GOVERNORS STATE UNIVERSITY
SCHOOL OF EXTENDED LEARNING

2022
SUMMER CATALOG

Governors State
UNIVERSITY
School of Extended Learning
continuinged@govst.edu

WELCOME

Summer is almost here. At first look, summer may not seem like the time to focus on continuing education in favor of outdoor fun. At SXL, we urge you to rethink that. The good news is, many programs are 100% online, so you can study from the pool deck, the picnic table, or the park. Wherever your summer takes you, your education and career goals can still be front and center. Many programs are just 6 to 10 weeks, so by fall foliage you will be ready to tackle your next career or life transition with your new certification, digital badge, or career training opening the door to new opportunities. Join us this summer. As you will see from student testimonials, you will never regret the investment in yourself.

www.govst.edu/sxl

Email: **continuinged@govst.edu**

@GSUSXL

LinkedIn

FREE WORKSHOPS

GSU's School of Extended Learning Open House: Topic Loan Money
Tuesday, July 26, 2022, LIVE ONLINE CLASS

Credit by Prior Learning Workshop
Tuesday, July 26, 2022, LIVE ONLINE CLASS
Monday, October 17, 2022, Hybrid

QUALIFY TO WORK
AS A PARAPROFESSIONAL
AND EARN CREDENTIALS TOWARDS AN EDUCATION DEGREE!

Train with GSU School of Extended Learning (SXL) for FREE, thanks to a grant from *The Community Foundation of Will County!*

Prepare to pass the ETS ParaPro Assessment Exam required to be a Paraprofessional by taking our **Teacher's Aid with Paraprofessional Prep Course (130 hours self-paced online).**

The curriculum covers:

- Benchmarks of development for children and adolescents
- Classroom management strategies
- Instructional control
- Positive behavior supports
- Intervention strategies for students with various disabilities

Program participants will work with a Career Success Coach on resume development, job search strategies, and job placement support.

Once employed as a Paraprofessional, earn two additional digital badge credentials (Foundations of Education and Students with Exceptionalities) that count towards your bachelor's degree in Early Childhood Education!

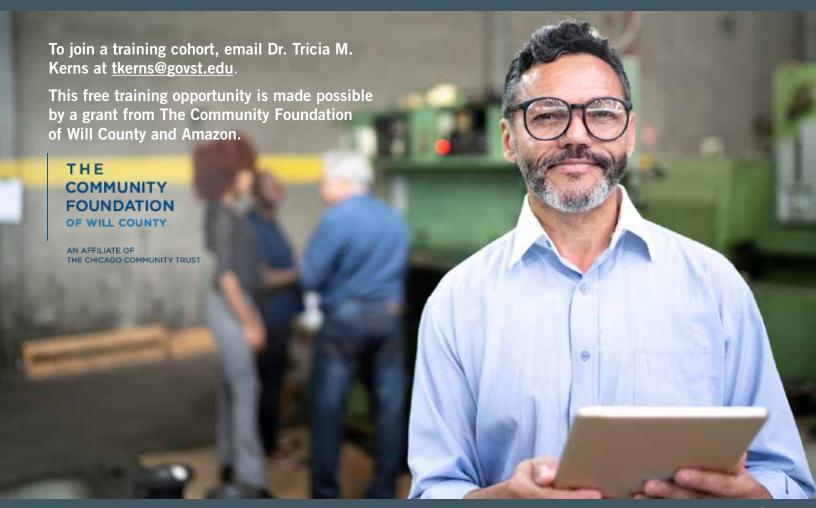**Email kkarstensen@govst.edu to begin the application process.**

THE
**COMMUNITY
FOUNDATION**
OF WILL COUNTY

AN AFFILIATE OF
THE CHICAGO COMMUNITY TRUST

LEADERSHIP TRAINING
for MANUFACTURING WORKERS

We're looking for 20 Manufacturing Workers in Will County who want to prepare for first line supervisor roles through a focus on effective leadership, quality, and process improvement. This 33-hour virtual live instructor-led training program includes:

Lean Six Sigma Green Belt Certification (21 hrs): Learn both Advanced Lean Techniques and Six Sigma "Green Belt" methodologies. The program integrates theories of business and statistics, with the goal of achieving tangible results through the elimination of waste and improved quality. Project planning and various statistical tools to equip students to be Green Belt certified and become a practitioner of Lean Six Sigma at their organization are included.

Leadership Training (12 hrs): Successful leaders today are able to transform organizations, enhance value creation, create efficiencies, and engage their employees to deliver their best results. Building those skills are critical to today's leaders. This course provides current content with real-life activities to engage and model the skills of successful leaders. The course has four sections: Soft Skills/Change Management, Leadership/ Followership, Interpersonal Skills for Thriving within Organizational Change and Self-Reflection. Each section explores the topic and engages the student with the goal of immediate results.

To join a training cohort, email Dr. Tricia M. Kerns at tkerns@govst.edu.

This free training opportunity is made possible by a grant from The Community Foundation of Will County and Amazon.

THE
COMMUNITY
FOUNDATION
OF WILL COUNTY

AN AFFILIATE OF
THE CHICAGO COMMUNITY TRUST

MOST POPULAR SKILLS
TRAINING

Human Resources PHR/SPHR Certification Preparation

The live online course will provide an overview of key areas in human resources management designed to better prepare HR professionals for the national PHR (Professional in HR) or the SPHR (Senior Professional in HR) exams. One-on-one live online instruction.

Funding: WIOA
$1,499

> **Justin Halm**
> *I would highly recommend this course to anyone who is considering taking their SPHR Exam. Sandra was helpful with all the tips and tricks that she shares with her students. Also, she took the time to tailor the teaching style of the course to best fit my style of learning. Additionally, she helped me even after the class was over with any questions that I had. She really cares about her students and their success.*

Certified Associate in Project Management Test Preparation

This introduction to project management fundamentals includes topics such as Communications, Procurement and Time Management, reinforced through pre-recorded videos and practical examples. GSU is a Registered Education Provider (R.E.P) with the PMI®. The textbook is an additional fee.

Opens August 29, 2022
Online Self-Paced Via Black Board
Funding: WIOA
$550

Project Management Professional (PMP)® Test Preparation

Earn your PMP Certification by taking our 100% online, on-demand preparation course. Our curriculum is broken down into eight weeks and covers the five performance domains in detail. Learn simplifications of formulas in time, cost and procurement manage-ment, advanced problem-solving techniques, study over 200+ mock PMP exam questions, and more. This course
exceeds the necessary 35 hours of project manage-ment training requirement by the PMI to apply for the PMP exam.

Opens August 29, 2022
Online Self-paced Via Black Board
Funding: WIOA
$1,200

GSU is a Registered Education Provider (R.E.P.) with the Project Management Institute (PMI®). These programs meet or exceed the necessary project management training hour requirement by PMI to sit for the certification exams.

Lean Six Sigma Green Belt

Learn how to integrate theories of business, statistics, and the elimination of waste to achieve tangible customer satisfaction and operational success. This program is accredited by **The Council for Six Sigma Certification**. A self-paced option with instructor check-ins is also available for individual professional development.

Certified Supply Chain Professional

Learn about current supply chain certifications!

> **Robert Bethke**
> *I was able to pass my CSCP Certification exam because of the knowledge I gained from the Certified Supply Chain Professional course at Governor's State University!! The course curriculum was excellent and gave me a great deal of knowledge and confidence. While the course is self-paced, I was able to complete the course and pass my certification exam in less than 4 months. Thank you GSU!!!!!!*

ONLINE CAREER TRAINING
FOR REMOTE WORK

You're looking for growth and flexibility. Our 100% online career trainings prepare you for in-demand fields where you can work remotely and balance life demands. From Healthcare to Sales and Business Development, to IT/Information Security and Marketing, the opportunity to work from home is now!

Medical Billing & Coding Certification Program with Externship

Physician practices, hospitals, pharmacies, long-term care facilities, chiropractic practices, and physical therapy practices all need insurance carrier reimbursement. The medical industry will have almost 50% more jobs available by this year alone! Learn CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology, and laboratory), the ICD-10 for both diagnosis and procedure coding and basic claims processes for insurance reimbursements.

Qualify to take multiple National Certification exams:

- American Academy of Professional Coders (AAPC) Certified Professional Coder Exam (CPC or CPC-H Apprentice)
- American Health Information Association (AHIMA) Certified Coding Associate (CCA) exam
- National Healthcareer Association (NHA) Billing and Coding Specialist Certification (CBCS)

$2,399

Salesforce Power User

Most sales roles are remote working opportunities! Salesforce is the leading customer relationship management (CRM) software for sales and marketing automation. Learn to navigate the Lightning interface, create, and manage accounts, handle leads, and utilize opportunities. By becoming proficient in Salesforce, you will be able to better engage customers with the most popular CRM software available to large and small businesses.

$695

Certified Technical Writer

Technical writers are professional communicators whose role varies across industry and context. They may create manuals and instruction documents, write grant proposals for nonprofit organizations, manage social media accounts, or create compliance documents for pharmaceutical companies. They may work in industries as different as aeronautical engineering and healthcare, or they may be self-employed. With skills and experience, technical writers can find rewarding and engaging work in many different fields. The course also includes a lesson on preparing for the (CPTC) Certified Professional Technical Communicator exam offered by the Society for Technical Communication (STC).

$2,195

CompTIA A+

This vendor neutral and internationally recognized. Prepare for the CompTIA A+ Certification Exam 220-1001 covering mobile devices, networking technology, hardware, virtualization and cloud computing and network troubleshooting and the CompTIA A+ Certification Exam 220-1002 covering installing and configuring operating systems, expanded security, software troubleshooting, and operational procedures.
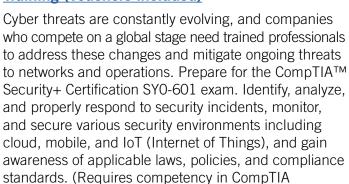
Funding: WIOA
$1,995

CompTIA Network +

In the course, you'll learn the fundamentals you need to prepare for the CompTIA Network+ certification exam (N10-007) and start a career as a network technician. With its comprehensive curriculum, you'll master basic networking concepts and learn about network design, security, routing and switching, cloud computing, IPv6 and forensics, and common security practices.

Funding: WIOA
$1,895

CompTIA Security + Certification Training (Vouchers included)

Cyber threats are constantly evolving, and companies who compete on a global stage need trained professionals to address these changes and mitigate ongoing threats to networks and operations. Prepare for the CompTIA™ Security+ Certification SY0-601 exam. Identify, analyze, and properly respond to security incidents, monitor, and secure various security environments including cloud, mobile, and IoT (Internet of Things), and gain awareness of applicable laws, policies, and compliance standards. (Requires competency in CompTIA A+/Network +)

Funding: WIOA
$1,895

Certified Wedding Planner

Weddings and celebrations are back in full force. Master the fundamentals of planning, orchestrating, and delivering stunning weddings and parties. This course allows you to earn your certification as a professional wedding planner and will give you an opportunity to put your new skills to work in an optional internship to get hands-on experience.

$1,595

Certified Bookkeeper with Microsoft Excel 2019 (Voucher Included)

This course prepares for the American Institute of Professional Bookkeepers (AIPB) certification as well as the Microsoft Office Specialist (MOS) Expert certification exam for Microsoft Excel 2019. Gaining AIPB certification is the highest standard in the profession, so this course is recommended to practicing bookkeepers with several years of experience and a working knowledge of payroll concepts, including accounting transactions and journal entries.

$2,795

NEW and NOTEWORTHY

Lean Six Sigma Green Belt Certificate for Health Care Professionals
Self-Paced Option

Gain the tools to improve patient care delivery processes, quality of patient outcomes, and patient satisfaction through Lean and Six Sigma quality and process improvement methodologies. Real-world examples of lean thinking develop practitioners who define and implement strategies to improve healthcare delivery processes and identify opportunities to reduce discrepancies. Six Sigma methodology and various statistical tools for project planning are introduced. This program is for changemakers in the industry! **This program offers a digital badge to showcase your achievement online!**

Online IT Bootcamps to launch your tech career in just six months!

SXL's IT Bootcamps will prepare you for in-demand, high-paying jobs in the tech sector. Gain the skills and practical experience employers are looking for in an accelerated, 100% online format. According to the U.S. Bureau of Labor Statistics (BLS), computer and IT jobs are projected to grow 13% through 2030!

From cybersecurity and programming to artificial intelligence (AI), there are many specializations you can pursue. Additionally, a big advantage to working in tech is high earning potential.

How Bootcamps Work

- Get six months of interactive, self-paced IT job training that requires 15-25 hours a week to master the key concepts
- Build the knowledge, skills, and industry certifications to land an entry-level IT job without experience
- You will have access to five one-hour 1-on-1 coaching sessions
- Complete multiple course projects and a final capstone to help you prepare a professional level portfolio to show prospective employers

$4,275

REGISTER

8

Frequently Asked QUESTIONS

What is a Digital Badge?

A digital badge validates a learned skill or achievement. It has a unique URL that can be shared electronically via social media, online portfolios, web sites and email signatures. Show employers and contacts what you have achieved! View **GSU's Badging Platform**. Enroll in a program to earn your badge!

What is a WIOA-approved Program?

Governors State University has many of its programs approved for funding by the Workforce Innovation and Opportunity Act (WIOA); a federally funded grant program that assists unemployed individuals in entering or returning to the workforce. These programs are certified to provide education and training to adults and dislocated workers who have been awarded vouchers under this act. GSU honors these vouchers for our growing list of approved programs. See if you qualify, learn more about the process, and view current approved programs at **www.govst.edu/wioa**.

What are the Ways to Pay for Continuing Education Courses?

1. Direct pay with all major credit cards except AMEX

2. Private loans

3. Workforce Innovation Opportunity Act (WIOA) for those who meet eligibility; approved programs only

4. Loans with Affirm for Legal Studies programs

5. Payment plans may be customized on an individual basis

6. CEDA funding for those who meet eligibility for approved programs

For more information, please email continuinged@govst.edu.

MILITARY-CONNECTED
CAREER TRAINING

Your military experience is invaluable. Whether you are active military, transitioning to civilian life, or a dependent or military spouse, continuing your education will ensure your future success—whatever the mission. This one, you get to choose, and we stand by you every step of the way.

Earn credit for prior military and life experience to save time and money.

At GSU, we give credit by evaluation (Joint Service Transcripts/Community College Air Force), standardized testing (CLEP/ DSST) and portfolio assessment.

Connect with the Veterans Resource Center to find the camaraderie you value.

Use your VA Benefits and cover up to 100% of tuition.

To register, visit https://govst.edu2.com/.

NEW! Use your GI Bill education benefits towards career training! Approved programs include:

EKG Technician

Medical Administrative Assistant

Phlebotomy Technician

Pharmacy Technician

Clinical Medical Assistant

Physician's Office Assistant with EHRM

Medical Billing & Coding with Medical Administration

Pharmacy Technician with Medical Administration

Medical Billing and Coding

Electronic Health Records Management

See why GSU is ranked "Best of the Best" by *U.S. Veterans Magazine six years in a row!*

www.govst.edu/veterans

STUDENT SUCCESS

Student success is our number one priority at GSU. Whether you need to work on your English fluency to enter college or a career, finish what you started somewhere else, or prepare for your next step after graduation, SXL programs and partnerships will support you along the way.

Short-term Substitute Teacher Training

This is the approved training program for those interested in obtaining the new Short Term Substitute License available to candidates that hold an Associate's degree or 60 semester hours of coursework with the following stipulations. *Valid for sub teaching in all grades of the public schools (PreK-12) and Valid until June 30, 2023, and may not be renewed.

Monday, May 2, 2022, D34115
$25

LCSW Test Preparation

This licensure review course uses the most up-to-date examination materials from LEAP (Licensing Exam Preparation Services, LLC) and reflects the latest information for the DSM-5. The online video course presentation provides the convenience of 24/7 access and even allows for downloading when Internet connectivity is not an option.

Self-paced
$285

LPC / LCPC Test Preparation

The NCE is a computerized exam, comprised of 200 multiple choice questions. Topic areas include Human Growth and Development, Social and Cultural Foundations, Helping Relationships, Group Work, Career and Lifestyle Development, Appraisal, Research and Program Evaluation, Professional Orientation, and Ethics. In this self-paced course, participants will work their way through 10 modules which review the concepts required for success on the NCE exam.

May 16, 2022 to July 13, 2022,
Online Self-Paced Via Black Board

August 29, 2022 to October 26, 2022
Online Self-Paced Via Black Board
$299

Degree Completion
Partnerships

EARN A DEGREE WITH OFF-CAMPUS COHORTS

If you are ready to earn your bachelor's degree but cannot make it to the Governors State University Campus, study with us at a convenient off-campus location! These partnerships with area community colleges are designed to provide adults with a seamless path to degree completion after earning an associate degree at the community college. Take a mix of upper division and online classes at GSU to earn your accredited Bachelors Degree. Our advisors will provide academic study plans, resources, and assistance every step of the way.

TRITON COLLEGE
B.A. Communication
B.A. Criminal Justice
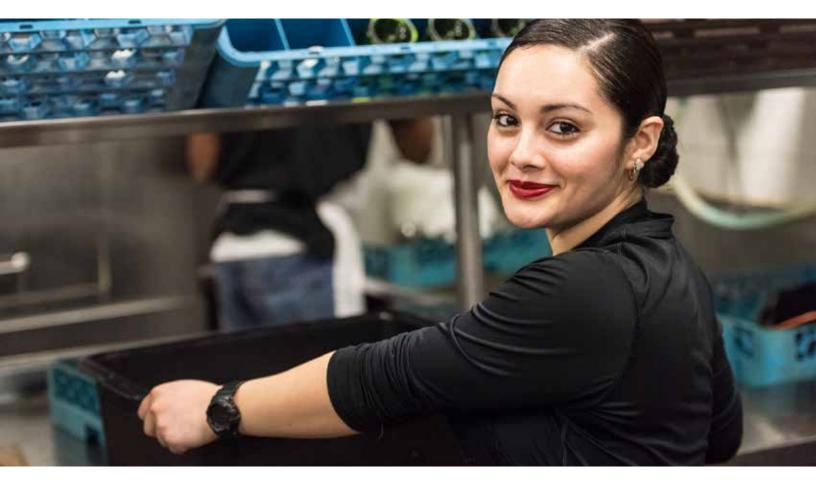B.S. Information Technology

KANKAKEE COMMUNITY COLLEGE
– North Extension Center in Bradley
Coursework from B.A. in Communication
Coursework from College of Business
Coursework from BHA Health Administration

JOLIET JUNIOR COLLEGE – Romeoville Campus
B.A. Criminal Justice

Contact Michelle Sebasco, Director of Academic Partnerships, or visit www.govst.edu/offcampused/ for details.

ENGLISH LANGUAGE **LEARNING**

At the English Language Learning Center (ELLC), we believe that language is the key to inclusion, academic persistence, and job readiness. Master reading and writing skills, vocabulary, grammar, critical thinking, and formal and informal interactions with this comprehensive program.

Bilingual Career Trainings

As a non-native English speaker, you have an advantage over many job applicants in some growing and in-demand industries. Adults who are fluent in Spanish, Arabic, Polish, and Chinese, are needed by employers now!

Intensive English Program (IEP)

Master reading and writing skills, vocabulary, grammar, critical thinking and formal and informal interactions in this comprehensive program designed for academic and career advancements.

Summer Enrollment: May 16 – August 12, 2022

COURSES
Listening, Speaking & Grammar
Reading & Vocabulary
Writing & Grammar
Multimodal Literacy
TOEFL Test Preparation (Optional)

Email **aota@govst.edu** for details.

SENIOR ENRICHMENT

WITH THE KNOWLEDGE EXCHANGE at Governors State University

Designed for the retired and semi-retired, The Knowledge Exchange is a lifelong learning program that meets on Fridays in GSU classrooms for eight-week sessions in the fall, winter and spring with classes in American & World History, Art & Music Appreciation, Cinema Studies, Foreign Policy Discussion Groups and more.

Come and get to know us by joining our first ever summertime with The Knowledge Exchange:

4-week Class:
Fridays, July 8, 15, 22 & 29, 2022

1-day Virtual Travel Tour:
Friday, July 8

1-day Class & Field Walk:
Friday, July 15

1-day Field Trips:
Saturday, July 16 & Friday, July 22

- **4-week Class & Field Trip**

A Brief History of Astronomy with TKE class leader Jerome Julian exploring topics such as: Star Lore of the Constellations; New Discoveries in Astronomy; and Eclipses throughout History including a field trip to attend the "Eclipse: The Sun Revealed" Sky Show on July 22 at the **Strickler Planetarium**, Olivet Nazarene University – Bourbonnais, IL

In Person / Mornings, 10 a.m. – Noon / Bus trip to Planetarium from GSU parking lot.

- **Virtual Field Trip**
  Friday, July 8, from 1 – 3 p.m.

Enjoy a virtual tour of San Juan, Puerto Rico! Explore Old San Juan with a local guide virtually by way of Google Earth. Walk with him inside UNESCO heritage sites and other unique landmarks from the 1500's. Your guide will interpret the many facets of Puerto Rico, from its rich history to its vibrant culture and art, including colonial castles and exquisite cuisine.

- **A Day with Monarch Butterfly Field Specialist Phyllis Schulte**

Milkweed, Monarchs and Migration: Spend **Friday, July 15** with Phyllis learning about the incredible journey of the Monarch Butterfly including lunch and a stroll around the Butterfly Ranch amidst GSU's beautiful **Nathan Manilow Sculpture Park** (The Nate).

Hybrid class / 10 a.m. – Noon / In-Person only Lunch and Walk 12 –1:30 p.m.

- **Field Trip: Mules, Marigolds, and Mimosas**
  Saturday, July 16

Spend the day enjoying an educational canal boat ride along the I&M Canal, a guided wander through the Storybook Gardens at **The Weber House** and lunch and mimosas at the **Lock 16 Café**. Bus ride + 4-hour field trip. Depart from and return to the GSU parking lot.

To join or find out more information, please contact Suzanne Patterson at www.govst.edu/tke or 708.534.4393.

CUSTOMIZED
BUSINESS TRAINING

**One Size Does Not Fit All.
Customize Your Growth Culture
with Targeted Training.**

School of Extended Leaning (SXL) at Governors State University designs and delivers customized corporate and small business training solutions that enhance employee performance, fill skills gaps, cross-train your team, enable transition to management, and activate your talent management and succession planning strategies.

SXL offers multiple customized group trainings to help your team flex with your rapidly evolving business needs, including people, process, and change management needs. Whether your team needs leadership, advanced Excel training, technology, and process improvement skills, or you'd like to enable your equity strategy through developing culturally-competent managers, SXL's solutions are tailored with your goals in mind.
All business training is completely customizable.

Here's what growth-minded organizations are telling us they need now, and we can deliver:

Production process and quality improvement
Machinist/Tech Skills
Supervision and Leadership
English Language Learning
Excel and Computer Skills
DEI/Cultural Competency
IT/Information Security Skills
Improved Patient Care and Healthcare Delivery
Sift Skills/Workforce Readiness

Visit Request a Training to tell us your needs and request a free consultation.

www.govst.edu/sxl • Email: **continuinged@govst.edu**

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