

OPPORTUNITIES FOR ADULT EDUCATION AT THE UNIVERSITY OF MINNESOTA

The University of Minnesota offers many different kinds of educational resources to adult men and women who wish to earn degrees, up-date their professional skills, or enrich their lives and expand their intellectual horizons. These offerings are described in detail in many bulletins issued by the University, and anyone who wants to make use of the University resources should consult the appropriate bulletin. This information sheet is intended to give only a brief introduction to the kinds of opportunities available, and to assist the prospective student in asking for the right bulletins or calling the appropriate person for further information.

All extensions listed below are University extensions on the Minneapolis campus, for which the telephone number is FEderal 2-8158. All buildings listed below are on the Minneapolis campus.

To obtain University bulletins:

Write to the Office of Admissions and Records
University of Minnesota
Minneapolis 14, Minnesota

or

Call extension 6281 and ask for the Service Bureau

or

Stop at the information desk in the Administration Building.

COUNSELING AND TESTING

Services of counselors and psychometricians of the Student Counseling Bureau are available to any resident of Minnesota, at charges ranging from nothing (for certain tests to be used only within the University) to fifty dollars for extensive vocational testing and counseling for those who are not and do not become University of Minnesota students. The bureau cannot ordinarily provide long-term counseling, but can make referral to an appropriate agency.

Women working through the Minnesota Plan for Women's Continuing Education will consult the counselor especially assigned to that program.

For further information:

Read the General Information Bulletin, pages 23-24*

or

Write to the Student Counseling Bureau, 101 Eddy Hall

or

Call extension numbers 7381, 7382, 7383, 7386

or

Stop at 101 Eddy Hall

OFFERINGS OF THE GENERAL EXTENSION DIVISION

The telephone number of the General Extension Division is FEderal 8-8791, and any extension department can be reached through this number. You can also reach the Extension Division by dialing the University and asking for the appropriate extension. Extensions listed below are for use with the University number, FEderal 2-8158.

*All page references are for bulletins currently in use as of October, 1960.

Evening and Special Classes: The General Extension Division of the University offers a broad program of evening classes, including many courses regularly offered in the day school and some that are specifically designed to meet the needs of evening students. Classes in the evening department are open to any student who can handle the work -- that is, there is no basic admission requirement. A variety of certificates is awarded for the completion of planned programs of study, and it is possible, though arduous, to obtain a bachelor's degree through evening classes. Most evening class credits can, upon application, be transferred later to a day school record. Day school students may take courses in extension but should obtain the approval of their college offices before doing so. Most evening classes meet on a semester, not a quarter, system. During registration period, advisers are continuously available to assist students in making a wise choice of courses, and advisers are available by appointment throughout the year. Fees differ from course to course, but eight dollars per credit hour, or twenty-four dollars for a three-credit course, is typical. Students regularly enrolled in the evening department are entitled to use the Student Counseling Bureau services described above for a fee of ten dollars.

For further information:

Read the Bulletin of Evening and Special Classes

or

Write to the Evening Class Department of the General
Extension Division, 57 Nicholson Hall

or

Call extension 6295

or

Stop at 57 Nicholson Hall

Your attention is called to two new types of seminars being offered this year by the extension division in the Minneapolis area: neighborhood seminars and special seminars for women.

Neighborhood seminars: If sixteen or more people wish to organize a study and discussion group on a subject of mutual interest, they may request the Extension Division to assist them in obtaining the services of qualified faculty members as instructors and discussion leaders. The group then meets in the homes of its members. Registration is through the Extension Division, and regular fees (typically sixteen dollars a person or twenty-four dollars a couple per semester) help defray expenses of instruction. Ordinarily these seminars carry no credit, but a member who desires degree credit for participation can, in some cases, make special arrangements to obtain it.

For further information:

Read the Bulletin of Evening and Special Classes,
page 84

or

Call Mrs. Elizabeth Cless, extension 6295.

Special seminars for women: These are special seminars designed to meet the needs of adult women. Two seminars are being offered in 1960-61: New Worlds of Knowledge and The

Arts of Reading; registration for both is now closed. In future years, more such seminars will be developed to meet the expressed needs of those who desire to enroll in them. Like the neighborhood seminars, they will ordinarily carry no credit, but special arrangements can sometimes be made for those who desire degree credit. Cost is typically thirty-six dollars for each of two semesters.

For further information:

Read the Bulletin of Evening and Special Classes,
page 84

or

Call Mrs. Elizabeth Cless, extension 6295.

Center for Continuation Study: Short courses, conferences, and institutes, in both professional fields and liberal arts areas are offered through the Continuation Center. They are arranged by the Center staff, with the assistance and cooperation of the University faculty and community groups. They are concentrated - usually advanced level - courses, tailored to meet needs or requests of special groups; participation is by invitation. Credit is not given and fees vary.

For further information:

Write Center for Continuation Study

or

Call extension 6358.

Special Lecture series: Each year the Extension Division sponsors several series of special evening lectures for the adult public. Speakers are scholars of national or international reputation, and the lecture series are organized with the help of faculty advisors. An attempt is made to present subject matter not covered in depth by an existing University course. Separate announcements are made for each series.

For further information:

Read the Bulletin of Evening and Special Classes, page 83

or

Call General Extension Division, extension 6295.

Correspondence courses: The correspondence study department of the General Extension Division offers more than three hundred correspondence courses. Some of these are high school courses, and some carry credit for Extension Division certificates only, but most carry degree credit, which can be used in degree programs. Most of the college courses are those usually taken in the first two years. It is not possible, however, to earn any degree from the University of Minnesota entirely by correspondence study, and credits earned by correspondence do not count toward a Master's or Doctor's degree. Advisers in the department will assist students in choosing courses, planning programs, and, at the appropriate time, making contact with advisers in the resident colleges. Courses may be started at any time, and the department operates throughout the calendar year. The cost is eight dollars per credit hour, or twenty-four dollars for a three-credit course. There is a three dollar per course fee for registrations originating outside of Minnesota. To register for a correspondence course complete the application blank in the back of the correspondence study bulletin.

For further information:

Read the Correspondence Study Courses Bulletin or High School
Bulletin

or

Write to the Correspondence Study Department, 251 Nicholson Hall

or

Call extension 6295

or

Stop at room 251, Nicholson Hall.

Projects courses: While college-level correspondence courses are organized for both elementary and advanced subject matter, many of the courses for the junior and senior year are not offered by correspondence study. In some cases the special needs of advanced students can be met on an individual basis by the use of so-called "projects courses", which are not listed in the regular correspondence study bulletin. These courses are subject to the approval of the department and faculty members concerned. Ordinarily, an advanced student who wishes to carry out a special project or a planned program of reading will start by holding an initial planning conference with the faculty member who will direct the course. After this initial conference, the major responsibility will be upon the student rather than the faculty member, and the communication between them may be in the form of letters, papers, one or two additional conferences, or in other ways agreed upon by student and professor. These courses, which can carry varying numbers of credits, may provide an opportunity for holders of bachelors or advanced degrees to keep up to date in their special fields of study after they have left the University.

These courses are not described in any University bulletin. Women using the coordinating services of the Minnesota Plan should consult the Plan's counselor, Dr. Cornelia D. McCune.

Write to her at 101 Eddy Hall

or

Call extension 7381 or 7382.

Others should

Write to Mr. F. Lloyd Hansen, 51 Nicholson Hall

or

Call extension 6295.

DEGREE GRANTING COLLEGES OF THE UNIVERSITY

There is no rule and no tradition against adult students in day classes, and it is possible (usually with special permission) to be enrolled on a part-time basis in most colleges. Students who wish to become degree candidates and who can arrange to attend some classes in the daytime should apply for admission to the appropriate college. There is no such thing as admission to, or registration in "the University," meaning the University as a whole. Every student is, instead, admitted to a particular college of the University. Each college and professional school publishes its own bulletin, and those contemplating application should read the appropriate bulletin carefully. A brief description of the curricula of the colleges and professional schools can be found in the General

Information Bulletin, pp 4-18.

Your attention is also called to the General College, which admits all Minnesota residents who are graduates of accredited high schools. In this college a two-year course of study aims to develop well-rounded individuals who can understand the intricate patterns of the modern world, and to provide a general education at the college level. The Associate in Arts degree is awarded on completion of the program. (General Information Bulletin, pages 5 and 11).

If your interests and aims cut across college lines, there are three possible ways of meeting your needs: 1) students in one college frequently take courses offered by other colleges. This is known as cross-registration. 2) If your pattern of needs is a fairly common one, you may find that a combined-program has already been established. For example, the College of Science, Literature and Arts and the College of Education offer a combined program leading to two bachelor's degrees. 3) If neither of the above procedures meets your needs, you may have a special program worked out for you through University College.

For further information:

About combined programs: Consult bulletins of specific colleges.
About University College: See General Information Bulletin, p 15.

All the day colleges require that students apply for admission and be accepted before they register for classes. Admission requirements differ among the various colleges, but most colleges make special provisions for the admission of adult students who do not fit into the regular procedures (for example, certain persons may apply for admission by examination.) You should apply for admission at least a month before the quarter in which you wish to start taking classes, and you should also allow yourself time for consultation and registration before classes start. (General Information Bulletin, pp 4-9.)

Fees for full-time students range from seventy-one dollars to one-hundred thirty-five dollars per quarter for Minnesota residents. For part-time students, the credit hour fee ranges from six dollars to eleven dollars and twenty-five cents. (Only four colleges have fees higher than ninety dollars, or eight dollars per credit hour.) In addition, if you take six credits or more you must pay a twenty dollar incidental fee each quarter. Students with adequate hospitalization insurance may request a refund of two dollars from the incidental fee. In addition there are various special fees for examinations, laboratories, etc. that are applicable in special cases. (General Information Bulletin, pp 22, 34-35.)

For further information:

About the organization of the University, write for the
General Information Bulletin

or

Call extension 6281

or

Ask at the Information Desk in the Administration Building.

For information about the specific colleges:

Write the specific college office

or

Ask the University Operator for that office

or

Read the bulletin of the college. College bulletins are listed below:

Agriculture, Forestry, Home Economics, and Veterinary
Medicine
Business Administration
Dentistry
Education
General College
Graduate Program in Medicine, Dentistry, and Pharmacy
Graduate School
Institute of Technology
Late afternoon and Saturday Morning classes (Education)
Law School
Library School
Medical School
Medical Technology
Mortuary Science
Nursing
Pharmacy
Physical Medicine & Rehabilitation
Program in International Relations
Public Health
School of Agriculture
Science, Literature, and Arts
Social Work
Veterinary Medicine

The adult special student: If you wish to attend day classes but do not wish to be a candidate for a degree, you may find that the classification of adult special student meets your needs. Ordinarily, adult specials are either college graduates or persons twenty-four years of age or older who want to take only a few courses at the University. They are not degree candidates, but they may later apply for admission to a degree program. Adult specials, like degree candidates, may take only courses for which they have the necessary background or prerequisites. A student is an adult special in a particular college of the university, and is usually helped in course choice by an adviser in that college. Application is made in the usual way to the office of admissions and records.

For further information:

Read the General Information Bulletin, page 8, and the bulletin of the specific college in which you are interested

or

Call extension 6281.

Advanced standing by examination: You can waive prerequisites or requirements, or get credit for many University courses if you can show knowledge of the courses' contents by passing examinations. Such knowledge might be gained by taking courses in non-collegiate institutions, advanced work in high school, independent study, travel, military experience, or in other ways. Women using the services of the Minnesota Plan should consult its counselor about these examinations; others should inquire of their faculty advisers or of the college in which credit is desired.

SUMMER SESSION

Day classes in most colleges of the University are held for two five-week terms in the summer. Admission requirements are similar to those for the regular sessions, but in some cases students can be admitted to the summer session only. Most of the most popular day school classes are offered in the summer sessions, in a more highly concentrated form, since the work of a one-quarter course is completed in a five-week term. Students may enroll for either term singly or for both, and may carry a full credit load (ordinarily 6-8 credits per term) or a partial load.

For further information:

Write for Summer Session Bulletin

or

Call extension 578, 579

or

Stop at the Summer Session office, 135 Johnston Hall

DULUTH AND MORRIS BRANCHES OF THE UNIVERSITY OF MINNESOTA

In addition to the Minneapolis and St. Paul campuses, the University of Minnesota has campuses in Duluth and Morris. The Duluth branch offers two-year degrees, baccalaureate degrees, and master's degrees. It provides preprofessional preparation in many fields. The Morris Branch currently provides one year of college level work, including many courses that can be used in meeting distribution requirements of other colleges.

For further information:

Read General Information Bulletin, pp. 6, 12-13

Bulletin of the University of Minnesota at Duluth

Bulletin of the University of Minnesota at Morris

or

Write to Office of Student Personnel Services

130 Kirby Student Center

University of Minnesota

Duluth 12, Minnesota

or

to Registrar, Edson Hall

University of Minnesota

Morris, Minnesota

WOMEN'S CONTINUING EDUCATION PROGRAM (MINNESOTA PLAN)

This program is a coordinating service operating under a grant from the Carnegie Corporation of New York. The purpose of the program is to assist women in making long-range plans to continue their education, by making wise and full use of existing University facilities. In addition, special educational offerings (such as the special seminars for women) will be developed to meet their particular needs. The program offers orientation meetings and group and individual counseling, and continuous record keeping. In general, regular University fees will apply except for counseling.

For application blanks and further information:

Write or come to Women's Continuing Education Program

106 First-Temporary South of Mines

or

Call extension 409.