

Academic Programs and Resources

The Department of Learning Support Programs

In the past, the Department of Learning Support Programs has been responsible solely for providing academic support to those students whose entrance and placement scores indicate that they require remedial instruction before they enroll in regular credit courses.

As a result of certain administrative changes within the University System of Georgia and at KSU, however, the mission of this department has been changed substantially and expanded to include learning support for students at all levels—from remedial to honors. Those changes are summarized below:

Learning Support -The department continues to offer academic assistance to those students who fall below Kennesaw's minimum admission standard. Those students whose SAT scores fall between 430 and 480 on the verbal portion 400 and 450 on the math portion or whose ACT scores fall between 17 and 21 in

English or 15 and 19 in Math are required to take the appropriate sub-test of the College Placement Examination (CPE) or COMPASS—whichever the university offers. According to these placement scores, students may be placed in the learning support courses of English 0099, Reading 0099, and/or Math 0097/0098. All learning support courses are designed so that students may complete all requirements in an area in a maximum of two semesters.

Since these are academic assistance courses, there are certain restrictions placed by the Board of Regents and/or by Kennesaw State University upon students enrolled in these courses. The following restrictions apply to all learning support students.

These students must register for the learning support courses they are required to take each semester they are enrolled at Kennesaw State before they are eligible to register for any regular credit courses. If they do choose to take credit courses at the same time, these courses must not have learning support courses as prerequisites.

They may not, however, accumulate more than 20 hours of academic credit before completing all learning support requirements. They also may not attempt any learning support discipline more than two times. Those who spend two semesters or 9 semester hours in any of the three disciplines (English, Math or Reading) without successfully exiting that area will be excluded from further study in learning support at Kennesaw State University. They may not withdraw from their learning support courses unless they withdraw from their credit courses as well.

Although these courses do not carry degree credit, students do receive institutional credit and thus may satisfy requirements for VA benefits and other financial assistance.

Students not required by the CPE or COMPASS to take learning support courses who nonetheless feel the need for academic assistance, additional preparation, or review may audit Math 0099 (which combines Math 0097 and 0098 in one semester) or any other courses offered by this department, if they receive approval from the department prior to registration.

Freshman Seminar (KSU 1101)- In addition to offering LS courses, the department is also the academic home for Kennesaw's Freshman Seminar course, KSU 1101—a class which offers another type of academic assistance to incoming freshman. This course, which includes topics such as study skills and time management strategies, fits very naturally into a department which focuses upon student success and retention. While the KSU 1101 program will be housed in LSP, it will continue to be taught by faculty and staff from across the campus and to be seen as a university-wide commitment.

Senior Seminar (KSU 4401)- This institutional capstone course provides a structure for seniors to bring closure to their undergraduate experience while preparing for the transition from the university to the community at large. Within a structured learning community from a variety of disciplines, students

will discuss the meaning of their undergraduate experience and develop an understanding of their role as alumni and productive citizens of the work force, community, state, nation, and the world. Through the preparation of a reflective portfolio, involvement in a service-learning project, and a critical discussion of their short- and long-term logistical goals, the students will prepare for the post-university experience.

English as a Second Language (ESL) -

Another program in the department provides instruction and support for those international students at KSU for whom English is a second language. The program will provide more extensive and comprehensive testing when these students are admitted and require that they be placed in an ESL track if appropriate. With adequate instruction in this track, they should reach a level of English language proficiency which will enable them to succeed in regular credit courses.

The Division of Continuing Education

Continuing Education at Kennesaw State University offers nationally award-winning programs in a creative and flexible environment for individuals to continue to learn and acquire new skills. Twelve months a year, Continuing Education develops and conducts noncredit programs for professional development and personal enrichment. From infants through seniors, programs are offered that touch every stage in a person's life. The division is comprised of the following centers: Public Programs, Computer Training, The University Learning Center, The Golden University, Corporate Training and Development, International Programs, Conferences and Project Ideas. Every year, through over 2,000 non-credit courses, Continuing Education reaches approximately 35,000 community members

Continuing education classes provide practical skills students can take from the classroom and immediately use in their professional lives. With certifications in the majority

of information technology fields and in areas including management, landscaping/horticulture, medical coding/transcription, paralegal, real-estate and more individuals looking for opportunities to advance in their careers, or to change careers, are equipped with the skills they need. Continuing education also customizes programs, through the Center for Corporate Training and Development, to meet the needs of business and industry. Courses can be taught at our facilities or on site by our team of professional instructors. All customized training is designed to provide immediate, practical, and long-term application of new knowledge and techniques that increase productivity and job satisfaction.

For people considering going back to school or who would like to improve their academic performance, continuing education programs are available in Study Skills, English and Grammar Review, Algebra Refresher, Computer Training, Microsoft Office, Photoshop, Presentation Skills, Career Exploration, Foreign Languages, SAT Prep and more. Students may also prepare for postgraduate entrance exams and professional examinations with preparatory classes for the Graduate Record Exam (GRE), the Graduate Admissions Test (GMAT), the Law School Admissions Test (LSAT) and the Certified Public Accountant (CPA) exam. Those with college degrees and/or careers may participate in courses to update professional skills and keep up with the rapid changes encountered in today's business world.

A wide variety of personal interest courses in leisure and life enrichment, personal growth, sports and recreation, visual arts house and garden and mind and body fitness are available throughout the year. In addition, specialized programs for children (including spring and summer camps) and classes through the Golden University, for people 50 and older, are available.

Continuing Education Units (CEUs) are assigned to all professional development programs and one CEU is awarded for every

10 contact hours of participation. Several selected courses carry SDUs for teacher recertification. Transcripts or records of earned CEUs are available upon request.

To request a free catalog or to register for a course, please call (770) 423-6765.

The International Center

The International Center serves as a catalyst for internationalizing the curriculum, for expanding international opportunities for faculty, students and the community. It coordinates a wide range of international programs and events, including study abroad and the annual country-study program, and seeks external funds to promote the university's global initiatives. The International Center also assists international faculty and students with visa issues.

The Math Lab

The Math Lab is a free on-campus tutoring service available to all enrolled KSU students. Services are on a first-come, first-served basis. Access to videos, software such as Scientific Notebook, Workplace, Novanet and other math related computer instruction is also available. Tutors assist students with the understanding of math concepts, skill building and analysis of math problems. All tutors have had Calculus I or higher and have completed the KSU tutor training workshop.

The lab is located on the fourth floor of the library in room 422. For other information about the math lab, call 770-423-6044.

The Math Lab's regular hours of operation are:

Monday - Thursday	9:00 am - 8:30 pm
Friday	9:00 am - 1:00 pm
Saturday	9:00 am - 3:00 pm
Sunday	1:00 pm - 5:00 pm

Teacher Resource and Activity Center (TRAC)

The Teacher Resource and Activity Center is sponsored by the Bagwell College of Education at Kennesaw State University. It is located on the 2nd floor of Kennesaw Hall and provides a variety of unique professional opportunities for all teachers in the geographic areas served by the university. Additionally, TRAC offers assistance to college students in teacher preparation through the provision of a curriculum library, media services and instructional materials.

TRAC also has a large collection of books, magazines and activity guides designed to help teachers create successful learning centers and bulletin boards for their classrooms. To help with these projects, more than 200 dies for cutting letters, numbers and patterns are available.

The shelves are stocked with textbooks, professional books, kits and videotapes for check-out. There are three laminators, two badge makers, a book binding machine, a poster maker and an eyelet maker. There is access to transparency makers, an opaque projector and listening stations for previewing audio and video tapes.

Workshops comprise an important part of TRAC's offerings. Topics are chosen based upon the needs of teachers and students.

Learning Technology Center

Students can improve their technological know how in the Learning Technology Center state-of-the-art educational learning technology center. Open more than 50 hours per week and facilitated by knowledgeable student assistants, the center offers a learner-centered environment for enhancing technology skills and integrating technology applications into the curriculum. Students are able to access Windows and Macintosh programs including more than 100 educational software programs for evaluation. World Wide Web Internet access and multimedia development capabilities are also available.

Writing Center

The Writing Center, located in Humanities Rm. 237 (770-423-6380), is a free service available to all members of the university community, not just those enrolled in English classes. Tutors assist writers in the writing process, from conception and organization of compositions to revision, documentation of research, and remediation of problems in grammar and punctuation. Students needing information about the Regents' Test in writing and practice in writing the essay itself should contact the Writing Center. The Writing Center encourages writing across the curriculum in all classes and serves as a research center in the practical and theoretical aspects of composition theory.

Writing Center hours of operation for the academic year:

Monday - Thursday	9:00 a.m. - 7:00 p.m.
Friday	9:00 a.m. - 12:00 p.m.
Saturday	10:00 a.m. - 4:00 p.m.
Sunday	1:00 p.m. - 5:00 p.m.

Other times by appointment. Please call for details. On-line tutoring and other information available through writing center website: www.kennesaw.edu/english/WritingCenter/.