The William B. and Catherine V. Graham School of Continuing Liberal and Professional Studies

The Graham School of Continuing Liberal and Professional Studies extends the University's academic values to a broad local, national, and international (https://grahamschool.uchicago.edu/international) community of adult learners. Throughout our history we have provided innovative, strategic learning solutions to individuals as well as to private, not-for-profit, and public sector organizations in the liberal arts, business, and professions.

We offer numerous credit and noncredit learning opportunities—from traditional disciplines such as literature and philosophy, to business-oriented courses, to four master's degrees. To fit the schedule of working adults, most courses are located at the University of Chicago Gleacher Center (https://grahamschool.uchicago.edu/maps) in downtown Chicago and in the evenings and on weekends. We do offer courses at other times, in Hyde Park (https://grahamschool.uchicago.edu/maps), and online (https://grahamschool.uchicago.edu/online).

For the most up-to-date information on our programs, please visit our website: grahamschool.uchicago.edu.

Contact Us (https://grahamschool.uchicago.edu/contact)

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Credit Programs

The Graduate Student-at-Large and Returning Scholar Program

The Graduate Student-at-Large and Returning Scholar programs enable eligible students to take graduate and undergraduate courses throughout the University of Chicago without being enrolled in a degree program.

Graduate Students-at-Large take regular University of Chicago courses for grades and credit, allowing students to preview graduate school, define academic focus, and build a transferable record of study. Returning Scholars audit courses, earning neither grades nor credit. The Returning Scholar program is ideal for continued personal and professional development, and skill-based study, e.g. languages.

- program type: graduate-level non-degree program
- courses (https://grahamschool.uchicago.edu/credit/graduate-student-at-large/registration)
- program structure, requirements, and application (https://grahamschool.uchicago.edu/credit/graduate-student-at-large/index)
- location: Hyde Park Campus (http://visit.uchicago.edu/transportation.shtml/#maps)
- courses taken: part-time, full-time / weekdays

Graduate Student-at-Large/Returning Scholar Business

Graduate Business Students-at-Large Business enables eligible students to take courses in the Chicago Booth School of Business. Students take Booth courses for grades and credit. It is a unique opportunity to experience Chicago Booth faculty and students, build your network, create a transferable record of study, enhance your application to Booth or other MBA programs.

Students are encouraged to attend Chicago Booth admissions events and to contact Booth admissions staff for information about applying to the Evening, Weekend and Full-Time MBA programs.

- program type: graduate-level non-degree programs
- courses (https://grahamschool.uchicago.edu/credit/graduate-student-at-large/business/registration)
- program structure, requirements, and application (https://grahamschool.uchicago.edu/credit/graduate-student-at-large/business)
- location: Hyde Park Campus (http://visit.uchicago.edu/transportation.shtml/#maps) and Gleacher Center (https://grahamschool.uchicago.edu/maps)
- courses taken: part-time, full-time / weekday evenings and Saturday mornings

Master of Liberal Arts

The Master of Liberal Arts (MLA) program is a program emphasizing integration of various fields of learning. MLA students are required to take courses in each of the four graduate divisions of the University: one course in the humanities,

social sciences, physical sciences, and biological sciences. In addition to these distribution requirements, students take four electives and write a thesis under the guidance of a faculty mentor. All courses are taught by regular professors or emeriti from the University of Chicago. Because the deep reading, intense inquiry, and critical thinking skills acquired in program are applicable across a range of disciplines, the MLA program is designed for adults seeking self-enrichment, career advancement, or further graduate study.

- program type: masters degree program
- courses (https://grahamschool.uchicago.edu/credit/master-liberal-arts/current-courses)
- program structure, requirements, and application (https://grahamschool.uchicago.edu/credit/master-liberal-arts/index)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps)
- part-time, full-time / weekday evenings and Saturday mornings
- time to completion: 1-5 years

Master of Science in Analytics

The Master of Science in Analytics will give students thorough knowledge of techniques in the field of analytics, and the ability to apply them to real-world business scenarios. Building from a core in applied statistics, students will be provided with advanced analytical training to develop their ability to draw insights from big data, including: data collection, preparation and integration; statistical methods and modeling; and other sophisticated techniques for analyzing complex data. The program is highly applied in nature, integrating business strategy, project-based learning, simulations, case studies, and specific electives addressing the analytical needs of various industry sectors. Through partnerships with key employers, the program also provides students with applied projects and data sets as well as access to career networks and employment pathways upon graduation.

- program type: masters degree program
- program structure, courses, requirements, and application (https://grahamschool.uchicago.edu/credit/master-science-analytics/index)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps)
- full-time/weekday and evening classes available
- part-time / weekday evenings and Saturday mornings
- time to completion: 1-4 years

Master of Science in Biomedical Informatics

The Master of Science in Biomedical Informatics (https://grahamschool.uchicago.edu/mscbmi) offers students the opportunity to become experts in this interdisciplinary field that includes technology, healthcare and informatics. More specifically, biomedical informatics studies and pursues the effective uses of biomedical data, information, and knowledge for scientific inquiry, problem solving and decision making, motivated by efforts to improve human health. Students will learn key skills necessary for understanding, designing, and managing health information technology systems and projects. The curriculum includes core content in clinical and research informatics; ethical, legal, and social issues; and leadership and project management techniques specific to biomedical informatics. Students can choose among a selection of electives in bioinformatics (life science and laboratory-relevant skills), big data management and analytics, and topics specific to clinical applications such as decision support systems, data integration, and application of meaningful use policies. In addition, the Capstone experience provides student with the opportunity to complete a project with an industry or University partner or in their workplace. The MSc BMI is a part-time program for working adults offered at night and on Saturdays and taught by University of Chicago faculty and industry professionals.

- program type: Masters degree program
- courses
- program structure, requirements, and application
- location: Gleacher center/occasional courses in Hyde Park
- part-time / weekday evenings and Saturday mornings
- time to completion: 12 months to 4 years

The MSc BMI requires five core courses, four electives and a Capstone Project for degree completion.

Core courses
- Introduction to Biomedical Informatics
- Concepts in Computer Programming OR Advanced Concepts in Computer Programming
- Applied Research/Clinical Informatics
- Ethics and Policy Questions: Genomics, Health Care and Big Data
- Leadership and Management for Informaticians

Electives
- Healthcare Innovation and Entreprenuership
- Health Information Technology Integration and Interoperability Standards

- Big Data and Health Care
- Decision Support Systems and Health Care
- Introduction to Bioinformatics
- Advanced Bioinformatics: Genome Analysis
- Advanced Concepts in Computer Programming
- Geographic Information Systems and Health Information

Capstone Project

As a cumulating experience, students will put into practice the knowledge and skills they learned during their coursework through a Capstone Project. Students will have the opportunity to develop and implement a biomedical informatics project with an industry or University partner or in their workplace.

Master of Science in Threat and Response Management

The Master of Science in Threat and Response Management is a multi-disciplinary program of study designed to prepare health professionals, first responders, business professionals, policy makers and those in related fields to respond to and recover from complex incidents, regardless of their size or cause. These incidents can include: terrorist attacks; natural disasters; disease outbreaks; disruptions to business operations; chemical, radiological and nuclear threats; and more. As a student in the program you will gain knowledge about these areas from instructors who have both tactical and academic experience, take part in learning experiences inside and outside the classroom, and network and share lessons with colleagues, policy makers and other professionals.

- program type: masters degree program
- courses
- program structure, requirements, and application (https://grahamschool.uchicago.edu/credit/master-science-threat-response-management/index)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps)
- part-time / executive format-classes meet for three extended weekends each quarter: Autumn, Winter, Spring
- time to completion: 2 years

Master of Arts in Teaching

The University of Chicago's Urban Teacher Education program (UChicago UTEP) offers a Master of Arts in Teaching degree and an Illinois Teaching Certificate in grades 1-6 (Elementary) and 5-8 (Middle Grades), with endorsements available in middle school subjects. UChicago UTEP has many features that distinguish it from traditional teacher education programs. Its rigorous curriculum and in-depth clinical experiences not only equips students with the knowledge, skills and ability to teach, but also prepares them to become successful and reflective teachers who are attuned to the social, cultural and economic circumstances of their students. Over seven quarters, students receive instruction which includes exploring aspects of the teaching profession that contribute to social injustice. Through guided field visits to Chicago Public Schools, UChicago UTEP students learn how to observe students, collect data about schools, and reflect and document their experiences. Students continue to develop their teaching practice through one-on-one paid tutoring sessions at the University's charter schools. The clinical experience of the program affords students two 18-week classroom rotations where they are paired with experienced teachers to further develop a teaching practice. Alumni receive support with job placement, in-classroom coaching, planning and professional development for two years, free of charge.

- program type: masters degree program
- program structure, requirements, and application (http://utep.uchicago.edu)
- location: Hyde Park Campus (http://utep.uchicago.edu/page/visit) and Chicago Public Schools
- full-time during the first and second years
- time to completion: 2 years

Noncredit

Arabic Language and Cultures

Students in the Arabic Language and Cultures program will learn how to communicate practical, everyday information in Arabic. Students will not only develop Arabic language skills in listening, speaking, reading, and writing, but also gain an understanding of the culture and history of the Arabic world. The certificate program is divided into three levels: beginning, continuing, and spoken colloquial Arabic. A certificate is awarded upon completion of each level.

- program type: certificate
- courses (https://grahamschool.uchicago.edu/courses?sku=&field_quarter_value=All&field_course_description_value=&field_last_name_inst_value=&field_course_tags_tid=All&field_p
- program structure, requirements, and application (https://grahamschool.uchicago.edu/noncredit/certificates/arabic/index)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps)
- part-time / weekday evenings

- time to completion: 1-5 years

Basic Program of Liberal Education for Adults

The Basic Program of Liberal Education for Adults offers a rigorous, noncredit liberal arts curriculum that draws on the strong Socratic tradition at the University of Chicago and covers the foundations of modern Western political and social thought. Read, explore, and engage with these important texts in a dedicated community of learners, led by experienced instructors. There are no tests, papers, or grades; you will instead discover, disagree, and discuss these works just as students in the College at the University of Chicago do, with the benefit of additional years of insight and experience to add to the conversation.

Participants earn a certificate upon completion of the entire four-year curriculum (12-quarters), as well as some of the privileges of University of Chicago alumni.

- program type: certificate
- courses (https://grahamschool.uchicago.edu/courses?sku=&field_quarter_value=All&field_year_value[value] [year]=&field_program_tags_tid=7&field_course_tags_tid=All&field_professional_development_t_tid=All&field_personal_enrichm
- program structure, requirements, and application (https://grahamschool.uchicago.edu/liberal-arts/basic-program/ index)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps) and Hyde Park (http://visit.uchicago.edu/ transportation.shtml/#maps)
- part-time / weekday mornings and evenings at Gleacher; Saturday mornings in Hyde Park
- time to completion: 4 years

Clinical Trials Management and Regulatory Compliance

This comprehensive certificate program provides rigorous clinical research training across the entire clinical trials process, from the perspective of the clinical study site as well as that of the sponsor or monitor. The broad curriculum covers ICH good clinical practice guidelines, regulatory requirements and compliance, detecting fraud and misconduct, and statistics for clinical research. Students will build the skills and knowledge to initiate clinical research studies, apply monitoring methods, and write documents and reports, while understanding and abiding by FDA regulations and International Conference on Harmonization (ICH) guidelines.

- program type: certificate
- courses and course schedules (https://grahamschool.uchicago.edu/courses? sku=&field_quarter_value=All&field_program_tags_tid=10&field_course_tags_tid=All&field_professional_development_t_tid=All
- program structure, requirements, and application (https://grahamschool.uchicago.edu/professional-degrees-programs/pdp/clinical-trials/curriculum)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps) (3-day seminars). Program also offered online (4-5 weeks).
- part-time
- time to completion: up to 5 years

Editing

The Editing certificate program offers a focused sequence of courses designed to prepare individuals to enter the publishing industry and to help current editing professionals build skills and knowledge for career advancement. In addition to core courses focused on manuscript editing, students have the opportunity to learn about the emerging technologies and marketing tools that dramatically affect publishing professionals today.

- program type: certificate
- courses and course schedules (https://grahamschool.uchicago.edu/ courses?sku=&field_quarter_value=All&field_year_value[value] [year]=&field_program_tags_tid=11&field_course_tags_tid=All&field_professional_development_t_tid=All&field_personal_enrich
- program structure, requirements, and application (https://grahamschool.uchicago.edu/professional-degrees-programs/pdp/editing/curriculum)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps) (3-day seminars). Program also offered online (4-5 weeks).
- part-time
- time to completion: up to 5 years

Financial Decision Making

The Financial Decision Making Certificate is designed for professionals who want to launch a career in finance, refocus on business management basics, or prepare for a top-ranked MBA program. The program offers foundational skill development in business accounting and finance, and the rigorous coursework builds core knowledge and understanding to enhance job effectiveness and for career advancement.

- program type: certificate

- courses and course schedules (https://grahamschool.uchicago.edu/ courses?sku=&field_quarter_value=All&field_year_value[value] [year]=&field_program_tags_tid=12&field_course_tags_tid=All&field_professional_development_t_tid=All&field_personal_enrich
- program structure, requirements, and application (https://grahamschool.uchicago.edu/professional-degrees-programs/pdp/financial-decision-making/curriculum)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps)
- part-time/ one night per week
- time to completion: up to 5 years

Integrated Marketing

The Integrated Marketing certificate is designed for professionals who want to launch their marketing career or refresh it with new skills. The courses in the certificate (https://grahamschool.uchicago.edu/professional-degrees-programs/pdp/integrated-marketing/curriculum) provide essential training within a range of marketing disciplines including marketing planning, brand development, advertising, digital marketing, market research, social media, and public relations. Professionals in the program engage in thinking and practices rooted in marketing results.

- program type: certificate
- courses and course schedules (https://grahamschool.uchicago.edu/ courses?sku=&field_quarter_value=All&field_year_value[value] [year]=&field_program_tags_tid=13&field_course_tags_tid=All&field_professional_development_t_tid=All&field_personal_enrich
- program structure, requirements, and application (https://grahamschool.uchicago.edu/professional-degrees-programs/pdp/integrated-marketing/curriculum)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps)
- part-time / weekday evenings and, for each course, a Saturday is required
- time to completion: up to 5 years

Medical Writing and Editing

The Medical Writing and Editing certificate program is designed to teach students the fundamentals and best practices of crisp, clear, and sophisticated medical writing and editing. The comprehensive curriculum ensures students are trained in the industry standard AMA Manual of Style. Coursework includes accessing medical research, using appropriate terminology, and designing and presenting data visualizations.

- program type: certificate
- courses and course schedules (https://grahamschool.uchicago.edu/courses?sku=&field_quarter_value=All&field_program_tags_tid=15&field_course_tags_tid=All&field_professional_development_t_tid=All
- program structure, requirements, and application (https://grahamschool.uchicago.edu/professional-degrees-programs/pdp/medical-writing-editing/curriculum)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps) (3-day seminars). Program offered online (4-5 weeks).
- part-time
- time to completion: up to 5 years

Non-Profit Board Leadership (Unavailable 2016-17)

Develop the knowledge you need to become a successful board member of a small southside arts organization. The training you receive will enable you to make a positive impact while building your professional skills and civic responsibility. The Civic Knowledge Project's (https://grahamschool.uchicago.edu/noncredit/personal-enrichment/civic-knowledge/index) Southside Arts & Humanities Network (The Network) offers a Non-Profit Board Leadership program designed to leverage the University resources to provide participating South Side cultural organizations with talent for their boards. The Board Leadership program is unique in two ways: First, it aims to serve small and emerging arts and humanities organizations with annual budgets of less than $500,000. These organizations often have "working boards" that require dedication. Second, this program is "by the Southside, for the Southside"—with an emphasis on connecting the intellectual resources of the University of Chicago community with the cultural resources of local non-profits. The program will train participants and match their skills and interests with one of 10 selected small South Side cultural institutions.

- program type: certificate
- program structure, courses, requirements, and application (https://grahamschool.uchicago.edu/noncredit/certificates/board-leadership/index)
- location: Hyde Park Campus and Gleacher Center (https://grahamschool.uchicago.edu/contact)
- part-time
- time to completion: .25 years

Project Management Programs

Our Project Management programs provide the tools necessary to respond to the challenges associated with increasing project complexity, tight budgets, and tighter deadlines. Students have the opportunity to learn from their peers in this highly interactive environment as well as address topics most critical to their success.

- program type: certificate
- program structure, courses, schedules, requirements, and application (https://grahamschool.uchicago.edu/noncredit/certificates/project-management/index)
- location: Gleacher Center (https://grahamschool.uchicago.edu/maps) and "Essentials of Project Management" is online
- part-time/ 2-days per course (Thursday and Friday)
- time to completion: up to 5 years

Essentials of Project Management

This program covers the essential managerial and technical aspects of modern project management. Additionally, it gives professionals direct experience using appropriate tools and techniques to successfully execute a project. By the end of this program, students will have a mastery of the basic theory and practice of project management. Included will be exposure to many of the "soft skills" inherent in successful project execution, such as communication, interpersonal relationships, and problem-solving.

This is a well-rounded intermediate program for individuals with limited project management and professional experience. Benefits include:

- All participants earn PDUs from the Project Management Institute.
- Participants may earn this certificate online or in-person.
- No application is required to enroll in Essentials of Project Management classes.

Project Management Strategy

Professionals in roles as either team members or project managers who successfully complete the Project Management Strategy certificate will earn the knowledge and insight to successfully meet the challenges inherent in successful project completion. This certificate is designed for working professionals. Participants should already have significant professional experience and a desire to develop their understanding of the strategic, leadership, human resources, and operational aspects of project management. The program introduces the concepts of the PMI-sponsored Project Management Body of Knowledge (PMBOK®) as well as addressing the practical issues integral to achieving success. Participants will individualize their program by choosing from electives focused on different aspects of project management.

This is a well-rounded intermediate program for individuals with at least two years of professional experience. Benefits include:

- All participants earn PDUs from the Project Management Institute.
- Broad menu of elective choices introduces you to terms and concepts as well as the strategic, leadership, human resources and operational requirements to be a successful project manager.
- Anyone with at least 2 years of business experience is invited to register for just one course before applying to the program.

Advanced Project Management

The purpose of the Advanced Project Management certificate program is to provide the experienced project practitioner with a forum for examining leading-edge concepts, best practices, and approaches to issues that will directly affect job performance and organizational success. Our Advanced Project Management courses are designed for participants with several years of project management experience. This certificate offers an opportunity for very experienced project managers to interact with their peers to learn and work with professionals who have similar levels of responsibility.

This program lets you take advantage of your experience while earning continuing education credits (PDUs) in a meaningful way. Benefits include:

- Interaction with peers in advanced courses – sharing similar levels of experiences.
- In-depth study of topics directly pertinent to organizational success.
- All participants earn PDUs from the Project Management Institute.
- Meet continuing educational requirements with courses that will hold your interest while expanding your knowledge base.
- Freedom to choose the courses that are the most important to you professionally.
- Students must have 3-5 years of progressive project management experience, and may take courses without enrolling in the program.

Visual Arts

The Visual Arts Certificate Program was created to help emerging and mid-career artists access practical information and resources that allow them to enhance the success of their current artists practice. A partnership between the Hyde Park Art Center and the University of Chicago Graham School, the program brings together studio learning and professional development across five courses. We aim to foster a sense of artistic community, and to offer artists a positive space to engage in critical dialogue with others working in the arts.

- program type: certificate
- courses and course schedules (https://grahamschool.uchicago.edu/ courses?sku=&field_quarter_value=All&field_year_value[value] [year]=&field_program_tags_tid=41&field_course_tags_tid=All&field_professional_development_t_tid=All&field_personal_enrich
- program structure, location of courses, requirements, and application (https://grahamschool.uchicago.edu/ noncredit/certificates/visual-arts/index)
- part-time
- time to completion: up to 3 years

Additional Graham School Noncredit Programs

Personal Enrichment

Civic Knowledge (https://grahamschool.uchicago.edu/noncredit/personal-enrichment/civic-knowledge/ index)

Know Your Chicago (http://civicengagement.uchicago.edu/programs-partnerships-volunteering/detail/know-your-chicago)

Lecture Series (https://grahamschool.uchicago.edu/noncredit/personal-enrichment/lecture-series/index)

Open Enrollment Courses (https://grahamschool.uchicago.edu/courses? sku=&field_quarter_value=All&field_program_tags_tid=All&field_course_tags_tid=81&field_professional_developmen

Travel Study (https://grahamschool.uchicago.edu/noncredit/personal-enrichment/travel-study/index)

Professional Development

Corporate and Custom Training (https://grahamschool.uchicago.edu/noncredit/professional-development/ corporate-custom-training/index)

National Museum Publishing Seminar (https://grahamschool.uchicago.edu/noncredit/professional-development/national-museum-publishing/index)

Summer

The University of Chicago offers numerous summer learning opportunities for students of all ages through the Graham School.

High school students can live and work as undergraduates at the University, studying subjects such as law, writing, economics, and cutting-edge biological research, or even study abroad in Greece or participate in a paleontological dig. Visiting students from other colleges and universities can also study on-campus during the summer, taking advantage of the University's intensive language courses and other regular undergraduate course offerings. For adult students, the School offers noncredit courses, lectures, and events downtown. No matter what your interests are or where you wish your goals to take you, we are certain you can find myriad possibilities to enrich your summer at the Graham School.

The University of Chicago Summer Session programs (https://summer.uchicago.edu)

Basic Program Summer Courses

Liberal Arts Summer Courses

Professional Development Summer Courses

Writer's Studio Summer Courses

Online

The Graham School currently offers two of its programs in full in an online format: the Clinical Trials and Regulatory Compliance Certificate Program, and the Medical Writing and Editing Certificate Program.

We are continually working to expand our online learning opportunities. If you would like to speak with a staff member about specialized group online training, please contact us at grahamschool@uchicago.edu.

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Font Notice

This document should contain certain fonts with restrictive licenses. For this draft, substitutions were made using less legally restrictive fonts. Specifically:

Times was used instead of Trajan.

Times was used instead of Palatino.

The editor may contact Leepfrog for a draft with the correct fonts in place.