

College of Extended Studies

Functions

The California State University regards the credit-bearing programs offered through Extended Education as integral parts of the institution. These programs are viewed as extensions of the institution's educational services and are in concert with the institution's overall mission and purpose. The programs and courses in Extended Education meet the standards of quality that the institution sets for its other programs and courses, with regard to resources, faculty, level of instruction, evaluation, and support services.

The College of Extended Studies at San Diego State University serves as the principal university liaison with the adult community and provides a wide variety of traditional and nontraditional, credit and noncredit, educational experiences designed to fit the life style and expectations of lifelong learners. Under the direction of the dean of the college, programs are developed and carried out within the divisions of Administrative Services, American Language Institute, Extension, and Professional Development and Administration. The programs are operated on a self-support basis since state funds are not provided for Continuing Education activities.

Open University

Most regular on-campus courses are open to students through enrollment in Open University. Open University courses earn non-matriculated resident credit and enrollment for students not seeking an advanced degree or advanced certificate and does not require formal admission to the university. Enrollment in courses through Open University is on a space available basis with the consent of the instructor. Students pay College of Extended Studies fees for these units. The course repeat policy applies to courses repeated through Open University. Consult the College of Extended Studies or the current *Class Schedule* for complete details on Open University qualifications, fees, and registration procedures. A maximum of 24 units earned through Open University, extension credit, and credit-by-examination combined may be used toward total units required for the bachelor's degree.

Open University classes may not be taken by the following:

1. Non-matriculated foreign students (nonresidents from non-English-speaking countries) with a score of less than 550 on the English language test or its equivalent (80 iBT, 6.5 IELTS).
2. SDSU matriculated students.
3. Disqualified students – Undergraduate students who have been disqualified from SDSU will not be allowed to attend Open University or classes through Special Sessions until one year from the date of their disqualification. Graduate students will not be allowed for one semester following disqualification.

Limitations on Open University, Special Sessions, and Extension Credit

Matriculated students may not enroll in courses through Open University.

Students who have not been admitted to the university may enroll in on-campus courses through Open University during the regular semester on a space available basis, provided all course prerequisites have been met. Courses taken through Open University prior to admission to the university may be transferred to meet graduate degree requirements with the approval of the graduate adviser and the graduate dean and are normally limited to nine units depending on the degree objective (see Transfer Credit).

Special Sessions programs are offered through the College of Extended Studies. A matriculated student who is not in a Special Sessions program may only take courses through Special Sessions if the course is not being offered through the regular session, if the student must take the course as part of their program of study, and if the course will not be offered again prior to the student's planned graduation date. In these cases, if the student is

taking regular session courses, he or she will have to pay Special Sessions fees and regular session fees given they are enrolled in the regular session.

There is no limit on the total number of extension units for which a student may enroll; however, the maximum extension credit which may be used toward SDSU bachelor's degree requirements is 24 units. Courses offered through the College of Extended Studies for extension credit that are not offered on campus or are not required in a student's program of study will appear on the SDSU transcript but are not transferable for graduate credit. Graduate students who enroll in these courses normally do so for personal enrichment only. Courses offered through the College of Extended Studies numbered 500-899 may be transferred with the approval of the graduate adviser and the dean of the Division of Graduate Affairs.

For more information, visit <http://www.neverstoplearning.net>.

American Language Institute (ALI)

The American Language Institute (ALI) is one of the most prestigious university-based English as a second language (ESL) programs in the US. The ALI is able to offer its students many different programs and courses such as academic, conversational, and business English; TOEFL, IELTS, GRE, and GMAT test preparations; study abroad; and teacher training. Programs offered by the ALI are as follows:

International Business English (IBE)

This program benefits students interested in learning more about American business practices while also improving their English communication skills. The IBE program has flexible start dates and does not require an English language examination for admission. <http://ali.sdsu.edu/ibe>.

English for Academic Purposes (EAP)

EAP is a full semester or summer term program for students planning to enter San Diego State University or other colleges or universities at the undergraduate level. Classes are offered in academic reading, writing, grammar, listening, note-taking, and speaking. Coursework is available in test preparation, pronunciation, and vocabulary. Students may also choose from over 30 elective course offerings. <http://ali.sdsu.edu/eap>.

Intensive English for Communication (IEC)

IEC is a four or more week program designed for students and professionals at all levels who want to develop and improve their practical English skills. Classes include eight hours of oral communication in addition to 12 hours of reading, writing, grammar, and listening per week. Students can choose from a variety of electives, pronunciation clinics, and sports and conversation clubs. <http://ali.sdsu.edu/iec>.

Pre-MBA and Pre-Master's

This program prepares students for graduate degrees, including MS, MA, and MBA. Coursework includes GRE and GMAT test preparation. <http://ali.sdsu.edu/premba>.

Semester at SDSU

Students who meet SDSU's English proficiency requirement may register for 9 to 12 units through ALI's Semester at SDSU program. <http://ali.sdsu.edu/semester>.

Social Entrepreneurship (SE)

Students in this program study business trends and innovative entrepreneurs to learn how to create a business that will positively impact society. This program has flexible start dates. <http://ali.sdsu.edu/se>.

Teaching English as a Second or Foreign Language Certificate (TESL/TEFL)

The ALI offers a TESL/TEFL certificate program for those with little or no previous English language teaching experience who would like to teach English abroad. <http://ali.sdsu.edu/teslteflcertificate>.

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Customized Group Programs

The ALI offers customized English as a second language (ESL) programs for specialized adult groups in fields such as business, teacher training, law, health care, sports medicine, and others.

Services

All full-time students at the institute are offered visa and immigration support and assistance, housing assistance, organized volunteer activities, field trips to popular tourist attractions, advising for university entrance, health services, and orientation to university life. Many SDSU campus facilities and activities are also available to ALI students. For the most current and detailed information on how to apply, please see the ALI website at <http://ali.sdsu.edu> or call 619-594-5907.

Osher Lifelong Learning Institute at SDSU

The Osher Lifelong Learning Institute at SDSU offers a vibrant and diverse learning community for adults age 50 and over, with intellectually stimulating, university-quality courses, and engaging leadership and volunteer opportunities. There are no tests or grades, just the thrill of learning with like-minded peers. Course topics include art, culture, current events, history, literature, music, religion, science, and more. Most classes are held on the SDSU campus, with opportunities to attend special events and adventures (educational excursions) at various locations. A limited number of courses are held at St. Paul's Plaza in Chula Vista. For more information, call 619-594-2863, e-mail osher@mail.sdsu.edu or visit <http://neverstoplearning.net/olli>.

Study Abroad

Faculty-led study abroad programs are designed in close collaboration with SDSU's academic colleges. Courses are taught by SDSU faculty members and take place in international locations during the summer, winter break, and spring break. Faculty-led study abroad programs offer SDSU resident credit and are open to SDSU students and the general public. For more information, call 619-594-9400, e-mail facultyledstudyabroad@mail.sdsu.edu, or visit <http://neverstoplearning.net/studyabroad>.

Certificate Programs

A complete listing of certificate programs is in the Curricula Summary section of this catalog.

College of Extended Studies Courses

In order to meet the needs of the adult community as well as matriculated students, the college provides a variety of courses and workshops. For the convenience of adult students most courses are scheduled in the evenings or on weekends, on campus, off campus, or online.

College of Extended Studies courses are offered each semester in a number of areas including education, business administration, public affairs, and the arts and sciences. Courses and programs are developed in cooperation with off-campus organizations, groups, and campus departments who have identified specific needs. Many courses are now offered online. These courses are listed on the Extended Studies website at <http://www.neverstoplearning.net> and in a digital Extended Studies Catalog produced three times a year. Some one-unit weekend courses are also offered throughout the year.

Professional Development

Professional Development programs provide business and industry with certificates and workshops that are responsive to the training and development needs of their employees. Participants are kept abreast of the latest process improvement and leadership techniques to help ensure they will add to the productivity and profitability of their organizations.

Certificates/Seminars/Workshops

Certificate programs provide career development to meet the needs of the workforce. Certificates are focused on topics relevant to key industry sectors and are recognized by most employers as a significant academic accomplishment.

Examples include construction, contract management, human resources, hospitality, lean enterprise, marketing, meeting and event planning, and project management.

In addition, the college develops and coordinates seminars and workshops aimed at increasing the skills of the business professional. These seminars are taught by local and national seminar leaders chosen from the business and academic worlds for their expertise and outstanding teaching ability. Topics addressed cover a wide range of business subjects, such as leadership, supervisory training, marketing, project management, and cultural issues related to global competitiveness.

Professional Development Online (PDOL)

Meeting the needs of students, the College of Extended Studies has developed a wide offering of professional development courses that can be completed online. Programs are available in key business areas such as computer science, customer service, finance, leadership, and project management. These online programs can be completed at the student's own pace and students have one full year to complete.

Tailored On-Site Training

The College of Extended Studies develops and implements on-site training programs that meet specific needs of the San Diego business community. The programs serve medium as well as large businesses and organizations with topics ranging from team building and communication skills to supervision, leadership, process improvement, and project management. Program advisers and professional consultants are drawn from the academic and business worlds and have extensive practical experience. The programs offer significant value for the time invested and are designed with quality and adaptability to the workplace.