

LINDENWOOD

REAL EXPERIENCE. **REAL** SUCCESS.

PROFESSIONAL AND CONTINUING EDUCATION PROGRAM

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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.

LINDENWOOD

LIKE NO OTHER

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 at the end of each semester.** ASCA will submit grades to Lindenwood University's Coordinator at the end of each semester. Grades are due to Lindenwood by May 15th for the Spring Semester, by August 15th for the Summer Semester, and by December 15th for the Fall Semester. The standard A, B, C, or F grading system will be utilized.

Current ASCA U Courses approved for graduate credit:

ASCA U Course	Lindenwood Course Number
Anxiety and Stress Management Specialist	EW 51108
Career Development Specialist	EW 51109
Closing the Achievement Gap Specialist	EW 51110
Cultural Competency Specialist	EW 51106
Grief and Loss Specialist	EW 51043
Legal and Ethical Specialist	EW 51045
Mental Health Specialist	EW 51042
Students with Special Needs Specialist	EW 51107
Trauma and Crisis Specialist	EW 51044
Bullying Prevention Specialist	EW 51279
School Counseling Leadership Specialist (Second Edition)	EW 51280
Cultural Sustaining School Counseling Specialist Training	EW 52001
Diversity, Equity & Inclusion Specialist Training	EW 52002

2. Complete the assignments listed on syllabus (Must complete the course and assignments **BEFORE** registering for graduate credit).
3. 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**)
4. You can access an official grade report through the Lindenwood University student portal. Go to <https://sportal.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.
5. If you wish to request an official transcript, you can visit Lindenwood University's website,

<http://www.lindenwood.edu/academics/transcript.html>.

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