



**LIFETIME
LEARNING**
by Ball State



Fall/Winter 2023-24 Catalog

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Construction

Education


Healthcare





CONNECT WITH US

765-285-8565

lifetimelearning@bsu.edu

 [lifetimelearningatballstate](#)

 [ballstate_lifetimelearning](#)

 [ball-state-university-lifetime-learning](#)

Map Your Flight Plan with Lifetime Learning by Ball State

Your journey = Our mission. Whatever your next goal is—to return to work after a break for family commitments, uplevel in your current field, cross-train your staff, or prepare for advanced education opportunities—non-credit courses and credentials are designed for learners in transition who want to enhance a personal or professional brand. Our learning opportunities are seamless, targeted, and industry-recognized. Our dedicated student success resources ensure that you complete your personal mission. Together, We Fly HIGHER.



Ball State Centers

FLY Further, Close to Home.



Fishers

Ball State's centers in Fishers, Fort Wayne, and Indianapolis are gathering places to connect and engage. Our venues provide the ideal setting to create immersive learning experiences for alumni, employees, and community leaders.

FLY with us.



Indianapolis

Ways to fly with us

- Group professional development training
- Alumni, business, and industry networking events
- Strategic planning off-site facilitated by expert Ball State faculty
- Customized immersive training to launch next-level business plans
- Graduate courses and academic events



Fort Wayne

For scheduling, facility rental rates, and event requests, please email bsucenters@bsu.edu

Visit bsu.edu/off-campus-centers



LIFETIME LEARNING
by Ball State

Credit for Prior Learning (CPL)

Earn college credit for what you already know to fly further, faster.

At Ball State, we evaluate your already-acquired knowledge and award credit in multiple ways (certifications, portfolio of work, military experience, and examinations) to save you time and money—and help you achieve your goals. We offer testing in our on-site Testing Center. [Assess your eligibility for CPL.](#)

CREDIT BY CREDENTIAL OPPORTUNITIES

Join us to see how you can fly further, faster. No degree is needed. But you can earn a degree someday with Lifetime Learning articulation badges. When you are ready, your completed credential could apply to a degree and accelerate your journey. Credentials are showcased through a digital badge to validate your achievement with employers. Share it on social media, in online portfolios, or email signatures! Badges can be non-credit or for-credit. An Articulation Badge is equivalent to credit. We call it a “same-as-credit credential!”



Leading Organizational Innovation

Approach leadership and innovation through a multi-faceted lens—engaging audience understanding, systems development, organizational culture, and communication—to build a culture of innovation.

Online, self-paced; \$500

COMM 441 Contemporary Issues in Organizational Communication



Social Media Brand Management: Storytelling and Leadership

Grow and connect with your audience, master practical techniques and strategies, and harness critical data to measure the success of your networking and brand strategy.

Online, self-paced; \$500

JOUR 182 Media Analytics and Content Strategy; JOUR 348 Social Media Management Practice



CompTIA A+

This eight-week course prepares learners for the CompTIA A+ certification exams (Core 1 and Core 2). Earners of this credential have proven they are able to perform critical IT support tasks, and will identify the go-to person in endpoint management and technical support roles. CompTIA A+ appears in more tech support job listings than any other IT credential.

Ongoing Sessions, Instructor-led, Online; \$2,995

CT111 PC Hardware/Software Support



Registered Behavior Technician (RBT)

An RBT is a paraprofessional who practices under the close, ongoing supervision of a certified behavior analyst. This online course is designed to give the learner a basic understanding of applied behavior analysis, functional behavior assessment tools, teaching methods, behavior change strategies, and ethical guidelines for therapists treating children and adults with autism and intellectual disabilities.

Online, self-paced; \$2,500

Social Work or Exercise Science Elective





Ball State Awarded Health Career Lab Education Pathways Project Grant

Ball State University will partner with the Louisville Healthcare CEO Council (CEO^c) on its Health Career Lab Education Pathways Project for a multi-year grant in the amount of \$1,333,438. The council, which represents the 15 largest healthcare companies founded or headquartered in Louisville, is a coalition of diverse stakeholders who are committed to transforming Greater Louisville into a national hub of healthcare and aging innovation. The coalition aims to address the short-term healthcare workforce needs in Louisville, and drive coordinated solutions at a systems level to sustain long-term needs across the continuum of care. CEO^c created the Health Career Lab—a strategic partnership between employers, higher education, workforce development and community partners—to recruit, train and retain the healthcare workforce of tomorrow.

Ball State's program—a collaboration of Lifetime Learning by Ball State and the University's College of Health—will serve 66 participants annually through a Behavioral Health Technician pathway, and a Nursing Instructor training program that will develop incumbent nurses into nursing instructors. Principal investigator Amy Barsha, assistant vice provost for Lifetime Learning, will oversee the overall success of the program, which launches during the Winter 2024 semester.



LIFETIME LEARNING
by Ball State

Students: Build Your Résumé With the Workforce Ready Grant

Eligible students* should explore our approved programs to get started on their career flight plan!

- AWS Cloud Practitioner Certification
- AWS Solutions Architect Associate Certification
- Certified Associate in Project Management (CAPM)
- Cisco CCNA Tech Network Associate
- CompTIA Security +
- Computer Support Specialist
- Medical Billing and Coding
- Patient Care Technician

**Email Lifetimelearning@bsu.edu
or call 765-285-8565.**

*Applies to Indiana students with a high school diploma and less than a bachelor's degree (citizens, legal residents, and select refugee groups)



Qualified students will receive free training through the grant.

**SCAN FOR
MORE INFO**

Improve Technology Skills with SkillStorm

While earning a bachelor's degree is a fantastic way to stand out to potential employers, most employers are looking for candidates who demonstrate more than just a strong educational foundation—even for entry-level positions. Therefore, it's now more important than ever to display Information Technology (IT) experience and skills to supplement your bachelor's degree.



As a **Cloud Support Engineer**, you'll work with clients or users to find solutions to issues, such as data storage; meet business requirements by offering storage solutions; and more. Our **Amazon Web Services (AWS) certifications** will help you market yourself as a cloud computing professional.

CompTIA A+ certification, the starting point for an IT career, validates foundational skills across a variety of devices and operating systems. With this certification, you will be able to perform critical IT support tasks and identify the go-to person in endpoint management and technical support roles.

Consider **CompTIA Security +** to become a **Cyber Security Analyst**. You'll gain experience with protecting hardware, software, and networks from cyber threats. Because the role requires excellent communication skills, you can enhance your soft skills and become an adaptable IT professional.

According to CompTIA, almost 25% of all IT job openings request project management skills. Project+ does not have any prerequisites, so you can get started on your project management path today! SkillStorm offers online, instructor-led **CompTIA Project+** certification training courses that start every four weeks.



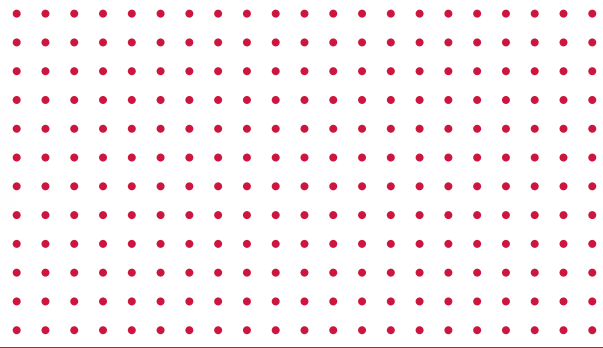
To review all tech trainings and register, visit the [Lifetime Learning by Ball State website](#).

Matching Scholarships for **Ball State** Students

Through Upskill Together, Lifetime Learning by Ball State will offer matching scholarships for Ball State students. Each certification program completed by a community member will provide access for an in-need student, enabling the current and future workforce to succeed.

To speak with a Lifetime Learning enrollment specialist or to learn about matching scholarships, email lifetimelearning@bsu.edu or call 765-285-8565.





ENGLISH LANGUAGE TRAINING at BALL STATE INDIANAPOLIS



Eight-week Session Dates in 2024

Beginner

Feb. 27–April 18 ▪ June 18–Aug. 8

Intermediate

April 23–June 13 ▪ Aug. 13–Oct. 3

Develop your English language skills with targeted training that fits your busy life. You'll improve all communication skills, including reading, writing, speaking, and using online forums. Pre- and post-tests will determine placement among peers with similar skill levels. Our career success coach is with you every step of the way, as ***Together, We Fly Further.***

Course Schedule

Four hours per week for eight weeks (evenings 6–8 p.m.)

Courses are taught on-site at Ball State Indianapolis.

Email nrhill@bsu.edu to learn more.





Visit E.B. and Bertha C. Ball Center

You have interests—large and small—that are calling to you.

Whether it is self-discovery, personal enrichment, or just something from your bucket list, satisfy your limitless curiosities through Lifetime Learning by Ball State. [View all classes.](#)

Be like “Benny”

Beneficence, Ball State’s beloved statue of a winged woman affectionately called “Benny,” is the University’s institutional icon. She symbolizes the generosity of the five Ball brothers whose land donation to the State of Indiana allowed Ball State to flourish.

In the spirit of gratitude and generosity—virtues embraced by Ball State—we invite you to share your knowledge and expertise by developing a Lifetime Learning course! Do you have an idea for a course you know meets a need in the market?

[Tell us your course idea.](#)

Return to Work

We know that life is not always linear. Things happen. Goals change. And higher education should support that. If you've taken a break from education and work for life reasons, our flexible schedules make it easy to re-enter the workforce when you're ready. Who knows, you might even find your dream career.

Project Management

You've managed demanding schedules and learned how to get tasks done on time and on-budget. See if a career in project management is right for you.

Paralegal Professional

Your research skills are unmatched, and you're skilled at handling difficult depositions and negotiations. Translate your skills to legal work.

Healthcare

Whether you are patient-facing or a behind-the-scenes worker, there are multiple career paths in healthcare where you can put your caregiving skills to use.



Resources available to
fund your new career training:
Workforce Innovation Opportunity Act Funding

Train for Free With WIOA

If you are unemployed or under-employed, you may be eligible to receive free career training and get certified in high-growth fields through the Workforce Innovation Opportunity Act (WIOA) federally funded grant re-training program. Advance to your next career destination. Certification exam fees included. [Review our approved programs](#) and contact our Enrollment Specialist LaTonya Atkins at Lifetimelearning@bsu.edu.

Lifetime Learning by Ball State Approved Programs

AWS Solutions Architect
AWS Cloud Practitioner
Certified System Architect
Certified Associate in Project Management (CAPM®)
Cisco CCNA Network Associate
Cloud Computing

CompTIA A+
CompTIA Network+
CompTIA Project+
CompTIA Security+
Computer Support Specialist
Clinical Medical Assistant
Medical Billing & Coding

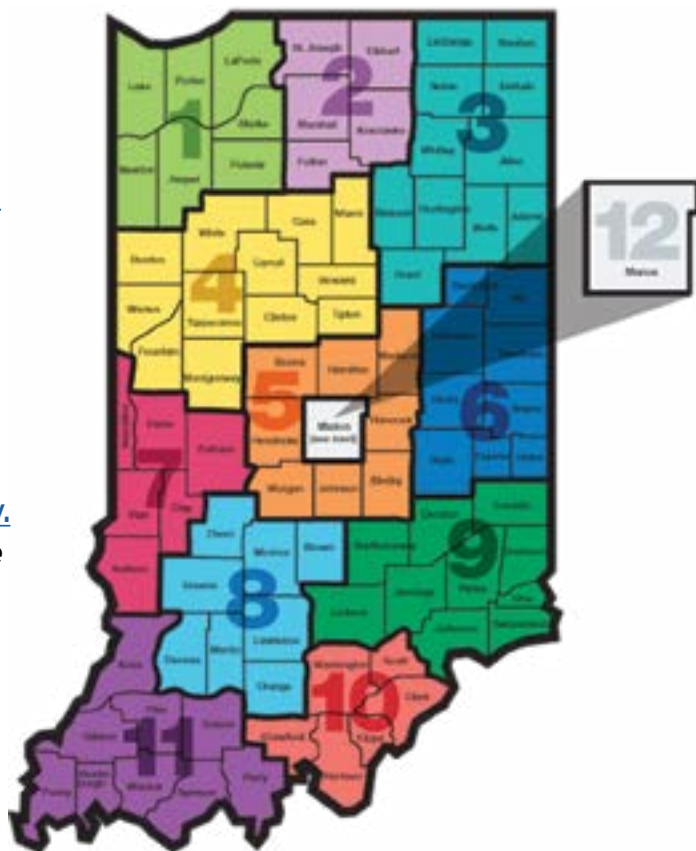
Patient Care Technician
Pharmacy Technician
Phlebotomy Technician
Physical Therapy Aide
Registered Behavior Technician
Teacher's Aide

Get Started

1. Create an account in [Indiana Career Connect](#).
2. Contact one of the WorkOne offices to speak with a career advisor.
3. A career advisor will walk you through the next steps.



Additional information can also be found at intraining.dwd.in.gov. Search Provider Name *Ball State University*.



Prepare to Lead

Certified Public Manager® (CPM)

Accredited by the [National Public Manager Consortium](#).

By beginning with the end in mind, public managers improve organization to produce public value and facilitate a results-oriented team culture. Learn emotional intelligence, how to manage for high performance, on-boarding new employees, performance improvement plans, finance, and more.

\$1,795 per person for in-person class or \$1,495 for virtual class. Pay by invoice is accepted.
Contact grzirkle@bsu.edu or call 765-285-8565.



Lean Six Sigma Green Belt

This course combines lean thinking methodology with the Six Sigma DMAIC approach—Define, Measure, Analyze, Improve and Control—to increase effectiveness and to bring current performance levels up. Lean topics cover value, value-stream mapping, flow and pull. Business managers will learn the tools to immediately reduce redundancy and rework, increasing value for their organizations and distinguishing themselves as leaders. All types of businesses can benefit by implementing Lean Six Sigma standards and processes—especially manufacturing and healthcare organizations looking to improve customer satisfaction or patient care outcomes.

\$1,699

Project Management Professional (PMP®)

Globally recognized and demanded, the PMP®, as designated by the Project Management Institute, demonstrates that individuals have the experience, education, and competency to lead and direct people; and helps individuals stand out to employers and maximize their earning potential overall. Learn effective time management, simultaneous management of multiple projects, scope and estimation of project undertaking, and learn how to devise a detailed project plan alongside project risk and cost analysis. This exam prep program includes exam-taking tips, 25 comprehensive module quizzes, five process group tests, and two full-length, 200-question practice exams covering the areas of interest from “A Guide to the Project Management Body of Knowledge” (PMBOK® Guide), which will provide a report to help you determine your areas of weakness.

Online, self-paced; four to six months: \$1,699



Prepare for Professional Licensure

Whether you're a Ball State Cardinal studying social work, or a professional in the field, we prepare you to fly to your next career destination with ease. Pass a difficult licensure test to add to your résumé. [Review test preparation options.](#)

Certified Alcohol and Drug Addiction Consultant (CADAC) Test Preparation

This substance abuse treatment credential covers four domains of the CADAC exam, including Domain I: Screening, Assessment, and Engagement; Domain II: Treatment Planning, Collaboration, and Referral; Domain III: Counseling; and Domain IV: Professional and Ethical Responsibilities. Apply the knowledge in each domain to direct practice situations and develop test-taking skills that apply to Clinical Skills test.

Self-paced; Fee: \$499

Social Work LSW/LCSW Licensing Exam Prep Course—Highest Pass Rates in the Industry!

This exam review course includes six-month access to Licensing Exam Preparation Services, LLC's (LEAP) professional video course and 400-page comprehensive study guide with the most up-to-date exam materials for the DSM-5. Enjoy the convenience of 24/7 access, plus a two-month and three-month daily study plan. This course is perfect for learning on-the-go and is the ONLY professionally produced social work licensing exam prep video course on the market.

Self-paced; Fee: \$299

Licensed Practical Counselor LPC/LCPC Licensure Exam Preparation

In this self-paced course, participants work through 10 modules to review the topics covered on the National Counselor Exam (NCE) exam, which is comprised of 200 multiple-choice questions. Refresh your knowledge of Human Growth and Development, Social and Cultural Foundations, Helping Relationships, Group Work, Career and Lifestyle Development, Appraisal, Research and Program Evaluation, Professional Orientation, and Ethics.

Self-paced; Fee: \$299

Train Your Employees

Your team is irreplaceable once you invest in them.

Your existing staff is an invaluable resource. They are a wealth of institutional knowledge, and they know your customers. Lifetime Learning by Ball State offers skills, process improvement, and leadership training to bring out the best ideas, reduce waste, and cross-train your team for seamless transitions. Request customized group training or organizational assessment to solve your biggest business challenges and build a better team.

[REQUEST A TRAINING](#)



East Central Indiana Small Business Development Center

The services of the Indiana Small Business Development Center are designed to help businesses start stronger, grow faster, and work smarter. No matter your business' stage, we are here to help you succeed. Our services include no-cost business advising, training, workshops, referrals, and a library of cultivated tools and resources.

Please [visit our website](#) to register for services. Call 765-282-9950 to learn more.

Popular Group Trainings



See more at bsu.edu/business/execed

Applied Magic (Disney)

Differentiate your customer experience with the magic of Disney to your organization. Led by staff from our Entrepreneurial Leadership Institute.

Customer Experience Excellence (CXX)

This face-to-face group interactive exercise casts a vision, maps your customer journey, and maximizes customer satisfaction.

Leveled Up

Our most popular program, teaching management and leadership to people in supervisory positions who just need the right tools to succeed.

Simplexity

Ball State is the United States host site for this innovation and problem-solving training. Companies find this useful in the development of a strategic plan. Best delivered in-person.

Transition to Civilian Life

GI Bill-Approved Programs

You know mission-driven work and what it takes to make a personal impact for the greater good. When you transition out of the military to civilian life, you are in the driver's seat determining your next plan. Online career training and certification programs in growing healthcare and IT fields—and for jobs such as computer support specialist, computer security technician, and clinical medical assistant or medical billing and coding staff—are approved for GI Bill funding. [Explore options for your next mission.](#)

Come fly with us.



Uplevel in Growing Industries

CONSTRUCTION

Leading and Managing in Construction (ECAP)

Construction is one of the largest contributors to the nation's economy, with over seven million employees building \$1.3 trillion worth of structures. Learn the construction process, including construction leadership, teamwork, cost and time control, quality assurance and control, and risk control. This course is perfect for project engineers, superintendents, project managers, controllers, accountants, architects, and designers.

Online, self-paced: \$600

Project Management in Commercial Construction: Furniture, Fixtures and Equipment (ECAP)

This program integrates the role of the project manager in designing, purchasing, and placement of FF&E in collaboration with architects, construction managers, engineers, and interior designers to deliver on a commercial project that meets the expectations of the client and needs of the end user. Broaden and improve your leadership effectiveness in FF&E as project manager within the team. Discover the influence of stakeholders in decision-making and the importance of fulfilling expectations of multiple roles to achieve a client's objectives. Demonstrate the process steps from building concept, final design, purchasing, and installation of all things FF&E across industries.

Online, self-paced: \$500



EDUCATION

Everyday Behavior Tools Certification Test Prep

This program is designed for parents, caregivers, educators, and other professionals who engage with individuals with confrontational or potentially aggressive behavior. Learn a systematic behaviorally based approach for addressing minor behaviors in individuals that emphasizes human dignity and choice without the use of coercion or confrontation. This integrated system of procedures is designed to deal with pre-crisis situations. Prepare to earn certification as a practitioner of Everyday Behavior Tools (EBT) through the Professional Crisis Management Association (PCMA) after completion of all requirements.

Online, Self-paced: \$250

Arts Education for Students with Autism Spectrum Disorder (ASD)

This course is designed to enrich arts educators (music, theater, dance, and visual art) and parents in understanding, designing, and delivering successful music education programs to students who are on the autistic spectrum. This course will examine communication, cognition, behavior, sensory, and behavior challenges associated with arts instruction and students with ASD.

Online, Self-paced: \$99

Teacher Mentoring

This 12-hour course supports mentors working with aspiring, pre-service, and novice teachers by offering strategies and tools to guide the development and implementation of a successful mentor-mentee relationship. Through four modules, participants will engage in self-assessment and self-reflection for the purpose of understanding that who they are as an individual impacts how they work as an educator. This course offers ways to build a positive and productive relationship with your teacher mentee, while also continuing your growth as an educator.

Online, Self-paced; \$400



[Educator Professional Development](#)

HEALTHCARE

Your desire to care for others could be a calling for career change. Our 100% online courses taught by experienced industry experts prepare you for in-demand jobs in growing healthcare fields. Whether clinical or clerical, our online career training and “take flight” work experiences ensure that your technical and customer service skills make you stand out to employers.



Spanish for Healthcare Professionals ¡Cuida y sana!

This micro-credential program addresses the crucial public need to provide linguistically and culturally appropriate care to Spanish speakers through interactive instruction, cultural competency lessons, and built-in assessments. Participants learn to communicate patient medical information, use vocabulary related to body systems, illnesses, and treatments, discuss physical conditions, and give instructions in an effective manner.

Online, self-paced; \$150 for Part 1, Modules 1-3; \$150 for Modules 4-6

Certified Clinical Medical Assistant (CCMA)

This online training prepares learners to assist physicians' offices, hospitals, and other healthcare facilities by performing the clinical functions of a medical office. Instruction includes preparing patients for examination and treatment, administration of medications, routine laboratory procedures, pharmacology, taking and documenting vital signs, technical aspects of phlebotomy, the 12-lead EKG, and the cardiac life cycle. Work-based learning externship are available.

Prepares for Certification: NHA or National Workforce Career Association (NWCA) CCMA.



\$2,599; \$2,699 with certification exam fees. WIOA-approved

Medical Billing and Coding (MBC)

Physician practices, hospitals, pharmacies, long-term care facilities, chiropractic practices, and physical therapy practices depend on medical billing and coding for insurance carrier reimbursement. The program covers CPT, specialty fields such as surgery, radiology and laboratory, the ICD-10 for diagnosis and procedure coding, and basic claims processes for insurance reimbursements. *Prepares for Certification: National Healthcareer Association (NHA) Certified Billing & Coding Specialist (CBCS) exam.*

\$1,799; \$2,299 with certification exam fees. WIOA-approved

Pharmacy Technician

Approximately 400,000 technicians will be employed by the year 2024 to meet our nation's growing healthcare demands. This comprehensive course includes pharmacy terminology, reading and interpreting prescriptions, defining generic and brand-named drugs, and more. *Prepares for Certification(s): Pharmacy Technician Certification Board (PTCB) Certified Pharmacy Technician (CPhT) and the National Workforce Career Association (NWCA) Pharmacy Technician Associate Certification (PTAC).*

\$1,299; \$1,550 with certification exam fees. WIOA-approved

Phlebotomy Technician with Certification Exam

This program includes three courses: Professionalism in Allied Health, Intro to Human Anatomy, and Medical Terminology and Phlebotomy. In medical and diagnostic laboratories, patient interaction is sometimes only with the phlebotomist, which allows a unique opportunity to positively impact the patient's experience. Gain knowledge of medical terminology, disease processes, anatomy, physiology, HIPPA laws, customer service, communication skills and professionalism. *Prepares for Certification: NHA Certified Phlebotomy Technician (CPT).*

\$2,000; WIOA-approved



[Healthcare Training Courses](#)



Physical Therapy Technician with Certification Exam

This comprehensive program gives students the foundational skills to assist physical therapists with patient care and preparation in a healthcare setting. Video-based lessons focus on the role of the technician to restore strength using various modalities, therapeutic exercise, treatment, and procedures under the direction of the licensed physical therapist, as well as professionalism, medical office procedures, and more. *Prepares for Certification: American Medical Certification Association (AMCA) Physical Therapy Technician (PTTC) Certification.*

\$4,000; WIOA-approved

Registered Behavior Technician with Certification Exam

An RBT is a paraprofessional who practices under the close, ongoing supervision of a certified behavior analyst. This online course is designed to give the learner a basic understanding of applied behavior analysis, functional behavior assessment tools, teaching methods, behavior change strategies, and ethical guidelines for therapists treating children and adults with autism and intellectual disabilities. *Prepares for Certification: BACB RBT Certification. Articulates to Elective Credit in Social Work and Exercise Science.*

\$2,500; WIOA-approved



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The information presented here, correct at the time of publication, is subject to change. Ball State University practices equal opportunity in education and employment and is strongly and actively committed to diversity within its community. MC-60083-23