



ACADEMIC CATALOG

Addendum published May 2020 - Dec 2020



The official seal of The Art of Education University (AOEU) showcases the institution's core values and principles. The seal represents values like lifelong learning, personal growth, and AOEU's unique hyper-vertical learning model.

Sun and Moon:

The sun and moon represent an art teacher's full life of learning. AOEU serves its students from the beginning of their careers (sunrise) until retirement (nightfall).

Tree of Personal Growth:

The tree represents an art teacher's personal growth and expanding knowledge. The tree is a maple, which is a subtle nod to Osage, Iowa, the small, unassuming town AOEU calls home.

Ladder of Lifelong Learning:

Each rung on the ladder represents a unique approach to learning. While most institutions focus on only a few rungs, AOEU believes each rung (degrees, courses, media, events, software, etc.) plays an essential role in personal growth.

Owl of Athena:

The Owl of Athena has its origins in art and art history. Buried amongst the rubble of the Athenian Parthenon, the owl is a symbol of Athena, the goddess of knowledge and wisdom. Inscribed beside the owl were the letters "AOE" (alpha, theta, epsilon), meaning "Of the Athenians" in ancient Greek.

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WELCOME

Hi, I'm Jessica Balsley,

Founder and President at The Art of Education University.

Several years ago as an art teacher working towards my master's degree, I began a search for a university with courses designed for art teachers but came up short.

Like so many art teachers, I struggled to find classes that were relevant, practical, and would actually teach me something valuable to use in my career as an art educator.

This frustration led to the creation and development of The Art of Education. That year, my husband Derek and I set out on a mission to provide Ridiculously Relevant Professional Development™ to art teachers around the world.

Since that time, and thanks to our loyal students, The Art of Education (AOE) is now The Art of Education University (AOEU), the world's first fully-accredited graduate university exclusively serving K-12 art teachers, like you.

Today, hundreds of thousands of individuals read our online magazine each month and thousands of art teachers attend our conferences and rely on our online graduate classes for license renewal, salary advancement, or to secure a master's degree.

As art teachers, we all have to stick together. We are not an afterthought, and we absolutely deserve the highest quality professional development available. The Art of Education University exists to grow amazing art teachers by providing rigorous, relevant, and engaging learning at every stage of their career.

Sincerely,



Jessica Balsley
Founder, The Art of Education



GOVERNANCE AND STAFF

License and Recognition

The Art of Education University is accredited by the Distance Education Accrediting Commission (DEAC). The Distance Education Accrediting Commission is listed by the U.S. Department of Education (USDOE) as a recognized accrediting agency. The Distance Education Accrediting Commission is recognized by the Council for Higher Education Accreditation (CHEA).

For additional accreditation information, please contact:

Distance Education Accrediting Commission (DEAC)

1101 17th Street NW, Suite 808

Washington, D.C. 20036

Phone: **202.234.5100**

Email: info@deac.org

The Art of Education University is registered by the Iowa College Student Aid Commission to operate in the state of Iowa.

Iowa College Student Aid Commission

Postsecondary Registration Administrator

430 E. Grand Ave. 3rd Floor

Des Moines, IA 50309-1920

Phone: **515.725.3413**

<https://www.iowacollegeaid.gov/>

The Art of Education University is authorized to participate in the National Council for State Authorization Reciprocity Agreement (NC-SARA).



Board of Directors



Derek Balsley
Founder & CEO



Jessica Balsley
Founder & President

Curriculum Advisory Board



Dr. Kristi Bordelon
PhD, Higher Education Leadership
Kristi Bordelon Consulting



Andrea Fuentes
MA, Art Education
Director of Online Learning,
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Instructional Coach



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Bookkeeper



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Head of Compliance



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Registrar



Alyson Pouls

Proctor



Gabriel Thompson

Director of School Success



Cassidy Reinken

Director of K-12 Curriculum



Cindy Tolliver

School Success Manager



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Education Specialist &
Application Reviewer

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- MS, Art Education, *Northern Illinois University*
- BS, Art Education, *Northern Illinois University*
- BA, Art History, *Northern Illinois University*

ACADEMIC CALENDAR

Hours of Operation

Administrative Offices (General Help, Admissions, Student Services, and Registrar)

Monday - Friday, 8:00 a.m. - 5:00 p.m. CT

AOEU faculty is available through email, time zones vary.

Calendar

The office will be closed for the following holidays.

Observed Holidays

New Year's Eve
New Year's Day
Good Friday
Memorial Day

Independence Day
Labor Day
Thanksgiving Day

Black Friday
Christmas Eve
Christmas Day

Academic Calendar

A new term begins the first Monday of each month and runs for 56 days (8-weeks). The Capstone Research course runs for 84 days (12 weeks). Refer to the course schedule on the website for course offerings each term.

8-Week Course Academic Calendar*

TERM CODE	TERM START DATE	TERM END DATE
202005	5/4/2020	6/28/2020
202006	6/1/2020	7/26/2020
202007	7/6/2020	8/30/2020
202008	8/3/2020	9/27/2020
202009	9/7/2020	11/1/2020
202010	10/5/2020	11/29/2020
202011	11/2/2020	12/27/2020
202012	12/7/2020	1/31/2021

12-Week Course Academic Calendar

TERM CODE	TERM START DATE	TERM END DATE
202005	5/4/2020	7/26/2020
202006	6/1/2020	8/23/2020
202007	7/6/2020	9/27/2020
202008	8/3/2020	10/25/2020
202009	9/7/2020	11/29/2020
202010	10/5/2020	12/27/2020
202011	11/2/2020	1/24/2021
202012	12/7/2020	2/29/2021

*Occasionally, AOEU will offer *topics courses*. Topics courses are valuable to address timely issues. Though courses may not appear in the catalog with titles, they will appear on the website when available for enrollment. Topics courses vary from 1-3 credit hours and at varying term lengths, depending on the topic. Refer to the university website for specific information on topics course offerings. Topics courses will appear on student transcripts with the specific title of the course.

UNIVERSITY MISSION, GOALS, and OBJECTIVES

Tagline

The home for amazing art teachers.

Mission

We grow amazing art teachers by providing rigorous, relevant, and engaging learning at every stage of their career.

University Objectives

- To employ the best art teachers and art education thought-leaders in the world while also supporting team members in ongoing learning and development.
- To facilitate rigorous, relevant, and engaging professional development for practicing art educators through a variety of learning opportunities.
- To continue to develop and strengthen course and program offerings based on modern pedagogy while also capitalizing on excellent, internally-created resources and the knowledge of highly-skilled content experts.

MASTER OF ARTS IN ART EDUCATION

Overview

The Master of Arts in Art Education from The Art of Education University is an accredited, 36-credit, 100% online master's degree program. This affordable, flexible program is designed for practicing art teachers. Through this program, teachers will expand their understanding of the field, conduct valuable research, and engage in personalized, meaningful study directly applicable to the classroom. Most students in the Master of Arts in Art Education program will complete the program in two years.

Program Outcomes

Program outcomes for the Master of Arts in Art Education engage students as they:

- Produce advanced professional education curriculum for the K-12 classroom using art pedagogy and best practices.
- Evaluate and plan assessment strategies that authentically measure student engagement and teacher effectiveness.
- Design classroom management strategies using methods specific to the art room.
- Reconstruct art-specific content and delivery using educational methodologies, learner theories, and new mediums to reach the contemporary art student.
- Generate leadership and advocacy skills while shaping a professional mission.
- Conduct meaningful and valuable research in the field.
- Develop evolution as an artist, educator, and researcher through a final evidence-portfolio of growth and research presentation.

Curriculum

The Master of Arts in Art Education program is flexible and highly customizable. Students can complete their 500-level coursework, the first 27 credits, in any order. This includes four core courses and 15 elective credits of the student's choosing. When all 500-level courses are complete, the student must pass the Capstone Readiness Exam. Upon passing, the student is eligible to enroll in the 600-level core courses: Mission of Teaching and Capstone Research. These courses must be taken in order and can not overlap. At the end of Capstone Research, students present their capstone research project and paper and graduate from The Art of Education University.

Proctored Events

Degree-seeking students must successfully complete a minimum of three proctored events: a core course proctored event, the Capstone Readiness Exam, Capstone Research Presentation. Spaced throughout the program, these are designed to:

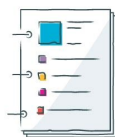
- Measure the student's knowledge and understanding of core courses.
- Assess the student's ability to apply learning to their teaching in dynamic ways.
- Affirm that the student who takes an assessment is the same person who enrolled in the program and that the examination results reflect that same student's own knowledge and competence in accordance with the course and program learning outcomes.
- Showcase and celebrate learning from the degree program.

Master's Degree Courses

Core Courses



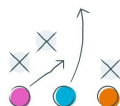
ARE 501
Assessment in Art Education



ARE 507
Designing Your Art Curriculum



ARE 534
Managing the Art Room



ARE 516
Instructional Strategies for Art Teachers

Final Core Courses

ARE 630
Mission of Teaching



ARE 631
Capstone Research

Elective Courses



SPED 503
Autism and Art



ARE 506
Creativity in Crisis



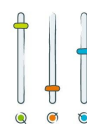
DIG 510
iPads in the Art Room



ARE 513
Rethinking Kindergarten



ARE 517
Integrating Art History



ARE 518
Reaching All Artists Through Differentiation



ARE 522
Choice-Based Art Education



DIG 523
Flipping the Art Room



ARE 527
Project-Based Art Room



ARE 536
Art Therapy for Art Teachers

Studio Elective Courses



ART 524
Studio: Ceramics



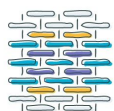
ART 525
Studio: Printmaking



ART 526
Studio: Drawing



ART 528
Studio: Painting — Tempera & Acrylic



ART 529
Studio: Fibers



ART 532
Studio: Painting — Watercolor



ART 533
Studio: Sculpture



ART 535
Studio: Photography

Tuition

All courses use a rolling enrollment model. This allows students to pay for courses individually throughout the degree program.

- The bulk of the core and elective courses (27 credits) are 500-level courses: \$349/credit.
- The final core courses, Mission of Teaching (3 credits) and Capstone Research (6 credits), are 600-level courses: \$399/credit.
- The total tuition for the degree program is \$13,014.

Fees

Fees are in addition to tuition and are non-refundable:

- Transcript processing fee: \$10/paper transcript and \$6/electronic transcript. A courtesy transcript will be sent with the diploma at the successful completion of the degree program.
- Application fee: \$50
- Capstone Readiness Exam fee (proctored exam): \$200

Textbooks and Supplies

The total cost is dependent on the course and electives selected. [Click here](#) to see the estimated costs for each course.

- Required texts are estimated at \$15-\$30 each.
- Required materials are estimated at \$50-\$100 per studio course.

Total Degree Cost: \$13,264 + any required books/art materials

Experience

The Master of Arts in Art Education from The Art of Education University is a 36-credit online master's degree program designed for K-12 art teachers. The Student Journey illustrates the degree from application submission to graduation. The master's degree is designed to be flexible, relevant, and affordable.

Flexible: The Art of Education University suggests students complete the degree in two years. Because each student may have unique goals, the timeline is flexible. Students may complete the degree in as little as one year.

Relevant: The master's degree is highly customizable. Students can choose from a variety of elective courses to satisfy their 15 elective credits. Each student works one-on-one with someone who is an art teacher and academic advisor who helps them choose electives and plan coursework. The goal is to create a personalized degree plan aligned with their unique goals.

Affordable: The Art of Education University offers a flexible timeline and students can pay-as-they-go. At about half the cost of comparable online master's degrees in art education, students at AOEU can pay out of pocket or leverage district funding. Students take courses when it makes sense with their funding.

After completing the 36-credit degree program, students graduate with a Master of Arts in Art Education Degree from The Art of Education University.

Application Requirements

The application is designed to showcase students' professional qualifications, passion for art education, and ability to succeed in a master's level program. All components are submitted through the AOEU website. Details and requirements are included in the application.

The application has three main components:

1. A 1-3 minute video of intent
2. A professionally written explanation of their "why"
3. A collection of four images and captions

All applicants must submit official transcripts documenting a bachelor's degree or higher. For more information, contact an admissions counselor: admissions@theartofeducation.edu or **515.236.5050**.

Application Review

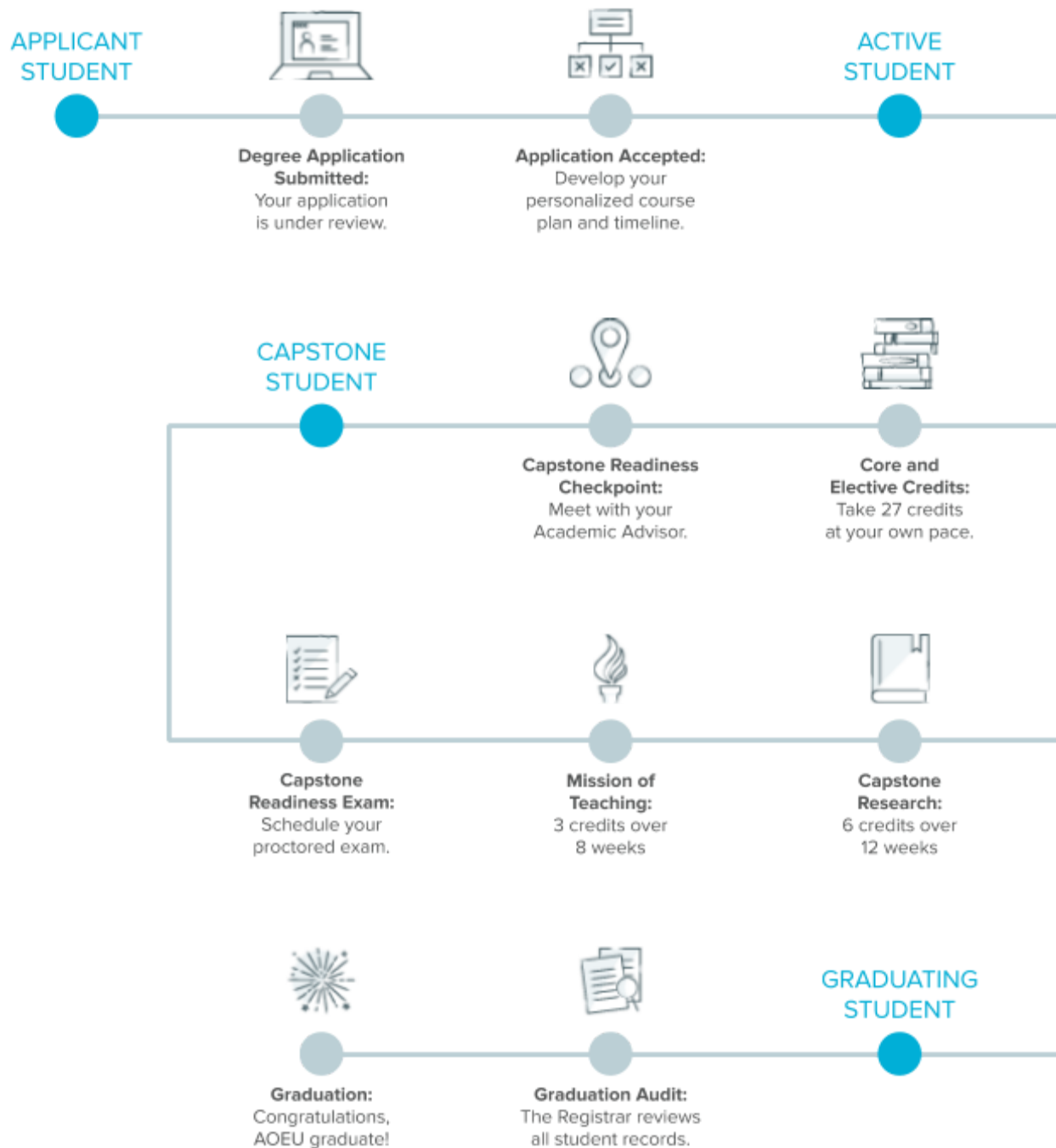
Review begins when the application and official transcripts are on file. Applicants are notified of program acceptance status via email. Denied applicants may reapply to be considered again for acceptance. All fees will apply.

Program Enrollment

Accepted candidates must complete their enrollment agreement. It is signed by the student and the President of the university. Students can access their enrollment agreement in their online account. This document stays on file and serves as the agreement for the duration of the degree program. As indicated on the enrollment agreement, AOEU reserves the right to change tuition, policies, and fees for future terms. The university will provide written notification of changes no later than 90 days prior to the effective change date.

Master of Arts in Art Education

The Master of Arts in Art Education at The Art of Education University is designed specifically for art educators. Students can meet their professional goals while working at a flexible pace that fits their lifestyle.



COURSES

Experience

The Art of Education University offers over 20 practical, relevant, and engaging graduate courses. All courses are accredited and may be used for relicensure, professional development hours, or earning credits toward the master's degree. Students should confirm with their state or district for approval. Students interact with faculty and peers and access their coursework through the LMS. Assignments are scored based on the requirements outlined in the course syllabus.

Coursework at The Art of Education University is designed to be engaging and relevant to art teachers' professional practice. Students submit written and hands-on work and connect with peers and faculty through weekly discussion topics. Faculty provides feedback every week on all assignments.

Intellectual Property

The Art of Education University owns all proprietary rights, including patent, copyright, trade secret, and trademark rights, to all instructional and learning materials provided in conjunction with enrollment. No portion of the materials may be copied or otherwise duplicated nor may the materials be distributed or transferred to any other person or entity. The materials are for the use of the individual student in a course. Any other use of the materials violates the enrollment agreement.

The Art of Education University encourages academic scholarship resulting in papers, publications, and presentations and respects student ownership in these areas. Students maintain full ownership of materials developed within the scope of the coursework.

Each course syllabus is the intellectual property of The Art of Education University, LLC. It may not be duplicated or shared in any way without written permission.

ADMISSIONS

Requirements

All students are required to submit official transcripts documenting a bachelor's degree or higher from an appropriately accredited institution. This requirement is for any student taking individual courses and those enrolling in the master's degree program.

Individual Courses

Students can enroll in courses through the 27th at 11:00 p.m. Central time (UTC-5) each month prior to the course start date. Course participants must complete the following steps at enrollment:

1. Have official transcripts sent directly from the issuing institution to The Art of Education University.
2. Confirm or demonstrate English language proficiency (see [International Students](#)).
3. Pay for the course in full (see [Tuition Requirements](#)). Payment is acknowledgement that the student will adhere to and is subject to the university policies and procedures in the university catalog.

Tuition Requirements and School Purchase Order Collections

Full payment is required from individual students before they can officially enroll in a course. Prospective students may pay electronically. Other payment options include:

1. Pay with a school/organization-issued credit card.
2. Pay with a school/organization purchase order (PO)*.
3. Pay with a private loan.

For more personalized support regarding tuition requirements and school PO collections, contact The Art of Education University at **515.293.4283** or email help@theartofeducation.edu.

*Each school/organization processes purchase orders differently. At the time of checkout, students will be asked to enter their assigned PO number as well as a copy of the purchase order. For more information, or if the school/organization does not provide a PO number, contact us at **515.293.4283** or help@theartofeducation.edu.

Note: AOEU is not responsible for any student unable to secure reimbursement. AOEU is not responsible for any organization unable to secure reimbursement for the student.

International Students

Transcripts

Transcripts must be submitted in English, or translated into English, and notarized prior to submission. Transcripts from international institutions are subject to review as part of the foreign transcript evaluation process. Additional questions may be directed to registrar@theartofeducation.edu or **515.236.5094**.

English Proficiency

Online coursework at The Art of Education University requires graduate-level reading and writing. Applicants who are not fluent in English must demonstrate English language proficiency. Any of the three organizations may be used to demonstrate English proficiency:

- Test of English as a Foreign Language (TOEFL):
<https://www.ets.org/toefl>
- International English Language Testing System (IELTS):
<https://www.ielts.org/>
- Pearson Test of English Academic (PTE Academic):
<https://pearsonpte.com>

Upload documentation of passing scores as a PDF at the time of application. Without documentation of English language proficiency, students may be withdrawn from individual courses and the master's degree program. Passing scores are outlined below:

- Test of English as a Foreign Language (TOEFL)
 - Destination Institution Code: B814
 - A score of 79 or above on the IBT
 - A score of 550 or above on the PBT
- International English Language Testing System (IELTS)
 - A score of 6.5 or above
- Pearson Test of English Academic (PTE Academic)
 - A score of 58 or above

Additional questions may be directed to registrar@theartofeducation.edu or **515.236.5094**.

Exemptions

The English language proficiency requirement may be waived if the student earned a degree from an institution at which English was the sole language of instruction.

Students With Disabilities

Students with disabilities may request accommodations at any point during their coursework or the application process. Refer to the [Americans with Disabilities \(ADA\) Policy](#) for more details. Additional questions may be directed to the Dean of Student Services at studentservices@theartofeducation.edu.

REGISTRAR

Credit Hour Policy

The Art of Education University uses the industry-standard Carnegie Unit to define credit hours. All courses are based on semester credit hours. In an 8-week term, courses are measured by the learning outcomes normally achieved through 45 hours of student work for one semester credit where one credit/semester hour is 15 hours of academic engagement and 30 hours of preparation.

For the average student in a three-unit class, a student spends 5-6 hours per week engaging within the course and does 11-12 hours of outside preparation. In certain circumstances, it is possible to have more hours but not less.

Transfer Credits

Master's degree students who have completed coursework outside of AOEU may request an evaluation for transfer credit. Transfer credit requests are accepted until the Capstone Readiness Checkpoint. All transfer credit requests are reviewed by the Registrar. To submit a request, complete the [Transfer Credit Request Form](#).

Note: A minimum of 18 credit hours must be taken through The Art of Education University. Transfer credit is limited. Review the policy in its entirety for details.

AOEU Courses From Morningside College

Students may transfer up to 50% of the total degree program credits (or 18 graduate-credit hours) from AOEU courses taken through Morningside as long as the following conditions are met:

- The courses were taken for graduate credit.
- The final grade earned for each potential transfer course is a B or higher.

Note: Some course topics may not be accepted for transfer due to time limits imposed or credit equivalency. This is to ensure the learning is relevant to achieving the program outcomes.

Note: Retired AOEU courses will be subject to approval and are not guaranteed to transfer.

Other Colleges and Universities

External coursework may be considered for elective transfer credit if all of the following conditions are met. Consideration does not guarantee transfer credit acceptance.

- No more than nine (9) graduate-credit hours for work completed outside of AOEU may be counted toward an AOEU Master of Arts in Art Education degree.

- The coursework must be graduate level (500-level or above).
- The coursework is completed at an appropriately accredited institution.
- The course syllabus and objectives demonstrate learning in the field of art education or another graduate-level topic in the field of education.
- The final grade earned for each potential transfer course is a B or higher.
- The coursework does not duplicate, overlap, or regress previous work.
- The coursework did not count towards undergraduate graduation requirements.

Note: Some course topics may not be accepted for transfer due to time limits imposed or credit equivalency. This is to ensure the learning is relevant to achieving the program outcomes

Requesting Transfer Credit

Requests for transfer credits may be submitted until the Capstone Readiness Checkpoint. The [Transfer Credit Request Form](#) is required to begin this process. Students are strongly encouraged to complete the form prior to enrolling in additional coursework to ensure transfer. Course details, including the course title, description, official transcript, and a course syllabus, are required for the transfer credit approval process.

The Art of Education University does not guarantee transfer credit acceptance. Accepted coursework will display on the student's course records page on the AOEU website once processed. Questions concerning transfer credits should be directed to AOEU's Registrar at registrar@theartofeducation.edu or **515.236.5094**.

How to Send Official Transcripts:

Digital: The issuing institution can email digital transcripts directly to AOEU's Registrar: transcripts@theartofeducation.edu

Hard Copy: The issuing institution can mail official transcripts directly to AOEU's Registrar at the following address:

Attn: Registrar
The Art of Education University
518 Main St. Suite A
Osage, IA 50461

Acceptance of Transfer Credit Disclosure

The Art of Education University cannot guarantee credits will be accepted as transfer credit at another institution. Students are advised to check with the degree-granting school, state, or district to verify the credits will be accepted for license renewal, salary advancement, or use in another degree program.

Acceptance of Program Disclosure

It is the responsibility of the student to check with their state's Department of Education to verify this program leads to the desired pay raise or change in certification status. No internship is included in this program. The degree is not designed to lead to licensure or teaching credential.

The Art of Education University cannot guarantee employment or promotion as a result of participating in this master's degree program.

Grades and Transcripts

Final course grades are posted on the student's course records page 10 days after the course end date. Students may request an official paper or electronic transcript once final grades are posted.

Grade Point Average (GPA)

The Art of Education University uses the following grading scale to compute grade point averages and assign grades. Grade point averages are calculated to include AOEU credits only. Master's degree students can view their GPA on the student records page of the AOEU website. See the [Grading Policy](#) for complete details.

Grading Scale

LETTER GRADE	PERCENTAGE	GPA
A	90-100%	4.0
B	80-89%	3.0
C	70-79%	2.0
D	60-69%	1.0
F	Below 60%	0.0

Grading Requirements

- Master's degree students must earn a B (80%) or higher, or a minimum of a 3.0 GPA, at the completion of each course to earn graduate credit towards program completion.
- Graduate students must earn a B (80%) or higher at the completion of each course to earn graduate credit for an individual course offering.

Course Repeat Policy

All students may repeat a course to earn a better grade. If choosing to repeat a course, all applicable fees and tuition must be paid. All course attempts will be included in the official transcript. Only the most recent grade will factor into the student's GPA. Students who earn a C (79%) or less in a given course or who receive a final grade of W (withdrawal) two times in the same course must retake the course to proceed in the degree program in accordance with the [Academic Probation Policy](#).

Change of Grade and Grade Appeal Procedure

A student may appeal the grade for an individual assignment grade and/or final course grade.

If a student feels a grade is an unfair representation of their achievement, the student should first contact the instructor. If the outcome of this correspondence is unsatisfactory, the student should contact the Dean of Instruction (deanofinstruction@theartofeducation.edu) who will discuss the issue with the instructor. The student will receive a response within three business days of filing the complaint.

Program Withdrawals

Students who are accepted into the degree program, and no longer intend to continue with the completion of the degree program, can officially withdraw from the program. AOEU will accept requests in any communication format including email: registrar@theartofeducation.edu and phone: **515.236.5094**.

The student will be refunded, according to the [Tuition Reimbursement Policy](#), for any courses they are currently enrolled in or have prepaid for at the time of withdrawal from the program.

Degree Program Duration

Students who have not successfully completed the degree program at the conclusion of five years will automatically be withdrawn from the program. Students will need to reapply for the program. All fees, rules, and regulations will apply.

STUDENT SERVICES

Academic Advising

Students earning their Master of Arts in Art Education are assigned an academic advisor at the time of enrollment in the program. Academic advisors at The Art of Education University are art teachers and faculty members who provide a supportive and friendly experience for degree-seeking students.

Academic advisors help students plan their degree timeline and select courses. They support student academic success and answer student questions.

Library Services

Students who enroll in a course with The Art of Education University have access to Library Services. Self-directed research and learning are essential aspects of students' degree work. Tuition includes library services; students can access the resources they need to be successful in the program. Students have access to thousands of online resources to conduct reliable research, access peer-reviewed content, and get assistance with citations. AOEU provides login credentials within each course. In addition to online resources, students are able to schedule one-on-one video chats with library faculty to get personalized help with research questions.

TUITION AND FEES

Tuition

500-LEVEL COURSES	600-LEVEL COURSES
Graduate Credit \$349 per credit 2-credit course: \$698 3-credit course: \$1,047	Graduate Credit \$399 per credit 3-credit course: \$1,197 6-credit course: \$2,394

Transfer, Withdrawal, and Tuition Reimbursement

Refer to the [Transfer, Withdrawal, and Tuition Reimbursement Policies](#) for more information.

Payment Options

Pay-As-You-Go

Most students at AOEU pay for courses as they progress through the degree program. This allows students to pay for one course at a time throughout the duration of the degree. Paired with flexible timelines, students may be able to graduate without additional student loan debt.

Private Student Loans

Private student loans are education loans funded by a third party lender. Private student loans require a separate application, credit review, and cosigner. Private student loans cannot be consolidated with federal student loans. We encourage students to limit their borrowing of private loans because the repayment terms are not as flexible, and the interest rates are much higher than the federal loan rate.

Federal Loans

Federal loans are funded by the U.S. Department of Education.

The Art of Education University does not participate in federal financial aid.

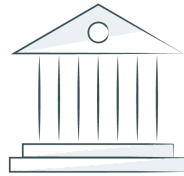
Responsible Borrowing

Many students need to borrow money to finance their college degree. Taking out a student loan may be the key to investing in the future, and it is important to borrow responsibly. This means only borrowing for what is needed. Track the loans every year and only borrow for school-related expenses to minimize the debt burden upon graduation.

COURSE POLICIES



Academic Integrity Policy



Academic Probation & Dismissal Policy



Admissions Policy



Americans with Disabilities Act (ADA)



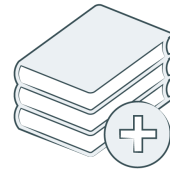
Cancellation Policy



Confidentiality & Privacy Policies



Course Access



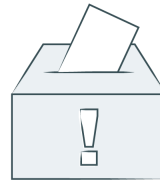
Course Progress



Grading Policy



Graduate-Credit Information



Student Complaints and Grievance Policy



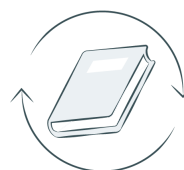
Non-Discrimination Policy



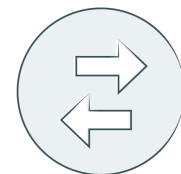
Student Code of Conduct Policy



Technology Requirements



Transfer Credit Policy



Transfer, Withdrawal, and Tuition Reimbursement



Academic Integrity Policy

The Art of Education University believes academic integrity is essential in order to maintain the validity of all grades earned and to protect the integrity of the university, students, and graduates. Therefore, AOEU adheres to the highest standards when it comes to student scholarly work.

All work submitted and/or presented by students must be original and must properly cite all outside inspiration. Original cited work includes, but is not limited to, individual and group assignments in written, oral, and electronic forms, as well as any artistic creations.

Plagiarism

Plagiarism is a major form of dishonesty. Examples of plagiarism include, but are not limited to:

- Purchasing and/or deliberately taking someone else's work (written, artistic, or otherwise) and submitting it as their own.
- Incorrectly citing resources or creating fictitious resources.
- Using a direct quote without including quotation marks and/or appropriate citation.
- Submitting direct quotes as paraphrased text.
- Paraphrasing text without using the appropriate citation.
- Taking an assignment (or substantially similar assignment) completed for one course/program and submitting it to another AOEU course/program.

Violations, Academic Probation, and Dismissal

AOEU follows the Academic Integrity Policy to determine probation and dismissal of students in courses.

Any work in violation of the Academic Integrity Policy will result in grade deductions and/or dismissal.

Violations are cumulative for the duration of the student's tenure at the university.

- On the student's first offense, the instructor will have the option to allow resubmission of the assignment for half credit.
- The second violation will result in zero credit (grade entered as zero) for the assignment without the option of resubmission.
- Any additional violations will lead to a failing grade, dismissal from the course(s) enrolled, and a refund according to the [Transfer, Withdrawal, and Tuition Reimbursement Policy](#).
- Students who already have an academic integrity violation on record from a previous course and who incur additional course infraction(s) are subject to penalties, including failure of assignment,

failure of course, and/or university dismissal. The Chief Academic Officer will review all such cases and make a final decision within 10 calendar days. Students in this situation will have the right to submit further documentation or explanation on their behalf.

Students should consult their instructor with questions regarding the policy.



Academic Probation and Dismissal Policy

The Art of Education University is committed to the academic success and positive experience of all students and reserves the right to dismiss students for specific infractions detailed below.

Academic Probation

Master's degree students must earn a B (80%) or higher, or a minimum of a 3.0 GPA, upon completion of each course to earn graduate credit toward program completion. Master's degree students earning 79% or less on required core courses will be placed on academic probation until the course is retaken with an earned grade of 80% or higher. In order to repeat a course, all applicable fees and tuition must be paid.

Violations and Dismissal

AOEU follows the [Academic Integrity Policy](#) and the [Student Code of Conduct Policy](#) to determine the dismissal of students. Students who are dismissed will be removed from the course and program. All current and prepaid future courses will be issued a refund according to the [Transfer, Withdrawal, and Tuition Reimbursement Policy](#). Students dismissed from AOEU are ineligible for future enrollment.

It is the student's responsibility to understand and uphold AOEU policies. Students should consult their instructor with questions.



Admissions Policy

Requirements

All students are required to submit official transcripts documenting a conferred bachelor's degree or higher from an appropriately accredited institution. This requirement is for any student taking individual courses and those enrolling in the master's degree.

Individual Courses

Courses are available to enroll until the 27th at 11:00 p.m. Central time (UTC-5) each month prior to the course start date. Course participants must complete the following steps at enrollment:

1. Have official transcripts sent directly from the issuing institution to The Art of Education University.
2. Confirm or demonstrate English language proficiency (see [International Students](#)).
3. Review and sign enrollment agreement to confirm receipt of AOEU's course expectations and policies.
4. Pay for the course in full (see [Tuition Requirements](#)).

Master's Degree

The application is designed to showcase students' professional qualifications, their passion for art education, and to demonstrate their ability to succeed in a master's level program. All components are submitted through the AOEU website. Details and requirements are included in the application.

The application has three main components:

1. A 1-3 minute video of intent
2. A professionally written explanation of their "why"
3. A collection of four images and captions

All applicants must submit official transcripts documenting a bachelor's degree or higher. For more information, contact an admissions counselor: admissions@theartofeducation.edu or **515.236.5050**.

Tuition Requirements and School Purchase Order Collections

Full payment is required from individual students before they can officially enroll in a course. Prospective students may pay electronically. Other payment options include:

1. Pay with a school/organization-issued credit card.
2. Pay with a school/organization purchase order (PO)*.
3. Pay with a private loan.

*Each school/organization processes purchase orders differently. At the time of checkout, students will be asked to enter their assigned PO number as well as a copy of the purchase order. For more information, or if the school/organization does not provide a PO number, contact us at **515.293.4283** or help@theartofeducation.edu.

Note: AOEU is not responsible for any student unable to secure reimbursement. AOEU is not responsible for any organization unable to secure reimbursement for their student.

International Students

Transcripts

Transcripts must be submitted in English or translated into English and notarized prior to submission. Transcripts from international institutions are subject to review as part of the foreign transcript evaluation process. Additional questions may be directed to registrar@theartofeducation.edu or **515.236.5094**.

English Proficiency

Online coursework at The Art of Education University requires graduate-level reading and writing. Applicants who are not fluent in English must demonstrate English language proficiency. Any of the three organizations may be used to demonstrate English proficiency:

- Test of English as a Foreign Language (TOEFL):
<https://www.ets.org/toefl>
- International English Language Testing System (IELTS):
<https://www.ielts.org/>
- Pearson Test of English Academic (PTE Academic):
<https://pearsonpte.com/>

Upload documentation of passing scores as a PDF at the time of application. Without documentation of English language proficiency, students may be withdrawn from individual courses and the master's degree program. Passing scores are outlined below:

- Test of English as a Foreign Language (TOEFL)
 - Destination Institution Code: B814
 - A score of 79 or above on the IBT
 - A score of 550 or above on the PBT
- International English Language Testing System (IELTS)
 - A score of 6.5 or above
- Pearson Test of English Academic (PTE Academic)
 - A score of 58 or above

Additional questions may be directed to registrar@theartofeducation.edu or **515.236.5094**.

Exemptions

The English language proficiency requirement may be waived if the student earned a degree from an institution at which English was the sole language of instruction.



Americans with Disabilities Act (ADA)

Americans with Disabilities Act of 1990

The Art of Education University is committed to complying with all applicable provisions of the Americans with Disabilities Act (ADA) of 1990. The Art of Education University does not discriminate against any qualified applicant because of an individual's disability or perceived disability. In keeping with the ADA, regulations in 29 CFR Part 1630 (1992) and the Rehabilitation Act of 1973 (Section 504), The Art of Education University will provide reasonable academic accommodations for students who provide formal documentation outlining their disabilities and their reasonable and appropriate requests. It is the student's responsibility to seek available assistance and to make their individual learning needs known to the instructor or the Dean of Student Services at the time of enrollment or as the need arises. Documentation to support the disability may be requested. Information regarding a student's disability will remain confidential.

Qualifying for Services

To receive disability services at The Art of Education University, the student must submit an [Accommodation Application Form](#) for review. The Dean of Student Services and Head of Compliance will review all applications as detailed below.

Services Provided

The responsibility for determining a student's eligibility for services rests with the Dean of Student Services and Head of Compliance. After the submitted [Accommodation Application Form](#) is evaluated, the Dean of Student Services will contact the applicant to discuss any accommodations that may be necessary. The Dean of Student Services will make a recommendation and the Head of Compliance will make the final determination of whether appropriate and reasonable accommodations are warranted and can be provided to the individual based on the information received.

Accommodations may include, but are not limited to:

- Assignment extensions.
- Simplified/bulleted course content.
- Alternate format for assignment submission.

All accommodations and services deemed reasonable are provided at no expense to the student and are based on individual student needs.

Contact the Dean of Student Services with questions: studentservices@theartofeducation.edu.

Student Rights

A college student with a disability has the right to appropriate academic adjustments under Section 504 of the Vocational Rehabilitation Act of 1973 and under the Americans with Disabilities Act. The Dean of Student Services makes decisions regarding the nature of the adjustments. Provisions protecting the student from discrimination on the basis of a disability are guaranteed. The student has the right to file a grievance concerning any allegation of failure to comply with the laws, regulations, and procedures set forth for people with disabilities. Grievances will be processed through AOEU's [Grievance Policy](#).

Student Responsibilities

Students with disabilities must demonstrate they have acquired the same amount of content knowledge as other students enrolled in the class for which they are requesting accommodations. Students with disabilities are obligated to use accommodations responsibly. Accommodations can be requested at any time during the application process or course duration; however, students are encouraged to request such accommodations in advance allowing sufficient time for instructors to arrange for the request. It is the student's responsibility to utilize the services and keep in close contact with the course instructor and the Dean of Student Services.

Faculty Member Rights and Responsibilities

When a request for accommodation(s) for a specific course is received, faculty members may request verification of the disability from the Dean of Student Services and Head of Compliance in the form of a letter. The accommodation(s) requested must not compromise the content of the course or the requirements for satisfactory course completion.

Confidentiality

Confidentiality of records is required by law and maintained within AOEU's [Confidentiality and Privacy Policies](#). The Art of Education University may only disclose the specific nature of a student's disability upon written release from the student.

Documentation

Students can request a copy of their individual disability documentation by contacting the Registrar at **515.236.5094** or email registrar@theartofeducation.edu. Students will need to verify their identity with the Registrar before receiving a copy.



Cancellation Policy

Course Cancellation Policy

All AOEU courses require a minimum enrollment of three students by 11:00 p.m. Central time (UTC-5) on the 27th of the month prior to the course start date. Should a course fail to meet the minimum enrollment requirement, the class will be canceled. Registered students will be notified and will have the option to transfer to a concurrent or future course offering without penalty or receive a 100% tuition reimbursement.



Confidentiality and Privacy Policies

Student Confidentiality

The Art of Education University complies with The Family Educational Rights and Privacy Act (FERPA) of 1974. FERPA was designed to protect the privacy of educational records, to establish the rights of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading information through informal and formal hearings.

FERPA Notification

AOEU maintains various records concerning students to document their academic progress and interactions with other university staff.

The Family Education Rights and Privacy Act (FERPA) affords eligible students certain rights concerning their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days after the day AOEU receives a request for access. Due to the online and remote nature of the institution, the vast majority of a student's records can be located within the student's AOEU account on The Art of Education University website. Those participating in a course will also have full access to all instructor comments and notes through the progression of their course through AOEU's learning management platform. Students seeking additional information, outside of the scope listed

above, should submit a written request to the Office of the Registrar at registrar@theartofeducation.edu identifying the specific record(s) the student wishes to inspect.

2. The right to request the amendment of the student's education records the student believes to be inaccurate, misleading, or otherwise a violation of the student's privacy rights under FERPA. Students requesting an educational record amendment need to contact the Office of the Registrar, clearly identifying the part of the record the student wants to be changed and specify why it should be changed. If The Art of Education University decides not to amend the record as requested, AOEU will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before AOEU discloses personally identifiable information (PII) from the student's education records, except to the extent FERPA authorizes disclosures without consent. The Art of Education University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A university official is typically a person employed by AOEU in an administrative, supervisory, academic, research, or support position (including law enforcement personnel); a person serving on the board of trustees; or a student serving as an official volunteer or contractor outside of AOEU who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the institution with respect to the use and maintenance of PII from education records, such as an attorney, auditor, collection agent, or a student volunteering to assist another university official in performing their tasks. A university official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibilities for AOEU.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by AOEU to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Academic Records

Except in circumstances permitted by law, The Art of Education University will not disclose a student's educational record without obtaining the student's prior written consent.

Students may inspect and review their own records pertaining to admissions and academic standing.

The Art of Education University depends on the accuracy of the records submitted by its students. False information on an application or an act to intentionally mislead or misinform a faculty member or administrator will be grounds for disciplinary action, including dismissal.

Students seeking access or amendment to educational records should contact the Registrar at registrar@theartofeducation.edu or **515.236.5094**.

Directory Information

The Art of Education University has designated the following as directory information:

Name

Address

Telephone listing

Email address

Hometown

Degree program

Anticipated completion date

Participation in officially recognized activities

Photograph

Honors and awards received

Dates of attendance / enrollment status

Such information is generally available for public release, including photographic, video, or electronic images. If students do not want this information released, they should file a request for confidentiality with the Office of the Registrar to registrar@theartofeducation.edu within 30 days of enrollment or by October 1 of each year for non-new students. The University cannot assume any responsibility to contact the student for any subsequent permission to release information and will assume no liability for honoring the student's request to restrict disclosure of any directory information. The University reserves the right to exercise its discretion under FERPA to limit the disclosure of directory information to specific parties, for specific purposes, or both. Even though a student may have filed a request for confidentiality, the university has the right to share the student's information, without the student's authorization, with university officials who have a legitimate educational interest, in response to a judicial order or legally issued subpoena, or when there is an articulable and significant threat to the health or safety of a student or other individuals.



Course Access Policy

Learning Management System (LMS)

All AOEU courses are online and take place in the learning management system (LMS). Students gain access to courses two days prior to the course start date. All courses and coursework are archived after the course end date.

Copyright

The course syllabus is the intellectual property of The Art of Education University, LLC. It may not be duplicated or shared in any way without express written consent from the university President.



Course Progress Policy

Attendance

Most courses are asynchronous with no required weekly login times. Students may work at their own pace, and even work ahead, as long as they meet the required weekly due dates. Capstone Research requirements include several synchronous activities to plan and present the final capstone project. All other courses are asynchronous.

Course: Satisfactory Academic Standing

To maintain satisfactory academic standing (SAP), students must submit assignments and participate in course discussions each week. To earn graduate credit, students must earn a minimum GPA of 3.0 or a grade at or above a B (80%). Students who do not earn a B or above and who withdraw from an individual course two times are subject to the [Academic Probation Policy](#). Credit hour completion is the quantitative measure of SAP whereby a student must complete their program within 150% of the published credits of the program. For example, the master's degree program is 36 credits which requires students to satisfy all requirements of the program without having to attempt more than 54 credits.

Capstone Readiness Exam Policy

Students enrolled in AOEU's Master of Arts in Art Education degree program must pass the Capstone Readiness Exam. Students can begin the exam after the Capstone Readiness Checkpoint is successfully completed. Once started, the exam must be completed within seven days.

Only students who have passed this assessment will be allowed to continue on in the master's degree program and enroll in their final two courses: Mission of Teaching and Capstone Research. Students who do not pass the exam will need to meet with their academic advisor to complete another Capstone Readiness Checkpoint and remit an additional exam fee.

Late Work

All assignment deadlines are determined by the instructor and posted online. Late work will be noted by the instructor and result in a point deduction in accordance with the grading rubric. It is the student's responsibility to check the grade book frequently. Any questions or concerns should be brought to the attention of the course instructor. Students should contact their AOEU instructor immediately should an unforeseeable circumstance prevent them from completing an assignment by the assigned date to discuss extension options.

Assignment Extensions

AOEU instructors will work with students to set reasonable extensions (an agreed upon time frame to both the instructor and student) for assignments when unforeseen situations arise. To qualify for an extension, students must reach out to their instructor at least 24 hours before a due date to communicate their inability to complete the assignment on time. Point deductions will not occur for prearranged extensions. Point deductions will occur if the instructor is notified within 24 hours or after the assignment due date.

Course Incompletes

All work must be completed by the course end date, regardless of extensions given within the course for individual assignments. If special circumstances arise regarding the end date of a course, students should reach out to their instructor. In extenuating circumstances, an extension of no more than seven days may be granted beyond the end date of a course.



Grading Policy

Grade Point Average (GPA)

The Art of Education University uses the following grading scale to compute grade point averages and assign grades. Transfer credits are not included in the GPA. Master's degree students can view their GPA in their AOEU account on the Manage My Degree page.

Grading Scale

LETTER GRADE	PERCENTAGE	GPA
A	90-100%	4.0
B	80-89%	3.0
C	70-79%	2.0
D	60-69%	1.0
F	Below 60%	0.0

Grading Requirements

- Master's degree students must earn a B (80%) or higher, or a minimum of a 3.0 GPA, upon completion of each course to earn graduate credit toward program completion.
- Graduate students must earn a B (80%) or higher at the completion of each course to earn graduate credit.

Course Repeat Policy

All students may repeat a course to earn a better grade. In order to repeat a course, all applicable fees and tuition must be paid. All course attempts will be included in the official transcript. Only the most recent grade will factor into the student's GPA. Students who earn a C (79%) or less in a given course or who receive a final grade of W (withdrawal) two times in a course must retake the course to proceed in the degree program in accordance with the [Academic Probation Policy](#).

Academic Probation

Master's degree students must earn a B (80%) or higher, or a minimum of a 3.0 GPA, upon completion of each course to earn graduate credit toward program completion. Master's degree students earning a C (79%) or less on program courses or who withdraw from a specific course two times will be placed on academic probation until the course is retaken with an earned grade of 80% or higher. In order to repeat a course, all applicable fees and tuition must be paid. The [Course Repeat Policy](#) applies.

Evaluation Method

Students are expected to submit assignments by the due date and participate in all discussions. Posts and peer responses will be evaluated by the instructor using the course rubric and assignment guidelines. Students are encouraged to work on assignments in their numerical order.

Grade Book

Ongoing course grades are posted in the LMS grade book and can be accessed by students at any time. It is the student's responsibility to check the online grade book frequently. Students are encouraged to contact the course instructor with questions or concerns about assignments.

Note: The LMS online grade book does not serve as an official transcript.

Certificate of Course Completion

Official certificates of completion are available to students who have submitted an official transcript confirming an earned bachelor's degree or higher from an accredited institution and completed their course. Once a student's file is complete, a certificate of completion can be downloaded from the student's course records page. Certificates of completion are available 10 days after the course end date. Students will receive an email notification when their certificate of completion becomes available for download.

Submission of Transcripts

There are two options for sending official transcripts:

Digital: The issuing institution can email digital transcripts directly to AOEU's Registrar: transcripts@theartofeducation.edu.

Hard Copy: The issuing institution can mail official transcripts directly to AOEU's Registrar at the following address:

Attn: Registrar
The Art of Education University
518 Main St. Suite A
Osage, IA 50461

Once official documentation of an earned bachelor's degree or higher has been received and reviewed, AOEU course records will be available.

Transcript Request

Students may request an official paper or electronic transcript when the certificate of completion is available. Students can request official transcripts in their AOEU account by selecting "Request Official Transcripts" on the Records page.

The Art of Education University

Individual Courses: There is a \$10 charge for each requested paper transcript and a \$6 charge for each requested electronic transcript.

Master's Degree Program: Graduates receive a complimentary official transcript with their diploma. Additional transcripts are \$10 and can be requested at any time after program completion. Additional processing fees apply for overnight transcript delivery.

Morningside College

There is a \$7.50 charge for each requested transcript. Expedited transcripts are available through Morningside College for an additional fee.

Change of Grade and Grade Appeal Procedure

A student may appeal the grade for an individual assignment and/or final course.

If a student feels a grade is an unfair representation of their achievement, the student should first contact the instructor. If the outcome of this correspondence is unsatisfactory, the student should contact the Dean of Instruction at deanofinstruction@theartofeducation.edu, who will discuss the issue with the instructor. The student will receive a response within five business days of filing the complaint.



Graduate-Credit Information

Acceptance of Transfer Credit Disclosure

The Art of Education University cannot guarantee credits will be accepted as transfer credit at another institution. Students are advised to check with the degree-granting school, state, or district to verify the credits will be accepted for license renewal, salary advancement, or use in another degree program.

Acceptance of Program Disclosure

It is the responsibility of the student to check with their state's Department of Education to verify this program leads to the desired pay raise or change in certification status. No internship is included in this program. The degree is not designed to lead to licensure or teaching credential.

The Art of Education University cannot guarantee employment or promotion as a result of participating in this master's degree program.

Course Grading

All students earn a letter grade, which is scored based on the rubrics and requirements outlined in the course syllabus. The Art of Education University follows a rigorous academic model of the highest standard for curriculum development and student assessment. Students are encouraged to check the online grade book within the learning management system to access grades at any time. Any questions or concerns should be directed to the course instructor.

Grading Timelines

A certificate of course completion will be available through AOEU's student records page 10 days after the course end date. Students will receive an email notification when grades are ready to view. They can log into AOEU's website to download and print out a copy of their certificate of completion as long as their transcript documenting a bachelor's degree or higher has been received and processed.

Official Transcripts

The Art of Education University

Students may request an official paper or electronic transcript once a notification of a certificate of completion is received. To request an official transcript:

1. Log into the AOEU account.
2. Select "Records."
3. Select "Request Official Transcript" (bottom of the page).

Individual Courses: The final grade and number of credits earned will be indicated on the certificate of completion, which is available 10 days after the course end date. The certificate of completion can be downloaded from the student records page on the AOEU website. Once official certificates of completion have been received, students may request an official paper or electronic transcript by selecting the "Request Official Transcript" button on the bottom of the records page. There is a \$10 charge for each requested paper transcript and a \$6 charge for each requested electronic transcript.

Master's Degree Program: Upon successful completion of the master's degree program, all graduates receive a complimentary official transcript with their diploma. Additional transcripts can be requested at any time after program completion. There is a \$10 charge for each requested paper transcript and a \$6 charge for each electronic transcript.

Morningside College

The final grade and number of credits earned will be indicated on the certificate of completion, which is available 10 days after the course end date.

The certificate of completion can be downloaded from the student records page on the AOEU website. Once official grade reports have been received, students may request an official paper or electronic transcript by selecting the “Request Official Transcript” button on the bottom of the records page. There is a \$7.50 charge for each requested transcript.

Morningside College

Expedited transcripts are available through Morningside College for an additional fee. Visit <https://www.morningside.edu/alumni/professional-development/transcripts/> for more details.

Transfer Credit Acceptance

Students seeking to transfer graduate credits to a graduate program at another institution are advised to obtain prior approval from said institution, documenting that AOEU courses will be accepted and count toward the desired degree. Up to nine AOEU credits will transfer as an elective to any program inside Morningside College. Morningside College credits carry Higher Learning Commission accreditation.



Student Complaints and Grievance Policy

The Art of Education University is committed to hearing the concerns of its students. To ensure the appropriate person or department addresses each student’s concern, see the table below for the initial point of contact related to various departments at the university. The appropriate staff member will analyze the request and attempt to remedy the situation, generally within five business days but no longer than 15 days. The student may be contacted for additional information during the process.

Note: Any student who has a complaint grievance with an instructor or the university should first discuss the problem with the course instructor. If a resolution is not reached, the student should follow the procedure below, make a written complaint, and submit it to the Dean of Instruction. The Dean will review the matter and make a resolution, if warranted, within ten business days.

AREA OF CONCERN	EMAIL CONTACT	PHONE CONTACT
Payments/Billing	billing@theartofeducation.edu	515.650.3198
Admissions	admissions@theartofeducation.edu	515.236.5050
Student Services	studentservices@theartofeducation.edu	515.236.5089
Library Services	libraryservices@theartofeducation.edu	515.236.5089
Faculty	deanofinstruction@theartofeducation.edu	641.323.6935
Registrar	registrar@theartofeducation.edu	515.236.5094
Compliance	compliance@theartofeducation.edu	641.323.6957
General	help@theartofeducation.edu	515.650.3198

If for any reason a student's dispute is not resolved at the department level, the student may file a grievance with the university's Chief Academic Officer at cao@theartofeducation.edu.

The Art of Education University and its degree program is accredited by the Distance Education Accrediting Commission (DEAC). Students whose concerns are related to areas of noncompliance with DEAC standards and policies may address their concerns directly to DEAC by completing [this form](#). The DEAC is recognized by the Council for Higher Education Accreditation (CHEA) and is listed by the U.S. Department of Education as a recognized accrediting agency. A student or any member of the public may leave a complaint about this institution with the DEAC by calling **202.234.5100** or submitting written correspondence to:

Distance Education Accrediting Commission
1101 17th Street, N.W., Suite 808
Washington, D.C. 20036

The Art of Education University is registered by the Iowa College Student Aid Commission to operate in Iowa and to participate in the National Council for State Authorization Reciprocity Agreements (NC-SARA). NC-SARA is a voluntary, regional approach to state oversight of postsecondary distance education. In addition to the university student complaint procedure, students may contact the Iowa College Student Aid Commission at **877.272.4456** or by using the following URL:
<https://www.iowacollegeaid.gov/StudentComplaintForm>



Non-Discrimination Policy

Statement of Non-Discrimination

In accordance with federal and state laws, The Art of Education University prohibits discrimination on the basis of race, color, national origin, sex, gender, age, marital status, disability, or veteran status. In addition, AOEUE prohibits discrimination on the basis of sexual orientation.

Sexual harassment is one form of sexual discrimination that is prohibited. Any person who believes they have been sexually harassed may file a formal or informal complaint by contacting the Chief Academic Officer. Confidentiality will be maintained to the fullest extent possible by law.

Sexual Harassment and Gender Discrimination

The Art of Education University does not tolerate any form of gender discrimination, sexual misconduct, harassment, or other inappropriate behavior by students, faculty, or staff. Anyone who believes they are the recipient of such behavior must immediately contact the Chief Academic Officer (cao@theartofeducation.edu) with a written account, including dates and details of the incident(s) so an appropriate investigation can be made. All communications will be held in the strictest confidence, and the constitutional rights of the individuals involved will be protected. The investigation will begin within five business days of the request and will be completed within one month of the initial grievance.



Student Code of Conduct Policy

Course Climate

Student interactions within the closed group course are to be professional, confidential, and intellectual. Any student who disrupts the course will be given a warning on the first offense. If the disruptive behavior persists and there is a second offense, the student will be removed from the course and issued a refund according to the [Transfer, Withdrawal, and Tuition Reimbursement Policy](#). Degree-seeking students who have three course climate offenses will be removed from the program entirely and issued a refund according to the [Transfer, Withdrawal, and Tuition Reimbursement Policy](#).

Ethical Computer Use

The Art of Education University provides information technology resources to a variety of users (students, faculty, and staff). As members of the online community, all users have the responsibility to use those services in an effective, efficient, ethical, and legal manner. Users are encouraged to respect the privacy of others and to avoid grossly offensive expressions in matters of ethnicity, race, religion, gender, sexual orientation, age, or disability, which may create a hostile environment. AOEU reserves the right to monitor the use of technology-related resources for the purpose of determining compliance with the provision of the computer ethics and policies statement.

Substance Abuse

All students shall observe federal, state, and local laws regarding the sale and use of alcohol and drugs. Unlawful possession of alcohol and drugs is prohibited at AOEU's headquarters. Students and employees who violate this policy may receive disciplinary sanctions from The Art of Education University including academic dismissal and/or referral to law enforcement officials.

Resources: [Federal Substance Abuse and Mental Health Treatment Services Locator](#)

Sexual Misconduct and Gender Discrimination

The Art of Education University is committed to providing and maintaining a positive learning environment free from all forms of discrimination and conduct that may be considered harassing, coercive, or disruptive, including sexual harassment. AOEU will not tolerate any actions, words, jokes, or comments based on another individual's sex, race, color, national origin, age, religion, disability, sexual orientation, or any other legally protected characteristic.

Sexual harassment can be defined as unwanted sexual advances, and/or visual, verbal, or physical conduct of a sexual nature. This definition includes many forms of offensive behaviors and includes gender-based harassment of a person of the same sex as the harasser.

If any students experience or witness sexual or any other unlawful harassment, they should immediately report this information to the Dean of Instruction, Heather Crockett. If they feel it would be inappropriate to discuss with the Dean, they should immediately contact the President of the university, Jessica Balsley, without fear of reprisal or punishment.

All allegations of sexual harassment will be quickly and discreetly investigated. Local law enforcement will be notified.

Any student may seek additional services or help from Rape Abuse & Incest National Network ([RAINN](#)) **800.656.HOPE (4673)**.

Payment Options

Pay-As-You-Go

Most students at AOEU pay for courses as they progress through the degree program. This allows students to pay for one course at a time throughout the duration of the degree. Paired with flexible timelines, students may be able to graduate without additional student loan debt.

Responsible Borrowing

Many students need to borrow money to finance their college degree. Taking out a student loan may be the key to investing in the future, and it is important to borrow responsibly. This means only borrowing for what is needed. Track the loans every year and only borrow for school-related expenses to minimize the debt burden upon graduation.

Private Student Loans

Private student loans are education loans funded by a third party lender. Private student loans require a separate application, credit review, and cosigner. Private student loans cannot be consolidated with federal student loans. We encourage students to limit their borrowing of private loans because the repayment terms are not as flexible, and the interest rates are much higher than the federal loan rate.

The Art of Education University does not have a preferred lender list or recommend any lenders. Some degree-seeking students have found success working with [Climb Credit](#).

Climb Loan Summary

RATE TYPE	GRACE PERIOD
Interest rate is fixed. This means that once the rate is determined, it will not vary during the term of the loan.	Students pay principal + interest payment starting 1 month after the loan is funded, therefore there is no payment grace period.
BORROWER BENEFITS	

Fees Required: Yes

Origination Fee: 5.00% of financed amount

Late Charge: \$15 or 5% of the past due payment, whichever is less.

Insufficient Funds Charge: \$20 for each payment returned or unpaid.

**The interest rate may be higher or lower than the annual percentage rate (APR) because the APR considers certain fees to obtain this loan and the interest rate.*

Code of Conduct

Federal Loans

The Art of Education University does not participate in federal financial aid at this time.

Federal loans are funded by the U.S. Department of Education. In order to apply for all federal loans, the student must have a FAFSA on file. The FAFSA is the only required application for the Federal Direct Subsidized and Unsubsidized Loans.



Technology Requirements

AOEU students need to have basic technological proficiency. Assignments may include, but are not limited to, word processing, document creation, digital slide presentations, photographing work, and recording video.

Devices

- ✓ Desktop/laptop devices are required for AOEU coursework.
- ✓ Desktop/laptop devices must have Windows 7/8/10 or MacOS 10.10 or above and the capability of producing sound via speakers or headphones.
- ✓ Mobile devices may be used for some, but not all, LMS functions. A mobile device cannot replace a desktop/laptop.
- ✓ The most recent versions of iOS and Android operating systems are recommended.
- ✓ Master's degree students are required to have reliable audio and video capabilities with no disruptions for proctored assessments, the Capstone Readiness Exam, and Capstone Research course.

Connectivity

- ✓ High-speed Internet connection: cable, DSL, etc
- ✓ Internet web browser (Firefox 3+, Internet Edge, Safari 3.1+, or Google Chrome)
- ✓ Personal email account

Creation

- ✓ Word processor (MS Word, Apple Pages, Google Docs, etc.)
- ✓ PDF reader (Adobe Acrobat Reader or Apple Preview)

Additional software may be required for certain courses. Look for course-specific requirements on the individual course pages.

LMS Platform Requirements

- ✓ Javascript
- ✓ Flash 9+



Transfer Credit Policy

Overview

Master's degree students who have completed coursework outside of AOEUE may request an evaluation for transfer credit. Transfer credit requests are accepted until the Capstone Readiness Checkpoint. All transfer credit requests are reviewed by the Office of the Registrar.

Note: A minimum of 18 credit hours must be taken through The Art of Education University. Transfer credit is limited. Review the policy in its entirety for details.

Requesting Transfer Credit

Requests for transfer credits may be submitted until the Capstone Readiness Checkpoint. The Transfer Credit Request Form is required to begin this process. This form is linked below and available on the AOEUE website under Registrar. Students must be logged into the AOEUE website to access the form. Students are strongly encouraged to complete the form prior to enrolling in additional coursework to ensure transfer. Course details including the course title, description, official transcript, and a course syllabus are required for the transfer credit approval process. [Transfer Credit Request Form](#)

The Art of Education University does not guarantee transfer credit acceptance without prior approval. An official transcript documenting the culminating coursework and grade is required for final processing. Accepted coursework will display on the student's course records page on the AOEUE website once processed. Questions concerning transfer credits should be directed to AOEUE's Registrar at registrar@theartofeducation.edu or **515.236.5094**.

AOEUE Courses From Morningside College

Students may transfer up to 50% of the total degree program credits (or 18 graduate-credit hours) from AOEUE courses taken through Morningside as long as the following conditions are met:

- The courses have been completed within five years of the program acceptance date.
- The courses were taken for graduate credit.
- The final grade earned for each potential transfer course is a B or higher.

Coursework that aligns with and meets the criteria of AOEU programs will be automatically transferred and accepted at program acceptance. Accepted coursework will display on the student's course records page on the AOEU website once processed. A minimum of 18 credit hours must be taken through The Art of Education University.

Note: Retired AOEU courses will be subject to approval and are not guaranteed to transfer.

Other Colleges and Universities

External coursework may be considered for elective transfer credit if all of the following conditions are met:

- No more than nine graduate-credit hours for work completed outside of AOEU may be counted toward an AOEU Master of Arts in Art Education degree.
- The coursework must be graduate level (500-level or above).
- The coursework is completed at a regionally or nationally accredited institution.
- The courses are completed within five years of the program acceptance date.
- The course syllabus and objectives demonstrate learning in the field of art education or another graduate-level topic in the field of education.
- The final grade earned for each potential transfer course is a B or higher.
- The coursework does not duplicate, overlap, or regress previous work.
- The coursework did not count towards undergraduate graduation requirements.

Complete the [Transfer Credit Request Form](#) to request an evaluation of courses from outside institutions. A minimum of 18 credit hours must be taken through The Art of Education University.

Deadline

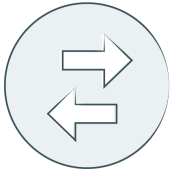
All requests for transfer credit and official transcripts documenting credits earned are required to be submitted at least one week prior to the Capstone Readiness Checkpoint.

Criteria for Assessment

All transfer credits must first be officially accepted into the university through the Office of the Registrar. Students should contact The Art of Education University directly for additional details regarding transfer credit policies at registrar@theartofeducation.edu. In order for approved transfer credit to be awarded, students must submit a [Transfer Credit Request Form](#) that includes a course syllabus that aligns to the date the course was taken and official transcripts that clearly indicate all of the following information for each course:

- Course codes or numbers
- Course titles or descriptions

- Final grades earned
- Course credits earned



Transfer, Withdrawal, and Tuition Reimbursement

Internal Transfer Policy

Students may transfer to a future AOEU course at any time before midnight Central time (UTC-5) on the course end date. Transfer requests made after midnight Central time (UTC-5) on the seventh day of the course will be documented as a formal withdrawal (W) on the student record. Transfer requests after the course end date will not be accepted. The course end date is detailed on each course landing page and the course enrollment form. Transfers to any course currently available for purchase on the AOEU website will be approved. Students can transfer to a future course by following the official transfer process detailed below. A maximum of two transfers is allowed for each individual course. Any requests beyond two transfers will result in tuition reimbursement per the [Tuition Reimbursement Policy](#), the [Course Repeat Policy](#), and the [Academic Probation Policy](#).

Transfer Process

To submit an official transfer request, click on the word “Transfer” (blue text directly above the course price) on the course records page on The Art of Education University website. Students need to be logged into their student account to process all requests.

TITLE	TYPE	CREDITS	STATUS	DATE
Managing the Art Room	Course	3	IP	10/01/2019 - 11/30/2019

INSTITUTION	COURSE CODE	CREDIT TYPE	SECTION	GRADE	ACTIONS
AOEU University	ARES34	Graduate	1	-	CHANGE ACCREDITATION TRANSFER WITHDRAWAL

Click here to begin an official request.

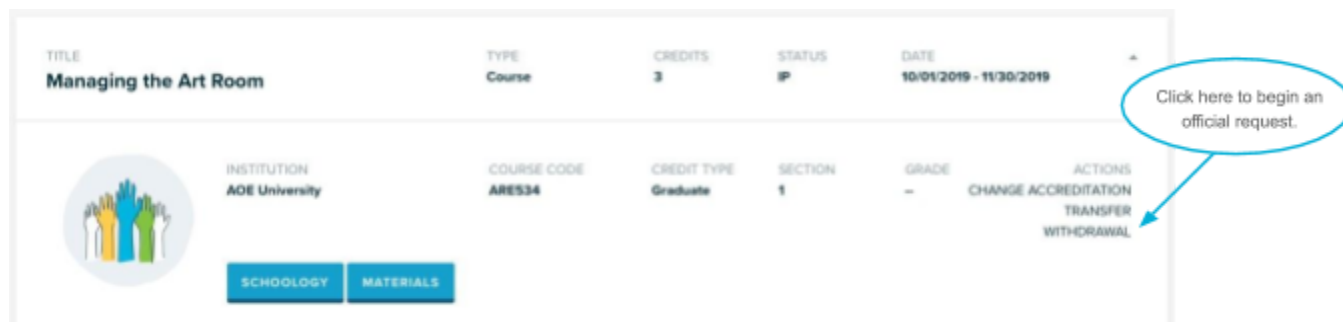
Withdrawal Policy: Individual Course

Students are eligible for 100% tuition reimbursement at any time before midnight Central time (UTC-5) on the last day of the course. Withdrawal requests made after midnight Central time (UTC-5) on the seventh

day of the course will be documented as a formal withdrawal (W) on the student record. Students can receive reimbursement by following the official withdrawal process outlined below.

Official Withdrawal Process

To submit an official withdrawal request, click on “Withdrawal” (blue text directly above the course price) on the course records page on The Art of Education University website. Students need to be logged into their student account to process all requests.



Course withdrawals are available until midnight Central time (UTC-5) on the last day of the course. Withdrawal requests after the course end date will not be accepted. The course end date is detailed on each course landing page and the course enrollment form.

Unofficial Withdrawal Process

Graduate-credit students who are inactive for 50% or more of the course consecutively are considered an unofficial withdrawal (UW) and issued a refund according to the Tuition Reimbursement Policy. Unless prior approval to not participate was granted by the instructor, evidence of academic attendance includes assignment submissions, quiz or exam submissions, discussion board posts, and/or academic inquiries to the instructor.

Degree Program: Satisfactory Academic Progress

If a student fails to enroll in a course for one year's time, they will be sent a letter requesting communication regarding their intentions of completing the degree. The student will have the option to continue with the program by enrolling in a course or officially withdrawing from the program. If the student fails to respond to the written correspondence, the student will be unofficially withdrawn from the degree program at their five-year degree program expiration and will need to reapply to continue with a degree-seeking candidacy. All fees, rules, and regulations will apply.

Withdrawal Policy: Degree Program

Students who are accepted into the degree program, and no longer intend to continue with the completion of the degree program, can officially withdraw from the program. The student will be refunded, according to the Tuition Reimbursement Policy below, for any courses they are currently enrolled in or have prepaid for at the time of withdrawal from the program.

Official Withdrawal Process

To submit an official program withdrawal request, please contact an academic advisor directly.

Course withdrawals are available until midnight Central time (UTC-5) on the last day of the course.

Withdrawal requests made after midnight Central time (UTC-5) on the seventh day of the course will be documented as a formal withdrawal (W) on the student record. Withdrawal requests after the course end date will not be accepted. The course end date is detailed on each course landing page and the course enrollment form. Additional program fees will not be refunded.

Degree Program Duration

Students who have not successfully completed the degree program at the conclusion of five years will automatically be withdrawn (UW) from the program. Students will need to reapply for the program. All fees, rules, and regulations will apply. Additional program fees will not be refunded.

Tuition Reimbursement Policy: Individual Course

Students who submit an official withdrawal request, and those who are unofficially withdrawn from a course, are eligible for a refund according to the following schedule below. Refunds will be processed for the original transaction amount. Discount codes cannot be reused. Additional program fees will not be refunded.

Tuition Reimbursement Policy: Degree Program

Students who submit an official program withdrawal request are eligible for a refund for any courses they are currently enrolled in or have prepaid for at the time of withdrawal from the program, according to the schedule below. Refunds will be processed for the original transaction amount. Discount codes cannot be reused. Additional program fees will not be refunded.

Discounts

AOEU occasionally offers discount codes to defined groups or during special promotions. The discounted amount will not be refunded as part of AOEU's Tuition Reimbursement Policy.

2-Credit Course

DATE OF WITHDRAWAL	PERCENTAGE OF TUITION RETURNED TO THE STUDENT	REFUND AMOUNT (GRADUATE)
On or before the course end date	100%	\$698

Sample reimbursement calculation: A graduate student who withdraws from a 2-credit course on the tenth day of class will be issued a refund of \$698.00.

3-Credit Course (500-Level)

DATE OF WITHDRAWAL	PERCENTAGE OF TUITION RETURNED TO THE STUDENT	REFUND AMOUNT (GRADUATE)
On or before the course end date	100%	\$1,047

Sample reimbursement calculation: A graduate student who withdraws from a 3-credit (500-level) course on the seventeenth day of class will be issued a refund of \$1,047.00.

3-Credit Course (600-Level)

DATE OF WITHDRAWAL	PERCENTAGE OF TUITION RETURNED TO THE STUDENT	REFUND AMOUNT (GRADUATE)
On or before the course end date	100%	\$1,197

Sample reimbursement calculation: A graduate student who withdraws from a 3-credit (600-level) course on the eleventh day of class will be issued a refund of \$1,197.00.

6-Credit Course (600-Level)

DATE OF WITHDRAWAL	PERCENTAGE OF TUITION RETURNED TO THE STUDENT	REFUND AMOUNT (GRADUATE)
By the course end date	100%	\$2,394

Sample reimbursement calculation: A graduate student who withdraws from a 6-credit (600-level) course on the tenth day of class will be issued a refund of \$2,394.00.

California Student Disclosure

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Review the [Student Tuition Recovery Fund \(STRF\)](#) for full details.

Termination Policy

The Art of Education University reserves the right to terminate enrollment at any time for infractions detailed in the [Academic Probation and Dismissal Policy](#). Terminated students will be refunded per the Tuition Reimbursement Policy detailed above.

Military Refund Policy

In cases in which a student is a member of the National Guard or reserve forces of the United States, and is ordered to National Guard duty or federal active duty, the student qualifies for the following additional options. This policy also applies to those who are the spouse or dependent child of a military member who is deployed.

Option 1: The student may choose to have The Art of Education University withdraw all or a portion of the student's registration and provide a full refund of tuition and program fees.

Option 2: The student may choose to have The Art of Education University make arrangements for incomplete courses to be kept and completed at a later date, in which case, tuition and fees would remain intact.

Option 3: The student may choose to process grades as earned and/or work ahead to complete coursework before deployment, in which case, tuition and fees would remain intact and grades would be processed within 10 days of the course end date.

School Purchase Orders and Collections

Full payment is required (via credit card online) from individual students before they can enroll in a course. School purchase orders will be accepted at the time of enrollment as a form of payment. A student is allowed to finish a course and receive documentation of the course grade and transcript without the receipt of school payment. The Art of Education University works directly with the school for purchase order collection processes.

COURSE DESCRIPTIONS



**Art Therapy for
Art Teachers**



**Assessment in
Art Education**



Autism and Art



**Capstone
Research**



**Choice-Based
Art Education**



**Creativity
in Crisis**



**Designing Your
Art Curriculum**



**Flipping the
Art Room**



**Instructional Strategies
for Art Teachers**



**Integrating
Art History**



**iPads in the
Art Room**



**Managing the
Art Room**



**Mission of
Teaching**



**Project-Based
Art Room**



**Reaching All Artists
Through Differentiation**



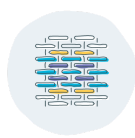
**Rethinking
Kindergarten**



**Studio:
Ceramics**



**Studio:
Drawing**



**Studio:
Fibers**



**Studio: Painting
Tempera & Acrylic**



**Studio: Painting
Watercolor**



**Studio:
Photography**



**Studio:
Printmaking**



**Studio:
Sculpture**



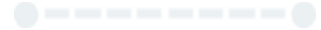
Art Therapy for Art Teachers

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE536 / Morningside EDUC500 AOE036

Course Objectives

- ✓ Learn about the field of art therapy and identify the underlying differences between art therapy and art education.
- ✓ Explore the functions of behavior and how personal observations can inform responses in the art classroom.
- ✓ Identify professionals in and around the building and engage in proactive and positive conversations to support students.
- ✓ Participate in art therapy-inspired activities and consider meaningful and ethical incorporation into the classroom.
- ✓ Create resources and instructional materials that can be used in the art room.

Course Description

Art is a powerful tool for communication, motivation, and healing. In this course, participants will gain an understanding of the field of art therapy and the role of the art therapist as compared to the role of the art educator. Participants will learn how to harness the power art yields with creative strategies designed for the art classroom. Such strategies will help the art educator foster self-esteem and self-awareness, cultivate emotional resilience, and promote creative insight in themselves and students.

The art therapy field is led by professional art therapists dedicated to and trained in mental health and human services. This course will not lead to certification or licensure in art therapy.

Prerequisites: None



Assessment in Art Education

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE501 / Morningside EDUC500 AOE001

Course Objectives

- ✓ Reflect upon previous assessment practice and set practical goals for future implementation.
- ✓ Interpret and evaluate formative and summative assessment strategies appropriate for a variety of teaching contexts.
- ✓ Prepare authentic assessment tools that encourage meaningful student growth.
- ✓ Plan methods for collecting and organizing student and instructor data.
- ✓ Apply data collection measures as a means for reflection and advocacy.
- ✓ Establish and present a professional stance concerning the role of assessment in the art classroom.

Course Description

Diagnostic, formative, and summative assessments are critical tools within the art educator's classroom. When teacher-led assessment is used alongside student learning tools such as self-assessment and peer-assessment techniques, a comprehensive picture of student growth and evaluation can be formed.

In this course, participants will learn the distinction between assessment for learning and assessment of learning in the unique art classroom. The course will empower art educators to collect, analyze, and speak to the data collected for both student growth and to advocate for the needs within the art classroom for achievable learning outcomes. Participants will use their current lesson plans to create new and effective assessment strategies for immediate application in their classrooms.

Prerequisites: None



Autism and Art

Graduate Credits

2 graduate credits

Timeline

8 weeks



Course Code: AOEU SPED503 / Morningside EDUC500 AOE003

Course Objectives

- ✓ Understand autism spectrum disorder and identify best practices to reach and teach students in the art room.
- ✓ Cultivate an understanding of special education law and how it can empower teaching and support personal practice.
- ✓ Create resources and instructional materials for immediate use in the art room.
- ✓ Implement systems and routines to make the art room a welcoming place for students with autism.
- ✓ Learn about the function of behavior to inform the strategies and plans to best handle challenging behaviors.
- ✓ Identify professionals in the building and engage in proactive and positive conversations to support students in reaching their academic and creative goals.
- ✓ Build and reference a library of resources that address the needs of diverse learners.

Course Description

During this course, participants will gain a foundational understanding of students on the autism spectrum and special education law. They will apply strategies to develop authentic art experiences for students on the autism spectrum and will also address sensory needs in the art room in order to create a welcoming and inclusive learning environment for all students to thrive.

This course provides opportunities to create instructional tools to support routines and transitions and facilitate valuable practice when it comes to decoding student behavior. As a result of this course, participants will be exposed to a variety of strategies and ideas to improve their teaching practice to ensure art instruction is differentiated for students on the spectrum.

Prerequisites: None



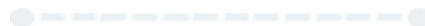
Capstone Research

Graduate Credits

6 graduate credits

Timeline

12 weeks



Course Code: ARE631

Course Objectives

- ✓ Identify and pursue research goals that provide meaningful scholarship as a reflective practitioner.
- ✓ Evaluate exemplars of contemporary research in art education and related fields.
- ✓ Independently design and carry out an action research project that yields valid results.
- ✓ Collaborate with the instructor and peers in mutually supportive ways.
- ✓ Prepare and present a comprehensive capstone project and paper.

Course Description

The Capstone Research course is the culmination of the master degree program. In this twelve-week course, participants will use knowledge acquired throughout the program, coupled with their professional roles in the field, to create an action research project that is relevant to their classroom and experience. Participants will be required to complete a formal video proposal, professional paper, and culminating capstone presentation. The final capstone presentation is a virtual event including faculty, peers, and the Capstone Faculty Committee.

Prerequisites: Mission of Teaching



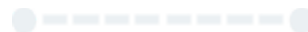
Choice-Based Art Education

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE522 / Morningside EDUC500 AOE022

Course Objectives

- ✓ Develop student artists who take pride and ownership in their artwork.
- ✓ Assist students while serving as classroom manager, environmental designer, art designer, art expert, facilitator, and student mentor.
- ✓ Confidently push teaching skills to the next level while still meeting state and national standards.
- ✓ Construct authentic, student-directed, student-centered learning experiences from the bottom up.
- ✓ Create practical assessment and self-reflection tools.

Course Description

Studies show that when students have more choice in how they learn, they gain confidence. This confidence translates to more positive interactions within the classroom. Participants in this course will examine various choice-based learning approaches in the art classroom with a critical eye towards their impact on assessment, advocacy, and management strategies. The course culminates with participants revising classroom approaches and curriculum based on their findings.

Prerequisites: None



Creativity in Crisis

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE506 / Morningside EDUC500 AOE006

Course Objectives

- ✓ Create a culture of creativity in the art room using the nine principles of creativity.
- ✓ Build an environment of trust and openness within the studio to nurture individual creative potential.
- ✓ Ignite/reignite the fire within by taking part in personal creativity exercises.
- ✓ Invite and explore new viewpoints to expand students' beliefs about creativity.
- ✓ Arm students with critical life skills, such as how to think creatively, problem-solve, and adapt to new situations.

Course Objectives

Creativity is central to human improvement and innovation. In this course, participants will explore and analyze the nine principles of creativity to dive deeper, beyond what they think they know, in order to gain a more comprehensive understanding of how creativity goes beyond just artmaking. They will be able to take that knowledge into the art classroom to ignite and enhance creativity in their class and be prepared to effectively aid students in using creativity to think critically to solve the challenges of the world they face.

Prerequisites: None



Designing Your Art Curriculum

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE507 / Morningside EDUC500 AOE007

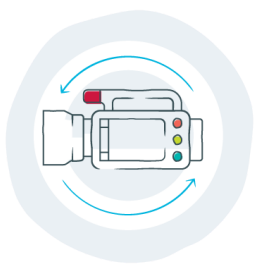
Course Objectives

- ✓ Discuss traditional and contemporary philosophies that drive curricula in the art classroom setting.
- ✓ Research and evaluate trends that have impacted art education pedagogy on the local, national, and global levels.
- ✓ Analyze diverse examples of visual arts K-12 curricula.
- ✓ Plan and produce comprehensive curricula for use in the art classroom setting.
- ✓ Develop a unit plan, and three lesson plans within it, to demonstrate application of designing robust art curriculum.

Course Description

In this course, participants will look deeply at curricular approaches in the field of art education and explore real art curricula samples from across the globe. Research, paired with a prescriptive curriculum design process, will result in a personalized curriculum art teachers will immediately implement because it is specifically aligned to support unique students and teachers' own unique style.

Prerequisites: None



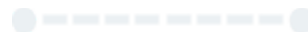
Flipping the Art Room

Graduate Credits

2 graduate credits

Timeline

8 weeks



Course Code: AOEU DIG523 / Morningside EDUC500 AOE023

Course Objectives

- ✓ Plan and prepare to flip a current unit or lesson.
- ✓ Successfully record video tutorials and create handouts to assist with instructional delivery.
- ✓ Develop an engaging online platform for student viewing.
- ✓ Create powerful assessments to accompany flipped units or lessons.
- ✓ Empower students to use technology as an effective learning tool.

Course Description

Flipped classrooms are an engaging learning approach that promotes student autonomy, has inherent differentiated instruction, and allows students to take more ownership of their learning. K-12 art educator case studies will guide the learning for relevant and immediate applicability to participants' art classrooms. Throughout this course, participants will apply the strategies learned to create and implement real classroom activities that model the flipped classroom approach.

Prerequisites: None

Instructional Strategies for Art Teachers

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE516 / Morningside EDUC500 AOE016

Course Objectives

- ✓ Reflect upon various instructional strategies for delivering art-specific content.
- ✓ Evaluate delivery methods that engage contemporary students.
- ✓ Strategize methods to modify instruction and optimize content delivery appropriate for the instructional context.
- ✓ Plan and present meaningful cross-curricular connections in the art classroom.
- ✓ Suggest ways in which contemporary tools can support students in their learning.

Course Description

This highly interactive course examines instructional strategies for experienced art teachers to further their professional repertoires of instructional approaches. Moving beyond theory to actual application in the participants' classroom, participants will create innovative, dynamic, cross-curricular, and engaging materials to reach students across all age levels and abilities.

Prerequisites: None



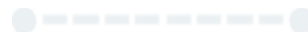
Integrating Art History

Graduate Credits

2 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE517 / Morningside EDUC500 AOE017

Course Objectives

- ✓ Discover and explore a variety of historical and contemporary artists as well as significant periods throughout art history.
- ✓ Prepare and present new lessons inspired by timely and inspiring resources such as museum websites, blogs, and social media.
- ✓ Explore and review the digital resources from a variety of art museums, both in the United States and around the world, and envision the utilization of such tools among students.
- ✓ Research and present a local art museum visit, which can supplement evolving lessons.
- ✓ Develop art history resources to help facilitate studio explorations, discussions, and critiques.
- ✓ Compose an action plan that outlines goals for the implementation of art history concepts.

Course Description

Making art history relevant is a common struggle in K-12 art classrooms. Trying to appeal to student interests while maintaining the integrity and richness of art history can be accomplished through personalized and dynamic strategies for art appreciation that will appeal to today's students. This has profound implications when it comes to fostering art appreciation among students of all ages. In this course, participants will survey hundreds of years of art as they simultaneously plan rich learning opportunities for their students in diverse and dynamic settings.

Prerequisites: None



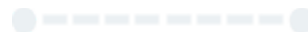
iPads in the Art Room

Graduate Credits

2 graduate credits

Timeline

8 weeks



Course Code: AOEU DIG510 / Morningside EDUC500 AOE010

Course Objectives

- ✓ Reflect upon the evolution of iPad usage in the art classroom by building and accessing an evolving library of resources.
- ✓ Anticipate the implications of tech tools, like the iPad, in the classroom while planning appropriate introduction, usage, and care.
- ✓ Establish proficiency in a variety of digital applications to enhance the creative process for students.
- ✓ Plan for varied instructional needs among students when it comes to tech tools.
- ✓ Prepare advocacy measures to communicate appropriate and meaningful usage of tablet technologies.

Course Description

Today's technologies have transformed many elements of the human experience, including how people connect, communicate, and gather information. As a result, tools like the iPad are increasingly entering the classroom with significant implications for student learning as well as instructor engagement.

Participants in this course will examine and debate contemporary resources concerning tablet usage in the K-12 classroom. Specific iPad applications will be explored along with practical suggestions for both teacher and student usage. At the end of this course, participants will be proficient in a variety of applications as they prepare and present dynamic lessons demonstrating meaningful incorporation of these contemporary tools.

Prerequisites: None



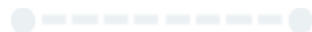
Managing the Art Room

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE534 / Morningside EDUC500 AOE034

Course Objectives

- ✓ Assess and reflect upon professional practices to extend knowledge, improve instruction, and refine a personal management philosophy.
- ✓ Investigate current research in the field and discuss a variety of effective instructional and management strategies to establish routines and procedures, create a calm, productive, respectful classroom environment, and leverage individual personality and teaching style to reach students.
- ✓ Understand that individual identities can be shaped by the social and cultural groups to which they belong.
- ✓ Evaluate and apply current research in the field to identify and present successful management strategies for working with targeted populations.
- ✓ Develop a comprehensive classroom management action plan that includes time management (instructional, planning, etc.), space and material management, and strategies for collaborating with students, colleagues, and the community.

Course Description

Management of the art room involves a unique blend of strategies and techniques to hold students accountable, manage materials and resources, design procedures to keep the art room running efficiently, and establish an enjoyable, creative learning environment.

Participants will examine and apply current research in classroom management strategies to their art teaching practice. Reflecting on their current practice, they will expand their own learning and embark on new methods to promote learning in the classroom. Attention will be given to how social identities are formed and how they influence students' interaction with content and others. The final product in the course is a full classroom management action plan.

Prerequisites: None



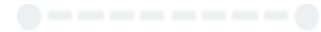
Mission of Teaching

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: ARE630

Course Objectives

- ✓ Discuss philosophical methods of inquiry, reflection, and dialogue in art education and related fields.
- ✓ Reflect upon professional philosophies and compare understandings among peers.
- ✓ Create a mission of teaching statement while considering the implications in the classroom environment.
- ✓ Define and develop personal leadership qualities while distinguishing personal strengths and weaknesses as advocates for the arts.
- ✓ Create advocacy tools that promote the field of art education at local, national, and potentially global levels.
- ✓ Design a success map and action plan for research.

Course Description

This course will allow the teacher to explore philosophical perspectives and research methods within the field of education, and in art education specifically, as the professional searches for meaning both within the profession at large and within their own personal practice.

Participants will explore current issues in art education and relate those to their own mission and vision of teaching. Teacher leadership and mentorship qualities will be examined. Finally, the teacher will reflect upon their exploration in the creation of specific action plans and success maps to implement in the classroom to advocate, lead, and educate with confidence in the field of art education.

Prerequisites: Capstone Readiness Exam



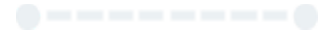
Project-Based Art Room

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE527 / Morningside EDUC500 AOE027

Course Objectives

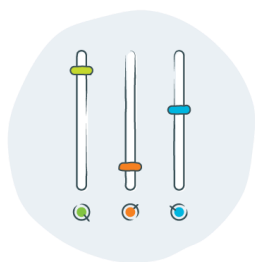
- ✓ Research the most popular collaborative education models currently in use.
- ✓ Learn from art educators who are successfully implementing each of the models.
- ✓ Redesign areas of the curriculum to better facilitate collaborative work.
- ✓ Create advocacy tools to help promote an innovative art room.
- ✓ Discover authentic ways to assess project-based work.

Course Description

Project-based learning is known to increase students' ability for heightened critical thinking, productive collaboration, and effective problem-solving. It also aids in building stronger communication and enhanced creativity. Through this class, participants will research the most popular collaborative education models today, encompassing both school-wide initiatives and project work exclusive to the art room. Topics will include design thinking, makerspaces, STEAM/STEM, PBL (project-based learning), school-wide collaborative projects, and arts integration.

Participants will leave the class with a clear understanding of the type of project-based work that will benefit an individual program as well as a plan to actively redesign and customize collaborative curriculum.

Prerequisites: None



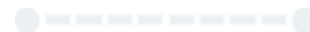
Reaching All Artists Through Differentiation

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU SPED518 / Morningside EDUC500 AOE018

Course Objectives

- ✓ Manage the logistics of a differentiated art room, no matter how many students are in the class.
- ✓ Use the latest research and examples from around the country to refine an individual hybrid art curriculum.
- ✓ Motivate even the most reluctant students and get them excited about art.
- ✓ Revamp lessons and optimize them for all learners.
- ✓ Conduct interest and strength inventories to use in the art room.
- ✓ Draw from best practices in differentiation strategies.

Course Description

Differentiation is no longer a teaching strategy for the ambitious in education. Rather, it's an expectation for everyone, including the art educator. There are many ways to meet student needs through a variety of types of differentiation. By learning how to help students to experience success in developmentally appropriate activities, that will, in turn, help to increase their engagement in art.

During this course, participants will use the appropriate tools to maximize learning for all students: gifted learners, English language learners (ELL), special education students, and struggling students while acknowledging their unique interests. An important component of this approach is for participants to modify their lessons and assessments. At the completion of this course, participants will have a toolkit of applicable strategies for the classroom.

Prerequisites: None



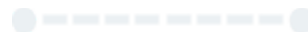
Rethinking Kindergarten

Graduate Credits

2 graduate credits

Timeline

8 weeks



Course Code: AOEU ARE513 / Morningside EDUC500 AOE013

Course Objectives

- ✓ Develop meaningful curricular materials to suit the needs of today's diverse students.
- ✓ Consider various philosophies of early childhood education to inform and improve practice.
- ✓ Develop opportunities for play-based learning and student-directed inquiry.
- ✓ Gain strategies for fostering rich, ongoing partnerships with other adults in the learning community to further enrich the experiences of students.
- ✓ Examine strategies for classroom and student work management.
- ✓ Develop tools to assess and advocate for process-based classrooms.
- ✓ Build and reference a library of resources that address the needs of diverse learners.

Course Description

Early childhood students often have difficulty following the rules and routines of the art room. This course will facilitate a deep dive into a variety of strategies, tools, and methodologies sure to support these young artists in the art classroom. Course participants will investigate a variety of progressive philosophies, including Reggio Emilia, Montessori, and Waldorf as well as techniques for integrating play-based learning and teaching foundational skills. This eight-week intensive course will provide participants with innovative opportunities to explore childhood development, create classroom resources, and revamp their philosophy of teaching younger learners.

Prerequisites: None



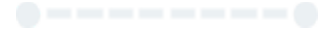
Studio: Ceramics

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ART524 / Morningside EDUC500 AOE024

Course Objectives

- ✓ Create various pieces of work while experimenting with new techniques.
- ✓ Learn from art educators and ceramics experts from around the country who understand the challenges of teaching ceramics to students.
- ✓ Create resources and hands-on ceramics examples to use directly in the classroom.
- ✓ Research best practices in the management and organization of ceramics.
- ✓ Push personal practice to the next level while revamping ceramics curriculum.

Course Description

This studio course requires both hands-on artmaking and learning new teaching methodologies. Participants must demonstrate artistic proficiency in various ceramic techniques and translate the medium for classroom use. Participants will examine the history of ceramics and use that knowledge to practice various handbuilding and surface treatment techniques to develop a body of work. In addition to studio practice, course participants are required to engage with real-world classroom scenarios and troubleshoot supply management and art room organization to facilitate the effective implementation of a ceramics curriculum.

Prerequisites: None



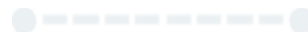
Studio: Drawing

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ART526 / Morningside EDUC500 AOE026

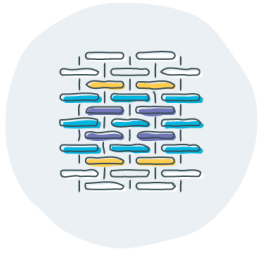
Course Objectives

- ✓ Research best practices and explore basic and advanced techniques and media for drawing instruction in the classroom setting.
- ✓ Practice observational drawing skills through a variety of interactive and choice-based exercises.
- ✓ Develop, enhance, or extend the drawing curriculum.
- ✓ Engage in purposeful critique with peers and learn strategies and approaches for the classroom from one another.
- ✓ Push personal drawing practice to the next level by working in a visual journal.
- ✓ Create original artwork using a variety of drawing media while reflecting upon personal technical evolution.

Course Description

This course will dive into focusing on the art teacher's growth in their personal practice of drawing as it integrates cross-disciplinary dialogue and offers new strategies for teaching drawing in the classroom. Additionally, it will address and offer solutions for the struggles and challenges students face in the art room as they explore drawing as a skill. During this course, participants will revisit their roles as artists and share their drawing evolution with the instructor and peers as they simultaneously think through best practices for drawing instruction. The journey will include visual journaling using a variety of media and skill development as participants work toward creating a drawing portfolio.

Prerequisites: None



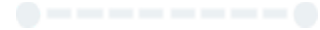
Studio: Fibers

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code:AOEU ART529 / Morningside EDUC500 AOE029

Course Objectives

- ✓ Experiment with a wide variety of 2D and 3D weaving, felting, and embroidery techniques.
- ✓ Learn from art educators and fiber arts experts from around the country who understand the challenges of teaching fiber-infused lessons.
- ✓ Create resources, tools, and hands-on fiber art examples to use directly in the classroom.
- ✓ Research best practices in the management and organization of fiber arts.
- ✓ Push personal practice to the next level while revamping the fiber art curriculum.

Course Description

This studio course requires both hands-on artmaking and learning new teaching methodologies. Participants must demonstrate artistic proficiency in various fiber art techniques and translate the medium for classroom implementation. Participants will explore 2D and 3D weaving techniques and various other non-woven fiber techniques. Participants will use traditional and innovative fiber arts approaches to develop a body of work. In addition to studio practice, students are required to demonstrate proficiency in curricular development, management, and organization of fiber arts. Teaching methodologies included are applicable to all levels, K-12, and are designed to inspire creative development in all students.

Prerequisites: None



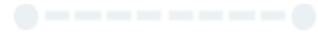
Studio: Painting–Tempera & Acrylic

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEUART528 / Morningside EDUC500 AOE028

Course Objectives

- ✓ Research best practices for tempera and acrylic painting in the classroom setting.
- ✓ Learn from art educators who are successfully taking risks with each media.
- ✓ Create various pieces of artwork while experimenting with new techniques.
- ✓ Create resources and hands-on examples to use directly in the classroom.
- ✓ Push personal practice to the next level while revamping the painting curriculum.

Course Description

Tempera and acrylic are the focus of this studio art course, addressing best practices for use in the K-12 art classroom. Topics will include brush selection, storage, and organization as well as color theory, mixing mediums, and advanced techniques. This is a painting class designed just for art teachers. Participants will have the time and the opportunity to try new techniques firsthand as they create a teacher showcase series and final portfolio.

Prerequisites: None



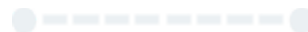
Studio: Painting–Watercolor

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ART532 / Morningside EDUC500 AOE032

Course Objectives

- ✓ Research best practices, including basic, advanced, and color theory techniques for watercolor painting in the classroom setting.
- ✓ Learn from art educators who are successfully taking risks with watercolor.
- ✓ Explore ideation strategies for developing concept-based lessons and artwork.
- ✓ Create resources and hands-on examples to use directly in the classroom.
- ✓ Develop or extend the watercolor curriculum.
- ✓ Push personal practice to the next level by working in a visual journal with watercolor.
- ✓ Create original watercolor artwork while experimenting with new techniques.

Course Description

Watercolor is unique because it has transparent qualities unlike any other painting medium. Whether participants are teaching advanced painting at the high school level or are looking for a more successful approach to watercolor at the elementary level, there will be something new to learn in this class. Topics will include brush selection, material management, color theory, visual journaling with watercolor, and basic and advanced techniques for the art room. This course is designed specifically for art teachers which means participants will leave this class full of inspiration for direct application into their art classrooms. Participants will also have time to advance their own practice in watercolor.

Prerequisites: None



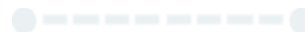
Studio: Photography

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ART535 / Morningside EDUC500 AOE035

Course Objectives

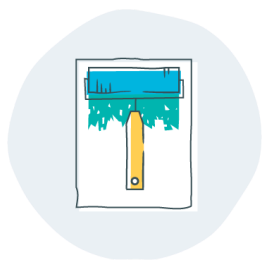
- ✓ Identify and utilize the various features of the camera to creatively control imagery.
- ✓ Explore the basic qualities of light while embarking upon a series of photographic challenges.
- ✓ Engage with timely tools for editing images post-shoot while considering ways to showcase and celebrate artistic endeavors.
- ✓ Research best practices, including basic and advanced processes, for incorporating photography in the classroom setting.
- ✓ Demonstrate conceptual planning by developing or extending the photography curriculum.
- ✓ Take part in collaborative conversations and critique the work of one another as well as exemplars from the field.
- ✓ Create original photographic work while experimenting with concept, media, and composition.

Course Description

Ansel Adams once said, “There are always two people in every picture: the photographer and the viewer.” In this class, participants will take on both of these roles. As the photographer, participants will plan and execute imagery of their own. As the viewer, participants will reflect upon the work of peers as well as other artists. Together, course members will embark upon a mutually powerful learning experience that can influence not only their own personal studio practice but instructional decisions in the art classroom as well.

Participants will learn the basics of photography through the creation of visual stories and explore best practices and meaningful strategies for approaching photography with students. The culmination of the course will include a comprehensive portfolio of studio work alongside practical tools for the classroom.

Prerequisites: None



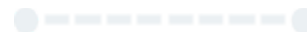
Studio: Printmaking

Graduate Credits

3 graduate credits

Timeline

8 weeks



Course Code: AOEU ART525 / Morningside EDUC500 AOE025

Course Objectives

- ✓ Create a wide variety of prints while experimenting with new techniques.
- ✓ Learn from art educators and printmaking experts from around the country who understand the challenges of teaching printmaking to students.
- ✓ Create resources, tools, and hands-on printmaking examples to use directly in the classroom.
- ✓ Research best practices in the management and organization of printmaking.
- ✓ Push personal practice to the next level while revamping the printmaking curriculum.

Course Description

This course breaks down various printmaking processes that participants can use with their students at any age level, without advanced equipment, and with all of the safety and developmentally appropriate information they need. Participants will try out various monoprint techniques, image transfers, traditional and nontraditional linoleum prints, collagraphs, and many other unique and alternative processes — no press or chemicals necessary.

As participants create useful tools and finished pieces for the classroom, they will also learn how to break printmaking skills down for their students in a developmentally appropriate way while revamping their printmaking curriculum from the inside out.

Prerequisites: None



Studio: Sculpture

Graduate Credits

3 graduate credits

Timeline

8 weeks

Course Code: AOEU ART533 / Morningside EDUC500 AOE033

Course Objectives

- ✓ Experiment with a wide variety of sculpture media and methods while also understanding the unique safety precautions of sculpture supplies.
- ✓ Learn from art educators who understand the challenges of teaching sculpture to students.
- ✓ Create resources, tools, and hands-on sculpture examples to use directly in the classroom.
- ✓ Research best practices in the management and organization of sculpture media.
- ✓ Demonstrate conceptual planning and installation of three-dimensional artworks.
- ✓ Push personal practice to the next level while revamping the sculpture art curriculum.

Course Description

The vast potential for three-dimensional artworks can make teaching sculpture exciting. Through demonstration and hands-on learning, participants will select methods and materials that are best for them and their students. Whether participants are teaching elementary art or high school sculpture, this course will expose them to new and innovative methods to incorporate sculpture into their art curriculum in a practical and engaging way. The focus is on the unique safety precautions and best practices in classroom management, organization of materials, conceptual planning, and installation of three-dimensional artworks.

Prerequisites: None