Bachelor of Science in Organization Leadership & Learning
Online and Face-to-Face Program

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Connect with one of our enrollment counselors

For information about the online program, contact:

online@louisville.edu
800.871.8635

For information about the face-to-face program, contact:

Terri Rowland, Ed.D.
terri.rowland@louisville.edu
502.852.0635
About University of Louisville

The University of Louisville is a state-supported research university located in Kentucky’s largest metropolitan area that offers 170 majors, degrees, certificates and professional development programs.

The University of Louisville’s mission is to be a premier, nationally recognized metropolitan research university with a commitment to the liberal arts and sciences and to the intellectual, cultural, and economic development of our diverse communities and citizens through the pursuit of excellence.

With a student body exceeding 22,500 and with more than 6,500 faculty members, the University of Louisville paves the way for students of all ages to achieve their academic, professional and personal goals through quality education.

About UofL Online Learning

The University of Louisville understands the challenges of adult professionals who want to earn a college degree and extends its education offerings through UofL Online Learning to connect nontraditional students with flexible online education options that can help them acquire the necessary knowledge and skills in a convenient and affordable manner.

UofL Online Learning delivers a wide variety of online courses and in-demand undergraduate, graduate and certificate programs completely online to students in the U.S. and around the world.

About Organizational Leadership and Learning

The Organizational Leadership and Learning (OLL) program at UofL includes innovative degrees at the bachelor’s, master’s and doctoral levels. Our programs educate professionals who focus on leadership, organization development, human resources, and workforce development in order to benefit individuals, organizations and society.

Our graduates work in corporations, educational institutions, government agencies, healthcare organizations, the military, non-profit organizations and community-based groups. We educate a diverse group, including new practitioners, seasoned professionals and aspiring scholars.

Accreditation

The University of Louisville is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools.
Bachelor of Science in Organizational Leadership & Learning
—Online Program Info

The Bachelor of Science in Organizational Leadership & Learning (OLL) offered by UofL’s College of Education and Human Development is designed for working professionals who have a minimum of five years extensive experience in leading, training or teaching in various industries including health care, military, industry, business, government, public, private and not-for-profit service and education organizations.

The BS OLL degree is offered 100% online or at convenient off-campus locations, as well as on the military post at Fort Knox, Kentucky.

Students in the Organizational Leadership & Learning program have the opportunity to explore new concepts and methods applied in the workplace, and design hands-on projects. This program offers an ideal way for adults with extensive documented work experience and existing college credits to complete a bachelor’s degree.

Credit for Prior Professional Development

In the first major course, ELFH 300 Prior Learning Assessment, students evaluate and document their learning from work experiences, existing course credits or associate degrees, and technical and specialized training to receive credit for the specialization.

Students may earn up to 48 credit hours in the specialization component at no cost (equivalent of 16 courses), then proceed with the remaining courses in the designated track.

The entire degree program requires a minimum of 123 credit hours, which include the major track, general education required courses, elective courses and work specialization.

Three major tracks are available for students to enhance their skills in leadership, organizational change, workplace development and performance:

Leadership and Organizational Development

This track is designed for professionals seeking to develop skills in leadership and knowledge for improving organizational and employee effectiveness related to productivity, work satisfaction, morale and/or quality of work life.

Students are required to complete a field project at the end of the program. The project may be conducted in the student’s place of employment, with an approved on-site supervisor.

Training and Development

This track is designed for professionals who work with clients and/or various stakeholders to enhance workplace learning and improve organizational performance. The purpose of this concentration is to develop knowledge and skill in the design, development, delivery and evaluation of job-related training and performance improvement.

Students are required to complete a field project at the end of the program. The project may be conducted in the student’s place of employment, with an approved on-site supervisor.

Career and Technical Education

This track is designed for teaching professionals who need to become state-certified in order to maintain their teaching position in a career or technical education school. Graduates of this program receive Rank II from the Department of Education by completing the TC-1 form. The majority of the courses are available online and select courses are available on the UofL campus.
The 64-hour Rank Change program requires 20 hours in the industrial education concentration, 24 hours in the Occupation/Specialization, and 20 hours in general education. The 64-hour Rank Change program for individuals who already have a bachelor’s degree is made up of selected master’s level courses. The complete Bachelor of Science degree consists of the remainder of the courses in the major and track.

 Careers and Salary Information

The Organizational Leadership & Learning program can lead to career opportunities in areas of training development, human resource and workforce development roles. The program prepares students to lead training in the specialization area, develop performance improvement interventions, and manage and evaluate human resource projects.

The BS OLL degree program opens doors for new opportunities for students in their current careers and/or prepares graduates to pursue careers in many areas, including HR Specialist, HR Manager, and HR Director for the Human Resources concentration, and Corporate Training, Training Specialist, Training Coordinator, and Instructional Designer for the Training and Development track.

Job Outlook:

Job opportunities for individuals with specialized knowledge of human resources, leadership, and management are required in nearly every industry, ultimately creating a constant need for qualified professionals.

Organizations which support these careers and offer certification opportunities:

**SHRM - Society for Human Resource Management**

The Society for Human Resource Management is the world’s largest association devoted to human resource management. Representing more than 250,000 members in over 140 countries, the Society serves the needs of HR professionals and advances the interests of the HR profession. Founded in 1948, SHRM has more than 575 affiliated chapters within the United States and subsidiary offices in China and India.

Learn more about SHRM membership, certification workshops (PHR, SPRH and GPHR), and HR careers at [www.shrm.org](http://www.shrm.org).

**ASTD - American Society for Training and Development**

ASTD is the world’s largest association dedicated to workplace learning and performance professionals. ASTD’s members come from more than 100 countries and connect locally in more than 130 U.S. chapters and with more than 30 international partners. Members work in thousands of organizations of all sizes, in government, as independent consultants, and suppliers. Started in 1943, in recent years ASTD has widened the profession's focus to link learning and performance to individual and organizational results, and is a sought-after voice on critical public policy issues. Learn more about ASTD membership, certifications (CPLP), and careers at [www.astd.org](http://www.astd.org).

**PMI - Project Management Institute**

Founded in 1969, PMI advances the practice, science and profession of project management. Learn more about PMI membership, certifications (CAPM, PMP) and careers at [www.pmi.org](http://www.pmi.org).

Apply Today!
# Bachelor of Science in Organizational Leadership & Learning
—Online Curriculum

## Leadership and Organizational Development Track (LOD)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELFH 300</td>
<td>Prior Learning Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 311</td>
<td>Needs Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 316</td>
<td>Instructional Strategies and Group Facilitation Techniques</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 341</td>
<td>Managing Projects in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 411</td>
<td>Human Resources Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 412</td>
<td>Coaching and Talent Management</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 414</td>
<td>Diversity in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 420</td>
<td>Negotiation and Conflict Management</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 442</td>
<td>Supporting Organizational Change</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 490</td>
<td>Leadership and Management</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 578</td>
<td>Workplace &amp; Information Ethics</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 540</td>
<td>Program Exit</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td><strong>35 hours</strong></td>
</tr>
</tbody>
</table>

## Training and Development Track (TDE)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELFH 300</td>
<td>Prior Learning Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 311</td>
<td>Needs Assessment</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 312</td>
<td>Designing Learning</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 316</td>
<td>Instructional Strategies and Group Facilitation Techniques</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 332</td>
<td>Measuring and Evaluating Effectiveness</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 341</td>
<td>Managing Projects in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 411</td>
<td>Human Resource Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 442</td>
<td>Supporting Organizational Change</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 460</td>
<td>Adult Learning and Diversity</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 575</td>
<td>Instructional Technology</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 578</td>
<td>Workplace &amp; Information Ethics</td>
<td>3</td>
</tr>
<tr>
<td>ELFH 540</td>
<td>Program Exit</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td></td>
<td><strong>35 hours</strong></td>
</tr>
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</table>
UofL’s Organizational Leadership & Learning bachelor’s degree program is designed with adult learners in mind. Undergraduate students can fulfill their general education requirements by taking available courses online or face-to-face at UofL or by completing the first two years of coursework - general education courses - online or face-to-face through the Kentucky Community and Technical College System (KCTCS).

Students who have been enrolled at a KCTCS school and have fulfilled all general education requirements can have them transferred in their entirety and may begin immediately with online or face-to-face upper level coursework at UofL. On a case-by-case basis, credit transfer is allowed from any regionally-accredited university to fulfill general education requirements.

**Application Deadlines:** New students can begin courses at multiple points in the year. All application materials should be submitted by the following dates:

<table>
<thead>
<tr>
<th>Deadline for Submission of all Materials</th>
<th>Term/Start</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1</td>
<td>Fall</td>
</tr>
<tr>
<td>December 1</td>
<td>Spring</td>
</tr>
<tr>
<td>April 1</td>
<td>Summer</td>
</tr>
</tbody>
</table>

**Admissions Requirements**

Applicants for admission to the B.S. Organizational Leadership & Learning program must have:

- Associate degree or equivalent prior college experience (minimum 24 credit hours) A minimum cumulative GPA of 2.25 on a 4.0 scale
- Applicants with a cumulative GPA between 2.0 and 2.24 may be admitted conditionally.
- A minimum of five years of extensive workplace experience and/or military or industry-specific training. Applicants must provide documented work experience or technical courses in a training area or occupation.

To apply for admission to UofL, you are required to:

- Submit an undergraduate application and pay the $25 non-refundable application fee
- Submit all official college transcripts to the Office of Admissions

To qualify, an individual must document 2000 hours of prior work experience in an approved specialization. Three of the qualifying years of work experience must have occurred in the last five years of their work history.

**Send all admission materials to our Undergraduate Admissions office at the following address:**

University of Louisville
Office of Admissions, Dept AO
Louisville, Kentucky 40292
United States of America

Or email to: admitme@louisville.edu

For more application instructions, go to https://louisville.edu/admissions/apply

**Apply Today!**
Tuition and Financial Aid

Tuition for online courses is the same for both in-state and out-of-state students.

Online Degree Tuition

<table>
<thead>
<tr>
<th>Tuition Rates</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undergraduate online course</strong></td>
<td>$497 per credit hour</td>
</tr>
<tr>
<td><em><em>Active-duty</em> service members</em>*</td>
<td>$250 per credit hour (see our Military Tuition Discounts page for more info).</td>
</tr>
<tr>
<td><strong>Reserve Component and Kentucky National Guard</strong></td>
<td>May be eligible for $250 per credit hour tuition assistance rate</td>
</tr>
</tbody>
</table>

*Active-Duty is defined as on orders for 180 days or more.

Online courses are charged at a different hourly rate than regular courses. Students are charged in full for online courses according to those rates even if taking a full-time course load. Tuition rate does not include costs associated with a specific course or program, such as textbooks. If you’re receiving a tuition scholarship, please check the monetary value to determine whether the cost of online courses is covered.

Note: Tuition and fees are subject to change at any time without prior notice. The summary on this page is intended to provide a quick reference for students. For more information and updates, visit the UofL Bursar’s page.

LiveText - user license

A cost of $115 (one-time charge) is assessed for the use of the ePortfolio LiveText – a web-based software application designed to aid in the development of portfolios, course assignments and standards or outcome-based projects. LiveText allows you, your instructors, and your peers to collaborate on classroom assignments as well as track your progress on meeting program outcomes. The user license is good for 5 years.

Financial Aid

College is one of the biggest expenses you’ll have in your lifetime, but it is an investment that can pay off in higher income, expanded career opportunities, and greater personal satisfaction throughout your life. Financial aid is available for all students who qualify.

The process of locating aid and applying for it can be intimidating. Take it step-by-step and don’t hesitate to ask for assistance from the knowledgeable financial aid counselors in UofL’s Financial Aid office.

In addition to the financial aid opportunities offered by the University, the College of Education & Human Development also has information about financial aid.

Here are the steps for first-time financial aid applicants:

1. Assemble your tax and asset information, such as your W2s and 1040s.

2. Go to www.fafsa.gov to file your FAFSA form (Free Application for Federal Student Aid). Be sure to apply for your PIN during the FAFSA filing process. Use the PIN to electronically sign your FAFSA. UofL FAFSA school code is 001999.

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3. Once your FAFSA is processed by the U.S. Department of Education, you will be sent a Student Aid Report (SAR). If you filed electronically, the SAR will be sent to you via email. If you filed by paper or did not provide an email address, the SAR will be sent to you by mail.

4. Review the SAR for comments and incorrect information. If accurate, keep the SAR for your records. If you find any errors, you can correct this by returning the paper SAR or by making corrections to a processed FAFSA online. If you used estimated tax return information when completing the FAFSA, remember to update your FAFSA with actual tax information by using the IRS Data Retrieval Tool after you file your federal income tax return.

Get Ready For Your Online Classroom

Tech Requirements

You will need the following hardware and software in order to access your courses online, work on and submit assignments, communicate with professors and peers, and successfully complete your courses and your degree program:

<table>
<thead>
<tr>
<th></th>
<th>Windows</th>
<th>Mac</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal computer</td>
<td>With administrative rights (the ability to download software and change security settings)</td>
<td>With administrative rights (the ability to download software and change security settings)</td>
</tr>
<tr>
<td>Broadband Internet connection</td>
<td>Speed of 512 kb/s or higher for DSL or 1 Mbps or higher for (upload) cable connection</td>
<td>Speed of 512 kb/s or higher for DSL or 1 Mbps or higher for (upload) cable connection</td>
</tr>
<tr>
<td>Operating system</td>
<td>Windows XP or higher</td>
<td>Mac OSX 10.5 or higher</td>
</tr>
<tr>
<td>Microsoft Office</td>
<td>2010 or higher</td>
<td>iWork or Microsoft Office 2011</td>
</tr>
<tr>
<td>Browsers</td>
<td>IE 8.0 &amp; 9.0, FireFox 3.6 &amp; Final Release Channel, Chrome (Stable Channel)</td>
<td>Safari 4.0, 5.0 &amp; 5.1, Firefox 3.6 &amp; Final Release Channel, Chrome (Stable Channel)</td>
</tr>
<tr>
<td>Java</td>
<td>Version 1.6 or higher</td>
<td>Version 1.6 or higher</td>
</tr>
<tr>
<td>RAM memory</td>
<td>4 GB or higher</td>
<td>4 GB or higher</td>
</tr>
<tr>
<td>Webcam and microphone</td>
<td>Internal or external</td>
<td>Internal or external</td>
</tr>
</tbody>
</table>

Go to http://uofl.me/28NEZTT to ensure that your computer is properly set up and that your browser is compatible.
FAQs

1. What are the benefits of online learning?
The biggest benefit of online learning is that you can work to earn your degree from your own home while raising a family, working full-time or experiencing particular life circumstances that make commuting to campus difficult or impossible.

2. How is the online program different than the one on campus?
At UofL, you are taught by the same world-class faculty as our on-campus students. You read the same books, do many of the same assignments and earn the same degree. The biggest difference is that you are able to do it in your own time and in a way that best fits your learning and lifestyle.

3. I am on active duty. Can I take online classes at UofL?
Yes! You can take online classes from anywhere in the world, provided you have consistent Internet access. UofL offers a tuition discount to all active-duty service members as well as to qualified veterans, Reserves and National Guard.

4. Can I enroll in the program if I still have general education courses to complete?
Yes, as long as you have been admitted to the College of Education & Human Development and the Organizational Leadership and Learning degree program. The academic counselor will work with you to identify the necessary courses and options.

5. Will I pay UofL tuition for the credits I am awarded from my work experience and/or military/industry training?
No, you will earn those credits free of charge! In other words, by completing the ELFH 300 Prior Learning Assessment course (which is a 3-credit hour class at normal tuition cost), and submitting a completed portfolio in which you will document and validate your work experience (i.e., on-the-job training, professional development, etc.) and/or military and/or industry training, you will be credited (based upon Committee decision), at NO cost, up to 48 credit hours.

6. Is the 35 credit hour major concentration mandatory?
Yes. One of the requirements for graduation is satisfactory completion of the courses within the major concentration. Admitted students will receive a program sheet that outlines academic and exit requirements.

7. Upon completion of the Organizational Leadership & Learning degree, can I pursue my master’s in another field?
Yes. Some graduates of the BSOLL degree continue their education and receive their Master’s in Human Resources and Organizational Development, Communications, and many other fields. The graduate program you are seeking will be the determining factor due to varied requirements.

Apply Today!
Contact Us

UofL Online Learning
Office hours: Monday – Friday 8:30 a.m. to 4:30 p.m. ET

Online Learning Enrollment Counselors
Email: online@louisville.edu
Phone: 800.871.8635

Department of Educational Leadership, Evaluation and Organizational Development
Office hours: Monday – Friday 9 a.m. to 4 p.m. ET

Terri Rowland, Ed.D.
BS OLL Program Director, Clinical Assistant Professor
terri.rowland@louisville.edu
502.852.0635

UofL Office of Admissions
Office hours: Monday – Friday 9 a.m. to 5 p.m. ET
Email: admitme@louisville.edu
Phone: 502.852.6531
Fax: 502.852.6526

UofL Office of Financial Aid
Office hours: Monday – Friday 9 a.m. to 4 p.m. ET
Email: finaid@louisville.edu
Phone: 502.852.5511
Fax: 502.852.0812

Military Advising
Kris Roy
Counselor, Military & Veteran Student Services
Email: ketaxe01@louisville.edu
Phone: 502.852.2482

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