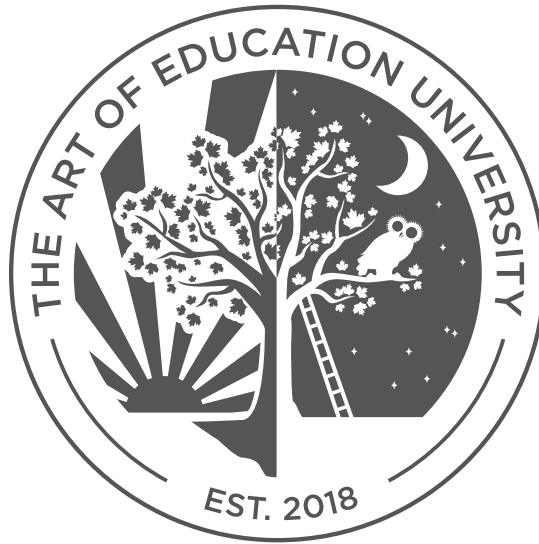




# ACADEMIC CATALOG

Effective January 2020 - December 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.

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**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.*

# TABLE OF CONTENTS

<b>Welcome</b>	.....	<b>7</b>
<b>Governance and Staff</b>	License and Recognition .....	<b>8</b>
	Board of Directors .....	<b>9</b>
	Curriculum Advisory Board .....	<b>9</b>
	Administration and Staff .....	<b>9</b>
	Faculty .....	<b>11</b>
<b>Academic Calendar</b>	Hours of Operation .....	<b>16</b>
	Calendar .....	<b>16</b>
	Observed Holidays .....	<b>16</b>
	Course Details .....	<b>16</b>
<b>University Mission, Goals, and Objectives</b>	Tagline .....	<b>17</b>
	Mission .....	<b>17</b>
	University Objectives .....	<b>17</b>
<b>Master of Arts in Art Education</b>	Overview .....	<b>18</b>
	Program Outcomes .....	<b>18</b>
	Curriculum .....	<b>18</b>
	Proctored Events .....	<b>19</b>
	Capstone Readiness Exam .....	<b>19</b>
	Capstone Research Presentation .....	<b>19</b>
	Master's Degree Courses .....	<b>20</b>
	Tuition .....	<b>22</b>
	Additional Fees .....	<b>22</b>
	Textbooks and Supplies .....	<b>22</b>
	Master's Degree Journey .....	<b>23</b>
	Experience .....	<b>24</b>
	Application Requirements .....	<b>24</b>
	Application Review .....	<b>25</b>
	Program Enrollment .....	<b>25</b>

<b>Courses</b>	Experience .....	25
	Intellectual Property .....	26
<b>Admissions</b>	Requirements .....	27
	Individual Courses .....	27
	Master's Degree .....	27
	Tuition Requirements & School Purchase Order Collections .....	28
	International Students .....	28
	Students with Disabilities .....	29
<b>Registrar</b>	Transfer Credits .....	30
	AOEU Courses from Morningside College .....	30
	Other Colleges and Universities .....	30
	Requesting Transfer Credit .....	31
	Acceptance of Transfer Credit Disclosure .....	31
	Acceptance of Program Disclosure .....	31
	Grades and Transcripts .....	32
	Grade Point Average (GPA) .....	32
	Grading Scale .....	33
	Grading Requirements .....	33
	Repeating a Course .....	33
	Change of Grade and Grade Appeal Procedure .....	33
	Degree Withdrawals .....	34
	Degree Program Duration .....	34
<b>Student Services</b>	LMS .....	35
	Academic Advising .....	35
	Library Services .....	35
<b>Tuitions and Fees</b>	Tuition .....	36
	Transfer, Withdrawal, and Tuition Reimbursement .....	36
	Payment Options .....	36

## Course Policies

Academic Integrity Policy .....	38
Academic Probation and Dismissal Policy .....	39
Admissions Policy .....	40
Americans with Disabilities Act (ADA) .....	43
Cancellation Policy .....	45
Confidentiality and Privacy Policies .....	45
Course Access Policy .....	47
Course Progress Policy .....	47
Grading Policy .....	50
Graduate-Credit Information .....	54
Grievance Policy .....	57
Non-Discrimination Policy .....	58
Student Code of Conduct Policy .....	59
Technology Requirements .....	62
Transfer Credit Policy .....	63
Transfer, Withdrawal, and Tuition Reimbursement .....	65

## Course Descriptions

Art Therapy for Art Teachers .....	72
Assessment in Art Education .....	73
Autism and Art .....	74
Capstone Research .....	75
Choice-Based Art Education .....	76
Creativity in Crisis .....	77
Designing Your Art Curriculum .....	78
Flipping the Art Room .....	79
Instructional Strategies for Art Teachers .....	80
Integrating Art History .....	81
iPads in the Art Room .....	82
Managing the Art Room .....	83
Mission of Teaching .....	84
Project-Based Art Room .....	85
Reaching All Artists Through Differentiation .....	86
Rethinking Kindergarten .....	87
Studio: Ceramics .....	88
Studio: Drawing .....	89
Studio: Fibers .....	90

**Course Descriptions**  
**(continued)**

Studio: Painting—Tempera & Acrylic .....	<b>91</b>
Studio: Painting—Watercolor .....	<b>92</b>
Studio: Photography .....	<b>93</b>
Studio: Printmaking .....	<b>94</b>
Studio: Sculpture .....	<b>95</b>

## 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, while 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're 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](mailto: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://iowacollegeaid.gov/content/contact-iowa-college-aid>

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**  
Ph.D. - Higher Education Leadership  
*Kristi Bordelon Consulting*



**Melissa Righter**  
M.A. - Educational Leadership  
and Administration  
Assistant Principal,  
*Unity Junior High School*



**Andrea Fuentes**  
M.A. - Art Education  
Director of Online Learning,  
*Doral College*



**Karen Cummings**  
Ph.D. - Art Education  
Emeritus Professor of Art Education,  
*University of Missouri-St. Louis*

## Administration and Staff



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Chief Growth Officer



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Director of Marketing and  
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Associate Professor and  
Academic Advisor



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**Wynita Harmon**  
Associate Professor &  
Instructional Coach



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**Jenna Kelly**  
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**Sarah Krajewski**  
Content Specialist



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Dean of Student Services  
and Admissions



**Kim Meyering**  
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**Evan Nees**  
Regional Sales Manager



**Haley Parker**  
Associate Professor &  
Admissions Counselor



**Sheridan Penney**  
Registrar

## Administration and Staff (continued)



**Alyson Pouls**  
Proctor



**Gabriel Thompson**  
Director of School Success



**Cassidy Reinken**  
Director of K-12 Curriculum



**Cindy Tolliver**  
School Success Manager



**Abby Schukei**  
Social Media Manager



**Sarah Welch**  
Education Specialist &  
Application Reviewer

## Faculty



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- Ed.D. in Art and Art Education, *Columbia University*
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- Bachelor of Art in Education, *The Ohio State University*



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- Bachelor of Arts, Art, *The University of Iowa*



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**Tiffany Carr**

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- Bachelor of Arts in Art Education (K-12), *University of Northern Iowa*

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### Patricia Christiansen

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- Bachelor of Fine Arts in Studio Art, *The University of Iowa*



### Kristie Galante

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- Bachelor of Arts in Art Education, *Adelphi University*



### Jacqueline Gallo

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- MA Teacher Certification in the Visual Arts



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- ESL Supplemental Certification, EC-12



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- Ph.D. in Art Education, *University of North Texas*
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- Certificate of Arts Leadership
- Certificate of Technology, Arts, and Media



### Theresa Haugen

- Ph.D. in Graphic Design, *University of Minnesota*
- Master of Art in Design, Housing, and Apparel, *University of Minnesota*
- Bachelor of Science in Art, *University of Wisconsin-Stout*



### Jennifer Kay-Rivera

- Ph.D. in Curriculum and Instruction, *Wayne State University, ABD*
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- Educational Specialist, Educational Leadership, *Oakland University*
- Master of Arts in Educational Administration, *University of Detroit Mercy*
- Bachelor of Arts in Education, *Adrian College*



### Jenna Kelly

- Master of Fine Arts in Visual Arts, *Vermont College of Fine Arts*
- Bachelor of Fine Arts in Studio Art, *Johnson State College*



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- Master of Science in Education, *Elmira College*
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### Kimberly Marshall

- Master of Fine Arts in Visual Arts, *Vermont College of Fine Arts*
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### David Meade

- Ed.D. in Educational Leadership, *Carson-Newman University*
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- Bachelor of Fine Art in Art, *School of the Art Institute of Chicago*



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- Ed.D. in Teacher Leadership, *Piedmont College*
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- Bachelor of Arts in Studio Art, *Georgia State University*



### Cathrine Nasser

- Master of Art in Teaching in Art, *Salem State University*
- Master of Art in Expressive Therapies, *Lesley University*
- Bachelor of Art in Art History, *State University of New York*
- Scuola in Art History, Italian Language, and Photography, *Lorenzo de' Medici*



### James O'Donnell

- Ph.D. in Arts Administration, Education, and Policy, *Ohio State University*
- Master of Fine Art in Drawing, Painting, and Printmaking, *Georgia State University*
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## Faculty (continued)



**Alyson Pouls**

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- Bachelor of Arts, *University of Central Florida*



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- Ph.D. ABD in Language and Literacy, *University of Georgia*
- Ed.S. in Art Education, *University of Georgia*
- Master of Arts in Art Education, *University of Georgia*
- Bachelor of Arts in Studio Art, *University of South Carolina*



**Ashleigh Wink Gilbert**

- Master of Fine Arts in Studio Art, *Maryland Institute College of Art*
- Master of Arts in Teaching, *University of Maryland*
- Bachelor of Science in Art and Design, *Towson University*



**Christine Woywod Veettil**

- Ph.D. in Art Education, *Northern Illinois University*
- Master of Science in Art Education, *Northern Illinois University*
- Bachelor of Science in Art Education, *Northern Illinois University*
- Bachelor of Arts in Art History, *Northern Illinois University*

# ACADEMIC CALENDAR

## Hours of Operation

AOEU Administration and Customer Engagement

**8:00am–5:00pm CST**

Monday–Friday

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

## Course Details

Courses begin the first of each month. Refer to the course schedule on the website for course offerings each month.

### **2 and 3-credit courses last 8 weeks.**

January 1–February 28  
February 1–March 31  
March 1–April 30  
April 1–May 31  
May 1–June 30  
June 1–July 31

July 1–August 31  
August 1–September 30  
September 1–October 31  
October 1–November 30  
November 1–December 31  
December 1–January 31

### **6-credit courses last 12 weeks.**

January 1–March 31  
February 1–April 30  
March 1–May 31  
April 1–June 30  
May 1–July 31  
June 1–August 31

July 1–September 30  
August 1–October 31  
September 1–November 30  
October 1–December 31  
November 1–January 31  
December 1–February 28



# 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 to 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 monopolizing upon excellent internally-created resources as well as 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. This affordable, flexible program is designed for practicing art teachers. Through this program, teachers will expand their understanding of the field, conduct 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. The maximum timeline to complete the degree is five years.

## Program Outcomes

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

- Research and evaluate art education pedagogy while designing dynamic curricula.
- Evaluate and plan assessment strategies that authentically measure student engagement and teacher effectiveness.
- Reflect upon classroom management strategies while integrating methods specific to the art room.
- Strategize ways to dynamically deliver art-specific content to contemporary students.
- Demonstrate leadership and advocacy skills while shaping a professional mission.
- Conduct meaningful and valuable research in the field.
- Evolve as an artist/educator/researcher through meaningful practice and reflection.

## Curriculum

Master of Arts in Art Education 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 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 two proctored events: the Capstone Readiness Exam and the Capstone Research Presentation. 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.
- Showcase and celebrate learning from the degree program.

### Capstone Readiness Exam

Students submit a video-recorded verbal presentation of their knowledge and professional opinions. They select two prompts from a list of broad topics in art education. Prompts are based on learning in 500-level courses. Students have one week to prepare, record, and submit their presentation. A proctor evaluates the exam, and students are notified of results via email. A passing grade on the Capstone Readiness Exam allows the student to enroll in Mission of Teaching. See the Capstone Readiness Exam policy on page 48 for more information.

### Capstone Research Presentation

Students in AOEU's master's degree program participate in a second proctored event at the conclusion of the Capstone Research course. This assessment includes a formal presentation of the candidates capstone project and paper and takes place in a digital group setting. The presentation audience includes the course instructor, classmates, and other AOEU leadership. The instructor will lead the assessment of the capstone project, paper, and presentation. Candidates must pass this assessment in order to graduate from AOEU's Master of Arts in Art Education program.

## Master's Degree Courses

### Core Courses

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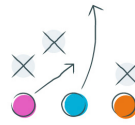
ARE 501  
**Assessment in Art Education**



ARE 507  
**Designing Your Art Curriculum**



ARE 534  
**Managing the Art Room**



ARE 516  
**Instructional Strategies for Art Teachers**

### Final Core Courses

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ARE 630  
**Mission of Teaching**



ARE 631  
**Capstone Research**

### Elective Courses

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SPED 503  
**Autism and Art**



ARE 506  
**Creativity in Crisis**



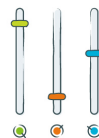
DIG 510  
**iPads in the Art Room**



ARE 513  
**Rethinking Kindergarten**



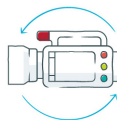
ARE 517  
**Integrating Art History**



ARE 518  
**Reaching All Students Through Differentiation**



ARE 522  
**Choice-Based Art Education**



DIG 523  
**Flipping the Art Room**

## Elective Courses (continued)

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ARE 527  
**Project-Based Art Room**



ARE 536  
**Art Therapy for Art Teachers**

## Studio Elective Courses

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ART 524  
**Studio: Ceramics**



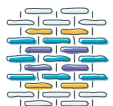
ART 525  
**Studio: Printmaking**



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

AOEU courses are rolling enrollment, which allows you to pay for courses individually throughout the duration of your degree program.

- The bulk of the core and elective courses (27 credits) are 500-level courses: \$349/credit.
- Final core courses, including Mission of Teaching (3 credits) and Capstone Research (6 credits) are 600-level courses: \$399/credit.
- Total tuition for the degree program, which includes all library services, is \$13,014.

## Additional Fees

The following fees are in addition to tuition and are non-refundable:

- Transcript Processing Fee: \$10/paper transcript. A courtesy transcript will be sent with the diploma at the successful completion of the degree program.
- Application Fee: \$100
- Capstone Readiness Exam Fee (proctored exam): \$200

## Textbooks and Supplies

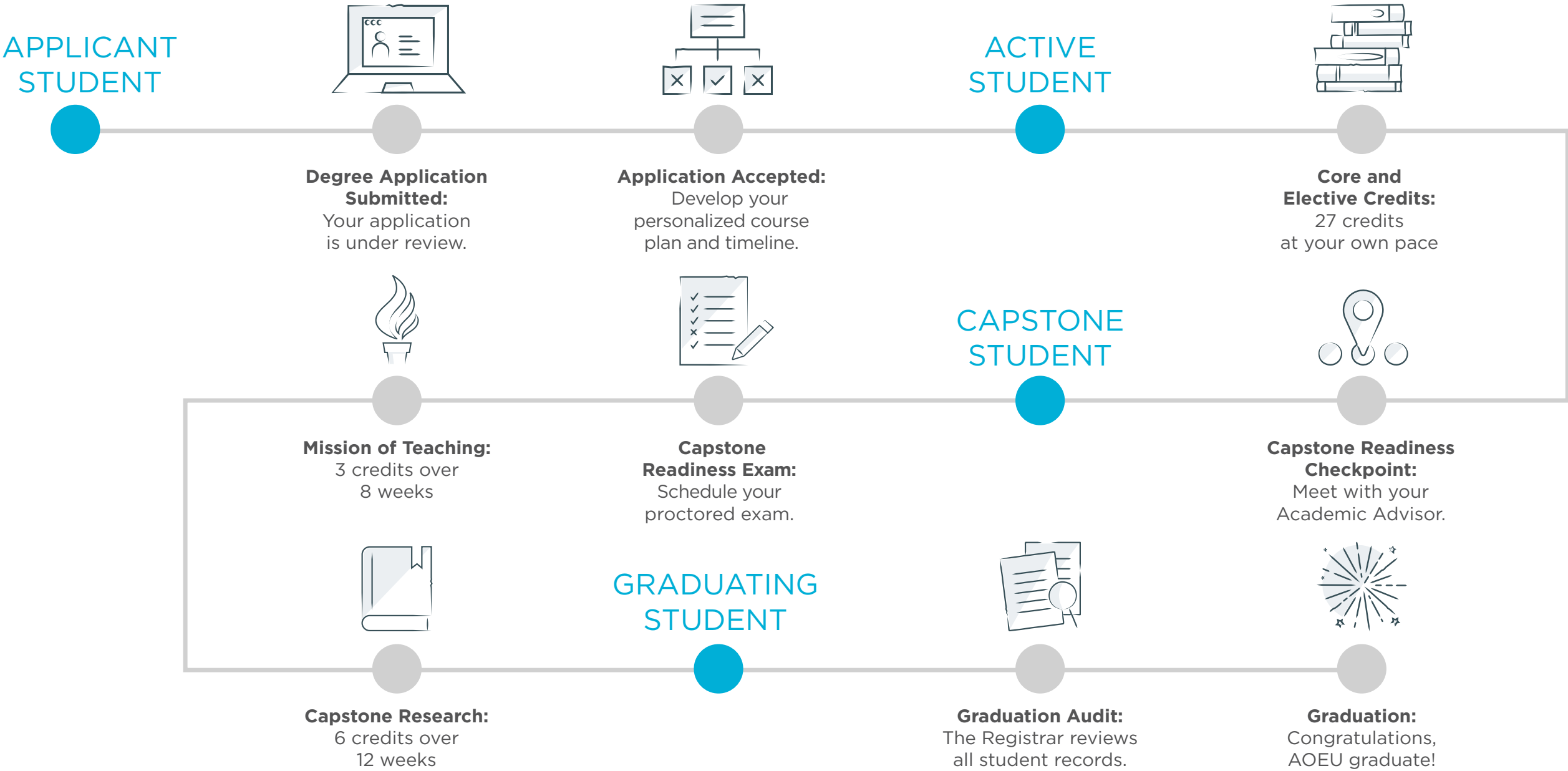
Total cost is dependent on the course and electives selected. [Click here](#) to see the estimated costs for each course.

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

**Total Degree Cost: \$13,314 + Any Required Books/Art Materials**

# Master of Arts in Art Education

The Master’s program at The Art of Education University will take you on an exciting journey specifically designed for art educators. Meet your professional goals while working at a pace that fits your lifestyle!



## Experience

The Master of Arts in Art Education from The Art of Education University is a 36-credit online master's degree program for K-12 art teachers. The Student Journey, on the previous page, 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 or take up to five years to graduate.

**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 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 from The Art of Education University.

## Application Requirements

The application is designed to showcase students' professional qualifications and passion for art education. All components are submitted through the online application and reviewed together. Students can save their application and come back to it in the future. Details and requirements are included in the online application.

The application is comprised of four main components:

- 1 A current resume or CV
- 2 A 1-3 minute video of intent
- 3 A 1-2 page explanation of your "why"
- 4 A collection of 10 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](mailto: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. If an applicant is denied, they may resubmit their application and application fee to be considered again for acceptance.

## Program Enrollment

Accepted candidates must complete their enrollment agreement. It is signed by the student and 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.

# COURSES

## Experience

The Art of Education University offers over 20 practical, relevant, and engaging graduate courses. All courses are accredited and can be used for relicensure, professional development hours, or earning credits toward your master's degree. 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.

Students can earn graduate credit from The Art of Education University or Morningside College. The institution is selected at the time of enrollment and can be changed until the last day of the course. The Art of Education University is unable to change the institution type after the course is complete. Email [registrar@theartofeducation.edu](mailto:registrar@theartofeducation.edu) to request a change to the institution type. Morningside College and The Art of Education University follow the same requirements for academic rigor and student assessment.

The Certificate of Completion shows the final grade and credits earned. It is available seven days after the course end date and can be downloaded from the Student Records page in the student's online account. After the Certificate of Completion is received, students may request an official transcript (electronic or by mail).

## 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 students' 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

Courses are designed for K-12 art teachers. 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.

## Individual Courses

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

- 1 Have your official transcript sent directly from the issuing institution to The Art of Education University.
- 2 Confirm or demonstrate English language proficiency (see International Students on page 28).
- 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 on page 28).

## Master's Degree

To apply for the Master of Arts in Art Education degree program, all applicants must complete the following steps:

- 1 Have your official transcript sent directly from the issuing institution to The Art of Education University.
- 2 Upload a current resume or CV.
- 3 Record a 1-3 minute video of intent.
- 4 Compose a 1-2 page writing sample.
- 5 Curate 10 images and captions that demonstrate classroom and artistic competencies.
- 6 Pay the \$100 application fee.

For more information, contact an admissions counselor:  
[admissions@theartofeducation.edu](mailto: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.

For more personalized support regarding tuition requirements and school PO collections, contact The Art of Education University at **515.293.4283** or at [help@theartofeducation.edu](mailto:help@theartofeducation.edu).

\*Each school/organization processes purchase orders differently. At the time of checkout, you will be asked to enter your assigned PO number as well as a copy of the purchase order. For more information, or if your school/organization does not provide a PO number, contact us at **515.293.4283** or [help@theartofeducation.edu](mailto: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](mailto: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:  
<https://pearsonpte.com>

### Exemptions

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

## International Students (continued)

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
  - A score of 58 or above

Additional questions may be directed to [registrar@theartofeducation.edu](mailto:registrar@theartofeducation.edu) or **515.236.5094**.

## 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 on page 43 for more details. Additional questions may be directed to the Dean of Student Services at [studentservices@theartofeducation.edu](mailto:studentservices@theartofeducation.edu).

## 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:

- Courses have been completed within five years of the program acceptance date.
- 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.

*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.
- Coursework must be graduate level (500-level or above).
- The coursework is completed at an accredited institution.
- 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.

## Requesting Transfer Credit

Request 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](mailto: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](mailto:transcripts@theartofeducation.edu)

Hard Copy: The issuing institution can mail your official transcript directly to AOEU's registrar at the following address:

**The Art of Education University**  
Attn: Registrar  
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. It's advised that you check with the degree-granting school, your state, or your school 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.

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

## Grades and Transcripts

### Graduate Credit: The Art of Education University

Graduate-credit 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 your 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 seven 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 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 transcript.

### Graduate Credit: Morningside College

The final grade and number of credits earned will be indicated on the Certificate of Completion, which is available seven 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.

## 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 (page 50) for complete details.



## Grading Scale

LETTER GRADE	LETTER GRADE	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 above, 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 above at the completion of each course to earn graduate credit for an individual course offering.

## Repeating a Course

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.

## 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](mailto: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.

## Degree 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](mailto:registrar@theartofeducation.edu) and phone: **515.236.5094**.

The student will be refunded, according to the Tuition Reimbursement Policy on page 67, for any courses the student is currently enrolled in or has 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

### LMS

The Art of Education University uses a learning management system (LMS) as the primary online learning platform for all courses. All instructional materials, course discussions, assignments, and assessments are available to students via the LMS.

### 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.

The student and advisor work together to plan the degree timeline and develop a personalized course plan. Advisors reach out proactively to support academic success and answer student questions as they arise.

After completing all 500-level courses, the student and academic advisor meet one-on-one for the Capstone Readiness Checkpoint. At this meeting, the advisor ensures the student is in satisfactory academic standing, provides information about the Capstone Readiness Exam, and works with the student to determine a timeline for the 600-level courses: Mission of Teaching and Capstone Research.

### Library Services

Students who enroll in a course with The Art of Education University have access to Library Services.

# TUITION AND FEES

## Tuition

500-Level Courses	600-Level Courses
Graduate Credit	Graduate Credit
<b>\$349 per credit</b> 3-credit course: <b>\$698</b> 6-credit course: <b>\$1047</b>	<b>\$399 per credit</b> 3-credit course: <b>\$1197</b> 6-credit course: <b>\$2394</b>

## Transfer, Withdrawal, and Tuition Reimbursement

Please refer to the Transfer, Withdrawal, and Tuition Reimbursement Policies on page 65 for more information.

## Payment Options

### Responsible Borrowing

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

### 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 over the course 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 co-signer. 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 at this time.

# COURSE POLICIES



p.38

**Academic Integrity Policy**



p.39

**Academic Probation & Dismissal Policy**



p.40

**Admissions Policy**



p.43

**Americans with Disabilities Act (ADA)**



p.45

**Cancellation Policy**



p.45

**Confidentiality & Privacy Policies**



p.47

**Course Access**



p.47

**Course Progress Policy**



p.50

**Grading Policy**



p.54

**Graduate-Credit Information**



p.57

**Grievance Policy**



p.58

**Non-Discrimination Policy**



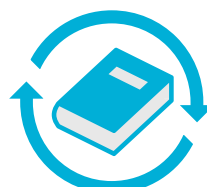
p.59

**Student Code of Conduct Policy**



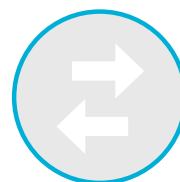
p.62

**Technology Requirements**



p.63

**Transfer Credit Policy**



p.65

**Transfer, Withdrawal, & 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. 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 and submitting it as your 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 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 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 above, 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 program 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 on page 65. 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

Courses are designed for K-12 art teachers. 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.

### Individual Courses

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

- 1 Have your official transcript sent directly from the issuing institution to The Art of Education University.
- 2 Confirm or demonstrate English language proficiency (see International Students on page 41).
- 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 on page 41).

### Master's Degree

To apply for the Master of Arts in Art Education degree program, all applicants must complete the following steps:

- 1 Have your official transcript sent directly from the issuing institution to The Art of Education University.
- 2 Upload a current resume or CV.
- 3 Record a 1-3 minute video of intent.
- 4 Compose a 1-2 page writing sample.
- 5 Curate 10 images and captions that demonstrate classroom and artistic competencies.
- 6 Pay the \$100 application fee.

For more information, contact an admissions counselor:

[admissions@theartofeducation.edu](mailto:admissions@theartofeducation.edu) or **515.236.5050**





## Admissions Policy (continued)

### 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, you will be asked to enter your assigned PO number as well as a copy of the purchase order. For more information, or if your school/organization does not provide a PO number, contact us at **515.293.4283** or [help@theartofeducation.edu](mailto: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](mailto: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:  
<https://pearsonpte.com/>



## Admissions Policy (continued)

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
  - A score of 58 or above

Additional questions may be directed to [registrar@theartofeducation.edu](mailto:registrar@theartofeducation.edu) or **515.236.5094**.

Exemptions:

The English language proficiency requirement may be waived if you 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](mailto:studentservices@theartofeducation.edu).



## 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 instructor or the Dean of Student Services at the time of enrollment or as the need arises. Documentation to support the disability must be provided at the time of the request. 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 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 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](mailto:studentservices@theartofeducation.edu)



## Americans with Disabilities Act (ADA) (continued)

### 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 (page 57).

### 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 accommodations requested. 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 accommodations(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 (page 45). The Art of Education University may only disclose the specific nature of a student's disability upon written release from the student.

### Documentation

To receive a copy of individual disability documentation, contact the Registrar at **515.236.5094** or email [registrar@theartofeducation.edu](mailto:registrar@theartofeducation.edu).



## Cancellation Policy

### Course Cancellation Policy

All AOEU courses require a minimum enrollment of four students by 11:00pm 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 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, Schoology. Students seeking additional information, outside of the scope listed above, should submit a written request to the Office of the Registrar 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.



## Confidentiality and Privacy Policies (continued)

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



## Confidentiality and Privacy Policies (continued)

### 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](mailto:registrar@theartofeducation.edu) or **515.236.5094**.



## Course Access Policy

### Learning Management System (LMS)

All courses and coursework are archived after the course end date.

### Copyright

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



## Course Progress Policy

### Attendance

At The Art of Education University, coursework is flexible. Students may work at their own pace, and even work ahead, as long as they meet the required weekly due dates.

### Course Satisfactory Academic Standing

To maintain satisfactory academic standing, students must submit assignments and participate in course activities on a weekly basis. To earn graduate credit, degree-seeking students must complete their course with a minimum GPA of 3.0 or a grade at or above a B (80%).



## **Course Progress Policy (continued)**

### **Degree Program: Satisfactory Academic Standing**

All coursework at The Art of Education University is rolling enrollment, and the program has a rolling admissions policy. Students can take courses at any time, and at any rate, during the five-year degree timeframe. Similarly, students can apply to the program at any time. Academic advisors will reach out to students on a systematic basis to ensure they are making satisfactory progress toward their degree.

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.

### **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, reschedule an exam date, and remit an additional exam fee.

### **Late Work**

All assignment deadlines are determined by the instructor and posted online. Any late work will be noted by the instructor and will receive half credit after the first offense. 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.





## **Course Progress Policy (continued)**

### **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 pre-arranged extensions. Point deductions will occur if the instructor is notified within 24 hours or after the assignment due date.

### **Course Extensions**

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 may be granted beyond the end date of a course.

Final grades will be processed within seven days of the course extension date.

### **Degree Program: Extension Policy**

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 and admission requirements will apply.



## Grading Policy

### 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 Course Records page of the AOEU website.

### Grading Scale

LETTER GRADE	LETTER GRADE	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.

### Repeating a Course

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.

### Academic Probation

Master's degree students must earn a B (80%) or above, 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 program 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.



## Grading Policy (continued)

### 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 Completion

Official Certificates of Completion will be available to students who have completed all steps of the course enrollment process, including the submission of an official transcript confirming an earned bachelor's degree or higher from an accredited institution. Once a student's file is complete, AOEU Certificates of Completion can be downloaded from the student's Course Records page on the AOEU website. Certificates of Completion will be available seven days after the course end date. Students will receive an email notification when their Certificate of Completion becomes available for download.



## Grading Policy (continued)

### How do I submit an official transcript from another college or university outside of AOEU?

There are two options for sending official transcripts:

Digital: The issuing institution can email digital transcripts directly to AOEU's registrar: [transcripts@theartofeducation.edu](mailto:transcripts@theartofeducation.edu).

Hard Copy: The issuing institution can mail your official transcript directly to AOEU's registrar at the following address:

**The Art of Education University**

Attention: Registrar

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 once notification of a Certificate of Completion is received. To request an official transcript:

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

### Graduate Credit: The Art of Education University

Individual Courses: The final grade and number of credits earned will be indicated on the Certificate of Completion, which is available seven days after the course end date. The Certificate of Completion can be downloaded from the 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 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 transcript. There is an additional processing fee for overnight transcript delivery.



## Grading Policy (continued)

### Graduate Credit: Morningside College

The final grade and number of credits earned will be indicated on the Certificate of Completion, which is available seven days after the course end date. The Certificate of Completion can be downloaded from the Course 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 \$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](mailto: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

### How do I submit an official transcript from a college or university outside of AOEEU?

There are two options for sending official transcripts:

Digital: The issuing institution can email digital transcripts directly to AOEEU's registrar: [transcripts@theartofeducation.edu](mailto:transcripts@theartofeducation.edu)

Hard Copy: The issuing institution can mail your official transcript directly to AOEEU's registrar at the following address:

**The Art of Education University**

Attention: Registrar

518 Main St. Suite A

Osage, IA 50461

### What level of graduate credit is available?

Most AOEEU courses are 500-level credits. Mission of Teaching and Capstone Research, the final two core courses for the Master of Arts in Art Education program, are 600-level.

### 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, and 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 department of education to verify this program leads to a 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.

### How are the courses graded?

All students earn a letter grade, which is scored based on the rubrics and requirements outlined in the course syllabus. Morningside College and The Art of Education University follow a rigorous academic model of the highest standard for curriculum development and student assessment.

### What is my grade for the course? How am I doing?

Students are encouraged to check the online grade book to access grades at any time. Any questions or concerns should be directed to the course instructor.



## Graduate-Credit Information (continued)

### When will I receive my grade?

A Certificate of Completion will be available through AOEU's Student Records page seven days after the course end date. You will receive an email notification when grades are ready to view. You can log into AOEU's website to download and print out a copy of your Certificate of Completion (as long as your transcript documenting a bachelor's degree or higher has been received and processed.)

### How do I obtain an official transcript?

#### The Art of Education University

Graduate-credit 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 your 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 seven 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 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 transcript.

#### Morningside College

The final grade and number of credits earned will be indicated on the Certificate of Completion, which is available seven 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.



## Graduate-Credit Information (continued)

### Can I expedite my transcript?

#### The Art of Education University

In an effort to provide all students with the best experience possible, AOEU expedites all grades by processing them within seven days from the course completion date. Seven days is the fastest grades can be processed. Transcripts may be requested anytime after the Certificate of Completion is received. There is an additional processing fee for overnight transcript delivery.

#### 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.

### **Can credits earned from AOEU courses be used for continuing education credits towards relicensure or a lane change (salary advancement) in my school district?**

In many cases, yes. Credits earned through AOEU coursework meet the requirements for license renewal or salary advancement. It is the student's responsibility to ensure prior approval has been obtained by state, district, or employment personnel offices.

### **Will these classes be accepted through my graduate program?**

In many cases, yes. 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, which is widely accepted, but requirements vary.





## Grievance Policy

### Conflict of Interest

If a student feels there is any conflict of interest with a faculty member, they may follow the procedure outlined below.

- 1 The concern should be put into writing and addressed to the Dean of Instruction ([deanofinstruction@theartofeducation.edu](mailto:deanofinstruction@theartofeducation.edu)). The dean will address the issue and make any necessary resolution within three business days.
- 2 A question or concern the student feels was not satisfactorily resolved by the Dean of Instruction can be addressed, in writing, to AOEU's Chief Academic Officer ([cao@theartofeducation.edu](mailto:cao@theartofeducation.edu)). The CAO will review and make a resolution, if warranted, within three business days.

### Formal Complaints

Any student who has a 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 make a written complaint and submit it to the [cao@theartofeducation.edu](mailto:cao@theartofeducation.edu). The CAO will review the matter and make a resolution, if warranted, within ten business days.

The Art of Education University and its degree program is accredited by the Distance Education Accrediting Commission (DEAC). 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 is a voluntary, regional approach to state oversight of postsecondary distance education. In addition to AOEU's 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](mailto: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 on page 65.

### Ethical Computer Use

The Art of Education University provides information technology resources to a variety of users. 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 will be 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.



## **Student Code of Conduct Policy (continued)**

### **Sexual Misconduct and Gender Discrimination (continued)**

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 you experience or witness sexual or any other unlawful harassment, immediately report this information to the Dean of Instruction, Heather Crockett. If you feel it would be inappropriate to discuss with the Dean, you 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 over the course 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 key to investing in your future, and it is important to borrow responsibly. This means only borrowing for what you need. Track your loans every year and only borrow for school-related expenses to minimize your 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 co-signer. 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.



## Student Code of Conduct Policy (continued)

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
<b>Interest rate is fixed.</b> This means that once your 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 <b>no payment grace period.</b>
Borrower Benefits	
<b>Fees Required:</b> Yes	
<b>Origination Fee:</b> 5.00% of financed amount	
<b>Late Charge:</b> \$15 or 5% of the past due payment, whichever is less.	
<b>Insufficient Funds Charge:</b> \$20 for each payment returned or unpaid.	

*\*The interest rate may be higher or lower than your Annual Percentage Rate (APR) because the APR considers certain fees to obtain this loan and the interest rate.*

### Code of Conduct

#### Federal Loans

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.

The Art of Education University does not participate in Federal Financial Aid at this time.



## Technology Requirements

AOEU students need 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, Schoology functions. A mobile device cannot replace a desktop/laptop.
- ✓ The most recent versions of iOS and Android operating systems are recommended.
- ✓ Students enrolled in AOEU's iPads in the Art Room course are required to have access to an iPad updated to the newest iOS update available from Apple.
- ✓ Master's degree students are required to have audio and video capabilities for the Capstone Readiness Exam and Capstone Research course.

### Connectivity

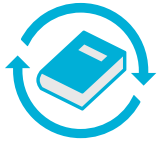
- ✓ High-speed Internet connection: cable, DSL, etc
- ✓ Internet Web Browser (Firefox 3+, Internet Edge, Safari 3.1+, or Google Chrome)
- ✓ Personal e-mail account

### 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+](#)
- ✓ To learn more about system requirements, technology suggestions, and troubleshooting [click here](#).



## 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

Request 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](mailto:registrar@theartofeducation.edu) or **515.236.5094**.

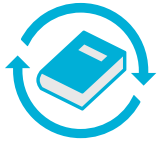
### AOEUE Courses from Morningside College

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:

- Courses have been completed within five years of the program acceptance date.
- 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 AOEUE programs will be automatically transferred and accepted at program acceptance. Accepted coursework will display on the student's Course Records page on the AOEUE website once processed. A minimum of 18 credit hours must be taken through The Art of Education University.

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



## Transfer Credit Policy (continued)

### 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.
- Coursework must be graduate level (500-level or above).
- The coursework is completed at a regionally or nationally accredited institution.
- 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.

Please 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. [Transfer Credit Request Form](#)

### Deadline

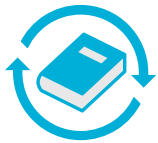
All requests for transfer credit and official transcripts documenting credits earned are required to be submitted at least one week prior to the Capstone Readiness Checkpoint.

### Criteria for Assessment

All transfer credits must first be officially accepted into the university through the Office of the University Registrar. Students should contact The Art of Education University directly for additional details regarding transfer credit policies at [registrar@theartofeducation.edu](mailto: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 Credit Policy (continued)

### Tuition Adjustment

After acceptance into the program, students with transfer credits will receive an official notification of transfer from the registrar's office outlining the credits accepted and the modified program price.



## 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. 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 purchase. Any requests beyond two transfers will result in tuition reimbursement, per the Tuition Reimbursement Policy (page 67).

**Transfer Process:** To submit an official transfer request, please 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
AOE University	ARE534	Graduate	1	--	CHANGE ACCREDITATION TRANSFER WITHDRAWAL

[SCHOOLLOGY](#) [MATERIALS](#)

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

*Note: The directions above detail the preferred method to request transfers, withdrawals, and tuition reimbursement; however, AOEU will accept such requests in any communication format including email:*

*[registrar@theartofeducation.edu](mailto:registrar@theartofeducation.edu) and phone: **515.236.5094**.*

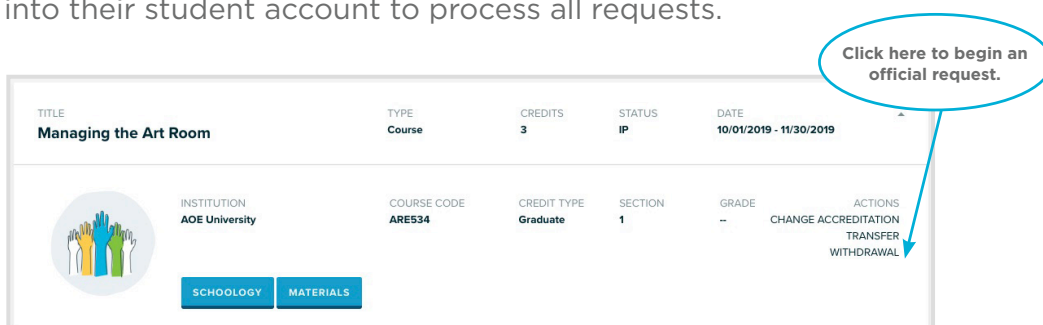


## Transfer, Withdrawal, and Tuition Reimbursement (continued)

### 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 “Unenroll” (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.

*Note: The directions above detail the preferred method to request transfers, withdrawals, and tuition reimbursement; however, AOEU will accept such requests in any communication format including email:*

*[registrar@theartofeducation.edu](mailto:registrar@theartofeducation.edu) and phone: **515.236.5094***

**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.



## Transfer, Withdrawal, and Tuition Reimbursement (continued)

### 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 the student is currently enrolled in or has prepaid for at the time of withdrawal from the program.

**Official Withdrawal Process:** To submit an official program withdrawal request, please contact your 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.

*Note: The directions above detail the preferred method to request transfers, withdrawals, and tuition reimbursement; however, AOEU will accept such requests in any communication format including email: [registrar@theartofeducation.edu](mailto:registrar@theartofeducation.edu) and phone: **515.236.5094***

**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 (page 68). Refunds will be processed for the original transaction amount. Discount codes cannot be reused. Additional program fees will not be refunded.



## Transfer, Withdrawal, and Tuition Reimbursement (continued)

### Tuition Reimbursement Policy: Degree Program

Students who submit an official program withdrawal request are eligible for a refund for any courses the student is currently enrolled in or has prepaid for at the time of withdrawal from the program, 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.

#### 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%	\$1047

*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 \$1047.00.*

#### 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%	\$1197

*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 \$1197.00.*



## Transfer, Withdrawal, and Tuition Reimbursement (continued)

### 6-Credit Course (600-Level)

Date of Withdrawal	Percentage of Tuition Returned to the Student	Refund Amount (Graduate)
By the course end date	100%	\$2394

*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 \$2394.00.*

### 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 (page 39). Terminated students will be refunded per the Tuition Reimbursement Policy detailed above.



## Transfer, Withdrawal, and Tuition Reimbursement (continued)

### Military Refund Policy

Instances 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 seven days of the course end date.

### Discounts

AOEU occasionally offers discount codes to defined groups or during special promotions. The maximum total discounts allowed in one year is \$100. The discounted amount will not be refunded as part of AOEU's Tuition Reimbursement Policy.

### School Purchase Orders and Collections

Full payment is required from individual students before they can enroll in a course via credit card online. 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



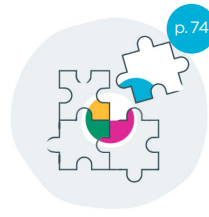
p.72

**Art Therapy for Art Teachers**



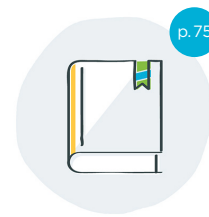
p.73

**Assessment in Art Education**



p.74

**Autism and Art**



p.75

**Capstone Research**



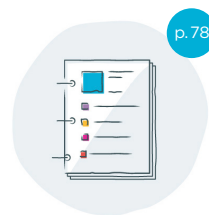
p.76

**Choice-Based Art Education**



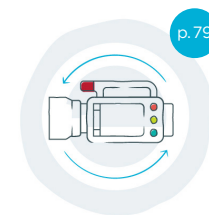
p.77

**Creativity in Crisis**



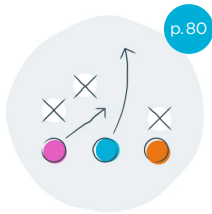
p.78

**Designing Your Art Curriculum**



p.79

**Flipping the Art Room**



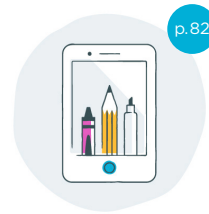
p.80

**Instructional Strategies for Art Teachers**



p.81

**Integrating Art History**



p.82

**iPads in the Art Room**



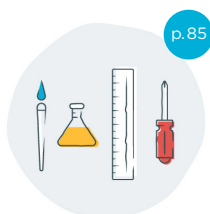
p.83

**Managing the Art Room**



p.84

**Mission of Teaching**



p.85

**Project-Based Art Room**



p.86

**Reaching All Artists Through Differentiation**



p.87

**Rethinking Kindergarten**



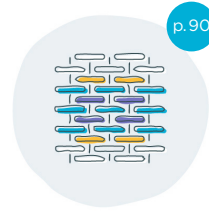
p.88

**Studio: Ceramics**



p.89

**Studio: Drawing**



p.90

**Studio: Fibers**



p.91

**Studio: Painting Tempera & Acrylic**



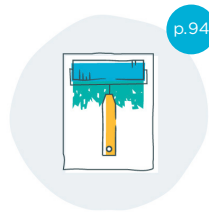
p.92

**Studio: Painting Watercolor**



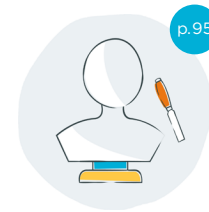
p.93

**Studio: Photography**



p.94

**Studio: Printmaking**



p.95

**Studio: Sculpture**



# Art Therapy for Art Teachers

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE536 / Morningside EDUC500 AOE036

## Course Outcomes

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





# Assessment in Art Education

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE501 / Morningside EDU500 AOE001

## Course Outcomes

- ✓ 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 which 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

Trying to fit art education into traditional assessment methods (bubble tests, anyone?) is like trying to fit a square peg in a round hole. We are different, and because of that, most traditional assessments just don't work for us. But we're required to show data in today's educational landscape. So where do we turn?

Throughout this course, you'll examine current research in assessment in arts education and explore strategies and systems used by some of the top schools and programs in the nation to assess the arts. Based upon the research and models from class, you'll leave this course with a comprehensive toolkit that has many different types of authentic assessments ready for direct application in your classroom.



# Autism and Art

**Graduate Credits**  
2 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit SPED503 / Morningside EDU500 AOE003

## Course Outcomes

- ✓ Understand autism spectrum disorder and identify best practices to reach and teach the students in your art room.
- ✓ Cultivate an understanding of special education law and how it can empower your teaching and support your practice.
- ✓ Create resources and instructional materials for immediate use in your art room.
- ✓ Implement systems and routines to make your 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 your building and engage in proactive and positive conversations to support your students in reaching their academic and creative goals.
- ✓ Build and reference a library of resources which address the needs of diverse learners.

## Course Description

Students with autism often have a difficult time with verbal and social communication, and art can serve as a vehicle for communication while supporting strengths and encouraging self-esteem. As an art teacher, you likely have many students in your classroom, and working with students with Autism Spectrum Disorder (ASD) can bring a unique set of challenges. With few art teachers having specialized training in working with students on the spectrum, we are often left to our own intuition. All students deserve individualized education, and for our students with special needs, compliance with their needs is also the law!

During this course, you will gain a foundational understanding concerning students on the autism spectrum and special education law. You will learn strategies for developing authentic art experiences for students while also addressing sensory needs in the art room. This course provides opportunities to create instructional tools which support routines and transitions, and facilitates valuable practice when it comes to decoding students' behavior. As a result of this course, you will walk away with a variety of strategies and ideas to improve your practice and share amongst colleagues.

Students will need to purchase a copy of the book *Ten Things Every Child with Autism Wishes You Knew* (2012): Notbohm, ISBN-10: 1935274651



# Capstone Research

**Graduate Credits**  
6 Graduate Credits

**Timeline**  
12 Weeks



Course Code: ARE631

## Course Outcomes

- ✓ 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 extended 12-week Capstone course experience has been designed to support students in the final stages of the master's program. Course materials continue to engage students in contemporary research practice specific to the field of art education. Topics include the history of research in art education and related fields, practical applications, and formal presentation of work. Student tasks include preparation and presentation of a comprehensive research proposal, implementation of a timely research project, a final write-up of their research findings, and a dynamic and reflective presentation of culminating research endeavors.

Students in this class will need a digital or hard copy of the resource, *Publication Manual of the American Psychological Association* (7th edition) (ISBN-10: 1433832178)



# Choice-Based Art Education

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE522 / Morningside EDUC500 AOE022

## Course Outcomes

- ✓ 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 your teaching 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

Art education is all about celebrating uniqueness. Every teacher is different, every student is different, and every school and district is different. However, these differences sometimes require finding a balance that honors the district's needs, the student's needs, and the teacher's goals and philosophies.

Finding that balance is what choice-based art education is all about. In this class, you'll learn about the choice spectrum to give your students more autonomy without losing control. You'll explore the power of a student-centered curriculum, reflect on how you are currently using choice, and set goals. By studying different choice-based approaches (TAB, Montessori, Reggio, and others), you will reflect on the pros and cons of different programs and prepare to find solutions that work in your classroom. Assessment, advocacy, and management strategies will also be covered.

Participants in this course will need to purchase a copy of the book *The Open Art Room* (2018): Purtee & Sands, ISBN: 9781615286775



# Creativity in Crisis

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE506 / Morningside EDUC500 AOE006

## Course Outcomes

- ✓ Create a culture of creativity in your 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 Description

Art class is designed to facilitate the most creativity. It needs to be an ever-changing, reactive playground of fresh ideas and nurturing instruction. However, many art teachers find that the standardized world works against our creative impulses and threatens to bog down our classrooms in routine and convention. Creativity In Crisis helps you find the way to ensure your classroom is a frenzy of creative activity.

In this course, you'll learn from creativity experts, including Sir Kenneth Robinson, to dig deep into a true understanding of creativity. You'll also learn strategies to take into your classroom to enhance creativity and cultivate learners who are prepared for the demands of our ever-changing world.

Students in Creativity in Crisis will need to purchase a copy of the book *Out of Our Minds: Learning to be Creative* (2017): Robinson, ISBN-13: 9780857087416



# Designing Your Art Curriculum

**Graduate Credits/ PD Hours**

3 Graduate Credits / 135 PD Hours

**Timeline**

8 Weeks



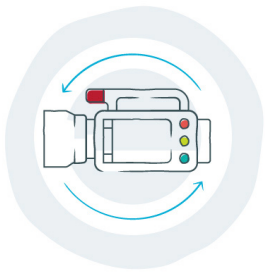
Course Code: Graduate Credit ARE507 / Morningside EDUC500 AOE007

## Course Outcomes

- ✓ 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, students 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 the teacher's own individual style.



# Flipping the Art Room

**Graduate Credits**  
2 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit DIG523 / Morningside EDUC500 AOE023

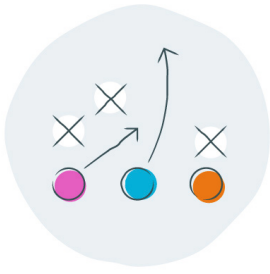
## Course Outcomes

- ✓ Plan and prepare to flip a unit or lesson that you're currently teaching.
- ✓ Successfully record video tutorials and create handouts to assist in your instructional delivery.
- ✓ Develop an engaging online platform for student viewing.
- ✓ Create powerful assessments to accompany your flipped unit or lessons.
- ✓ Empower your students to use technology as an effective learning tool.

## Course Description

Imagine an art classroom where you don't have to repeat yourself, where students can learn at an individualized pace, and where classroom management is addressed without interrupting learning. With Flipping the Art Room, you'll gain the tools necessary to make this dream a reality in your own classroom with a groundbreaking instructional method called Flipping Teaching.

Throughout this course, you'll learn practical ways to "flip" your art room by creating instructional videos that students can watch at home or during class. Whether you flip a whole course, one complicated lesson, or use this concept simply for sub plans, flipped teaching will help promote autonomy, differentiate instruction, and allow you to spend class time doing what you do best: teaching!



# Instructional Strategies for Art Teachers

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE516 / Morningside EDUC500 AOE016

## Course Outcomes

- ✓ Reflect upon various instructional strategies for delivering art specific content.
- ✓ Evaluate delivery methods which 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

Are your teaching strategies stuck in a rut? Do you find yourself introducing most lessons in a similar fashion? It's time to get out of your comfort zone, expand your instructional methods, and start providing your students a deeper, more well-rounded art experience. With Instructional Strategies for Art Teachers, you'll incorporate best practices directly applicable to the content area of art.

This eight-week, highly interactive course covers a wide variety of instructional delivery methods, including direct and indirect instruction, how to facilitate dynamic discussions, cross-curricular connections, and much more. You'll leave this course with skills to help more effectively deliver your message, refine your demonstrations, and perfect your teaching language.





# Integrating Art History

**Graduate Credits**  
2 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE517 / Morningside EDUC500 AOE017

## Course Outcomes

- ✓ 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 your students.
- ✓ Research and present a local art museum visit, which can supplement your evolving lessons.
- ✓ Develop art history resources to help facilitate studio explorations, discussions, and critiques.
- ✓ Compose an action plan which outlines your goals for the implementation of art history concepts.

## Course Description

Do you sometimes struggle to integrate art history in the classroom in meaningful ways? Do you have some exciting ideas for the classroom but haven't had a chance to plan the actual lessons? Are you dying to visit the recent exhibit at your nearby art museum as you envision rich field trip opportunities?

In this course, students survey hundreds of years of art as they simultaneously plan rich learning opportunities for students in diverse and dynamic settings. While many art teachers struggle when it comes to making art history relevant in today's classrooms, this course will afford students strategies for making history personal, meaningful, and unforgettable. This has profound implications when it comes to fostering art appreciation among students of all ages.

From this course, you will walk away with a deeper understanding regarding historical and contemporary works. You will also discover ways to apply this foundational information and accompanying resources to enhance current and future lessons.



# iPads in the Art Room

**Graduate Credits**  
2 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit DIG510 / Morningside EDUC500 AOE010

## Course Outcomes

- ✓ 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 we connect, communicate, and how we gather information. As such, tools like the iPad are increasingly entering the classroom scene with significant implications for student learning as well as instructor engagement.

This class has been designed proactively with today's tech enthusiasts in mind. Contemporary resources concerning tablets at large are introduced and debated. Specific applications are explored, along with practical suggestions for both teacher and student usage. As a student in iPads in the Art Room, you will become proficient in a variety of applications as you prepare and present dynamic lessons demonstrating meaningful incorporation of these contemporary tools.



# Managing the Art Room

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE534 / Morningside EDUC500 AOE034

## Course Outcomes

- ✓ 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 individuals' 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, environment.

Chances are you signed up for this course for one of two reasons: (1) it is required for your program or, (2) you are struggling with classroom management and are looking for some help. Either way, we are glad you joined us! You will walk away from this course with an understanding of several comprehensive management strategies and gain insights from the book *Classroom Management for Art, Music, and PE Teachers* (Linsin, 2014). You will also receive support from fellow art educators as you identify key classroom management struggles and learn to turn them around. Are you ready to get started?



# Mission of Teaching

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: ARE630

## Course Outcomes

- ✓ 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 which promote the fields of art education at local, national, and potentially global levels.
- ✓ Design a success map and action plan for research.

## Course Description

This course invites the teacher to explore philosophical perspectives and research methods within the fields of education and art education. Students will search for meaning both within the profession at large and within their personal practice.

Students will explore current issues in art education and relate those to their own mission/vision of teaching. Teacher leadership and mentorship qualities will be examined. Finally, the teacher will reflect upon such 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.

Students in this class will need a digital or hard copy of the book *The Element: How Finding Your Passion Changes Everything* (2009): Robinson & Aronica, ISBN-10: 0143116738



# Project-Based Art Room

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE527 / Morningside EDUC500 AOE027

## Course Outcomes

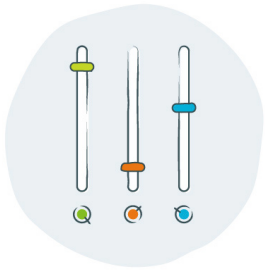
- ✓ Research the most popular collaborative education models currently in use.
- ✓ Learn from art educators who are successfully implementing each of the models.
- ✓ Redesign areas of your curriculum to better facilitate collaborative work.
- ✓ Create advocacy tools to help promote an innovative art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

## Course Description

Art educators must not only be at the table when discussing project-based curriculum, we must be the leaders!

Through this class, you will research the most popular collaborative education models today encompassing both school-wide initiatives and project work exclusive to the art room. Topics explored include Design Thinking, Makerspaces, STEAM/STEM, PBL (Project-Based Learning), School-Wide Collaborative Projects, Arts Integration, and much more!

Students will leave the class with a better understanding of project-based work that will benefit an individual program as well as a plan to actively redesign and customize a collaborative curriculum. If you are ready to gain the confidence to move forward with collaborative learning models enhancing the 4Cs (critical thinking and problem-solving, communication, collaboration, and creativity), join us! Become a leader in your own classroom and school!



# Reaching All Artists Through Differentiation

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit SPED518 / Morningside EDUC500 AOE018

## Course Outcomes

- ✓ Manage the logistics of a differentiated art room, no matter how many students you serve.
- ✓ Use the latest research and examples from around the country to refine your own hybrid art curriculum.
- ✓ Motivate even the most reluctant students and get them excited about art.
- ✓ Revamp your 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

We all know how important the arts are for our students. That's why it's just as important to make sure we are reaching each and every student in the classroom. Differentiation allows you to confidently prepare for every type of student and teach them the way they like to learn.

Throughout Reaching All Artists Through Differentiation, you'll learn to use the appropriate tools to maximize learning for all students: advanced placement, ELL, special education, those that are struggling, and those from different backgrounds, cultures, and interests. An important component of this teaching strategy is to enhance and modify your lessons and assessments to be developmentally appropriate. You will leave the class with a tool kit to help you take the strategies direction into the art room and implement them right away.



# Rethinking Kindergarten

**Graduate Credits**  
2 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ARE513 / Morningside EDUC500 AOE013

## Course Outcomes

- ✓ 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 your 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 which address the needs of diverse learners.

## Course Description

Does it seem your kindergarten students have difficulty following the rules and routines of the art room? Perhaps it's time to rethink the way you approach art education with your youngest learners!

This course will facilitate a deep dive into a variety of strategies, tools, and methodologies sure to support the budding artists in your classroom. Course students 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 students with exciting opportunities to explore childhood development, create classroom resources, and revamp their philosophy of teaching kindergarten.



# Studio: Ceramics

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART524 / Morningside EDUC500 AOE024

## Course Outcomes

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

## Course Description

One of the many wonderful aspects of visual art is that it has so many disciplines. That variety is often one of the reasons it attracted us as educators, but when we are counted on to provide instruction for all the myriad types of art, there is a danger of becoming a jack-of-all-trades and master of none. The Art of Education University's studio courses are designed to help you develop in mediums that you are unfamiliar with or want to get better at. For many disciplines, art teachers haven't studied them seriously since college. Now, you are the art teacher in a classroom—you have no pottery wheels, a limited budget, and students who are so excited to play with clay that it's hard to know where to start.

Through this course, you will fill in all the gaps between what you learned in college and how that applies to the art room. You will also experiment with hands-on ceramics techniques such as using slips and underglazes, unique texture treatments, advanced hand-building techniques, and make historical and interdisciplinary connections.

Think of this class as a studio methods course just for art teachers. You will try out the techniques and processes for yourself. As you create useful tools and finished pieces for the classroom, you will also learn how to break ceramics skills down for your students in a developmentally appropriate way and revamp your ceramics curriculum from the inside out!





# Studio: Drawing

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART526 / Morningside EDUC500 AOE026

## Course Outcomes

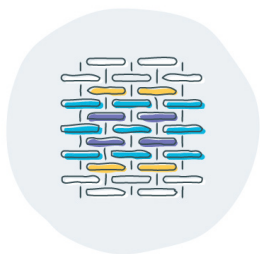
- ✓ Research best practices as you explore basic and advanced techniques and media for drawing instruction in the classroom setting.
- ✓ Practice observational drawing skills through a variety of interactive and choice-based exercises.
- ✓ Develop, enhance, or extend your drawing curriculum.
- ✓ Engage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

## Course Description

Drawing is a fundamental part of every art curriculum, and students come with different backgrounds, aptitudes, and interests when it comes to this skillset. Perceived drawing skills can also build or break student confidence. Because of this, drawing can be one of the most rewarding and frustrating skills to teach.

Drawing is also an area we as teachers need to continue to improve and practice. The realities of teaching are that our artistic growth can take a backseat to the development of our students, and we must make time to sharpen our own skills regularly. At the same time, it is valuable to share out and interact with other art teachers in ways that can further learning.

During this course, you will revisit your role as an artist and share your drawing evolution with your instructor and peers as you simultaneously think through best practices for drawing instruction. Your journey will include visual journaling using a variety of media and skill development as you work towards creating a drawing portfolio.



# Studio: Fibers

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART529 / Morningside EDUC500 AOE029

## Course Outcomes

- ✓ Experiment with a wide variety of 2-D and 3-D 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 your own personal practice to the next level while revamping your fiber art curriculum.

## Course Description

Fiber arts elicit a multitude of reactions from art teachers. Some love this medium, while others tolerate or even avoid it. Visions of needles, scissors, and tumbleweeds of yarn can be exciting or overwhelming and downright scary! This course is designed to conquer your fears and boost your fiber arts curriculum no matter how scant or extensive it may be. Take your lessons to the next level with hands-on assignments focused on 2-D and 3-D weaving, needle felting, wet felting, embroidery and more!

You will work, hands-on, through demonstrations and projects that are fresh and exciting. Led by experts in the field, this class will take “old-school” techniques and make them cool again. You will conquer organization and management skills specific to fiber arts in the art room and create useful tools that break skills down for your students at any age level.



# Studio: Painting Tempera & Acrylic

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART528 / Morningside EDUC500 AOE028

## Course Outcomes

- ✓ 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 your own personal practice to the next level while revamping your painting curriculum.

## Course Description

Tempera and acrylic are versatile art supplies with endless possibilities in the art room, but they also provoke a host of questions. What product will produce the best results? How do I manage the mess? How can I take specific techniques and turn them into successful art experiences for my students?

This course addresses all of these questions and more as you explore best practices in both tempera and acrylic painting for the 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.

Whether you are teaching advanced painting at the high school level or are looking for a more successful approach to tempera at the elementary level, there will be something new to learn in this class. Best of all, you will become a painting expert yourself. You will have the time and the opportunity to try new techniques firsthand as you create a teacher showcase series and final portfolio.



# Studio: Painting Watercolor

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART532 / Morningside EDUC500 AOE032

## Course Outcomes

- ✓ 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 your watercolor curriculum.
- ✓ Push your 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. Easy to explore, and easy to clean up, the unpredictable nature of watercolor paints make the paint fun to use and to teach. There are endless possibilities with watercolor in the art room and studio; the artist can never predict exactly what the results will be when watercolor and paper meet.

Limitless possibilities and an unpredictable media often come with questions! Which products should I use with elementary or high school students? How can I teach specific techniques and leave room for student creativity? How can I teach students to “go with the flow” and appreciate the unpredictable nature of watercolors? How do I manage the materials and clean up?

This course will address your questions and more as you explore watercolor studio methods and instructional strategies. Topics will include brush selection, material management, color theory, visual journaling with watercolor, as well as basic and advanced techniques for the art room. This course is designed specifically for art teachers, which means you will leave this class full of inspiration for direct application into your art room!

Whether you 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. Best of all, you will have dedicated time to explore the medium of watercolor and advance your own practice as an artist and as a teacher.



# Studio: Photography

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART535 / Morningside EDUC500 AOE035

## Course Outcomes

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

## Course Description

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

In this class, you will learn the basics of photography as you capture moments and create visual stories. You will acquire a strong understanding for light as you manipulate the camera to create your imagery. You will simultaneously consider implications for the classroom as you explore best practices and meaningful strategies for approaching photography with students. You will walk away from this course with a comprehensive portfolio of studio work alongside practical tools for the classroom.



# Studio: Printmaking

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART525 / Morningside EDUC500 AOE025

## Course Outcomes

- ✓ 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 your own personal practice to the next level while revamping your printmaking curriculum.

## Course Description

One of the many wonderful aspects of visual art is that it has so many disciplines. That variety is often one of the reasons it attracted us as educators, but when we are counted on to provide instruction for all the myriad types of art, there is a danger of becoming a jack-of-all-trades and master of none. The Art of Education University's studio courses are designed to help you develop in mediums that you are unfamiliar with or want to get better at. For many disciplines, art teachers haven't studied them seriously since college. Now, you are the art teacher in a classroom—you have a wide variety of types of printmaking to teach but which one to focus on and how? Intaglio prints are great, but you aren't going to be using acid with your students anytime soon. If you teach elementary, you might rely heavily on foam printing. High school teacher? Perhaps you are stuck on linoleum prints. There are so many other advanced options to explore.

This class will break down various printmaking processes that you can use with your students at any age level, without fancy equipment and with all of the safety and developmentally appropriate information you need. You will try out various monoprint techniques, image transfers, traditional and nontraditional linocuts, collagraphs, and many other unique and alternative processes—no press or chemicals necessary.

As you create useful tools and finished pieces for the classroom, you will also learn how to break down printmaking skills for your students in a developmentally appropriate way and revamp your printmaking curriculum from the inside out!



# Studio: Sculpture

**Graduate Credits**  
3 Graduate Credits

**Timeline**  
8 Weeks



Course Code: Graduate Credit ART533 / Morningside EDUC500 AOE033

## Course Outcomes

- ✓ 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 your own personal practice to the next level while revamping your sculpture art curriculum.

## Course Description

What do you visualize when you think of sculpture? If you are like most, the possibilities for teaching sculpture may seem endless. The vast potential for three-dimensional artworks can make teaching sculpture a challenge. Additionally, you may have concerns about materials, safety, and technology which can feel overwhelming for even the most experienced art teachers.

For many of us, what we learned about sculpture in college was either with clay or materials and methods not appropriate or possible for use with kindergarten through high school students. This course is meant to bridge the gap. It has been specially designed to meet the needs of K-12 art educators in sculpture arts, from beginner to advanced.

Through demonstration and hands-on learning, you will select methods and materials that are best for you and your students (see week by week breakdown for specifics). Whether you are teaching elementary art or high school sculpture, you will walk away from this course with new and innovative methods to practically incorporate sculpture into your art curriculum.