at National-Louis University.

General studies courses are included in the major and minor concentrations.

Students must demonstrate English competency by passing the English competency examination.

Art

The Art Department at National-Louis University features a heavy emphasis on studio art, while art theory and history courses, required of art majors, give students background and appreciation for hands-on experiences.

Art Major Requirements

LAA110	Introduction to Art	2 QH
LAA301	Design	5
	Art History elective	5
	Art electives	33
Total Minimum Hours		45

Art Minor Requirements

LAA110	Introduction to Art	2
LAA301	Design	2
	Art History	5
	Art electives	18
Total Minimum Hours		30

Students in the elementary teacher education program will need to consult with their art department advisor concerning additional art electives, art methods course (CIH481 Theory and Methods of Teaching Art 3 QH) and pre-clinical hour requirements for art specialist certification (K-12 grades) or secondary art certification (6-12 grades) which may be possible after degree completion and teaching experience.

English

The English Department has courses in composition and in literature which can be combined in a classic English major or selected to create a specialty in either composition or literature. This opportunity to specialize at the undergraduate level—rarely found in English Departments—allows students to build a very attractive dossier for future employment.

English Composition Major Requirements

	General Studies composition and literature courses	15
LAE303	English Language and Linguistics	5
LAE301	Advanced Composition	5
	Three electives from upper-division or graduate-level composition courses	15
	Composition or Literature elective:	5
Total Minimum Hours		45

English Literature Major Requirements

	General Studies composition and literature courses	15
LAE303	English Language and Linguistics	5
	Two literary period courses	10
	Electives from literary period or genre courses	10
	Composition or Literature electives	5
Total Minimum Hours		45

English Major (Non-specific) Requirements

	General Studies composition and literature courses	15
LAE303	English Language and Linguistics	5
	One literary period course	5
	Composition or Literature electives	20
Total Minimum Hours		45

Students in elementary teacher education (middle school emphasis) who select one of the above major concentrations are also required to take:

RLL482	Theory and Methods of Teaching the Language Arts	5
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English Composition Minor

	General Studies composition and literature courses	15
LAE301	Advanced Composition	5
	Two electives from upper division or graduate-level composition courses	10
Total Minimum Hours		30

English Minor (Non-specific)

	General Studies composition and literature courses	15
	Composition or Literature electives	15
Total Minimum Hours		30

Human Development

The Human Development major is offered by the Psychology Department and prepares students to apply concepts and theories about the biological, social and psychological maturation of the person throughout the life cycle. This major provides a foundation for further graduate study. Students may apply their knowledge in a variety of settings.

Human Development Major**Required courses**

Students will select required courses in each of the following areas in consultation with a psychology department advisor (Total: 30 to 35 QH).

- I. General Psychology 5 QH
An introductory course in general psychology is required for all human development concentrators except for students in certification programs in early childhood or elementary education.
- II. Developmental Psychology 15 QH
General requirement:
Three developmental psychology courses, including one course in Life-Span Development required.

Students who plan to apply for certification in early childhood education before June 1992 should register for the following courses to fulfill this requirement:

LAP201	Psychology of Early Childhood
LAP301	Psychological Foundations of Reading
LAP203	Life Span Development

Students applying for certification after July 1, 1992, should complete one course in Life Span Development and two other developmental psychology courses.

- III. Social and/or Personality/Clinical Psychology 5 QH
A minimum of one course is required.

Students in early childhood education should take the course, Psychology of Play and Therapeutic Applications (LAP325) or Psychological Assessment of the Young Child—Parts I and II (LAP320, LAP321) to fulfill this requirement.

- IV. Cognitive and/or Experimental Psychology 5 QH
A minimum of one course is required.

Students in early childhood education should take the course, Psychology of Learning (LAP401) to fulfill this requirement.

- V. Community Psychology 5 QH
A minimum of one course is required.

Students in early childhood education should take Cross-Cultural Communications (LAP348) or Culture and Self (LAP350).

Total Minimum Hours 30 to 35 QH

Elective Courses

Students will select additional elective courses from the above areas or from special topics, seminars and research in psychology to complete a total of 45 quarter hours, with the approval of a psychology department advisor.

Total elective courses: 10 to 15 QH

Total Minimum Hours 45 QH

Note: All students in early childhood education are required to take the human development major. Education students should consult the Preservice Teacher Education Handbook and their advisors to be in compliance with specific certification requirements.

Human Development Minor

Required courses

Students will select required courses in each of the following areas in consultation with a psychology department advisor (Total: 15 to 20 quarter hours.)

- I. General Psychology 5 QH
An introductory course in general psychology is required for all human development concentrators except for students in certification programs in early childhood or elementary education.

- II. Developmental Psychology 15 QH
General requirement: Three developmental psychology courses, including one course in Life-Span Development required.

Total Required Hours 15 to 20 QH

Elective Courses

Students will select additional elective courses from the following areas to complete a total of 30 quarter hours, with the approval of psychology department advisor.

- III. Social and/or Personal/Clinical Psychology 5 QH
A minimum of one course is recommended.

- IV. Cognitive and/or Experimental Psychology 5 QH
A minimum of one course is recommended.

- V. Community Psychology 5 QH
A minimum of one course is recommended.

Total elective courses (minimum) 10 to 15 QH

Total Minimum Hours 30 QH

Mathematics

Students can choose from a wide variety of courses, from number theory to calculus. A strong mathematics background can be a real career asset.

Mathematics Major Requirements

Math courses numbered above College Mathematics (LAM110), including a minimum of two 400-level courses. 45

Total Minimum Hours* 45

Mathematics Minor Requirements

Math courses numbered above College Mathematics (LAM110) 30

Total Minimum Hours* 30

Multicultural Studies

Available at Chicago Campus Only

National's Multicultural Studies major gives students a better understanding of the nature of our ever-changing society. It can help students to work better with people of all backgrounds, and it can help them to understand their own heritage.

* Students in the elementary teacher education program with a mathematics major concentration will need to take in addition: Theory and Methods of Teaching Middle School Mathematics (MHE480).

Multicultural Major Requirements

LAS313	The Metropolitan Community	5
LAS311	Racial and Ethnic History and Culture	5
	Multicultural Studies general education course and electives	35
Total Minimum Hours		45

See Social Science Department course listings for course descriptions.

Philosophy

National-Louis University's Philosophy Department helps students to sharpen analytical skills and to develop insight into the relationships between people, actions, and concepts.

Philosophy Minor Requirements

LAH120	Logic and Effective Thinking	5
LAH305	Philosophy of Values and Ethics	5
LAH110	Introduction to Philosophy	5
	Philosophy general education courses and electives	15
Total Minimum Hours		30

Psychology

The School of Arts and Sciences Psychology Department offers majors in psychology and human development. The Psychology and Human Services Departments also offer a dual major in psychology and human services for interested students. Please consult Psychology Department advisors for additional information about undergraduate and graduate program options.

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 but not limited to community and private mental health centers, the business sector, and a variety of teaching careers.

Psychology Major Requirements**Required Courses**

Students will select a minimum of one 5-quarter hour course in each of the following areas in consultation with a psychology department advisor: (Total: 20-25 quarter hours.)

I. General Psychology*	5 QH
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* An introductory course in general psychology is required for all psychology concentrators except for students in teacher certification programs or the psychology-human services dual concentration.

II. Developmental Psychology	5 QH
A minimum of one course is required.	
III. Social and/or Personality/Clinical Psychology	5 QH
A minimum of one course is required.	
IV. Cognitive and/or Experimental Psychology	5 QH
A minimum of one course is required.	
V. Community Psychology	5 QH
A minimum of one course is required.	
Total Required Hours (Minimum)	20-25 QH

Elective courses

Students will select additional psychology courses from the above areas or from special topics, seminars or research in psychology to complete a total of 45 quarter hours, with the approval of a psychology department advisor.

Total elective courses (Minimum):	20-25 QH
Total Minimum Hours	45 QH

Psychology Minor Requirements**Required Courses**

Students will select a minimum of one 5-quarter hour course in three of the following areas in consultation with a psychology department advisor: (Total: 15 quarter hours.)

I. General Psychology*	5 QH
II. Developmental Psychology	5 QH
III. Social and/or Personality/Clinical Psychology	5 QH
IV. Cognitive and/or Experimental Psychology	5 QH
V. Community Psychology	5 QH
Total Required Hours (Minimum)	15 QH

Elective courses

Students will select additional psychology courses from the above areas or from special topics, seminars or research in psychology to complete a total of 30 quarter hours, with the approval of a psychology department advisor.

Total elective courses (Minimum):	15 QH
Total Minimum Hours	30 QH

* An introductory course in general psychology is required for all psychology concentrators except for students in teacher certification programs or the psychology-human services dual concentration.

Science

At National-Louis University the science department offers courses in all of the natural sciences. Students can study biological sciences such as botany, zoology and physiology; physical sciences such as chemistry and physics; and earth sciences such as geology and astronomy.

Science Major Requirements

General education science courses and science elective courses	45
Total Minimum Hours	45

Science Minor Requirements

General studies science courses and science electives	30
Total Minimum Hours	30

Social Science

The Social Science Department offers courses in the structure, values and processes of human societies, past and present.

Social Science Major Requirements

Social science general education and elective courses	45
Total Minimum Hours	45

Social Science Minor Requirements

Social science general education and elective courses	30
Total Minimum Hours	30

Sport Management Program

The Sport Management program at National-Louis University leads to the Bachelor of Arts degree. The curriculum reflects a commitment to the professional preparation of students with a foundation in business administration as outlined by the NASPE Accreditation Standards, and the objectives set forth by the American College of Sport Medicine's Fitness Instructors Certificate.

The management component of the program includes courses in accounting, marketing, management, and computer science. Taking advantage of the superb offerings of the University's College of Management and Business, sport management students work closely with an academic advisor to select courses from the departments of Accounting, Business Administration, and Computer Information Systems and Management. These courses include those offered in the concentrations in Entrepreneurial Studies and International Business.

The sport science courses concentrate on the disciplines of prudent applied physiology and exercise guidelines. They are aimed at providing awareness of motor development processes and at developing an understanding of the anatomical, kinesiological, physiological, and maturational aspects of the exercise process.

A strong liberal arts foundation rounds out the Sport Management program extending the University's commitment to liberal arts as an essential part of professional preparation in all endeavors.

General Studies Requirements

60 QH

LAE101	Fundamentals of Composition	5
LAE102	Composition & Literature	5
LAH120	Logic & Effective Thinking	5
	Humanities elective	5
LAM110	College Mathematics	5
LAM214	Mathematics for Management Science	5
LAN110	General Biology & Laboratory	5
	Math or Science elective-advisement	5
LAP100	General Psychology	5
LAS115	Introduction to Economics	5
LAS300	Contemporary World Cultures	5
	Psychology or Social Science elective	5

Pass English competency examination or "B" or better in LAE101 and LAE102 taken at National-Louis University.

Sport Management Major Requirements

Management 51 QH

MGT101	Business Organization and Management	4
MGT104	Business Law	4
MGT120	Accounting Principles I	4
MGT121	Accounting Principles II	4
MGT140	Introduction to Computers and Computer-based Applications	6
MGT160	Entrepreneurship	4
MGT300	Principles of Marketing	4
MGT302	Principles of Management and Supervision	5
MGT360	Accounting for Entrepreneurs	4
MGT361	Finance for Entrepreneurs	4
MGT362	Marketing for Entrepreneurs	4
MGT461	Business Planning for Entrepreneurs	4

Sport Science Requirements

52 QH

LAR120	The Science of Health and Nutrition	5
LAR101	Survey of Sport Management	3
LAR203	Scientific Foundation of Physical Fitness	3
LAR102	First Aid and Safety	1
LAR301	Sport in Society	5
LAR303	Nutrition for Fitness	2
LAE310	Fitness Programs Through the Life Cycle	3
LAR325	Psychology of Sport and Physical Activity	5
LAR311	Physiology of Exercise	5
LAR312	Kinesiology	5

LAR460	Practicum in Sport Management	5
LAR470	Internship in Sport Management	5
	Physical Education Activities (five)—1 quarter hour each	5
	Free electives	17

If a student elects to pursue only a Sport Science component or a Business Administration component, that can be arranged under academic advisement.

Sport Science Minor Requirements 30 QH

LAR303	Nutrition for Fitness	2
LAR310	Fitness Programs Through the Life Cycle	3
LAR325	Psychology of Sport and Physical Activity	5
LAR311	Physiology of Exercise	5
LAR312	Kinesiology	5

Choice of Courses Below to Equal 10 QHS

LAR120	The Science of Health and Nutrition	5
LAR101	Survey of Sport Management	3
LAR203	Scientific Foundation of Physical Fitness	3
LAR102	First Aid and Safety	1
LAR301	Sport in Society	5

Theatre Arts Program

Students in the Theatre Arts Program must complete a total of 180 credit hours: a 70-quarter-hour liberal arts/general education core, an 80-quarter-hour Theatre Arts specialization in either General Theatre Arts, Children's Theatre and Creative Drama, or Stage Production/Management, and an additional 30 quarter hours of study drawn from National-Louis University's broad array of course offerings.

National-Louis University's close proximity to the professional Chicago theatre community provides students unique and rich intern possibilities in all areas of concentration. In addition, National-Louis University's own Baker Demonstration School serves as a valuable laboratory for Children's Theatre and Creative Drama students.

General Studies Requirements 69 QH

Humanities

LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
	Literature course	5
LAT210	Effective Speaking	5
LAA110	Introduction to Art	2
LAU110	Introduction to Music	2
LAH120	Logic and Effective Thinking	5
	Humanities course	5

Natural Science

LAM110	College Mathematics	5
	Survey of Physical Science or General Biology	5
	Science or Math elective	5

Behavioral Science

LAP100	General Psychology	5
	Introductory Course in Social Science	5
LAS300	Contemporary World Cultures	5
LAS200	U.S. History and Culture: 1492-1828 <i>OR</i>	
LAS201	U.S. History and Culture: 1828-1898 <i>OR</i>	
LAS203	U.S. History and Culture: 1898 to the present	5

Theatre Arts Requirements 25 QH

LAT220	Introduction to Theatre	5
LAT221	History of the Theatre	5
LAT232	Modern Drama	5
LAT233	Stage Directing	5
LAT230	Stagecraft	5

Specialization I—General Theatre 55 QH

Electives selected from the courses listed below.

LAT214	Acting I	5
LAT309	Acting II	5
LAT211	Voice & Diction	5
LAT223	Children's Theatre	5
LAT316	Advanced Children's Theatre	5
LAT215	Storytelling and Story Theatre	5
LAT231	Creative Drama	5
LAT312	Theme-Oriented Drama	5
LAT240	Puppetry	5
LAT317	Playing Shakespeare	5
LAT225	Women in Theatre	5
LAT224	Minority Theatre	5
LAT310	Advanced Stagecraft	5
LAT325	Use of Computers in Theatre Production and Management	5
LAU200	Musical Theatre	5
LAU201	Music Theory I & II	5
LAT200A,B	Ballet I & II	5
LAT201A,B	Jazz Dance I & II	5

Specialization II—Children's Theatre and Creative Drama 55 QH

Select from the following Theatre electives (In addition to those listed under General Theatre)

LAT223	Children's Theatre	5
LAT316	Advanced Children's Theatre	5
LAT312	Theme-Oriented Drama	5
LAT214	Acting I	5
LAT309	Acting II	5
LAT215	Storytelling and Story Theatre	5
LAT240	Puppetry	5
LAT460	Internship in Creative Drama	5-10
LAT412, 413	Practicum: National Puppet Company	5-10
LAT411	Practicum: National Children's Theatre Touring Company	5-10

Specialization III—Theatre Production/Management 55 QH

Select from the following electives (In addition to those listed under General Theatre)

LAT310	Advanced Stagecraft	5
LAT314	Scenic Design	5
LAT315	Costume Design	5
LAT313	Lighting Design	5
LAT325	The Use of Computers in Theatre Production and Management	5
LAT490	Independent Study in Stage Management	1-6
LAT412,413	Practicum: National Puppet Company	5-10
LAT411	Practicum: National Children's Theatre Touring Company	5-10
LAT461	Practicum in Production/Management	5-10
Total Minimum Hours		80 QH

Additional elective courses to complete a total of 180 required quarter hours chosen from National-Louis University's broad array of course offerings.

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Theatre/Fine Arts Program

Students in the Teacher Education (K-9) program or Liberal Arts Program may choose to major or minor in the theatre/fine arts program.

Theatre/Fine Arts Major Requirements

LAT220	Introduction to Theatre	5
LAT221	History of the Theatre	5
LAT232	Modern Drama	5
LAT230	Stagecraft	5
	Theatre electives	25
Total Minimum Hours		45

Theatre/Fine Arts Minor Requirements

LAT220	Introduction to Theatre	5
LAT221	History of the Theatre	5
LAT232	Modern Drama	5
	Theatre electives	10
Total Minimum Hours		30

Course Descriptions

This section provides descriptions of all courses given by the College of Arts and Sciences. The courses are listed in alphabetical order and numerical order. Unless otherwise stated, courses listed in a department may be used for a major or minor concentration in that department provided such a major or minor is authorized by the curriculum.

Numbering System

100-299 Lower undergraduate courses

Courses with these numbers are for undergraduate students (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.

300-499 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 the bachelor's degree. A 400-level-course may be taken for undergraduate credit or graduate credit, upon approval of the student's departmental advisor and the department offering the course.

The first three alpha designations are codes for department or discipline. The fourth character indicates level.

Department/Discipline Codes

Allied Health (AH-)

AHA-Administration

AHE-Education

AHG-General

AHM-Medical Technology

AHN-Nursing

AHP-Pulmonary Science/Respiratory Care

AHR-Radiation Therapy

Human Services (HS-)

HS—Electives or variable

HSA-Administration

HSC-Core/Counseling

HSE-Employee Assistance Program

HSG-Gerontology

HSP-Prevention

HSS-Substance Abuse

Language and Academic Development

- CAD- Academic Development
 ESL- English for Speakers of Other Languages
 LIN- Linguistics

Liberal Arts and Sciences (LA-)

- LAA- Art
 LAE- English
 LAH- Philosophy
 LAL- Legal
 LAM- Mathematics
 LAN- Natural Science
 LAP- Psychology
 LAR- Sport and Physical Education
 LAS- Social Science
 LAT- Theatre
 LAU- Music

490 Independent Study

Provides undergraduate 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, obtained in the Registrar's Office, must be completed and are required for registration.

495 Special Topic

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.

499 Seminar

Library research, discussions with peers and instructors and field work in a selected area of interest.

Allied Health

See program section for full description of the Allied Health Degree Completion Program options and requirements.

AHA400 Statistical Methods and Research

Problem analysis and evaluation techniques are presented. Students are shown methods for defining, researching, analyzing and evaluating a problem they would solve in their work or avocational environment. Specific statistical information covered in the course includes identifying and measuring objectives, collecting data, working with significance levels, analyzing variance and constructing questionnaires. *5 quarter hours*

AHA423 Topics in Allied Health (formerly 12-423)

Critical evaluation and integration of theory and practice via problem-solving seminars. Includes examination of current theories and related topics. *3 quarter hours*

AHA424 Health Law (formerly 12-424)

An examination of the law and the legal system which regulate the health care profession. Topics include: medical malpractice; consent confidentiality and medical records; the liability of health professionals, civil and criminal; risk management; quality assurance; rights of patients to refuse treatment; and current topics. *5 quarter hours*

AHA426 Presentation Skills in Allied Health Education (formerly 12-426)

Practice in the presentation skills of lecture, discussion, and demonstration; design and utilization of instructional media to enhance presentation skills. *3 quarter hours*

AHA427 Financial Management (formerly 12-427)

An investigation of the role of fiscal policy, integrating economic principles with the practices of health care budgeting, facility planning and other areas of financial operations, such as cost containment, auditing, third-party reimbursement, and fund accounting. *3 quarter hours*

AHA428 Legal Issues and Law in Health Care (formerly 12-428)

The impact of differing laws and policies upon professionals and the health care field including substantive and procedural law pertaining to health care delivery from the perspective of the provider and the consumer. *2 quarter hours*

AHA429 Current Issues in Health Care (formerly 12-429)

A survey of current topics in the health care field, identifying problems, paradoxes and parameters of such issues such as self-help groups, patient advocacy, current trends, research, and the politics of health care. *1 quarter hour*

AHA430 Human Resource Development For Health Care Supervision (formerly 12-430)

Discusses the principles involved in the job selection process, training, developing and evaluating job performance. Enables the student to design and implement job descriptions, selection interviews, in-service and job training sessions, performance appraisals and quality assurance programs at the departmental level. *2 quarter hours*

AHA454 Allied Health Systems Management (formerly 12-454)

Input-output models, organizational boundaries, and varieties of systems and environments; force field analysis, managing and evaluating change. *5 quarter hours*

AHA480 Administrative Preceptorship in Allied Health (formerly 12-461)

Students are assigned to an administrative position in a hospital or department of radiology for practical application of administrative skills with cooperative planning by supervising administrators and the faculty from the Department of Allied Health for organized exposure to a broad spectrum of work situations. Prerequisite: Instructor Permission. *5 or 10 quarter hours*

AHA491A Research Project I (formerly 12-491A)

Students prepare part one of a written research project which examines a problem related to their occupation or avocation. Periodic progress reports will be given regardless of the status of the project. *2 quarter hours*

AHA491B Research Project II (formerly 12-491B)

Students complete their independent research projects and present them to instructor(s) in written form and to their classmates orally. *5 quarter hours*

AHE420 Instructional Methods in Allied Health Education (formerly 12-420)

Emphasis upon presentation skills, including: set induction, fluency in asking questions, achieving closure, etc. Instructional techniques include micro-laboratory sessions and videotape playback for critique and evaluation. *5 quarter hours*

AHE421 Curriculum Development in Allied Health (formerly 12-421)

Techniques of planning, organizing, and administering each facet of the continuum for total curriculum development. Intra- and extra-institutional forces upon a curriculum and concepts involving the relationships of courses within a curriculum are examined. *5 quarter hours*

AHE422 Clinical Assessment (formerly 12-422)

A systematic approach to clinical assessment, focusing upon the processes involved in designing evaluative instruments for measuring clinical performance. *2 to 5 quarter hours*

AHE480 Student Teaching in Allied Health (formerly 12-460)

Students are assigned to a community college or hospital program for practical application of teaching skills in allied health with cooperative planning by supervising teachers and faculty from the Department of Allied Health for an organized exposure to a broad spectrum of teaching situations. *5 or 10 quarter hours*

AHG101 Introduction to Allied Health Professions (formerly 12-221)

This course provides an overview of the history, current practice and future potential for allied health. Legal, ethical and interpersonal aspects of patient care are introduced. Educational requirements, credentialing procedures, and career opportunities are outlined. Observation of an allied health professional is required. *1 quarter hour*

AHG102 Medical Terminology (formerly 36-202)

Introduction to the basic medical terminology needed by beginning students of an allied health occupation. *2 quarter hours*

AHG260 Emergency Medical Technician Training (formerly 12-260)

The Emergency Medical Technician (EMT) is a professional-level provider of emergency care for the pre-hospital assessment and treatment of the sick or injured patient. The EMT Training course instructs individuals in the skills necessary to meet the physical and emotional needs of the patient at the emergency scene and through transport and transfer to a medical facility. The course provides the instruction necessary to meet state certification requirements (Illinois Department of Transportation examination) and is a prerequisite for paramedic training. Offered at Evanston Hospital. *5 quarter hours*

AHG495 Allied Health Special Topic (formerly 12-495A)

Usually a technical topic which applies to one or more of the health disciplines. Students may register for this course more than once since the topic varies each quarter. *2 to 5 quarter hours*

AHG499 Allied Health Seminar (formerly 12-499)

This seminar is designed to facilitate communication and sharing of resources between students and faculty involved in the Allied Health Concentration. Topics of current interest to health care professionals will be examined. New students and those involved in off-campus learning activities (e.g., student teaching or preceptorships) are expected to participate. (This course may be repeated). Prerequisites: Consent of instructor. *3 quarter hours*

Medical Technology

AHM300 Orientation to Medical Technology (formerly 38-401)

An introduction to multiple aspects of medical technology to include related agencies and professional organizations, opportunities and career options and issues of the profession. A survey of clinical chemistry, hematology, bacteriology, clinical microscopy, immunology and immunohematology and the relationship of these sciences to patient care and management (with laboratory). *5 quarter hours*

AHM400 Medical Technology Laboratory Techniques (formerly 38-400)

An orientation to the overall clinical program and to the profession of Medical Technology. Medical terminology, laboratory mathematics, the basics of laboratory safety and quality control/assurance, basic laboratory techniques and their relation to each laboratory unit are covered (with laboratory). *0 quarter hours*

AHM402 Clinical Microbiology (formerly 38-402)

The study of morphology, classification physiology, cultivation and staining of bacteria, parasites, fungi and viruses; relation to clinical disorders and disease states. Theory and techniques of microscopy. Study of antibiotic and susceptibility testing (with laboratory). *12 quarter hours*

AHM403 Clinical Hematology and Coagulation (formerly 38-403)

Study of the function, maturation and morphology of blood cells. Microscopic and chemical study of blood cells in clinical disorders and disease states. Theory and application of instrumentation. Study and performance of techniques involved in evaluation of platelets, vascular clotting and fibrolytic system; monitoring and evaluation of anticoagulant drugs (with laboratory). *8 quarter hours*

AHM404 Clinical Immunohematology/Transfusion Medicine (formerly 38-404)
Study of the theory and application of immunology in relations to blood groups and types of donors and recipients, including identification of antibodies, compatibility testing, transfusion and component therapy, transfusion and component therapy, transfusion reactions, procurement and preparation of blood and its components (with laboratory). *6 quarter hours*

AHM405 Clinical Immunology/Serology (formerly 38-405)
Study of theory and application involving antigens and antibodies and their interactions. Discussion of lymphoid system, complement and the immune response. Study and performance of laboratory procedures involved in immunological techniques as applied to the study of autoimmune and infectious diseases (with laboratory). *4 quarter hours*

AHM406 Clinical Microscopy (formerly 38-406)
Theory and application involved in microscopic and chemical testing of urine, stool and other body fluids. Physiology, methodology and clinical correlation are stressed (with laboratory). *3 quarter hours*

AHM407 Clinical Chemistry (formerly 38-407)
Study of basic laboratory principles and procedures. Theory and application of basic and advanced instrumentation. Physiology, methodology and clinical correlation involved in biochemical testing in the areas of routine biochemistry, toxicology, endocrinology, and pediatric biochemistry. Emphasis on quality control, preventive maintenance, and statistics and laboratory mathematics (with laboratory). *10 quarter hours*

AHM408 Phlebotomy (formerly 38-408)
Study and practice of appropriate blood collection techniques. Specimen preparation, specimen variable isolation techniques and ethical standards are stressed (with laboratory). *1 quarter hour*

AHM409 Laboratory Management/Education in Medical Technology (formerly 38-409)
Application and synthesis of the multiple aspects of education and management in the laboratory sciences area. *10 quarter hours*

AHN440 Introduction to Community Health Problems (formerly 12-440)
Supervised field study designed to assist in the identification of leading health problems in the community. Includes assignment to several different health agencies to acquire understanding of different functions and services offered in the community, public, private, and voluntary health agencies. *5 quarter hours*

AHN441 Introduction to Public Health Nursing/Theory and Practice (formerly 12-441)
Incorporates classroom and practicum components; classroom instruction to focus on three basic areas: (1) the PHN working with the family, (2) the PHN working with the community, (3) the PHN working in the health care system; practicum focuses on nursing care to families in the home and to groups within the community. *5 quarter hours*

AHN470 School Nurse Internship (formerly 12-462)
A nine-week, supervised experience providing the school nurse intern an opportunity to explore school nursing methods, materials and programs in a public school under the supervision of a certified school nurse; a Seminar in School Nursing is taken concurrently. Placement is in consultation with the program coordinator. Prerequisite: completion of the courses required for school nurse certification. Student must make arrangements with the program coordinator for the internship at least one quarter before registering for the internship. *9 quarter hours*

AHN499N School Nurse Seminar (formerly 12-499A)
Twenty-four contact hours for school nurses preparing for certification. Provides information about the organization of public schools and the administration of a school health program, including mandated programs, screening programs, evaluation of children with special needs, and the role of the nurse as a health educator. Course is taken concurrently with the School Nurse Internship. *3 quarter hours*

Respiratory Care

AHP301 Pulmonary Physiology (formerly 59-405)
An in-depth study of the functional anatomy and physiology of the respiratory system. Ventilation, gas transport, lung mechanics, internal respiration and control mechanisms are examined in detail. *5 quarter hours*

AHP302 Pulmonary Pathology (formerly 59-403)
A survey of the pathology, diagnosis and treatment of diseases affecting respiration. Common obstructive, restrictive and chest wall disorders are emphasized. The respiratory effects of nonpulmonary diseases are considered. *5 quarter hours*

AHP303 Cardiovascular Diseases and Therapy (formerly 59-412)
A survey of cardiovascular physiology, pathology, and therapeutics as it relates to the expanding role of the advanced respiratory therapy practitioner. Cardiac (and post-cardiac surgical) patient care, electrocardiography. Hemodynamic monitoring and advanced CPR techniques will be emphasized. A variety of cardiovascular diagnostic and therapeutic procedures will be reviewed. *5 quarter hours*

AHP311 Patient Assessment and Medical Gas Therapy (formerly 59-201)
An introduction to the respiratory therapist's role in patient care. Review of the medical record and basic bedside assessment techniques are emphasized. The physiological basis, indications, hazards and common delivery systems for medical gas therapy are examined. Basic cardio-pulmonary resuscitation is presented. *5 quarter hours*

AHP312 Airway Care (formerly 59-202)
A comprehensive examination of the therapeutic modalities involved in maintaining or restoring a functional airway. Aerosol and humidity therapy, chest physiotherapy, manual resuscitators, suctioning and various hyperinflation techniques are examined in detail. The application, maintenance and discontinuance of various artificial airways are presented. *5 quarter hours*

AHP313 Respiratory Care Pharmacology (formerly 59-402)

A survey of pharmacology as it relates to respiratory care. Pharmacological principles, drug administration and dosage calculations are reviewed. The clinical application of drugs for acute and chronic airway maintenance is emphasized. Common ICU medications, including cardiovascular, neuromuscular, analgesic and antimicrobial agents are surveyed. *3 quarter hours*

AHP411 Mechanical Ventilators (formerly 59-411)

An in-depth study of mechanical ventilators. General operational characteristics, control systems, and ventilator classifications will be surveyed. Representative adult and pediatric ventilators will be examined in detail. *5 quarter hours*

AHP412 Pulmonary Diagnostics (formerly 59-204)

An introduction to pulmonary function and blood gas laboratory techniques. Standard procedures for measurement of lung volumes and flow rates are presented. Arterial sampling, laboratory techniques, instrumentation, and quality control procedures for blood gas analysis are examined in detail. Non-invasive monitoring techniques are introduced. The interpretation of laboratory values is emphasized. *2 quarter hours*

AHP421 Respiratory Critical Care (formerly 59-401)

A comprehensive examination of the respiratory therapist's role in adult critical care. The common pathologies and the general physiological mechanisms of ventilatory failure are examined. The effective application, monitoring, management, discontinuance, and physiological effects of mechanical ventilation are emphasized. Related diagnostic and therapeutic measures and ventilator adjuncts are examined. *6 quarter hours*

AHP431 Respiratory Care Specialties (formerly 59-420)

The course examines the patient problems and variations in therapy associated with the major special care areas, including neonatal/pediatric ICU, emergency room, OR/recovery, rehabilitation and chronic care facilities and home care. Coordination of respiratory care services, patient education and discharge planning are examined. *6 quarter hours*

AHP481 Clinical Practice I (formerly 59-260A & 59-260B)

Basic cardiopulmonary assessment techniques, medical gas therapy procedures and recognized airway care procedures are observed and practiced in the hospital setting. *6 quarter hours*

AHP482 Clinical Practice II (formerly 59-460A)

All aspects of respiratory care are performed in the critical care environment. The comprehensive support of mechanically ventilated patients is emphasized. Patient assessment techniques are expanded to include a more complete evaluation of ventilatory status, plus invasive and non-invasive cardiovascular monitoring. *6 quarter hours*

AHP483 Clinical Practice III (formerly 59-460B)

All aspects of respiratory care are performed in representative specialty care environments. Planning, evaluation, modification and coordination of respiratory patient care to meet the needs of specific patient populations is emphasized. The full range of patient assessment techniques and diagnostic procedures is considered. *5 quarter hours*

AHP484 Clinical Practice IV (formerly 59-460C)

A continuation of Clinical Practice III rotations. *6 quarter hours*

AHP 490 Pulmonary Science/Independent Study. 1-6 quarter hours**AHP495 Pulmonary Science Special Topic. 2-5 quarter hours****AHP499A Current Topics in Respiratory Care I (formerly 59-499A)**

A seminar dealing with current topics relating to respiratory care specialties. Student presentations may include clinical case studies, current literature reviews, and research of assigned topics. *2 quarter hours*

AHP499B Current Topics in Respiratory Care II (formerly 59-499B)

A seminar dealing with current topics encountered in the final quarter of clinical practice. Student presentations may include clinical case studies, current literature reviews, and research of assigned topics. Preparation for professional credentialing and employment will also be included. *2 quarter hours*

The following courses (AHP450-AHP454) are offered through Extension Services as the non-traditional program option. Enrollment in these courses is restricted to students with prior education, clinical training, and experience in respiratory therapy.

AHP450 Accelerated Basic Respiratory Therapy (formerly 59-230)

An accelerated presentation of the basic concepts of respiratory therapy for students with prior respiratory care training and/or experience. Patient assessment, medical gas therapy, airway care, humidity, and aerosol therapy are reviewed. *3 quarter hours*

AHP451 Accelerated Pulmonary Pathophysiology (formerly 59-430)

An accelerated presentation of pulmonary physiology and pathology for students with prior respiratory care training and/or experience. *3 quarter hours*

AHP452 Accelerated Cardiopulmonary Diagnostics (formerly 59-431)

An accelerated presentation of pulmonary and cardiovascular diagnostic procedures used in respiratory care; intended for students with prior training and/or experience in respiratory care. Patient physical assessment, pulmonary function testing, chest radiography, electrocardiography, hemodynamic monitoring and related procedures are considered. *3 quarter hours*

AHP453 Accelerated Pulmonary Therapeutics (formerly 59-432)

An accelerated presentation of advanced level therapeutics for students with prior respiratory care training and/or experience. The comprehensive survey of care for acute and chronic respiratory failure including pharmacology, mechanical ventilation, patient monitoring and respiratory therapies in a variety of critical care and specialty settings. *6 quarter hours*

AHP454 Clinical Proficiency Evaluation (formerly 59-433)

Assessment of clinical proficiency developed through prior clinical training and experience. A clinical experience/proficiency summary, clinical proficiency checks on critical tasks, and a behavioral scale are completed by the clinical evaluator. A written examination of clinical simulation is also required. All essential clinical proficiencies from the traditional program must be documented to fulfill the clinical training requirements of the program. *8 quarter hours*

Radiation Therapy Technology

AHR200 Introduction to Radiation Therapy (formerly 36-200)

For students intending to enter the Radiation Therapy Technology program or for students desiring to learn about radiation therapy. Subject areas include the social/economic impact of cancer patients, their families, and society; an overview of cancer and its treatment; radiation therapy technology; the radiation therapist and other allied health professionals. Clinical observations required. *4 quarter hours*

AHR201 Patient Care (formerly 36-201)

Handling, transporting and moving patients; proper bandaging and cleansing of wounds; obtaining vital signs and recognizing variations in a patient's physiological and emotional status; gowning and gloving procedures. Emphasis on nursing care of the cancer patient. *4 quarter hours*

AHR202 Imaging Techniques in Medicine (formerly 36-402)

Principles, theory, and techniques of imaging and their relationship to radiation therapy. *2 quarter hours*

AHR203 Introduction to Radiation Physics I (formerly 36-203)

Principles of energy, energy conservation, mechanics, electricity, and magnetism. Types and sources of ionizing radiations and their interactions with matter. The inverse square law, quality vs. quantity, penetrability vs. wavelength, and radiation physics terminology and measurements. Prerequisite: LAM110, LAM111. *4 quarter hours*

AHR313 Radiation Physics II (formerly 36-413)

The various radiation therapy units, brachytherapy calculations, RBE vs. LET, filtration, and the modification or alterations of the beam of radiation. Prerequisite: LAM110, LAM111, AHR203. *4 quarter hours*

AHR314 Radiation Protection (formerly 36-414)

Standards, regulations and recommendations from the NCRP and NRC. Basic methods of radiation protection. Radiation units. Personnel and area monitoring. Acute and latent effects of ionizing radiation on humans. Taught in the environment of a radiation therapy physics department. Prerequisite: AHR313. *2 quarter hours*

AHR315 Quality Assurance (formerly 36-415)

Knowledge of the principles and concepts of quality assurance as it applies to radiation therapy. Taught in the environment of a radiation therapy department and physics lab. Prerequisites: AHR313, AHR314. *2 quarter hours*

AHR412 Oncology (formerly 36-412)

An in-depth study of the neoplastic disease process, including spread, staging, treatment, and prognosis. Prerequisite: AHR420. *4 quarter hours*

AHR413 Radiation Biology (formerly 36-401)

The law of Bergonie and Tribondeau; the Puck-Marcus kill curve, the effects of ionizing radiations on tissues; and the physiologic syndromes associated with total and partial body irradiations. Prerequisites: LAN200, LAN205. *4 quarter hours*

AHR415 Radiation Research Seminar (formerly 36-405)

A required independent study. Allows the student opportunity to investigate a specific area of interest, culminating in a written and oral report. It is expected that students will take more than one quarter to finish their research. *2 quarter hours*

AHR416 Radiation Oncology I (formerly 36-416)

Generation and parameters of an isodose curve. Interactions of ionizing radiation with tissue. Discussion of the law of cell sensitivity, tissue tolerance, and therapeutic ratio. Comparisons of treatment units. Rationale of the selection of technique, volume, dose, and time. Steps to simulation, localization, and treatment. Generation of contours and handdrawn treatment plans. *4 quarter hours*

AHR417 Radiation Oncology II (formerly 36-417)

A study of advanced techniques of radiation therapy, to include brachytherapy, hyperthermia, and particle beam irradiation. Emphasis will be placed on the influence of anatomy, physiology, and pathology in the selection of technique. Prerequisite: AHR416. *4 quarter hours*

AHR418 Dosimetry (formerly 36-404)

Study and practice of advanced techniques; brachytherapy, and calculations of irregular fields; special calculations using treatment planning computer. Techniques for construction of ancillary treatment devices, beam blocks, wedges, and brachytherapy molds. *4 quarter hours*

AHR420 Pathology (formerly 36-420)

Study of the effect disease has on the anatomical and physiological process. Introduces concept of disease and the disease process. Prerequisite: LAN200, LAN205. *4 quarter hours*

AHR430 Current Professional Issues in Radiation Therapy

Affords students an opportunity to discuss or present in an informal setting items of professional interest or concern. *2 quarter hours*

AHR481 Clinical Practicum I (formerly 36-261)

Orientation to the radiation therapy department; elementary treatment set-ups and patient care; orientation to the treatment machines. The student spends 40 hours per week, Monday thru Friday, in the clinic during the summer quarter. *8 quarter hours*

AHR481S Practicum Seminar I (formerly 36-261)

A seminar that is to be taken concurrently with Clinical Practicum I. The seminar is designed to encourage discussion of the clinical experience; to bring out problems or misconceptions; to reinforce positive attitudes about the students experience; and to correlate the didactic courses to the clinical experience. *1 quarter hour*

AHR482 Clinical Practicum II (formerly 36-461A)

Radiation therapy technique; treatment simulation. The student spends 24 hours per week in the clinic. *6 quarter hours*

AHR482S Practicum Seminar II (formerly 36-412A)

A seminar that is to be taken concurrently with Clinical Practicum II. The seminar is designed to encourage discussion of the clinical experience; to correlate the didactic courses to the clinical experience; to review and discuss current literature in radiation therapy technology; to discuss and compare treatment techniques through actual case presentations. *1 quarter hour*

AHR483 Clinical Practicum III (formerly 36-461B)

Advanced radiation therapy treatment and simulation techniques; basic calculations and record keeping; radiation safety and quality assurance; observations in various hospital departments. The student spends 24 hours per week in the clinic. *6 quarter hours*

AHR483S Practicum Seminar III (formerly 36-412B)

A seminar that is to be taken concurrently with Clinical Practicum III. The seminar is designed to encourage discussion of the clinical experience; to correlate the didactic courses to the clinical experience. Topics of discussion will include advanced radiation therapy techniques, quality assurance, and radiation protection. *1 quarter hour*

AHR484 Clinical Practicum IV (formerly 36-461C)

Advanced radiation treatment and simulation techniques to include brachytherapy, medical imaging techniques; treatment planning; and special adjunct treatment techniques. *10 quarter hours*

AHR484S Practicum Seminar IV (formerly 36-412C)

A seminar designed to encourage discussion of the students clinical experience; and to correlate the didactic course work to the clinical experience. Topics of discussion will include case and journal presentation, special treatment techniques. Students are required to take and pass a comprehensive examination on all radiation therapy course and clinical work to date. *1 quarter hour*

AHR485 Clinical Practicum V (formerly 36-461D)

Advanced radiation therapy treatment procedures, techniques and simulation; physics rotation to include radiation safety, quality assurance, research and special projects; rotation to a neutron and or proton facility; elective rotations. *8 quarter hours*

AHR485S Practicum Seminar V (formerly 36-412D)

The seminar is to be taken concurrently with Clinical Practicum V. The seminar is designed to pull together all the knowledge learned during the professional sequence of the radiation therapy program by relating the didactic course objectives to the clinical experience. Topics of discussion will include advanced treatment, simulation, dosimetry, and planning techniques. *1 quarter hour*

AHR490 Radiation Therapy Independent Study (formerly 36-490)

Students, with the direction of the Program Advisor, pursue a specific personal interest within the discipline. *2 quarter hours*

Human Services

Junior-senior level undergraduates may take graduate level course work as is appropriate to their study plan upon approval of their undergraduate advisor.

HSC101 Introduction to Human Services (formerly 21-200)

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*

HSC102 Introduction to Applied Group Process (formerly 21-250)

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. *3-5 quarter hours*

HSC201 Principles and Dynamics of Interviewing (formerly 21-201)

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. *5 quarter hours*

HSC202 Theory and Techniques of Crisis Intervention (formerly 21-405)

Introduction to crisis theory, focusing on models of intervention and utilizing experiential skills-building exercises. Prerequisite: HSC201. *3-5 quarter hours*

HSC203 Principles of Family Intervention (formerly 21-406)

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. Prerequisite: HSC101, HSC201, HSC202, or permission of instructor. *3-5 quarter hours*

HSC300 Advanced Clinical Intervention Strategies (formerly 21-412)

Focus on advanced skills of interviewing, with emphasis on development and integration of individual style and technique. Prerequisite: HSC102, HSC201, HSC202, HSC203. *3-5 quarter hours*

HSC310 Management Administration of Health and Human Service Organizations (formerly 21-403)

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. Prerequisite: junior standing, Practicum IA and/or consent of instructor. *5 quarter hours*

HSC400 Theories of Counseling (formerly 80-503)

A survey of current theories of counseling and psychotherapies. The characteristics of all professional or paraprofessional helping relationships will be explored. Most major theories used in psychotherapy today and specific counseling techniques based on those theories will be studied to familiarize students with the most important methods of individual treatment of psychological problems. *3-5 quarter hours*

HSC401 Theories and Techniques of Group Counseling (formerly 80-502)

An overview of various theories and techniques of group counseling and the practical application of these techniques. The first part of the course will emphasize goals and purposes of group counseling, tasks and skills of the group counselor, and guidelines for group creation. The latter sessions will concentrate on the experiential application of these concepts. *5 quarter hours*

HSC402 Counseling and Human Development in a Multicultural Society (formerly 80-507)

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 upon critical issues of counseling persons of other cultures, ethnicity, race, and/or unique subcultural grouping. Prerequisite: HSC201, HSC202. *5 quarter hours*

HSC411 Diagnostic Tests and Approaches to Personality Assessment (formerly 21-411)

An introduction to projective personality testing, familiarizing the student with a variety of personality tests. Focus is on introducing the student to test materials, administering procedures, and clinical interpretations of tests, such as figure drawings, sentence completion, and other projective type tests. Prerequisite: junior standing. *3-5 quarter hours*

HSC414 Vocational Counseling (formerly 21-414)

Examination of principles of rehabilitation care and retraining for new careers; developing networks/resources supportive to the individual client and identifying lifestyle changes necessary to vocation readjustment. Prerequisites: HSC101 and HSC201. *5 quarter hours*

HSC451 Fundamentals of Creative Expressive Therapies (formerly 21-409)

Emphasis is on learning creative therapeutic techniques and how different art modalities can function as therapeutic tools in aiding the human service worker to develop rapport and empathy with individuals and groups using art, movement and dance. Prerequisite: HSC201. *3-5 quarter hours*

HSC499 Seminar/Current Issues in Human Services (formerly 21-499)

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 solutions will be a major focus. Prerequisite: junior standing. *1-6 quarter hours*

HS-303 The Stepfamily (formerly 21-203)

Provides an overview of the stepfamily structure and explores the effects of this family configuration on children, parents and institutions. Examination of how stepfamilies differ from other family forms and how children, parents and society deal with the phenomenon. *2 quarter hours*

HS-385 Practicum Supervision

Examination of the issues and dynamics of Professional Relationships within the content of the practicum experience. Specific attention given to: ethics of helping, organizational structure, service delivery systems, client assessment, and treatment planning with individual, group, agency, and family client units. The seminar will focus on both the commonalities (regardless of client population) of Human Service work as well as each student's unique learning experience. Prerequisite: Permission to begin Professional Practice Experience. Concurrent enrollment in undergraduate Practicum. Enrollment is required with each Practicum/Internship enrollment. *1-2 quarter hours.*

HS-405 Juveniles and the Law (formerly 14-405)

The study of the law affecting juveniles; delinquency, minors in need of supervision, neglect and abuse, child custody, adoption civil law and responsibility, special education and the Illinois School Code. Practical aspects of police interaction and intervention; the functions and capabilities of the Departments of Probation, Children and Family Services, and other public agencies. Prerequisite: HSC101. *5 quarter hours*

HS-407 Violence and Aggression in the Family (formerly 21-407)

Examination of the psychological, social, behavioral, and cultural foundations of aggressions and violence; issues of physical and emotional abuse within the family unit. *3-5 quarter hours*

HS-415 Strategies of Community Intervention (formerly 21-415)

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. Prerequisites: HSC101 and HSC201. *2-5 quarter hours*

HS-416 Marital Separation and Single Parent Families (formerly 21-416)

An examination of psychological, sociological, physical, and ecological dynamics of change in family structures preceding and during the divorce process, as well as the sequential stages of single parenthood and the reconstituted family. Prerequisite: HSC201. *2-5 quarter hours*

HS-417 Child Abuse (formerly 21-417)

The dynamics of child abuse, types of abuse, and the abuser; the impact and implications of child abuse on the family and society; treatment and prevention. Prerequisites: HSC201 and HSC405. *5 quarter hours*

HS-418 Suicide Intervention (formerly 21-418)

Suicide theory and intervention techniques. Emphasis placed on identifying signs of depression and how to use crisis intervention techniques related to suicide intervention and prevention. Students will learn to identify major causative factors of suicide in children, adolescents, and adults, and gain a general knowledge of available community resources. Prerequisites: HSC201 and HSC405. *5 quarter hours*

HS-420 Women and Mental Health Issues (formerly 21-420)

This course is an introduction to mental health issues as they relate directly to women. The course will acquaint students with current research on sex differentials, sex role functioning, sex differences in women's mental health problems and their causes, and diagnosis and treatment with female clients. The class also will provide an avenue for students to examine gender-related issues in their own personal and professional lives in order to help understand and work with women of varied ages, races, ethnicities and socioeconomic backgrounds. Prerequisite: Recommended—General Psychology or lower-division Human Services course. May be used as psychology course. *5 quarter hours*

HS-481* Human Services Practicum I (formerly 21-460A, B, C)

Human services clinical experience (4-10 hours per week) in community agencies or hospitals. a minimum of 100 clock hours (5 quarter hours credit) initial clinical exposure to be completed prior to registration in Practicum II. Practicum may be completed in any of the specialization areas, with advisor approval. Students work closely with and receive supervision from both agency and University personnel. Prerequisite: HSC201. *1-5 quarter hours*

HS-482* Human Services Practicum II (formerly 21-461A, B, C)

Advanced senior year clinical experience on-site in human service agencies (4-10 hours per week). Opportunity to experientially investigate specific areas of interest and/or to allow individualization to meet students' skill area needs. Practicum may be completed in any of the specialization areas, with advisor approval. Students are expected to be enrolled in on-campus course work which complements the on-site learning experience. Completion of 100 clock hours (5 quarter hours credit) of Practicum II is required prior to placement in Practicum III. Prerequisites: HSC481 Human Services Practicum I) and department approval. *1-5 quarter hours*

* A third letter may be added to indicate specialty focus.

HS-483* Human Services Practicum III (formerly 21-462A, B, C)
Advanced clinical experience in selected human service agencies, addressing specific knowledge and skill areas. Opportunity to experientially investigate specific areas of interest beyond those investigated in Practicum I or Practicum II. Practicum may be completed in any of the specialization areas, with advisor approval. Prerequisite: Practicum I (10 quarters hours), Practicum II (10 quarter hours) and permission of the Practicum instructor. *1-5 quarter hours*

HS-490* Human Services Independent Study (formerly 21-490)
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*

HSG101 Introduction to Gerontology (formerly 21-202)
Examination of physical, psychological, philosophical, social, and societal dimensions accompanying the aging process, and attitudes towards aging. Focus on skills of assessment and treatment planning. *3-5 quarter hours*

HSG220 Mental Health and Aging (formerly 21-408)
An overview of the key elements necessary for successful aging with an emphasis on mental health of older persons; functional and organic brain disorders will be examined. Review of various treatment principles and skills supportive of positive mental health among the elderly. Prerequisite: HSG101. *3-5 quarter hours*

HSG441 Health Care for Older Adults (formerly 80-541)
An overview of the health care of older adults. Normal physiological factors, common diseases of the aged, and both formal and informal community health services for the elderly will be explored. Health maintenance and promotion will be a major emphasis throughout the course. *3-5 quarter hours*

HSG448 Administration of Volunteer Programs Serving Older Adults (formerly 80-548)
In this course the student will explore the various aspects of managing volunteer programs that serve the elderly: Senior centers, religious groups, and various other organizations vital to the elderly operating primarily on the labors of volunteers. This vital course will discuss the role of the professional within such a group, as well as the various aspects of management. Prerequisite: Permission from Director of Gerontology Program. *3-5 quarter hours*

HSG449 Aging and the Families (formerly 80-549)
Successful completion of this course will provide the student with an overview of the use of three of the most common techniques in family therapy used with the elderly: Behavior Therapy, Casework, and Systems Management. Further, it provides training in the use of these techniques with such common concerns as families who live in three-generational households, families concerned with caretaking, and families facing the death of a parent. Prerequisite: Permission of Director of Gerontology Program. *3-5 quarter hours*

HSP450 Theory and Perspective on Prevention and Intervention
This course explores the varying definitions and approaches of prevention and early intervention, as well as overviews of the continuum of care. Prevention of a variety of human problems will be covered: substance abuse, AIDS, suicide, truancy, dysfunctional families, etc. Historical perspectives, present practice, and future development of the field will be discussed. *3-5 quarter hours*

HSS100 Introduction to Alcoholism/Substance Abuse (formerly 57-400A)
A short history of alcohol use and abuse from pre-history to the present; the influence on contemporary American society of alcohol use in several other social systems; the causes of alcoholism/substance abuse, the emergence of alcoholism drug counseling as a profession, with certification. *5 quarter hours*

HSS200 Physiology of Alcoholism and Substance Abuse (formerly 57-401)
An examination of the effects of alcohol and drugs on the body; including an overview of the anatomy and physiology of body systems and major organs, how alcohol and drugs are metabolized by the body and the observable symptomatology of the resulting effects. Also, the importance of nutrition to the substance abuser and the effects of acute and long-term intoxication. *5 quarter hours*

HSS201 Sociocultural Aspects of Alcoholism/Substance Abuse (formerly 57-404)
The effects of culture, ethnic background, and social change as they influence the drinking patterns of certain groups; the effects of these influences on treatment and recovery for the alcoholic; discussion of special populations, including women, adolescents, elderly blacks, Latinos, Native Americans, handicapped, and those with psychiatric impairments. Prerequisite: HSS100. *5 quarter hours*

HSS202 Applied Clinical Strategies in Alcoholism/Substance Abuse (formerly 57-406)
Focus on the process of counseling (particularly with alcoholic clients), from evaluation and initial phase to middle and termination phases; emphasis on the expression of interviewing skills, organization and evaluation data, establishment of a treatment plan, and counselor self-awareness. Prerequisites: HSC201, HSS100, HSS200. *5 quarter hours*

HSS430 Theory and Perspective of Addiction (formerly 80-521)
The course will include a short history of alcohol and drug use and abuse from pre-history to the present. The influence of several societies on contemporary American society will be discussed. Efforts to treat alcoholism and drug abuse as a societal problem, e.g., temperance and prohibition, as well as the development of treatment modalities by Dr. Benjamin Rush, The Oxford Group Movement, and Alcoholics Anonymous. The emergence of alcoholism/drug abuse counseling as a profession will be studied briefly with some discussion of certification. Service delivery models, i.e. in-patient, out-patient, halfway house, therapeutic community, methadone maintenance, etc., are also discussed. Theories of etiology (sociocult, learning, psycho-dynamic, moral, disease concept) are included as well as intervention models (family, DUI). *5 quarter hours*

HSS431 Physiology of Addictions (formerly 80-523)
This course provides a review of anatomy and physiology of the major organs and body systems, and how they are affected by the various drugs of abuse: alcohol, heroin, cocaine, marijuana, amphetamines, and barbiturates, and other hallucinogens. Pharmacological aspects of these drugs are also covered. *5 quarter hours*

* A third letter may be added to indicate specialty focus.

HSS445 Adolescent Alcoholism Treatment and Addiction Dynamics (formerly 80-533)

Participants will attend the in-patient treatment programs at Parkside Lodge of Mundelein in the adolescent unit. As observers for a one-week period, participants will experience adolescent addiction and treatment on a first-hand basis. On-site: Parkside Lodge of Mundelein—enrollment limited and by permission/invitation of LCSA only. *1-5 quarter hours*

HSS446 Understanding Alcoholism Treatment (formerly 80-532)

Teachers and other school professionals, as appropriate, participate in the in-patient treatment program at LCSA. As a participant-observers, participants follow the patient program with several exceptions: reaction groups are substituted for group therapy sessions and participants receive additional training in addiction dynamics during some of the patient “free-time.” On-site: Lutheran Center for Substance Abuse—enrollment by permission/invitation of LCSA only. *5 quarter hours*

HSS447 Peer Counseling (formerly 80-531)

Course is designed to assist school personnel in developing and implementing a peer counseling program in their school to provide students with skills in active listening and learning to participate effectively in groups. On-site: Lutheran Center for Substance Abuse—enrollment by permission/invitation of LCSA only. *5 quarter hours*

HSS448 Substance Abuse Education (formerly 80-530)

Objectives of the course are to develop a well-informed nucleus of key personnel within a community education district, to examine attitudes toward chemicals commonly used and to foster helpful approaches toward people with addictions. Skills will be developed to sharpen identification of addiction and to increase awareness of the impact of alcohol and other drug problems on the family and especially children. On-site: Lutheran Center for Substance Abuse—enrollment by permission/invitation of LCSA only. Course also available at St. Elizabeth Hospital by permission/invitation. *5 quarter hours*

HSS449 Alcoholism: Intervention and Treatment Modalities (formerly 21-410)

Examination of progressive symptomatology, key diagnostic and treatment issues, particularly denial, treatment needs of alcoholic women, senior citizens, children and adolescents and using the family as the unit of intervention. Prerequisite: junior standing. *3-5 quarter hours*

HSS481 Practicum in Alcohol and Substance Abuse I (formerly 57-460)

An interim program designed to provide opportunities to apply clinical skills and knowledge. These practice hours are under the clinical supervision of a certified alcoholism counselor, at a site agreed upon by the student and the instructor. One hundred fifty hours are required at the practicum site, plus other class or written work. Prerequisite: HSS202. *1-5 quarter hours*

HSS482 Practicum in Alcohol and Substance Abuse II (formerly 57-461)

A continuation of Practicum I. Prerequisites: same as Practicum I, plus HSS202. *1-5 quarter hours*

HSS483 Practicum in Alcohol and Substance Abuse III (formerly 57-462)

A continuation of Practicum II. Prerequisites: same as Practicum II, plus HSS481 and HSS482. *1-5 quarter hours*

LAP203 Life Span Development (formerly 20-204; cross-listed in Psychology)

A study of the biological, physical, cognitive, emotional, social, and personality development of humans, pre-natal to death. Theories of human development and relevant research examined. Skills in observation and case study included. Available in two modules: LAP203A Birth through Middle Childhood (2 hours) and LAP203B Adolescence to Death (3 hours). *5 quarter hours*

Interdisciplinary**INT200 Utilization of Instructional Media I (formerly 49-200)****INT201 Utilization of Instructional Media II (formerly 49-201)**

A laboratory approach is used to emphasize and develop sound principles of selection, utilization, and evaluation of a wide variety of media found in elementary schools today. Included are motion picture projection, audio recording techniques, graphic displays, videotape recording, and multi-media presentations. Students demonstrate utilization and production of specific media formats. *1 quarter hour each*

INT305 Dynamics of Group and Organizational Behavior (formerly 49-452)

Study of formal and informal small group and organizational behavior. Experiential learning exercises and analysis of real groups and organizations provide a basis for concept development. Prerequisite: junior or senior standing. (May be used for Psychology, Allied Health and Management credit.) *5 quarter hours*

INT310 Research Methods in the Behavioral Sciences (formerly 49-453)

Problem analysis, review and selection of appropriate data-gathering techniques, reporting systems and research design evaluation. Prerequisite: junior or senior standing. (May be used for Psychology, Human Services, Social Science and Allied Health credit.) *3-5 quarter hours*

INT315 Women in Society (formerly 49-455)

Identification of issues of contemporary importance to women. Topics include: socialization, psychology, health, economics, politics, sexuality, lifestyles, violence, legal issues, relationships, race and ethnicity. Analysis of women in the past, present and future, for a better understanding of the impact of society on women and women on society. (May be used as Psychology or Social Science credit.) *5 quarter hours*

INT400 Career Assessment and Planning (formerly 49-440)

An analysis of learning experiences contributing to personal and career growth, preparation of a portfolio describing these experiences. Exercises in goal setting and time management. *2-5 quarter hours*

INT400A Career Assessment and Planning (Blueprints for Lifelong Learning and Development) (formerly 49-440A)

The course provides individual guidance to individuals as they apply the results of career and aptitude determinations, revealed through class exercises, to their own career opportunities within an organizational (corporate) setting. Personal counseling and assistance in mapping strategies to achieve individual learning and professional goals culminate in a “blueprint” of personal/professional goals to be achieved within a prescribed time frame. *2 quarter hours*

INT410 Leadership in a Changing World**INT491C Field Study/Project Advisement (formerly 49-491C)**

Provides advisement to students who have completed the undergraduate field experience program in order that they may satisfactorily complete their work on the required applied research project. Course shall be graded P/I (Satisfactory or In-Progress); credit does not count toward graduation requirements; the course may be repeated. *1 quarter hour*

Language and Academic Development

Center for Academic Development

CAD100A Strategies for Effective Reading I: Integration of Study Skills with Basic Comprehension (formerly 03-203)

The first term in a two-term sequence, Reading I offers the student strategies for becoming a more effective and independent learner through instruction in study skills as well as reading comprehension. Emphasis is placed on applying learning principles directly to the academic areas in which the student is engaged. Successful completion leads to a grade of X which converts to P (Pass) or N (Not Pass) following Reading II. *2 quarter hours*

CAD100B Strategies for Effective Reading II: Critical Analysis of Expository Text (formerly 03-203)

The second term of Reading continues to emphasize development of the student as an independent learner. Instruction focuses on the relationship between reading and writing as well as on the importance of critical thinking. The student refines comprehension skills through writing summaries and critiques of journal articles in appropriate academic disciplines. Grading is (P) Pass or (N) Not Pass. *2 quarter hours*

CAD200 Strategies for Effective Writing (formerly 15-201)

Basic writing skills are taught in a small class environment where students apply techniques to actual writing assignments from other classes. 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 and proofreading. 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. Successful completion leads to a grade of (P) Pass after one or more quarters. Prerequisites: CAD205B Communication Development II (for non-native speakers), or placement. *0 quarter hours*

CAD205A Communication Development I (formerly 15-203A)

Holistic experiences incorporating academic skills, reading, writing, listening, and speaking offered to baccalaureate students whose primary language is other than English, and who have demonstrated a need for further development in these areas. Instruction is given in reading and analyzing prose, analytical writing, and development of oral competencies needed for academic work required while earning the baccalaureate degree. Offered for free elective credit. Grading is Pass/No Credit, and the X grade is used if progress is satisfactory but further language development is necessary in order to reach full competency. *4 quarter hours*

CAD205B Communication Development II (formerly 15-203C)

Term II of Communication Development (CAD205B) provides students with the skills to analyze and to summarize narrative and expository selections. The emphasis is on developing active readers by building pre-reading skills as well as by introducing various strategies for text-processing. Students are encouraged to identify main ideas and organizational patterns to prepare for writing. Students registering for Communication Development are required to enroll in both Term I and Term II in consecutive quarters. If they need to develop their skills further and remain in the course for a third term, an (IP) incomplete grade will be issued to be completed by contract. *4 quarter hours*

CAD490 Independent Study (formerly 03-490)

Students develop contract with faculty for achievement of specific academic skills goals. *2-5 quarter hours*

CAD495 Special Topic (formerly 03-495)

Students select academic skills topics of special interest for self-improvement. More than one registration is permitted since topics vary each term. *2-5 quarter hours*

Language Institute

The English for Speakers of Other Languages (ESOL) courses provide an integrated-skills approach to reading, writing, listening and speaking.

ESL100A English for Speakers of Other Languages (ESOL) Level 1 (formerly 15-106A)

For students with little or no proficiency in English. Focuses on development of vocabulary, listening, speaking, reading and writing skills on a basic functional level. Classroom instruction is supplemented by computer and language laboratories. Prerequisite: placement. *13 quarter hours*

ESL100B English for Speakers of Other Languages (ESOL) Level 2 (formerly 15-106B)

For advanced beginners. Expands basic functional proficiency in all skills areas. Classroom instructions supplemented by computer and language laboratories. Prerequisite: ESL100A or placement. *13 quarter hours*

ESL200 English for Speakers of Other Languages (ESOL) Level 3 (formerly 15-206A)

For low-intermediate students. Builds language skills beyond the basic functional level. Classroom instruction is supplemented by computer and language laboratories. Prerequisite: ESL100B or placement. *13 quarter hours*

ESL201 English for Speakers of Other Languages (ESOL) Level 4 (formerly 15-206B)

For intermediate students. Expands students' abilities to use language on a abstract conceptual level. Classroom instruction is supplemented by computer and language laboratories. Prerequisite: ESL200 or placement. *13 quarter hours*

**ESL202 English for Speakers of Other Languages (ESOL) Level 5
(formerly 15-206C)**

For more advanced students. Emphasizes development of language skills needed to succeed in degree program coursework. Classroom instruction is supplemented by a conversation session, and computer and language laboratories. Prerequisite: ESL201 or placement. *9 quarter hours*

ESL203 Writing Skills Development (ESOL) (formerly 15-206F)

Provides intensive developmental writing instruction, complementing the sequence of ESOL courses and competencies. Prerequisite: ESL202 or placement. *4 quarter hours*

ESL490 Independent Study (formerly 15-490A)

Students develop a project related to language acquisition with faculty approval. *2-5 quarter hours*

ESL495 Special Topic (formerly 15-495A)

Students select language acquisition topics of special interest for self-improvement. More than one registration is permitted since topics vary each term. *2-5 quarter hours*

Linguistics

LIN210 Characteristics of Language in Culture (formerly 15-220)

Introduction to the study of language with focus on general characteristics of language, linguistic analysis, language and culture, linguistic and cultural diversity, language acquisition, and contemporary approaches to language learning. Prerequisite: Not open to students enrolled in ESOL, Writing Skills Development, or Communication Development courses. *5 quarter hours*

LIN310 Cross Cultural Linguistics (formerly 22-462)

Introduction to descriptive linguistics; methods of analyzing the phonology, morphology, and syntax of language for pedagogical purposes. Socio-linguistic analysis of language, both standard and non-standard dialects in the United States with an attempt to understand and deal with the problems, both linguistic and cultural, of students in multilingual-multicultural classrooms. Prerequisite: Not open to students enrolled in ESOL, Writing Skills Development or Communication Development courses. *5 quarter hours*

**LIN315A Cross Cultural Linguistics/Second Language Acquisition I
(formerly 22-462A)**

**LIN315B Cross Cultural Linguistics/Second Language Acquisition II
(formerly 22-462B)**

Specialized variants of ESL310, Cross Cultural Linguistics deals specifically with the linguistic and cultural problems in the classroom for students who are bilingual. Prerequisite: Not open to students enrolled in ESOL, Writing Skills Development, or Communication Development courses. *5 quarter hours*

Liberal Arts and Sciences

Art

LAA110 Introduction to Art (formerly 10-281A)

Study of the structure and organizing principles of art, studio problems in two-dimensional and three-dimensional design. Students are introduced to the basic concepts of art history: chronology, stylistic development and iconography related to the historical context. *2 quarter hours*

LAA300 Ceramics (formerly 10-400C)

Fundamental concepts in design and production of pottery and ceramic sculpture; development of technical skills and processes. Students produce ceramics by various methods of hand-building and wheel-throwing incorporating decorative and surface techniques. Trips to galleries and museums included. *2-5 quarter hours*

LAA301 Design (formerly 10-400A)

Theory of design and studio work in problems fundamental to the establishment media such as acrylic, wood, clay and fiberglass. *5 quarter hours*

LAA302 Drawing (formerly 10-400D)

Students study and practice fundamental drawing and compositional concepts; basic drawing materials explored; drawing from observation and imagination included. Individual potential emphasized. *2-5 quarter hours*

LAA303 Fiber Workshop (formerly 10-400F)

Design and production of two-dimensional and three-dimensional objects from natural and synthetic fibers. Studio projects of various processes and techniques including knotting, weaving, wrapping, hooking, stitchery, applique and fiber sculpture. *2-5 quarter hours.*

LAA304 Mixed Media (formerly 10-412K)

Exploration of various traditional and non-traditional materials in two-dimensional and three-dimensional formats. Examples: drawing, painting, fiber, clay, and others. *2-5 quarter hours*

LAA305 Modeling and Sculpture (formerly 10-400M)

Fundamental concepts of three-dimensional design and development of technical skills and processes. Students produce sculpture in a range of methods and materials including clay, fiber, plaster, wood, fiberglass, and acrylic. *2-5 quarter hours*

LAA306 Painting (formerly 10-400P)

Fundamental concepts in design and composition, and development of technical skills and processes. Students paint in the studio and on location. Trips to galleries and museums included. *2-5 quarter hours*

LAA320 African Art (formerly 10-412B)

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. *2-5 quarter hours*

LAA321 Sources and Development of American Art (formerly 10-412E)

Foreign and native influences on the development of painting, sculpture, architecture, and the crafts of the United States. Study of societal conditions under which art styles originate: religious, political, economic, and cultural contexts. Examination of all forms of visual expression from the colonial period to the present time with emphasis on contributions of specific artists. Gallery and museum trips included. *2-5 quarter hours*

LAA322 Nineteenth and Twentieth Century Art (formerly 10-412F)

Development of painting, sculpture, architecture and the crafts in Europe and the United States during the 19th and 20th centuries. Students study relationships between art of a period and societal context; including political events, economic trends and technological advances of the time. Emphasis on the contributions of specific artists. Gallery and museum trips included. *2-5 quarter hours*

LAA323 History of Far Eastern Art—China and Japan (formerly 10-412H)

Study of art and architectural styles of China and Japan from the dawn of history to present day. Contributions of Eastern Asia to art and humanity will also be explored. *2-5 quarter hours*

LAA340A Creative Expression—Self-Development Through the Arts I (formerly 10-480A)**LAA340B Creative Expression—Self-Development Through the Arts II (formerly 10-480B)**

Through the media of art, music, language, drama and movement, experience will be designed to develop the senses, imagination, insights and perceptions of students. Awareness of the creative process will be developed. Following Creative Expression I, students may elect a 5 quarter hour course from one of the following areas: studio art, music, theatre, or creative writing in lieu of Creative Expression II. This course cannot apply toward the required English or speech elective for the B.A. degree. *2-5 quarter hours each*

LAA490 Art Independent Study (formerly 10-490A)

Students concentrating in art have the opportunity to pursue independent study in studio, art history or art education after completing, with excellence, a basic course in the chosen area of study. *1-6 quarter hours*

LAA495 Art Special Topic (formerly 10-495)

Topics offered will reflect the current interest of 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. *1-6 quarter hours*

English**LAE100 Writing Laboratory (formerly 15-203)**

Writing course required for students needing concentrated work to develop composition skills. Applicable as free elective credit, but not toward requirements in General Studies or a concentration in English. Open to all students. (Total degree credit for Reading Laboratory, Writing Laboratory, Communication Development, and/or Arithmetic/Algebra limited to 4 quarter hours. To be taken on a pass/no pass credit basis.) *2-4 quarter hours*

LAE101 Fundamentals of Composition (formerly 15-204)

First in a two-term sequence of composition courses. Expository writing with emphasis on the short essay. Practice in organizing, providing specific details, techniques of persuasion, research and documentation. May be offered in modules LAE101A (3 QH) and LAE101B (2 QH). Prerequisite: Writing Laboratory, or passing the English placement test. *5 quarter hours*

LAE102 Composition and Literature (formerly 15-205)

Second in a two-term sequence of composition courses. Continued practice in expository writing. Development of criteria for understanding literature as an art form. Introduction to structure of the major types of literature and common terms used in literary criticism. Analysis and discussion of literary technique. Prerequisite: LAE101. *5 quarter hours*

LAE104 Report Writing (formerly 15-207)

An introduction to the types of writing required in public agencies or businesses, including the writing of reports, proposals for funding, following specific guidelines, memoranda, formal and informal letters, summaries, recommendations, and persuasive memos or argumentations. Prerequisite: Writing Laboratory or passing the English placement test. *5 quarter hours*

LAE201 Intermediate Composition (formerly 15-209)

A course by arrangement for students needing further work in fundamentals of expository writing. Elective, with consent of instructor. Prerequisite: LAE101 or equivalent. *2-5 quarter hours*

LAE203 Survey of the English Language (formerly 15-208)

A course in practical English grammar for elementary and secondary teachers, covering traditional syntactical analysis (including the difference between prescriptive and descriptive grammars) and introducing students to the study of English language semantics, usage, dialects, history and the teaching of composition. Does not count as English concentration credit. Prerequisite: LAE102 or equivalent. *5 quarter hours*

LAE301 Advanced Composition (formerly 15-400)

Advanced instruction and practice in a variety of expository writing modules, including some specialized types of writing. Development of new approaches and techniques of writing, vocabulary, and style. Elective, with consent of instructor. Prerequisite: LAE102 or equivalent. *2-5 quarter hours*

LAE302 Introduction to Creative Writing (formerly 15-418)

Opportunity to practice the kinds of writing which interest students most. Wide reading expected as a stimulus to creative expression. Prerequisite LAE101 and LAE102. *5 quarter hours*

LAE303 English Language and Linguistics (formerly 15-419)

General survey of structure and history of the English language, including American English. Introduction to the study of modern linguistics, including phonology, morphology, generative grammar, language acquisition, and dialect study. *5 quarter hours*

LAE305 Major British Writers I: Beginnings to 1750 (formerly 15-406A)

A survey of the most important British authors to 1750: Includes such writers as Chaucer, Shakespeare, Donne and the metaphysical poets, Milton, Pope, Swift. Covers historical-cultural backgrounds and major developments in the history of ideas. Prerequisite: LAE102. *5 quarter hours*

LAE306 Major British Writers II: 1750 to 1900 (formerly 15-406B)

A survey of the most important British authors from 1750 to 1900: Includes such writers as Fielding, Sheridan, Austen, Wordsworth and the Romantic poets, Dickens, Shaw. Covers historical-cultural backgrounds and major developments in the history of ideas. Prerequisite: LAE102. *5 quarter hours*

LAE307 Literature for Children (formerly 15-401)

A general education course for students entering the teaching profession. Survey of best of the old and new in prose and verse from the nursery level through elementary grades. Techniques of presentation. Major emphasis on content and quality of literature. (May be taken as separate modules according to age level: LAE307A Early Childhood for 2 quarter hours; or LAE307B Middle School for 3 quarter hours. Prerequisite: LAE101. *5 quarter hours*

LAE308 World Literature (formerly 15-402)

Masterpieces of world literature from the earliest times to the present. Primarily Western--Greek, Italian, Spanish, German, French, Russian—but some attention also given to non-Western literature. Prerequisite: LAE102. *5 quarter hours*

LAE309 Minority Voices in American Literature (formerly 15-417)

Study of important literary works by representatives of minority groups, including critical essays and polemical writings. Prerequisite: LAE102. *5 quarter hours*

LAE310 The Novel (formerly 15-414)

Study of the origins and development of the novel, concentrating on the growth of technique and changing cultural concerns. Representative British and American novelists are used, such as Fielding, Twain, Austen, Dickens, Melville, Faulkner, Nabokov. Prerequisite: LAE102. *5 quarter hours*

LAE311 The Short Story (formerly 15-415)

Examination of the short story as a literary form and the tools needed for criticism of fiction. Prerequisite: LAE102. *5 quarter hours*

LAE312 Poetry (formerly 15-416)

Examination of poetry as a literary form and the tools needed for criticism. Prerequisite: LAE102. *5 semester hours*

LAE405 American Writers I: Beginning to 1900—Selected Topics (formerly 15-403A)

A brief look at early Puritan literature followed by readings from fiction writers such as Hawthorne, Melville, Irving, Cooper, Poe, Twain, and/or from poets such as Whittier, Longfellow, and Whitman. Emphasis on the influence of social forces on literature and on the emergence of literary forms and conventions. Prerequisite: LAE102 *5 quarter hours*

LAE406 American Writers II: 1900-1945 (formerly 15-403B)

A survey of classic 20th-century novelists such as Wharton, Dreiser, Lewis, Fitzgerald, Hemingway, Faulkner, and Steinbeck. Students examine types of fiction such as realism, naturalism, proletarianism, impressionism. Brief attention to poets, focusing on T.S. Eliot's *The Waste Land*. Prerequisite: LAE102. *5 quarter hours*

LAE407 American Writers III: 1945-1970 (formerly 15-403C)

A survey of the best and most influential writers following World War II and continuing through to the close of the turbulent Sixties. Includes 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, artistically, and psychologically. Prerequisite: LAE102. *5 quarter hours*

LAE408 Contemporary American Literature: 1970 to the Present (formerly 15-403D)

A dynamic overview of the most critically esteemed and widely read writers of the students' own lifetime. Includes such names as Updike, Bellow, Pynchon, Barth, Vonnegut, Jong, Woolf, Irving, Styron, and Hawkes. Assesses the impact of the Sixties and examines literary phenomena such as absurdism and the new journalism against the still on-going tradition of realism. Prerequisite: LAE102. *5 quarter hours*

LAE410 Modern British Fiction: 1900-1950 (formerly 15-406C)

A survey of major 20th-century British novelists such as James, Lawrence, Joyce, Forster, Woolf, Greene, Orwell, Huxley. Focuses on the growth and development of technique and on the ethical, psychological and political concerns of the period. Prerequisite: LAE102. *5 quarter hours*

LAE415 Popular Literature (formerly 15-420)

Study of well-known examples of popular literature (murder mysteries, spy stories, science fiction, romance, western fiction, horror stories, etc.) with particular attention to the sociology and politics of each type. Prerequisite: LAE102. *5 quarter hours*

LAE452 The Free Lance Writer: Markets, Methods, Materials

This course deals with the practical side of free-lance writing: what sells, where to sell it, and how. Published writers from the Chicago area discuss the ins and outs of getting into print. Students select several writing projects (of their own choosing), produce manuscripts, prepare them for submission, survey available markets and practice offering them for publication. Course also covers pay scales for writers, copyright protection, and income tax tips. Prerequisite: LAE102. *5 quarter hours*

LAE460 Editing and Publishing the Small Journal

In this course students learn the practical skills involved in editing, managing, and publishing a small periodical—for a school, a corporation, or any enterprise which needs to publish information for its own corporate community or for the public. Students will get hands-on experience by working with the college's own public relations office and possibly with the school yearbook or newspaper. Journalistic ethics and liability laws will also be covered. Students will become familiar with the new economical "desktop" publishing software, as well as the more traditional methods of working with printers. Prerequisite: LAE102. *5 quarter hours*

LAE461 Writing Promotional and Advertising Copy

This course will be taught by professionals in the field of advertizing and promotion. Students will receive coaching and practice in writing spots for radio and television, as well as layout and design for print media. Public Relations personnel will also visit to discuss publicity: "Building and communicating the corporate image." Available markets for writers will be explored. Speakers will discuss working for agencies and writing free-lance. Students may assist college public relations personnel for hands-on experience. Prerequisite: LAE102. *5 quarter hours*

LAE465 The Rhetoric of Humor

This course examines various styles of humor, including: iconoclasm, absurdism, exaggeration, gallows humor, Jewish humor, etc. Examples of the various types are first analyzed rhetorically; then students attempt their own versions. Prerequisite: LAE102. *5 quarter hours*

LAE490 English Independent Study (formerly 15-490B)

Opportunity for students in this concentration to pursue acceptable study in an aspect of literature or writing independently. Students are assigned to department advisors for guidance and tutoring. *2-5 quarter hours*

LAE495 English Special Topic (formerly 15-495B)

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 on Special Topic in the course of their degree program. *2-5 quarter hours*

LAE499 English Seminar (formerly 15-499B)

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 instructor acting primarily as advisor and evaluator. Prerequisite: consent of instructor. *3-5 quarter hours*

LAT221 History of the Theatre (formerly 10-467; cross-listed in Theater Arts)

Important periods in the history of the theatre are examined through the aid of plays and background materials. Aspects of the theatrical production of each period discussed, as well as trends in production traced from the origin of the theatre through the mid-19th century. *5 quarter hours*

LAT232 Modern Drama (formerly 10-469; cross-listed in Theater Arts)

A continuation of the History of the Theatre and Drama. Representative plays from America, Britain, and the Continent of the last 125 years studied, with emphasis on the various types of dramatic structure. Human situations of concern to the dramatist, as well as social, political, and psychological trends of the 20th century discussed. *5 quarter hours*

LAT234 Shakespeare and Elizabethan Drama (formerly 10-468; cross-listed in Theater Arts)

Study of the Elizabethan stage and Elizabethan-Jacobean drama; development of Shakespeare's dramatic art. Reading of selected comedies, tragedies and histories by Shakespeare and some of his contemporaries. Prerequisite: LAE102. *5 quarter hours*

Philosophy

LAH110 Introduction to Philosophy (formerly 15-460)

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*

LAH120 Logic and Effective Thinking (formerly 15-200)

Students are trained to recognize, analyze, and use informal, deductive, and inductive patterns of reasoning. Practical relevance and scientific methodology shape the orientation. *5 quarter hours*

LAH300 Values and Ethical Decision Making (formerly 15-461)

Students examine the development of values on a social and personal level and how these values relate to decision-making. Key concepts include understanding the origins of one's own value system, cultural trends which reflect changing values, reviewing decision-making process. *3 quarter hours*

LAH305 Philosophy of Values and Ethics (formerly 15-462)

Examination of process and criteria for forming and testing values. Study of value experience in cultural and individual contexts; contexts include tradition, scientific inquiry, emotional, and practical concerns. Values are related to ethical obligations. *5 quarter hours*

LAH310 Philosophy of Religion (formerly 15-463)

Study of the nature of religious faith, belief, and language in relation to general methods of attaining meaning and knowledge. The relation of religious commitment to ethical obligations, general cultural values, and life's tragic elements. *5 quarter hours*

LAH315 Religions of the World (formerly 15-464)

Survey of the major world religions; empirical study of beliefs, ritual and ethical commitments within respective cultural contexts. Development of critical principles to structure study. *5 quarter hours*

LAH320 Philosophy of Death and Dying (formerly 15-466)

An inquiry into the following themes pertaining to death and dying: (a) historical and contemporary interpretations; (b) emotional and social patterns which compose human treatments of death and dying; (c) the development of a personal philosophy which relates death and the arts of living; (d) the relations between pertinent professionals and dying and/or bereaved clients. *5 quarter hours*

LAH490 Philosophy Special Topics (formerly 15-490D)

A philosophy offering of special interest to be studied in depth. May be registered for more than once, since the topic varies each term. *2-5 quarter hours*

LAH499 Philosophy Seminar (formerly 15-499D)

Experimental and exploratory inquiries into special areas of interest to philosophical inquiry. Specific offerings will be determined by cultural trends, academic values and students' interests. *3-5 quarter hours*

Legal Studies

LAL201 Family Law (formerly 14-201)

Introduction to substantive family law and legal procedures; marriage, dissolution, invalidity, legal separation, support, child custody, postjudgment, procedures, legitimacy, paternity, adoption, change of name, intra-family court rights and responsibilities; public sector assistance to families, state and local court and agency procedures; interviewing techniques. *2-5 quarter hours*

LAL204 The American Legal System (formerly 14-204)

Introduction to the American legal system including: the common law, statutory law and judicial precedent; legal reasoning and analysis; the courts in Illinois, federal, state, and local; legal ethics; major areas of civil practice; contract, tort, and property law, and a brief survey of those laws which affect individuals. *5 quarter hours*

LAL404 Criminal Law and Procedure (formerly 14-404)

Philosophy of criminal law; federal and Illinois constitutional provisions; police practices and procedures; substantive and procedural sections of Illinois criminal law; practical aspects of criminal cases from arrest through trial to appeal; rules of evidence application to criminal cases. *5 quarter hours*

Mathematics**LAM100A Arithmetic (formerly 17-200A)**

This course presents a review of arithmetic operations and basic mathematical principles. Topics covered include estimation, operations with fractions and decimals, number systems, percent, ratio and proportion, and an introduction to algebra. Calculator use is encouraged throughout. Applicable as free elective credit but not toward requirements in General Studies or a concentration. (Total degree credit for Reading Laboratory, Writing Laboratory, Communication Development, Arithmetic, and/or Basic Algebra limited to 4 quarter hours. To be taken on a pass/no credit basis.) *4 quarter hours*

LAM100B Basic Algebra (formerly 17-200B)

This course covers introductory algebra for students with no algebra background or for those who need a review of basic algebraic principles. Topics covered include number systems, integer arithmetic, integer exponents, polynomial arithmetic, first and second degree equations in one variable, literal equations, and an introduction to radicals. Calculator use is encouraged throughout. Applicable as a free elective credit but not toward requirements in General Studies or a concentration. (Total degree credit for Reading Laboratory, Writing Laboratory, Communication Development, Arithmetic, and/or Basic Algebra limited to 4 quarter hours. To be taken on a pass/no credit basis.) Prerequisite: Placement of LAM100A.) *4 quarter hours*

LAM107 Utilization of Microcomputers (formerly 07-207)

An entry-level survey course providing students with a strong base of knowledge about the broad aspects of microcomputer utilization. Acquisition of rudimentary knowledge of data bases, spread sheets, word processing, and software selection through extensive demonstration and hands-on experience. Not used for math credit. *2 quarter hours*

LAM108 Overview of Computers (formerly 07-208)

Introduction of the concepts of computers, information processing, programming, and the impact of computers on society. An overview of common computer hardware is provided, as well as the history of events leading to the development of the computer industry. Details of data representation and internal operation of computers included. Hands-on laboratory activities. Not for math credit. *2 quarter hours*

LAM110 College Mathematics (formerly 17-210)

This course provides the basic preparation for more specialized courses in mathematics as determined by the student's major. Topics include graphical and numeric solutions of problems, number systems, first and second degree equations, ratio, proportion, percent, inequalities of one variable, systems of equations, measurement, geometry, and problem-solving. This course does not apply toward the math concentrations. Prerequisite: Placement or LAM100A & B. *5 quarter hours*

LAM111 Logarithm/Trigonometry Unit for Allied Health Students (formerly 17-210A)

This module surveys exponential and logarithmic functions and their graphs, computations involving logarithms and right triangle trigonometry, and their applications. Required of Allied Health students who take LAM110 College Mathematics to fulfill their mathematics requirement. Prerequisite: LAM110 or concurrent enrollment. *1 quarter hour*

LAM112 Concepts of Mathematics (formerly 17-212)

This basic mathematics course examines the underlying conceptual framework of the topics of sets, numeration, whole number operations, geometry, probability and statistics. Students will use estimation, models and graphs, and apply mathematical reasoning in a variety of problem-solving situations. A weekly lab component is required. This course applies toward a mathematics concentration. Prerequisite: LAM110. *5 quarter hours*

LAM213 Math Content for Elementary Teachers (formerly 17-213)

This course is designed specifically to meet the needs of prospective elementary and junior high school teachers. It examines the underlying conceptual framework of the elementary mathematics topics of geometry, measurement, rational and real number operations, percent, probability and statistics. Students will use estimation, models, and graphs, and apply mathematical reasoning in a variety of problem-solving situations. A weekly lab component is required. This course applies toward a mathematics concentration. Prerequisites: LAM110, LAM112. *5 quarter hours*

LAM214 Mathematics for Management Science (formerly 17-214)

An introduction to mathematical topics with applications to business, economics, and the social sciences. Topics will include linear and non-linear functions, systems of equations and inequalities, linear programming, and an introduction to probability and statistics. Calculator and computer software will be integrated throughout the problem-solving course. Prerequisite: LAM110 or placement. *5 quarter hours*

LAM216 Statistical Methods (formerly 17-400)

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, tests and analysis of variance. This course does not apply toward the math concentrations. Prerequisite: LAM110 or placement. *5 quarter hours*

LAM220 College Algebra (formerly 17-220)

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. Applies toward the math concentration. Prerequisite: LAM110 or placement. *5 quarter hours*

LAM303 Computer Programming (formerly 17-403)

This is a programming course within a mathematical context. Mathematical functions and graphs are employed within subroutines using proper program design. The techniques of structured programming are developed with problems taken from number theory, probability, statistics, and geometry. A final project will be required. Prerequisite: LAM110. *5 quarter hours*

LAM307 Investigative Geometry and Measurement (formerly 17-407)
Investigates geometry and measurement and relates these to nature, art, and mathematical thought. Materials and problem-solving techniques included. Inductive approach provides students with another point of view as well as additional knowledge and skills. Prerequisite: LAM112. *5 quarter hours*

LAM308 Exploratory Probability and Statistics (formerly 17-408)
A series of mini-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 statistical models. Prerequisite: LAM112. *5 quarter hours*

LAM309 Theory of Numbers (formerly 17-401)
Involves students in discovering, developing, evolving ideas of elementary number theory. Topics include mathematical induction, divisibility, primes, congruences, and conditional congruences. Prerequisite: LAM220. *5 quarter hours*

LAM310 Analytic Geometry with Trigonometry (formerly 17-410)
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. Prerequisite: LAM220. *5 quarter hours*

LAM311 Calculus I (formerly 17-411)
Introductory concepts of calculus presented: limits, continuity, derivatives, techniques of differentiation, applications of derivatives to related rates and extreme problems, Rolle's Theorem and Mean Value Theorem, anti-derivatives, and Fundamental Theorem of Calculus. Prerequisite: LAM310. *5 quarter hours*

LAM312 Calculus II (formerly 17-412)
Continued applications of the Fundamental Theorem of Calculus: arc length, surface area, centroids, fluid pressure, and work. Other topics include integration formulae, sequences and Riemann sums, transcendental functions, hyperbolic functions, and indeterminate forms. Prerequisite LAM311. *5 quarter hours*

LAM403 Mathematical Probability and Statistics (formerly 17-413)
The theory of descriptive statistics, probability, and statistical inference is developed from a mathematical standpoint. Topics covered include: measures of central tendency and dispersion; regression and correlations; combinatorics; compound, independent, and mutually exclusive events; random variables; discrete and continuous probability distributions; sampling; confidence intervals; hypothesis testing; Type I and Type II errors; and, analysis of variance. Prerequisite: LAM311 required; LAM308 recommended. *5 quarter hours*

LAM405 Geometry (formerly 17-405)
Major concepts of Euclidean geometry and selected non-Euclidean geometries are examined. Theorems of the reals, incidence, congruence, and distance are proved using a variety of methods. Various interpretations of geometry through numbers, vectors, and transformations of the plane are explored. Prerequisite: LAM311, LAM307 recommended. *5 quarter hours*

LAM409 Structure of Arithmetic and Algebra (formerly 17-409)
Through a development of the real number system and its subsystems, the structural ideas that underlie arithmetic and algebra are examined. When appropriate, calculators are used to illustrate and apply the properties of real numbers. Roles of symbolic logic, proof, and functions are explored. Prerequisite: LAM311. *5 quarter hours*

LAM490 Mathematics Independent Study (formerly 17-490)
Students conduct in-depth examinations of a topic in mathematics culminating in an interpretive report. Prerequisite: LAM220 and consent of instructor. *2-5 quarter hours*

LAM495 Mathematics Special Topics (formerly 17-495)
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. Prerequisite: Varies with the topic, at least LAM110 and consent of instructor. *2-5 quarter hours*

LAM499 Mathematics Seminar (formerly 17-499)
Library research and discussion is conducted on a selected problem area. Prerequisite: LAM220 and consent of the instructor. *2-5 quarter hours*

Science

LAN110 General Biology (formerly 04-200)
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, evolution, basic plant biology and the physiology of human reproduction. Laboratory. *5 quarter hours*

LAN150 Survey of Physical Science (formerly 19-202)
This course follows the concept of conservation through basic units in physics, chemistry, astronomy, meteorology and geology. Techniques of measurements and problem solving emphasized. Laboratory. Prerequisite: Appropriate score on math placement exam. *5 quarter hours*

LAN200 Anatomy and Physiology I (formerly 04-204)
The histology of tissues and skin and the gross anatomy and physiology of the skeletal, muscular, nervous, sensory and endocrine systems. Prerequisite: LAN110 or consent of instructor. *5 quarter hours*

LAN205 Anatomy and Physiology II (formerly 04-205)
The gross anatomy and physiology of the circulatory, respiratory, digestive, immune, excretory and reproductive systems. Laboratory. Prerequisite: LAN110 or consent of instructor. *5 quarter hours*

LAN250 Inorganic Chemistry I (formerly 19-204)
A comprehensive introduction to inorganic chemistry. Measurement techniques; theoretical aspects of atomic structure, periodicity of elements, compounds and stoichiometry. Behavior of gases and concentrations of solutions. Laboratory. (To be followed by LAN251). *5 quarter hours*

LAN251 Inorganic Chemistry II (formerly 19-205)
Continuation of basic inorganic chemistry. Problem-solving and further study of selected topics and theories in inorganic chemistry including: behavior of liquids; ionization; oxidation; radioactivity and chemical equilibrium and kinetics. Laboratory. Prerequisite: LAN250. *5 quarter hours*

- LAN255 Basic Photography (formerly 19-206)**
History of photography. Use of camera in making quality negatives; film processing; special techniques in print processing. Laboratory. *2 quarter hours*
- LAN256 Science of Simple Machines (formerly 19-207)**
Historical review of simple machines. Definitive discussions of wheel and axle (windlass), wedge lever, pulley, inclined plane, screw and gear. Determinations of mechanical advantages and efficiencies. Laboratory. *2 quarter hours*
- LAN260 Consumer Chemistry (formerly 19-208)**
Basic concepts of chemistry developed while investigating various consumer products. Food and food additives analyzed for basic constituents. Other consumer products such as non-prescription drugs, cosmetics and textiles investigated. *5 quarter hours*
- LAN300 Ecology and Conservation (formerly 04-400)**
The basic principles of ecology are introduced, followed by discussion and analysis of current environmental problems such as energy resources, pollution, water resources, and human overpopulation. Field trips will be taken when possible. A research paper and presentation are required for 5 quarter hours credit. Laboratory. Prerequisite: LAN110. *3 or 5 quarter hours*
- LAN301 Embryology (formerly 04-401)**
Study of the growth and differentiation by organisms during development from a zygote to maturity just prior to hatching or birth. Laboratory. Prerequisite: LAN110. *5 quarter hours*
- LAN302 Zoology (formerly 04-403)**
The basic characteristics and phylogenetic relationships of the major animal phyla. Emphasis is placed on evolutionary trends throughout the kingdom. Laboratory. Prerequisite: LAN110. *5 quarter hours*
- LAN303 Botany (formerly 04-404)**
The basic principles of plant biology, such as taxonomy, reproduction, cell structure, growth and development, hormones, and economic botany. Laboratory. Prerequisite: LAN110. *5 quarter hours*
- LAN304 Human Physiology (formerly 04-203)**
The functions of the organs and systems of the human body. Students study skin, nervous system, skeletal muscle, sensory physiology, the circulatory system, respiration and digestion for 3 quarter hours and continue with the endocrine, immune, excretory and reproductive systems for 5 quarter hours. Laboratory. Prerequisite: LAN110. *3 or 5 quarter hours*
- LAN305 Animal Behavior (formerly 20-417)**
The biology of the behavior of animals, including evolution, mating systems, learning, behavior genetics, and social behavior. Students desiring 5 hours credit will formulate a pertinent question and collect data aimed answering that question. The results of the investigation will be written in the format of a scientific publication and presented formally to the class. Prerequisite: LAN110. *3 or 5 quarter hours*
- LAN350 Physical Geology (formerly 19-414)**
Course divided into units on minerals, igneous rock formation, weathering, soil and the formation of sedimentary rocks. Other units include mass movements of the earth's surface and formation of metamorphic rocks. Emphasis placed on the process of identifying minerals and rocks. Prerequisite: LAN150 or consent of instructor. *5 quarter hours*

- LAN351 General Physics (formerly 19-416)**
An introduction to the application of basic physics principles to mechanics, dynamics, behavior of gases, sound, electro-magnetic radiation, heat, electricity, magnetism, and nuclear physics. Prerequisite: LAN150 or consent of instructor. *5 quarter hours*
- LAN352 Physical Science II (formerly 19-420)**
In-depth investigation of mechanics and dynamics wave phenomena. Mechanics units deal with linear motion of objects. Light, sound and atomic particles investigated in relation to their wave properties. Laboratory. Prerequisite: LAN150. *5 quarter hours*
- LAN354 Astronomy (formerly 19-421)**
Students apply geometry and scaling techniques to establish distances and sizes of objects in space. They build models, work with forces and motions, and study light, temperature, and composition. Emphasis on the manner in which astronomers operate. Laboratory. Prerequisite: LAN150. *5 quarter hours*
- LAN356 Basic Electricity and Electronics (formerly 19-423)**
Students investigate historical aspects of the development of the laws of magnetism, electricity, and electronics. Students study electrical components and their function and construct workable electrical apparatus as projects. Laboratory. Prerequisite: LAN150. *5 quarter hours*
- LAN358 Organic Chemistry I (formerly 19-427)**
Principles of carbon bonding; the naming of compounds; structure of compounds; the preparation of compounds and their respective reactions. Prerequisite: LAN250 and LAN251. *7 quarter hours*
- LAN360 Biochemistry I (formerly 19-429)**
Detailed study of structure, properties, regulation, and metabolism of proteins, carbohydrates, lipids and nucleic acids. Introduction to chemistry and function of hormones and water and mineral metabolism. Discussion of the properties of enzymes and bioenergetics including oxidative phosphorylation and photosynthesis. Prerequisite: LAN358. *5 quarter hours*
- LAN361 Biochemistry II (formerly 19-430)**
See Biochemistry I course description. *5 quarter hours*
- LAN364 Quantitative Analysis (formerly 19-431)**
In this course, students are introduced to various techniques for determining the amounts of chemical elements present in solutions. Volumetric, gravimetric, and instrumental analysis techniques are covered in lecture, then applied to laboratory situations. Prerequisites: LAN250, LAN251, or consent of instructor. *5 quarter hours*
- LAN366 Biostatistics (formerly 19-432)**
This course is an introduction to descriptive and inferential statistics, with an emphasis upon biological applications. Students learn to calculate and use basic descriptive statistics such as means, standard deviations, and graphs. They analyze data using a variety of hypothesis tests such as binomial distributions, Chi square and analysis of variance and learn to choose the appropriate test for a given application. Calculations are performed by hand and by the use of a standard statistical package (SPSS/PC+). Prerequisites: LAN110 and LAN110. *5 quarter hours*

LAN407 Introduction to Mycology (formerly 04-407)

Lecture topics in this course include: classification, morphology, nutrition, reproduction, major subdivisions of fungi, cultural characteristics, chemotherapy, and epidemiology. In addition, systemic and superficial mycotic infections are extensively covered. Laboratory. Prerequisite: LAN110. *5 quarter hours*

LAN408 Introduction to Parasitology (formerly 04-408)

A detailed study of the taxonomy, immunology, physiology, and macro-microscopic anatomy or protozoal and helminthic parasites that infect man. Lectures will include: techniques of specimen collection, staining procedures, and the recognition of each parasite microscopically. Additionally, an extensive study of the epidemiology and parasite life cycles will be undertaken. Laboratory. Prerequisite: LAN110. *5 quarter hours*

LAN409 Genetics (formerly 04-409)

The basic principles of classical mendelian and molecular genetics will be discussed. Topics such as chromosome mapping, chi square analysis of data, chromosomal aberrations, DNA replication, protein synthesis, genetic engineering and gene repair systems will be investigated in detail. This course has a strong emphasis on problem solving. Laboratory. Prerequisite: LAN110. *5 quarter hours*

LAN410 Fundamentals of Immunology (formerly 04-410)

An introductory course presenting the basic concepts of mammalian immunobiology in the context of immune function of man related to health and disease. Topics include: antigen specificity and immunogenicity; immunoglobulin structure and synthesis; the reticulolymphatic tissues, specific lymphoid cell subpopulations and their roles in generation of the regulation of cell-mediated and humoral immune responses, tissue rejection, autoimmune and hypersensitivity disease; host immune responses to microbial parasites. Laboratory. Prerequisite: LAN110, LAN411, or consent of instructor. *5 quarter hours*

LAN411 Microbiology (formerly 04-411)

An introduction to the biology of microorganisms including bacteria, yeast, fungi, algae, rickettsiae, viruses, protozoa, and helminths (parasitic worms). Emphasis is on identification, control, physiology, and relationship to health and disease. Laboratory. Prerequisite: LAN110 and consent of instructor. *5 quarter hours*

LAN412 Medical Microbiology (formerly 04-412)

An introduction to the etiology, epidemiology, and immunology of microbes and their relationship to infectious disease. Laboratory. Prerequisite: LAN411. *5 quarter hours*

LAN490B Independent Study, General Biology (formerly 04-490)**LAN490E Independent Study, Earth Science (formerly 19-490A)****LAN490P Independent Study, Physical Science (formerly 19-490B)**

A student, with the assistance of the instructor, selects an experimental in-depth problem for research and report. Prerequisites: LAN110 and LAN150. *2-5 quarter hours*

LAN491 Field Study of Ecological Communities (formerly 04-498)

Comparative studies are conducted at a marsh, swamp, bog, dune, prairie, forest, river, lake, canyon, and quarry. Trips are also taken to an arboretum, conservatory, sewage disposal center, and purification plant. Laboratory. Prerequisite: LAN110. *5 quarter hours*

LAN495B General Biology Special Topic (formerly 04-495)**LAN495E Earth Science Special Topic (formerly 19-495A)****LAN495P Physical Science Special Topic (formerly 19-495B)**

A student selects a science offering of special interest. More than one registration is permitted since topics vary each term. Prerequisites: LAN110 and LAN150. *2-5 quarter hours*

LAN499B General Biology Seminar (formerly 04-499)**LAN499E Earth Science Seminar (formerly 19-499A)****LAN499P Physical Science Seminar (formerly 19-499B)**

Students engage in library research, discussions with peers and instructor, and field work. Prerequisite: LAN110 and LAN150. *3-5 quarter hours*

Psychology

LAP100 General Psychology (formerly 20-210)

Overview of fields of psychology including biological, social, developmental, and adjustive aspects of behavior. Types of personality, perception, motivation, emotions, and social behavior are included with laboratory experiences in selected areas. Primarily for liberal arts students, but open to all students. (General Psychology) *5 quarter hours*

LAP200 Psychology of Development in the Infant/Toddler Years (formerly 20-437)

Theory and research related to the first three years of life. Observations of infants and toddlers related to developmental expectancies. Caregiving related to understanding of infant needs and individual differences in family, hospital and day care settings. Developmental assessments and studies of deviations in nurturing physical, social emotional and cognitive development of infants and toddlers. (Developmental Psychology; Community Psychology) *5 quarter hours*

LAP201 Psychology of Early Childhood (formerly 20-201)

Study of biological, social, and self development and learning during the first six years of life. Implications of research and theories for understanding children and facilitating child development in a multicultural society. Understanding of normal developmental tasks and recognition of deviations from normal development and functioning. Observations of infants and children from birth to age seven related to developmental theories. (Developmental Psychology) *5 quarter hours*

LAP202 Psychology of Middle Childhood and Adolescence (formerly 20-202)

Developmental tasks of children and adolescents with emphasis on socialization and learning during middle childhood and early adolescent years. Analysis, evaluation and implications of relevant cognitive, social and self theories and research. Case studies and observations of children from age six through adolescence. (Developmental Psychology) *5 quarter hours*

LAP203 Life-Span Development (formerly 20-204)

Examination of the biological, physical, cognitive, emotional and social personality development of humans from the prenatal period through old age. Theories of human development and relevant research examined. Skills in observation and case study included. (Developmental Psychology) *5 quarter hours*

- LAP204 Psychology of Adolescence and Early Adulthood (formerly 20-409)**
Course deals with different dimensions of adolescent and early adult behavior and development, including puberty, physical and sexual maturation, social and cultural influences, relationship between parents and adolescents, between peers, and heterosexual relationships. Considers personal problems, including mental disorders, drug addiction, suicide, and special education. Career advancement, mate selection and marriage are also studied. (Developmental Psychology) *5 quarter hours*
- LAP220 Mental Health (formerly 20-402)**
Study of basic concepts of mental health, problems of adjustment, and ways of coping with life tasks. Experiences designed to enhance self-understanding and growth, as well as interactions with others. Evaluation of different approaches in therapy. Prerequisite: one previous psychology course (Community Psychology) *5 quarter hours*
- LAP300 Adult Development and Learning Assessment (formerly 20-410)**
Study of adult development processes. Key concepts include traditional learning, experimental learning, learning style theories, adult development stage theories, and personal and professional assessment learning, which is documented through a portfolio process. Prerequisites: department or program consent. (Developmental Psychology) *5 quarter hours*
- LAP301 Psychological Foundations for Reading and Writing (formerly 20-432)**
Examines the process of speech and language development of young children and the relationship between language and cognitive development and readiness for formal instruction in reading and written expression. Prerequisite: one developmental psychology course or consent of instructor. (Developmental Psychology) *5 quarter hours*
- LAP304 Psychology of Language (formerly 20-405)**
Aspects of communication in socio-cultural, cognitive and affective contexts; structure and function of language; how language shapes the way we look at life; development and learning in language acquisition and use; different points of view. Laboratory experiences included. Prerequisite: one previous psychology course. (Social Psychology) *5 quarter hours*
- LAP305 Memory and Cognition**
Introduction to basic concepts in cognitive psychology, including classical and instrumental conditioning, reinforcement, generalization and discrimination of learning, memory models, memory organization and recall strategies, concept formation, problem solving, and biological limits on learning. Topics will be examined from both a traditional and an information-processing perspective. Prerequisite: one previous psychology course or consent of instructor (Cognitive Psychology) *5 quarter hours*
- LAP306 Theories of Personality (formerly 20-404)**
Introduction to various viewpoints on the nature and development of personality. Theories of various schools of psychology: Freudian and neo-Freudian, behaviorist, existentialist, biological, and social psychology. Personality testing, personality change. Prerequisite: one previous psychology course. (Personality/Clinical Psychology) *5 quarter hours*
- LAP307 Abnormal Psychology (formerly 20-415)**
Study of the problems and theories of behavior pathology, multiple factors of causation and characteristics of disorders as described in the Diagnostic and Statistical Manual III-R. Aspects of prevention and types of intervention and psychotherapies in various settings included. Prerequisite: one previous psychology course. (Personality/Clinical Psychology) *5 quarter hours*

- LAP320 Psychological Assessment of the Young Child—Part I (formerly 20-434)**
Study of observational techniques and research methods for children from birth through age five. Experiences with observing young children; interviews with children, parents, and teachers. Study of developmental expectancies in a multicultural society related to observations of children in field settings. Prerequisite: one developmental psychology course or consent of instructor. (Personality/Clinical Psychology) *2 quarter hours*
- LAP321 Psychological Assessment of the Young Child—Part II (formerly 20-435)**
Study of methods for assessment of preschool children. Analysis of selected influences. Individual case studies with observations, interviews, and assessment. Prerequisite: Psychological Assessment of the Young Child—Part I (Personality/Clinical Psychology) *3 quarter hours*
- LAP325 Psychology of Play and Therapeutic Applications (formerly 20-438)**
Course deals with play across age spectrums and in differing contexts. Includes play universals, types and forms of play, theories of play, and functions of play in normative development, as well as in typical development. 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. Prerequisite: one previous psychology course. (Personality/Clinical Psychology) *5 quarter hours*
- LAP340 Effective Interpersonal Relationships (formerly 20-441)**
Focuses on dyadic and small group relationships. Examination of causes and results of types of relationships. Development of model of effective relationships and consequences. Skill development in interpersonal communication. Experiential learning. (Personality/Clinical Psychology) *3-5 quarter hours*
- LAP342 Interpersonal Helping Skills (formerly 20-442)**
Focus on the helping skills in small groups and dyads. Examination of various techniques, goals, methods, and outcomes. Extensive skill training. Prerequisite: one course in community mental health or general psychology. (Personality/Clinical Psychology) *3-5 quarter hours*
- LAP344 Diagnostic Tests and Approaches to Personality Assessment (formerly 21-411)**
Introduction to projective personality testing, familiarizing the student with a variety of personality tests. Focus is on introducing the student to test materials, administration procedures and clinical interpretations of tests such as figure drawings, sentence completion and other projective tests. Prerequisite: junior standing. (Personality/Clinical Psychology) *3-5 quarter hours*
- LAP348 Cross-Cultural Communications (formerly 20-407)**
Provides theoretical and practical knowledge of cross-cultural psychology with emphasis on intercultural communication processes and problems caused by cultural differences. An overview of psychological and cultural factors which bring about effective interpersonal communication. Practical suggestions for improving communications skills. (Community Psychology) *5 quarter hours*

LAP350 Culture and Self (Psychology of the Self) (formerly 20-408)

Cross-cultural study of the self as it has been understood in the West and the East. An interdisciplinary study of the self-concept drawn from social psychological, sociological and anthropological literature. Interpretation and enhancement strategies of the self in classroom and counseling settings, particularly for minority children. (Community Psychology) *5 quarter hours*

LAP352 Children and Families Under Stress (formerly 20-436)

Course focuses on important factors in society and life which produce stress on children and their families. Crisis experiences which may be included are death, divorce, hospitalization, poverty, and child abuse. (Community Psychology) *5 quarter hours*

LAP401 Psychology of Learning (formerly 20-401)

Survey of theories of learning including behavioristic and cognitive-developmental approaches with applications of each. Aspects of motivation and discipline also included. Traditional and innovative approaches explored. Students participate in planned learning interactions. Prerequisite: one previous psychology course. (Experimental Psychology) *5 quarter hours*

LAP402 Experimental Psychology (formerly 20-423)

Introduction to the design, conduct and analysis of psychological research. Topics include the philosophy of science, research ethics, research designs (i.e., correlational research, experiments, observational research, survey research, single-subject research), and writing up research results for problems in cognitive psychology (e.g., learning, attention, memory, sensation, perception, consciousness, motivation), developmental psychology (e.g., infant, child, adolescent, and adult growth), and social psychology (e.g., attitudes, person perception, attributions, stereotypes). Prerequisites: one previous psychology course or consent of instructor, College Mathematics and Fundamentals of Composition. (Experimental Psychology) *5 quarter hours*

LAP403 Introduction to Psychological Assessment

Introduction in psychological evaluation, familiarizing the student with different assessment procedures, including categories of tests, observations and implications. Several tests will be examined in class, demonstrating standardized administration and the importance of controlling for anxiety and establishing rapport with the individual being tested. Importance of the referral question and report reading will be stressed. Prerequisite: one previous psychology course. (Personality/Clinical Psychology) *5 quarter hours*

LAP404 Current Issues in Abnormal Psychology

Advanced seminar investigating current theoretical and applied questions related to various aspects of abnormal psychology, including anxiety, personality, sexual, childhood and affective disorders, substance abuse, mental retardation, autism, schizophrenia, and selected topics related to therapeutic intervention. Students will analyze issues in abnormal psychology found in the scientific and popular literature and in case studies of abnormal behavior. Prerequisite: one previous course in abnormal psychology; junior, senior or graduate standing. One course in community mental health recommended (Personality/Clinical Psychology) *5 quarter hours*

LAP405 Current Issues in Personality Theory

Critical study of main theoretical and substantive trends in contemporary personality theory. Research and issues in current theories. Neo-analytic, statistical, and behavioral approaches. Assessment. Prerequisite: one previous course in personality theory or consent of instructor; junior, senior or graduate standing. (Personality/Clinical Psychology) *5 quarter hours*

LAP406 Theories of Cognitive Psychology

Course will introduce and compare current views of cognitive psychology. Will examine theoretical models explaining cognition. Consideration will be given to the genetic approach to the construction of knowledge (Piaget); to the relationship between language acquisition and cognitive activity (Vygotsky); to the development of oral and ethical principles (Kohlberg). Course will analyze theoretical models of the information-processing approach (Sternberg) and will examine the social and developmental aspects of cognition. Prerequisite: one previous course in general psychology, human development or psychology of learning; junior, senior or graduate standing. (Personality/Clinical Psychology) *5 quarter hours*

LAP407 Psychology of the Exceptional Person: A Life-Span Perspective

Course examines the impact of handicapping conditions on the cognitive, social, emotional, and personality development of human beings from birth through old age from a variety of theoretical perspectives. Investigates current research findings and changing social attitudes toward the exceptional person in the family, school, community, and work place. Prerequisite: one previous course in psychology and junior, senior or graduate standing; one previous course in community mental health or exceptionalities recommended. (Personality/Clinical Psychology) *5 quarter hours*

LAP411 Psychology of Exceptional Children and Adolescents (formerly 20-411)

Survey of children and adolescents who are mentally retarded, gifted, physically handicapped, visually or hearing impaired, or who have speech and language disorders, learning disabilities, or behavior or emotional disorders. Course includes characteristics, assessment and intervention strategies and methods for working with children with special learning needs. Prerequisite: one previous psychology course. (Personality/Clinical Psychology) *5 quarter hours*

LAP420 Social Psychology (formerly 20-403)

Role of group and socio-cultural factors in the development of behaviors of individuals. Attention to group dynamics. Illustrations of how social psychologists study people and formulate theories. Empirical research by students included. Prerequisite: one previous psychology course (Social Psychology) *5 quarter hours*

LAP443 Managing Interpersonal Communication (formerly 20-443)

Students examine their communication skills and patterns as they relate to being a productive member in various organizational settings. Dealing with conflict, giving and receiving constructive feedback, active listening, mentor relationships, the use of power, organizational gossip, manipulative and dysfunctional behavior in organizational settings are the key concepts. *5 quarter hours*

LAP490 Psychology Independent Study (formerly 20-490)

Students who have elected the psychology concentration have the opportunity to pursue independent study in an area of psychology with the consent of the department and the concentration adviser. *2-5 quarter hours*

LAP495 Psychology Special Topic (formerly 20-495) 2-5 quarter hours**LAP499 Psychology Seminar (formerly 20-499)**

Seminar course varies in content from time to time. Open to junior, senior and graduate students in psychology with consent of instructor. *3-5 quarter hours*

LAN305 Animal Behavior (formerly 20-417; cross-listed in Natural Sciences)
The biology of the behavior of animals, including evolution, mating systems, learning, behavior genetics and social behavior. Students desiring 5 hours credit will formulate a pertinent question and collect data aimed at answering that question. The results of the investigation will be written in the format of a scientific publication and presented formally to the class. Prerequisite: LAN110. *3 or 5 quarter hours*

INT310 Research Methods in the Behavioral Sciences (formerly 49-453)
Problem analysis, review and selection of appropriate data-gathering techniques and reporting systems, research design evaluation. Prerequisite: junior or senior standing. (May be used for psychology, human services, social science, and allied health credit.) *3-5 quarter hours*

INT315 Women in Society (formerly 49-455)
Identification of issues of contemporary importance to women. Topics include socialization, psychology, health, economics, politics, sexuality, lifestyles, violence, legal issues, relationships, race, and ethnicity. Analysis of women in the past, present and future for a better understanding of the impact of society on women and women on society. (May be used as psychology or social science credit.) Prerequisite: one previous psychology course. (Community Psychology) *5 quarter hours*

HS_420 Women and Mental Health Issues (formerly 21-420; cross listed in Human Services)
Course is an introduction to mental health issues as they relate directly to women. Course will acquaint students with current research of sex differentials, sex role functioning, sex differences in women's mental health problems and their causes, and diagnosis and treatment with female clients. The class will also provide an avenue for students to examine gender-related issues in their own personal and professional lives in order to help understand and work with women of varied ages, races, ethnicities, and socioeconomic backgrounds. Prerequisite: one previous psychology course. (Community Psychology) *5 quarter hours*

Sport and Physical Education

LAR101 Survey of Sport Management (formerly 12-201)
An examination of the organization and management of sport agencies: including public and private aquatic, fitness, sports, recreation, and marketing/promotion agencies. Practical aspects of management and leadership including budgeting, personnel, scheduling, policy making, etc. *3 quarter hours*

LAR102 First Aid and Safety (formerly 12-202)
This standard official American Red Cross course has two components-First Aid and Safety, and Cardiopulmonary Resuscitation. Red Cross certifications available upon successful completion. *1 quarter hour*

LAR120 The Science of Health and Nutrition (formerly 04-201)
Exploration of factors that affect growth and development: heredity, environment, and lifestyle. The roles of nutrition and social problems in physical and mental health. Application of health science to personal lifestyle decisions. *5 quarter hours*

LAR121 Health and Nutrition of the Young Child (formerly 12-220A)
Exploration of factors affecting the health of young children; heredity and prenatal care; dietary needs; diseases and defects of childhood; environmental and social factors. Observations of and participation in pre-school health programs. *5 quarter hours*

LAR203 Scientific Foundation of Physical Fitness (formerly 12-203)
An analysis of physical fitness as it relates to the total well-being of the individual. Specific units on the fitness parameters, hypokinetic disease and physical inactivity, stress, current levels of physical fitness, training programs, and the beneficial aspects of regular exercise. *3 quarter hours*

LAR204 Lifetime Recreational Activities I (formerly 12-204)
Current theory and techniques of instruction for a selection of individual sports. Focus on understanding rules, record-keeping, equipment, and space needs. *2 quarter hours*

LAR205 Lifetime Recreational Activities II (formerly 12-205)
Current theory and techniques of instruction for a selection of team sports. Focus on understanding rules, record-keeping, equipment, and space needs. *2 quarter hours*

LAR207 Sports Officiating (formerly 12-207)
Understanding of officials' responsibilities regarding positioning, rules, mechanics, dress and qualifications. Students apply skills by working with children in the elementary schools. Written examination required. *2 quarter hours*

LAR208 Water Safety Instruction (formerly 12-208)
Introduction to methods of teaching all levels of swimming, basic rescue and basic water safety, and advanced lifesaving courses. A review of the basic and advanced swimming strokes will be undertaken. The development and implementation of lesson plans across all levels of swimming ability, and the teaching of advanced lifesaving will be included. The ARC Introduction to Health Service Education will be presented. Prerequisites: Completion of the IHSE course; a current Advanced Lifesaving certificate, and successful demonstration of swimming competency at the swimmer's level (according to ARC standards). *2 quarter hours*

LAR209 Lifeguard Training (formerly 12-209)
The course highlights the practical, cognitive, behavioral, and decision-making skills all lifeguards need. Specific subject areas include: Philosophy of Lifeguarding; Characteristics and Responsibilities of the Lifeguard; Training; Preventive Lifeguarding; Emergencies; Records and Reports; Equipment; Health and Sanitation; Water Rescues and Special Situations; Search and Recovery Operations; Weather and Environmental Conditions; and Waterfront Areas. The course emphasizes that additional training will be needed at the aquatic facility where individuals will be working. Prerequisites: Current Advanced Lifesaving, CPR (ARC or AHA), and Standard First Aid or EMT. *2 quarter hours*

LAR300 Adapted Sport and Physical Activity (formerly 12-404)
Investigation of the conditions requiring adaptive or corrective activities; methods and procedures for engaging the handicapped individual in appropriately beneficial activities. A survey of a variety of disabilities/diseases/disorders that are acquired in the prenatal, perinatal, and postnatal birth process, as well as some that occur throughout life. *3 quarter hours*

LAR301 Sport in Society (formerly 12-407)

The study of group behavior in sport and physical activity. An overview of sport as a social process and structured social activity. Social influences affecting sport—family, community, ethnicity. Prerequisite: introductory behavioral science course. *5 quarter hours*

LAR302 Prevention and Care of Sport Injuries (formerly 12-408)

Current trends pertaining to sports and physical activity injuries. Emphasis upon prevention as well as treatment of typical injuries. Practical understanding of taping, bandaging, and supporting to prevent the recurrence of injuries. Prerequisite: LAR102 and LAN200. *3 quarter hours*

LAR303 Nutrition for Fitness (formerly 12-409)

General and specific nutritional needs for developing a balanced diet aimed at personal fitness programs and goals, use of dietary supplements, nutrition for everyday work, personal fitness, amateur athletics and professional sports. Prerequisite: LAR120. *2 quarter hours*

LAR310 Fitness Programs Through the Life Cycle (formerly 12-411)

Investigations of fitness programs for special populations, ranging from the sedentary adult, cardiac patient, diabetic, and pregnant person to the elderly. Prerequisite: LAR203. *3 quarter hours*

LAR311 Physiology of Exercise (formerly 12-412)

Exercise and its effect on the cardiovascular, musculoskeletal, and respiratory systems. Emphasis on application and investigation of biochemical alterations as a result of exercise. Prerequisite: LAN110, LAN200. *5 quarter hours*

LAR312 Kinesiology (formerly 12-413)

Human movement explored from the standpoint of origin, function, and efficiency. The laws of movement and motion as they relate to the muscles and joints of the body. The science of human movement with laboratory experiments including the practical application of movement and exploration of more efficient methods of movement. Prerequisites: LAN110, LAN200. *5 quarter hours*

LAR320 Camping and Outdoor Recreation Management (formerly 12-414)

Introduction to camping: trends, philosophies, and practices of recreational camping; appreciation of the natural environment and how camping impacts upon it. Camp counseling, activities programming; camping trip included. *3 quarter hours*

LAR325 Psychology of Sport and Physical Activity (formerly 12-415)

The purpose of this course is to explore the behavior of individuals participating in sport and physical activity. The focus is placed on why people behave the way they do in various settings, e.g., the athletic fields, the health club, as a spectator, while playing golf, etc. Particular stress is placed on the study of group dynamics, personality, aggression, leadership, motivation, and other selected aspects of social and applied psychology. Prerequisites: Introductory psychology/social science course. *5 quarter hours*

LAR330 Principles, Ethics, and Problems of Coaching (formerly 12-416)

Provides an ethical foundation to the decision-making process in coaching management. Introduces areas from which basic coaching principles and techniques for various sports can be developed. Encourages coaches to examine practical managerial problems which influence the quality of an athletic program whatever the level. *4 quarter hours*

LAR460 Practicum in Sport Management (formerly 12-457)

On-the-job learning in a sport management setting. An opportunity to observe and participate in an agency generally outside of the student's specific area of specialization or chosen option. A minimum of 3 clock hours per credit, over a period of 10 weeks, working a minimum of 6 clock hours per week (minimum of 60 clock hours). Prerequisite: approval of Coordinator, Sport Management Program. *5 quarter hours*

LAR470 Internship in Sport Management (formerly 12-458)

Extended field experience (400 hours minimum) in a program-related sport management agency; for advanced students only. Opportunity to experientially investigate specific areas of expertise and/or allow individualization to meet students needs. Expected to investigate area beyond that covered in Practicum (12-455). Intern will work closely with and receive supervision from both agency and faculty supervisors. Prerequisites: all major concentration requirements; completion of Practicum; and approval of Coordinator, Sport Management. CPR and Standard First Aid are prerequisites for Fitness and Aquatics specialists. *5 quarter hours*

LAR490 Sport Management Independent Study (formerly 12-490)

A laboratory project, field study, or library study of a related topic to sport management. Emphasis will be placed on planning, carrying out, and writing a report on an independent study agreed upon by the student and faculty member. Prerequisite: upper level standing and consent of advisor. *2-5 quarter hours*

LAR495 Sport Management Special Topic (formerly 12-495)

A student selects a sport management topic of special interest. More than one registration is permitted since topics vary each term. Prerequisites: upper level standing, and consent of advisor. *2-5 quarter hours*

Physical Education Activities *All 1 quarter hour*

PEA002	Adaptive Correct PE
PEA004	Advanced Life Saving
PEA006	Advanced Swimming
PEA008	Aerobic Dance: Beginning
PEA010	Aerobic Dance: Advanced
PEA012	Basketball Team
PEA014	Beginning Bowling
PEA016	Beginning Foil Fencing
PEA018	Beginning Horseback Riding: English Saddle
PEA020	Beginning Horseback Riding: Jump
PEA022	Beginning International Folk Dance
PEA024	Beginning Swimming
PEA026	Beginning Tennis
PEA028	Beginning Weight Training
PEA030	Fundamentals of Archery
PEA032	Fundamentals of Badminton
PEA034	Fundamentals of Basketball
PEA036	Fundamentals of Baseball
PEA038	Fundamentals of Cross Country: Track & Field
PEA040	Fundamentals of Flag/Touch Football
PEA042	Fundamentals of Golf
PEA046	Fundamentals of Self Defense
PEA048	Fundamentals of Scuba Diving
PEA050	Fundamentals of Soccer
PEA052	Fundamentals of Softball
PEA054	Fundamentals of Volleyball
PEA056	Ice Skating
PEA058	Independent PE: Biking, Fencing, Skating
PEA060	Individual Sports
PEA062	Intermediate Bowling
PEA064	Intermediate International Folk Dance
PEA066	Intermediate Swimming
PEA068	Intermediate Tennis
PEA070	Intermediate Weight Training
PEA074	Low Organized Games and Activities
PEA076	Modern Dance
PEA078	Rhythm and Games: All Ages
PEA080	Rhythm and Games: Elementary Childhood
PEA082	Soccer Team
PEA086	Softball Team
PEA088	Volleyball Team
PEA090	Water Aerobics

Social Science

LAS105 Introduction to Sociology (formerly 22-205)
An introduction to concepts and theories of sociology with emphasis on social structure, culture, stratification, minority status, social institutions, and the tools of sociology.
5 quarter hours

LAS110 Introduction to Cultural Anthropology (formerly 22-203)
Overview of anthropology with emphasis on the concept of culture; family and kinship systems; language; belief systems; political organization; patterns of subsistence and economic systems. *5 quarter hours*

LAS115 Introduction to Economics (formerly 22-206)
Survey of the principles of economics of the individual, the business firm and the nation with emphasis on supply and demand, national income analysis, and the circular flow of the economy. Both theory and practical applications are integral parts of the course. Ideas of great economists, past and present, are explored. *5 quarter hours*

LAS120 Introduction to American Politics (formerly 22-204)
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*

LAS200 United States History and Culture: 1492-1828 (formerly 22-210)
Survey of colonialism and the roots of American political and economic institutions and values; slavery and racial values; the Revolution; and issues of early nationhood. *5 quarter hours*

LAS201 United States History and Culture: 1828-1898 (formerly 22-211)
Survey of the period leading up to and following the American Civil War: continental expansion; slavery, sectionalism and the Civil War; the effects of industrialization, urbanization, and immigration; populism and Social Darwinism. *5 quarter hours*

LAS203 United States History and Culture: 1898 to the present (formerly 22-212)
Survey of significant domestic and foreign policy developments of the twentieth century: Progressivism; the emergence of the U.S. as a global power; World War I and II; immigration and labor issues; the Depression; the civil rights movement and the urban crisis. *5 quarter hours*

LAS300 Contemporary World Cultures (formerly 22-400)
Comparative cross-cultural study of three selected nations representing different areas. Investigation of varying ideological, political, social and economic factors. Exploration of current international issues through simulation. Prerequisite: Introductory social science course. *5 quarter hours*

LAS301 Western History and Culture to 1650 (formerly 22-403)
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*

LAS302 Asian History and Cultures (formerly 22-404)
Early history, western impact and contemporary affairs in eastern and southern Asia: Chinese culture and its diffusion; modernization of Japan; nationalisms of the Indo-Pakistan subcontinent; twentieth-century South East Asia. Prerequisite: Introductory social science course. *5 quarter hours*

LAS303 Sub-Saharan African Cultures (formerly 22-405)

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*

LAS304 Middle and South American Cultures (formerly 22-406)

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*

LAS305 Western History and Culture since 1650 (formerly 22-409)

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*

LAS306 Marriage and Family (formerly 22-414)

Different family organizations or the world; marriage patterns of the past and present; diverse life styles; changing sex roles; husband and wife relationships; family planning; divorce. Prerequisite: Introductory social science course. *5 quarter hours*

LAS310 International Relations (formerly 22-419)

Introduction to current international topics, with focus on the problem of war, conflict in the Middle East, national security and United States-Soviet relations, and the United States' role as a world economic power; the emerging global society and changing role of the United States in the international system. Emphasis on the skills and knowledge of the globally "literate" citizen. Prerequisite: Introductory social science course *5 quarter hours*

LAS311 Racial and Ethnic History and Culture (formerly 22-421)

The cultural complexity of the city; the old immigration; rural, racial and non-European groups; adjustments to the urban setting; social segregation and discrimination. Prerequisite: Introductory social science course. *5 quarter hours*

LAS312 Asian American Experience (formerly 22-425)

Introduction to a history of Asian immigrants in the United States of America, and a description of multi-ethnic teaching strategies and materials for Asian Americans. Key concepts, contents and resources needed in helping Asian children in America. Prerequisite: Introductory social science course. *5 quarter hours*

LAS313 The Metropolitan Community (formerly 22-431)

The nature and development of cities; social and political history of Chicago's ethnic groups; theories of urban relationships; suburban development; social stratification and power; social morality; bureaucratic organization; machine politics, community control and community organizing. Prerequisite: Introductory social science course. *5 quarter hours*

LAS318 Child, Family, Community (formerly 08-410)

Working with parents, exploring resources and programs for community-family-school cooperation, recognizing differing goals and expectations. (20 hours of field experience.) *5 quarter hours*

LAS320 Illinois and U.S. Constitution (formerly 22-420)

Designed as a review of the Illinois and U.S. constitutions. The course will review the history of each constitution, the principles and basic concepts including articles and amendments and modern applications and issues as they relate to the constitution. The student will have three opportunities to pass a test and demonstrate the competencies for each constitution. Prerequisite: Introductory social science course. *1 quarter hour*

LAS330 Cultural Influences in the Workplace (formerly 22-449)

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. Prerequisites: Department or program consent. *4 quarter hours*

LAS331 Dynamics of Group Behavior (formerly 22-450)

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. Prerequisites: Department or program consent. *4 quarter hours*

LAS426 Multicultural Dimensions

Cultural diversity as it affects issues, policies and the quality of life. *3 quarter hours*

LAS430 Economic Issues in Global Perspective

Students examine economic concepts and apply them to issues in global economies. Prerequisites: Previous courses in the Applied Behavioral Sciences sequence. *5 quarter hours*

LAS490 Social Science Independent Study (formerly 22-490)

An opportunity for students in the social science concentration to engage in independent research and writing on specialized topics with the recommendation of the faculty. *2-5 quarter hours*

LAS495 Social Science Special Topic (formerly 22-495)

A social science offering of special interest to be studied in depth. May be registered for more than once, since topic varies each term. *2-5 quarter hours*

LAS499 Social Science Seminar (formerly 22-499)

Varying in content each term. Open to qualified students in the social science concentration and to other students upon consent of department. *3-5 quarter hours*

Theatre Arts**LAT200A Ballet I (formerly 10-200A)****LAT200B Ballet II (formerly 10-200B)**

Taken sequentially, these courses offer a sound foundation for the beginning ballet dancer. Extensive work in barre and floor exercise leads to choreographed pieces. Spans two quarters of work. (Should be taken as separate modules, according to proficiency level.) May be used as Humanities elective. *2-3 quarter hours*

LAT201A Jazz Dance I (formerly 10-201 A)**LAT201B Jazz Dance II (formerly 10-201 B)**

Taken in sequence, these courses offer a strong foundation in body alignment, awareness and dance composition. Section one focuses on basic jazz form, while section II leans more heavily on student-choreographed works. Spans two quarters of work. (Should be taken as separate modules, according to proficiency level.) May be used as Humanities elective. *2-3 quarter hours*

LAT209 Accent Modification

Designed for non-native English speaking students to develop strategies to modify their accents. Students will develop tools for self-monitoring by analyzing and practicing the American sound system, words, phrases, sentence stress, intonation patterns, body language and language styles. Students will be expected to make oral presentations drawn from prose, poetry and dramatic literature. Prerequisites: Concurrently enrolled in LAE100 or LAD consent. This course does not take the place of Effective Speaking for those programs that require it. *3-5 quarter hours*

LAT210 Effective Speaking (formerly 10-460)

Through a series of speeches, students learn to improve their diction, articulation, vocal performance, gestures, poise and organization of ideas. Development of speech in the child, speech disorders, psychology of communication. *3-5 quarter hours*

LAT211 Voice and Diction (formerly 10-213)

Designed to strengthen the actor's ability to communicate with the spoken word. Focuses on effective breathing techniques, healthy vocal production and clear diction. May be used as Humanities elective. *3-5 quarter hours*

LAT212 Oral Interpretation of Literature (formerly 10-461A)

A performing arts course in which students learn and apply techniques of reading aloud through selections of prose and poetry. Literary analysis included. *5 quarter hours*

LAT213 Oral Interpretation of Drama (formerly 10-461 B)

A performing arts course in which students learn and apply techniques of reading aloud through selections of dramatic literature. Conventions of reader's theatre and chamber theatre included. *5 quarter hours*

LAT214 Acting I (formerly 10-462)

Creative body movement, character analysis, characterization and improvisation studied in this performing arts course. Appreciation and evaluation of acting techniques through observation. *5 quarter hours*

LAT215 Storytelling and Story Theatre (formerly 10-212)

Students will learn to unify the telling of stories through the spoken word and theatrical convention. A studio course designed to sensitize students to the dramatic components of a story while empowering them to bring it to life. (May be used as a Humanities elective.) *5 quarter hours*

LAT220 Introduction to Theatre (formerly 10-210)

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*

LAT221 History of the Theatre (formerly 10-467)

Important periods in the history of the theatre are examined through the aid of plays and background materials. Aspects of the theatrical production of each period discussed, as well as trends in production traced from the origin of the theatre through the mid-19th century. *5 quarter hours*

LAT222 Musical Theatre (formerly 10-211)

Study of the dominant forces in the development of the American Musical Theatre. Devoted primarily to the study of the music as the heart of this genre, this studio course involves learning and performing classic songs and dances from musical theatre repertoire. Prerequisite: LAT220. *5 quarter hours*

LAT223 Children's Theatre (formerly 10-465)

A survey course in Children's Theatre. Students evaluate children's scripts, participate in the Children's Theatre Touring Company, observe various methods of directing plays for children, and discuss the philosophical base of theatre for children. *5 quarter hours*

LAT224 Minority Theatre (formerly 10-475)

The study of major western plays written by minority playwrights in a historical and contemporary context. Will focus largely on common minority social issues as represented in modern and contemporary dramatic literature. Prerequisites: LAT220, LAT221. *5 quarter hours*

LAT225 Women in Theatre (formerly 10-474)

An examination of the role of women in the theatre, placed in an historical and contemporary context. Largely a survey course focusing on plays by, for and about women. Prerequisites: LAT220, LAT221. *5 quarter hours*

LAT230 Stagecraft (formerly 10-463)

Basic design and stagecraft course. Through work on individual design project, students develop skills in mechanical drawing and rendering of theatrical designs. Basic competency in scenery construction and stage lighting is achieved through participation in a full-scale College production. This course cannot apply toward the required English or speech elective for the B.A. degree. *5 quarter hours*

LAT231 Creative Drama (formerly 10-466)

Students receive practical experience in the use of drama in the classroom. The Demonstration School provides opportunities to work on techniques and ideas of creative dramatics with children. A comparative study of informal play-making and formal children's theatre discussed and developed in class. *5 quarter hours*

LAT232 Modern Drama (formerly 10-469)

A continuation of the History of the Theatre and Drama. Representative plays from America, Britain, and the Continent of the last 125 years studied, with emphasis on the various types of dramatic structure. Human situations of concern to the dramatist, as well as social, political, and psychological trends of the 20th century discussed. *5 quarter hours*

LAT233 Stage Directing (formerly 10-472)

Study of the art of stage directing includes advanced script analysis and preparation; character analysis and staging techniques. A studio course culminating in student-directed one-act plays. Prerequisites: LAT220, LAT230, LAT221 or consent of instructor. *5 quarter hours*

LAT234 Shakespeare and Elizabethan Drama (formerly 10-468)

Study of the Elizabethan stage and Elizabethan-Jacobean drama; development of Shakespeare's dramatic art. Reading of selected comedies, tragedies and histories by Shakespeare and some of his contemporaries. Prerequisite: LAE102. *5 quarter hours*

LAT240 Pupperty (formerly 10-214)

An introductory course which examines the nature of puppetry and introduces students to a wide range of puppet construction techniques. Students design learning activities and shows for all age groups. May be used as a Humanities elective. *5 quarter hours*

LAT309 Acting II (formerly 10-462 A)

Focuses on analysis, interpretation and performance of classical theatre styles including Greek Tragedy, Moliere and Shakespeare. A studio course designed to broaden the actor's range while strengthening acting technique. Prerequisite: LAT214. *5 quarter hours*

LAT310 Advanced Stagecraft (formerly 10-463 A)

An advanced stage craft course dealing with specialized construction techniques, materials, and technology. Specialized painting for the stage is also explored. Full scale theatre productions are scheduled concurrently, enabling students to put theory into practice. Prerequisites: LAT220, LAT230. *5 quarter hours*

LAT311 Studio Production (formerly 10-464)

Students direct, rehearse, produce and present a final once-act play before a live audience in concert with fellow classmates. Students work throughout the term to develop skills as actors, coaches and directors. *5 quarter hours*

LAT312 Theme-Oriented Drama (formerly 10-473)

This participation class in creative drama focuses on the design and implementation of theme-oriented drama. Course culminates with students constructing and leading dramas with class participants. *5 quarter hours*

LAT313 Lighting Design (formerly 10-477)

The study of scenic lighting design placed in a historical and artistic context. Provides extensive background in the study of color, light and technical instrumentation. Students help to design mainstage productions. Culminates in final student-generated light design project. Prerequisite: LAT220, LAT230. *5 quarter hours*

LAT314 Scenic Design (formerly 10-478)

The study and practice of stage scenic design placed in a historical and artistic context. The history and evolution of the physical stage and scenic convention serve as the foundation for this course which culminates in student-generated scenic design projects. Prerequisites: LAT220, LAT230. *5 quarter hours*

LAT315 Costume Design (formerly 10-480)

The study and practice of stage costuming placed in a historical and artistic context. The history and evolution of fashion design serve as the foundation for this course. The study of line, color and texture culminates in a student-generated costume design project. Prerequisites: LAT220, LAT230. *5 quarter hours*

LAT316 Advanced Children's Theatre (formerly 10-465 A)

Students observe and evaluate activities used in the Demonstration School; participation will often be requested. The philosophy, techniques, and materials of creative dramatics are discussed and developed in class. *5 quarter hours*

LAT317 Playing Shakespeare

Stemming from the work of John Barton and the Royal Shakespeare Company, this course is designed to help students bring Shakespeare alive through performance. Focuses on Shakespeare's internal, dramatic and literary craftsmanship. Prerequisites: LAT221. *5 quarter hours*

LAT325 Use of Computer in Theatre Production and Management (formerly 10-479)

Practical usage of computer software designed to supplement all aspects of production, including scenic light and costume design, budge and box office management. Also involves a software design component. Prerequisite: LAT220, LAT230. *5 quarter hours*

LAT410 National Children's Theatre Co./Production (formerly 10-485 A)**LAT411 National Children's Theatre Co./Touring (formerly 10-485 B)**

Spans the work of two quarters. First quarter students rehearse a Children's Theatre production while supporting the technical production staff. Second quarter involves touring production to area grade schools. Critique and analysis sessions follow performances. Prerequisite: LAT220 and Audition, LAT410. A prerequisite to LAT411. *0-5 quarter hours*

LAT412 National Puppet Co./Production (formerly 10-486 A)**LAT413 National Puppet Co./Tour (formerly 10-486 B)**

This practicum spans the work of two quarters. The first quarter, students write, design and build a puppet show in preparation for live performance. The second quarter, students tour this original puppet show. Critique and analysis of sessions follow performances. Prerequisite: LAT220, LAT412. A prerequisite to LAT413. *0-5 quarter hours*

LAT460 Practicum in Creative Drama (formerly 10-488)

Students serve as creative drama apprentices to practicing drama specialists. Designed for those wishing to actually integrate drama into their specific work. Prerequisite: LAT220, LAT231, LAT312. *5-10 quarter hours*

LAT461 Practicum in Theatre Production/Management (formerly 10-489)

By placing students with Chicago area professional theatres, this practicum is designed specifically for individuals with unique production interest. May include professional work in the areas of stage management, design, construction, publicity or box office. Prerequisite: All core courses. *5-10 quarter hours*

LAT470 Communication Arts Internship I (formerly 90-497 A)

This internship provides the student an opportunity to participate one half-day per week throughout one complete term in a planned sequence of roles and activities related to an on-the-job experience. The student's personalized program is planned and guided by the College supervisor in conjunction with the field-site cooperating supervisor. *10 quarter hours*

LAT471 Communication Arts Internship II (formerly 90-497 B)

This internship provides the student an opportunity to participate a full day throughout the term in a planned sequence of roles and activities related to an on-the-job experience. The student's personalized program is planned and guided by the College supervisor in conjunction with the field-site cooperating supervisor. *15 quarter hours*

LAT490 Theatre Arts/Independent Study (formerly 10-490 E)

Working closely with theatre faculty, students may pursue independently an accepted area of study within the spectrum of theatre arts. *1-6 quarter hours*

LAT495 Theatre Arts/Special Topic (formerly 10-495E)

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*

Music

LAU110 Introduction to Music (formerly 10-281C)

Designed to heighten awareness of the aesthetic in music through listening, analysis, performance, and research. Introduction to the basic elements of music, as well as the use of musical components in the development of style through the Medieval, Renaissance, Baroque, Classical, Romantic and Contemporary eras. *2 quarter hours*

LAU200 Music Theory I (formerly 10-431)**LAU201 Music Theory II (formerly 10-432)**

The fundamentals of music studied in relation to performing, listening, and composition. Scales, modes, intervals, primary chords, ear training, sight-singing, key and time signatures, and harmony discussed along with keyboard application utilizing the Piano Laboratory. For students who wish to explore and understand the construction and creative applications of music experientially. A keyboard laboratory experience (not for credit) is required for each course. To be taken sequentially. *5 quarter hours each*

LAU300 Applied Music—Individual Instruction (formerly 10-445)

Individual instruction in piano, voice or instrument. Proficiency in applied music is judge on an individual basis in the recital section. The maximum applied music credit applicable to degree requirements is limited to 6 quarter hours. *2-5 quarter hours*

LAU310 Guitar, Recorder, and Classroom Instruments (formerly 10-451)

Exploration of rhythm and melody instruments for use in the classroom. Drums, gongs, triangles, cymbals, claves, melody bells, recorders, and guitar used to accompany songs and create compositions. Instruments inherent to specific cultures discussed, along with the making of homemade models. *3 quarter hours*

LAU490 Music Independent Study (formerly 10-490C)

Opportunity for students to pursue acceptable independent study in an area of music theory or music history and literature. *2-5 quarter hours*

LAU495 Music Special Topic (formerly 10-495C)

A music offering of special interest to be studied in depth. May be registered for more than once, since topic varies each term. *2-5 quarter hours*

LAU499 Music Seminar (formerly 10-499C)

An honors course varying in content from time to time. *5 quarter hours*

College of Management and Business





Dean's Message

The College of Management and Business seeks to enhance the effectiveness of persons involved in the management of human, fiscal, and information resources in a variety of organization settings. Born of the educational needs of a diverse student population, the College is committed to achieving its mission through a variety of programs and services with the following seen as areas of primary focus:

- excellent teaching, based on practice and theory, integrating the disciplines in business and management
- innovative, learner-centered curricula and delivery systems, meeting the needs of a largely non-traditional student population
- active participation in the community, maintaining linkages with business, industry, education, government, and non-profit sectors through consultations, presentations, publications, and research.

Whether assisting recent emigres to develop marketable skills or extending learning into a student's organizational setting, the College's various undergraduate and graduate degree programs are united in the common goal of preparing students to be lifelong learners. Management and business programs emphasize and continually reinforce the development of effective communication skills, of critical thinking and problem-solving ability, and of responsiveness to change. Building upon that broad foundation, the various programs offered at the Chicago-area campuses and at the other academic centers seek to prepare students to become competent professionals in their chosen fields of study. This combination of broad and specialized perspectives enables the College of Management and Business to make a difference in the lives of its students and in the organizations in which they are employed.

*Donna R. Weaver, Dean
College of Management and Business*

The College of Management and Business was established in 1989 to house the University's expanding programs in management. Through its undergraduate and graduate offerings, the College seeks to enhance the effectiveness of persons involved in the management of human, fiscal, and information resources in a variety of organizational settings.

At the undergraduate level, three baccalaureate degrees, along with specialized options and optional certificate programs, are offered in the traditional on-campus delivery model. These programs are designed to prepare students for entry-level professional careers in business, industry, government, and non-profit institutions. Students pursuing degrees in these programs must complete sixty quarter hours of academic work at National-Louis University and a minimum of thirty-two quarter hours within the College of Management and Business. Student must also demonstrate English competency either by (1) passing the English competency test or (2) earning a grade of B or better in both Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University.

Accounting Program (B.A.)

The Accounting program prepares students for positions in accounting departments or firms. Students within this curriculum combine course work in accounting with supporting course work in the areas of business and computer information systems. Courses in composition and the social and behavioral sciences provide communication skills essential for success in business.

General Studies Requirements		60 QH
Humanities		
LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
LAH120	Logic and Effective Thinking	5
	Fine Arts elective	2-5
Natural Sciences		
LAM110	College Mathematics	5
LAM214	Mathematics for Management Sciences	5
LAM216	Statistical Methods	5
	Laboratory Science elective	5
Behavioral Sciences		
LAP100	General Psychology	5
LAS115	Introduction to Economics	5
INT305	Dynamics of Group and Organizational Behavior	5
	Social Science elective	2-5
Additional General Studies electives		60 QH
Accounting Requirements		
MGT120	Accounting Principles I	4
MGT121	Accounting Principles II	4
MGT122	Accounting Principles III	4

MGT220	Managerial Accounting	4
MGT221	Individual Taxation	4
MGT222	Corporate and Partnership Taxation	4
MGT323	Cost Accounting	4
MGT320	Intermediate Accounting I	4
MGT321	Intermediate Accounting II	4
MGT322	Intermediate Accounting III	4
MGT420	Advanced Accounting	4
MGT421	Accounting for Governmental and Non-Profit Entities	4
MGT422	Principles of Auditing	4
MGT423	Operational Auditing	4

Business Requirements

MGT101	Business Organization and Management	4
MGT160	Entrepreneurship	4
MGT301	Principles of Finance	4
MGT300	Principles of Marketing	4
MGT302	Principles of Management and Supervision <i>OR</i>	
MGT304	Business Ethics	4-5
MGT104	Business Law I	4
MGT105	Business Law II	4
MGT140	Introduction to Computers & Computer-based Applications	6
MGT141	Management Information Systems	4
MGT305	Operations Management	4

Additional General Studies electives

Total Minimum Hours 180 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Business Administration Program (B.A.)

The Business Administration program is designed for students who desire a broad-based business curriculum with a strong liberal arts foundation. Graduates of this program have diverse backgrounds to offer prospective employers, to join a family business, or to consider further study within a specific discipline. Students in this program may also elect a specialized option in international business or entrepreneurship (see page 129).

General Studies Requirements

70 QH

Humanities

LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
LAH120	Logic and Effective Thinking	5

LAT210	Effective Speaking	3-5
	Fine Arts elective	2-5

Natural Sciences

LAM110	College Mathematics	5
LAM214	Mathematics for Management Sciences	5
LAM216	Statistical Methods	5
	Laboratory Science elective	5

Behavioral Sciences

LAP100	General Psychology	5
LAS115	Introduction to Economics	5
INT305	Dynamics of Group and Organizational Behavior	5
	Social Science or Psychology elective	5
	Social Science elective	5

Additional General Studies electives

Business Requirements

MGT101	Business Organization and Management	4
MGT103	Financial Systems and Resources	4
MGT104	Business Law I	4
MGT105	Business Law II	4
MGT120	Accounting Principles I	4
MGT121	Accounting Principles II	4
MGT122	Accounting Principles III	4
MGT140	Introduction to Computers and Computer-based Applications	6
MGT160	Entrepreneurship	4
MGT170	Survey of International Business	4
MGT220	Managerial Accounting	4
MGT300	Principles of Marketing	4
MGT301	Principles of Finance	4
MGT302	Principles of Management and Supervision	5
MGT303	Business Research and Communication	4
MGT304	Business Ethics	4
MGT305	Operations Management	4
MGT400	Business Policy	4
	Computer Information Systems elective	4

Total Minimum Hours

180 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Computer Information Systems and Management Program (B.A.)

The CISM program is designed to meet the need for computer specialists with business sense. It combines computer training with studies in accounting and business administration. As in other degree programs, students receive a broad liberal arts background to provide them with the interpersonal skills essential for success in the business environment.

General Studies Requirements		70 QH
Humanities		
LAE101	Fundamentals of Composition	5
LAE102	Composition and Literature	5
LAH120	Logic and Effective Thinking	5
	Fine Arts elective	2-5
	Humanities elective	5
Natural Sciences		
LAM110	College Mathematics	5
LAM214	Mathematics for Management Sciences	5
LAM216	Statistical Methods	5
	Laboratory Science elective	5
Behavioral Sciences		
LAP100	General Psychology	5
LAS115	Introduction to Economics	5
INT305	Dynamics of Group and Organizational Behavior	5
	Social Science or Psychology elective	5
	Social Science elective	5
Additional General Studies electives		
Computer Information Systems Requirements		
MGT140	Introduction to Computers & Computer-based applications	6
MGT143	Programming in BASIC	4
MGT144	Advanced BASIC	4
MGT240	Programming in COBOL	6
MGT241	Advanced COBOL	6
MGT340	Systems Analysis Methods	4
MGT341	Database Program Development	4
	Computer Information Systems electives	16
MGT445	Applied Software Development project	4
Business Requirements		
MGT120	Accounting Principles I	4
MGT121	Accounting Principles II	4
MGT122	Accounting Principles III	4

MGT220	Managerial Accounting	4
MGT101	Business Organization and Management	4
MGT300	Principles of Marketing	4
MGT301	Principles of Finance	4
MGT302	Principles of Management and Supervision	5
MGT401	Business Law I	4
Total Minimum Hours		180 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Business Administration—Specialized Options and Certificates of Completion

Students who are pursuing the Business Administration major may elect a specialty in International Business or Entrepreneurship. Non-degree candidates may also pursue one of the options as a certificate of completion.

International Business

The International Business specialty is ideal for students with foreign language and multi-cultural skills who seek careers in multi-national business enterprises. It also offers an opportunity for specialization to students whose previous academic work has been in such broad fields as social science and liberal arts.

International Business Specialty Requirements

MGT370	International Accounting	4
MGT371	International Finance	4
MGT372	International Management	4
MGT373	International Marketing	4
LAS310	International Relations	5

Entrepreneurship

The Entrepreneurship specialty is designed for students to explore realistically the required commitment and skills, opportunities and risks, and the accompanying lifestyle of an entrepreneurial career. The option includes a practicum in which students apply their classroom studies to solve a problem or to capitalize on an opportunity for a local entrepreneur.

Entrepreneurship Specialty Requirements

MGT160	Entrepreneurship	4
MGT360	Accounting for Entrepreneurs	4
MGT361	Finance for Entrepreneurs	4
MGT362	Marketing for Entrepreneurs	4
MGT460	Practicum for Entrepreneurs	5
MGT461	Business Planning for Entrepreneurs	4

First-Year Certificate Option

Students in the Accounting, Business Administration, or CISM programs may elect to take their first year in an alternate curriculum model which permits them to earn a certificate. The Business Education for Career Advancement (BECA) certificate gives students accounting or data processing skills for entry-level jobs.

The thirty-two quarter hour residency requirement in the College of Management and Business applies to the BECA program. However, transfer credit will not be accepted for the BECA practicum and seminar.

Business Education for Career Advancement (BECA) Certificate 49 QH**First-Year Certificate Requirements** 33 QH

MGT101	Business Organization and Management	4
MGT106	Applications of Business Writing	5
MGT120	Accounting Principles I	4
MGT140	Introduction to Computers and Computer-based Applications	6
MGT208	BECA Practicum	5
MGT209	BECA Seminar	1
	Business elective	4
	Computer Information Systems elective	4

Accounting Certificate Requirements

MGT121	Accounting Principles II	4
MGT122	Accounting Principles III	4
MGT221	Individual Taxation <i>OR</i>	
MGT324	Electronic Accounting	4
MGT102	Business Math <i>OR</i>	
MGT142	Word Processing <i>OR</i>	
MGT104	Business Law I	4

Data Processing Certificate Requirements

MGT121	Accounting Principles II <i>OR</i>	
MGT102	Business Math	4
MGT143	Programming in BASIC	4
MGT144	Advanced BASIC	4
	Computer elective	4

Business Minor

The Business minor is available to students who are majoring in a program outside the College of Management and Business.

Business Minor Requirements 36 QH

MGT101	Business Organization and Management	4
MGT120	Accounting Principles I	4
MGT121	Accounting Principles II	4
MGT140	Introduction to Computers and Computer-based Applications	4
MGT141	Management Information Systems	6
MGT300	Principles of Marketing	4
MGT302	Principles of Management and Supervision	5
LAS115	Introduction to Economics	5

Management Degree Completion Program

(Available only as a field-based experience program)

This is an experience-based degree completion program for working adults. The program is designed to enhance skills in organizational effectiveness, interpersonal relations, group dynamics, leadership, and management. The program combines an integrated sequence of courses with an applied research project. The course work focuses on planning, organizing, and controlling an organization, with emphasis on various theories of management, the knowledge and understanding necessary for managing people and functions, and decision making. The applied research project, which is designed by the student, provides an opportunity to identify, analyze, and research an organizational problem or opportunity. Throughout the program, students are encouraged to apply newly learned concepts and skills to the workplace. Classes are conveniently located.

As part of the coursework, the student prepares a portfolio which represents a self-assessment and documentation of prior learning. The description and documents presented in support of this learning are assessed and credit granted by trained evaluators and faculty members, according to the policies established by the faculty. A student may apply for a maximum of 60 quarter hours of credit through the portfolio process.

Students are expected to have at least 75 quarter hours of transferable credit from an accredited college to be considered for the program. A maximum of 60 quarter hours of technical credit may be applied to the degree. General studies requirements for the program are shown below. Admission requirements and processes for transfer students are listed in the admission section of this catalog. For further information call (708) 691-9390 or write to National-Louis University, 2S361 Glen Park Road, Lombard, IL 60148. There are also Centers for Adult Programs located in St. Louis, Missouri; McLean, Virginia; and Tampa, Florida.

General Studies Requirements	60 QH
Humanities	Minimum 9 QH
Natural Sciences (science and/or mathematics)	Minimum 9 QH
Behavioral Sciences	Minimum 9 QH
Additional General Studies electives	60 QH
Management Requirements	48 QH
LAS331 Dynamics of Group Behavior	4
LAP300 Adult Development and Learning Assessment	5
MGT401 Introduction to Research Methodology	3
MGT402 Organizational Analysis	5
LAP443 Managing Interpersonal Communication	5
MGT403 Organizational Communication	2
MGT404 Introduction to Data Analysis and Presentation	3
LAS330 Cultural Influences in the Workplace	4
MGT302 Principles of Management and Supervision	5
LAH300 Values and Ethical Decision Making	3
MGT405 Integrating Managerial Principles with Practice	1
MGT406A-D Independent Study: Applied Research Project, Parts I-IV	8
Electives	
Total Minimum Hours	180 QH

Students must demonstrate English competency by passing the English competency examination or by passing Fundamentals of Composition (LAE101) and Composition and Literature (LAE102) at National-Louis University with a grade of C or better.

Sport Management

The College of Management and Business and the College of Arts and Sciences jointly sponsor a four-year degree program in Sport Management. The business administration and entrepreneurship concentration, coupled with the sport science curriculum, enables students to prepare for careers related to sport and fitness management in a variety of organizational settings or as independent owners of facilities. For degree information, see section on Sport Management, page 58 of the Academic Programs, College of Arts and Sciences.

Course Descriptions

This section provides descriptions of all courses given by the College of Management and Business. The courses are listed in alphabetical and numerical order.

Numbering System

The first three alphabetical designations are codes for the College and department. The College of Management and Business uses the alpha code MGT for all of its courses. The fourth character indicates the level of the course.

100-299 Lower undergraduate courses

Courses with these numbers are for undergraduate students (freshmen 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.

300-499 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 the bachelor's degree. A 400 level course may be taken for undergraduate credit or graduate credit, upon approval of the student's departmental advisor and the department offering the course.

490 Independent Study

Provides undergraduate 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, available from the Registrar's Office, must be completed and are required for registration.

495 Special Topic

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.

499 Seminar

Library research, discussions with peers and instructors and field work in a selected area of interest.

MGT101 Business Organization and Management (formerly 05-207)
Studies the forms of business organization, micro-economic topics, business and society, management, and decision-making. *4 quarter hours*

MGT102 Business Mathematics (formerly 05-208)
Gives an overview of the appropriate theory, methods and materials relating to business recording, financial decisions, accounting records, and retailing and consumer credit. *4 quarter hours*

MGT103 Financial Systems and Resources (formerly 05-201)
Examines financial institutions, systems, regulating bodies, and policies. *4 quarter hours*

MGT104 Business Law I (formerly 05-210)
Introduces the legal principles underlying standard business transactions and the legal instruments involved: contracts, agency, partnerships, corporations, property (real and personal), and the Uniform Commercial Code (sales, negotiable instruments, and secured transactions). *4 quarter hours*

MGT105 Business Law II (formerly 05-431)
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: MGT104. *4 quarter hours*

MGT106 Applications of Business Writing (formerly 05-215)
Addresses the application of basic communication skills through intensive practice in the types of writing required in the business world. Forms of business correspondence including memoranda, routine business letters, letters conveying good or bad news, persuasive letters, letters of application for employment and resumes. Prerequisite: Writing Skills Development for non-native speakers, Writing Lab for native speakers, or English Placement Test. *5 quarter hours*

MGT110 Business Basics Seminar (formerly 05-207)
Involves student participation as consultants with Junior Achievement to teach business subjects to elementary and community groups. Enhances individual leadership, group management, planning, and public speaking abilities. Prerequisites: Business Organization and Management (MGT101) plus pre-registration during the preceding quarter for the course or consent of instructor. *1 quarter hour*

MGT120 Accounting Principles I (formerly 05-200)
Applies the basic accounting principles as they relate to 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*

MGT121 Accounting Principles II (formerly 05-202)
Continues the applications of the basic accounting principles as they pertain to payroll accounting, inventory valuation, plant assets, accounting standards and concepts, partnerships, and corporations. Guides students in understanding these accounting principles as they apply to service and merchandising business organizations. Prerequisite: MGT120. *4 quarter hours*

MGT122 Accounting Principles III (formerly 05-203)
Continues the application of basic accounting principles as they relate to the accounting internal control system, statement of changes in financial position, ratio analysis, and decision making. Prerequisite: MGT121. *4 quarter hours*

MGT140 Introduction to Computers and Computer-based Applications (formerly 07-203)
Examines the history, development, and use of computers. Exposes students, through the use of hands-on instruction, to different computer applications, including word processing, database management, spreadsheets, computer-based accounting and inventory control systems. Students will learn the use of decision-making tools. *6 quarter hours*

MGT141 Management Information Systems (formerly 07-204)
Provides students with a conceptual framework and body of knowledge concerning contemporary information systems. Prerequisite: MGT140. *4 quarter hours*

MGT142 Word Processing (formerly 07-210)
Introduces students to word processing and gives hands-on experience in using one or more word processing programs. (The course is offered for two or four credit hours. If the student takes the first two hours one quarter, the student will be able to take the sequential two hours at another time. A maximum of four quarter hours may be earned in this course.) *2 or 4 quarter hours*

MGT143 Programming in BASIC (formerly 07-211)
Introduces the use of fundamental instructions in the BASIC programming language. Enables students to read, flow-chart, and solve problems using the BASIC language. Prerequisite: MGT140. *4 quarter hours*

MGT144 Advanced BASIC Programming (formerly 07-214)
Extends the knowledge gained in Programming in BASIC. Studies advanced iteration techniques, table handling, sorting, creation, reading and writing of sequential, random, and indexed sequential files. Enables students to solve business-type problems using the BASIC language and a diskette-based microcomputer. Prerequisite: MGT143. *4 quarter hours*

MGT160 Entrepreneurship (formerly 05-455)
Provides career, economic, historical, psychological, and social perspectives for understanding the information and development of new ventures. Prerequisite: MGT101. *4 quarter hours*

MGT170 Survey of International Business (formerly 05-240)
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 functions. Involves case studies and a problem-solving approach which accompany the lecture format. Prerequisite: MGT101. *4 quarter hours*

MGT208 BECA Practicum (formerly 05-257)
Provides 75 hours of work experience in a business environment; involves application of what the student has learned in other courses. Concurrent registration in MGT209 required. Prerequisite: Consent. *5 quarter hours*

MGT209 BECA Seminar/Employment Preparation (formerly 05-258)
Provides lectures and seminars on career development, including techniques of interviewing, office/business clothes/apparel; preparation of resumes; seeking employment. Concurrent registration in MGT208 required. Prerequisite: Consent. *1 quarter hour*

MGT220 Managerial Accounting (formerly 05-205)

Develops an understanding of management decision-making through the use of accounting: departmental accounting; accounting for a manufacturing enterprise; cost accounting; accounting systems, job order costs and process costs; analysis for management decisions, budgeting and planning. Prerequisite: MGT122 and MGT101. *4 quarter hours*

MGT221 Individual Taxation (formerly 05-204)

Provides basic concepts of taxation of the individual and the preparation of income tax forms. Emphasizes understanding of such terms as gross income, interest and other types of income, exemptions and deductions as used in the United States. Prerequisite: MGT122. *4 quarter hours*

MGT222 Corporate and Partnership Taxation (formerly 05-206)

Provides basic concepts of taxation of the corporation and the preparation of corporate tax forms. Emphasizes understanding of the various deductions allowable in determination of corporate taxable income. Prerequisite: MGT122. *4 quarter hours*

MGT240 Programming in COBOL (formerly 07-212)

Provides students with a knowledge of COBOL programming language by identifying the COBOL language symbols for entry and output factors; techniques in compiling COBOL language programs, particularly through microcomputer terminals to remote assembly environment; teaches the language through exercises in applying COBOL to various business situations. Prerequisite: MGT140. Recommended: MGT141, MGT143, and MGT144. *6 quarter hours*

MGT241 Advanced COBOL (formerly 07-216)

Provides students with advanced training using the programming language COBOL; continues programming in COBOL, structured to give advanced level programming techniques such as sorting, updating, report printing and data validation. Prerequisite: MGT143 and MGT240. Recommended: MGT144. *6 quarter hour*

MGT242 Learning Lotus 1-2-3 with Business Applications (formerly 07-213)

Provides students with a fundamental background in the purpose and use of electronic spreadsheets in a business environment. *2 quarter hours*

MGT243 Office Information Systems (formerly 07-405)

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: MGT140. *4 quarter hours*

MGT244 Programming in FORTRAN (formerly 07-408)

Develops computer programming ability in FORTRAN ("formula translator"), a widely-used mathematically oriented language. Involves preparation of a minimum of three business application programs written in FORTRAN. Prerequisite: MGT241. *4 quarter hours*

MGT245 Programming in Pascal (formerly 07-409)

Develops structured programming ability in Pascal; involves designing and writing typical business application programs and preparing a minimum of three programs in Pascal on the computer. Prerequisite: MGT241. *4 quarter hours*

MGT246 Programming in Assembler Language—BAL—(formerly 07-410)

Defines the concepts of assembly language programming. Involves the preparation of a minimum of two assembly language programs. Prerequisite: MGT144. *4 quarter hours*

MGT300 Principles of Marketing (Formerly 05-400)

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: MGT101. *4 quarter hours*

MGT301 Principles of Finance (formerly 05-401)

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. Prerequisite: MGT122, MGT101, and LAS115 or consent of program director. *4 quarter hours*

MGT302 Principles of Management and Supervision (formerly 05-419)

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. Prerequisite: junior status or consent of program director. *4-5 quarter hours*

MGT303 Business Research and Communication (formerly 05-422)

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. Prerequisite: LAE101 and LAM216. *4 quarter hours*

MGT304 Business Ethics (formerly 05-421)

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. Prerequisite: MGT302 and MGT104. *4 quarter hours*

MGT305 Operations Management (formerly 05-420)

Studies the principles of operations management as applied to such problems as product design, objectives, policies, work methods and standards, plant location and layout, scheduling, maintenance, material handling, inventory and quality control, evaluation of performance, and cost controls. Prerequisite: MGT220 and LAM216. *4 quarter hours*

MGT320 Intermediate Accounting I (formerly 05-403)

Provides a thorough investigation of generally accepted accounting principles underlying corporate financial statements. Emphasizes assets, the statement of financial position and the statements of income and retained earnings. Prerequisite: MGT122. *4 quarter hours*

MGT321 Intermediate Accounting II (formerly 05-404)

Provides a companion and sequel to Intermediate Accounting I. Emphasizes current liabilities and contingencies; long-term debt; and corporation's paid-in-capital, retained earnings, stock rights, warrants, options, convertible securities, treasury stock and earnings per share. Prerequisite: MGT320. *4 quarter hours*

MGT322 Intermediate Accounting III (formerly 05-405)

Provides a companion and sequel to Intermediate Accounting I and II. Emphasizes accounting for pension plans, leases, deferred income taxes, and inflation analysis of financial statements and accounting charges. Prerequisite: MGT321. *4 quarter hours*

MGT323 Cost Accounting (formerly 05-402)

Continues managerial accounting. Emphasizes the planning and control functions of cost accounting and covers specific topics: joint and by-product costing, direct costing, departmentalized operations, forecasting, and analysis. Applies quantitative techniques studied in mathematics. Prerequisite: MGT220. *4 quarter hours*

MGT324 Electronic Accounting (formerly 05-409)

Combines accounting and computer science in a timely and creative fashion to illustrate accounting practices in today's environment. Uses basic but comprehensive computerized software to give the student "hands-on" experience with the most common applications. Guides students through computer-based accounts receivable, accounts payable, general ledger and other related modules. Prerequisite: MGT122 and MGT140. *4 quarter hours*

MGT340 Systems Analysis Methods (formerly 07-222)

Presents a systematic approach to systems analysis and design for the student with programming knowledge. Prerequisite: MGT240 and MGT144. *4 quarter hours*

MGT341 Database Program Development (formerly 07-400)

Surveys database concepts and database management systems. Guides students in the use of a popular software package to learn the theory and application of database management systems. Prerequisite: MGT144 and MGT241. *4 quarter hours*

MGT342 Management Control of Data Processing (formerly 07-403)

Provides a broad overview of the information systems management function. Emphasizes information systems management, with particular attention to planning, organizing, and controlling user services, and managing other computer information systems development processes. Covers subject matter through lectures, reading, discussions, and case-study analysis. Prerequisite: MGT140. *4 quarter hours*

MGT343 Structured Systems Analysis and Design (formerly 07-406)

Provides advanced study of structured systems development. Emphasizes strategies and techniques of structured analysis and structured design for producing logical methodologies for dealing with complexity in the development of information systems. Prerequisite: MGT340. *4 quarter hours*

MGT344 Technical Survey of Telecommunications Systems (formerly 07-412)

Provides students with a fundamental knowledge of the technical functions of communications systems in today's business environment. Prerequisite: MGT241 and MGT122, or consent. *2 quarter hours*

MGT360 Accounting for Entrepreneurs (formerly 05-456)

Provides practical tools for identifying, measuring, and communicating information to permit entrepreneurial judgments and decisions. Prerequisite: MGT121, and MGT140, and MGT160. *4 quarter hours*

MGT361 Finance for Entrepreneurs (formerly 05-457)

Provides practical tools for acquiring and using funds to capitalize on viable business opportunities. Prerequisites: MGT140 and MGT160 or MGT301. *4 quarter hours*

MGT362 Marketing for Entrepreneurs (formerly 05-458)

Provides practical tools for planning, implementing, and controlling marketing activities for a new venture. Prerequisite: MGT160 or MGT300. *4 quarter hours*

MGT370 International Accounting (formerly 05-440)

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: MGT122. *4 quarter hours*

MGT371 International Finance (formerly 05-441)

Spotlights the economic and business rationale for the existence of multinational firms in a foreign exchange risk context. Covers foreign exchange exposure; variables which 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. Prerequisite: MGT122, MGT301, and LAS115. *4 quarter hours*

MGT372 International Management (formerly 05-442)

Provides an understanding of how business firms manage international operations. Looks at how a manager's role and decisions change when a company goes beyond a single national boundary. Focuses on how these roles must respond not only to the socio-cultural environment abroad, but also to the organizational problems that result from attempting to integrate and coordinate a complex set of operations worldwide. Prerequisite: MGT170 or MGT302. *4 quarter hours*

MGT373 International Marketing (formerly 05-443)

Presents an applied course devoted to the extended study of marketing products abroad. Includes subtopics such as overseas market selection, planning, product adaptation, channel selection, pricing behavior, promotion strategy, exporting and importing. Involves case studies and a problem-solving approach which accompany the lecture format. Prerequisite: MGT300 or MGT170. *4 quarter hours*

MGT400 Business Policy (formerly 05-430)

Provides a case study approach to top management strategy and policy making, integrating the functional divisions of an organization through analysis and solutions to complex business situations. Prerequisite (or concurrent registration): MGT303. *4 quarter hours*

MGT401 Introduction to Research Methodology (formerly 05-470)

Students are introduced to the purpose and value of research as a problem-solving tool for planning change in an organization. Approaches for identifying, analyzing, and researching organizational problems are emphasized; students select and begin to analyze an appropriate organizational problem for their independent study research projects. Prerequisite: department or program consent. *3 quarter hours*

MGT402 Organizational Analysis (formerly 05-471)

Students examine how organizations function as complex systems. Organizational structure, environmental fit, interrelatedness of the various parts of an organization, and decision making and its impact throughout the system are key concepts. Students develop an in-depth understanding about the organizational setting in which they will carry out their independent research projects. Prerequisite: department or program consent. *5 quarter hours*

MGT403 Organizational Communication (formerly 05-472)

Students refine both their written and oral presentation skills applied to organizations in which they are members. Presenting ideas, reports, and proposals clearly and concisely are primary goals of this course. Prerequisite: department or program consent. *2 quarter hours*

MGT404 Introduction to Data Analysis and Presentation (formerly 05-473)

This course is designed to illustrate how data analysis contributes to making decisions and solving organizational problems. Basic methods of summarizing, analyzing and presenting research data are explained, with emphasis on measures of central tendency, dispersion, correlation, and nonparametric statistical tests. Students are expected to clarify and expand their data collection plans to include the data analysis and presentation methods most appropriate to their identified research problem, objectives and variables. Prerequisite: MGT401. *3 quarter hours*

MGT405 Integrating Managerial Principles with Practice (formerly 05-474)

Students integrate management principles as they apply to leadership, organizations, society and life roles. This synthesis enables students to achieve closure and evaluate outcomes. Prerequisite: department or program consent. *1 quarter hour*

MGT406A Independent Study: Applied Research Project, Part I (formerly 05-480A)

This is the first of four parts of the independent research project. Students describe the purpose, setting, history and background, scope and importance of their identified problem topic. Prerequisites: MGT401 and MGT402. *1 quarter hour*

MGT406B Independent Study: Applied Research Project Part II (formerly 05-480B)

This is the second of four parts of the independent research project. Students conduct and write a review of the literature related to their problem analysis in Part I. Prerequisite: MGT406A. *1 quarter hour*

MGT406C Independent Study: Applied Research Project, Part III (formerly 05-480C)

This is the third of four parts of the independent research project. Students determine a specific research approach, develop and analyze a possible intervention(s) for solving the organizational problem, and develop a data collection and analysis plan. Prerequisite: MGT406B. *3 quarter hours*

MGT406D Independent Study: Applied Research Project, Part IV (formerly 05-480D)

This is the fourth and final part of the independent research project. Students report and display results, draw conclusions and make recommendations regarding how their organizations should approach their problems. Students summarize their learning during the development of the four parts of the project and apply that learning to their personal and professional lives. Prerequisite: MGT406C. *3 quarter hours*

MGT420 Advanced Accounting (formerly 05-406)

Presents accounting concepts and principles underlying multi-corporate financial statements with emphasis on consolidation, cost vs. equity ownership accounting, and purchase vs. pooling business combinations. Addresses partnerships, their formation, operation and liquidation. Prerequisite: MGT322. *4 quarter hours*

MGT421 Accounting for Governmental and Nonprofit Entities (formerly 05-411)
Covers the accounting and reporting systems for governmental and nonprofit entities such as hospitals, colleges and universities, voluntary health and welfare organizations. Prerequisite: MGT122. *4 quarter hours*

MGT422 Principles of Auditing (formerly 05-412)

Studies the organization of the accounting profession, professional ethics, and auditor's legal responsibilities, financial and operational audits in private and public sectors, and the resulting audit reports. Emphasizes generally accepted auditing standards; presents practical applications as illustrative examples. Provides overview of U.S. securities laws and their impact on auditing. Prerequisite: MGT322. *4 quarter hours*

MGT423 Operational Auditing (formerly 05-413)

Deals with the theory and practical application of modern, management-oriented internal auditing. Focuses on the way modern internal auditors practice their craft—the empirical approach to appraising diverse activities of an entity. Prerequisite: MGT122. *4 quarter hours*

MGT440 Advanced Management Information Systems Concepts (formerly 07-402)

Introduces the information systems planning process, with emphasis on its relation to the overall organizational goals, policies, plans, management style, and industry condition. Focuses on issues that are of interest to managers dealing with management information systems, including the role of management in the creation and use of such systems. Prerequisite: MGT340. *4 quarter hours*

MGT441 Advanced Computer Concepts (formerly 07-404)

Surveys special computer-based topics and reviews current developments in computer technology. Prerequisite: MGT340. *4 quarter hours*

MGT442 Auditing Programming Language (formerly 07-407)

Introduces the fundamentals of electronic data processing (EDP) auditing. Emphasis on EDP controls, types of EDP audits, and concepts and techniques used in EDP audits. Exposes students to risk assessment and professional standards in the field of EDP auditing. Prerequisite: MGT241 and MGT343. *4 quarter hours*

MGT445 Applied Software Development Project (formerly 07-401)

Requires application of computer programming and system development concepts, principles, and practices to a comprehensive system development project. Involves student participation in a complete system design project, from conception to implementation, as part of a project team. Prerequisite: MGT340. *4 quarter hours*

MGT460 Practicum for Entrepreneurs (formerly 05-459)

Provides 75 hours of work experience with a local entrepreneur according to student's business interests. Provides the student with an opportunity to apply what s/he has learned, with the guidance of a faculty sponsor, to develop a plan for the entrepreneur to solve a problem or capitalize on a business opportunity. Involves ten hours of faculty-student interaction. Prerequisite: MGT160, MGT360, MGT361, and MGT362. *5 quarter hours*

MGT461 Business Planning for Entrepreneurs (formerly 05-460)

Provides practical tools for researching, developing, presenting, and defending a viable business plan to start, buy, or expand a business; purchase a franchise, or do a major project for an employer. Prerequisite: MGT360, MGT361, and MGT 362. *4 quarter hours*

MGT480 Management Practicum

Provides the student with practical management experience. The student will assume a managerial role with a company and learn the day-to-day duties of a manager in the organization. Prerequisites: Principles of Management and Supervision, MGT302 and consent of practicum instructor. *4 quarter hours*

MGT490 Independent Study

Provides an opportunity for students to pursue advanced scholarly study in 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*

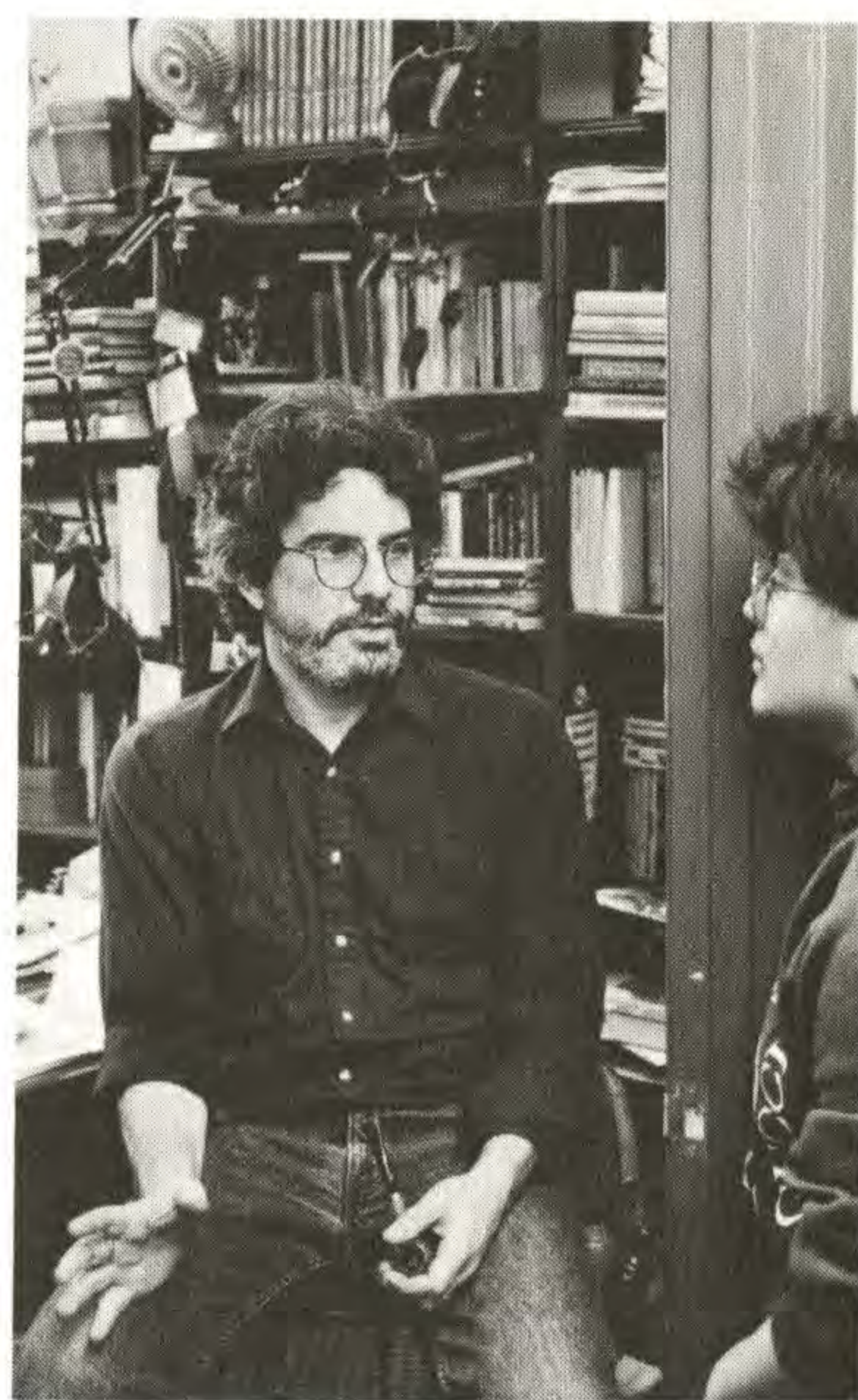
MGT495 Special Topic

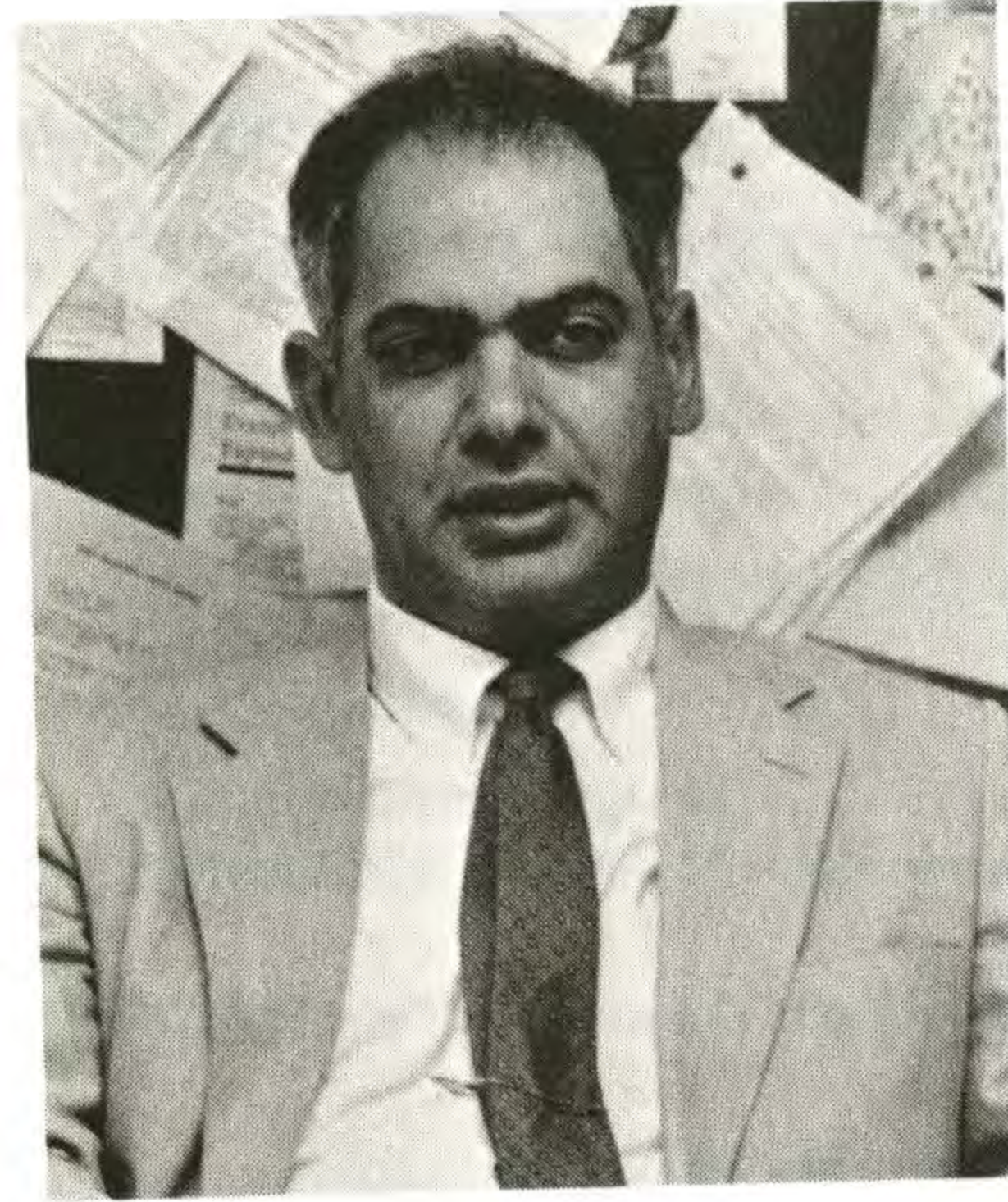
Permits development of special topic courses to meet emerging learning needs. (The specific topic is indicated on the transcript. There is no limit on the number of 495 courses which can be applied to the degree, although each topic may be taken only once.) *1-6 quarter hours*

MGT499 Management Seminar

Library research and discussion of a selected area of interest in management. Prerequisite: Consent of faculty advisor and program director. *1-6 quarter hours*

National College of Education





Dean's Message

Education has continued to capture the attention of Americans, no more intensely than recently. Its importance lies in its potential as a catalyst for change. As a teacher education institution, National College of Education continues its tradition of commitment to quality education in our nation's schools. Consistent with this commitment, the school seeks to provide leadership through professional graduate study and active involvement in the schools. In a larger context, the National College of Education serves as a resource to schools and communities by addressing educational issues.

National College of Education is distinctive among institutions of teacher education through its mission to provide a bridge between educational theory and practice. The strength of the college lies in its faculty and their dynamic involvement with teachers and administrators in schools and, at the same time, in research pertaining to schooling. Through this interaction, ideas from the scholarly foundation of the college are forged into the active reality of teachers and administrators. Students, through their work with this faculty, gain the knowledge and skill that underlie increased excellence in education.

National College of Education is one of the oldest American private colleges specializing in the preparation of educational professionals. It has, throughout the years, remained an institution serving the needs of teachers, administrators, and specialists, and through them, students. The college offers programs at the masters, educational specialist, and doctoral levels to increase the opportunities for those who seek learning as a means towards educational leadership. Through graduate study, those in the field of education confirm their commitment to professionalism.

*Paul Shaker, Dean
National College of Education*

Illinois State Teacher Education Program Approval

National-Louis University academic programs are approved by the Illinois State Board of Education State Teacher Certification Board. The most recent institutional recognition for entitlement was given on May 13, 1988.

Elementary (K-9)		
Undergraduate Program		5-13-88
Graduate M.A.T. Basic Certification Program		5-13-88
Graduate with option for supervisory endorsement		
Learning Disabilities		5-13-88
Social/Emotional (Behavior) Disorders		5-13-88
Reading		5-13-88
School Service (K-12)		
Graduate		
School Nurse		5-13-88
School Psychology		5-13-88
Administrative (K-12)		
Graduate		
General Supervisory		5-13-88
General Administrative		5-13-88
Superintendent		6-24-88
Early Childhood		
Undergraduate		5-13-88
Graduate		5-13-88

Individual courses or course sequences not included in the programs listed above may not be assumed to be approved by the Illinois State Board of Education for certification purposes.

National College of Education Programs Preservice Teacher Education Undergraduate Programs

Students are initially admitted to the College of Arts and Sciences and they complete general education requirements and liberal arts major and minor concentrations offered by that College. To enter the teacher education programs, students must be admitted to the National College of Education.

Admission to the National College of Education—Process

1. Students interested in teacher education should apply for admission to the National College of Education when the majority of the general studies courses are completed.
2. Students must take and pass the English Competency Test and the Math Screening Test prior to admission to the National College of Education.
3. Each student is reviewed on an individual basis. An evaluation of the student's academic record will be completed after application. Most general studies courses and all required skill labs in the College of Arts and Sciences must be completed before a student can be accepted into the National College of Education. Exceptions are made on an individual basis.
4. Professional Promise cards are sent to all faculty teaching courses in the College of Arts and Sciences which are prerequisite to National College of Education admission. The promise cards indicate the student's academic ability and reflect other professional criteria for a teacher. These are kept on file for review by the student and National College of Education Admissions and Retention Council. The promise cards are used to evaluate each student's capabilities and his/her likelihood to be a successful teacher candidate.
5. A student may be admitted; may be denied if there is little evidence of professional promise; or may be admitted provisionally, indicating that the student needs additional assistance or more careful attention to one or more of the criteria for admission (see Preservice Handbook).
6. Written notice of the action of the Campus Admission and Retention Council will be sent to each student by the Director of Pre-service Education with reasons for the action taken.
7. The progress of each student is reviewed by the appropriate faculty during each professional term to determine continuing eligibility in the National College of Education.

Process of Appeal

Campus-based Appeal

1. Students denied admission to the College of Education may Petition to have this decision reviewed (see Appendix A). The written Petition must be submitted to the Campus Director of Preservice Teacher Education soon after notification of denial.
2. Petitions will be reviewed by the campus-based Admissions and Retention Council composed of one College of Education faculty member, one

representative from Student Services, and the Campus Director of Preservice Teacher Education.

3. The Director will notify the student, in writing, of the campus-based Admission and Retention Council decision.
4. The Dean of Pre-service Education will send to the student a written notice of the action of the Appeals Committee.

All-campus Appeal

1. Students who wish to appeal a decision of the campus Admissions and Retention Council should write a letter to the Dean for Preservice Teacher Education stating the reasons for this appeal.
2. The Dean submits the written appeal to the All-Campus Admission and Retention Council, which is composed of all Preservice Campus Directors.
3. The All-Campus Admission and Retention Council reviews the appeal. The action of this Council is final.
4. The Dean for Preservice Teacher Education will send to the student a written notice of the action of the All-Campus Admission and Retention Council.

Admission to the National College of Education — Criteria

(Refer to Preservice Handbook for details.)

- I. Communication
 - A. Competency in written communication
 - B. Effective standard English speaking skills
- II. Academic
 - A. Ability to do successful full-time study
(Part-time students considered individually)
 - B. Content area knowledge
 - C. Reading achievement
 - D. Library reference and research skills
 - E. Completion of all prerequisite courses
- III. Health
 - A. Good mental health
 - B. Good physical health
- IV. Professional Growth
 - A. Effective interaction with children and adults
 - B. Maturity and professionalism

Teacher Certification

Successful completion of the Teacher Education program enables students to be certified at either the pre-kindergarten to age 8 level or at the kindergarten through junior high levels. The prescribed courses in these programs meet the requirements for one of these two teaching certifications for the state of Illinois.

The kindergarten through junior high sequence meets certification requirements for most other states at the elementary level. Since specific requirements vary somewhat from state to state, students are advised to obtain information for the grade level from the state in which they plan to teach.

Approval of the National-Louis University program of teacher education by the National Council of Accreditation of Teacher Education qualifies graduates for certification in all states which accept the NCATE accreditation as indicative of high-quality teacher preparation.

Elementary Teacher Education Program

For students who will graduate on or before June 1992. (Program approved by the Illinois State Board of Education for kindergarten through junior high school teaching.)

General Studies Requirements		QH
Humanities		
	Two Writing courses	10
	Literature course	5
LAA110	Introduction to Art	2
LAU110	Introduction to Music	2
	Speech course	3
	Humanities elective	5
Science		
	Biological Science	5
	Physical Science	5
	Science elective	5
	(One of the above must be a laboratory science)	
Math		
	Two Mathematics courses	10
Psychology		
LAP202	Psychology of Middle Childhood and Adolescence	5
	Psychology elective	5
Social Science		
	U.S. History or American Government	5
	Two Social Science electives	10
Other		
	General Education elective from the above areas	5
LAM107	Utilization of Microcomputers	2
Health and Physical Education		
	Five Physical Education activities <i>OR</i>	5
LAR120	Science of Health and Nutrition	5

Elementary Teacher Education Methods Requirements 50 QH

RLL480A	Reading and Language Arts	5
SCE480A	Science	2
CIS480A	Social Studies	2
MHE480A	Mathematics	4
CIE222	Arts Education/Art	2
CIE224	Arts Education/Music	2
CIE220	Arts Education/Movement	0
CIE216	Health and Physical Education	2

Student Teaching

CIE460	Half-day	8
CIE470	Full-day	15

Other

CIE250	Educational Measurements	3
CIE315	History and Philosophy of Education	3
SPE305	The Regular Education Initiative (REI): Teaching Exceptional Students in the Regular Classroom*	2
CIE200	Participation	0
CIE390	September Field Experience	0

Program Courses and Free Elective Courses

Total Minimum Hours 182 QH

To meet certification requirements, General Studies courses must total 117 quarter hours, and specific certification area requirement totals must be met. See concentration options list.

Minimum required credit for degree is 182 quarter hours. Sixty quarter hours must be taken at National-Louis University.

(Prior to entry into student teaching, students must complete a minimum of 100 clock hours of preclinical experience.)

NOTE: Tests on the U.S. and Illinois Constitutions must be passed to renew any teaching certificate, unless the tests have previously been passed. These tests are offered within a one hour course (LAS320). Students may register for this if they have not met the test requirements.

* Not required for students who have completed SPE300, Survey of Exceptional Children or LAP411, Psychology of Exceptional Children/Adolescents.

Major and Minor Options for the Elementary Teacher Education Program

Options**

One major in any of the following areas:

Art
English
Human Development (Psychology)
Mathematics
Psychology
Science
Social Science
Theatre/Fine Arts

OR Two minors in any of the following areas:

Art
English
Human Development (Psychology)
Mathematics
Philosophy
Psychology
Science
Social Science
Theatre/Fine Arts

Standard Requirements

Major—45 quarter hours for primary grade emphasis, including General Studies.
50 quarter hours for middle school and junior high, including General Studies.

Minor—30 quarter hours each including General Studies.

Upper-level hours—total of 25 quarter hours. For double minor, each minor must have a minimum of 10 quarter hours of upper-level credit.

Residency—Of the total 25 required upper-level hours, 15 quarter hours must be taken at National-Louis University. For the double minor, each minor must have a minimum of 5 quarter hours of the 25 required upper level hours taken at National-Louis University.

Any subject methods courses required are in addition to the above College of Arts and Sciences major hourly requirements.

** Specific requirements for each major and minor concentration are shown in the Division of Liberal Arts and Sciences section of the catalog under Concentration Options.

Elementary Teacher Education Program

(For students who will graduate after June, 1992.)

General Studies Requirements		84 QH
Humanities		
	Two Writing courses	10
	Literature course	5
LAE203	Survey of the English Language	5
LAA110	Introduction to Art	2
LAU110	Introduction to Music	2
	Speech course	5
	Humanities elective	4
Science		
	Biological Science	5
	Physical Science	5
	Two Science electives	8
	(One of the above must be a laboratory science)	
Math		
LAM110	College Math	5
LAM112	Concepts of Math	5
Psychology		
	Developmental Psychology course	5
Social Science		
	U.S. History	5
	American Government	5
	Elective in Non-Western or Third-World culture	5
Health & Physical Development		
LAR120	Science of Health & Nutrition	3
Professional Education Methods Requirements		52 QH
MHE480A	Mathematics	4
RLL480A	Reading & Language Arts	5
CIS480A	Social Studies	2
SCE480A	Science	2
CIE222	Art OR	2
CIE224	Music OR	
CIE220	Drama	
Student Teaching		
CIE460	Half-day	8
CIE470	Full-day	15

Other

CIE200	Participation	2
CIE390	September Field Experience	0
CIE315	History & Philosophy of Education	3
SPE300	Survey of Exceptional Children	5
EPS300	Educational Psychology	5

Program Courses and Free Elective Courses

Total Minimum Hours 18-20 QH

To meet certification requirements, General Studies courses must total 117 quarter hours, and specific certification area requirement totals must be met. See concentration options list.

Minimum required credit for degree is 182 quarter hours. Sixty quarter hours must be taken at National-Louis University.

(Prior to entry into student teaching, student must complete a minimum of 100 clock hours of pre-clinical experience.)

NOTE: Tests on the U.S. and Illinois Constitutions must be passed to renew any teaching certificate, unless the tests have been previously passed. These tests are offered within a one hour course (LAS320). Students may register for this if they have not met the test requirements.

Special Education Certification

Students who earn a Type 03 Elementary Education Certificate and bachelor's degree are eligible to pursue a Type 10 Certificate in Learning Disabilities (LD) and/or Behavior Disorders (BD). The Department of Special Education offers certification programs in LD and BD at the graduate level. Students interested in a master's degree and certification in a Special Education area should refer to the Graduate Catalog for programs and course descriptions.

Early Childhood Teacher Education Program

For students completing the program in June, 1992 or before.

Program approved by Illinois State Board of Education for teachers of children from birth to age 8.

The program requires a major in Human Development. The requirements for completion of this degree are as follows:

General Studies Requirements

89 QH

Humanities

	Two Writing courses	10
LAE307	Literature for Children	5
LAA110	Introduction to Art	2
LAU110	Introduction to Music	2
	Two Humanities electives	10

Science

	Biological Science	5
	Physical Science	5
	Science elective	5
	(One of the above must be a laboratory science)	

Mathematics

Two Mathematics courses (at 5 QH each) 10

Psychology

LAP201	Psychology of Early Childhood	5
	Developmental Psychology elective	5

Social Sciences

	U.S. History OR American Government	5
	Two Social Science electives	10

Other

General Education Elective 5

Health & Physical Development

LAR121	Health and Nutrition of the Young Child OR	5
LAR120	Science of Health and Nutrition	

Professional Education Sequence Requirements

45 QH

ECE200	Introduction to Education (participation/Pre-Kindergarten—Grade 3) 15 hours each: infancy, pre-primary, and primary	2
ECE315	History and Philosophy of Early Childhood	5
ECE405	Methods of Teaching Pre-Primary Language Arts, Art, Music, Movement	3
ECE406	Methods of Teaching Pre-Primary Social Studies, Science, Mathematics	3
RLL481	Methods of Teaching Primary Reading and Language Arts	3
MHE481	Methods of Teaching Primary Mathematics	3
SCE481	Methods of Teaching Primary Science	2
CIS481	Methods of Teaching Primary Social Studies	1
CIE460	Half-Day Student Teaching	8
CIE470	Full-Day Student Teaching (One student-teaching experience in pre-primary, one student-teaching experience in primary*)	15

NOTE: A limit of 10 quarter hours of transferred practicum credit may be applied towards the degree.

* These may be done in a variety of sites, to include hospitals, nursery schools, therapeutic centers, special schools and day care centers.

Human Development Major 45 QH

Additional Free Electives

Total Minimum Hours 180QH

Sixty quarter hours must be taken at National-Louis University. (Prior to entry into student teaching, students must complete a minimum of 100 clock hours of pre-clinical experience.)

NOTE: Tests on the U.S. and Illinois Constitutions must be passed to renew any teaching certificate, unless the tests have previously been passed. These tests are offered within a one hour course (LAS320) and students may register for this if they have not met the test requirements.

Pre-Service Early Childhood Teacher Education Program*(For students completing after June, 1992.)***General Studies Requirements** 84 QH

Humanities

	Two writing courses	10
LAE307	Literature for Children	5
LAA110	Introduction to Art	2
LAU110	Introduction to Music	2
	Speech course	5
	Humanities elective	4

Science

	Biological Science	5
	Physical Science	5
	Two Science electives	8
	(One of the above must be a laboratory science)	

Mathematics

LAM110	College Mathematics	5
LAM112	Concepts of Mathematics	5

Psychology

	Developmental Psychology course	5
	Psychology elective	5

Social Science

	U.S. History	5
	American Government	5
	Elective in Non-Western or Third-World cultures	5

Health & Physical Development

LAR120	Science of Health & Nutrition	3
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Professional Education Sequence Requirements 66 QH

ECE205	Child Study/Infants & Toddlers*	1
ECE206	Child Study/Preschoolers*	1
ECE207	Child Study/Primary*	1
ECE201	Development & Learning Early Childhood Speech and Language Development	5
SPE300	Survey of Exceptional Children	5
ECE310	Child, Family and Community	5
ECE315	History and Philosophy of Early Childhood	5
ECE405	Methods of Teaching Pre-Primary Language Arts, Art, Music, Movement	3
ECE406	Methods of Teaching Pre-Primary Social Studies, Science, Mathematics	3
RLL481	Methods of Teaching Primary Reading and LA	3
MHE481	Methods of Teaching Primary Mathematics	3
CIS481	Methods of Teaching Primary Social Studies	1
SCE481	Methods of Teaching Science	2
ECE460	Half-Day Student Teaching	8
ECE470	Full-Day Student Teaching	15
	(one student-teaching experience in pre-primary, one student-teaching experience in primary)**	

Human Development Major (See Page 53)

Twenty-five quarter hours of upper-level credit are required in the Human Development major with fifteen in residence at National-Louis University

The minimum total hours for the degree and for certification is 185 quarter hours.

Sixty quarter hours must be taken at National-Louis University. (Prior to entry into student teaching, students must complete a minimum of 100 clock hours of pre-clinical experience.)

NOTE: Tests on the U.S. and Illinois Constitutions must be passed to renew any teaching certificate, unless the tests have previously been passed. These tests are offered within a one hours course (LAS320) and students may register for this if they have not met the test requirements.

* These classes may not be waived nor will transfer credit be accepted. Each class included 35 documented pre-clinical hours. A maximum of nine SH (thirteen QH) may be transferred in from a community college. A limit of ten QH of transferred practicum credit may be applied toward the degree.

** These may be done in a variety of sites, to include hospitals, nursery schools, therapeutic centers, special schools and day care centers.

The Professional Assistant Center for Education (PACE)

The Professional Assistant Center for Education is a special non-credit, non-degree two year post-secondary program for learning disabled young adults. The program is unique in that it is designed to prepare these young adults to work as preschool teacher aides or as aides in human service programs. The program focuses on training that encompasses the cognitive aspect of the intellect.

There are three components to the curriculum. The first is the professional training necessary to work as an aide. The second focus is on independent living skills and the third is on the development of age-appropriate social skills.

School Nurse Certification Program

Please see page 30 of this catalog.

Course Descriptions

This section provides descriptions of all courses given by National College of Education in the undergraduate pre-service teacher education programs. The courses are listed in alphabetical and numerical order.

Numbering System

100-299 Lower undergraduate courses.

Courses with these numbers are for undergraduate students (freshmen and sophomores). They carry no graduate credit, although graduate students may be admitted to such courses in order to make up pre-requisites or to gain a foundation for advanced courses.

300-499 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 the bachelor's degree. A 400-level-course may be taken for undergraduate credit or graduate credit, upon approval of the student's departmental advisor and the department offering the course.

First three alpha designations are codes for department or discipline. Fourth character indicates level.

Department/Discipline Codes

CIC—	Curriculum and Instruction—	Core
CIE—	Curriculum and Instruction—	Pre-Service Elementary Education
CIH—	Curriculum and Instruction—	Humanities
CIL—	Curriculum and Instruction—	Language Minority Education
CIS—	Curriculum and Instruction—	Social Studies
ECE—	Early Childhood Education	
EPS—	Educational Psychology	
MHE—	Mathematics Education	
RLL—	Reading and Language—	Literacy
RLR—	Reading and Language—	Reading
SCE—	Science Education	
SPE—	Special Education	

490 Independent Study

Provides undergraduate 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, obtained in the Registrar's Office, must be completed and are required for registration.

495 Special Topic

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.

499 Seminar

Library research, discussions with peers and instructors and field work in a selected area of interest.

CIC480 Instructional Strategies (formerly 08-480)

An introduction to the concepts of teaching by examination of various strategies; providing specific guidelines for writing instructional objectives, and classification systems within the behavioral domains. *3 quarter hours*

CIC490 Education Independent Study (formerly 08-490)

An opportunity for students to engage in independent research and writing on a specialized topic in the field of education with the recommendation and advice of faculty. *2-5 quarter hours*

CIC495 Education Special Topic (formerly 08-495)

An education offering of special interest to be studied in depth. May be registered for more than once since topic varies from time to time. *2-5 quarter hours*

CIE200 Participation/Required (formerly 08-200)

An introductory experience in a school to provide an overview of teaching and to ascertain the motivation and interest of the prospective teacher. Required in the sophomore year or prior to enrollment in Term I. Participation is scheduled all day Wednesday for one quarter. (40 quarter hours of field experience.) *0-2 quarter hours*

CIE201 Participation/Elective (formerly 08-202)

An additional elective participation experience, available on request, even in the freshman year in different grade levels, urban settings or special education classrooms. May be registered for more than once to permit a variety of experiences. *0 quarter hours*

CIE216 Methods of Teaching Health and Physical Education (formerly 08-216)

Study and application of methods of instruction and integration of concepts in health and physical education. Clinical experiences with children included. (5 hours of field experience.) *2 quarter hours*

CIE220 Methods in Arts Education/Movement/Drama (formerly 08-220A)

Focus on theory, curriculum and methods of instruction in movement (dance/drama), and on approaches to relating movement to other areas of the curriculum. Must be taken concurrently with CIE222 and CIE224 (10 hours of field experience) *0-2 quarter hours*

CIE222 Methods in Arts Education/Art (formerly 08-222)

Focus on theory, curriculum and methods of instruction in art and on approaches to relating this to music and to other areas of the curriculum. Must be taken concurrently with CIE220 and CIE 224. *2 quarter hours*

CIE224 Methods in Arts Education/Music (formerly 08-224)

Focus on theory, curriculum and methods of instruction in music, and on approaches to relating this to art and to other areas of the curriculum. Must be taken concurrently with CIE220 and CIE222. *2 quarter hours*

CIE250 Educational Measurements (formerly 20-203)

Measurement of pupil progress in relation to educational goals. Skills in preparing classroom tests. Critical analysis of standardized test as used in school testing programs. Techniques for reporting test results to pupils, parents and school personnel. Not applicable toward psychology concentration. Prerequisite: Sophomore standing, LAP201 or LAP202. *3 quarter hours*

CIE315 History and Philosophy of Education (formerly 08-415)

Focus on the history of ideas, individuals and events that have influenced the curriculum, organization and practices of schools in the United States. *3 quarter hours*

CIE316 Comparative Education (formerly 08-418)

An introduction to the comparative analysis of educational systems and their development. Emphasis is placed on the historical and international factors that have affected Western and Non-Western education systems. The relationship between culture and behaviors, particularly learning styles, will be examined as an application of comparative inquiry of educational systems and their cultural backgrounds to today's multicultural classrooms. *5 quarter hours*

CIE390 September Field Experience/Required (formerly 08-441)

Students are assigned to classrooms where they engage in activities related to opening a school year. Experience begins the day after Labor Day and continues on a full-day basis until University classes begin. (25 hours of field experience.) *0 quarter hours*

CIE444 Classroom Management (formerly 08-444)

The 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 standard behavior, classroom environment, instructional organization, school policies, the rights and responsibilities of students, parents and teachers and approaches to classroom management. *5 quarter hours*

CIE460 Student Teaching/Half Day (formerly 08-460)

Provides a full morning in the classroom participating in a planned sequence of roles and activities vital to a classroom teacher. Students have a cooperating teacher from the school and a supervisor from the University for guidance and support. A seminar is held weekly from the University for analysis of teaching skills and behavior. Practicum is the major part of Term II and is often accompanied by an afternoon methods course offered in the academic concentration selected by each student. *8 quarter hours*

CIE470 Student Teaching/Full Day (formerly 08-470)

Constitutes Term III in the professional studies sequence taken during the senior year. A full-day experience of student teaching at a grade level selected by the student. A weekly professional seminar deals with the problems, issues and concerns of beginning teachers. Open only to seniors who have completed all other requirements in the professional sequence. Successful completion of the practicum is based on competency in a wide variety of roles and activities involving full responsibilities for a classroom over an extended period of the quarter. *15 quarter hours*

CIE492 Education Methods Workshop (formerly 08-492)

Designed to provide students with additional opportunities to extend knowledge and skills in methods and materials related to elementary and early childhood curricula. Prerequisite: Professional Term I. *2-3 quarter hours*

CIE495 Education Special Topic

An education offering of special interest to be studied in depth. May be registered for more than once since topic varies from time to time. *2-3 quarter hours*

CIH481 Theory and Methods of Teaching Art (formerly 08-481)

Professional course in teaching art in the elementary school. Students research theories of art education and develop a complete K-9 elementary school art curriculum. Topics include: organizing an art center, classroom management, ordering art materials and equipment, resources for an art teacher, and parent education programs. Attention given to content not treated in CIE222. *3 quarter hours*

CIL320 Foundations of Language Minority Education (formerly 08-417)

This course will examine (1) socio-demographic changes and their impact on school systems in the United States, (2) linguistic and psychological implications of "limited English proficiency," "bilingualism" and learning English as a second language, and (3) policies and models adopted by the federal, state and local educational agencies for language minority education. *5 quarter hours*

CIL321 Teaching and Assessing English as a Second Language (formerly 08-419)

The basic components of English as a second language training are examined. These components are (1) instructional models (2) instructional materials and (3) language assessment. For each component, the theoretical background approaches and techniques are discussed. Exemplary materials demonstrating the components are examined and used. Prerequisite: CIL322. *5 quarter hours*

CIL322 Curriculum in Multi-Ethnic/Multilingual Classrooms (formerly 08-445)

Curriculum development for multi-ethnic/multilingual schools. Basic issues are covered relative to multi-ethnic curriculum, types of materials available and apparatus for investigations and learning centers. Media applications are pursued. *5 quarter hours*

CIS480A Methods of Teaching Social Studies (formerly 08-436)

This course is focused on theory, curriculum, methods and materials pertaining to the teaching of Social Studies in the elementary classroom. (Five hours of field experience.) *2 quarter hours*

CIS481 Theory and Methods of Teaching Primary Social Studies (K-3) (formerly 08-436A)

This course is designed to give an overview of the appropriate theory, methods and materials relating to the teaching of social studies in the K-3 classroom. (Includes 3 hours of field experience.) Prerequisite: Admission to the National College of Education. *1 quarter hour*

ECE200 Introduction to Education (formerly 08-208)

An introductory experience in a school to provide an overview of learning and ascertain the motivation and interest of the prospective teacher. Introduction to Education is scheduled for all day Wednesday for one quarter. Four half-day seminars on campus are held throughout the term. Prerequisites: Admission to the National College of Education. Consent of instructor. *0-2 quarter hours*

ECE201 Psychology of Early Childhood (formerly 20-201) (Cross-listed in Psychology)

Study of biological, social and self-development and learning during the first six years of life. Implications of research and theories for understanding children and facilitating child development in a multi-cultural society. Understanding of normal developmental tasks and recognition of deviations from normal development and functioning. Observations of infants and children from birth to age seven related to developmental theories. *5 quarter hours*

ECE205 Child Study I: Infant and Toddlers (formerly 08-206A)

This course provides an introductory exposure to the Early Childhood profession. Students will observe and participate in developmentally appropriate programs for infants and toddlers. Thirty-four hours of guided classroom participation are required. Personal reflection and professional growth are facilitated through seminars, written assignments, and journal records. *1 quarter hour*

ECE206 Child Study II: Preprimary (formerly 08-206B)

This course provides an introductory exposure to the Early Childhood profession. Students will observe and participate in developmentally appropriate programs for preprimary children (Head Start, At-Risk, Day Care, Kindergarten, etc.). Thirty-four hours of guided classroom participation are required. Personal reflection and professional growth are facilitated through seminars, written assignments, and record-keeping. *1 quarter hour*

ECE207 Child Study III: Primary (formerly 08-206C)

This course provides an introductory exposure to the Early Childhood profession. Students will observe and participate in developmentally appropriate grades (first, second and/or third.). Thirty-four hours of guided classroom participation are required. Personal reflection and professional growth are facilitated through seminars, written assignments, and record-keeping. *1 quarter hour*

ECE310 Child, Family, Community (formerly 08-410)

Working with parents, exploring resources and programs for community-family-school cooperation, recognizing differing goals and expectations. (20 hours of field experiences). Prerequisite: Introductory social science course. *5 quarter hours*

ECE315 History and Philosophy of Early Childhood Education (formerly 08-416)

The study of the ideas and individuals making significant contributions to early childhood education. The course will include observations of current programs designed to exemplify a particularly philosophical point of view, including Montessori, Piaget, Psychoanalytic, Gestalt, British Infant School and others. (6 hours of field experience) *5 quarter hours*

ECE320 Speech and Language Development**ECE325 Administration, Supervision and Staff Development of Early Childhood Programs (formerly 08-446)**

Designed to help nursery school and day care center administrators and those in leadership roles relating to early childhood programs. Survey of standards, licensing, development and management of budgets. Emphasis on parent and community relationships with center programs as well as curriculum and staff development. Prerequisite: experience in a day care center, or consent of instructor. *5 quarter hours*

- ECE405** **Methods of Teaching Pre-Primary Language Arts, Art, Music and Movement (formerly 08-412F) 3 quarter hours**
- ECE406** **Methods of Teaching Pre-Primary Social Studies, Science, Math (formerly 08-412G) (Includes 6 hours of field experience) 3 quarter hours**
- ECE460** **Student Teaching/Half Day/Early Childhood (formerly 08-460A)**
Provides a full morning or full afternoon in the classroom undertaking a planned sequence of roles and activities vital to the classroom teacher. Guidance and support is provided by an on-site cooperating teacher and a visiting college supervisor. Weekly seminars help students increase teaching skills and reflect on good teaching practices. *8 quarter hours*
- ECE470** **Student Teaching/Full Day/Early Childhood (formerly 08-470A)**
Provides a full day experience of student teaching. Weekly seminars deal with problems, issues, and concerns of beginning teachers. Successful completion of this experience is based on a wide variety of competencies including full responsibility for a classroom over an extended period during the quarter. This course should be the culminating experience of senior work. *15 quarter hours*
- EPS300** **Educational Psychology**
This course is specifically designed for the education major. It looks at measurement and testing, as used in the classroom, and examines the varying developmental ages of children exposed to such techniques. Course content includes emphasis on understanding age appropriate tests, measurement techniques, and curriculum design. Measurement of intelligence, standardized tests and the teacher, and the teacher's tests and grades are among some of the topics to be discussed. Prerequisites: Child Development course; appropriate to certification for program student is seeking. *5 quarter hours*
- MHE480A** **Methods of Teaching Mathematics (formerly 08-432) (Includes 10 hours of field experience) 4 quarter hours**
- MHE481** **Theory and Methods of Teaching Primary Grade Mathematics (formerly 08-432A)**
This course examines how primary children learn mathematics while covering instructional strategies and materials that promote meaningful learning. Emphasis on effective teaching will include lesson development, planning and management for hands-on learning activities and self-evaluation. Clinical experiences are required as part of the course. (Includes 3 hours of field experience.) Prerequisite: Admission to the National College of Education. *3 quarter hours*
- MHE485** **Theory and Methods of Teaching Middle School Mathematics (formerly 08-483)**
This course examines how middle school and junior high school children learn mathematics and considers common weaknesses that they bring to the upper grades. Review and extension of content areas taught in earlier grades is addressed as well as teaching other topics, including estimation, mental arithmetic, algebra concepts, measurement, statistics, number theory and geometry. Particular attention is given to strategies for teaching problemsolving, procedures for classroom management, methods of providing for individual needs, and approaches to diagnosis, remediations and assessment. Prerequisite: MHE 480A. *5 quarter hours*

- RLL480A** **Methods of Teaching Reading and Language Arts (formerly 08-420) (Includes 10 hours of field experience) 5 quarter hours**
- RLL481** **Theory and Methods of Teaching Primary Reading and Language Arts (formerly 08-420A)**
Integrated approach to theory, curriculum, methods and materials in related areas of reading and language arts in the K-3 classroom. Clinical experience with children of this age will be required. Prerequisite: Admission to the National College of Education. (Includes 3 hours of field experience.) *3 quarter hours*
- RLL482** **Theory and Methods of Teaching Language Arts (formerly 08-482)**
Survey of recent developments in theory and practice of language arts instruction in the elementary school. Special attention to contributions from the science of linguistics and use of library resources in elementary school. Prerequisite: LAE 303. Attention given to content not treated in RLL 480. *5 quarter hours*
- SCE480A** **Methods of Teaching Science (formerly 08-434) (Includes 5 hours of field experience) 2 quarter hours**
- SCE481** **Theory and Methods of Teaching Primary Science (K-3) (formerly 05-434A)**
A survey of methods, materials, appropriate instructional activities for children in the earliest elementary grades (K-3) in the teaching of "the sciences." Prerequisite: Admission to the National College of Education. *2 quarter hours*
- SCE485** **Advanced Methods for Teaching Middle School Science (formerly 08-484)**
Upper level students pursue a range of sequenced lectures, demonstrations, discussions, and lab meetings that deal with approaches to science. Includes inquiry training and curriculum development. Students construct and share materials and apparatus for investigations and learning centers. Media applications are pursued. Prerequisite: SCE 480A. Attention given to content not treated in SCE 480A. *5 quarter hours*
- SPE300** **Survey of Exceptional Children**
This course explores current theories and intervention strategies for exceptional children and adolescents. Characteristics of the major types of exceptionality are studied. Identification procedures and teaching methods are introduced with an emphasis on learning disabilities and behavior disorders. Philosophical and practical aspects of mainstreaming are considered as well as critical issues in the field of special education. Laws and regulations (P.L. 94-142) concerning the delivery of special education and related services are highlighted with a focus on the rights of parents and students. *5 quarter hours*
- SPE305** **The Regular Education Initiative (REI): Teaching Exceptional Students in the Regular Classroom (formerly 08-499A)**
This course explores implications of the Regular Education Initiative (REI). It considers historical, philosophical, political, social, and academic issues related to mainstreaming. Instructional strategies for successfully integrating and teaching exceptional students into regular classrooms are highlighted. Prerequisite: SPE300. *2 quarter hours*

General Information



Admission

The admission process at National-Louis University is designed to insure that students' needs are properly identified and matched to appropriate degree programs. The admission process seeks to consider individual students through a personalized review which takes into account prior academic record, personal and professional achievement, and student goals and objectives.

National-Louis University enrolls a diverse student population. Through academic and other support services, every effort is made to create environments which promote student success and achievement and reflect the diversity of the student population.

There is no specific deadline by which applicants must apply. For individuals seeking financial assistance, it is to their advantage to apply early. Once an application for admission is received, it is acted upon promptly. Applicants can usually expect a reply to their application within two weeks of its completion.

Traditional Post-Secondary Students

All applicants for undergraduate degree programs at National-Louis University apply through the Office of Admission. Admission to the University does not guarantee admission to a professional program. Applicants should refer to program descriptions for specific admission criteria.

Entering students who are new high school graduates through age 24 are considered traditional post-secondary students.

Freshman Admission

Freshman students are high school graduates who have earned fewer than 15 semester hours of credit at a college or university. Applicants should be high school graduates in the top half of their graduating class. Applicants must submit results of a pre-college entrance examination, either the ACT or SAT, and should have achieved a minimum composite score of 19 on the ACT or combined verbal and mathematics score of 750 on the SAT. Some students who do not meet these criteria may be admitted on a provisional basis. (see "High Potential Students," Page 172.) Pre-college entrance examinations may be waived for freshmen applicants age 21 and older.

The following list outlines specific application requirements:

1. Completed application.
2. Application fee (non-refundable).
3. Two letters of recommendation, preferably including one from the applicant's high school counselor (used for the admission decision and then destroyed).
4. Scores from the ACT or SAT.
5. Official high school transcript showing graduation date and rank in class. Applicants who have received a high school graduation certificate as a result of having taken the General Educational Development Test (GED) may also be considered for admission. Admission for GED recipients will be on a provisional basis.

Personal interviews, though not required for regular admission, are strongly encouraged.

Upon receipt of an offer of admission, the following are required from the accepted student:

1. A tuition deposit of \$150 reserves a place in the student body, confirming the student's intention to enroll at National-Louis University. This deposit is applied directly to the student's first term of enrollment.
The tuition deposit is refundable until May 1 before the academic year under consideration, and it is nonrefundable after that date. Should a student decide to postpone enrollment, the tuition deposit remains on account and may be used for later terms. The tuition deposit is due to the Office of Admission within thirty days of receipt of a letter of admission for students who are not applying for financial assistance. Aid applicants may postpone submission of the tuition deposit until they are satisfied with a financial assistance offer.
2. Housing contracts are mailed, along with a letter of admission, to applicants who indicate interest in living in the residence hall. To be assured of a room reservation, the contract should be returned with a non-refundable \$50.00 room deposit by July 30.
3. Freshman applicants should request their high schools to send final transcripts including eighth semester grades.

High Potential Students

It has been the experience at National-Louis University that a change in a student's learning environment may make a change in his or her academic performance. Therefore, the Admission Council considers applications from students who do not meet the admission criteria described for traditional-aged students. Such students may be admitted on a provisional basis and referred for appropriate assistance to the Center for Academic Development or other academic and student support services.

Some of the criteria used in determining admissibility could include work experience, demonstrated leadership in community or extracurricular activities, motivation and attitude toward learning, and career objectives. In addition, applicants must submit at least one letter of support reflecting their academic work or ability. A personal interview is required. Some students may be asked to sit for the University's Placement Assessment battery prior to admission and the results of these tests will be used as a basis for the admission decision.

Transfer Admission

Entering students who have earned a minimum of 15 semester hours of credit at another college or university are considered transfer students. Transfer students are required to have a 2.0 grade point average 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 average may be considered for provisional admission--see High Potential Students.

Transfer applicants are asked to submit the following application materials to the Office of Admission.

1. Completed application form.
2. Application fee (non-refundable).
3. Two letters of recommendation. Letters of recommendation should address the applicant's academic and professional promise.
4. Official transcripts from all colleges and universities attended.

At the discretion of the Director of Admission, transfer applicants may be granted admission prior to the submission of official documentation of all transfer work. In such circumstances, students have one full term to complete their file. Transfer credit shown on transcripts submitted after the first term of enrollment may not be accepted toward degree credit at National-Louis University.

Adult Students

Many National-Louis University students are 25 years of age or older at the time of their admission for degree study. Adult students often experience life or career changes which motivate their return to an academic program. Many have been away from formal education for several years. The Admission Council feels that special consideration should be given to adult students in the admission process.

Adult students who are new freshmen or transfer students are asked to submit the same materials as those required of traditional-aged students as indicated above. Individuals asked to write letters of recommendation should be able to reflect on academic and professional promise by addressing work, volunteer, classroom, or similar contact with the applicant.

In making a determination of the admissibility of the adult student, the Director of Admission considers the individual's prior academic background in context with the applicant's more recent experiences and life/work objectives. A personal interview is encouraged, although not required.

Evaluation of 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 courses are normally applicable to a baccalaureate program; if the courses were taken at an accredited college; and if the student received a C grade or better. There may be limits to acceptance of lower level credit, technical credit, etc., in some programs. Prior learning credit may be accepted in transfer for some college programs. Evaluation of transferred course work toward specific degree program requirements is done by the Registrar's Office in consultation with the departments and divisions.

Provisional admission may be granted to students who desire to transfer credit from institutions not accredited by a regional accrediting body but from schools with the Council on Post-secondary Accreditation (COPA) recognized accreditation in the following categories: national accrediting bodies that accredit various kinds of specialized institutions; or certain professional organizations that accredit freestanding professional schools. Acceptance is according to established admission standards and is not guaranteed by this policy.

Upon successful completion of 15-16 quarter hours at National-Louis University, such students may be granted full admission, and all credit considered of appropriate level, content and applicability to the degree program being pursued, may be accepted for transfer, according to established policies.

Students seeking transfer from an Illinois community college have available in their counseling offices information concerning transfer credit for the general studies requirements and for certain degree programs where individual specific articulation agreements have been defined. Transfer advising is also available through the University Office of Admission to assist in community college course planning. All students intending to transfer after registration at another college or university are advised to contact an Enrollment Counselor for assistance in schedule planning prior to enrollment at National-Louis University.

Credit by Examination (Outside Agencies)

National-Louis University awards credit to students who have achieved acceptable scores on the Advanced Placement Program (AP), the American College Testing Proficiency Examination Program (ACT-PEP), the College Board's College Level Examination Program (CLEP) and the Dantes Subject Standardized Tests (DSSTS). The University registrar will furnish on request specific information concerning acceptable score requirements and recommended credit.

Students Whose Previous Academic Work Was Not in the United States

U.S. citizens or resident aliens whose previous academic work was not in the United States are asked to make every effort to obtain official transcripts documenting this work. Certified English translations of such documents must be furnished. In cases where such documentation is unavailable students will be assessed by the Language Institute to determine, through native language writing sample, the student's native language literacy. If the level of literacy is deemed post-secondary level or above, the student may be admitted as a freshman.

Credit will be awarded only when official documents have been submitted. There may be a limitation, by certain programs, to the number of credits that will be accepted in the program.

International Student Admission

Residents of foreign countries who desire to study at National-Louis University must satisfy the following requirements for issuance of the Student Visa by the Office of Immigration:

1. Application for admission accompanied by;
2. Application fee (non-refundable);
3. Two letters of recommendation;
4. Official transcripts from all secondary schools, colleges and universities attended (English translation of such documents must be provided);
5. Financial affidavits showing ability to meet all financial responsibilities, including transportation costs, round-trip and summer costs, and certification that return fares are on deposit.

Visiting Students

Visiting students are those allowed to enroll as students to the University but not as candidates for degree, diploma or certificate.

Visiting students are subject to all regulations of the University. Should visiting students wish to be admitted to a degree, diploma or certificate program, they must apply through the Admissions Office. Any application toward degree, diploma or certificate requirements of courses taken as a visiting student will be evaluated upon application for regular undergraduate status.

Readmission

Applicants who have previously been granted regular admission to National-Louis University, but have been away from the University for one term or more, excluding the summer session, must reapply. The following is required:

1. Application for Readmission (no fee);
2. Official transcripts of any college work taken since leaving the University, as well as a statement by the applicant concerning work, educational activities and any other information relevant to readmission must be submitted.

Students who are eligible for readmission may return with the same academic status as when they left. Please see the Readmission Policy (Page 189, General Information Section) for students who wish to be reinstated after previous dismissal.

Students are subject to degree requirements in effect at the time of readmission.

Course credit may be limited if the student is required to complete "In-Progress" courses from a previous term.

Financial Aid

Through its extensive financial aid program, National-Louis University strives to attract qualified students from diverse economic backgrounds. Financing a student's costs for private higher education can be thought of as a partnership between the family, the federal and state governments, and National-Louis University. This section of the catalog will outline the sources of financial aid available and will detail the application process. For further details, please consult

the Financial Aid Offices on the Evanston, Chicago or Lombard campuses. The program in which one enrolls may dictate the sources of aid for which an applicant is eligible.

The majority of aid sources begin with a need analysis document. This document performs several functions: it acts as an application for federal, state and institutional aid and is designed to evaluate the family's ability to contribute toward the student's educational expenses. Many factors are taken into consideration, the income and assets of the parent(s) and/or student being the most important. There are several need analysis forms available. The University encourages applicants to file the Singlefile form which is produced by USA Funds, but will also accept the Financial Aid Form, which is produced by the College Scholarship Service and the Family Financial Statement which is produced by the American College Testing Program. These forms are available from secondary schools, the Admissions Office and the Financial Aid Office on each campus and at each Center.

Once the expected family contribution has been established, it is subtracted from the cost of attending the institution; the difference represents the applicant's "need." It is the task of the Financial Aid Office to assist in meeting that need, using a number of different programs. These programs can be divided into two broad categories: gift aid and self help.

Special note: You must be accepted for admission to the University to receive any type of financial aid.

I. Gift Aid (Need-Based): Scholarships or grants that do not have to be paid back and are based upon financial need.

- A. Pell Grant: The largest of the federal student aid programs with awards ranging from \$250 to \$2300. Applicants will receive a Student Aid Report four to six weeks after filing a need analysis document. These should be signed and forwarded to the Financial Aid office to determine eligibility for the Pell Grant.
- B. State Grant: Illinois residents attending National-Louis University will be considered for an Illinois State Scholarship. Again, the need analysis document will act as the application. In addition to being based on financial need, the Illinois Student Assistance Commission will determine eligibility for an award based upon when the applicant plans to enroll at the University and when the need analysis document is filed. Applicants outside Illinois should check with their state agencies to determine if their state offers awards to students wishing to attend out-of-state colleges or universities.
- C. National-Louis University Grant: Again designed to meet financial need, the University has developed criteria to determine eligibility. The Financial Aid Office attempts to provide assistance to all students with an established financial need.
- D. Supplemental Educational Opportunity Grant (SEOG): Funded by the federal government, these monies are administered to exceptionally needy students by the Financial Aid Office.

II. Self Help—Work and Loan Programs (Need-Based)

- A. College Work-Study Program (CWS). This federal program provides on-campus jobs for students demonstrating financial need. Jobs are available in many departments. Wages are paid directly to the student and can be used to pay tuition and fees.
- B. Perkins Loans (formerly National Direct Student Loans). This federal program provides need-based, low interest educational loans for students attending post secondary institutions. The loan funds are credited directly to the student's account each academic term. Repayment begins six months after the student graduates, leaves school, or drops below half-time status. Students who borrow for the first time after July 1, 1987, have a nine month "grace period" before beginning repayment of a Perkins Loan.
- C. Stafford Student Loans (formerly Guaranteed Student Loan—GSL). A low interest loan, currently at 8% for loans made to first-time borrowers by a lender such as a bank, credit union or savings and loan association. You must demonstrate a NEED for SSL assistance. Depending on financial need, students in their freshman and sophomore years may borrow up to \$2625 each year; students in their junior and senior years may borrow up to \$4000 each year. Repayment begins six months after the student graduates, leaves school or drops below half-time status.
- D. Parent Loan to Undergraduate Students (PLUS): This federal program was created to provide loan assistance to parents of dependent undergraduate students. The interest rate for loans disbursed after July 1, 1989, is 12.00% simple interest per annum, and is subject to change every July 1. As in the Stafford Student Loan Program (SSL), these loans are made by a lender such as a bank, credit union or savings and loan association. Parents may borrow up to \$4000 per year per student. (For more detailed information, contact the Financial Aid Office.)
- E. Supplemental Loan for Students (SLS): This is a federal loan program established to allow the independent undergraduate student to borrow up to \$4000 per academic level. The interest rate for loans disbursed after July 1, 1989, is 12.00 %, and is subject to change every July 1. Applications are available at banks, credit unions, savings and loan associations, or through the Financial Aid Office. The borrower may defer payment on the principal while enrolled full-time and repays only the interest while in school. Occasionally, the lender will allow the interest charges to accrue, and this will later be added to the principal.

In addition to need-based aid, there are financial resources unrelated to financial need. Again these can be divided into gift aid and self help aid.

III. Gift Aid (Non Need-Based)

- A. Honors Program: Full or partial tuition scholarships are available to freshman and transfer students who are accepted to the Honors Program. Details of the application process are available from the Admissions Office.

- B. **Athletic Scholarships:** Three intercollegiate women's sports are offered on the Evanston campus (basketball, softball and volleyball) and the men's intercollegiate soccer program is based on the Chicago campus. Athletic scholarships are available for those academically and athletically qualified. Further details are available from the Athletic Department.
- C. **Private Scholarships:** Over the years many individuals and special-interest groups have provided monies to establish a number of private scholarships. To be eligible to apply, students must have attended National-Louis University for at least three quarters. Some of the awards have specific criteria, but in general, recipients must demonstrate academic achievement and involvement in on- and off-campus activities. Applications are available from the Financial Aid Office.

IV. Self Help (Non Need-Based)

- A. **University Employment:** In addition to the College Work-Study Program which is federally funded, the University offers an on-campus work program for those students who do not demonstrate financial need. Applications are available in the Financial Aid Office.

In addition to the federal, state and institutional programs listed above, there are a number of other possibilities. Places of employment and labor unions may have programs to help pay educational expenses. Foundations, religious organizations, community organizations and civic groups are all potential sources. Veterans should check with the local Veterans Administration Office for benefit information.

The federal and state government and National-Louis University all require applicants to submit various documents. Applicants should ensure that such requests are quickly and accurately answered to prevent a delay in processing. For a complete description of the required financial aid application forms, please contact the Financial Aid Office at the campus you wish to attend.

Once all required application forms have been received, the Financial Aid Office will send an award letter detailing the awards and dollar amounts for which the student is eligible. Awards are based on the assumption that the student will enroll for 15 quarter hours per quarter; any deviation from this may result in a change in a financial aid award. (There is no financial aid available for those enrolling for less than 6 quarter hours per quarter.)

All financial aid recipients are required to reapply for financial assistance each year. Every effort will be made to maintain assistance commensurate with the student's need and consideration will be given to changes in family circumstances.

Standards of Satisfactory Progress for Eligibility for Financial Assistance at National-Louis University

I. General Policy Statements

- A. The same rules apply for all financial assistance programs (National-Louis University, state, and federal), including Perkins Loans (National Direct Student Loans (NDSL), College Work Study (CWS), Supplemental Educational Opportunity Grants (SEOG), Pell Grant awards, the Stafford Student Loan, Plus and Supplemental Loan for Students programs.
- B. These standards of satisfactory progress apply only to eligibility for financial aid, and not necessarily to eligibility for continuation at the University, or for readmission to the University.
- C. An appeals board will consider cases where mitigating circumstances exist which may have prevented satisfactory academic progress.
- D. All students entering/transferring with freshman standing (having less than 45 quarter hours of transferred credit) or students for whom English is a second language, are given three terms of full eligibility for aid, regardless of academic record.
- E. Students whose progress is reviewed and considered to be unsatisfactory, will be declared ineligible for all financial aid.

II. Policy Statement—Qualitative Measure

- A. To maintain eligibility, a student must complete two consecutive terms of undergraduate enrollment and receive A, B, C, D, P or X in at least 50% of courses attempted. "Courses attempted" include withdrawals (WW and WN), in-progress evaluations (I), and N grades. Failure to meet this standard shall be considered "unsatisfactory progress."
- B. After the end of a term, warning letters will be sent to students who appear to be in danger of losing financial aid after the next term.
- C. To regain eligibility for all financial assistance programs (National-Louis University, state and federal) once unsatisfactory status has been declared, students must:
 1. complete a minimum of 12 quarter hours of credit at National-Louis University, with grades of A, B, C or P in attempted courses; or,
 2. complete 12 hours of credit at another accredited college with grades of C (or higher).

Reinstatement of financial aid eligibility will be effective for the term following the courses leading to that reinstatement.

Any student who has accumulated 225 quarter hours credit is not eligible for an ISAC Monetary Award.

III. Policy Statement—Quantitative Measure

- A. “Academic year” is defined as three quarters for students pursuing a baccalaureate degree. “Academic year” is defined as four quarters for students pursuing a one-year certificate. The academic year will begin with the first quarter of enrollment. Progress will be monitored at the end of the academic year as defined above.
- B. Warning letters will be sent one quarter prior to the end of the academic year for those students who appear to be in danger of losing their financial aid.
- C. Students pursuing a baccalaureate degree must complete 180 credit hours. A freshman will have six years to complete a degree. Transfer students will have the following time line: sophomores—five years; juniors—four years; seniors—three years. Therefore, students must complete 30 degree credit hours each academic year.
- D. Students pursuing a one-year certificate must complete 52-75 credit hours. They will have three academic years to complete their certificate; therefore, students must complete 25 certificate credit hours each academic year.
- E. Students who require remedial coursework (i.e., English Immersion I and II, Math Lab, Reading Lab, Writing Lab, Communication Development) will be given up to one additional year to complete their degree requirements. They must still comply with the qualitative measure.
- F. Part-time students (less than 12 credit hours) will be reviewed at the end of the academic year based on the percentage of full-time versus part-time work.
- G. To regain eligibility for state/federal/NLU financial aid (once unsatisfactory progress has been declared), students must:
 1. Complete the number of credit hours lacking for that academic year at National-Louis University, with grades of A, B, C, or P in all hours attempted; or
 2. Complete the number of credit hours lacking for that academic year at another accredited college.

Reinstatement of financial aid eligibility will be effective for the term following the courses leading to that reinstatement.

Students must meet both the qualitative and quantitative measures to maintain satisfactory progress.

Payment Information

(Note: See “University Section” for Schedules of Tuitions or Fees)

Student tuition, fees, and other charges are due at registration. Before admittance to class, the student’s account must be paid in full, unless other arrangements for payment have been approved in writing by the Student Account Office. Classes reserved through pre-registration may be cancelled if a student does not complete fee payment by the assigned payment date.

Payments of amounts due may be made by check or money order made payable to **National-Louis University**. The University also accepts Visa, MasterCard, and American Express credit cards for payment of student tuition and fees.

Payments may be made by check or money order in person at the Student Account Office located on each Campus or mailed to:

National-Louis University
P.O. Box 71927
Chicago, Illinois 60694-1927

Refund Policy

Students who register but do not attend classes, or withdraw for any reasons after attending classes will not receive a refund unless they withdraw officially in writing to the Registrar’s Office. (See page 185 for withdrawal procedures).

Tuition deposits are not refunded under any circumstances. If an undergraduate student is dismissed or voluntarily withdraws, having followed the required withdrawal procedures, a tuition refund will be made as follows (unless otherwise noted):

Before end of second week of term: 100%, less a \$10 administrative fee.
After second week: no refund.

Residence and meal student contracts are signed for the full term. A student who leaves a residence hall before the end of a term will be liable for charges for the entire term, or until the date another student takes the vacated space.

Students receiving financial aid are advised to contact the Office of Financial Aid to discuss the consequences of a withdrawal which may affect academic progress, their eligibility for aid, and student loan deferment.

Payment Plan

In certain circumstances a student may satisfy the policy requiring full payment at registration by signing an official note made payable to the University. This obligates the student to complete full payment to the University within a specific time frame. Students are eligible to defer payment of tuition and fees under the following conditions:

- Students who have approved bank or governmental loans, or other forms of student financial aid which are expected to cover the full costs of tuition and fees may execute a promissory note allowing the deferral of full payment until the loan or financial aid is actually disbursed. A student may be required to make a minimum monthly payment to the University until this aid is disbursed. All tuition and fees covered under this deferred payment plan arrangement is subject to a 1.5% per month service charge on the total outstanding balance.
- Students who are working for employers who directly pay their tuition may be eligible to participate in the University’s tuition remission program. Under the terms of this program, students may defer payment of their tuition at the time of registration. Students should check with the Admissions Office to find out if

their employers participate in this program. Any tuition and fees not covered by the employers are due in full by the student when assessed.

- The University also offers a deferred payment plan for full-time on-campus students. A \$25 charge is assessed for students electing this deferred payment plan.

Deferred payment in this plan is scheduled as follows: All fees and one third of the tuition are due at registration. A student may execute an installment note payable to the University for the balance of any unpaid tuition and fees. An additional one third of tuition is to be paid within thirty days of the first day of classes. All unpaid tuition must be paid within sixty days of the first day of classes, and is subject to a 1.5% per month service charge on the unpaid balance.

- The University offers other extended payment plans in certain field experience programs. All tuition and fees covered under this deferred payment plan arrangement are subject to a 1.5% per month service charge on the total outstanding balance. A \$15 processing fee will be assessed upon submission of an application for this extended payment plan. This application authorizes the University to access the student's credit history for the purpose of determining program eligibility. Please refer to the student payment plan application brochure for specific terms of these plans.

Any of the above deferred and extended payment arrangements are subject to the final approval of the University's Student Account Office. In each case, the plans require certain immediate payments. Specific procedures must be followed by the student. Sufficient time must be allowed for processing any deferred and extended payment applications. The Student Account Office hours are posted on each campus or academic center. Information about any of these plans is available by contacting the office during the posted hours.

Should a student fail to pay all charges in accordance with this policy, the student's registration for future terms will be cancelled unless other arrangements have been made. Students will also be subjected to further actions outlined below under Student Delinquencies.

The University encourages students to consider payment plans offered by private corporations which are specifically designed to accommodate college expenses. Materials describing such plans are available from the University's Financial Aid Office.

Employer Assistance

Many corporations and agencies provide some type of tuition assistance to employees who are continuing their education. Students are encouraged to investigate such programs at their places of employment.

General Notes:

1. The University will **not** accept third party checks.
2. The University reserves the right to require either cash or cashier check payments for any student whose account reflects a history of dishonored checks, and/or rejected charge card payments.

3. Students using a student teaching tuition waiver or other tuition waivers as part of tuition payment must present the original and the student copy to the Student Account Office at the time of registration. A student will be required to pay any remaining balance before the tuition waiver is applied.
4. Students are responsible for all tuition, fees, costs of books and materials, and other costs associated with the collection of outstanding student's account. Students with delinquent accounts will not be permitted to register for additional classes. The University will not release a student's diploma until all outstanding indebtedness is satisfied, and will not release academic transcripts, diplomas, or any certificate of attendance when students' accounts are financially delinquent. A student's account is considered financially delinquent when payments are not made in accordance with established payment plan.
5. Students receive a monthly statement of account, summarizing all account activity including new tuition, fee charges, payments, and other credits during the billing period. Students are expected to pay all amounts due according to the payment schedule listed on this bill. Unpaid student account balances will be subject to a 1.5% late payment administrative fee applied to each thirty days' unpaid balance. This will be applied monthly to a student account until all outstanding balances are paid in full. Late fees will be waived only if the University is primarily responsible for the delinquency or when extraordinary circumstances warrant such a waiver.
6. The University reserves the right to assign any past due account to an outside agency for collection. If an account is assigned to an agency for collection, all fees and other costs of collection will be added to the University charges for collection at the current contract rate.

Policy on Delinquent Student Loans

Students who receive Perkins Federal Student Loans are required to keep their repayment status current with the University during and after their course of studies. Delinquent borrowers will be not be permitted to enroll in the University. Additionally, the University will not issue transcripts to students who have delinquent or defaulted student loans.

Skills Assessment

English for Speakers of Other Languages

Entering students whose native language is not English must be assessed through the Language Institute to determine appropriate placement in English for Speakers of Other Languages or program content courses. Both oral and written English skills are assessed in making this determination.

Developmental Studies

National-Louis University expects all students to be competent in reading, writing, and mathematics. All students admitted to on-campus undergraduate programs must take placement tests prior to advising and registration. The battery of tests

assesses students' fundamental skills in comprehension, composition, and computation. Students who need further competence in these areas in order to succeed at the collegiate level are required to enroll in the interdisciplinary developmental studies program designed by the faculty of the English and Mathematics Departments and the Center for Academic Development. Test results are used in academic advising to identify students' strengths and weaknesses, to help students select the appropriate courses, and to ensure that they possess or develop the requisite skills.

Developmental courses must be completed within the student's first two terms of enrollment. Retests are possible and are conducted by the Center for Academic Development. Opportunities to prepare for retests include tutoring, workshops, and self-study.

Guidelines

Mathematics: Students with a deficiency in computation and basic mathematics must enroll in developmental courses (LAM100A, LAM100B).

Writing: Students with a deficiency in writing are required to complete one or more developmental courses (LAE100, CAD200, ESL203, CAD205B) according to their level of proficiency. Some students will be required or recommended to receive tutoring in addition to their coursework.

Reading: Students with a deficiency in reading vocabulary, rate or comprehension are required to complete one or two developmental courses (CAD100A, CAD100B).

Academic Advising

Academic advising is required for all undergraduate students. They will be expected to meet with a program advisor prior to registration for each term in order to help them select the proper sequence of courses in the declared area of concentration. The advisor will assist in developing a long-range schedule and help acquaint students with the academic program and policies.

The undergraduate student should confer regularly with the academic advisor. This personal contact and interest in the student's progress is an important part of the College's philosophy.

Registration

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), sophomores (at least 45 but fewer than 90 quarter hours); juniors (at least 90, but fewer than 135 quarter hours); seniors (at least 135 quarter hours). Students who are in good academic standing (not on probation) and who have no outstanding in-progress courses are permitted to register for overloads up to 21 quarter hours without special approval in any terms except in the professional education sequence terms. Students who wish to register for more than 21 quarter hours require approval by the Council on Academic Standards.

Regulations

1. Each student is required to register at his/her home campus in the manner prescribed by the University.
2. Registration cannot be processed without the signatures of the appropriate academic advisor, financial aid counselor and business office representative.
3. Registration is not complete until financial arrangements have been made.
4. A late fee is charged for registration processed on or after the first day of a term.
5. A student will receive credit for only courses for which he/she is registered.
6. Enrollment in courses is not permitted after the last registration date published in the term schedule.
7. A student may audit a particular course. The student may participate 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.
8. Field experience students register for their program at a designated Registration meeting.

Withdrawals

To withdraw from a course or from the University, undergraduate students fill out a withdrawal form in the Registrar's Office or notify the Registrar's Office in writing. Students who withdraw within the first two weeks of a term, will be dropped so that the course will not appear on their academic record. Students may withdraw from a course before the end of the fifth week of classes without academic assessment, and this is recorded WW on the academic record. After the fifth week of classes, withdrawal from a course will be recorded WS, WU or WN on the academic record to indicate that no credit was earned and the performance of the student at the time of withdrawal.

Exceptions to the policies of withdrawal (when withdrawal is necessary because of illness or accident and "in-progress" is not a possibility) may be possible after verification of the facts.

The section of this catalog on University expenses contains information about refund policies. The official date of withdrawal is the date when the student signs the withdrawal form in the Registrar's Office or the postmark on the withdrawal letter sent to the Registrar's Office.

Credit by Proficiency

Credit by proficiency is possible at National-Louis University in some courses. Students may attempt to demonstrate the required competencies in a course and receive credit. A fee is charged to cover the cost of administration.

Students who have enrolled for a course and wish to demonstrate competencies by examination or other means must withdraw from that course within the first

week of classes to qualify for credit at the lower "credit by proficiency" fee. Another course may then be added and an appropriate tuition adjustment will be made.

Credit by Portfolio

Credit by portfolio is possible at National-Louis University in some academic programs. Portfolios are prepared by students to demonstrate academic competencies gained from non-collegiate settings. Learning outcomes are assessed and credit is granted by faculty evaluators. Fees are charged to cover the cost of the evaluations.

Additional information on the Credit by Portfolio program can be obtained from the Assessment Center.

Evaluation of Student Progress

Grades

The National-Louis University student evaluation system emphasizes individual achievement and performance. 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.
U	Unsatisfactory performance.
WU	Voluntary withdrawal within last half of the term/unsatisfactory progress at time of withdrawal
I	Course in progress.
X	Deferred grade for course designed to extend over a longer period than one term.
WW	Voluntary withdrawal within first half of the term/indicating no academic assessment.
WS	Voluntary withdrawal within last half of the term/indicating satisfactory progress at time of withdrawal.

The following grades will be assigned to Skill Development, English for Speakers of Other Languages courses up to ESOL Level 5, and all zero credit courses.

P	Pass (C level or better)
N	No credit
I	Course in-progress.
X	Deferred grade for course designed to extend over a longer period than one term.
WW	Voluntary withdrawal within first half of the term/indicating no academic assessment.
WS	Voluntary withdrawal within last half-of the term/indicating satisfactory progress at time of withdrawal.

WN Voluntary withdrawal within last half of term/for a pass/non-credit course indicating unsatisfactory progress at time of withdrawal.

"In-Progress" Grade Policy

In-Progress (I) may be assigned at the discretion of the instructor if the student has successfully completed half (50%) or more of the course requirements at a satisfactory level or better. The In-Progress course is completed by the fulfillment of specific written arrangements between the student and the instructor.

No student automatically qualifies for an I; the decision is made by the instructor on an individual basis.

Unless otherwise specified, the student is expected to complete the work for the In-Progress course by the end of the quarter following the student's enrollment in the In-Progress course. For students not enrolled in the subsequent term, the course may be completed within one calendar year immediately following the term of original enrollment. If the student re-enrolls prior to the expiration of that year, the one quarter completion rule applies.

All "I" grades will be lapsed to "U" or "N" grades if the course work is not completed by the specified time.

Standard for Academic Review

Students will be monitored on the basis of a cumulative grade point average (GPA) and a term completion ratio. They are expected to maintain the cumulative GPA of 2.00 required for graduation.

Quality Points

Quality points are awarded to a student in relation to the grade given and the number of quarter 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.
U, WU	No quality points
P, N, I, X,	Not calculated
WW, WS, WN	

Illustration

Grade	Quality Points per Credit Hour		Credit Hours Attempted	Quality Points Merited
A	4	X	4	16
B	3	X	4	12
C	2	X	4	8
D	1	X	4	4
U, WU	0	X	4	0*
P, N, I, X, WW, WS, WN	Quality points not assigned			

Grade Point Average

Grade point average will be computed by dividing the total quality points for hours with grades of A, B, C, D, U, and WU by the total hours attempted with grades of A, B, C, D, U, and WU. Courses with grades of P, N, I, X, WW, WS, and WN are excluded.

Only courses from National-Louis University will be included in the computation.

Illustration

Grade	Quality Points Merited		Credit Hours Attempted		Grade Point Average
A	16	+	4	=	4.0
B	12	+	4	=	3.0
C	8	+	4	=	2.0
D	4	+	4	=	1.0
U, WU	0	+	4	=	0*
W, I, P, N, WS	Grade point average not calculated.				

Completion Ratio

The completion ratio will be computed by dividing the number of hours completed with grades of A, B, C, D, P, or X by the number of hours attempted (courses with grades of A, B, C, D, P, X, I, N, U, WU, and WN; courses with grades of WW and WS are excluded).

* Students taking only non-graded courses in any quarter are evaluated solely on the basis of their completion ratios.

Repeating

A student who receives a D, U, N, WU or WN in an undergraduate course is permitted to repeat the course. 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.

Academic Review Policy: On-Campus Students

Good Standing: 2.0 Cumulative GPA and completion of 50% of attempted National-Louis University credit hours in the term just ended, with no "I" grades from a previous term lapsed to "U" or "N".

Academic Warning: Cumulative GPA falls below 2.0 or less than 50% completion of attempted National-Louis University credit hours in the term just ended.* Restrictions and requirements: Student is required to seek assistance from Center for Academic Development and meet with Program/Academic Advisor. Student may register for no more than 16 quarter hours.

Academic Probation: For the second consecutive quarter, cumulative GPA falls below 2.0 or less than 50% completion of attempted National-Louis University credit hours in the term just ended, not including summer session. Restrictions and requirements: Student is required to seek assistance from Center for Academic Development. Failure to do so may prejudice the student's case before the Council on Academic Standards; student may register for no more than 16 quarter hours.

Dismissal: For the third consecutive quarter, cumulative GPA falls below 2.0 or less than 50% completion of attempted National-Louis University credit hours in the term just ended, not including summer session. Student may also be considered for dismissal if a required course is failed after two separate enrollments or if any conditions of probation set by the Council on Academic Standards have not been fulfilled.

Student Appeal: Students dismissed for reasons of academic ineligibility may direct their appeals to the Council on Academic Standards.

Readmission: Students are eligible to apply for readmission after two quarters, including summer session readmission to Academic Warning Level. Students may begin the application for readmission during the second quarter.

Forgiveness Policy: Students dismissed from the university who apply for readmission after three years have elapsed shall, by petition to the Council on Academic Standards, be forgiven their cumulative GPA at the point of dismissal. Their cumulative GPA, then, is based only on National-Louis University courses taken after readmission. This policy is permitted only one time per student.

Program Standards: Higher standards may be required by individual programs. Failure to meet these may result in removal from the program.

In-Progress Grade: Counts as a course not completed.

* The Language Institute has established a separate policy for students in its program.

Academic Review Policy: Limited English Proficient Students

Limited English Proficient students will be monitored under a separate policy until they have completed ESOL Level 5 in the Language Institute. After that they will be monitored according to the general college policies. While in the Language Institute, they will be reviewed as follows:

Good Standing: Completion of at least 50% of National-Louis University courses attempted during the preceding term.

Academic Warning: After one grade of N in a Language Institute ESOL course. Restrictions and requirements: student must seek assistance from departmental resources (open laboratories) and the Center for Academic Development (CAD). Student may not register for more than 13 quarter hours.

Academic Probation: After second consecutive grade of N in Language Institute ESOL course. Restrictions and requirements: student is required to seek assistance as stated above. Student may not register for more than 13 quarter hours.

Dismissal: When, after the third consecutive quarter, the term completion ratio is below 50% of the courses attempted at National-Louis University. This policy can also apply after the third grade of N in the same course.

Readmission: Eligible for readmission after one full quarter out. Student must apply for readmission which will be to academic warning only. After two quarters out, the readmitted student must be reassessed for placement into appropriate level language course.

Forgiveness Policy: Students dismissed from the college who apply for readmission after three years or more have elapsed shall, by petition to the Council on Academic Standards, be forgiven their completion ratio at the point of dismissal. Their completion ratio is thenceforth based only on National-Louis University courses taken after readmission. This policy is permitted only one time per student.

Student Appeal: Students dismissed for reasons of academic ineligibility may direct their appeals to the Council on Academic Standards.

Field Experience Students

Because of the unique nature of their program, Field Experience Students are monitored under a separate policy.

1. Students with less than a 2.0 term GPA will be placed on automatic probation. The student must attain a C or better for all courses in the following term.
2. To remain in good standing they are expected to maintain at least a 60% completion ratio for any given term and a cumulative GPA of at least 2.0.
3. Students who miss three class meetings in one course (unless special arrangements were made beforehand) will be given an U in that course and are expected to retake the course.
4. Students who miss three consecutive class meetings in a term are dropped at the end of the term and must apply for readmission if they wish to complete the program.
5. Students who receive I or U grades for two or more courses in any term will be dropped at the end of that term. If such students wish to complete the program

they must first complete any In-progress courses and then apply for readmission to another group.

6. Students have one year after the final class meeting of the group to complete any I grades before such grades are converted to U grades.
7. Any course for which an U grade was assigned must be repeated and successfully completed. Students must pay for re-enrollment in such a course.

Field Experience Students admitted are required to complete all courses in Term I with grades of C or better to gain good standing and to continue into Term II.

Transcripts

A three-dollar fee is charged for a transcript.

Transcripts requested by students can be mailed directly to other educational institutions and employers after the payment of this fee. All requests for transcripts must be in writing. No transcripts will be issued if the student owes the University money, library books or materials, or has any other encumbrance.

Grade Report

A report based on the instructor's evaluation of the student's total achievement in every course is sent to the student at the end of each term. This report also includes the student's credit hours completed, quality points, term completion ratio and cumulative grade point average.

Graduation Requirements— All Baccalaureate Degree Programs

All students completing baccalaureate degree programs are awarded a Bachelor of Arts degree.

1. The student must have completed a minimum total credit requirement of 180 quarter hours.
2. The student must have a minimum of a 2.0 grade point average.
3. The student must have satisfied all the requirements and regulations of the individual college and program by the term completion date.
4. The student must complete the residential requirement of his college and program. (Minimum 45 quarter hours.)
5. The student must have completed concentration requirements of a minimum of 45 quarter hours. Of these, a minimum of 25 quarter hours must be upper level, of which 15 quarter hours must be taken at National-Louis University.

Second Baccalaureate Degree Policy

Students who wish to earn a second bachelor's degree must fulfill all College and program requirements for the degree in a field unrelated* to the first baccalaureate. A minimum of 45 quarter hours additional credit must be earned in residence after requirements of the first degree have been met.

Graduation with Honors

Upon recommendation of the faculty of the appropriate college, division or program, graduation honors may be awarded to students who have demonstrated superior achievement. The faculty of each college, division or program which may award honors determine the criteria for honors. These criteria are filed with the Council on Academic Standards.

Application for Graduation

There are four graduation dates during the year, one at the end of each term. Transcripts and diplomas reflect the degree awards as of these dates.

Students must apply for a diploma and pay a graduation fee. They are encouraged to apply six months in advance so that their degree requirements may be checked in time to meet any deficiencies. There is a final deadline for application for each completion date. Students who apply for diplomas after that deadline will be included as candidates for the next degree completion date. Students should write the Registrar's Office, 2840 Sheridan Rd., Evanston, IL 60201 to obtain a diploma application or to change completion dates for a previous application. The original graduation fee will apply for the later date. However, if two diplomas have been ordered and the degree has not been completed, there will be a diploma reorder charge for each additional diploma ordered.

Diplomas will be mailed a few weeks after the degree award date. Students who complete degree requirements before the official degree award date for the term may request a degree completion statement from the Registrar's Office. An official transcript will be available after the graduation date reflecting the degree completion.

All financial and other obligations to the Business Office, Library, faculty or other University offices, must be cleared. No transcript or diploma will be issued if there is any outstanding encumbrance.

Student Rights and Responsibilities

I. Class Attendance

Attendance is important to the accomplishment of University curriculum objectives. The University has a no-cut attendance policy; therefore, students are expected to be present for all scheduled meeting of courses.

* The definition of an unrelated field will be determined by the program in which the second degree is earned.

In case of an absence from class, students are encouraged to give prior notice to the instructor. If illness or other necessity causes prolonged absence, students should consult with the instructor and the registrar. In such cases a physician's statement may be required.

II. Family Educational Rights and Privacy Act

In compliance with the Family Educational Rights and Privacy Act of 1974, 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 cases, a parent) may request the opportunity to examine the student's records; may challenge portions of the record; and may request the University 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.

III. 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; date of birth; sex; marital status; citizenship status; names of elementary, secondary, and post-secondary schools attended with dates and diplomas earned; activities, awards, and work experiences; parents' names, addresses, phone numbers, and occupations; business address and phone number; emergency telephone number; 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; student-completed questionnaires; counselor reports and anecdotes; letters of recommendation; placement record; and correspondence.

This information is kept in a variety of offices: Program Advisor, Student Life Office, Financial Assistance Office, Placement Office, and Registrar's Office.

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

1. The Registrar's Office permanently maintains transcripts of all academic records earned at the college.
2. The Financial Assistance Office maintains complete files until a federal audit has been made.

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

IV. Release Policy

To prohibit the release of a student's name or dates of enrollment would be as much a disservice to students as an imposition on the daily functioning of the University. The law permits certain categories of information to be designated as directory information and to be released without written consent, provided the student (or parents, where appropriate) has been given specific time to request that such information be withheld.

The University has designated as directory information the following: student's name; local address and telephone numbers (of currently enrolled students only); dates of enrollment; area of academic concentration; diploma or degree awarded; honors and awards received, and announcements of public performances and ceremonies officially recognized by the University.

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 specifying information to be released. (The Privacy Act provides for a number of exceptions to this rule whereby information may be released to accrediting agencies, to certain federal and state authorities, and because of emergencies related to the health and safety of the students, without notifying the student.)

The full details of the policies concerning retention and release of student records and procedures for access to and challenge of the content of student records are available in the Student Handbook; or they may be obtained from the University Registrar.

V. Request to Withhold Release of Directory Information

That information designated by National-Louis University as directory information will be individually released without prior consent unless the student requests in writing that such information cannot be released.

A request that directory information not be released will be honored for one year. A new request that directory information be withheld will be required each year.

Any such request to withhold release of directory information will apply to all directory information, with one exception. A request may be made to withhold release of address and telephone number only.

VI. Policy on 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.

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 improper assistance. Students found to have engaged in academic dishonesty are subject to disciplinary action and may be dismissed from the University.

When evidence of academic dishonesty is discovered, an established procedure of resolution will be activated to bring the matter to closure. (See procedure in Student Handbook.)

VII. Academic Appeal

Fairness of academic decisions shall be ensured by permitting a student to appeal an academic decision. Cases involving academic appeal should be forwarded to the Provost's Office.

Academic Support Services

Service Members Opportunity Colleges (SOC)

National-Louis University participates in the SOC program. For more information, contact the Associate Provost's Office.

Libraries and Audiovisual Services

At the heart of every university is its library which supports the institution's teaching, learning and research needs. Since 1920, the libraries of National-Louis University have provided books, journals, microforms, special collections, audiovisual equipment and media, and, more recently, microcomputer hardware and software for students and faculty. The National-Louis University librarians are active participants in the teaching/learning process through formal and informal instruction in the use of libraries and in the process of information retrieval.

As of June 30, 1989, National-Louis University libraries had research collections totalling more than one million volumes or items: 136,000 books, 1,700 journals representing 30,000 volumes, 862,000 microforms, 16,000 audiovisual media, 1,500 educational computer programs, and hundreds of reference tools, indexes and computer databases on compact disks and on-line through DIALOG. The strongest subject collections are in the fields of elementary and early childhood education, children's literature, educational psychology, management and business, computer science, health care and human services. Special collections include the complete ERIC documents collection on microfiche, curriculum materials for elementary education, educational and psychological tests, history of kindergarten and early childhood education, Elizabeth Harrison's personal library, the William S. Gray Reading Research Collection, and the University archives.

The library collections are centralized at the Evanston Campus and delivered as needed to other campuses and directly to students and faculty: the College Library houses the research book and journal collections; the Baker Demonstration School Library Media Center houses the children's literature collection, and the Instructional Media Center (IMC) houses the film and videotape collections. The IMC also offers audiovisual production services and circulates equipment. The Chicago and West Suburban Campuses maintain branch Learning Resource Centers with books, journals, and audiovisual instruction to support the instructional programs taught there with electronic links to the main library in Evanston. Daily shuttle service among Illinois campuses and telefacsimile machines allow rapid delivery of library materials to students and faculty. Microcomputers are available for student use in each National-Louis University library or media center.

National-Louis University believes that off-campus students and faculty who learn and teach at academic centers beyond Illinois must receive the same high-quality library services as on-campus students and faculty. Therefore, out-of-state centers have an "electronic library" with bibliographic research tools in print and in compact disk formats and a computer terminal linked to the Evanston Campus College Library. Computer-produced bibliographies, books and journal articles are faxed or mailed directly to students and faculty upon request via toll-free phone numbers listed inside the front cover of the catalog.

National-Louis University libraries participate in several cooperative networks: OCLC, Illinet Online, North Suburban Library System, Chicago Library System, and the DuPage Library System. In May, 1989, NLU became a member of the Illinois Library Computer System Organization (LCS), a consortium of thirty-five public and private higher education institutions with library collections exceeding eighteen million volumes, the largest library resource-sharing network in the world. These thirty-five libraries share a centralized library automation system and allow students and faculty to borrow materials from each other's libraries without charge.

The LCS member libraries are:

Aurora University, Aurora
 Barat College, Lake Forest
 Catholic Theological Union, Chicago
 Chicago State University, Chicago
 Columbia College, Chicago
 DePaul University, Chicago
 Eastern Illinois University, Charleston
 Elmhurst College, Elmhurst
 Governors State University, University Park
 Illinois Benedictine College, Lisle
 Illinois Institute of Technology, Chicago
 Illinois Math and Science Academy, Aurora
 Illinois State University, Normal
 Illinois Wesleyan University, Bloomington
 Judson College, Elgin
 Kankakee Community College, Kankakee
 Lake Forest College, Lake Forest
 Millikin University, Decatur
 National-Louis University, Evanston, Chicago, Lombard
 North Central College, Naperville
 Northeastern Illinois University, Chicago
 Northern Illinois University, DeKalb
 Oakton Community College, Des Plaines
 Roosevelt University, Chicago
 Rosary College, River Forest
 St. Xavier College, Chicago
 Sangamon State University, Springfield
 School of the Art Institute, Chicago
 Southern Illinois University at Carbondale
 Southern Illinois University at Edwardsville
 Southern Illinois University School of Medicine, Springfield

Triton College, River Grove
 University of Illinois at Chicago
 University of Illinois at Urbana-Champaign
 Western Illinois University, Macomb

Assessment Center

The Assessment Center is the office which coordinates the assessment and validation of non-collegiate post-secondary learning. The student prepares a portfolio which includes an autobiography, college transcripts, and descriptions and documentation supporting prior learning gained outside of the traditional setting. Students are advised in the portfolio process by both faculty members and Assessment Counselors. Learning outcomes are assessed and credit is granted by faculty and trained evaluators according to the policies established.

Academic Computing

A central Office of Academic Computing administers to the computing needs of National-Louis University's faculty and students. Each of the three National-Louis University campuses has facilities run by this Office, usually in the form of computer labs.

Academic Computing is part of National-Louis University's Computing Services department. It is charged with providing assistance to faculty and students by:

- Managing computer labs
- Consulting on computing questions and problems
- Acquiring and maintaining software for general use
- Advising users about purchasing a computer for personal use
- Preparing and presenting seminars on computer use
- Disseminating information about National-Louis University computing
- Providing direction and planning in computer technology and use

National-Louis University makes computers available for general use by faculty and students through multiple computer labs on each campus. Management of these labs is the responsibility of Academic Computing. The labs are primarily for drop-in use, although faculty may request the use of a lab to teach classes which require the use of the computers. General National-Louis University computer information about programs and policies is kept in the labs.

Consulting is available through the Lab Consultants in the computer labs on each campus. The schedules of the Lab Consultants are posted in each lab. For those users who are unable to get to a lab, a consulting hotline is available at (708) 475-1100, extension 2489.

Software for use in the various computer labs is available either within the lab or in the campus Learning Resource Center. Several hundred programs are available at each campus, and packages which are not kept on one campus can be transferred there on request. Checkout of this software requires an I.D. and the programs must be used within the lab.

National-Louis University has agreements with several computer vendors, including IBM and Apple, which allow the college to sell their computer equipment

to students, faculty and staff. For information, procedures and prices contact any Lab Consultant or the Academic Computing hotline at (708) 475-1100, extension 2489.

Numerous seminars on the use of computers are prepared and presented by Academic Computing staff. These seminars are scheduled throughout the course of each quarter and are open to all National-Louis University faculty, staff and students. Faculty may request that a specific seminar be taught to their classes.

Office of Continuing Education and Outreach

The Office of Continuing Education and Outreach is primarily responsible for the development, organization, and administration of extension courses for adult learners. The Office provides both credit and non-credit workshops, seminars, and courses that address the educational and training needs of businesses, organizations, government agencies, other learning institutions, community services, and groups. Extension Programs are offered on-site at the various National-Louis University campuses or off-site at client locations.

In addition, the Office manages Special Projects including, but not limited to, designing customized educational programs for clients located in the U.S., as well as abroad.

The Office of Continuing Education and Outreach is dedicated to extending and enriching the path of lifelong learning for adults. As a result, the Office is continuously expanding and reexamining the needs of the community of adult learners whom it serves.

Student Life

The Office of Student Affairs coordinates and administers many services and programs for National-Louis University students. These are designed to support academic development and promote personal development for all students. Included are counseling and advising, new student orientation, student activities, recreational and intercollegiate sports programs, career development and placement, student development workshops, student governance, student clubs and organizations, residence hall programs, performing arts, health services, and special events.

National-Louis University believes that student life, academic work and professional studies are interrelated parts of the university experience. Students are encouraged to develop their skills and themselves as individuals both through the formal academic programs and through the many co-curricular opportunities.

Standards

National-Louis University seeks to cultivate a sense of personal integrity in each of its students. The truly educated person realizes that integrity is first a private matter, but that it also influences interrelationships of people. National-Louis University students are expected, therefore, to strive toward this objective and to develop as individuals in a manner which is consistent with the educational purposes of the university.

National-Louis University has no religious affiliation and welcomes students of all persuasions. Tolerance of others, respect for differences, and cooperation for the

good of all are expected in both precept and practice. A consistent policy of nondiscrimination on the basis of race, creed, religion, sex, handicap, or national origin is adhered to in all matters affecting the students and faculty of the University.

Career Development and Placement

Students and alumni are encouraged to avail themselves of the services of the staff of the Office of Career Development and Placement to discuss any issues related to self assessment, career decision making, job search and re-careering. The Staff works with students and employers to bridge the gap between educational programs and the larger world of work. Students are encouraged to establish credential files, housed in this office and sent to employers on a student's request. A job vacancy bulletin is published and students may take advantage of Alumni support groups to explore opportunities on an informational level.

Workshops, seminars and individual consultation cover such areas as vocational assessment, resume writing, interviewing and job search techniques. Students are encouraged to attend Career Fairs and avail themselves of on-campus recruiting. A wide range of materials such as computer software, video tapes, books and magazines are available for use on campus locations. The Office of Career Development and Placement maintains data on the employment market as well as information regarding placement of recent graduates of all programs.

Counseling

Counseling is available for students and is considered to be an important opportunity for student development. The University recognizes that the transition to college represents a major change for students of any age or level of experience, and it seeks to assist students in this process. Students are encouraged to confer with a professional counselor at any time about any matter, including educational or personal concerns, social life, academic progress, selection of a concentration area, or career decisions. Confidentiality is always respected, and counseling records are maintained separately from academic records. Counselors are trained professionals who have completed a course of study at the Master's degree level or above.

Students are invited to participate in small group workshops and other special programs designed to enhance skill, awareness, and perspective. Students are especially encouraged to seek counseling to resolve any difficulties which hinder or block progress toward academic success and satisfaction. Family problems, adjustments to the expectations of university life, relationships with others, time management, financial difficulties, anxiety, depression, and crisis situations are all examples of areas in which counseling may be helpful. Several regular conferences may deal with specific topics. One conference is a prerequisite for admission to professional study for undergraduate students in teacher education and centers on the student's overall professional promise.

In the residence hall on the Evanston Campus, students have frequent contact with both students and professional staff members. Paraprofessional student staff are friendly and open to discussing concerns with their fellow students. They are in

Counseling helps students with self-evaluation, decision-making and problem resolution. The ultimate aim is to assist students with their ongoing adult development.

Health Services

For each of the on-campus locations, a registered nurse is available during regular health office hours. The University physician is also available by appointment at the Evanston Campus. Students with long-standing or complex medical problems should consult with Health Services upon admission to notify the University of special needs or to receive a referral list of physicians and clinics. All resident students on the Evanston Campus are also urged to identify a personal physician in the area who may be contacted when need arises.

Health Insurance

Health insurance is available to all students; and brochures describing the program are available.

Illness

When a student becomes ill, the University nurse is called for consultation. The nurse will provide routine care for minor problems, but will refer students to the University physician or to their own physician for medical care or hospitalization.

In case of emergencies or serious illness, emergency medical assistance is requested.

When illness causes an extended absence from classes, it is the student's responsibility to file a note with the Registrar from the doctor.

Immunizations

The Illinois Department of Public Health has finalized the immunization requirements for first time students entering a post-secondary educational institution. Students born before January 1st, 1957, will be required to submit a medical history and information form (provided by Health Service), have a TB test or chest x-ray, and to provide Health Service with proof of birth (i.e., birth certificate, driver's license, or personal identification card issued by the Secretary of State).

Students born on or after January 1st, 1957, will be required to submit to Health Service proof of immunization to measles, mumps, rubella, tetanus, and diphtheria. A medical information and history form and a TB test or chest x-ray are also required. For more information, please contact Health Service (708) 256-5150, ext. 2258.

Physical Examinations (Evanston Campus Residence Hall Students)

Incoming freshmen and transfer students must submit a self-reported Medical Information and History on the form provided by the University. This questionnaire

should be filled out and mailed to the Health Service Office. All information provided is kept confidential.

Information on the history is not used to exclude applicants from the University, but to alert the Health Service Office about students who need special care. Students who have complex medical conditions should request their family physician to send a summary of their cases to the University Health Service Office. All incoming students must have a tuberculin skin test or chest x-ray within six months of entry to National-Louis University. Results of the test should be mailed directly to Health Service Office; National-Louis University; 2840 Sheridan Road; Evanston, Illinois 60201. An annual TB test (chest x-ray or tuberculin skin test) is also required of all students.

It is the student's responsibility to see that necessary reports are received by the University on time.

Student Activities, Organizations and Governance

Student Activities

The Office of Student Affairs in each location, in cooperation with student government, sponsors activities, programs, clubs and organizations, with the goal of providing a stimulating and supportive community. Activities may be educational, social, recreational, or cultural. They may focus on a topic of particular interest to students in that location. Any students who would like to participate in leadership in student activity development are encouraged to contact the Office of Student Affairs.

Information concerning on-campus or field events is published monthly through a calendar of events and newsletter. Information is also posted on resource boards, discussed at student government meetings, and disseminated through campus and/or United States Postal services.

Council on Student Affairs

Composed of representatives of administrative offices, faculty and students, the Council on Student Affairs determines policy related to undergraduate and graduate student life. Its areas of primary responsibility include orientation, housing, counseling and advisement, student organizations and government, special programs, health services, residence hall programs, placement, student activities, and student conduct.

The Council on Student Affairs is responsible for the policies contained within the Student Guidebook. Statements on Student Rights and Responsibilities, General Regulations of the University, and the Student Hearing and Appeals System are included in the Student Guidebook. It is assumed that students are familiar with these and knowingly agree to cooperate fully in so far as they are personally accountable. The Council on Student Affairs has final authority on all matters dealing with student discipline, serving as a judiciary body in cases that may result in dismissal from the University.

Student Governance

Elected representatives at each campus and the field experience programs meet regularly to consider questions about university life, student programs and curriculum. Each of these governing organizations initiates many worthwhile projects and acts as the recognized voice of the student body which they represent, coordinating student activities and performing in an advisory capacity.

Student government and all affiliated campus organizations and clubs coordinate plans, activities and calendars for their respective locations.

Other Campus Organizations (Multi-Campus)

Clubs and organizations for specific student interests offer many opportunities to National-Louis University students. Groups must register in the Office of Student Affairs to gain official University recognition.

Pre-professional organizations allow the student a way to try out ideas and understand how professional educators work with each other. Educational organizations such as the Student Council for Exceptional Children, the Early Childhood Club, the Human Service Forum, and the Allied Health Club are of particular interest to students specializing in those areas.

Other examples of clubs are Computer Club (Chicago), Chinese Club (Chicago) and Campus Crusade (Evanston).

Kappa Delta Pi

This national coeducational honorary society which recognizes outstanding contribution to education has a chapter at National-Louis University. Junior, senior and graduate students are elected to Theta Eta chapter on the basis of scholarship, professional attitudes, and demonstrated leadership abilities.

Yearbook and Newspaper

Students with creative or artistic inclinations can find outlets through such programs as "Celebration," National-Louis University's creative writing magazine; the local student newspaper; and *The National*, the University yearbook. Students in all locations of the University may contribute to the yearbook. The student governance bodies have the responsibility to act as student editorial boards in each location.

Recreation and Sports Programs

Campus Recreation and Intramural Sports

At each of the on-campus locations, students may avail themselves of the opportunity to participate in recreational activities, exercise classes, and intramural sports. These include aerobics, jazz dance, Tai Chi, swimming (Evanston), volleyball, tennis, softball, soccer, and the like. Specific activities are developed based on student interest and participation.

Intercollegiate Athletics

Along with a strong foundation in academics at National-Louis University, an outstanding athletic program is also provided. The intercollegiate women's sports offered at the Evanston Campus are basketball, volleyball, and softball. Men's intercollegiate soccer is offered at the Chicago Campus. All sports are affiliated with the N.A.A. (National Association of Intercollegiate Athletics), and compete in Illinois District 20. National-Louis University is also a member of the C.C.A.C. (Chicagoland Collegiate Athletic Conference).

Full and partial athletic scholarships are available for students who are academically and athletically qualified.

All of these teams play a highly competitive schedule, and participants in all sports may qualify for post-season competition.

Residence Hall Programs

The University has one student residence at the Evanston Campus—Baker Residence Hall, which is just south of Harrison Hall, on the corner of Ridge and Isabella streets.

Named in honor of the University's second president, Edna Dean Baker, the hall provides accommodations for 200 men and women. Suites or rooms are clustered around lounge areas. Each floor has two kitchenettes and two private study areas at either end. Ample laundry facilities are available, and the roof has a large sun deck.

Residence hall life is an important part of National-Louis University experience for those who live in Baker. The residence hall program strives to provide a satisfactory physical environment; adequate care and maintenance of facilities; guidelines that provide structure for compatible and cooperative living; and an environment which reflects responsible citizenship and a concern for others. It is designed to be conducive to study and to offer opportunities for individual growth, leadership development, and expression of abilities.

Baker Hall is administered by the Vice President for Student Affairs, who works closely with the Residence Hall Director, student staff members, and the Association of Resident Students to formulate programs and policies for residence hall life.

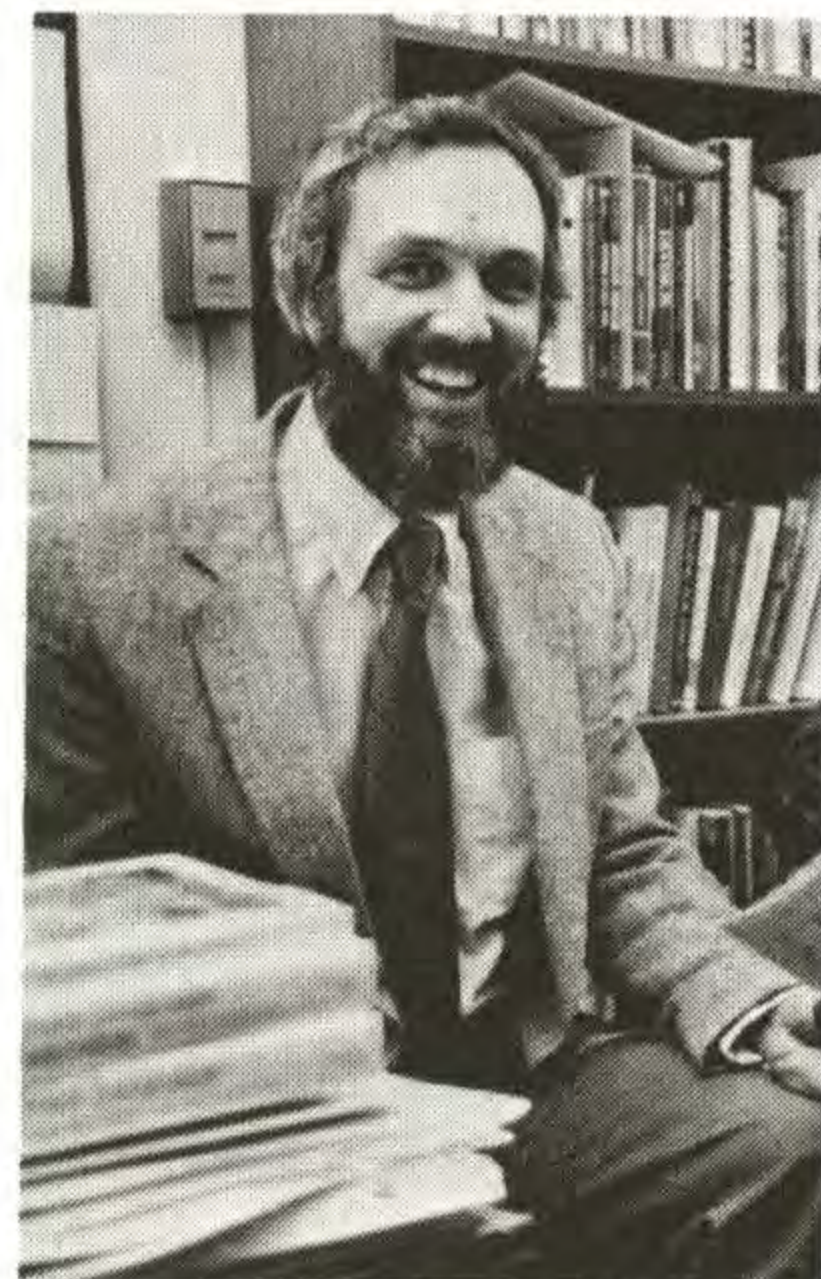
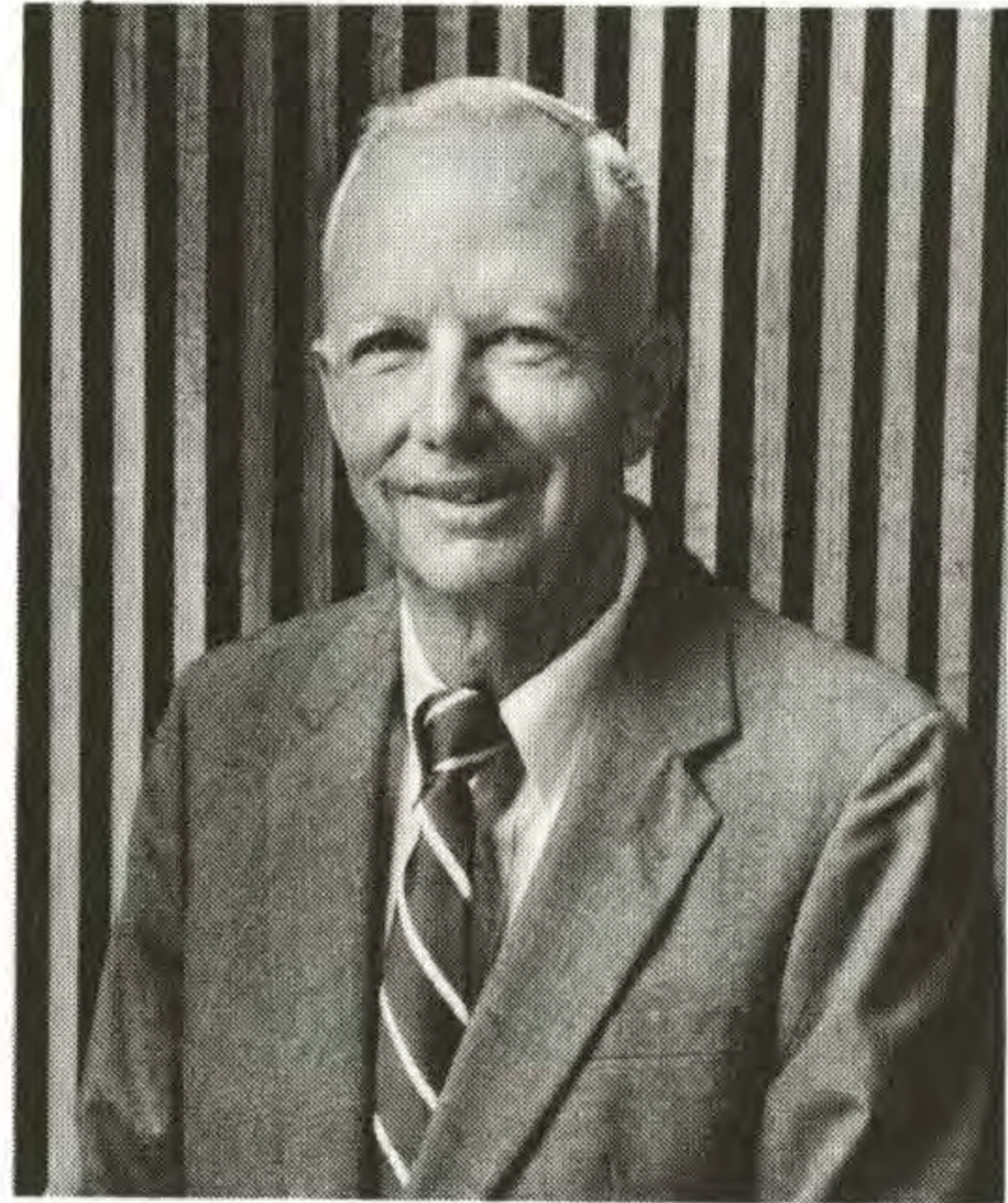
The residence hall is adjacent to the University's academic buildings in Evanston.

Rules and Regulations

The system of rules and regulations in the residence hall is based on a charter granted by the trustees and faculty of the University and on a set of rules and regulations formulated by the students themselves. Rules are enforced by the Resident Student Association officers and the residence hall staff, but personal responsibility is shared by all members of the residence hall community.

The Baker Resident Association provides information about the procedures and regulations in a separate publication. Further information about Baker Residence Hall may be obtained from: Director of Residence Life; National-Louis University; 2840 Sheridan Road, Evanston, Illinois 60201.

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