

# The Division of Continuing Education

Gerald F. Guidroz, *Ph.D., Dean*

The Division of Continuing Education and Special Activities was established by the University in 1974 in recognition of the need to centralize all "special activities" as defined by the Southern Association of Colleges and Universities under one administrative unit. The main functions of Continuing Education and Special Activities are the coordination of all non-credit courses and special activities both on and off-campus and the coordination of off-campus and electronically delivered credit courses. Continuing Education and Special Activities strives to meet the needs of the nontraditional student of the University.

## MISSION STATEMENT

The mission of Continuing Education and Special Activities is to meet the needs of the traditional and non-traditional student served by Southeastern Louisiana University through the development and coordination of non-academic programs and the coordination of academic offerings on and off campus.

## CONTINUING EDUCATION AND SPECIAL ACTIVITIES

The off-campus courses are primarily for college credit and are offered in cooperation with the University's academic colleges. These courses are available at off-campus locations where there is sufficient demand for a particular course. Southeastern Louisiana University will make available selected academic offerings (provided there is sufficient enrollment) in any of the following parishes: Livingston, St. Helena, St. Tammany, Tangipahoa, Washington, and east of the Mississippi River in Jefferson St. Charles and St. John parishes.

Electronically delivered courses are offered via the internet, compressed video, telecourses and the Southeastern channel. Courses that carry academic credit are offered through the appropriate academic department and are coordinated by Continuing education.

Non-credit programs including short courses, conferences, institutes, seminars, workshops, and special training programs are also available through Continuing Education and Special Activities. These programs, offered on and off-campus, may be designed to meet the needs of public, industrial or civic organizations, governmental agencies, or any group which may share a common interest. Instructors for the non-credit programs are from the Southeastern faculty and/or qualified professionals outside of the University community. Students completing designated non-credit programs will receive Continuing Education Units (CEU's), the nationally adopted unit awarded in recognition of the completion of non-credit educational programs.

Summer Camps are an integral part of Continuing Education. Summer cheerleader and dance team companies use Southeastern's facilities and teach new material to high school and junior high school students from across the state. Also, during the Summer, several programs are offered for young children including a day camp and a children's art workshop.

Credit and non-credit activities are announced each semester, and all Continuing Education programs and special activities are publicized in local newspapers and the division's web site. For additional information regarding Continuing Education and Special Activities, please contact the Dean of Continuing Education and Special Activities, SLU 10858, Hammond, LA 70402 or <http://www.selu.edu/continuinged>

### *Special Program for Adults (SPA)-Non-Degree*

Persons wishing to pursue credit courses without meeting the full requirements for admission to undergraduate status may apply to the Special Program for Adults (SPA) by completing a regular application for admission and submitting all the necessary documentation by the appropriate deadlines. Adults who have not attended high school or college for at least 3 years may apply for participation in this non-degree program and may enroll in one or two undergraduate courses for personal growth. Applicants must have a high school degree or the equivalent. A person who has previously attended an institution of higher education must be eligible to return to that institution to qualify for the program. Louisiana residents 60 years of age or older will be allowed to take 3 credit hours tuition-free.

If accepted to the program, all university deadlines, fees, and other regulations apply to SPA enrollment. All courses taken carry full academic credit and will appear on the transcript. Courses taken during enrollment in the Special Program for Adults, however, may or may not apply to a degree should the student decide to pursue a degree in the future. The student should consult with the department head of their intended major if they decide to pursue a degree. SPA students will be required to have ACT scores on file or proof of prerequisite prior to scheduling any English or Mathematics courses. Students may contact the Division of Continuing Education to obtain application materials or for more information about the Special Program for Adults.