

LOYOLA MARYMOUNT UNIVERSITY EXTENSION

Professional Development Credit Information

ISLS Spanish Immersion Program

General Information

As a course participant you have the opportunity to earn Professional Development Credit from Loyola Marymount University Extension. Course requirements are designed for students who have baccalaureate degrees and appropriate teaching credentials. These semester hours of credit may be used for some professional advancement and to satisfy some degree and credential requirements. Obtaining advance approval from your school, district, college, or state is necessary, as each has its own policies regarding the types of credit it will accept.

Registration Information

Register with LMU Extension within six weeks of completing the course.

Step 1: Check the back of this page for course numbers, titles, credits and tuition fees.

Step 2: Mail your completed registration form with payment to:

Loyola Marymount University
Controller's Office
Dept. #55881
Los Angeles, CA 90074-5881

Or, you may register online using our new secure server at:

<http://extension.lmu.edu/enroll.aspx>

Course Requirements

Step 1: Attend full course.

Step 2: Complete a written assignment. Choose any combination and quantity of the following items as they relate to the course topic and your career goals. Each item must cover at least one page and be clearly identified with a heading. Possible points are shown in parentheses following each item.

Evaluate the program and why it works (10)

Compare program with another program or theory, or with standards or guidelines from your school, district, state, or association. (10)

Journal article or book chapter of your choice: synopsis and essay relating to the course topic and your career goals. (10)

Cultural Essay on your cultural experience in Costa Rica. (10)

Language Essay on how your experience in Costa Rica helped your Spanish language

acquisition and fluency. (10)

Costa Rica Essay on the geography, population, government, and/or economics of the country or region where you stayed. (20)

Paper must be in the following format (worth up to 5 more points):

Typed (10 or 12 pt), double-spaced

Cover Page: Include in upper right corner your name, social security number, address, phone number, e-mail address, LMU course number (from reverse), LMU course title, ISLS course title, location and dates.

Reference List: (At end of assignment). Include at least three (3) resources used in the paper i.e., books, articles, web sites, colleagues' ideas (list name and school of colleague).

Staple paper in upper left corner. No folders or covers, please.

Step 3: Mail assignment and a copy of the ISLS course completion certificate within six weeks (per credit) of registration to:

Dr. Cherie Mills-Schenck
Professional Development Institute
6444 E. Spring St., Rm. 285
Long Beach, CA 90815-1500

Grading

Students who do not complete course requirements within six weeks (per credit) of registration will receive a grade of NC (No Credit). Instructor will assign points to each item in the written assignment with the following criteria in mind: Completeness, correctness, detail, thoughtful and insightful ideas, synthesis of new material with prior knowledge, grammar and spelling, complete and correct citations and references. Coursework should reflect the quality expected for a graduate level course. Total points in written assignment will determine course grade as follows:

<u>Points per Credit</u>	<u>Grade</u>
33-35	A
30-32	A-
27-29	B+
24-26	B
Less than 24	No Credit

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Official Transcripts and Grade Posting

The office of the registrar will provide official transcripts at no cost. Follow these steps:

Step 1: Check to see if your grade has been posted by visiting www.lmu.edu. Click on LOGIN, campus logins, then select PROWL. In the "User ID" box, type in your social security number. In the "PIN" box, type in your birth date in six digits (mmddyy). If you are denied access, type in six zeroes (000000). Click on [Student Services,] then [Academic Transcript.]

Step 2: Once your grade has been posted, you may order an official transcript by visiting <http://registrar.lmu.edu>

Semester Information

Grades are recorded in the semester in which you register with LMU Extension.

<u>Registration Date</u>	<u>Semester</u>
Jan. 20, 04 - May 16, 04	Spring
May 17, 04 - Aug. 29, 04	Summer
Aug. 30, 04 - Jan. 18, 05	Fall

Course Information

<u>LMU Course Title</u>	<u>#</u>	<u>Tuition</u>
<u>Course No.</u>	<u>Credits</u>	
<i>Spanish Immersion Beginning</i>		
EDUX 9400	3	\$225
<i>Spanish Immersion Intermediate</i>		
EDUX 9401	3	\$225
<i>Spanish Immersion Advanced</i>		
EDUX 9402	3	\$225

Policies

Refunds/cancellations are allowed up to one week after registration by calling (310) 338-1972. Other LMU Extension policies such as Disability Support Services, Nondiscrimination, Tax Information and Withdrawal can be found in LMU Extension Catalog General Information at <http://extension.lmu.edu>.

Questions Concerning Credit

Please contact Ben Hayes
 Phone: (310) 338-1972; Fax (310) 338-2706
 Email: bhayes@lmu.edu
 LMU Extension
 One LMU Drive, Suite 1840
 Los Angeles, CA 90045-2659

NEW!

Supplemental Credit

Once you've earned initial credit for attending a course and writing the assignment, you have the opportunity to earn even more credit through LMU Extension's online courses for Educators. For more information, visit <http://extension.lmu.edu> and click on [Programs for Educators.] Following are descriptions of online activities you may choose to do:

Video Activity: A list of links to online resource videos is provided. Videos are produced by Annenberg/CPB and are 15-90 minutes in length. You will choose a video, view it, and complete an online evaluation form. If you don't have a broadband Internet connection (cable, DSL, ISDN), you probably won't be able to see the videos, but you can choose any combination of the other activities.

Article or Chapter Activity: A list of online educational articles and book chapters is provided. You are to choose an article, read it, and complete an online evaluation form.

Web Site Activity: An extensive list of educational web site links is provided, along with a brief description of each. You are to choose a web site, review it, and complete an online evaluation form.

Discussion and Response: Student will post a message to a discussion forum in the course, and will post a response to another student's message.