

On-line Training Program in Blindness



In January of 2008 a partnership between Utah State University and The Hadley School for the Blind was officially created to provide preservice education in the area of blindness. As a result of this partnership, a new online program of study was developed. The coursework was designed for paraprofessionals who work with children and youth who are blind or visually impaired. It is available to parents, professionals, and blind consumers. All courses are fully accessible.

Certificate of Completion

After the successful completion of all 6 courses, a Certificate of Completion will be awarded to the student.

The courses in blindness include:

COMD 3300	3 credits	Introduction to Blindness and Visual Impairment
COMD 3320	3 credits	The Human Eye and Visual System
COMD 3330	3 credits	Introduction to Low Vision
COMD 3340	3 credits	The Role of Paraeducators with Individuals Who Are Blind or Visually Impaired
COMD 3350	3 credits	Introduction to Multiple Disabilities
COMD 3360	3 credits	Introduction to Braille

The courses can also be taken for graduate credit as listed below:

COMD 6500	3 credits	Studies in Blindness and Visual Impairment
COMD 6520	3 credits	Anatomy, Function and Disorders of the Eye
COMD 6530	3 credits	Issues in Low Vision
COMD 6540	3 credits	Visual Impairments and the Role of Paraeducators
COMD 6550	3 credits	Vision Loss and Multiple Disabilities
COMD 6560	3 credits	Braille

Undergraduate tuition is currently \$290*/credit hour with no out-of-state fees (\$870/course). Graduate tuition is currently \$370*/credit hour with no out-of-state fees (\$1,110/course). **(Utah residents have a different tuition rate which includes student fees. Please call for tuition rate.)** There is also the option of taking the courses for no credit at \$130*/credit hour (\$390/course). *If you choose to take the course for no credit, please contact Fran Payne (435) 797-5591 or fran.payne@usu.edu, for a non-credit registration form. (*Tuition rates are subject to change.)*

For more information please contact Linda Alsop, SKI-HI Institute, (435) 797-5598, linda.alsop@usu.edu, or Fran Payne, (435) 797-5591, fran.payne@usu.edu.

How to Register



HOW TO REGISTER FOR NON-COLLEGE CREDIT:

Students may take the courses in blindness on a **non-credit basis**. If you choose this option, please **DO NOT REGISTER ONLINE**. Instead contact Fran Payne (435-797-5591, fran.payne@usu.edu) to request a NON-CREDIT Registration Card. We will send you the card to complete. Once completed, fax the card to Fran Payne at (435) 797-5580. We will then send you further instructions for paying for the course. The cost is \$110 per credit hour (\$330 for a 3-credit course).

HOW TO REGISTER IF YOU ARE A "NON-DEGREE SEEKING" STUDENT (e.g., YOU WANT TO PURSUE A "CERTIFICATE IN BLINDNESS"):

1. Go to USU Distance Education Website, <http://distance.usu.edu>.
2. Click on "Course Search" which is located on the left side of the page.
3. A new page opens where you can enter your zip code. Then press "Go."
3. The Search Courses page opens. Under "Semester," select the semester for which you are registering. Under "Course Type" select online. Under "Subjects" select "Comm. Disorders and Deaf Education. Then press "Search."
4. A list of available courses will display. Select the course number for which you are registering. When a new screen appears, select "Save Course" in the right corner of the screen. It will add the course to your cart.
5. After you have added your course, select "Register" in the Saved Courses box on the right side of page. A new screen will appear. On the right, below the Saved Courses box, under the "Admission" header is a box called "Non-Degree Admission." Click the box. A screen will appear for you to create a Login and Pin. After you have done that, press Login. On the "Application Type" page, select #6, **Non-Degree Seeking**, and press continue. Complete the application using a valid e-mail address.
6. You should receive an e-mail indicating that you have successfully submitted a request for registration, and that you need to allow 24 hours for processing. If you encounter problems with your registration, contact the Regional Campuses and Distance Education Office at Utah State University, Phone: 435-797-9700.
7. Within 24 hours you will receive an e-mail with further instructions along with your new A#. Follow the instructions for creating your password (<http://id.usu.edu>).
8. After you have your A# and password, go back to the Distance Education Website, <http://distance.usu.edu> and view your saved courses.
9. Click on the "Register" button, and this time look to the left side of the page and enter your A# and password. Continue to follow the directions including paying tuition for your course.
10. If at any time you would like to check on your account balance or update your personal information, you can login to Access Banner. Go to <http://banner.usu.edu>. Click on USU ACCESS (left side of page), then click on Login to USU Access/SSB. Enter your A# and password. Then select the option for which you are looking.

How to Register



Fall 2014 Calendar

April 18	Open Registration Begins
April 28	Tuition and Fee Payment Begins
August 13-14	No Registration Permitted
August 13 (5:00 PM)	Tuition and Fee Payment Due
August 14	Undergraduate Registration Purge
August 15 (10:00 AM)	Open Registration Continues
August 25	First Day of Classes
August 29	Last Day to Add without Instructor's Signature*
September 2-15	Instructor's Signature required to add a class*
September 5 (5:00 PM)	Tuition and Fee Payment Due
September 6-7	No Registration Permitted
September 6-7	Registration Purge
September 8	Open Registration Continues
September 15 (5:00 PM)	Last Day to Receive Tuition Refund*
September 15 (5:00 PM)	Last Day to Add Classes (includes Audits)*
September 15 (5:00 PM)	Last Day to Drop Classes without Notation on Transcript*
September 15 (5:00 PM)	Tuition and Fee Payment Due
Sept. 16 - Oct. 24	Course Withdrawals Show as <i>W</i> on Transcript*
Sept. 16 - Dec. 12	No Adding of Classes Permitted
October 24	Last Day to Withdraw from Classes (<i>W</i> on transcript)*
October 24	Last Day to Change to <i>P/D+/D/F</i> Option*
Oct. 25 - Dec. 12	No Withdrawing from Classes Permitted
December 8-12	Final Examinations
December 18	Deadline for Instructors to Submit Final Grades

Please Note: Registration and refund dates for courses are determined by using the following calculations: Registration dates: 1-6% of term, open registration; 7-20% of term, need instructor signature to add a course; after 20% of term, adding a course requires a petition and \$100 late-add fee; 21-60% of term, dropped courses will show as *W* on transcript; after 60% of term, no drops allowed. Refund dates: 1-20% of term, 100% refund is given; after 20% of term, 0% refund.