Friends University









Spring 2027
Graduate Workshops





Last Updated: 11/13/2026
www.friends.edu/edworkshops



Mission: Friends University, a Christian University of Quaker heritage, equips students to honor God and serve others by integrating their intellectual, spiritual and professional lives.

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FRIENDS UNIVERSITY



Master of Education

Three degree options

The Master of Education degree at Friends University has three majors: Building Leadership, Special Education, and Teaching and Learning. The Building Leadership and Special Education majors meet the requirements for candidates to apply for licensure in P-12 schools as building leaders or teachers of special education. The Teaching and Learning major is available for candidates seeking to complete a master's degree designed to enhance their instructional, advocacy, and leadership skills, but the major does not lead to an additional license endorsement..

MEd: Building Leadership P-12

The Licensure for Building Leadership major includes 5 core courses (3 credit hours each). With each core course the candidate also enrolls in the Building Leadership Practicum (1 credit hour course). The remaining 10 credit hours needed for the MEd are completed through approved graduate workshops. The total credit hours required for Building Leadership are 30 credit hours and can be completed within 1 year.

MEd: Special Education: High Incidence

The Special Education major will complete 31 credit hours of course work to include a professional core of five (5) courses and four, 1 credit hour practicum courses for a total of (19) required core credit hours. The remaining twelve (12) credit hours needed for program completion will be fulfilled with approved Friends University Graduate workshop credits. This program is designed to be completed in 1 year, and prepares graduates for an endorsement in P-12 high incidence special education.

MEd: Teaching & Learning

The Teaching & Learning major will complete 30 credit hours of course work to include a professional core of six (6) courses or eighteen (18) required credit hours. The remaining twelve (12) credit hours needed for program completion will be fulfilled with approved Friends University Graduate workshop credits. This program is designed to be completed in 1 year.

Scan this QR

to learn more about our programs!

Belong Here. Go Further.

cummingsm@friends.edu | 785.272.9595
friends.edu/med

Important Information

All workshops are offered for graduate-level credit and available to educators seeking re-licensure, salary advancement, or professional development opportunities. Graduate students may also select workshops, with advisor consent, for elective options as part of the Master of Education program in three degree tracks: Teaching and Learning, Special Education High Incidence (P-12), or Building Leadership (P-12).

On-Ground Workshops meet entirely on-ground at the location provided. Each meeting date is listed, along with times for each day. You must be present in the class all days for the entire meeting time to receive credit.

Online Workshops meet fully online through the use of Moodle. You will be able to interact with the instructor and other students in the workshop. You are required to log in to your workshop on the first day or you will be considered a "no show" and will be dropped from the course following contact from the Graduate Workshops office. Depending on your instructor, you must check in once a day to be considered active in your course. You must enroll by the "Enrollment Ends" date to allow time to establish Moodle accounts. Please plan to prepare for this offering delivered through Moodle by accessing your Friends University Moodle account prior to start date.

If you need assistance with your login or passwords, contact Help Desk at 316-295-5767 or email at helpdesk@friends.edu. They are available Monday through Friday during business hours.

Understand that when registration is accepted, you have obligated yourself to pay for the courses and other charges related to the registration. Complete workshop payments must be made two weeks in advance of a start date to avoid a HOLD on your account.

Copies of your workshop history, unofficial transcripts, and receipts may be located in your personal Student Self Service account and may be accessed 24/7 with your log-in credentials. For assistance, contact Help Desk at 316-295-5767 during business hours.

No refunds will be issued after the first day of the workshop. If you have enrolled, you will need to drop the course before midnight of the first day of the workshop. If you do not drop the workshop, it will remain on your official Friends University transcript and may result in a failing grade. Please go to the add/drop section to view instructions on how to drop a workshop, located in the back of this brochure.

If you have any questions, please call our office at 316-295-5516 or email us at educationworkshop@friends.edu.
We love serving our area teachers!

The use of all tobacco products is prohibited on all property that is owned, operated, leased, occupied, or controlled by Friends University.

THANK YOU FOR KEEPING OUR CAMPUS TOBACCO FREE.

This policy applies to all employees, faculty, staff, students, University affiliates, contractors, volunteers, customers, and visitors.
This policy is applicable twenty-four hours a day, seven days a week.

How to Apply for Graduate Workshops

All applications, enrollments, and payments may now occur online! Please go to www.friends.edu/edworkshops and carefully review the provided information that will assist in your process. We recommend using Firefox or Google Chrome browsers for complete webpage functionality. In order to ensure success, please read the information options below. If you have questions regarding procedures, call Graduate Workshops at 316-295-5516 or email at educationworkshop@friends.edu for assistance. We are happy to help you!

You have decided to take workshops at Friends University. Fantastic! What do you do now?

Start here!

Which of these statements is true for you?

I am a NEW student. If you are a new student who has not taken any coursework at Friends in the past, you will need to get registered at Friends University. Start by visiting us at www.friends.edu/edworkshops and complete the **New Student to Friends Workshops Application.**

We're so happy to have you! First time students at Friends will receive an email from the Friends University Help Desk within two to three business days after completing their appication with their network username (firstname_lastname@student.friends.edu) and password. After receiving that email, you may proceed to the next step!

I am a RETURNING student! This means you have filled out an application within the last 2 years. **We are glad to have you back!** Please proceed to the next step.

I am unsure! That's okay! If you are unsure if it has been more than 2 years since the last time you registered, please start by filling out the **Returning Student Reactivation Application** at www.friends.edu/edworkshops.

Hello again! Please wait one business day and then proceed to the next step. Returning students will **not** receive an email with their network username and password. However, if you have forgotten your log in credentials, you may call Help Desk at 316-295-5767 or email at helpdesk@friends.edu for assistance!

You may now log in to your FalconHub with your network username (firstname_lastname@student.friends.edu) and password. Then use the enrollment and payment procedures listed on the next page to enroll in the workshop(s) you would like to take! You may enroll 24/7 at your convenience. However, if you have questions you may give the Graduate Workshops office a call at 316-295-5516 during regular business hours, or email educationworkshop@friends.edu.

Enrollment Procedures for Workshops through FalconHub

1. Go to the Friends Teacher Education Workshops web page, www.friends.edu/edworkshops.and click on ENROLLMENT FOR CURRENT STUDENTS.
2. Click on STUDENT SELF SERVICE and log in with your Network Username (firstname_lastname@student.friends.edu) and password.
   Forgotten your credentials? Please use the Forgot Password? link and follow the steps for password reset, or you may call Help Desk at 316-295-5767 during business hours.
3. Click REGISTRATION.
4. Click REGISTER FOR CLASSES.
5. Select the semester and year which you are registering and hit CONTINUE.
6. Choose the ENTER CRN tab that is next to the red "Find Classes" tab. Enter the CRN(s) for the class(es) you want to register. You may enter as many CRN numbers as you would like at this screen. Select ADD TO SUMMARY after each CRN selection.
7. Enter only the start date for each workshop for which you are registered- date(s) found in the Workshop Schedule Book. Do not enter end dates- leave the end date BLANK. Hit CONFIRM twice.
8. CONGRATULATIONS! You are now registered in the workshop(s). Your view should show "web registered." Now continue for payment.

Payment Procedures for Workshops through FalconHub

1. Click on STUDENT located below the red banner at the top left side of the screen.
2. Click on STUDENT ACCOUNTS, then select VIEW AND PAY STATEMENT.
3. Select MAKE A PAYMENT listed in the black column on the left side of your screen; select the option PAYMENT ON ACCOUNT.
4. Enter the amount you wish to pay (note that the full payment is due prior to opening workshop date. Please see the provided Payment Policy located in the brochure).
5. Enter a description of your payment (i.e. Graduate Workshop Payment).
6. Click on ADD TO PAYMENT; click CONTINUE.
7. Enter your information and CONTINUE. This will let you review your final order before submitting. This is where you will enter an email address for a receipt to be emailed to you for your records. Review your payment information; Click PAY $.
8. Congratulations! You have now paid for your Graduate Workshop(s).

If enrolled but are choosing to pay at a later date (prior to workshop start), please enter in through STUDENT SELF-SERVICE and select ACCOUNT SUMMARY AND PAY YOUR BILL. Click on the red PAY NOW button in the upper right corner, then follow steps 3-8 listed above.

Friends University Fall/Spring Business Hours

Monday-Friday	9:00 am-5:00 pm

Cashier Fall/Spring Business Hours

Monday-Friday	9:00 am-5:00 pm

Friends University Summer Business Hours

Monday-Thursday	9:00 am-5:00 pm
Friday	9:00 am-12:00 pm

Cashier Summer Business Hours

Monday-Thursday	9:00 am-5:00 pm
Friday	9:00 am-12:00 pm

For any questions about registration or your FalconHub, please contact the Graduate Workshops at 316-295-5516 or email us at educationworkshop@friends.edu. If you have any payment questions please contact Kathie Sell at 316-295-5912 or email kathie_sell@friends.edu. Students can also call the cashier at 316-295-5865 to make a payment. You will need your name, the CRN(s), and the amount you will be paying.

Graduate Workshops information and policies are listed at the back of this brochure.

Graduate Credit Opportunity at a REDUCED price*...
...check out the opportunity below!

I've Learned It, Now I Need to Apply It!

Instructor: Jaime Alford
Grade Levels: ALL *Delivery: Online*
Learning Forward Standards: 1, 4, 6 *KEPPS Standards: 1, 2, 4, 5, 7*

Don't let that training manual and all those good handouts go to waste sitting on a shelf! Utilize your learning by applying it in your classroom for credit! In this workshop, we will take what you learned in prior training (conferences, in-services, other workshops) and apply it in your own classroom with feedback and reflection. Sometimes all we need is a little incentive to try new things after we have learned them with some cheering on from the sidelines! Join us as a group of educators share learning and application in an online format with feedback and encouragement from an instructor who understands the adult learning process and is a champion for teachers! You've already had the training, now get credit for applying it and reflecting on your practice! Graduate Workshops Office and Friends University always puts intregrity first as we provide you with quality courses for graduate credit. Due to this, and with keeping with the state of Kansas Recertification Requirements, you may only choose the two credit class, once. If you have questions, do not hesitate to contact our office for help. If you have taken this course a prior time it was offered, you may not sign up for it again. Even though the numbers may be different, the course is the same. Thank you for understanding and we look forward to serving you!

For course information, contact Jaime at jaime_alford@friends.edu.

Prerequisites: Participants must have completed another training and be prepared to document which workshop, inservice topic, or training title they attended and where they received the training.

January 01, 2027 - January 31, 2027 ***Enrollment Ends: 01/31/2027***
CRN: 21536 ***2 credits*** ***Tuition: $200***

February 01, 2027 - February 28, 2027 ***Enrollment Ends: 02/28/2027***
CRN: 21537 ***2 credits*** ***Tuition: $200***

May 01, 2027 - May 08, 2027 ***Enrollment Ends: 05/08/2027***
CRN: 21538 ***2 credits*** ***Tuition: $200***

**Compared to regular workshop prices at $330 for 2 credits.*

Hot Cocoa & Credits Series

Stir up new ideas while earning graduate credit

Cozy up with your favorite mug and join us online for three short, sweet workshops designed to spark creativity and boost your teaching skills. Each workshop runs just two weeks, costs only $100, and earns you graduate credit—all from the comfort of home. Don't miss this chance to sip, learn, and grow—because great ideas, like cocoa, are best enjoyed hot and often!

Sip, Pin, & Plan: Creativity with Pinterest

Are creativity and motivation feeling depleted by your heavy workload? Grading papers, returning phone calls, and late nights getting you down? It's time for a refreshing reset! In this creative, practical, and self-paced two-week online course, you'll dive into Pinterest—not just as a source of inspiration, but as an educational tool rich with creative strategies and practical lesson applications tailored specifically to your subject area. Learn to distinguish high-quality educational content from distractions, and walk away with fresh, classroom-ready ideas. Sign up today and turn your Pinterest exploration into valuable educational research—who knew scrolling could be so professionally rewarding?

CRN: 21542 03/01/2027-03/15/2027 Enrollment Ends: 02/28/2027



The Transformational Impact of Joy in the Classroom

CRN: 21499

Instructor: Dr. Pamela Martin
Dates: 01/04/2027-01/29/2027
Enrollment Ends: 01/03/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Research shows that a positive school culture effects student learning and teacher retention. When educators embrace joy and proactively cultivate it, they improve their overall well-being and abilities to promote positive student outcomes. The focus of this workshop is a study of the impact of joy on teachers and students. Participants will examine current literature on the role of joy in the classroom and explore practical ideas for fostering joy for themselves and their students leading to the ability to manage stress, improve student motivation and engagement, build resilience, and improve learning outcomes.

For course information, contact Dr. Martin at pamela_martin@friends.edu.
Learning Forward Standards: 1, 2, 5, 6 KEPPS Standards: 1, 3, 5, 9, 10

Teach Like a Champion

CRN: 21539

Instructor: Jaime Alford
Dates: 01/08/2027-03/31/2027
Enrollment Ends: 01/07/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Join us for a delve into many of the 49 techniques identified in the book “Teach Like a Champion” by Doug Lemov. These techniques are proven it IS possible to close the achievement gap. These techniques are concrete, specific, and actionable so that you can start using them in your classroom as soon as you learn about them! This is an asynchronous, online course. There will be PowerPoints with video instruction as well as YouTube resource clips. The course content will utilize information from the book, but not the entire book itself. It is recommended for purchase to enhance your professional development library as an educator but not required. This workshop is suitable for classroom teachers K-12, instructional coaches and administrators.

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: 3, 5, 6, 7 KEPPS Standards: 1, 2, 3, 5, 7, 8
Book: Suggested, not required. *Teach Like a Champion* by Doug Lemov
ISBN 978-0-470-55047-2

NEW! Literature of London: Featured Texts of the Study Abroad Trip

CRN: 21559

Instructor: Kassia Krone
Dates: 01/11/2027-01/22/2027
Enrollment Ends: 01/10/2027
Grade Levels: 9-12

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

This course is designed to teach instructors how to set up an itinerary for a study abroad trip to London and to craft a reading list and instructional activities that correspond to the locations students will visit on the trip. The course provides content knowledge of the texts as well as the corresponding locations/tourist spots. Students will learn how to apply their work to their own classrooms should they decide to either teach the material or plan their own trip abroad. While some instructional strategies will be shared through lecture and example lesson plans, students will also be expected to share their own ideas or best practices with each other and to craft their own lesson plans for the shared reading as a part of the homework assignments. Ultimately, the class equips students to tie curriculum to a trip abroad, so that they can feel confident leading their own study abroad program in their institutions. They will leave the class with a full itinerary and corresponding instructional strategy that they can tailor to meet their needs and the needs of their own students.

Students enrolled in the additional credit hour will have the added benefit of taking the trip with me and my undergraduate students, so that they can see how the course prepares students for travel and equips them with prior knowledge of the locations we will be visiting along the journey. They will also be completing a travel journal with specific prompts, designed to reflect and build upon prior learning. Taking the trip allows students to gain valuable hands-on experience with travel planning and logistics, gain familiarity with the location and navigation of the city, and build their confidence to lead their own trip in the future.

Students taking the trip with us will receive the additional credit hour in SUMMER, and they will be responsible for paying for the trip package through the university. The trip package is currently estimated at $3300 plus flight based on a 1.6 exchange rate. The package includes hotel; tickets to museums, the theater, and Tower of London; a pre-loaded oyster card for the first few days of travel; two meals; river cruise on the Thames to Greenwich; excursions to Bath and Windsor; tours of Roman Bath museum and Windsor castle. Payments can be made through the university cashier's office or online to the London account. Upon enrollment, Kassia will send students the payment plan schedule, and more information regarding the trip. Please direct all questions about the trip to Kassia Krone: kassia_krone@friends.edu.

For course information, contact Kassia at kassia_krone@friends.edu.

Learning Forward Standards: 2, 3, 5, 6 KEPPS Standards: 4, 5, 7, 8, 10

Creating with Canva

CRN: 21503

Instructor: Summer Lunsway
Dates: 01/11/2027-02/11/2027
Enrollment Ends: 01/10/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Have you already harnessed the amazing power of Canva but want to know more? Canva for Education is a FREE tool for all educators and has so many amazing features that can transform any classroom instruction. If you'd like to learn how to utilize the amazing features in Canva, this course is for you! If you have never used Canva, this course is for you too! Canva is an easy-to-use technology tool but can be very powerful in any classroom. We will cover ways Canva can help you find and create your own classroom materials. This course will help you discover new ways to incorporate Canva into student work including how to share and assign work with students and how it can help personalize and differentiate learning. We will also learn the newest features of Canva including Magic (AI) features that you can use to further enhance the integration of Canva into your work each day.

For course information, contact Summer at summer_lunsway@friends.edu.
Learning Forward Standards: 5, 7 KEPPS Standards: 2, 3, 8

The Anxious Generation

CRN: 21518

Instructors: Raelynn Pfaff
Dates: 01/11/2027-02/15/2027
Enrollment Ends: 01/10/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Over the past decade, educators have observed a marked rise in anxiety, depression, and social-emotional challenges among students. The Anxious Generation explores the cultural and technological shifts - particularly the impact of smartphones, social media, and reduced free play - that have contributed to this crisis.

By engaging in this book study, teachers will gain a deeper understanding of:

- The developmental implications of growing up in a "phone-based" rather than "play-based" childhood.
- How changes in parenting, schooling, and digital culture shape student well-being and motivation.
- Evidence-based strategies teachers can implement to help students thrive emotionally and socially in their classrooms.

For course information, contact Raelynn at raelynn_pfaff@friends.edu.
Learning Forward Standards: 1, 3, 5, 6, 7 KEPPS Standards: 1, 2, 3, 7, 9
Book: *The Anxious Generation: How the Great Rewiring of Childhood is Causing an Epidemic of Mental Illness* by Jonathan Haidt (ISBN-13: 978-0593655047, AISN: B0C9F37G28

Positive Relationships = Positive Attention

CRN: 21550

Instructor: Laura Swalley
Dates: 01/18/2027-01/29/2027
Enrollment Ends: 01/17/2027
Grade Levels: K-8

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Continued negative and interfering behavior by a student can create confusion and lack of confidence for an educator, no matter how many years of accrued classroom experience. Encouraging news is that research supports the fact that the relationship a teacher builds with a student has a powerful and positive impact. "It is teachers who have created positive teacher student relationships that are more likely to have the above average effects on student achievement." John Hattie (2009). Join us as we come together with a mind shift, an attitude of deep understanding, and an intrinsic desire to connect with students in a meaningful way. Educators will be exposed to step by step techniques that build solid foundations and affirming relationships with students. Develop practices that support positive interventions, potential influence, and greater trust with students. Learn how to become proactive with challenging situations. Imagine the change you can see in yourself and in your classroom!

For course information, contact Laura (Jessica) at laura_swalley@friends.edu.
Learning Forward Standards: 3, 5 KEPPS Standards: 2, 3

Dealing with Difficult People

CRN: 21540

Instructor: Jaime Alford
Dates: 01/18/2027-01/31/2027
Enrollment Ends: 01/17/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

In today's stressful and fast paced culture, we are seeing more and more people who react under stress and with "short fuses" or who appear just plain DIFFICULT. This workshop is designed to give the classroom teacher, school administrator, school staff or school support staff tools to support and "deal with" difficult people in the educational setting. It may even help outside of school! We will address dealing with difficult parents in difficult situations, difficult teachers, and explore what great principals and teachers do differently that contribute to their success in the school setting. This workshop is based off information from the wonderful author and speaker, Todd Whitaker and his books, however the books are not required.

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: 1, 5, 6 KEPPS Standards: 1, 2, 3
Book: Aspects from these books will be utilized but they are not required: *Dealing with Difficult Parents* Todd Whitaker and Douglas J. Fiore ISBN1-930556-09-8; *Dealing with Difficult Teachers* Second Edition Todd Whitaker ISBN1-930556-45-4; *What Great Principals Do Differently* Todd Whitaker ISBN1-930556-47-0; *What Great Teachers Do Differently* Todd Whitaker ISBN 1-930556-69-1

Building Thinking Classrooms in Mathematics

CRN: 21525

Instructors: Crystal May & Angela Knapp
Dates: 01/19/2027-02/22/2027
Enrollment Ends: 01/18/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Student engagement can be a struggle in every classroom. Would you like to hook your students? As teachers of mathematics we hope to bring a love of the subject and deep understanding of concepts to our students. However, we are often met with blank stares, complacent mimicry or even requests to just tell them how to do it. This workshop will assist in putting the thinking and ownership back on the students as capable mathematicians. The 14 practices, backed by years of research, outlined in the book Building Thinking Classroooms by Peter Liljedahl can complement any curricular resource adopted by districts to be used in the classroom. We will study each of the 14 practices, create a plan for implementation of a few and then enact the plan. You will have your students thinking more, making connections and solidifying understanding of concepts.

For course information, contact Crystal at crystal_may@friends.edu or Angela at angela_knapp@friends.edu

Learning Forward Standards: 5, 6, 7 KEPPS Standards: 3, 4, 5, 7, 8, 9

Book: *Building Thinking Classrooms in Mathematics, Grades K-12: 14 Teaching Practices for Enhancing Learning*; ISBN 10#: 1544374836; ISBN 13#: 978-1544374833

NEW! The Creative Act: A Way of Being

CRN: 21514

Instructor: Amber Carithers
Dates: 01/20/2027-02/16/2027
Enrollment Ends: 01/19/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

As educators – and even in our daily lives, sometimes the hardest answer to give is No. According to In this book study of Rick Rubin's *The Creative Act: A Way of Being,* educators will explore the role of creativity, curiosity, and awareness in teaching and learning. Through guided discussion and reflection, participants will consider how to recognize and develop students' gifts, encourage original thinking, and create meaningful learning experiences. Educators will leave with fresh perspectives and practical strategies for incorporating creativity into their classrooms and professional practice.

For course information, contact Amber at amber_carithers@friends.edu.

Learning Forward Standards: 2, 3, 5, 7 KEPPS Standards: 2, 3, 8, 9, 10

Book: *The Creative Act: A Way of Being* by Rick Rubin, ISBN 13: 978-0593652886

February Start Workshops

The Resilient Classroom

CRN: 21549

Instructors: Laura Swalley & Tyler Swalley
Dates: 02/01/2027-02/12/2027
Enrollment Ends: 01/31/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Are you seeing students who struggle and cannot cope with a regular classroom environment? How can we modify our current classroom make up for both the resilient student and the student who struggles with some of the most basic of classroom tasks? Do you suspect that the student who struggles is capable of succeeding but cannot get through a normal class period or seem to retain information? In this course we will go over how to help our students build resilience as well as how to build a classroom to help those students become more resilient. Resilience is the ability to be knocked down by the hardships of life and come back at least as strong as before. Being able to change course, emotionally heal, and continue moving towards your goal. In this course we will dive into ideas and concepts of grit, resiliency, growth mindset, and the neuroscience of learning to help transform your outlook on working with students from hard places and building resilient learners.

For course information, contact Laura (Jessica) at laura_swalley@friends.edu.
Learning Forward Standards: 3, 5 KEPPS Standards: 2, 3

Beyond the Science of Reading: Cultivating Lifelong Readers Through Motivation and Reader Identity

CRN: 21500

Instructor: Dr. Pamela Martin
Dates: 02/01/2027-02/26/2027
Enrollment Ends: 01/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

The Science of Reading has transformed literacy instruction by strengthening evidence-based practices that build essential reading skills. Yet, developing proficient readers is only part of the equation. This graduate workshop explores how educators can also foster students' motivation,agency, and identities as lifelong readers. Participants will examine how classroom culture, student choice, access to engaging texts, meaningful teacher-student relationships, and reflective instructional practices complement Science of Reading principles to create readers who not only can read but choose to read. Designed for K–12 educators, this online workshop combines current literacy research with practical classroom applications. Teachers will reflect on their own beliefs about reading, explore strategies for increasing student engagement, and develop an action plan to create learning environments that inspire curiosity, ownership, and a lasting love of reading. By the end of the workshop, participants will be equipped to balance evidence-based literacy instruction with practices that nurture confident, motivated, and lifelong readers.

For course information, contact Dr. Martin at pamela_martin@friends.edu.
Learning Forward Standards: 5, 6, 7 KEPPS Standards: 1, 2, 3, 4, 5, 6, 7, 8

NEW! Made to Wonder (Inspiring Curiosity and Critical Thinking in the Classical Classroom)

CRN: 21547

Instructor: Jaime Alford
Dates: 02/01/2027-02/28/2027
Enrollment Ends: 01/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Wonder is often the beginning of meaningful learning. As classical educators, we have the privilege of helping students see the world as something to explore, question, understand, and appreciate. This workshop explores practical strategies for creating a classroom culture of curiosity through inquiry-based learning, intentional questioning, thoughtful discussion, and critical thinking. Discover how to engage students' minds, encourage deeper exploration, and nurture a lifelong love of learning grounded in the pursuit of truth and wisdom.

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: KEPPS Standards:

Book Study: I Thought It Was Just Me (But it Isn't)

CRN: 21511

Instructor: Amber Carithers
Dates: 02/01/2027-02/28/2027
Enrollment Ends: 01/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Educators are no strangers to the feelings of vulnerability, perfectionism, and self-doubt that can accompany teaching and leading in today's classrooms. Based on Brené Brown's powerful book I Thought It Was Just Me (But It Isn't), this interactive workshop explores the concept of shame resilience and how it impacts both educators and students. Participants will unpack how shame shows up in educational settings through feedback, grading, classroom behavior, and professional expectations, and learn practical strategies to foster empathy, connection, and courage in their work.

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 1, 2, 3 KEPPS Standards: 2, 9, 10
Book: *I Thought It Was Just Me (But It Isn't): Making the Journey from "What Will People Think of Me?" to "I am Enough"* by Brene' Brown - ISBN 10: 1592403352, ISBN 13: 978-1592403356

Book Study: Tiny Habits: The Small Changes that Change Everything

CRN: 21515

Instructor: Amber Carithers
Dates: 02/01/2027-02/28/2027
Enrollment Ends: 01/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Are you looking to make small, positive changes in your teaching and personal life? Are you interested in helping students make small changes? Habit expert BJ Fogg from Stanford University shares methods to build and create positive habits one small step at a time. Fogg says, "This proven, step-by-step guide will help you design habits and make them stick through positive emotion and celebrating small successes. Whether you want to lose weight, de-stress, sleep better, or be more productive each day, Tiny Habits makes it easy to achieve - by starting small." Join this book study if you want to implement small habits to change your life significantly.

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 2, 3, 5, 7 KEPPS Standards: 2, 9, 10
Book: *Tiny Habits: The Small Changes that Change Everything* by BJ Fogg, ISBN 10: 0358362776

Elevate Your Neurodivergent Students in the Classroom

CRN: 21521

Instructors: Raelynn Pfaff
Dates: 02/01/2027-02/28/2027
Enrollment Ends: 01/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Transform your teaching approach and ensure every student thrives with this practical book study on The Practical Handbook for Teaching Neurodivergent Students. This workshop provides K-12 educators with actionable, evidence-based strategies to create a truly inclusive learning environment. We move beyond abstract theory, using a strengths-based framework to equip you with immediate best practices for supporting diverse cognitive profiles. You will learn to reframe student challenges as unique strengths and connect classroom struggles directly to underlying cognitive challenges.

Participants will gain skills that can be implemented in the classroom immediately and a commitment to student success. You'll leave with a library of "quick classroom hacks" that improve executive function, enhance inclusion, and simplify lesson adaptation using modern tools like AI. Join us to gain the confidence needed to empower all students, support student achievement, and reduce barriers to learning in your classroom today.

For course information, contact Raelynn at raelynn_pfaff@friends.edu.
Learning Forward Standards: 1, 3, 5, 6, 7 KEPPS Standards: 1, 2, 3, 7, 9
Book: *The Practical Handbook for Teaching Neurodivergent Students: From Understanding to Action: ADHD, Autism & Learning Differences in Education - Empower ... to Enhance Inclusion & Reduce Workload Paperback* by Alejandra Revuelta De Feo, ISBN-10: 9199015900, ISBN-13: 978-9199015903

Getting Google Savvy: A Beginner's Guide to Google Tools

CRN: 21498

Instructor: Rachel Nally
Dates: 02/01/2027-03/01/2027
Enrollment Ends: 01/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Looking for a workshop to learn how to navigate the Google Suite? This online course equips educators with skills to confidently use Google and web-based tools in the classroom. Participants will explore Google Classroom, Drive, Docs, Sheets, Slides, Gmail, and Forms. Through hands-on activities, educators will learn practical strategies to enhance student engagement, creativity, and self-management using 21st-century technology.

For course information, contact Rachel at rachel_nally@friends.edu.
Learning Forward Standards: 1, 3 KEPPS Standards: 4, 9, 10

5 Practices for Productive Math Discourse

CRN: 21523

Instructors: Crystal May
Dates: 02/01/2027-03/05/2027
Enrollment Ends: 01/31/2027
Grade Levels: 2-12

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Does this scenario sound familiar? Attempting to increase engagement and encourage students to learn from one another the teacher poses a question or problem and asks the students to talk in groups about a solution. One group is wildly successful with everyone taking an active role in the discussion. One group does not even start. One group talks about everything but math. One group has only one person doing all the work. When students are then asked to share strategies, it feels less connected than intended. Using the book *5 Practices for Orchestrating Productive Mathematics Discussions*, this course is going to directly address the delicate act of intentionally implementing productive discourse in the math classroom at all grade levels.

For course information, contact Crystal at crystal_may@friends.edu.

Learning Forward Standards: 5, 6, 7 KEPPS Standards: 3, 4, 5, 7, 8, 9

Book: *5 Practices of Orchestrating Productive Mathematics Discussions* (2nd Edition)
ISBN 10: 1680540165, ISBN 13: 978-1680540161

From Bullying to Belonging: Creating Humanizing Schools Through Dialogue and Student Voice

CRN: 21556

Instructor: Linda F. Rhone, Ph. D., Ed. D.
Dates: 02/04/2027-02/18/2027
Enrollment Ends: 02/03/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Bullying impacts student learning, school climate, student engagement, and academic achievement. This graduate-level workshop examines bullying through the educational philosophy of Paulo Freire and explores how democratic, inclusive, and humanizing learning environments can support positive student outcomes. Participants will examine the relationships among power, school culture, student voice, belonging, and bullying behaviors while exploring research-based practices from social-emotional learning, trauma-informed care, and critical pedagogy. Drawing upon findings from the Wichita Teacher Inquiry Group (WTIG), a partnership between Newman University and Wichita Public Schools (USD 259), educators will develop practical strategies for improving classroom climate, strengthening relationships, increasing student engagement, and reducing bullying behaviors. Guided by the doctoral research of Dr. Linda F. Rhone and supported through approximately $30,000 in grant funding secured by Dr. Rhone, participants will leave with tools and an action plan for creating safer, more equitable, and more supportive learning environments.

For course information, contact Linda at linda_rhone@friends.edu.

Learning Forward Standards: 1, 2, 3, 4, 5, 6, 7 KEPPS Standards: 2, 3, 5, 6, 7, 8, 9, 10

Make Magic with Canva

CRN: 21504

Instructor: Summer Lunsway
Dates: 02/08/2027-03/05/2027
Enrollment Ends: 02/07/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Do you already use Canva but realize there are so many templates, tools, and tricks that you haven't learned yet? If so, this is the course for you. Learn all about how to do more and "Make Magic" with Canva. We will dive into the tools and features in Canva that go beyond just making a presentation or flyer. We will learn how to create powerful collaborative learning experiences and make your planning & preparation more efficient with Canva.

For course information, contact Summer at summer_lunsway@friends.edu.
Learning Forward Standards: 5 KEPPS Standards: 7

Love & Logic... Does it STILL Work?

CRN: 21541

Instructor: Jaime Alford
Dates: 02/10/2027-02/28/2027
Enrollment Ends: 02/09/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

"Today's" students are more difficult to manage. That's at least what teachers are lamenting across the nation. What can be done? What can teacher's do to gain back control of the classroom in order to facilitate learning more effectively? LOVE and LOGIC still works! Get back into or refresh your memory of an "older" resource and philosophy of classroom and student management that STILL works! Learn the difference between discipline and management and how to have both in a classroom environment of inclusion, respect and engagement. You won't regret taking this workshop!

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: 1, 5, 6 KEPPS Standards: 1, 2, 3
Book: This workshop will utilize aspects of the Love and Logic books, but none are required.

Insights into Trauma-Informed Care

CRN: 21551

Instructor: Laura Swalley
Dates: 02/15/2027-02/26/2027
Enrollment Ends: 02/14/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Are you challenged with the behavior displayed by certain students in your classroom, and frustrated that your management strategies do not seem to work. Do you suspect a student's behavior may be linked to an experienced trauma, but have no tools to support your response? Perhaps you need a clear definition and insight of what trauma can do to a person. Trauma-informed care begins with a change in perspective, understanding alternative strategies and skills for management and behavior, and building a community of support within the school system. Most importantly, trauma-informed care begins with the classroom educator, as you are the single most important individual who can develop a safe and trusting relationship with a student in need. Knowing best practices behind the need will support your students in areas of improved achievement, reduced absences, reduced bullying, and so much more. Join this class, led by an experienced and practicing school counselor, who specialize in trauma-informed care for students in all grade levels. You will leave this course a changed educator!

For course information, contact Laura (Jessica) at laura_swalley@friends.edu.
Learning Forward Standards: 3 KEPPS Standards: 1, 2
Book: Students are not required to bring any materials, but we will be utilizing the book, *Help for Billy,* as well as the book titled *Boosting ALL Children's Social and Emotional Brain Power*.

Digital Escape the Norm

CRN: 21519

Instructors: Raelynn Pfaff
Dates: 02/15/2027-03/01/2027
Enrollment Ends: 02/14/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Escape from the norm of your weekly classroom schedule and plan an exciting Digital Escape Room for your students. Digital Escape Rooms engage students while requiring them to use critical thinking, teamwork, and effective communication skills to solve a set of challenges designed around a specific content area or objective. Digital Escape Rooms allow educators of all levels and subject areas to expand curriculum, while meeting the needs of all learners. In this workshop, educators will gain the skills and strategies to move beyond a segmented lesson plan to discover the power and excitement generated by intentional connected learning in Digital Escape Rooms. Focus will be on planning and creating a Digital Escape Room that can be used cross-curricular and encourages student engagement, collaboration, communication, and critical thinking as well as real connections. Educators will create an DigitalEscape Room that can be used immediately in the classroom.

For course information, contact Raelynn at raelynn_pfaff@friends.edu.
Learning Forward Standards: 1, 3, 5, 6, 7 KEPPS Standards: 1, 3, 4, 5, 7, 8

Oh, Sheet! Unleash the Power of Google Sheets

CRN: 21535

Instructor: Rachel Nally
Dates: 02/15/2027-03/15/2027
Enrollment Ends: 02/14/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Learn how to navigate Google Sheets, how to manipulate data, and ideas for using Google Sheets in your content area. Participants will learn the necessary skills to create spreadsheets that include titles, columns, rows, simple formulas and other basics as well as tips and tricks to save time. Sheets can be used in a variety of ways in the classroom from data analysis to interactive student projects!

For course information, contact Rachel at rachel_nally@friends.edu.
Learning Forward Standards: 1, 3 KEPPS Standards: 3, 9, 10

Book Study: Teacher Training with Jesus: 10 Lessons from the Master

CRN: 21505

Instructor: Summer Lunsway
Dates: 02/15/2027-04/02/2027
Enrollment Ends: 02/14/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

What makes a great teacher? What kind of difference will you make? What habits, attitudes or techniques can we (as Christians) learn from the greatest teacher in history? This book study will walk us through ten powerful lessons that will help us grow as educators, examining our practices and beliefs through the model of Jesus' teaching and acts. This book study will include ongoing, collaborative discussions. Highlights from each of the ten lessons (chapters) will be shared by the instructor. All students will also complete reflection activities for each lesson (chapter) and a culminating project to truly examine the impact you wish to make as an educator. This book study is designed for anyone who teaches – that can be as a parent, classroom teacher, church group leader, Sunday school teacher, higher level educator or more.

For course information, contact Summer at summer_lunsway@friends.edu.
Learning Forward Standards: 2,5 KEPPS Standards: 7
Book: *Teacher Training with Jesus: 10 Lessons from the Master;* Susan O'Carroll Drake
ISBN # 978-0817015503

KMEA In-Service Workshop 2027

CRN: 21497

Instructor: Shawn Knopp
1 credit
Dates: 02/25/2027-02/27/2027
Tuition: $85
Enrollment Ends: 03/05/2027
Instructor Fee: N/A
Grade Levels: ALL
Delivery: On-Ground

The KMEA 2027 In-Service Workshop is the chief professional development convention of the Kansas Music Educators Association. All clinics and concerts are aligned with the NAfME National Music Standards and the KSDE State Music Standards. Participants attending this event will gain teaching strategies and practices in areas such as content pedagogy, curriculum & assessment, and performance practices which will support student success in the classroom. Students must be members of NAfME/KMEA and must register for the KMEA In-Service Workshop. Additional information regarding the workshop, including the homework assignment, can be found at www.ksmea.org/isw/. This workshop will meet at the Century II Convention Center, 225 W. Douglas, Wichita, KS.

Interested students must contact Shawn Knopp by email at shawn_knopp@friends.edu or by phone at 316-295-5535.

Learning Forward Standards: 1, 2, 3, 4, 5, 6, 7 KEPPS Standards: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10

Exploring AI Websites and Apps: Making Teaching Practice Easier with AI!

CRN: 21501

Instructor: Dr. Pamela Martin
Dates: 03/01/2027-03/12/2027
Enrollment Ends: 02/28/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

Exploring AI Websites and Apps: Making Teaching Practice Easier with AI! is a dynamic and hands-on course designed for educators who are eager to harness the power of artificial intelligence to enhance their teaching methods. In this course, participants will explore a wide range of AI-driven websites and apps that can streamline lesson planning, support personalized learning, and improve classroom engagement. Through interactive lessons, educators will discover how AI tools can assist with grading, create engaging content, provide real-time feedback, and even assist with administrative tasks. With a focus on practical application, this course empowers teachers to seamlessly integrate AI technologies into their day-to-day practice, making teaching more efficient, creative, and impactful. Whether you're looking to save time, boost student learning outcomes, or enhance classroom productivity, this course will provide you with the skills and confidence to navigate the exciting world of AI in education.

For course information, contact Dr. Martin at pamela_martin@friends.edu.
Learning Forward Standards: 1, 2, 3, 4 KEPPS Standards: 5, 6, 7, 8, 9

Book Study: How to Hold a Cockroach

CRN: 21548

Instructors: Laura Swalley & Tyler Swalley
Dates: 03/01/2027-03/12/2027
Enrollment Ends: 02/28/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

This workshop delves into seeing behavior and the world through a different lens! We will look at why we hold the beliefs and ideas that we do; about yourself, behavior, and the world! This workshop will be focused personal self-development that will translate to your classroom! Trauma is a prevalent thing in our classrooms today and when it is coming at us it can be scary and exhausting. We as adults often interpret things much differently than our students. This class comes with a book that can be used at any grade level! This course will help you build better relationships and understand both yourself and students better when dealing with difficult situations! We can't wait to read and work alongside with you!

For course information, contact Laura (Jessica) at laura_swalley@friends.edu.
Learning Forward Standards: 3, 5 KEPPS Standards: 2, 3
Book: *How to Hold a Cockroach* by Matthew Maxwell 9781733353335

Christ-Centered Leadership for Teachers

CRN: 21508

Instructor: Amber Carithers
Dates: 03/01/2027-03/15/2027
Enrollment Ends: 02/28/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

As Christian educators, what better role model do we have to look up to than Jesus Christ? This two-week workshop will delve into Jesus' teachings and what His words say about leadership, discipleship, and having a servant's heart. If you're looking for encouragement in your life as a leader, teacher, parent, or friend, this workshop will nourish your soul.

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 1, 2, 3 KEPPS Standards: 9, 10
Book: Access to a Bible – this can even be digitally (no purchases necessary)

Book Study: Be Where Your Feet Are

CRN: 21509

Instructor: Amber Carithers
Dates: 03/01/2027-03/28/2027
Enrollment Ends: 02/28/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Balancing the many roles we have as educators can be challenging. In *Be Where Your Feet Are*, "Scott O'Neil, CEO of the Philadelphia 76ers and New Jersey Devils, offers his own story of grief and healing, and shares his most valuable lessons in what keeps him present, grounded and thriving as a father, husband, coach, mentor, and leader. Scott avails his network to share poignant life lessons from an array of people including professional athletes and sports executives, a world-famous Movie Director, Saudi royalty; and his teenage daughters, among many others." Join this book study if you're looking for the courage and encouragement to be more present in the places that matter most.

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 1, 2, 3 KEPPS Standards: 2, 9, 10
Book: *Be Where Your Feet Are* by Scott O'Neil

Book Study: Tired of Trying: How to Hold on to God When You're Frustrated, Fed Up, & Feeling Forgotten

CRN: 21517

Instructor: Amber Carithers
Dates: 03/01/2027-03/28/2027
Enrollment Ends: 02/28/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Are you a Christian teacher struggling to get through the frustrations and hardships of balancing work and life? The book study Tired of Trying is just for you. Ashley Morgan Jackson is an author for Proverbs 31 Ministries. This book study will help you in the midst of your season of struggle. As one reviewer put it, "This is a must-read when life feels tiring and purpose seems elusive. This is the reminder we all need (and are desperately looking for) in the middle of the fight to keep going, wrestling, and waiting on God to do what only He can do. Like a friend, Ashley encourages us at every turn: Showing up to the fight is not only worth it, but blessing is coming—and I am here for it." If you're looking for relief in your season of wrestling with the challenges, join us as we uncover God's goodness for us all.

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 1, 2, 3 KEPPS Standards: 2, 9, 10
Book: *Tired of Trying: How to Hold on to God When You're Frustrated, Fed Up, & Feeling Forgotten* by Ashley Morgan Jackson - ISBN 10: 149647189X, ISBN 13: 978-1496471895

Dealing with Difficult People

CRN: 21543

Instructor: Jaime Alford
Dates: 03/12/2027-03/31/2027
Enrollment Ends: 03/11/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

In today's stressful and fast paced culture, we are seeing more and more people who react under stress and with "short fuses" or who appear just plain DIFFICULT. This workshop is designed to give the classroom teacher, school administrator, school staff or school support staff tools to support and "deal with" difficult people in the educational setting. It may even help outside of school! We will address dealing with difficult parents in difficult situations, difficult teachers, and explore what great principals and teachers do differently that contribute to their success in the school setting. This workshop is based off information from the wonderful author and speaker, Todd Whitaker and his books, however the books are not required.

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: 1, 5, 6 KEPPS Standards: 1, 2, 3
Book: Aspects from these books will be utilized but they are not required: *Dealing with Difficult Parents* Todd Whitaker and Douglas J. Fiore ISBN1-930556-09-8; *Dealing with Difficult Teachers* Second Edition Todd Whitaker ISBN1-930556-45-4; *What Great Principals Do Differently* Todd Whitaker ISBN1-930556-47-0; *What Great Teachers Do Differently* Todd Whitaker ISBN 1-930556-69-1

Creating a Curious Classroom

CRN: 21520

Instructors: Raelynn Pfaff
Dates: 03/22/2027-04/12/2027
Enrollment Ends: 03/21/2027
Grade Levels: PreK-8

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

We all know toddlers tend to be very curious about the environment around them. What happens to a child's curiosity once they enter school and how can we, as educators, foster this process? This workshop will provide 10 structures to engage students through student-driven inquiry. Research-based strategies suggested in The Curious Classroom, by Harvey "Smokey" Daniels will offer teaching practices that promote curiosity, connect that curiosity to curriculum, and provide examples for assessment and grading. This workshop is designed for K-8 teachers who are new to inquiry in the classroom, and passionate about curiosity to extend a child's learning journey!

For course information, contact Raelynn at raelynn_pfaff@friends.edu.
Learning Forward Standards: 1, 3, 4, 5, 6, 7 KEPPS Standards: 2, 3, 4, 5, 7, 8, 9

The High-Leverage Educator: Decoding the Mindsets and Moves that Define Success

CRN: 21524

Instructor: Crystal May
Dates: 03/22/2027-04/15/2027
Enrollment Ends: 03/21/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

It isn't the programs, the apps, or the latest curriculum that makes a classroom great—it's the person at the front of the room. Inspired by Todd Whitaker's transformative work in Your First Year, this workshop moves beyond the "what" of teaching to master the "who." Whether you are navigating your first 180 days or looking to rediscover your professional spark after two decades, this session focuses on the high leverage moves that separate the good from the great.

In this graduate-level workshop, we strip away the noise of "busy-work" teaching and refocus on the human element. We will decode the specific mindsets that top-tier educators use to build instant rapport, handle difficult parents with grace, and create a classroom culture where students want to succeed. This isn't a workshop about doing more; it's a workshop about being more effective with every move you make. You will walk away with a High-Leverage Action Plan—a curated set of "next-day" moves designed to increase your influence, decrease your stress, and remind you why you fell in love with this profession in the first place.

This workshop will include 2 virtual meetings to collaborate with one another. Times and days to be determined via survey to accommodate schedules of participants as best possible.

"The best thing about teaching is that it matters. The hardest thing about teaching is that it matters every day." — Adapted from Todd Whitaker

For course information, contact Crystal at crystal_may@friends.edu.
Learning Forward Standards: 1, 5, 6, 7 KEPPS Standards: 3, 7, 8, 9, 10
Book: *Your First Year: How to Survive and Thrive as a New Teacher 2nd edition* by Todd Whitaker, Madeline Whitaker Good, Katherine Whitaker; ISBN: 978-1032281247

Book Study: Anxious Generation

CRN: 21552

Instructors: Laura Swalley & Tyler Swalley
Dates: 03/22/2027-04/16/2027
Enrollment Ends: 03/21/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

This workshop will take a look into how screens and devices affect the brains of our students and children. We will look at how and why screens are altering how our kids think, interact and view the world around them. This workshop is focus on the concerns that screens pose to our younger generations and how as an educator we can look to keep students engaged and focused on the learning environment. It can be really hard to educate students who are not engaged in the material because they are distracted. It can also be hard to keep their attention due to the constant need to be plugged in. How do we address this at both a macro and micro level in our lives and in our classrooms. This is something that affects all students, schools and the world around us, how can we build a better more successful world by setting limits and boundaries on technology. I cannot wait to read and work alongside you!

For course information, contact Laura (Jessica) at laura_swalley@friends.edu.
Learning Forward Standards: 3 KEPPS Standards: 1, 2, 3
Book: *The Anxious Generation: How the Great Rewiring of Childhood Is Causing an Epidemic of Mental Illness* by Jonathan Haidt ISBN-10 0593655036 ISBN-13 978-0593655030 Costs about $15-$25 on Amazon

NEW! The Classroom Coach: Motivating Students and Sustaining Teachers

CRN: 21502

Instructor: Dr. Pamela Martin
Dates: 03/29/2027-04/09/2027
Enrollment Ends: 03/28/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

What can teachers learn from the ways athletic coaches motivate individuals, manage teams, and create a culture of growth? This graduate professional development workshop features interviews with coaches from various sports and competitive levels, exploring approaches to building relationships, establishing expectations, providing feedback, and responding to setbacks. Participants will consider students as academic athletes who benefit from purposeful practice, encouragement, accountability, and increasing ownership of their learning. Educators will examine how a coaching approach—including shared responsibility, consistent routines, realistic goals, and boundaries—can support classroom management and student motivation while reducing the pressure to carry every aspect of student success. Through reflection and practical application, participants will develop strategies that foster student growth and help sustain their own energy, effectiveness, and well-being.

For course information, contact Dr. Martin at pamela_martin@friends.edu.
Learning Forward Standards: 5, 7 KEPPS Standards: 1, 3

Transforming Teaching with MagicSchool AI

CRN: 21506

Instructor: Summer Lunsway
Dates: 03/29/2027-04/30/2027
Enrollment Ends: 03/28/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Are you not sure what all this AI stuff is about? This course will introduce teachers to a powerful (and free!) tool – MagicSchool AI. In this course, teachers will explore how to leverage tools within MagicSchool AI to transform their teaching. Do you want to create engaging, personalized learning materials, automate administrative tasks, and boost classroom efficiency? This is the course for you! By using relevant tasks, lessons and processes, this course will allow educators to integrate MagicSchool AI into their current workflow helping them save time and elevate their lessons.

For course information, contact Summer at summer_lunsway@friends.edu.

Learning Forward Standards: 3, 5 KEPPS Standards: 2, 8, 9

NEW! Everyday STE(A)M: Practical Integration for Elementary Classrooms

CRN: 21507

Instructor: Summer Lunsway
Dates: 03/29/2027-04/30/2027
Enrollment Ends: 03/28/2027
Grade Levels: PreK-5

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Everyday STE(A)M: Practical Integration for Grades K-5 is designed for elementary educators who want to bring science, technology, engineering, and mathematics into their daily instruction without needing a dedicated lab, special block of time at no cost. Examine ways to connect STEM to literacy, math, and social studies standards, and consider how to assess student thinking and make STEM learning inclusive for all learners. This course will include brief instructional videos, focused readings, hands-on tasks, online peer discussion, culminating in a final project in which participants design and share a standards-aligned, STEM-integrated mini-unit ready to use in their own classrooms.

For course information, contact Summer at summer_lunsway@friends.edu.

Learning Forward Standards: 3, 5 KEPPS Standards: 2, 3, 5

Book Study: Leaders Eat Last: Why Some Teams Pull Together & Others Don't

CRN: 21512

Instructor: Amber Carithers
Dates: 04/01/2027-04/28/2027
Enrollment Ends: 03/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Imagine a world where almost everyone wakes up inspired to go to work, feels trusted and valued during the day, then returns home feeling fulfilled. This is not an idealized notion. Today, in many successful organizations, great leaders create environments where people naturally work together to do remarkable things. Join this book study to learn why true leaders "eat last" and the key components that set great leaders and teams apart from others.

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 1, 2, 3 KEPPS Standards: 9, 10
Book: *Leaders Eat Last: Why Some Teams Pull Together and Others Don't* by Simon Sinek
ISBN 10: 1591848016, ISBN 13: 978-1591848011

Book Study: One More Step - Finding Strength When You Feel Like Giving Up

CRN: 21513

Instructor: Amber Carithers
Dates: 04/01/2027-04/28/2027
Enrollment Ends: 03/31/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

As educators, we pour so much of ourselves into our students, our classrooms, and our school communities—but sometimes, the weight of it all can feel like too much. If you've ever felt overwhelmed, worn out, or just plain stuck, you're not alone. This book study of One More Step by Rachel Wojo is designed with teachers in mind—offering encouragement, honest stories, and biblical wisdom for those moments when you're not sure how to keep going. Together, we'll create a supportive space to talk, reflect, and recharge. Through guided discussions, journaling, and shared experiences, we'll explore what it means to keep taking steps forward, even on the hard days. Whether you're in a tough season or simply need a space to breathe, this study reminds us that it's okay to struggle—and that hope, faith, and small steps can carry us through. *The book must be purchased in order to take this course.*

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 3, 6, 7 KEPPS Standards: 1, 2, 3, 5, 7, 8
Book: *One More Step: Finding Strength When You Feel Like Giving Up* by Rachel Wojo
ISBN 10: 9781601427380 ISBN 13: 978-1601427380

Learning, Living, and Teaching for Equity: Creating a Society for Equity — Project-Based Learning for Democratic Classrooms

CRN: 21557

Instructor: Linda F. Rhone, Ph. D., Ed. D.
Dates: 04/02/2027-04/16/2027
Enrollment Ends: 04/01/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

This two-week online workshop explores democratic and equity-centered teaching using project-based learning using *Learning, Living, and Teaching for Equity: Creating a Society for Equity* by Dr. Linda F. Rhone. The course is grounded in Dr. Rhone's doctoral research and decades of educational practice. Guided by the philosophy of Paulo Freire, participants will explore dialogue, praxis, and critical consciousness while learning strategies to facilitate democratic classrooms where student voice, collaboration, and inquiry are central to learning. Participants will examine research conducted by Dr. Rhone that established a partnership between a local university and public school district in which teachers implemented democratic classroom practices. These experiences provide a practical model for educators seeking to create democratic learning environments. Through online discussion, video analysis, and applied activities, educators will gain resources for facilitating democratic classrooms and guiding students in the creation of project-based learning experiences that bring knowledge to life. Participants will leave the workshop prepared to lead students in designing meaningful projects that connect academic learning with real-world understanding and community engagement.A short video presentation by Dr. Rhone will introduce and guide participants through the workshop. By the end of the course, participants will have designed a classroom project aligned with Kansas KEPP and Learning Forward Standards.

For course information, contact Linda at linda_rhone@friends.edu.
Learning Forward Standards: 3, 6, 7 KEPPS Standards: 1, 2, 3, 5, 7, 8
Book: The instructor/author will provide the required textbook free of charge. All additional materials, including videos, will also be available free online.

Teach Like a Champion

CRN: 21544

Instructor: Jaime Alford
Dates: 04/02/2027-04/30/2027
Enrollment Ends: 04/01/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Join us for a delve into many of the 49 techniques identified in the book "Teach Like a Champion" by Doug Lemov. These techniques are proven it IS possible to close the achievement gap. These techniques are concrete, specific, and actionable so that you can start using them in your classroom as soon as you learn about them! This is an asynchronous, online course. There will be PowerPoints with video instruction as well as YouTube resource clips. The course content will utilize information from the book, but not the entire book itself. It is recommended for purchase to enhance your professional development library as an educator but not required. This workshop is suitable for classroom teachers K-12, instructional coaches and administrators.

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: 3, 5, 6, 7 KEPPS Standards: 1, 2, 3, 5, 7, 8
Book: Suggested, not required. *Teach Like a Champion* by Doug Lemov
ISBN 978-0-470-55047-2

Increasing Your Influence

CRN: 21522

Instructors: Crystal May & Raelynn Pfaff
Dates: 04/05/2027-04/30/2027
Enrollment Ends: 04/04/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Every teacher has experienced the disappointment of delivering an amazing lesson only to find that the students did not retain any of the information. Why does this happen and how can it be avoided? This workshop is designed to answer those exact questions while utilizing the book Stop Talking Start Influencing by Jared Cooney Horvath. Teachers will understand the science behind learning and how to make their message stick using the 12 core concepts of how people think, learn, and remember. This book offers simple, immediately applicable strategies to use in the classroom and increase student learning.

For course information, contact Crystal at crystal_may@friends.edu or Raelynn at raelynn_pfaff@friends.edu
Learning Forward Standards: 3, 5, 6, 7 KEPPS Standards: 1, 3, 5, 7, 8, 9
Book: *Stop Talking Start Influencing* by Jared Cooney Horvath, ISBN-10: 1925335909, ISBN-13: 978-1925335903

Book Study: Dare to Lead: Brave Work. Tough Conversations. Whole Hearts.

CRN: 21510

Instructor: Amber Carithers
Dates: 04/07/2027-05/04/2027
Enrollment Ends: 04/06/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

According to Brene Brown, "Leadership is not about titles, status, and wielding power. A leader is anyone who takes responsibility for recognizing the potential in people and ideas and has the courage to develop that potential. When we dare to lead, we don't pretend to have the right answers; we stay curious and ask the right questions. We don't see power as finite and hoard it; we know that power becomes infinite when we share it with others. We don't avoid difficult conversations and situations; we lean into vulnerability when it's necessary to do good work." Join this book study to collaborate, discuss, learn, and embrace the leader you are meant to be – regardless of where you work in the school.

For course information, contact Amber at amber_carithers@friends.edu.
Learning Forward Standards: 1, 2, 3 KEPPS Standards: 9, 10
Book: *Dare to Lead* by Brene Brown- ISBN-10: 0593171128, ISBN-13: 978-0593171127 - or the audiobook

Love & Logic... Does it STILL Work?

CRN: 21545

Instructor: Jaime Alford
Dates: 04/12/2027-04/30/2027
Enrollment Ends: 04/11/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

"Today's" students are more difficult to manage. That's at least what teachers are lamenting across the nation. What can be done? What can teacher's do to gain back control of the classroom in order to facilitate learning more effectively? LOVE and LOGIC still works! Get back into or refresh your memory of an "older" resource and philosophy of classroom and student management that STILL works! Learn the difference between discipline and management and how to have both in a classroom environment of inclusion, respect and engagement. You won't regret taking this workshop!

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: 1, 5, 6 KEPPS Standards: 1, 2, 3
Book: This workshop will utilize aspects of the Love and Logic books, but none are required.

Maximizing Student Growth

CRN: 21526

Instructor: Crystal May
Dates: 04/29/2027-05/08/2027
Enrollment Ends: 04/28/2027
Grade Levels: ALL

1 credit
Tuition: $180
Instructor Fee: N/A
Delivery: Online

This workshop is designed to equip educators with evidence-based strategies that drive measurable student growth. We will explore high-impact instructional practices that promote academic success and inclusion. High quality instructional approaches discussed work across all grade levels, Pre-K through 12th grade. Through interactive sessions and hands-on application, educators will gain practical tools to increase student engagement, deepen learning, and accelerate progress. This workshop is being held in Pittsburg, KS at the Wilkinson Alumni Center from 8:30am – 3:30pm.

For course information, contact Crystal at crystal_may@friends.edu.
Learning Forward Standards: 3, 5, 6, 7 KEPPS Standards: 1, 2, 3, 5, 8

Tough Times Don't Last, Tough Teams Do!

CRN: 21546

Instructor: Jaime Alford
Dates: 05/01/2027-05/08/2027
Enrollment Ends: 04/30/2027
Grade Levels: ALL

2 credits
Tuition: $330
Instructor Fee: N/A
Delivery: Online

Unity in a school, or any system, is essential in tough times, especially in these times! We all know as leaders whether formal or informal, that encouraging the hearts, minds, and emotions of personnel is essential in creating relationships and bonds that hold strong when times become stressful and difficult. In this course you will learn how to inspire and support personnel with a common "why", understand what is needed to support people in times of change, as well as ways to encourage the hearts and minds of all personnel in fun, easy, and budget friendly ways all while learning and brainstorm from others as we collaborate and share in an online platform. A well supported team and staff translates to less stress and more productivity and success. We will unpack ways, as a leader, you can support student learning by encouraging the adults in the building and creating a culture of unity through tough difficult times. This course is for teacher leaders, those who formally lead or informally lead; as well as school administrators and any other person in a position of leadership within a school building or in the business field who works with a team of people and wants to ensure a positive culture of success.

For course information, contact Jaime at jaime_alford@friends.edu.
Learning Forward Standards: 2, 6 KEPPS Standards: 9, 10
Book: Students are not required to bring any materials to class, however these books are excellent resources and highly suggested for any leader's library. Instructor will use/reference: *If You Don't Feed the Teachers They Eat the Students!* by Neila A Connors, *The Leadership Secrets of Santa Claus* by Eric Harvey, and *Motivating and Inspiring Teachers* by Todd Whitaker.

Jon Maska & David vanThullenar Workshops



Tuition is paid to Friends University upon enrollment into workshops. Instructor Fee is due to the instructor after enrollment through Friends University. Payment can be made in a variety of ways which will be communicated to you by the instructor.

NEW! Reflect, Refine, and Rise

CRN: 21585

Instructors: Jon Maska & David vanThullenar
Dates: 01/11/20270-05/08/2027
Enrollment Ends: 05/08/2027
Grade Levels: ALL

2 credits
Tuition: $200
Instructor Fee: $80
Delivery: Online

This professional development course will guide teachers through the process of self-evaluation and reflective teaching practices to improve instructional effectiveness and student achievement. Participants will learn how to analyze their teaching practices, identify strengths and areas for growth, and use reflection and data to set meaningful professional goals. Teachers will explore strategies for continuous improvement, effective instructional decision-making, and aligning classroom practices with academic standards. Participants will leave with practical tools and strategies to enhance instruction, support diverse learners, and create a more engaging and successful classroom environment. Additionally, teachers will have opportunities to collaborate with colleagues, share experiences, examine classroom challenges, and develop actionable steps for applying new insights to their daily instructional practices.

For course information, contact Jon at jon_maska@friends.edu.

Learning Forward Standards: 3, 5, 6 KEPPS Standards: 1, 7, 9

NEW! From Reflection to Results

CRN: 21586

Instructors: Jon Maska & David vanThullenar
Dates: 01/18/2027-05/08/2027
Enrollment Ends: 05/08/2027
Grade Levels: ALL

2 credits
Tuition: $200
Instructor Fee: $80
Delivery: Online

This implementation course provides educators with the opportunity to apply self-evaluation and reflective teaching practices to their own classrooms. Participants must have completed the "Reflect, Refine and Ready" course to enroll in this course. Using their information from the "Reflect, Refine and Rise" class, participants will use reflection tools, classroom data, and student feedback to evaluate their instructional effectiveness, identify areas of strength and opportunities for growth, and develop actionable professional goals. Educators will implement selected strategies, collect evidence of their impact, and reflect on changes in student engagement and achievement. Through ongoing evaluation and refinement, participants will strengthen instructional practices, make data-informed decisions, and develop a personalized plan for continued professional growth and improved student outcomes.

For course information, contact Jon at jon_maska@friends.edu.

Learning Forward Standards: 3, 5 KEPPS Standards: 1, 7, 9

Jon Maska & David vanThullenar Workshops, continued

NEW! Building a Better Classroom

CRN: 21587

Instructors: Jon Maska & David vanThullenar
Dates: 01/13/2027-05/08/2027
Enrollment Ends: 05/08/2027
Grade Levels: ALL

2 credits
Tuition: $200
Instructor Fee: $80
Delivery: Online

This self-guided professional development course provides educators with the opportunity to evaluate their current classroom management practices and identify areas for improvement. Participants will reflect on classroom routines, procedures, expectations, student relationships, and behavior management strategies to recognize strengths and areas of need. Educators will research evidence-based practices and explore strategies to address identified challenges. Through guided reflection and intentional planning, participants will develop an actionable plan to strengthen their classroom management, establish a positive learning environment, and promote student engagement, responsibility, and academic success.

For course information, contact Jon at jon_maska@friends.edu.

Learning Forward Standards: 3, 5, 6 KEPPS Standards: 1, 5, 7, 9

NEW! Better Classrooms: Growth in Action

CRN: 21588

Instructors: Jon Maska & David vanThullenar
Dates: 01/20/2027-05/08/2027
Enrollment Ends: 05/08/2027
Grade Levels: ALL

2 credits
Tuition: $200
Instructor Fee: $80
Delivery: Online

This follow-up course is designed for educators who are ready to put their classroom management improvement plans into action. Participants will implement selected strategies and practices based on their self-evaluation, identified areas of need, and research of effective classroom management techniques. Through classroom application, reflection, and documentation, educators will examine the impact of their changes on student behavior, engagement, classroom routines, and the overall learning environment. Participants will evaluate successes and challenges, make adjustments as needed, and reflect on their progress. This course provides an opportunity to strengthen classroom management practices through meaningful implementation while creating a positive, structured, and supportive environment that promotes student responsibility and academic success.

For course information, contact Jon at jon_maska@friends.edu.

Learning Forward Standards: 5, 6 KEPPS Standards: 5, 7

Jon Maska & David vanThullenar Workshops, continued

NEW! Engagement Crisis-Solutions

CRN: 21589

Instructors: Jon Maska & David vanThullenar
Dates: 01/20/2027-05/08/2027
Enrollment Ends: 05/08/2027
Grade Levels: ALL

2 credits
Tuition: $200
Instructor Fee: $80
Delivery: Online

Student engagement is one of the greatest challenges facing today's educators. This course explores the growing engagement crisis in classrooms and examines why traditional instructional approaches may no longer meet the needs of today's learners. Participants will explore practical, research-informed strategies to increase student motivation, participation, and meaningful learning. Through reflection, discussion, and classroom-ready applications, educators will learn how to create engaging learning experiences that promote curiosity, strengthen relationships, and encourage active involvement. The focus is on moving beyond compliance toward genuine engagement, helping teachers reconnect students with learning and create classrooms where every student feels valued, challenged, and inspired to succeed.

For course information, contact Jon at jon_maska@friends.edu.
Learning Forward Standards: 3, 5, 6 KEPPS Standards: 1, 5, 7, 8

NEW! Engagement in Action

CRN: 21590

Instructors: Jon Maska & David vanThullenar
Dates: 01/27/2027-05/08/2027
Enrollment Ends: 05/08/2027
Grade Levels: ALL

2 credits
Tuition: $200
Instructor Fee: $80
Delivery: Online

This course moves educators beyond understanding the "Engagement Crisis" to implementing meaningful classroom solutions. Participants will identify engagement challenges within their own classrooms and develop practical, research-informed strategies to address them. Through reflection, planning, and application, teachers will design instructional experiences that increase student motivation, participation, and ownership of learning. Educators will implement selected strategies, evaluate their effectiveness, and refine their approaches based on student responses and classroom experiences. The emphasis is on actionable solutions, purposeful instructional practices, and sustainable changes that transform student engagement. Participants will leave with practical tools and strategies they can immediately apply to create more engaging, student-centered learning environments.

For course information, contact Jon at jon_maska@friends.edu.
Learning Forward Standards: 3, 5, 6 KEPPS Standards: 1, 7, 9

Jon Maska & David vanThullenar Workshops, continued

NEW! Motivation Makeover ***CRN: 21591***

Instructors: Jon Maska & David vanThullenar *1 credit*
Dates: 02/01/2027-05/08/2027 *Tuition: $115*
Enrollment Ends: 05/08/2027 *Instructor Fee: $40*
Grade Levels: ALL *Delivery: Online*

Student motivation can decline when learning feels disconnected, repetitive, or irrelevant. This course empowers educators to transform classroom experiences by reconnecting students with meaningful learning opportunities. Participants will explore practical strategies that increase motivation through relevance, student choice, positive relationships, and purposeful challenges. Teachers will identify barriers to student engagement and implement instructional approaches that encourage curiosity, ownership, and active participation. Through reflection, planning, and classroom application, educators will develop strategies that reignite student interest and strengthen learning experiences. The goal is to move beyond compliance toward genuine motivation, creating classrooms where students feel connected, challenged, valued, and inspired to learn.

For course information, contact Jon at jon_maska@friends.edu.

Learning Forward Standards: 3, 5 KEPPS Standards: 1, 7, 9

Kingdom Educators Workshops

Kingdom Educators equips Christian educators to teach with renewed hope, confidence, and purpose through a growing connection with Jesus. Founded by educator and coach Jesica Glover, Kingdom Educators offers practical, Scripture-based courses, coaching, and workshops that help educators strengthen their God-given identity and calling, cultivate thriving classroom cultures, and serve their students in partnership with God.

Educators must register with Kingdom Educators prior to enrolling for graduate credit from Friends University and complete the required coursework. For registration information, visit kingdomeducators.com or contact Jesica at jesica@kingdomeducators.com

From Burnout to Burning Bright: Renewing Purpose and Strengthening Classroom Practice

Instructor: Jesica Glover — *1 credit*
Grade Levels: ALL — *Delivery: Online*
Tuition: $85 *Course Fee: $197 to Kingdom Educators*

CRN: 21554 ***Dates: 01/18/2027-02/21/2027***
CRN: 21555 ***Dates: 03/22/2027-04/25/2027***

From Burnout to Burning Bright is a five-week, faith-based professional learning course designed to help Christian educators examine sources of professional weariness, renew their sense of purpose, and strengthen practices that support positive learning environments.
The course follows five weekly themes: Hopefilled Mindset, Hopefilled Vision for Impact, Hopefilled Expectation, Hopefilled Confidence, and Hopefilled Educator in Action. Through video instruction, daily workbook readings, biblical reflection, truth declarations, and practical activations, participants will examine how beliefs and expectations influence professional decisions and interactions with students and colleagues. For the proposed graduate-credit offering, participants will develop a professional mission statement, identify an area of classroom practice for growth, apply selected strategies, and reflect on their effects. Application will emphasize positive social interaction, student strengths, engagement, and intentional responses to classroom challenges. A concluding reflection and action plan will connect course learning to continued professional growth. Christian Scripture, prayer, and devotional reflection are integral to this offering. Selected supplemental recordings will deepen the weekly themes. Graduate-credit assignments and the activity schedule will be detailed in the syllabus following clarification of asynchronous contact-hour requirements.

Book Information: *Grab Your Hope Goggles* course workbook by Jesica Glover: PDF provided with course access; no separate book purchase required. A printed edition is available through Amazon as an optional purchase. Print edition and ISBN to be confirmed if needed for the listing. *Kingdom Educator Daily Truth Declarations*: free download through kingdomeducators.com. Access to a *Bible* in the participant's preferred translation; a journal or digital document for reflections; and reliable internet access and a device capable of accessing Moodle, viewing videos, and submitting assignments.

LETRS Training Credits

Beginning July 1, 2028, Kansas veteran educators serving in specific positions will be required to demonstrate knowledge of the Science of Reading to renew their professional license. New educators are required to have this demonstration of knowledge as well.

This knowledge may be demonstrated by completing state-approved training or passing a state-approved literacy exam.
- Elementary Reading/English Language Arts teacher.
- Elementary History Government and Social Studies teacher.
- Elementary Special Education teacher.
- Elementary School Psychologist.
- Elementary Reading Specialist.
- Elementary Administrator.

In an effort to support Kansas teachers in their efforts to attain the Seal of Literacy for their license renewal, Friends University is authorizing graduate credit for district or independently completed LETRS trainings. Three credit hours will be awarded with a grade of an A or a B for people who enroll in the corresponding LETRS graduate workshop to the LETRS training they received.

In order to receive the credit, the participant must sign up for the workshop and then send documentation verifying they completed training and achieved 80% or higher on the required post-tests. Participants are to send the required documentation to educationworkshop@friends.edu with the subject line of the class with the specific CRN number and credit will be awarded. We will accept documentation of completion five (5) years prior to this term forparticipants to receive credit for LETRS.

For credit information, contact Education Workshops at educationworkshop@friends.edu.

LETRS Manual, Elementary Units 1-4	***CRN: 21565***
LETRS Manual, Elementary Units 5-8	***CRN: 21566***
LETRS Manual, Administrators	***CRN: 21567***
LETRS Manual, Early Childhood	***CRN: 21568***

January 11, 2027-May 08, 2027
3 credits
All Grade Levels

Enrollment Ends: May 08, 2027
Tuition: $210

The Kansas Department of Education licensure team coordinated with Lexia to receive access to completer data, and the data will be used to add Seals of Literacy to licenses. No supporting information is needed from individual completers nor districts for Seals of Literacy to be added. These graduate hours are for renewing license or payscale movement, all in accordance with your individual district requirements for graduate classes. For more information about the seal of literacy please visit: ksde.gov.



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Our courses are recognized by the Academic Language Therapy Association (ALTA)* altaread.org to certify Academic Language Therapists. Academic Language Therapy is the diagnostic and prescriptive application of Multisensory Structured Language, engineered to mitigate or remediate Written Language Disorders, including dyslexia.

Certified Academic Language Therapists (CALTs) complete a series of study, practice, and ALTA requirements to provide intensive, results-driven science of reading instruction.



***What is ALTA?**

You can apply graduate credit elective hours toward the Dyslexia and Literacy Interventionist Concentration through an adjunct instructor partnership with Friends University, indicated with a gold marker badge in their Dyslexia Intervention Guide (available at funlearn.org/courses.)

(Courses are newly named as "Structured Literacy Intervention Specialist" courses by Friends University.)

Teach struggling readers how to read. Become a Structured Literacy Intervention Specialist.

GRADUATE CREDITS
Master of Education
FRIENDS UNIVERSITY
CONCENTRATION
Dyslexia and Literacy Interventionist

Courses are conveniently scheduled throughout the year at Phillips Fundamental Learning Center, PFLC. (funlearn.org)
For more information, call Sydney at PFLC, 316-684-7323.

Every school needs a Structured Literacy Intervention Specialist.

Be the one who makes an impact on the success of your students.

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Specialists in bringing literacy to life.

ALTA Academic Language Therapy Association — Certifying Dyslexia Professionals

Learn more at *friends.edu/read*
adultrecruitment@friends.edu
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Phillips Fundamental Learning Center

14533 E. Sharon Ln. Wichita, KS 67230 | 316-684-7323
www.funlearn.org | info@funlearn.org

Phillips Fundamental Learning Center requires a separate fee for their workshops, which includes materials. Please contact Phillips Fundamental Learning Center at 316-684-7323 for fees and application. You must register with Phillips Fundamental Learning Center, in conjunction to registering for credit through Friends University. Credit for PFLC courses through Friends University is available for $85 per credit hour.
For enrollment for graduate credit, please visit www.friends.edu/edworkshops. Enrollment to receive credit through Friends University closes as noted in description.

ALTA® Dedicated to the Remediation of Written-Language Skills.
Academic Language Therapy Association

Academic Language Therapy

is the diagnostic and prescriptive application of Multisensory Structured Language to mitigate or remediate written-language disorders, including dyslexia.

The Academic Language Therapy Association® (ALTA)

is the credentialing organization which establishes, maintains, and promotes professional standards of education, practice, and conduct for Certified Academic Language Practitioners, Instructors of Certified Academic Language Practitioners, Certified Academic Language Therapists, and Qualified Instructors.

Membership Levels

- Certified Academic Language Practitioner (CALP)
- Instructor of CALP (I-CALP)
- Certified Academic Language Therapist (CALT)
- Qualified Instructor
- Trainee Affiliate
- Honorary Lifetime Member

Phillips Fundamental Learning Center is a privately funded 501(c)3, educational not-for-profit serving children with significant reading, spelling and writing difficulties, including children with dyslexia. Our mission specifically addresses the importance of teaching children to read utilizing research validated literacy instruction and educating parents and the educational community with the same intention and resolve.

PFLC courses are recognized by the Academic Language Therapy Association (ALTA) to certify Academic Language Therapists. Academic Language Therapy is the diagnostic and prescriptive application of Multisensory Structured Language, engineered to mitigate or remediate Written Language Disorders, including dyslexia. Certified Academic Language Therapists complete a series of study, practice, and ALTA requirements to provide intensive, results-driven science of reading instruction. You can apply graduate credit elective hours toward the Dyslexia and Literacy Interventionist Concentration through our adjunct instructor partnership with Friends University, indicated with a gold marker badge. Courses are newly named as “Structured Literacy Intervention Specialist” courses by Friends University.

Phillips Fundamental Learning Center has scholarships available for teachers to apply for to go towards all PFLC classes. Contact Kendra Heim at kheim@funlearn.org for scholarship information and enrollment forms.

The Sound Case for the Emerging Reader

CRN: 21532

Instructor: Phillips Fundamental Learning Center
1 credit
Dates: 01/14/2027-01/15/2027 9:00 am-4:00 pm, Virtual Only
Tuition: $85
Enrollment Ends: 01/24/2027
Instructor Fee: Contact PFLC
Grade Levels: K-3
Delivery: On-Ground
Location: Phillips Fundamental Learning Center, 14533 E. Sharon Ln. Wichita, KS 67230

This multisensory literacy program focuses on teaching emerging readers. The workshop will teach participants through lecture, modeling and hands-on practice. This is a great opportunity for parents, preschool teachers, elementary teachers of K-2 and other educational professionals to learn the research-based elements of language development that allows a teacher to prevent young children from future reading difficulties. This two-day instructional workshop equips participants with activities to teach and reinforce phonological awareness, letter recognition, sound/symbol correspondence, reading of phonetically regular words, spelling development, handwriting, oral language development and listening comprehension. This program allows the participant to have the confidence to begin working with young children immediately. For PFLC Course deposit and course pricing guide, please contact them at 316-684-7323 to register for the class, set up your payments, and pay the nonrefundable deposit.

For course information, contact Kendra at kheim@fundlearn.org.

Learning Forward Standards: 1, 4, 5, 6, 7
KEPPS Standards: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10
Materials Fee: N/A
Supplies: N/A
Book: N/A
Prerequisites: N/A

Structured Literacy Practicum Experience

CRN: 21527

Instructor: Phillips Fundamental Learning Center
3 credits
Dates: 01/19/2027-05/04/2027
Tuition: $255
Enrollment Ends: 05/04/2027
Instructor Fee: Contact PFLC
Grade Levels: K-12
Delivery: On-Ground
Location: Phillips Fundamental Learning Center, 14533 E. Sharon Ln. Wichita, KS 67230

The practicum experience allows instructors to apply the teaching methods that they have learned during either the Take Flight Courses or Literacy Intervention Specialist Courses. Instructors will teach the appropriate lesson of acquired skill one hour a day with an individual student or small group of children. For PFLC Course deposit and course pricing guide, please contact them at 316-684-7323 to register for the class, set up your payments, and pay the nonrefundable deposit.

For course information, contact Kendra at kheim@fundlearn.org.

Learning Forward Standards: 1, 4, 5, 6, 7
KEPPS Standards: 1, 2, 4, 5, 6, 7, 8, 9
Materials Fee: N/A
Supplies: N/A
Book: N/A
Prerequisites: Bachelor's Degree & interview through PFLC

Structured Literacy Intervention Specialist Level 2

CRN: 21529

Instructor: Phillips Fundamental Learning Center
4 credits
Dates: 01/19/2027-05/04/2027; Tuesday Evenings 5:00-7:00 pm, Virtual Only
Tuition: $340
Enrollment Ends: 05/04/2027
Instructor Fee: Contact PFLC
Grade Levels: K-12
Delivery: On-Ground
Location: Phillips Fundamental Learning Center, 14533 E. Sharon Ln. Wichita, KS 67230

Introduce second year therapists in training to the advanced portion of the Alphabetic Phonics curriculum and therapeutic program. This course provides the next level of professional teacher development extending from developing basic skills to sophisticated levels of linguistic knowledge such as advanced syllable division, advanced spelling patterns, vocabulary, morphology, and syntax. Prerequisite: Literacy Intervention Specialist Introductory Course, 2 Introductory Level Workshops, and 3-5 observations. For PFLC Course deposit and course pricing guide, please contact them at 316-684-7323 to register for the class, set up your payments, and pay the nonrefundable deposit.

For course information, contact Kendra at kheim@fundlearn.org.
Learning Forward Standards: 1, 4, 5, 6, 7
KEPPS Standards: 1, 2, 4, 5, 6, 7, 8, 9
Materials Fee: N/A
Supplies: N/A
Book: N/A
Prerequisites: Structured Literacy Intervention Specialist Level 1 and 3-5 observations.

Structured Literacy Intervention Specialist Level 1

CRN: 21528

Instructor: Phillips Fundamental Learning Center
5 credits
Dates: 01/19/2027-05/11/2027; Tuesday Evenings 5:00-7:00 pm, Virtual Only
Tuition: $425
Enrollment Ends: 05/11/2027
Instructor Fee: Contact PFLC
Grade Levels: K-12
Delivery: On-Ground
Location: Phillips Fundamental Learning Center, 14533 E. Sharon Ln. Wichita, KS 67230

This two-level graduate training program begins with the two-week introductory course that is recognized by the Academic Language Therapy Association (ALTA) to certify Academic Language Therapists. Cost includes the two-week course, five workshops and five observations during the course of a supervised practicum. It will introduce the participant to the theory, instructional practices and development of secondary language, structure, history, curriculum and terminology of the Alphabetic Phonics language program. This course is an Orton-Gillingham based science of reading approach for teaching literacy skills to children ages 6 and up who need a structured, sequential, systematic, multisensory approach, allowing children to be successful readers, spellers and writers. The content includes the integration of phonological awareness, letter recognition, decoding, comprehension, spelling, vocabulary, fluency practice, grammar, and written composition skills. For PFLC Course deposit and course pricing guide, please contact them at 316-684-7323 to register for the class, set up your payments, and pay the nonrefundable deposit.

For course information, contact Kendra at kheim@fundlearn.org.
Learning Forward Standards: 1, 4, 5, 6, 7
KEPPS Standards: 1, 2, 4, 5, 6, 7, 8, 9
Materials Fee: N/A
Supplies: N/A
Book: N/A
Prerequisites: Bachelor's Degree and interview through PFLC.

The Sound Case for the Emerging Reader

CRN: 21533

Instructor: Phillips Fundamental Learning Center
1 credit
Dates: 02/25/2027-02/26/2027 9:00 am-4:00 pm, Virtual Only
Tuition: $85
Enrollment Ends: 03/06/2027
Instructor Fee: Contact PFLC
Grade Levels: K-3
Delivery: On-Ground
Location: Phillips Fundamental Learning Center, 14533 E. Sharon Ln. Wichita, KS 67230

This multisensory literacy program focuses on teaching emerging readers. The workshop will teach participants through lecture, modeling and hands-on practice. This is a great opportunity for parents, preschool teachers, elementary teachers of K-2 and other educational professionals to learn the research-based elements of language development that allows a teacher to prevent young children from future reading difficulties. This two-day instructional workshop equips participants with activities to teach and reinforce phonological awareness, letter recognition, sound/symbol correspondence, reading of phonetically regular words, spelling development, handwriting, oral language development and listening comprehension. This program allows the participant to have the confidence to begin working with young children immediately. For PFLC Course deposit and course pricing guide, please contact them at 316-684-7323 to register for the class, set up your payments, and pay the nonrefundable deposit.

For course information, contact Kendra at kheim@fundlearn.org.

Learning Forward Standards: 1, 4, 5, 6, 7
KEPPS Standards: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10
Materials Fee: N/A
Supplies: N/A
Book: N/A
Prerequisites: N/A

The Grammar Case

CRN: 21530

Instructor: Phillips Fundamental Learning Center
.5 credit
Dates: 04/09/2027 9:00 am-4:00 pm, Virtual & In-Person Available
Tuition: $42.50
Enrollment Ends: 04/19/2027
Instructor Fee: Contact PFLC
Grade Levels: K-12
Delivery: On-Ground
Location: Phillips Fundamental Learning Center, 14533 E. Sharon Ln. Wichita, KS 67230

The Grammar Case introduces parents, teachers or other professionals to a multisensory approach to teaching the basic elements of English grammar to children in grades 1-12. This one-day instructional workshop (6 hours of classroom contact) introduces and reinforces the eight basic parts of speech utilizing a color coding system and strategies that promote multisensory teaching techniques and activities. This workshop includes an introduction to basic sentence and paragraph structure, transitioning into expanded sentence and paragraph structure. Materials consist of simple-to-use lesson cards, grammar deck, hands-on manipulatives and digital access reproducible games and practice activities for student use. One-half graduate credit will be available through Friends University. For PFLC Course deposit and course pricing guide, please contact them at 316-684-7323 to register for the class, set up your payments, and pay the nonrefundable deposit.

For course information, contact Kendra at kheim@fundlearn.org.

Learning Forward Standards: 1, 4, 5, 6, 7
KEPPS Standards: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10
Materials Fee: N/A
Supplies: N/A
Book: N/A
Prerequisites: N/A

The Fundamental Case

CRN: 21531

Instructor: Phillips Fundamental Learning Center
.5 credit
Dates: 04/15/2027 9:00 am-4:00 pm, Virual & In-Person Available
Tuition: $42.50
Enrollment Ends: 04/25/2027
Instructor Fee: Contact PFLC
Grade Levels: K-5
Delivery: On-Ground
Location: Phillips Fundamental Learning Center, 14533 E. Sharon Ln. Wichita, KS 67230

The Fundamental Case is a one-day instructional workshop focused on the development of phonological awareness. Phonemic development is a necessary foundational step for reading, writing, and spelling. Phonological development is the understanding of sounds within language. Research tells us phonemic awareness skills must be taught through direct instruction and practice. Discover the principles of planning strategic lessons to address these critical skills. Learn how to incorporate manipulatives and reinforcement activities to make this crucial foundational skill fun using science of reading based methods. Materials consist of simple-to-use lesson cards, student activity mats and hands-on manipulatives and digital access for reporoducibles. For PFLC Course deposit and course pricing guide, please contact them at 316-684-7323 to register for the class, set up your payments, and pay the nonrefundable deposit.

For course information, contact Kendra at kheim@fundlearn.org.

Learning Forward Standards: 5, 6
KEPPS Standards: 2, 8, 9
Materials Fee: N/A
Supplies: N/A
Book: N/A
Prerequisites: N/A

NIAAA Workshops



Friends University offers athletic administrators the opportunity to earn graduate credit for NIAAA Leadership Training Courses (LTCs). Participants may enroll in a corresponding 1-credit graduate workshop for Foundations, Operations Management, Leadership, or International courses. A maximum of three graduate credits may be earned within each course section. Graduate credit is awarded upon submission of proof of LTC completion and a reflection paper demonstrating application of learning to professional practice. **Proof of completion will be accepted for eligible LTCs completed within the past three years (2023 or later). Participants will sign up for courses first with NIAAA on their website https://niaaa.org/ and then with Friends University after the course is completed.**

January 11, 2027-May 08, 2027 *Enrollment Ends: 05/08/2027* *1 credit* *Tuition: $70*

Foundations Courses: The Foundation Courses provide a base of knowledge and skill that serves as a platform for conducting educationally sound extra-curricular activities.

NIAAA Foundations Course 1	***CRN: 21569***
NIAAA Foundations Course 2	***CRN: 21570***
NIAAA Foundations Course 3	***CRN: 21571***

Operations and Management Courses: The Operations and Management Courses provide skills, knowledge, and best practices that enhance administrator efficiency and effectiveness in the management and operation of extra-curricular activities.

NIAAA Operations & Management Course 1	***CRN: 21572***
NIAAA Operations & Management Course 2	***CRN: 21573***
NIAAA Operations & Management Course 3	***CRN: 21574***

Leadership: The Leadership Courses provide knowledge and skill that will facilitate development of new visions, creative strategies, and innovative practices for educationally sound extra-curricular activities.

NIAAA Leadership Course 1	***CRN: 21575***
NIAAA Leadership Course 2	***CRN: 21576***
NIAAA Leadership Course 3	***CRN: 21577***

International Courses: International courses provide a base of knowledge and skill for the international athletic administrator seeking to conduct an educationally sound activities and athletic department.

NIAAA International Leadership Course 1	***CRN: 21578***
NIAAA International Leadership Course 2	***CRN: 21579***
NIAAA International Leadership Course 3	***CRN: 21580***

Learning Forward Standards for Professional Learning



Standards for Professional Learning outline the characteristics of professional learning that leads to effective teaching practices, supportive leadership, and improved student results. Learning Forward is the only association focused solely on the most critical level in improving schools – building the knowledge and skills of educators. Through the Standards for Professional Learning, Learning Forward leads the field in understanding what links professional learning to improved student achievement. We assist classroom, school, and system leaders in solving their toughest problems of practice. Learning Forward members experience practical learning opportunities, receive timely publications, and connect to like-minded educators from around the world.

Standard 1: Learning Communities - Professional learning that increases educator effectiveness and results for all students occurs within learning communities committed to continuous improvement, collective responsibility, and goal alignment.

Standard 2: Leadership - Professional learning that increases educator effectiveness and results for all students requires skillful leaders who develop capacity, advocate, and create support systems for professional learning.

Standard 3: Resources - Professional learning that increases educator effectiveness and results for all students requires prioritizing, monitoring, and coordinating resources for educator learning.

Standard 4: Data - Professional learning that increases educator effectiveness and results for all students uses a variety of sources and types of student, educator, and system data to plan, assess, and evaluate professional learning.

Standard 5: Learning Designs - Professional learning that increases educator effectiveness and results for all students integrates theories, research, and models of human learning to achieve its intended outcomes.

Standard 6: Implementation - Professional learning that increases educator effectiveness and results for all students applies research on change and sustains support for implementation of professional learning for long term change.

Standard 7: Outcomes - Professional learning that increases educator effectiveness and results for all students aligns its outcomes with educator performance and student curriculum standards.

Kansas Educator Preparation Program (KEPPS) Standards for Professional Education

Standard 1: Learner Development - The teacher understands how learners grow and develop, recognizing that patterns of learning and development vary individually within and across cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate, relevant, and rigorous learning experiences.

Standard 2: Learning Differences - The teacher uses understanding of differences in individuals, languages, cultures, and communities to ensure inclusive learning environments that enable each learner to meet rigorous standards.

Standard 3: Learning Environment - The teacher works with others to create learning environments that support individual and collaborative learning, includes teacher and student use of technology, and encourages positive social interaction, active engagement in learning, and self-motivation.

Standard 4: Content Knowledge - The teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates content-specific learning and literacy experiences that make the discipline accessible and relevant to assure mastery of the content.

Standard 5: Application of Content - The teacher understands how to engage learners through interdisciplinary lessons that utilize concept based teaching and authentic learning experiences to engage students in effective communication and collaboration, and in critical and creative thinking.

Standard 6: Assessment - The teacher understands how to use multiple measures to monitor and assess individual student learning, engage learners in self-assessment, and use data to make decisions.

Standard 7: Planning for Instruction - The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, technology, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.

Standard 8: Instructional Strategies - The teacher understands and uses a variety of appropriate instructional strategies and resources to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in relevant ways.

Standard 9: Professional Learning and Ethical Practice - The teacher engages in ongoing professional learning and uses evidence to continually evaluate his-her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.

Standard 10: Leadership and Collaboration - The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, support staff, and community members to ensure learner growth, and to advance the profession.

Graduate Workshops Registration Information and Policies

Tuition for workshops is listed individually with the description. Additional fees and/or reading material may be required. A $30 per class University Technology Fee is included in the tuition price and is listed in the brochure. This is for the use of all university technology including but not limited to: projectors, computers, Moodle, online supports, SmartBoards, etc. There are no application fees required to receive graduate credit. Please see the current workshops brochure for details located at www.friends.edu/edworkshops. Starting July 1, 2024, Friends University will introduce a 2.85% service fee on online payments or deposits made to student accounts using credit or debit cards, aimed at covering process and service costs. Credit card/ debit card payments on student accounts made through the Friends University Cashier in Sumpter Hall either by phone or in person will incur a 2.0% service fee. Payments from a bank account, either by check or EFT draft, will not be subject to the service fee. We disclose this information to you so that there are no hidden fees during the payment process.

For a description of the minimum computer system requirements needed to take an online workshop, please visit to www.friends.edu/technology/. As a courtesy, Graduate Workshops provides a reminder email to enrollees prior to a workshop opening. Copies of workshop history, unofficial transcripts, and receipts may be located in your personal Student Self Service account. All correspondence occurs within your Friends University email account, and should be viewed regularly. For assistance, contact Help Desk at 316-295-5767 during business hours.

Workshop Selections: A course previously taken for credit may not be repeated. Please check with your school's district administrator or Professional Development Committee (PDC) to ensure workshop selections meet re-licensure requirements. If you have questions, feel free to call Graduate Workshops at 316-295-5516.

Cancelled Classes: On rare occasions, due to special circumstances or low enrollment, Graduate Workshops may be cancelled. A full refund will be administered in such circumstances. If you choose to transfer your enrollment and funds to a new workshop, please do so immediately (please refer to the Dropping/Adding Classes section for details on how to proceed). If you decide not to enroll in a new workshop, in two business days, the automatic drop and refund process will begin. Please contact Kathie Sell in Student Accounts at 316-295-5912 for details on the refund process.

Dropping/Adding Classes: Students may add/drop workshops at any time during open enrollment periods (prior to enrollment ends date). A full refund will be issued for any workshop(s) that are dropped, with the understanding that the drop must occur before midnight of the first day of the workshop. If you are transferring to a new workshop, please add your new workshop selection prior to dropping. Your payment will transfer to the new workshop once the original workshop is dropped (as long as the two classes are equivalent in price). To add or drop a workshop, please contact Graduate Workshops office during business hours at 316-295-5516 or email us anytime at educationworkshop@friends.edu. There are no refunds given after midnight on the first day of class. If you feel you have extenuating circumstances which warrant consideration of a refund after the refund date, please notify the Office of the Registrar to complete an Exceptions Request. If the Exception Request is approved, a refund will be issued. If the exception is denied, the student will have ten (10) days to appeal the decision to the Vice President of the University.

NO REFUNDS will be administered to non-degree seeking workshop students in the case of an administrative withdrawal. Graduate students in a Master's program follow the appropriate refund schedule as outlined in the Graduate School schedule book. Official transcripts will not be issued until any indebtedness to the University has been paid.

Name/Address Change: Students are expected to maintain correct information with the University regarding local residence, permanent mailing address, and email addresses. To report any changes, please contact the Office of the Registrar at 316-295-5400. To report a name change, please send a copy of a government issued document (i.e. Social Security Card, Driver's License, Marriage Certificate, etc.) to the University Registrar's Office by email – registrar@friends.edu.

Student Withdrawal: If you chose to withdrawal completely from the University (you wish to take zero (0) workshops for that term/semester), students must notify the Office of the University Registrar in order to completely withdrawal from all workshops. Students will not be able to completely drop all of their workshops through their Student Self Service. Master students in graduate programs must contact their Program Director. The student will fill out a student withdrawal form and the University Registrar will complete the withdrawal process and notify the appropriate departments. Discontinued class attendance does not constitute an official withdrawal. The official withdrawal date will be the date this procedure is initiated. If a student does not attend a workshop, the University may elect to administratively withdraw the student from all coursework/workshops (see next section).

Administrative Withdrawal:

Friends University may elect to initiate an administrative withdrawal in order to withdraw a student from all classes for any of the following reasons:

1. The student has failed to provide the documentation required by the University in order for the student to achieve full admission status.
2. The student has failed to meet the University's basic standards for academic performance and/or progress.
3. The student is no longer attending any classes.
4. The student has failed to provide documentation requested by the University in order to complete the student's financial aid file.
5. The student has failed to make payment of tuition and/or fees to the University in the manner, amount and at the time agreed upon between the student and the University's Student Account Services Office.
6. The student has failed to meet the University's code of conduct or community life standards.
7. The student has failed to demonstrate adequate academic achievement, progress and/or expected minimal performance competency(ies) as determined by the student's program or major.

Should Friends University elect to initiate an administrative withdrawal, written notification will be sent to the student. The student will have ten (10) business days to appeal any administrative withdrawal. The completion of an administrative withdrawal does not relieve the student from his or her financial obligations to the University. All charges, which are unpaid by the student at the time of administrative withdrawal, will become immediately due and payable. Refunds will be issued and credits applied in accordance with the University's published refund policy.

Transcripts:

To receive an official transcript of academic work at Friends University you must turn in a transcript request form. Please visit www.friends.edu/transcripts to see our two options. Official transcripts have a fee and must be requested. Upon receipt of your request and payment, an official transcript will be issued. Please make sure that if you have not received a grade for a workshop, to mark the 'hold for teacher education workshop grades' under the special instructions and write in the workshop that you are holding if you are doing the written request. If you choose the online request, please select the 'Hold for semester grades' and we will hold for any workshops that you are currently enrolled. Please note that if this is not marked, your transcript will be sent out with the class 'in progress'. It is recommended to view your unofficial transcript through Student Self Service prior to requesting an official transcript. For any transcript questions, please contact the University Registrar at 316-295-5400 or email transcripts@friends.edu.

Transcripts are not released if you have any indebtedness to the University or if there are any other holds placed upon your student record or account. Please check Student Self Service for any holds prior to completing a transcript request.

Transcript Fees:

Electronic Request $15.50 per copy

**Please Note: Additional charges may apply to your transcript order and are dependent upon the document destination(s) and the selected delivery method(s)

Walk-in Hard Copy Request $25.50 per copy

For transcript information details, please go towww.friends.edu/transcripts.

Friends University does not discriminate against academically qualified students on the basis of race, color, national or ethnic origin, sex, disability or age in its programs and activities.
Accredited by the Higher Learning Commission and a member of the North Central Association, 230 S. LaSalle Street, Suite 7-500, Chicago, IL 60604; www.ncahlc.org; 1-800-621-7440.