DePaul University ◆ **School for New Learning** ◆ **Graduate Programs**		
MA in Applied Professional Studies (MAAPS)	**MA in Educating Adults (MAEA)**	**MS in Applied Technology (MSAT)**

<u>**Possible Learning Activities:**</u>

Applying Preapproved Non-credit Learning Activities

within SNL Graduate Programs

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I. Overview

In accordance with the premise that learning can happen through any number of means, SNL's Graduate Programs (MAAPS, MAEA and MSAT) remain open to considering ***non-credit* learning activities** (programs, certificates, certifications, etc.) for possible application within designated portions of its curricula.

II. Review & Decision Process

Anyone (graduate student, faculty member, administrator, etc.) interested in proposing a <u>non-credit</u> learning activity for possible application within one or more of SNL's Graduate Programs may submit a proposal to the Graduate Curriculum and Assessment Committee (GCA). *For details regarding GCA's schedule and membership, please consult SNL Graduate Office (snlgrad@depaul.edu or 312-362-8448).* Proposals are to include information regarding the following ten facets as such pertain to the proposed non-credit learning activity:

1. admission to the activity (undergrad required? experience-level required?)
2. contact hours of instruction
3. cost/fee
4. required texts/readings
5. structure/assignments
6. evidence/demonstration of learning
7. assessment process
8. credentials of instructor
9. used by other graduate programs
10. status of the activity in the profession/field

Upon review of the proposal submission and documentation as well as additional investigation/consideration of the facets above, GCA <u>may</u> approve the **non-credit learning activity** for application ***with*** or ***without*** <u>additional study</u> and for *single application* for the proposing SNL graduate student or for *ongoing application* by any SNL graduate student. Unless otherwise specified within the approval process, non-credit learning activities approved for use ***without*** <u>additional study</u> are approved per the conditions outlined below. (See III (below): Conditions of Approval.)

III. Conditions of Approval

Unless otherwise stated in writing by GCA, all **non-credit learning activities** that are pre-approved for application within SNL Graduate Programs (i.e., approved for application ***without*** additional study) are subject to the following conditions and/or stipulations:

1. The approved activity is applied within the parameters and requirements per program: for MAAPS—within the focus area, for MAEA—within the electives; and, for MSAT—within the non-CDM electives;

2. The approved activity's topic/focus is aligned with the student's area of graduate study;
3. The approved activity is applied—via waiver—for *up to* the number* of graduate credit hours listed below per activity and is documented via DePaul's Degree Progress Report/DPR and, in the case of the MAAPS Program, the MAAPS Narrative Transcript. *(*NOTE: Per each program guidebook, the total number of credit hours "waive-able and/or transfer-in-able" within a student's complete graduate degree program is limited to no more than 8.)*
4. The approved activity is current in terms of the student's engagement/completion at the time it is applied to the graduate program. (For certification, current = active certification. For programs, current = program completion within six years prior to completion of graduate program into which it is applied.);
5. The approved activity is completed with a grade of B or better (if grades are assigned); and,
6. The approved activity is not applied within any other academic degree program—either at DePaul or elsewhere.

IV. Pre-approved Non-credit Activities (CURRENT LIST)

The following non-credit learning activities have been pre-approved for application within SNL Graduate Programs if/when applied in accordance with the six **Conditions of Approval** listed in Section III of this document.

Non-Credit Courses:

▶**Entrepreneurship Primer**: The Primer includes approximately 45 hours of instruction over 15 weeks. It includes coaching and an institute test. Results in CPE-*grade. (SNL Grad Application = wavier of up to 4 grad credit hours—per Conditions of Approval above.)*
The primer is offered by DePaul's Continuing & Professional Education unit/CPE.
http://www.learning.depaul.edu/standard/content_areas/continuity_application/heading.asp?heading_id=122.

▶**MBA Primer**: The Primer includes approximately 45 hours of instruction over 15 weeks. It includes assignments, quizzes, final exam and team project. Results in CPE-*grade. (SNL Grad Application = wavier of up to 4 grad credit hours—per Conditions of Approval above.)* The primer is offered by DePaul's Continuing & Professional Education unit/CPE.
http://www.learning.depaul.edu/standard/content_areas/continuity_application/heading.asp?heading_id=122.

▶**SCUPE: Biblical Hermeneutics (Bib 302)**: The Course includes approximately 33 hours of instruction over 11 weeks. It includes assignments, midterm, and final exam. Results in letter *grade from SCUPE. (SNL Grad Application = wavier of up to 4 grad credit hours—per Conditions of Approval above.)* This non-credit course is offered by Seminary Consortium for Urban Pastoral Education/SCUPE. http://www.scupe.com/.

▶**SCUPE: Introduction to Black Theology (Theo 321):** The Course includes approximately 39 hours of instruction over 13 weeks. It includes assignments, presentation, and final research paper. Results in letter-*grade from SCUPE. (SNL Grad Application = wavier of up to 4 grad credit hours—per Conditions of Approval above.)* This non-credit course is offered by Seminary Consortium for Urban Pastoral Education/SCUPE. http://www.scupe.com/.

Non-Credit Certificates:

▶**Financial Planning Certificate:** This certificate includes approximately 230 hours of instruction over six 11 week courses. It includes assignments, quizzes, and final exams. Results in CPE-*grade. (SNL Grad Application = waiver of up to 8 grad credit hours—per Conditions of Approval above; 4cr for course; 4cr for Financial Planning certification.)* The financial planning certificate is offered by DePaul's CPE.
http://www.learning.depaul.edu/standard/content_areas/continuity_application/heading.asp?heading_id=98.

▶**Project Management Certificate:** This certificate includes 60 hours of instruction over two 10 week modules. It includes assignments, quizzes, a final exam and team project. Results in CPE-*grade. (SNL Grad Application = waiver of up to 8 grad credit hours—per Conditions of Approval above; 4cr for course; 4cr for PMP certification.)* The project management certificate is offered by DePaul's CPE. http://www.learning.depaul.edu/standard/content_areas/continuity_application/heading.asp?heading_id=122.

▶**WLPI • Workplace Learning & Professional Institute:** The WLPI includes 49 hours of instruction over 7 weeks, includes an application project, summary report and brief presentation. Results in certificate of completion. *(SNL Grad Application = waiver of up to 2 grad credit hours for completed certificate—per Conditions of Approval above.)* The WLPI is offered by ASTD Chicago Chapter. http://www.ccastd.org/?page=WLPI.

Non-Credit Certifications/Credentials:

▶**CPLP • Certified Professional in Learning & Performance:** The CPLP includes approximately 60 hours of exam preparation through an onsite or online workshop, study group or self-study. It also includes approximately 60 hours of work project preparation, a project presentation and certification exam. Results in CPLP certification*. (SNL Grad Application = waiver of up to 8 grad credit hours for CPLP certification—per Conditions of Approval above.)* The CPLP is offered by ASTD. http://www.astd.org/Certification.

▶**CSCP • Certified Supply Chain Professional (offered by APICS):** The CSCP includes 42+ hours of instruction to prepare participants for the CSCP certification exam. It also includes a certification exam. Results in CSCP certification. *(SNL Grad Application = waiver of up to 4 grad credit hours for CSCP certification—per Conditions of Approval above.)* The CSCP is offered by APICS. http://www.apics.org/careers-education-professional-development/certification.

▶**CSSBB • Six Sigma Black Belt Certification (offered by ASQ):** The CSSBB includes 50 hours of direct instruction. The certification includes individual, group, and project-based activities, as well as an application project and certification exam. Results in CSSBB certification. *(SNL Grad Application = waiver of up to 4 grad credit hours for CSSBB certification—per Conditions of Approval above.)* The CSSBB is offered by ASQ. http://cert.asq.org/certification/control/six-sigma/index.

▶**GPHR • Global Professional in Human Resources Certification (offered by HRCI):** The GPHR includes 30 hours of instruction to prepare participants for the GPHR exam. It also includes a certification exam. Results in GPHR certification. *(SNL Grad Application = waiver of up to 4 grad credit hours for GPHR certification—per Conditions of Approval above.)* The GPHR is offered by HRCI. https://www.hrci.org/our-programs/our-certifications

▶**LEED AP• Leadership in Energy & Environmental Design Professional Credential (offered by USGBC):** The LEED AP includes 80-90 hours of independent study to prepare participants for the LEED AP professional credential exam. Results in LEED AP professional credential. *(SNL Grad Application = waiver of up to 2 grad credit hours for LEED AP credential—per Conditions of Approval above.)* The LEED AP is offered by U.S Green Building Council. http://www.usgbc.org/leedap.

▶**MCSA • Microsoft Certified Solutions Associate Certification (offered by SQL):** The MCSA includes 120 total hours of instruction consisting of 3 courses each 40 hours. It includes an instructor-guided presentation, lab assignment, and 3 Microsoft competence exams. Results in MCSA certification. *(SNL Grad Application = waiver of up to 4 grad credit hours for MCSA certification—per Conditions of Approval above.)* The MCSA is offered by SQL. http://www.microsoft.com/learning/en-us/mcsa-sql-certification.aspx.

▶**MCSE-BI • Microsoft Certified Solutions Expert – Business Intelligence (offered by SQL):** The MCSE-BI includes 80 total hours of instruction consisting of 2 courses each 40 hours. It includes an instructor-guided presentation, lab assignment, and 2 Microsoft competence exams. Results in MCSE-BI certification. *(SNL Grad Application = waiver of up to 4 grad credit hours for MCSE-BI certification—per Conditions of Approval above.)* The MCSE-BI is offered by SQL. See http://www.microsoft.com/learning/en-us/mcse-sql-business-intelligence.aspx.

▶**SPHR • Senior Professional in Human Resources Certification (offered by SHRM):** The SPHR includes 36 hours of instruction to prepare participants for the SPHR certification exam. It also includes a certification exam. Results in SPHR certification. *(SNL Grad Application = waiver of up to 4 grad credit hours for SPHR certification—per Conditions of Approval above.)* The SPHR is offered by SHRM. http://www2.shrm.org/assuranceoflearning/index.html.