



KENT SCHOOL OF SOCIAL WORK

Prerequisite FAQ'S

Where do I sign up for courses?

To register for a course [Click Here](#)

Once you have registered and submitted payment, Our Continuing Education Program manager will complete a form to sponsor you a temporary University account in order to access course materials. This process will take 3-5 business days. You will then be sent a user ID, password and instructions regarding how to access the course.

How much are courses?

The cost for each course is \$225.00.

How will I take classes?

This prerequisite course is an independent and self-paced course offered in the Blackboard learning managing system site. This course is completed completely online and at no time do you meet with an instructor. You will be required to review a course study guide and supplemental learning materials and practice questions are available at the end of each chapter to help gauge your understanding of the course material.

Do I need special Software/Textbooks to complete this course?

These courses are offered in the Blackboard learning managing system site. Blackboard works entirely through a web browser (Microsoft Internet Explorer, Safari, Firefox, Chrome), which means you need no special software for accessing this course. The main requirement is that your browser must be current. The textbook is not required but encouraged. Many students choose to purchase or rent via websites such as amazon, chegg.com, or Pearson. The ISBN number has been provided. The purchase of SPSS Software is not required for the statistics course.

How much time do I have to complete the course?

You have access to this course for 3 calendar months before your temporary University account expires. Failure to pass this course within this 3 month time period will result in you registering and paying the registration fee again.

How the exam will be carried out?

The exam consists of 50 multiple choice questions in which you will have 60 minutes to complete. You will have to score a 70% or higher to pass the course. There are two practice exams that are available to take prior to the final exam.

How do I prepare for the final exam?

To help prepare you for the test, there is an interactive study guide that will assist you in reviewing each chapter from the course textbook and practice questions or summary for each chapter. It is up to you to decide how much review and study are necessary prior to taking the test.

Will I have the opportunity to take a pre-test?

There is an optional 30-minute practice test is provided to help you assess your current knowledge. The test is similar--but not identical--to the actual test you will take for credit. You may take the practice test up to two times.

How many opportunities will I have to take the final test?

There are two 60-minute tests that you may take for credit. Start with Test #1. Blackboard will automatically score your test and provide your test results. If you receive a passing score (70% or better), you do not need to take Test #2. If you do not pass Test #1, you may take Test #2, and the higher of the two scores will be counted. If you still do not have a passing score after taking both tests, you will need to retake the course by re-enrolling and paying the registration fee.

How soon will I know my test score?

Blackboard will automatically score your test and provide your test results.

Is there a time limit for the test?

The test is timed and must be completed within one hour.

Do I get a letter grade for this course?

These courses are taken a pass/fail courses. You do not receive a letter grade for these courses, and they do not appear on official university transcripts. A passing grade in this course is earning a 70% or higher on at least one of the two tests.

How do I get my certificate of Completion?

Once you have taken and passed your test(s) for credit, please contact the Office of Continuing Education at conted@louisville.edu. You will complete an evaluation of the course and an electronic Certificate of Completion will be sent directly to you to be shared with the appropriate person at your University as verification of meeting their requirement. Please allow 24-48 hours for verification. The Kent School Continuing Education Department **does not submit official transcripts or certificate to other universities.**

Will these courses appear on my official transcripts?

These prerequisite courses do not appear on official university transcripts. A certificate of completion will be given for you to share with your institution. Be sure to get permission from your institution **before** registering for these courses.

Will I be issued a 1098-T for these courses?

No, we do not issue a 1098-T for our prerequisite courses. The 1098-T form is not required if the course you took did not offer an academic credit. These courses do not offer academic credit and do not appear on official university transcripts. They are taken as pass/fail and you are issued your certificate of completion.

Can I receive a refund for these courses?

Refunds for prerequisite courses will not be given 30 days after registration or if individual has accessed course materials in Blackboard. A refund may be issued within 30 days after registration if an error has been made regarding required courses. An official letter must be sent from an academic advisor or proof of enrollment must be provided. If you do not receive a passing score, you will need to re-register and pay for the course again. Refunds will not be given if you do not pass the course.

List of outside Colleges/Universities that accept prerequisite courses:

Andrews University, MI

Arizona State University, AZ

Arizona State Online

Aurora University, IL

Augsburg College, Minneapolis, MN

Azusa Pacific University, CA

California State University, East Bay

California State University, San Bernardino

College at Brockport, Rochester, NY

Columbia University, MI

DePaul University, IL

Eastern Michigan University

Edinboro University of Pennsylvania

Fresno State University, CA

Louisiana State University, LA

Metro State University in Denver Colorado

Minnesota State University – Mankato

Nazareth College, Rochester, NY

Norfolk State University, VA

Rhode Island College School of Social Work, RI

The Greater Rochester Collaborative MSW Program

Tulane School of Social Work

University of Hawaii at Manoa

University of Illinois at Chicago Jane Addams

University of Minnesota

University of New York at Brockport

University of Oklahoma: Anne and Henry Zarrow School of Social Work