

# WESTERN INSTITUTE

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 (816) 271-4100  
[www.missouriwestern.edu/wi](http://www.missouriwestern.edu/wi) (<http://www.missouriwestern.edu/wi>)

The Western Institute provides varied educational opportunities in a variety of settings. The institute serves college students attending satellite sites or taking online courses, business and industry seeking to improve employees' skills and knowledge, adults seeking workplace skills or specific job training, adults seeking to complete a college degree they began earlier in life, high school students seeking college credit, children desiring to expand their skills in art and music, adults seeking personal enrichment, traditional college students taking elective courses, incarcerated individuals pursuing educational goals, and adults needing improvement in literacy skills and English language skills. The Western Institute is also the home for Conferences, the Walter Cronkite Memorial, Scheduling, Study Abroad & Exchange Programs, the Law Enforcement Academy, the Intensive English Program and the Testing Center. The mission of the Institute is to serve the community through a wide range of educational programs and educational delivery options.

## Credit Courses

The Western Institute offers a number of elective courses for college students. A maximum of six (6) credits in continuing education courses, numbered 100 or higher, and bearing the CED prefix, may be applied toward the total requirements required for a Missouri Western degree, but may not be applied toward the academic major.

The Western Institute provides initial advisement to adults seeking to complete college degrees begun earlier in life.

The Western Institute sponsors several education programs for off-campus and nontraditional students. These include: online courses, Dual Credit classes (college credit offered in high schools), upper-division and graduate credit classes in Kansas City; and English as a Second Language classes.

The Western Institute is home for the MWSU Regional Law Enforcement Academy/Police Officer Standardized Training (P.O.S.T.) program. This program takes approximately 23 weeks and consists of 18 hours of Criminal Justice coursework (12 hours in Fall or Spring Semester, and 6 offered in two mini-semesters). A year-long part-time program is also available. These programs certify participants to become police officers in the state of Missouri. The 18 hours are fully applicable to both Western's associate and baccalaureate degrees in Criminal Justice. In addition, the curriculum includes physical training and health coursework that sufficiently overlaps PED 101 Fitness and Wellness such that cadets are required to enroll in an additional 3 credits for this course. Cadets who already have credit for PED 101 Fitness and Wellness will enroll in a substitute PED course.

Missouri Western State University offers degree programs and coursework at the North Kansas City site located at the Village at Burlington Creek:

6364 North Cosby Ave  
 Kansas City, Missouri 64151  
 (816) 746-1001

This site provides coursework for a Bachelor of Science in Education - Elementary Education. Additional courses are offered at this site including criminal justice and information management courses.

Also, MSN courses are offered in a blended format (live and video conference) at hospitals in the Kansas City Northland. For information on this program call (816) 271-5845.

## Conferences and Community

The Western Institute is responsible for non-resident and resident conferences, seminars, and special events. Using University facilities, these conferences, seminars and special events serve local, regional and international groups and organizations.

The Western Institute offers training programs for business and industry and other workforce development programs, including re-certification courses. Programs may be customized to meet corporate needs.

The Western Institute is responsible for Artscape, the Griffon Junior Singers, and the Symphonic Youth Orchestra. These programs are designed to engage children in arts activities and to build their appreciation for and skills in the performing and creative arts.

Personal enrichment courses (e.g., photography, sign language, nutrition & weight control) are offered to the community.

## Scheduling Services

Scheduling Services is responsible for oversight of all campus facility usage and reservation and coordination of event support services. Campus facilities may be reserved and used by campus departments and student organizations free of charge (charges may apply for event support services, extensive set-up/tear-down or use of the Fulkerson Center, Griffon Indoor Sports Complex or Spring Sports Complex). Event support services include facility set-up and tear-down, campus dining and audio/visual equipment and support. Information about Scheduling Services may be obtained on-line at [www.missouriwestern.edu/scheduling](http://www.missouriwestern.edu/scheduling). (<http://www.missouriwestern.edu/scheduling>)

Priority for facility usage and governing policies are outlined in the Missouri Western Policy Guide that can be found on-line at [www.missouriwestern.edu/hr](http://www.missouriwestern.edu/hr). (<http://www.missouriwestern.edu/hr>)

## Study Abroad & Exchange Programs

(816) 271-4194  
[www.missouriwestern.edu/studyabroad](http://www.missouriwestern.edu/studyabroad) (<http://www.missouriwestern.edu/studyabroad>)

The Office of Study Abroad and Exchange Programs exists to offer Missouri Western students the opportunity to enrich their educational experience by studying away from the St. Joseph campus. This is achieved through institutional affiliation with several international universities and domestic organizations that provide study abroad and exchange opportunities around the world. In addition, the Office of Study Abroad and Exchange Programs sponsors several study abroad opportunities each year that are taught by Missouri Western faculty. Study abroad and exchange programs vary in length, but can last as little as a few days or extend to an entire academic year.

Students wishing to participate in a study abroad or an exchange program are encouraged to contact the Office of Study Abroad

and Exchange Programs in Spratt 105. The email address is [studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu). ([studyaway@missouriwestern.edu](mailto:studyaway@missouriwestern.edu))

### **INT 100 International Study-Lower Division Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 100 credit if hours taken off campus are equivalent to a Western lower level course. By enrolling in INT 100, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 100 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

### **INT 200 International Study-Cultural Experience Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 200 credit if hours have no equivalent in Missouri Western's curriculum. INT 200 allows credit for a cultural experience for which there is no MWSU equivalent. By enrolling in INT 200, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 200 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

### **INT 300 International Study-Upper Division Credits: 1-12**

**Typically Offered:** Departmental Discretion.

**Course Description:** Students studying in a semester abroad or exchange program recognized by Missouri Western State University may receive INT 300 credit if hours taken off campus are equivalent to upper division Missouri Western courses. By enrolling in INT 300, the student maintains MWSU enrollment and upon return to the campus facilitates the translation of courses taken abroad into Western credit. All credits received in INT 300 are subject to the pre-approval of the Director of Study Abroad and Exchange Programs.

## **Testing Center**

The Testing Center is responsible for standardized tests offered to University students, prospective students and to community residents; and monitors testing for students and community residents whose exams need to be proctored. Visit [www.missouriwestern.edu/testing](http://www.missouriwestern.edu/testing) (<http://www.missouriwestern.edu/testing>) for more information.

## **Intensive English Program**

The Intensive English Program at Missouri Western State University has been developed to offer non-native English speaking students a strong foundation in the English language. This foundation will enable non-native English speaking students to succeed in their chosen academic fields and to become more comfortable living in the community. Each course consists of 5 hours per week of seat time, generally split between 4 hours of lecture and 1 hour of lab. Students in countries outside the U.S. can find information about the Intensive English Program by sending questions to [GoGlobal@missouriwestern.edu](mailto:GoGlobal@missouriwestern.edu). Community students can learn more about the program for non-credit students by completing the form on [www.missouriwestern.edu/iep/noncredit-students](http://www.missouriwestern.edu/iep/noncredit-students) (<https://www.missouriwestern.edu/iep/noncredit-students>). Contact the Intensive English Program Coordinator at (816) 271-4121 for information. View website at [www.missouriwestern.edu/iep/](http://www.missouriwestern.edu/iep/) (<http://www.missouriwestern.edu/iep/>).

Credit and non-credit ELL courses are offered in the Beginning, Intermediate & Advanced level in each of the following areas:

- Listening and Speaking
- Grammar and Composition
- Reading
- Academic Writing

**Listening and Speaking (CED 086 Beginning Listening and Speaking, CED 096 Intermediate Listening & Speaking, CED 166 Advanced Listening & Speaking, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their listening and speaking abilities in English. Study and practice will concentrate on pronunciation skills, speaking skills, presentation skills, listening skills, and American idioms.

**Grammar and Composition (CED 087 Beginning Grammar, CED 097 Intermediate Grammar, CED 167 Advanced Grammar, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their understanding of English grammar and beginning composition. The emphasis of this course will be to study the rules of grammar through simple composition of papers and presentations. Both oral and written grammar will be included in this course.

**Reading (CED 088 Beginning Reading, CED 098 Intermediate Reading, CED 168 Advanced Reading, depending on level):**

These classes are designed for non-native English speaking students seeking to increase their reading skills in English. Study and practice will concentrate on vocabulary expansion, reading comprehension in a variety of genres, word usage, character analysis, and journaling.

**Academic Writing (CED 089 Beginning Academic Writing, CED 099 Intermediate Academic Writing, CED 169 Advanced Academic Writing, CED 179 Transitional Academic Writing, depending on level):**

These classes are designed for non-native English speaking students seeking to improve their writing skills for the college classroom. Students taking these classes will be asked to produce various forms of written work, practice editing and peer-editing, make the necessary corrections, and complete final drafts of their assignments. NOTE: CED 179 Transitional Academic Writing is designed for non-native English speaking students who are also enrolled in ENG 100 Introduction to College Writing during the same semester. This course focuses on reading and writing. Assignments include full-length essays using accurate vocabulary and correct grammar. Emphasis on using transitions and applying appropriate mechanics is maintained. Self-evaluation and peer editing are used to encourage students to work toward clear written expression..

**Registration Procedures:** Most Western Institute courses are open to anyone who may benefit from them. Other courses and programs have specific enrollment requirements. Students may register for most courses through walk-in registration in the office of the Western Institute. Online registration options are also available. Call the Institute (816) 271-4100 or visit us online [www.missouriwestern.edu/wi](http://www.missouriwestern.edu/wi) (<http://www.missouriwestern.edu/wi>) for more information.

**Fees:** Fees for continuing education classes are divided into two categories: credit and noncredit courses. Most credit courses carry the same tuition and fees as regular Missouri Western courses. Non-credit course fees are based on the expense to offer each course.

**Refund Policy:** The refund policy for credit classes is the same as other credit courses at MWSU. Noncredit students may receive a full refund on noncredit Institute classes, if notification is received one week prior to the first class period or if the class is cancelled. After the first class meeting, but prior to the second class session, students may receive a 50% refund (minus a \$5 administrative charge) if it is requested in writing. No refunds will be made after the second scheduled class meeting.

## Walter Cronkite Memorial

Since St. Joseph, Mo., is both the birthplace of Walter Cronkite and the home of Missouri Western State University, the university established the Walter Cronkite Memorial in 2013 as a tribute to the St. Joseph native - [www.missouriwestern.edu/wcm](http://www.missouriwestern.edu/wcm) (<http://www.missouriwestern.edu/wcm>). The memorial, which continues to expand in size and scope, currently occupies 6,000 square feet in the Spratt Hall Atrium. The memorial includes images, videos and memorabilia from Cronkite's life and the many events he covered as a journalist. Additionally, the University created two original multimedia productions to honor Cronkite. These plays are periodically performed live at the memorial; recorded versions also are shown for visitors.

A central feature of the Walter Cronkite Memorial is a 9' X 21' work of art that includes 39 images of world and national news events reported by Cronkite. An interactive kiosk enables visitors to bring these images to life via video clips of actual news broadcasts, Cronkite's reflections and summaries of the historical significance of the events.

The memorial includes a replica of the newsroom from which Cronkite broadcast the news during the 1960s-1970s. Tours can be arranged calling (816) 271-4100.

## Faculty

**Barbara Voigt** (2012) Instructor. B.S., Oklahoma State University; M.S., Central Missouri State University.