Rationale

The Lindenwood University’s Professional and Continuing Education Office, in cooperation with select educational agencies and recognized experts in their field, will provide graduate credit opportunities. Up to six hours of credit can be applied toward requirements of the Master of Arts in Education degree at Lindenwood University. Graduate credit may not be counted toward degree certification.

The Professional and Continuing Education Department supports Lindenwood University’s commitment to assisting educators by extending the learning environment beyond the classroom. We serve as the link between school districts as well as our community by offering lifelong learning opportunities.

We offer diverse content areas and work with multiple organizations throughout the world on a variety of topics.
Procedures

Students who desire to receive Lindenwood University graduate credit for approved workshops will utilize the following procedures:

1. **Register for and complete the course through ASCA first.** Registration for ASCA’s Specialist Trainings is $99 for members and $249 for non-members. To complete the training, you will read/view the required training materials and take a short quiz online about each to indicate mastery of the subject matter. ASCA U Specialist Training is worth 3 graduate credits. ASCA will submit grades to Lindenwood University’s Coordinator by the end of each semester. The standard A, B, C, or F grading system will be utilized.

   - **Current ASCA U Courses approved for graduate credit:**
     - Anxiety and Stress Management Specialist
     - Career Development Specialist
     - Closing the Achievement Gap Specialist
     - Cultural Competency Specialist
     - Grief and Loss Specialist
     - Legal and Ethical Specialist
     - Mental Health Specialist
     - Students With Special Needs Specialist
     - Trauma and Crisis Specialist
     - Bullying Prevention Specialist

2. You’ll then need to register for the graduate credit through Lindenwood University. To do so, visit https://applylu.lindenwood.edu/applicationws.asp, complete the Enrollment Form and pay the special tuition fee of $75 per credit hour ($225) with your credit card. (Tuition fees are non-refundable)

3. You can access an official grade report through the Lindenwood University student portal. Go to https://portal.lindenwood.edu/estudent/login.asp. Enter your username and password. The password is your birth month, birth day and last four of your social security number, but you can change this at any time. Go to My Grades on the left column under Administrative Services. Grade Type – select Final Grades.

4. If you wish to request an official transcript, you can visit Lindenwood University’s website, http://www.lindenwood.edu/academics/transcript.html.

5. Professional and Continuing Education hours are not eligible toward the total hours required in one term for student financial assistance. Students must take regular graduate level coursework for student financial assistance.

6. Because of the substantially reduced tuition rate, the cost of the Cooperative Credit workshops must be paid online with a credit card.
Dear ASCA U Participant,

You can earn **three** hours of graduate credit from Lindenwood University through your participation in this conference. In order to earn credit, you will complete the following steps:

**Instructions on how to receive graduate credit:**

1. Register and pay for the ASCA U Specialist course
2. Complete the course (Must complete the course before registering for graduate credit)
3. Register for the Graduate credit through Lindenwood University's application portal [https://applylu.lindenwood.edu/applicationws.asp](https://applylu.lindenwood.edu/applicationws.asp)
4. Grades will be sent to Lindenwood at the end of each term: Fall 2019 - December 6th, Spring 2020 – May 1st, Summer 2020 – August 7th.
5. Once you receive your ASCA transcripts, please send them to me and I will get your grade recorded ASAP. Otherwise, ASCA will submit all at the end of each semester.
6. If you have any questions about the process, please feel free to contact Jennifer Edler at jedler@lindenwood.edu or 636-949-4612.

You can access an official grade report through the Lindenwood University student portal. Go to the [https://sportal.lindenwood.edu/estudent/login.asp](https://sportal.lindenwood.edu/estudent/login.asp). Enter your username and password. The password will be provided from the university. Please allow 3-5 business days for the registration process to be completed. Go to My Grades on the left column under Administrative Services. Grade Type – select Final Grades. The document populated is printable. If it is not sufficient for your school district, a transcript will need to be requested through this link [https://secure.studentclearinghouse.org/tsorder/faces/TranscriptOrder?_afrLoop=124695261878666&_afrWindowMode=0&_adf.ctrl-state=f3bmh37kn_4#normalload](https://secure.studentclearinghouse.org/tsorder/faces/TranscriptOrder?_afrLoop=124695261878666&_afrWindowMode=0&_adf.ctrl-state=f3bmh37kn_4#normalload).

If you have questions regarding the process, your username/password, how to request an official transcript, or any other information, please feel free to contact me at jedler@lindenwood.edu or by phone at 636-949-4612.

**JENNIFER S. EDLER  MBA**
Coordinator, Professional and Continuing Education
636.949.4612 (o) / jedler@lindenwood.edu
Location: Online, Self-paced  
Course Number: EW 51109  
Credits: 3  

Course Description:  

Within the last several years, many news networks including Forbes, CNN, US News and others have reported on the skilled-workers' shortage and the impact it is having on communities, individuals and the U.S. economy. Consequently, it is critical for educators to have career conversations with their students. Career education should begin in kindergarten and is exemplified by students who are knowledgeable about options and are prepared to enroll and succeed in any postsecondary experience without the need for remediation.

School counselors recognize that each student, regardless of background, possesses unique interests, abilities and goals that can lead to future opportunities such as qualifying for and succeeding in their chosen field. School counselors play a critical role in students’ career development by introducing them to careers and the world of work; providing learning and experiential opportunities for students to acquire behaviors and skills for career readiness; helping them understand the connection between school and the world of work; working with students to identify their interests, abilities, specific career clusters and postsecondary plans; and so much more. Collaborating with students, families, educational staff and the community, school counselor should work to ensure all students select their best postsecondary path.

Learning objectives:  
Upon completion of this course, you should be able to:  

- Describe student outcomes/benefits associated with pre-K–12 career exploration  
- Recognize and become familiar with different career options  
- Identify potential career exploration interventions/activities  
- Describe the role of the school counselor in career development  
- Explain the theoretical foundations of the ASCA Career Conversations and Starter Questions  
- Brainstorm and implement a career program in your school  
- Articulate the four uses of the ASCA Career Conversations: assessment, prevention, intervention, collaboration  
- Apply the ASCA Career Conversations to individual case studies based on the ASCA Mindsets & Behaviors  
- Develop an objective based on the ASCA Mindsets & Behaviors and identify an ASCA Career Conversations intervention  
- Develop a practical plan for integrating Career Conversations and Starter Questions into everyday practice with individual students, small groups, parents and community partners  
- Strategize how to extend career initiatives to include STEM professions and activities  
- Recognize academic habits that prepare students for postsecondary success  
- Identify ways to incorporate academic habits curriculum into classroom lessons and small groups supporting K–12 learning objectives
Earn the Career Specialist designation to be best prepared to support your students in their career exploration.

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Hours:</th>
</tr>
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<tbody>
<tr>
<td>Book: <em>Career and College Readiness Counseling in P-12 Schools, Second Edition</em> and pass knowledge assessment with 100%</td>
<td>20.25</td>
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<tr>
<td>Read/Implement ASCA Publication: Career Conversation Starters</td>
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<tr>
<td>Read/Implement ASCA Publication: High School Career Conversations</td>
<td>1</td>
</tr>
<tr>
<td>Read/Implement ASCA Publication: Middle School Career Conversations</td>
<td>1</td>
</tr>
<tr>
<td>Read/Implement ASCA Publication: Postsecondary Academic Career Conversations and pass knowledge assessment with 100%</td>
<td>1</td>
</tr>
<tr>
<td>Read/Implement ASCA Publication: Employers and Industry-Partner Career Conversations and pass knowledge assessment with 100%</td>
<td>1</td>
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<tr>
<td>ASCA Position Statement: Career Development and pass knowledge assessment with 100%</td>
<td>.75</td>
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<tr>
<td>ASCA Position Statement: Individual Student Planning for Postsecondary Preparation and pass knowledge assessment with 100%</td>
<td>.75</td>
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<tr>
<td>Magazine Article: Careers from Day One (Nov./Dec. 2017) and pass knowledge assessment with 100%</td>
<td>1</td>
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<tr>
<td>Magazine Article: (Nov./Dec. 2017): Hands-on in Kindergarten and pass knowledge assessment with 100%</td>
<td>1</td>
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<tr>
<td>Magazine Article: (Nov./Dec. 2017): Career Café Conversations and pass knowledge assessment with 100%</td>
<td>1</td>
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<tr>
<td>Magazine Article: (Nov./Dec. 2017): Becoming Meaningful Career Conversationalist and pass knowledge assessment with 100%</td>
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<tr>
<td>Magazine Article: (Nov./Dec. 2017): Career Cab in Colorado and pass knowledge assessment with 100%</td>
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<tr>
<td>Magazine Article: (Nov./Dec. 2017): Apprenticeship Advantages and pass knowledge assessment with 100%</td>
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<tr>
<td>Magazine Article: (Nov./Dec. 2017): What’s the Most Successful Career Development Program at Your School?</td>
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<tr>
<td>Magazine Article: Six Steps to a Colossal Career Program (Nov./Dec. 2014) and pass knowledge assessment with 100%</td>
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<tr>
<td>Magazine Article: Dreams into Plans (Nov./Dec. 2014) and pass knowledge assessment with 100%</td>
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<tr>
<td>Magazine Article: Teaching our Children To Fish (Nov./Dec. 2015) and pass knowledge assessment with 100%</td>
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<tr>
<td>Journal Article: Operation Occupation: A College and Career Readiness Intervention for Elementary Students (Practitioner-Focused Research) - Jan 2016, Vol. 20, No. 1 and pass knowledge assessment with 100%</td>
<td>1.25</td>
</tr>
<tr>
<td>Journal Article: Social-Cognitive Exploration of the Career and College Understanding of Young Adults with Intellectual Disabilities, Volume 19, Issue 1 (2015-2016) and pass knowledge assessment with 100%</td>
<td>1.25</td>
</tr>
</tbody>
</table>
Webinar: Career Conversations to Promote Academic and Career Development and pass knowledge assessment with 100% | 1.25
---|---
Webinar: Career Conversations with Individual Students and pass knowledge assessment with 100% | 1.25
Webinar: Career Conversations with Parents and pass knowledge assessment with 100% | 1.25
Webinar: Career Conversations for Large and Small Groups and pass knowledge assessment with 100% | 1.25
Webinar: Career Conversations with Community Partners and pass knowledge assessment with 100% | 1.25
Webinar: Full STEM Ahead: Incorporating STEM Into Your School Counseling Program and pass knowledge assessment with 100% | 1.25
Webinar: PreK-12 Career Exploration: Relevancy in an RTI and Common Core Landscape | 1
Webinar: School Counselors’ Influence on STEM Careers and pass knowledge assessment with 100% | 1.25
Webinar: Youth Apprenticeship: A Work-Based Learning Opportunity for Students and pass knowledge assessment with 100% | 1.25
Webinar: School Counselors + Parents and pass knowledge assessment with 100% | 1.25
Webinar: Academic Habits and College and Career Readiness and pass knowledge assessment with 100% | 1.25
Podcast: TED Talk- Easy DIY projects for kid engineers, Fawn Qiu | .25
Podcast: TED Talk- Let’s raise our kids to be entrepreneurs, Cameron Herold | .5
Total: | 50

Course Information:
https://www.schoolcounselor.org/school-counselors/professional-development/asca-u-specialist-trainings/career-development-specialist

THE GRADE PLAN

To earn a grade of “A”: Fully participate in conference activities and submit all assignments required on the syllabus in a timely manner.

To earn a grade of “B”: Fully participate in conference activities and submit the minimum of one document required on the Syllabus in a timely manner.

To earn a grade of “C”: Less than full participation in conference activities, and/or incomplete assignments that do not meet the standards of “A” or “B”.

Failure to meet the requirement of an “A”, “B”, or “C” will result in failure of the class.