

COURSE CATALOG

Amerstate University, Ltd.



Volume 1

Amerstate University

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Welcome to Amerstate University.

Amerstate University is the first graduate school in the country to offer a Master of Science in Martial Arts. Amerstate University is an independent, non-profit institution of higher learning, approved by the State of Wisconsin Education Approval Board. The Masters program leads to a Master of Science in Martial Arts, while the English as a Second Language courses lead to an ESL certification.

The curriculum at AU has a strong foundation in the traditional roots of martial arts. Our academic instructors are professionals in the field who are dedicated to instructing students who are passionate both about a career and personal development in martial arts. Our administrative staff is committed to providing individual attention to each of our students and assisting in any way possible; whether it is with financial aid questions, schedule planning, or the best place to eat in town.

AU is located in the middle of downtown Racine, Wisconsin. We are located along the shores of Lake Michigan in a city small enough to know your neighbors and large enough to get the traditional American city feel. Our central location provides a wide range of activities to enjoy both in summer and winter. Our neighboring cities, Milwaukee 30 minutes to the north, and Chicago 1 hour to the south, offer an extensive list of things to do. Enjoy shopping, museums, sightseeing, sporting events and countless other activities.

We look forward to getting to know you and welcoming you to the Amerstate University family.

Sincerely,

Grandmaster Jason Cho
President of Amerstate University





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Amerstate University

VISION

We aspire to become the best Graduate School of Martial Arts in the United States and to provide a highly skilled Master of Science in Martial Arts Program. Students of martial arts from all over the world will come here to study under Grand Masters and professors.

We also aspire to develop a superior School of Language for all interested students and those who want to improve their English Language abilities. These students will be empowered with proficient communication skills to be successful in their profession.

MISSION

Amerstate University is dedicated to educating people to succeed in their profession and future educational endeavors. AU provides an advanced curriculum, a superior faculty and staff, and a disciplined structure in a secure environment. Students learn to live together harmoniously in a supportive community that aids in developing moral character, citizenship, and a passion for excellence.



EDUCATIONAL PHILOSOPHY

The faculty and administration of Amerstate University holds to a curriculum that is traditional in structure and innovative in scope. It is anchored in research-based curriculum that encompasses rigorous standards while emphasizing values of respect and responsibility. We embrace educational innovation and the latest technology and instructional methods that encourage critical thinking and life-long learning. Amerstate University is constantly striving to improve the programs offered by evaluating programs yearly through student surveys, professional advisory group feedback, employer surveys and faculty evaluations.

GOALS

- Attract and accept qualified students who have the capacity to succeed with the AU curriculum and the desire to attend an institution of excellence.
- Attract, develop, support and retain a superior faculty and staff by creating an environment of professional development, competitive compensation and individual recognition.
- Determine, recognize and promote each student's specific area of interest, talent and leadership potential.
- Create a nurturing community environment, which enables students to develop communication skills, life skills, interpersonal relationship skills, civility and accountability.
- Create a nationally known and recognized Martial Arts and ESL curriculum for developing academic excellence while meeting student developmental needs.
- Develop a national accepted standard for Martial Arts instructors by developing one of the first degree programs in the US to focus on Martial Arts Science.
- Promote Amerstate University, its vision, mission and values in clear, concise and consistent messages.
- Help students understand cultural differences and social norms.
- Help students demonstrate the ability to define a problem/opportunity, see it from multiple perspectives, and reach a solution/conclusion.

ACADEMIC YEAR

Amerstate University offers year round instruction with specified vacation periods. Admission is on-going, so students can apply at any time during the academic year.

- Fall semester courses begin in late August and end in December.
- Spring semester courses begin in mid-January and end in May.
- Summer semester courses begin in mid-June and end in early August
- School will be closed the following days: July 4th, Memorial Day, Labor Day, Easter, Thanksgiving, Christmas break and New Years Eve and Day.

Contact the Administration Office at 262/635-0614 or info@auwi.org for an exact schedule. Office is open year round, except on University Holidays, from 9am-4pm, Central Time

CURRENT ACADEMIC CALENDER

Fall Semester	2009 - 2010	2010 - 2011	2011 - 2012
Instruction Begins	Sept. 8	Sept. 7	Sept. 6
Labor Day (No Classes)	Sept. 7	Sept. 6	Sept. 5
Welcome - New Students Orientation	Sept. 5-6	Sept. 4-5	Sept. 3-4
Thanksgiving Recess	Nov. 26-29	Nov. 25-28	Nov. 24-27
Instruction Ends	Dec. 11	Dec. 7	Dec. 6
Final Examinations	Dec. 14-17	Dec. 8-11	Dec. 7-10
Winterim Session	2009 - 2010	2010 - 2011	2011 - 2012
Instruction begins	Jan. 4	Jan. 3	Jan. 2
Instruction ends	Jan. 22	Jan. 21	Jan. 20
Spring Semester	2009 - 2010	2010 - 2011	2011 - 2012
Instruction Begins	Jan. 25	Jan. 24	Jan. 23
Spring Break	Mar 14-20	Mar 13-19	Mar 11-17
Instruction Ends	May 8	May 27	May 25
Memorial Day(NO Classes)	May 29-31	May 28-30	May 27-29
Final Examinations	May 10-14	June 1-3	May 30-J 1
Commencement	May 15	June 4	June 2
Summer Session	2009 - 2010	2010 - 2011	2011 - 2012
1st 4-Week Session Instruction Begins	May 17	June 6	June 4
1st 4-Week Session Instruction Ends	June 12	July 1	June 29
2nd 4-Week & 8-Week Sessions Instruction Begins	June 14	July 6	July 2
Independence Day (No Classes)	July 4-5	July 4-5	July 4-5
2nd 4-Week Session Instruction Ends	July 10	July 29	July 27
3rd 4-Week Session Instruction Begins	July 12	August 1	July 30
3rd 4-Week & 8-Week Sessions Instruction Ends	August 7	August 26	August 24

ADMISSIONS/REGISTRATION

ADMISSIONS POLICY

Amerstate University provides a wide range of learning opportunities to meet the various educational needs of students from diverse educational backgrounds. The university welcomes all who may benefit from its courses and programs of study. An individual can apply for admission to the University by completing and submitting the Application for Admission form and submitting required documentation for the level of study they are entering.

APPLYING FOR ADMISSIONS

- Submit a completed Application for Admission and pay a \$100 administrative fee.
- Submit documentation proving all program entrance requirements are met.
- Students will be notified via mail and/or e-mail of acceptance no later than 14 days after submission of all required documents.

All official academic records from each secondary and college/university attended, or proof of highest schooling completed, should be submitted. Also, proof of graduation from a secondary school, or highest schooling completed and a copy of the results of any terminal or qualifying examination taken or certificates obtained should be submitted. Academic records must include an explanation of the grading or marking system. Credentials in a language other than English must be accompanied by a certified English translation; both the foreign and the English language version are required.

Applications are accepted year round.

ADMISSION INTO AU'S MASTERS PROGRAM

Incoming students are assessed for martial arts proficiency as demonstrated by meeting any one of the following:

1. Providing proof of a bachelor degree with transcripts.
2. Providing proof of high school diploma, certification of 4th Dan or higher Black Belt in Martial Arts, a minimum of twelve years proven teaching experience in Martial Arts, and certification of qualification of Master Instructor in Martial Arts.

The Master of Science - Martial Arts Program is designed to prepare the students to be highly trained and qualified martial arts instructors for jobs in the Martial Art field after they complete their course of study. After completion of the program, these students should have attained the skills required to increase their belt ranking by two black belt degrees, as well as earned Certification of Master Teacher and Referee. The curriculum includes courses in martial arts history, teaching, management, instruction, practice techniques, forms, social development, emotional development, promotions and tournaments, and other topics relating to martial arts instruction.

ADMISSION INTO AU'S ESL PROGRAM

Incoming students are assessed for English language proficiency as demonstrated by meeting any one of the following:

1. Transcript from the highest level of education completed;
2. Any certifications or scores from previous English language programs or test;
3. Students will be asked to take AU Language Proficiency Test to determine placement.

Admission to the University does not guarantee entrance into all courses or programs of study. Entrance into some programs may depend on evidence of language proficiency.

The University reserves the right to limit enrollment because of space or budget restrictions and to establish selective admission requirements.

TRANSFER STUDENTS

Amerstate University (AU) may accept transfer credits of a prospective student to university academic programs. A course appropriate for transferring of credit is one which is equivalent to the course content offered at Amerstate University. The transfer of credit may be awarded if the prospective student is from another institution that is accredited by an agency that is recognized by the US Department of Education, received prior educational at AU, or through AU examinations.

The transferred student must first see the Admissions Department and meet AU admissions requirements. All requests for transferring of credits must be submitted in writing to the Admissions Department accompanied by a catalog and course content from the originating institution. It is the student's responsibility to arrange for AU to receive an official transcript of his or her previous university/college record.

The content of the transferred course with grade "C" or higher should be compatible to the content of the courses offered at Amerstate University. The maximum number of credits that may be transferable from other institutions to AU is 50% of the total scheduled credits for the program.

If the student is transferring the credits within the AU system from one program to another program, all eligible credits and courses with grade "C" or higher which are compatible in content to the new program may be transferred at the student's request. Students requesting to receive credits by examination are required to take tests measuring their proficiency in that course. In this case, the student receives up to 50% credit if a satisfactory passing grade "C" or higher is obtained.

Students requesting to receive credits from other institutions, within the AU system, or by examination should see the Admissions Department to be guided to the technical office for evaluation of the records or for taking tests. The determination by the technical office is final and no appeal is accepted.

If the credits are granted, the tuition will be proportionally reduced based on the number of transferable credits to the new program. The registration fee is due in full. The cost of textbooks may be reduced based on the approval for transferring of credits. Amerstate University does not charge any fees for testing, reviewing or granting transfer of credits. Amerstate University assists students who request to transfer to other institutions with guidelines. AU also provides them with a catalog, their official transcript and course outlines of the academic program that they have attended.

To be eligible for graduation and receive a degree or certificate of completion, a student with transferred credit, within the AU system or by examination, must meet the graduation requirements outlined in the catalog.

FINANCIAL INFORMATION

TUITION INFORMATION

Tuition for the Master's degree in the 2009-2010 academic year is \$13,600 per year for full time students or \$756.00 per credit. Students are required to make an initial down payment and any remaining tuition balance that is left can be divided up into monthly payments to make it more feasible for students. There is a \$35 NSF fee for all returned checks. The following is an estimated budget for one year's tuition and living expenses.

Master of Science in Martial Arts (<i>Full time Enrollment</i>)	\$ 13,600.00
Living Expenses	\$ 12,000.00
Books and Supplies	\$ 650.00
Medical Insurance (mandatory)	\$ 1,050.00
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Total	\$ 27,300.00

TUITION FOR AU'S ESL PROGRAM

Intensive ESL program: \$3,400.00
 Advanced ESL program: \$4,250.00
 Cost of tuition per credit is \$212.50

PAYMENT POLICY AND PAYMENT PLANS

Students who owe money to the school should contact the administrative office to work out a payment plan. All financial arrangements must be made before the beginning of classes. Failure to meet these financial commitments may result in some or all of the following: temporary suspension, withholding of all grades, transcripts, diplomas, certificates, and dismissal. Students delinquent in paying tuition and fees will be contacted by the institute. They will then be advised and encouraged to make specific arrangements with the school in order to remove their delinquency and return to good financial standing.

SCHOLARSHIPS

AU offers a scholarship for qualified students to make the program more affordable:

- A 50% scholarship for those who are currently owners of or instructors at martial arts facilities.

To qualify, students must be accepted and completely enrolled in the program and provide documentation that they currently own or instruct at a martial arts facility.

REFUND POLICY

The student will receive a full refund of all money paid if the student:

- cancels within the three day cancellation period;
- acceptance was unqualified and the school did not secure a disclaimer under EAB 9.04;
- enrollment was procured as the result of any misrepresentation in the written materials used by the school or in oral representations made by or on behalf of the school;
- the class is cancelled.

Full Refunds (for cancellation) will be made within 10 business days of cancellation. Partial refunds will be made within 30 business days.

A student who registers for a class but fails to attend or stops attending may be dropped by the instructor (*see Attendance Policy*).

A student who withdraws or is dismissed after attending at least one class, but before completing 60% of the instruction in the current enrollment period, is entitled to a pro rata refund as follows:

<u>At Least</u>	<u>But Less Than</u>	<u>Refund of Tuition</u>
1 unit/class	10%	90%
10%	20%	80%
20%	30%	70%
30%	40%	60%
40%	50%	50%
50%	60%	40%
60%		No refund

As part of this policy, the school may retain a one-time application fee of no more than \$100. A student will receive the refund within 30 days of termination date. If a student withdraws after completing 60% of the instruction, the school may refund a pro rata amount. A written notice of withdrawal is not required.

BOOKS AND SUPPLIES

Books and equipment can be ordered through the school (See Books and Supplies under Student Services). Students may bring their own equipment, but it must be in good condition and approved by the instructor. Students may also choose to purchase books and supplies on their own.

ADVISING/REGISTRATION

ADVISING

Advising is available to students from enrollment to graduation, but not required for course enrollment. If at any time a student feels that he or she is not progressing at an acceptable rate, or is having difficulty with course work, the student may arrange to meet with an instructor or the Director of Education to discuss any concerns and develop a plan for addressing individual needs.

REGISTRATION

AU's administrative office will inform students at the beginning of each semester the dates, hours and instructions for registration. Academic advising will be provided by faculty at student's request, but is not required to enroll in courses. Academic advising can be done via phone, email, or in person depending on the preference of the student.

- Students must be officially registered to sit in a class.
- Students must be officially enrolled in order to receive credit for class(s).

REGISTRATION REQUIREMENTS

To register for classes, a student must:

- Submit a completed registration form to the university.
- Not have an outstanding financial obligation to the university.
- Class Cancellations – AU reserves the right to cancel any scheduled class or to combine class sections as a result of insufficient enrollment. If this does occur, every effort will be made to notify the student prior to the start of the class. Student should meet with the faculty advisor in making alternative class selections.

STUDENT RECORDS/ACADEMIC INFORMATION

STUDENT RECORDS

The Amerstate University policy, with respect to confidentiality of student records, voluntarily complies with the Family Educational Rights and Privacy Act of 1974 as amended, 20 U.S.C. 1232g, ("FERPA"). Request for review of specific records must be made in writing to the university.

Student records will contain application, grades, health records, and degree completion. Records for students will be kept permanently.

COURSE NUMBERING SYSTEM

Below 100: Non-Credit, developmental courses

500-599: Graduate level course, intended for first year graduate students

600-699: Graduate level course, intended for second year graduate students

GRADING SYSTEM

Credits – Each course carries academic credit based on total contact hours and the method of instruction. Credits are used in determining student grade point average.

Transfer of Credits – AU students who choose to transfer to another institution must present AU credits earned to the transfer school. The receiving institution will determine if transfer credits from AU will be accepted.

Grades – Students enrolled in the university will be graded by the following letter grades and point system. A letter grade of “P” or “F” is given for courses taken on a Pass/Fail basis.

Grades	Description	Grade Points
A	Excellent 100 - 90	4.0
B	Good 89 - 80	3.0
C	Average 79 - 70	2.0
D	Below Average 69 - 60	1.0
F	Failure Below 60	0.0
W	Withdrawal	0.0
I	Incomplete	0.0
P	Passing	0.0

The students will receive the grades from professor/lecturer after the quiz, midterm or final exam via email.

GRADE POINT AVERAGE (GPA)

A student’s average grade is expressed in terms of a grade-point average. The grading scale at Amerstate University is based on a four point scale. The grade-point average is calculated by dividing the total amount of grade points earned by the total amount of credit hours attempted.

INCOMPLETE GRADES

A grade of “I” may be issued for a course or level if the student has legitimate reason for not completing the course requirements during the regular sessions and makes arrangements for completion prior to the end of the course or level with their instructor. Students must request an incomplete to be submitted in lieu of their final grade in writing with the instructor’s signature to the administrative office and work with the instructor to set up a plan for completion. A grade of “I” must be completed within four weeks or a grade of “F” will be issued for the course or level and included in the GPA calculation.

WITHDRAWING

If a student withdraws from a class or the program, a grade of “W” will be recorded. Students must fill out the official withdrawal form for any classes or program they are withdrawing from, available in the Registrar’s office. A grade of “W” will not be considered as credits successfully completed, but will count as credits attempted. “W” grades are not calculated into the GPA. A student who stops attending a class after the refund period without withdrawing receives an “F” grade. A withdrawal grade may be requested by the student after the end of the refund period when extenuating circumstances exist.

REPEATED COURSES

Students who receive an “F” as a final grade for a course/level are placed on academic probation and must repeat the course. A course may be repeated one time. The new grade will replace the original grade for the purpose of calculating GPA. The course’s credits will be counted only once. All grades shall remain on the student’s transcripts; however, the lower grade(s) will have a notation of “R” indicating that the course has been repeated. The course must be successfully repeated within the 1.5 maximum time frame. A passed course cannot be repeated.

MAXIMUM TIME FRAME

The student must complete all course work in no more than 1.5 times the normal program length, as measured in credit hours offered. This 1.5 times normal program length is referred to as the maximum time frame.

ACADEMIC PROFICIENCY

For the purpose of determining overall satisfactory progress, each program is divided into semesters. To be considered as making satisfactory progress, a student must be progressing toward the completion of the program and achieve a minimum grade point average according to the following Required Completion Rate at the end of each semester. Amerstate University requires students to maintain an academic standard of a “C” average. Graduate Program students will be required to maintain a 2.0 GPA. A student who does not meet minimum GPA requirement (2.0) at any checkpoint will be placed on academic probation for the following semester. Only one academic probationary period is allowed during the student’s period of enrollment.

ACADEMIC TERMINATION

A student will be terminated if he or she fails to meet satisfactory progress requirements at the end of the probationary period. Students who are terminated for lack of satisfactory progress are responsible for meeting their financial obligations to the university.

ATTENDANCE

The university expects students to demonstrate those work habits that are required in the work place. Students should attend classes on time and should not be absent for any session. If a student expects to be absent or late, he or she must notify the university by calling the administration or by notifying the professor/instructor or Director of Education in advance. New students who do not attend the first week of their program are considered “non-starts” and are terminated from the program.

Tardiness tends to disrupt classes. It is expected that students will be at their assigned places when classes begin. Excessive tardiness may affect a student's satisfactory academic progress.

Students are required to attend a minimum of 80% of scheduled class sessions during their program. Instructors record attendance for each class session. Arrival and exit times are documented in 15 minutes increments for each student daily. Arriving late and leaving early affects the determination of your 80% requirement. Any time student reaches three (3) consecutive school days of absence; the student will be advised and may be subject to probation. A student who missed ten (10) consecutive school days of classes will be terminated. There is no mechanism for making up missed class sessions. At any point when a student falls below the minimum of their 80% attendance requirement for their program, that student will be terminated.

Students who are absent from class are expected to make up required class work. It is the responsibility of the student to consult the instructor about missed work. Arrangements for missed examinations must be made in advance with the professor/instructor.

LEAVE OF ABSENCE (LOA) POLICY

A student may be granted a Leave of Absence (LOA) for legitimate emergencies. Generally, only one LOA shall be granted in a 12-month period, and for a maximum of 50 school days. More than 50 school days may be granted to allow a student to re-enter a class at the point at which the student left for LOA.

The Director of Education will interview all students requesting a LOA and coordinate a student's re-entry into their program with the instructor. Students returning from a LOA must check in with the registrar's office upon their return to determine their class assignment. If a student's name is not on a class roster this step has been omitted.

MAKE-UP WORK

Students who are absent from class are expected to make up required class work. It is the responsibility of the student to consult the instructor about missed work. Arrangements for missed examinations must be made in advance with the professor/instructor.

RE-ADMITTANCE AFTER DISMISSAL

When a student is dismissed or dropped from the program for attendance, academic grades or financial obligation, he/she may be admitted again if by meeting all requirements for admission after six months from dropped date or sooner with permission for the Director of Education and if he/she make the satisfactory progress or resolves previous obligations.

STUDENT SERVICES

ACADEMIC SUPPORT

Tutoring services are available to give individualized attention to students who are experiencing difficulty in specific course work at no cost to the student. Additional help on a one-to-one basis is provided to enable students to better understand the topics presented in class. Study skills assistance is available in many areas. Students should contact individual instructors or the administrative office to request assistance.

JOB PLACEMENT ASSISTANCE

The Job Placement Office also assists students in job preparation and employment search activities. Although the university provides this assistance, the student must assume responsibility for securing employment. The University does not guarantee employment to its graduates.

The school is in contact with many companies and actively works to locate suitable employment opportunities. Job leads are also obtained from various sources including the university's Industrial Advisory Board, whose members hold responsible positions in business and industry. There is no cost for job search assistance, nor is any fee charged to graduates or employers for use of this service.

BOOKS AND SUPPLIES

Textbooks, notebooks, paper, pencils, equipment, and other supplies required for a program can be ordered through the school. Contact the Administration Office to place orders for supplies.

BULLETIN BOARDS AND POSTERS

Information posters and bulletin boards will keep students informed of various happenings on campus and in the community. It is necessary to obtain permission from the administration office before posting material on campus. In order to keep bulletin boards and information posters current, any outdated information will be removed.

COMPUTER LAB

There is a computer lab located on the second floor of the main campus. Each computer is equipped with software and internet access. Every student enrolled has access to the computer lab. The computer lab's hours of operation are posted outside or can be obtained by calling the administration office.

EMERGENCY CLOSINGS

In case of bad weather, do not assume that classes are canceled. More likely, classes will be held as scheduled. Students should listen to WRJN-AM 1400 for updated information, or contact their professor or the University Administrative Office directly.

FIRE DRILLS

Fire drills are held periodically throughout the academic year. Everyone must leave the building during a drill. Leave through the nearest exit when evacuating the building. Move at least 50 feet from the building and do not use the elevator.

HEALTH INSURANCE

Student health insurance is required prior to acceptance. Proof of insurance is required with your application. Students are required to maintain health insurance coverage throughout their enrollment with the university.

HOUSING

Amerstate University offers On-Campus housing. Please contact the administrative office for housing information. Some students may desire off campus housing. It is the student's responsibility to arrange for room and board if they choose to live off campus. Students living off campus must register their address with the administration office.

LOST AND FOUND

Students who have lost or found something should contact the administration office, which is located at the front entrance of the school.

PARKING

Parking is available for commuter students. Contact the university to arrange a parking spot assignment. Vehicles should be locked and students should avoid keeping valuables in an unattended car. The university is not responsible for damaged or stolen items.

STUDENT ACTIVITIES

Student activities provide educational, social, cultural, and recreational opportunities for students, staff, and members of the community. Moreover, involvement in student activities is recognized by many employers as an asset, and they encourage students to develop skills obtainable through participation in clubs and organizations.

The university gives students the opportunity to become involved in university life, to help bring about positive change, and meet new people and make new friends. The quality of a student's university experience can be related to the level of involvement in various activities. When special activities involving students are planned, there will be announcements in the classes and posted on the bulletin board. For additional student involvement opportunities, stop by the administration office.

STUDENT RIGHTS & RESPONSIBILITIES

Amerstate University is dedicated to helping students identify and achieve realistic goals through excellent educational opportunities. The administration and staff of the university promote responsible participation and high achievement goals for our students. Students should be aware of, and accept responsibility as an active, contributing member of the university. This part of the catalog explains students' rights and responsibilities.

STUDENT ACADEMIC RESPONSIBILITIES

Students are responsible for their own learning and development. They have a responsibility to be an active learner by attending class, completing class work and assignments, and being prepared in advance of the scheduled class session.

STUDENT USE OF SERVICES RESPONSIBILITIES

Students are responsible for appropriate use of services, facilities, equipment, and technology provided by the university. Students are required to sign the Appropriate Use of Information Technology Resources policy.

STUDENT CODE OF CONDUCT

Amerstate University recognizes that in order to operate a meaningful educational program and a safe environment for students and staff, the following Code of Conduct will be followed:

AU believes every student has the right to pursue an education free from disruption, harassment, illegal activities, threats, or danger. AU further believes that academic honesty and integrity are fundamental to the educational mission of this university. Every student is expected to comply with the standards set below and to be familiar with all of the rules and regulations for Amerstate University.

STANDARDS

- Students are expected to comply with all federal, state, county, and municipal statutes and ordinances while on-campus.
- At all times, students are expected to conduct themselves in such a manner as not to interfere with the educational process at AU.
- Students will conduct themselves in such a manner as not to endanger the safety or welfare of their fellow students.
- Students must comply with school rules and may be subject to discipline, including suspension or expulsion for the following offenses:
 - Obstruction or disruption of normal operations of University activities authorized by the university.
 - Physical or verbal abuse, harassment, or detention of any person(s) on school property or at school activities when such abuse endangers the health, safety, or rights of such persons.

- All forms of academic dishonesty including cheating, plagiarism, knowingly furnishing false information to the university, and alteration or use of university documents or instruments of identification with intent to defraud. **Plagiarism** is the deliberate presentation of the writing or ideas of another as one's own.
- Use, being under the influence, possession, sale or distribution of narcotic or illegal drugs, firearms, explosives, dangerous chemicals, alcoholic beverages, etc. on AU's property or sponsored activities.
- Failure to comply with direction of university officials acting in performance of their duties.
- Any conduct that constitutes a violation of a Federal or State law or regulation or local ordinance.

DISCIPLINARY ACTION

Disciplinary action may be taken for conduct which disrupts the study of other students, interferes with the instructor's training activity, endangers other students or instructors or violates any of above named policies. The following procedures have been developed to deal with a student who has failed to comply with these policies.

STEPS TAKEN FOR REPORTED MISCONDUCT

1. The Administrative Coordinator is responsible for carrying out the investigation of all alleged violations of university regulations or policies. Normally this investigation will consist of interviews with the reporting party, witnesses, and the person alleged to have violated a regulation or standard of conduct. When the person alleged to have violated a regulation or standard of conduct is interviewed, he/she will be informed of the nature of the allegation, the regulations or policy allegedly violated, and the procedures to be followed.
2. If the Administrative Coordinator believes that disciplinary action is appropriate, he/she is empowered to take disciplinary action in consultation with the University President. Disciplinary actions can include written reprimand, written disciplinary probation, or dismissal from the program. The Administrative Coordinator must inform the student in writing of the action to be taken and of the appeal process available to the student, in the case of dismissal from the program, and inform the University president.
3. If a student decides to exercise his or her right to appeal a decision, he or she must do so in writing. The appeal must be initiated within 72 hours (in real local time) from the time the student was informed in writing or his or her right to do so is waived. An appeal must be in the form of a letter to the University President. This letter may include any relevant documents and testimonials that the student wishes to enter into the record.
4. The University President shall either concur with or overturn the decision of the Administrative Coordinator, ordinarily, within a period of two business days after receiving the appeal. He or she will inform the student in writing of the decision.

STUDENT COMPLAINT AND GRIEVANCE PROCEDURE

Students with complaints, problems, or difficulties should first bring the matter to the attention of their professor or instructor. If the matter is unresolved, it should then be brought to the attention of the Director of Education. If still unresolved, the matter may be referred to the University's President.

STUDENT DUE PROCESS RIGHTS

In addition, formal written student complaints can be filed with the President of the University. The President believes that students need a process to bring their concerns to the administration's attention. Students shall use the following procedures when presenting their grievances within one year of occurrence:

1. The student must first address the concern to the appropriate instructor or staff member.
2. If, after discussing the concern with the appropriate staff member, the concern has not been resolved, the student should prepare a written document which identifies the specific concerns and desired outcomes. This document should be presented to the person with whom the student discussed the concern and the Director of Education. The Director of Education will investigate the complaint, take appropriate action and respond to the student within 30 days. A record of the student complaint will be placed in the student file and noted on the activity log.
3. If the concern remains unresolved, the student will be directed to send a copy of the written document and response to the President, Chief Administrator of the University by the Director of Education. The President will meet with the student and staff member and respond, in writing, within 30 days. The President's decision is final.

COMPLAINTS – OUTSIDE SCHOOL ADMINISTRATION

Complaints may be filed by calling the Wisconsin Educational Approval Board, 30 West Mifflin Street, P.O. Box 8696, Madison, Wisconsin 53708 at phone number 608-266-1996.

UNIVERSITY POLICIES

DRUG FREE SCHOOL ENVIRONMENT

Any student who engages in an activity on university premises or a sponsored event, which constitutes a violation of State of Wisconsin Uniform Controlled Substance Act shall be subject to nonacademic misconduct disciplinary sanctions. In determining the appropriate sanction, the President or its designee, shall consider those penalties, including suspension and expulsion, which will contribute most effectively to maintaining a school environment free of controlled substances.

In keeping with local, state, and federal laws, Amerstate University prohibits the possession, use, or distribution of drugs and alcohol by students while on school property or when involved in any school sponsored activity. If a student has a drug or alcohol problem, we highly recommend that they seek assistance from the AODA (Alcohol or Other Drug Abuse) Specialist.

TOBACCO FREE ENVIRONMENT

All Amerstate University buildings have been designated smoke-free. Smoking is permitted outside all University facilities in designated areas only. Students and employees who violate the provisions of this policy shall be subject to disciplinary action which may result in suspension or discharge.

CAMPUS SAFETY

The safety and well being of students at Amerstate University is of paramount importance to the university. The university wants your educational experience to be free of hazards and risk. Accordingly, students shall be responsible for following safety practices and procedures presented in the course syllabus.

Incidents or accidents occurring in common areas of the university (parking lot, hallways) must be reported to an authorized University official such as an instructor or night supervisor etc. The person in charge must complete an Incident/Accident Report (available in the office of Students Affairs). Completed reports are to be forwarded to the Safety Dept. within one (1) day of the incident/accident. Minor injuries should be brought to the attention of the person in charge of the class for assistance. First aid kits are located throughout the university.

DISCRIMINATION OR HARASSMENT COMPLAINT POLICY

Amerstate University complies with Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the American with Disabilities Act of 1990, as well as other applicable federal, state and local laws. The Vice President of Student Affairs is responsible for coordinating federal regulations concerning discrimination or harassment.

1. Should the matter not be resolved informally, the complaint shall be presented in writing to the Vice President of Student Affairs. The complaint should include the specific nature of the discrimination or harassment and corresponding dates and also include the name, address and phone number of the complainant.
2. The Vice President of Student Affairs shall thoroughly investigate the complaint, notify the person(s) who has been accused of discrimination and/or harassment, and permit that person to respond to the allegation. If deemed necessary, a meeting will be arranged to discuss the complaint with all concerned parties within 30 working days after receipt of the written complaint. The Vice President of Student Affairs shall give a written answer to the complainant within 45 working days after receipt of the written complaint.
3. If either party is not satisfied with the answer of the Vice President of Student Affairs, he or she may submit a written appeal to the President indicating with particularity the

nature of disagreement with the answer and reason underlying such disagreement. Such appeal must be filed within 10 working days after receipt of answer. The President shall arrange a meeting with the complainant and other affected parties. The President shall give a written answer to the complainant within 10 working days. The President's decision is final.

NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS

Amerstate University will be fair and impartial in all its relations with students. Amerstate University admits students of any race, color, national, or ethnic origin to all rights, privileges, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of color, nationality, or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, or athletic and other school administered programs.

HARASSMENT

Harassment against any employee or student on the basis of race, color, gender, national origin, age, disability or other protected status is an unlawful employment and education practice and is prohibited.

Any student or employee found to violate this policy shall be subjected to discipline proceedings, which may result in suspension or discharge. Amerstate University is an equal opportunity/access educator/employer.

SEXUAL HARRASSMENT POLICY

Harassment on the basis of gender is a violation of Section 703 of Title VII.

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when (1) submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment, or (4) such conduct otherwise adversely affects an individual's employment opportunity.

Amerstate University will attempt to provide an environment free of sexual harassment for all employees and students in accordance with the laws of the United States and the State of Wisconsin. Sexual harassment of employees and students of Amerstate University is unacceptable and impermissible conduct which will not be tolerated. The university deprecates such conduct as an abuse of authority.

ACADEMIC PROGRAMS

MASTER OF SCIENCE IN MARTIAL ARTS

Our Master of Science in Martial Arts Curriculum is a two year program in which traditional methods of martial arts are taught. The program requirements are very rigorous. The Masters of Science in Martial Arts program is designed to prepare students to be highly trained and qualified martial arts instructors. The curriculum includes courses in martial arts history, management, instruction, training, techniques, weapons, forms, social development, emotional development, promotions, judging and refereeing, martial arts business research, and other topics relating to martial arts instruction and running a martial arts facility.

Two Year Master's Degree Program Required Courses 36 Credits

Unit	Subjects	Credits
MAT 500	History of Martial Arts	1
MAT 510	History of Martial Arts research and paper presentation	1
MAT 520	Instruction of Martial Arts	2
MAT 521	Martial Arts Pressure Point Self Defense I	1
MAT 530	Advanced Motions of Martial Arts	2
MAT 540	Description of Higher Black Belt form V	2
MAT 541	Description of Higher Black Belt form VI	2
MAT 550	Martial Arts Kyorugi: Higher Techniques	2
MAT 560	Martial Arts Higher Techniques Demonstration	2
MAT 570	Martial Arts Weapons V	2
MAT 580	Martial Arts Competition rules and interpretation	2
MAT 581	International Competition Judging and Refereeing	1
MAT 590	Martial Arts Business Management	2
MAT 600	Structural Elements of Martial Arts Instruction	1
MAT 610	Curriculum of Martial Arts Training	2
MAT 620	Performance of Martial Arts Instruction	2
MAT 621	Martial Arts Pressure Point Self Defense I	1
MAT 630	Martial Arts Weapons VI	2
MAT 640	Description of Higher Black Belt form VII	2
MAT 650	Martial Arts Weapon Kyorugi – Offense and Defense	2
MAT 651	Martial Arts Higher Techniques Kyorugi	2
MAT 660	Management of Martial Arts Players	2
MAT 670	Training Marital Arts Players	2
MAT 680	Prevention of Injuries in Martial Arts	2
MAT 690	Martial Arts Business Research and Paper Presentation	2



AWARDING OF DEGREE

Amerstate University has the authority to grant a Master of Science in Martial Arts as approved by the State of Wisconsin Education Approval Board to students who successfully complete the program and meet all of the university's requirements.

GRADUATION REQUIREMENTS

Amerstate University has procedures that govern the graduation requirements for completing the Master of Science in Martial Arts. In order to graduate, a student must fulfill the following requirements:

- All official curriculum courses must be completed successfully.
- At least 50% of program credits must be earned at Amerstate University.
- A GPA of 2.0 is required in order to graduate (2.0 on a four-point grading scale is a "C").
- All student financial obligations must be met before degree and transcripts are released.

Graduation will take place at the end of the spring semester of each academic year.

APPLICATION FOR GRADUATION

Students who plan to receive a degree must submit a Graduation Request form to the university by the filing deadline. The filing deadline date is one month prior to the last day of classes each semester. Upon filing this request, students' records will be reviewed to verify that they meet all requirements. Transcripts will be reviewed by the Director of Education, and students' financial records will be reviewed by the Administrative Office. Students will be informed in writing if there are any unfulfilled requirements within one week of filing for graduation. Students will have to satisfy all unfulfilled requirements prior to graduation; graduation may be delayed if students are unable to do so.

Two Year Master's Degree Program - 36 Credits

MAT 500 History of Martial Arts – 1 Credit

The historical background of Martial Arts Development will be explained following the chronological order of 4 different ages:

- (1) Martial Arts in Ancient Times
- (2) Martial Arts in Modern Times
- (3) Martial Arts in the Middle Ages
- (4) Present-Day Martial Arts

MAT 510 History of Martial Arts Research and Paper Presentation – 1 Credit

A paper and power point presentation tracking the history of Martial Arts to be presented (minimum 30 minutes)

MAT 520 Instruction of Martial Arts – 2 Credits

The instruction of Martial Arts is the coaching activities with which an instructor of Martial Arts makes the participant understand and learn all essential elements related with Martial Arts.

- (1) Generalities
- (2) Principles of Martial Arts Instruction
- (3) Structural Elements of Martial Arts Instruction
- (4) Practical Performance of Martial Arts Instruction

MAT 521 Martial Arts Pressure Point Self Defense I – I Credit

Student will learn Humane Pressure Point Self Defense I. The course will focus on:

- (1) What are Pressure Points
- (2) Knowing where Pressure Points are
- (3) Knowing the names of major Pressure Points
- (4) How Pressure Points Become Activated

MAT 530 Advanced Motions of Martial Arts – 2 Credits

All parts of the human body are used for offense and defense techniques in Martial Arts. In executing Martial Arts techniques, power comes from the body trunk; however, the arms and legs are employed to strike the target parts of the opponent's body, although the hands and the feet play key roles. Students will learn the applicable parts of the body.

- (1) Applicable Parts of the Body
- (2) Fundamentals of Martial Arts
- (3) Advanced Movements

- MAT 540 Description of Higher Black Belt Form V – 2 Credits**
Students will complete a hard training course in 5th Dan Black Belt Form. The significance of movements, connection of Forms and the complete Forms must be learned correctly with teaching experience.
- MAT 541 Description of Higher Black Belt Form VI – 2 Credits**
Students will complete a hard training course in 6th Dan Black Belt Form. The significance of movements, connection of Forms and the complete Forms must be learned correctly with teaching experience.
- MAT 550 Martial Arts Kyorugi Higher Techniques – 2 Credits**
Students will learn and refine their defensive and offensive skills by partnering up and practicing Kyorugi. Students will learn Kyonig concept, techniques, strategy rules and regulations based on their own training styles.
1. The principles of Kyonig.
 2. The importance of Training Methodology.
 3. Technique application in Kyonig.
 4. Understanding Kyorugi rules and regulations.
- MAT 560 Martial Arts Higher Techniques Demonstration – 2 Credits**
Students will understand the purpose of Martial Arts Demonstrations. They will study how to promote the Martial Arts to an audience through demonstrations. They will train to acquire proper demonstration techniques and focus on reducing injuries.
1. General concept of Demonstrations.
 2. Understanding the types of Demonstrations.
 3. Understanding the components of a Demonstration.
 4. Acquiring proper Demonstration techniques.
 5. Program Demonstrations.
- MAT 570 Martial Arts Weapons V – 2 Credits**
Students will complete a hard training course in Weapons V. The significance of movements, connection of Weapons and the complete Techniques must be learned correctly.
- MAT 580 Martial Arts Competition Rules and Interpretation – 2 Credits**
Competition rules are to manage fairly and smoothly all matters pertaining to competition at all levels being promoted and/or organized by the WMAF, and members of all Associations ensuring the application of standardized rules.
- MAT 581 International Competition Judging and refereeing – 1 Credit**
Students will study the Judging rules for competition to insure the standardization of competition rules shall apply to all the competitions.
- MAT 590 Martial Arts Business Management – 2 Credits**
The course will explore the administration and management of facilities (martial art studios), as well as the legal responsibilities related to management and administration.

- MAT 600 Structural Elements of Martial Arts Instruction – 1 Credit**
 Provide students with a wide range of opportunities to further develop practice-based, hands-on skills and experiences of instruction.
 (1) Social Development
 (2) Emotional Development
 (3) Intellectual Development
 (4) Physical & Motional Development
 (5) Appropriate Methods of Martial Arts Instruction
- MAT 610 Curriculum of Martial Arts Training – 2 Credits**
 This course examines the myriad of elements that determine curricular content.
 (1) Logical Sequences of Formulating the Curriculum
 (2) Contents of Martial Arts Training
 (3) Table of Training Curriculum
 (4) Social Environment
 (5) Physical Environment
- MAT 620 Performance of Martial Arts Instruction – 2 Credits**
 Students will understand the importance of Martial Arts instructors and the role of the Martial Arts Instructor. Students will study teaching methodology in Martial Arts instruction. And they will study about better communication skills with trainees.
 (1) Setting a proper training program.
 (2) Understanding the role of a Martial Arts Instructor.
 (3) Study Martial Arts teaching methodology.
 (4) Understanding different communication styles.
 (5) Understanding different personality types.
 (6) Developing better communication skills based on different personalities.
- MAT 621 Martial Arts Pressure Point Self Defense II – I Credit**
 Student will learn Humane Pressure Point Self Defense II
- MAT 630 Martial Arts Weapons VI – 2 Credits**
 Students will complete a hard training course in Weapons VI. The significance of movements, connection of Weapons and the complete Techniques must be learned correctly.
- MAT 640 Description of Higher Black Belt Form VII – 2 Credits**
 Students will complete a hard training course in 7th Dan Black Belt Form. The significance of movements, connection of Forms and the complete Forms must be learned correctly with teaching experience.

MAT 650 Martial Arts Weapon Kyorugi – Offense and Defense – 2 Credits

Expand on the foundations learned in MAT 550 to provide students with a wide range of opportunities to further develop their Weapon Offense and Defense skills.

- (1) Knife Kyorugi
- (2) Sword Kyorugi
- (3) Pistol Kyorugi
- (4) Rifle & Bayonet Kyorugi
- (5) Sitting-position Kyorugi
- (6) On the chair Kyorugi
- (7) Short-club Kyorugi
- (8) Long bar Kyorugi



MAT 651 Martial Arts Higher Techniques Kyorugi – 2 Credits

Students will student teach Martial Arts Weapon Kyorugi in various Martial Arts schools within the state and throughout the nation.

MAT 660 Management of Martial Arts Players – 2 Credits

Students will explore and develop a more in-depth knowledge of Martial Arts players to update techniques for better efficiency in the future.

MAT 670 Training of Martial Arts Players – 2 Credits

Students will help develop and propagate Martial Arts and encourage and motivate spectators to understand the true entity of Martial Arts and be interested in learning through Training Players.

MAT 680 Prevention of Injuries in Martial Arts – 2 Credits

Students will learn how to prevent injuries while training in the martial arts. The causes and development of the most common injuries will be covered. Basic First Aid for common acute and chronic injuries will be covered.

The student will learn how to:

- (1) Prevent and minimize martial arts injuries from occurring by using proper training techniques and training plans
- (2) Identify the reasons and causes of injuries in their early and late stages
- (3) Manage common injuries that occur from martial arts and sports training

MAT 690 Martial Arts Business Research and Paper Presentation – 2 Credit

Students will investigate and create a hypothetical martial arts studio and present a business plan.

ENGLISH AS A SECOND LANGUAGE PROGRAMS

ENGLISH AS A SECOND LANGUAGE (ESL)

ESL is designed to prepare students whose first language is other than English to speak and understand the English language. The Intensive English Program is intended for students with little or no understanding of the English language. The Advanced English Program is intended for students who are proficient in English communication and wish to improve their English skills in speaking, read, and writing, to a college entrance level with more in-depth, academically oriented training.

CERTIFICATION AND REFERENCES TO EMPLOYERS FOR ESL

- Diplomas will be awarded to those students who satisfactorily complete all course work at either the Intensive or Advanced level.
- Certification will be issued for successful completion of each course for various levels of proficiency.
- References to prospective employers will be based only on the proficiency of the student's language acquisition.
- Grading is based on pass-fail and will be based on gaining the required level of proficiency for each course. Students will be assessed for their language ability upon entering the program to determine the correct level at which to start. Students will be assessed at the end of each semester to measure their progress. As they demonstrate proficiency they will move to the next level.
- Permission will be required before we will give out references to prospective employers

INTENSIVE ENGLISH PROGRAM

The INTENSIVE ENGLISH program offers intensive, focused instruction for 20 hours every week. This program includes work in listening comprehension, reading and writing. An advanced level combines all of these for more in-depth academically oriented training. All classes are non-credit.

ESL 30 Beginning English as a Second Language Literacy

45

This course is intended for students with no proficiency in English and/or very low literacy skills in their native language.

ESL 31 Beginning English as a Second Language II

45

It is intended for students with no proficiency in English to enable them to master "Survival" English.

- ESL 40 Beginning English as a Second Language III 45**
 Students will learn to speak, read and write using present progressive, future and imperative verbs; to use singular and plural nouns, pronouns, prepositions, adverbs and adjectives
- ESL 41 Beginning English as a Second Language IV 45**
 Students will learn to ask questions, practice using “be” and action verbs. They will increase vocabulary, read short passages and writing simple sentences.
- ESL 42 Beginning English as a Second Language V 45**
 Students will learn to speak, read and write using negative statements in present and future tenses, auxiliary verbs “can” and “have to”, and will work on reading and writing.
- ESL 43 Beginning English as a Second Language VI 45**
 This course is intended to strengthen the use of present and future tense verbs and learn past tense. Students will learn vocabulary for body parts and will continue to improve listening, speaking, reading and writing abilities.
- ESL 44 English as a Second Language – Writing Improvement I 45**
 This class is intended for students who are “upper beginning level” to continue to improve on their English writing skills.
- ESL 45 English as a Second Language Conversation 45**
 This course is focused on improving the student’s ability to speak and understand English in social and business situations as well as become familiar with American slang.
- ESL 46 ESL Academic Purposes: Level IV: Speaking & Grammar 45**
 Students will practice speaking in and listening to English to help prepare them for oral academic work.
- ESL 47 ESL Academic Purpose: Level IV: Grammar 45**
 Students will learn English grammar and syntactic structures to help them in academic speaking, reading and writing.
- ESL 49 ESL Academic Purpose: Level IV: Writing 45**
 Students will practice narrative and expository forms, journal, personal essays and summaries.
- ESL 50 Intermediate English as a Second Language I 45**
 Students will learn to use regular and irregular, past and present perfect verbs and will practice communicating using infinitives.
- ESL 51 Intermediate English as a Second Language II 45**
 Students will use direct and indirect objects and use quantity words with nouns. Students will also continue to build their vocabulary.

ESL 52 Intermediate English as a Second Language III 45
Students will learn the future tense of auxiliary verbs and gain vocabulary knowledge about accidents, emergencies, polite excuses and customer complaints.

ESL 53 Intermediate English as a Second Language IV 45
In this course, students will learn the superlative form of common adjectives. They will also learn vocabulary for giving information at a medical check-up.

ESL 54 English as a Second Language – Conversation II 45
Students will continue to improve their ability to speak and understand English in various social and business situations and will gain a more in depth understanding of American slang.

TOTAL OF 16 COURSES FOR 720 HOURS = 20hrs/36 weeks

ADVANCED ENGLISH PROGRAM

The ADVANCED ENGLISH program is for students who are interested in expanding their knowledge of English to the highest level possible. Students in this program will study great writers of this country in American Literature. Our program is taught by quality instructors who will get students ready for university studies.

ESL 55 English as a Second Language – Writing Improvement II 45
In this course, students will continue to improve on their writing abilities, and will focus on learning to write more complex sentences.

ESL 56 ESL Academic Purpose V: Speaking & Listening 45
This course will focus on the various parts of that affect correct speaking and listening to understand such as: past participle forms, present perfect aspects, phrasal verbs, gerunds and infinitives, pronoun references.

ESL 57 ESL Academic Purpose V: Grammar 45
In this course, students will read authentic short stories, adapted and non-adapted short, non-fiction articles. There will be an introduction to academic culture of higher education in the U.S.

ESL 58 ESL Academic Purpose V: Reading & Academic Conversation 45
This course will place an emphasis on reading related to academic culture. Students will continue vocabulary improvement and will focus on dictionary skills.

ESL 59 ESL Academic Purpose V: Writing 45
In this course, students will interpret charts, tables, and non-prose information. There will be continued focus on cultures of higher education in the U.S.

ESL 60 High Advanced English as a Second Language 45
In this course, students will learn to use passive voice, superlatives, adjectives and more specific vocabulary, there is a continuation of understanding American slang and idioms.

- ESL 61 Advanced English as a Second Language II 45**
 Students will learn to use verb tenses more accurately and improve their use of prepositions and two-word verbs.
- ESL 62 Advanced English as a Second Language III 45**
 In this course, students will focus on verb phrases, relative clauses and subject-verb agreement in speech and writing. Students will also continue to improve their listening comprehension and paragraph writing.
- ESL 63 Advanced English as a Second Language IV 45**
 In this course, students will learn to use adverb clauses of time, cause, condition, result and comparison. Students will continue to increase their vocabulary and recognition of prefixes and suffixes.
- ESL 70 English as a Second Language: Study Skills I 45**
 In this course, students will focus on preparing for English with a specific purpose
- ESL 71 English as a Second Language: Study Skills II 45**
 In this course, students will learn content in advanced areas relating to English with a specific purpose.
- ESL 72 English as a Second Language: Reading and Writing Skills 45**
 In this course, students will develop reading and writing skills for English with a specific purpose.
- ESL 73 English as a Second Language: Speaking and Listening Skills 45**
 This course will focus on improving reading comprehension. Students will also continue to expand their vocabulary to make inferences and scan for information.
- ESL 80 English as a Second Language: Academic Purposes Intermediate 45**
 In this course students will focus on improving their reading, writing, speaking and listening skills while focusing on a chosen content area.
- ESL 81 English as a Second Language: Academic Purposes Intermediate II 45**
 The emphasis in this course will focus on series of directions and sequencing in academic contexts.
- ESL 82 English as a Second Language: Academic Purposes Intermediate III 45**
 This course will focus on American life styles and college academic culture.
- ESL 83 English as a Second Language: Academic Purposes Intermediate IV 45**
 In this course students will continue to improve reading, writing, speaking and listening skills while focusing on English with a specific purpose.

ESL 90 Language Skills for the English Language Learner **45**
This course focuses on English with a specific purpose for job skill development and communication.

ESL 91 Language Skills for Specific Purpose Advanced **45**
This course will provide further focus on English with specific purpose for improved communication skills.

ESL 92 Language Skills for Specific Purpose Transitional **45**
This course will focus on expressing oneself in job related situations.

TOTAL OF 20 COURSES FOR 900 HOURS = 25hrs/36 weeks

*This catalog represents the most current and up to date information on Amerstate University as of September 2009. However Amerstate University reserves the right to change any of the information in this catalog at any time without giving prior notice. Amerstate University reserves the right to delete or change any information in this catalog and all changes will go into effect once they are approved by the Board of Directors.



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M.A. Writing, Rhetoric, and Discourse, DePaul University

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ESL Lecturer
M.A. Teaching a Foreign Language, State University Chernigov, Ukraine

Ramilya Lundgren

ESL Lecturer
M.A. English and Russian Languages, Poltava State Pedagogical Institute



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