VanderCook Continuing Education
At VanderCook, continuing education is about more than just earning graduate credit. Our graduate-level courses are designed to present practical knowledge and skills that teachers can use in their classrooms immediately. Don’t miss the opportunity to meet and connect with other music teachers and respected colleagues from around the world. You’ll take away new strategies and concepts, and return to your students with renewed passion.

Spring 2019 Registration
Online Courses
Registration for all online courses closes on February 4, 2019 at 12:00 p.m. CDT. All online courses begin February 4 and conclude on May 5, 2019. Spring break for online courses: March 18-24, 2019 (no classes will be held).

On-Campus Courses
Registration for all on-campus courses closes at 12:00 p.m. CDT on the Friday before the course start date.

Off-Campus Courses
Registration deadlines vary depending on the date of the offering.

Accreditation
VanderCook College of Music is an independent, non-profit, degree-granting institution fully accredited by the Higher Learning Commission and the National Association of Schools of Music. Our teacher certification programs are approved by the Illinois State Board of Education.

Graduate Credit
Up to 12 continuing education credits can be applied directly to your master of music education degree as elective credits. VanderCook’s graduate degree program allows you to earn your master’s degree without cutting in to your teaching schedule. Contact our Admissions Office for more information at 312.225.6288 or visit www.vandercook.edu/programs/master-of-music-education.

Questions?
For more information about the continuing education program, instructors or accommodations, please call 312.788.1156 or email meca@vandercook.edu.

For information about VanderCook’s degree programs, concerts and events, please call 312.225.6288 or email us at info@vandercook.edu.

Upcoming Dates
Mark your calendars and get the jump on summer!

Summer 2019 registration opens February 4, 2019
Summer 2018 online courses begin June 10, 2019
Summer 2018 courses conclude August 2, 2019

(Dates are subject to change. Please check our website for further updates.)
**BAND**

Band Arranging – ONLINE
Band Instrument Repair – FEB. 9 & 23, MARCH 9 & 23, APRIL 13
Percussion Care & Repair – MARCH 30-31
Percussion for the Non-Percussionist: Drumset & World Percussion – MARCH 2-3
Sound Decisions About Quality Middle Level Band Literature – ONLINE

**CHORAL**

Choral Arranging – ONLINE

**GENERAL**

Introduction to Orff Schulwerk – MARCH 9-10
Orff Schulwerk: A Sustainable Model for 21st Century Music – ONLINE

**TECHNOLOGY**

Cloud-Based Music Creation for the Music Classroom with Noteflight Learn Certification – ONLINE
Finale Music Notation – ONLINE
Music Production Using Pro Tools – ONLINE
Noteflight Learn Educator Certification – ONLINE

**INTERDISCIPLINARY**

A Complete Guide to Playing & Teaching the Ukulele – ONLINE
Drumset for Music Educators – ONLINE
Energize Your Teaching – ONLINE
Experiencing Jazz – ONLINE
Magical History Tour: The Story of the Beatles – ONLINE
Music Administration 101 – ONLINE
Music Education & Social Emotional Learning (SEL): The Heart of Teaching Music – ONLINE
Score Study for the Everyday Teacher – ONLINE
World Percussion Methods & Techniques – ONLINE

**WORKSHOPS & RETROSPECTIVES**

ACDA 2019 Regional Conferences
ASTA 2019 National Conference
Illinois Music Education Conference 2019
Judges Academy
SPRING 2019 INSTRUCTORS

Doug Bistrow  Rick Coulter  Kalani Das, MT-BC  Manju Durairaj  David Eccles

Dr. Scott Edgar  Gary Everett  Michael Fein  Dr. Jay Gilbert  Jean Hersey

Zachary Himelhoch  Matt Hudson  Thomas Jesse  Jack Klotz Jr.  Stefani Langol

Rick Lawn  Vincent Leonard  Keith Ozsvath  Bill Rife  Darren Scorza

Glen Schneider  Ken Snoeck  Dr. James Yakas
GUITAR FOR THE MUSIC EDUCATOR: LEVEL I
with Matt Hudson  ONLINE  3 graduate credits $1,020  #7839
Learn to master the functional concepts and materials necessary to accompany vocalists, create a guitar unit in general music, and lead a successful guitar class at any level. Topics include choosing instruments, playing chords in open and barred positions, reading various guitar notation styles, performing 12-bar blues, and strumming common pop progressions. This course is designed for educators who are new to the guitar as well as for those with experience who are now seeking a fresh approach to teach the instrument.

Required materials: Introduction to Guitar for Ensemble by Joe Sweet (available at www.introtoguitar.net). Students must have their own guitar in order to take this course.

GUITAR FOR THE MUSIC EDUCATOR: LEVEL II
with Matt Hudson  ONLINE  3 graduate credits $1,020  #7849
Designed for music educators who have already taken the primer level course, Guitar for the Music Educator Level I, Guitar II continues to explore accompaniment styles, improvisation, reading music beyond the open and first positions, playing slurs, triad exercises and much more. This course will help teachers break out of their routines and integrate new instructional strategies with tools that will help inspire a lifetime of music in the lives of their students.

Prerequisite: Successful completion of Guitar for the Music Educator Level I. If you have not completed Level I but already play guitar, please contact mhudson@vandercook.edu to discuss your ability level.

Required materials: Introduction to Guitar for Ensemble by Joe Sweet (available at www.introtoguitar.net). Students must have their own guitar in order to take this course.

UPRIGHT & ELECTRIC BASS, LEVEL I
with Doug Bistrow  ONLINE  3 graduate credits $1,020  #7689
Master the functional concepts on upright and/or electric bass that can immediately help the bassist in your ensemble reach their potential. Learn correct techniques for the right and left hands; practical approaches for developing bass lines in rock, jazz and Latin music styles; how to apply scale and arpeggio knowledge to improvise using chord charts that do not include a written-out note-for-note bass line; common fingering patterns for major and minor scales; arpeggios; and bass lines for the blues and common progressions such as ii-V7-I. You’ll leave this course feeling prepared to teach all levels of bass as well as compose and perform bass lines encountered in many genres. Only one type of bass is needed in order to take this course.

Required materials:
The Evolving Bassist by Rufus Reid (Alfred Music, ISBN 978-0967601502);
A decent pair of headphones or speakers will be required (laptop speakers/earbuds will not be sufficient).
STRING ARRANGING
with Vincent Leonard  ONLINE  3 graduate credits  $1,020  #7699
This class is for any music educator who wants to explore writing for strings. No string background or experience is required. Students will explore each of the instruments in the string ensemble, playing techniques, strengths and weaknesses, and the role each one plays in traditional scoring. The process of orchestration and arranging will be explored in developing an arrangement, and there will be plenty of tips and tricks for adding creativity to your arrangements.

Required textbooks: Professional Orchestration by Peter Alexander (book only);
A Practical Handbook: From Piano to Strings by Joseph Wagner (book only)

Required software/hardware: A computer with internet access. Students can choose their music notation software, which must include string instrument sounds, and be able generate both a PDF of the score as well as an mp3 of the score playback. A MIDI keyboard is optional.

STRING REPAIR & MAINTENANCE BASICS
with David Eccles  May 4-5  1 graduate credit  $340  #6969
There are many aspects of repairing and maintaining string instruments and bows that music educators can accomplish in the school setting with simple tools available at any hardware store. This course offers hands-on practice on a wide array of skills ranging from changing strings and bridge-shaping to replacing a tail gut. Attendees are encouraged to bring an instrument on which to practice.

BEYOND BASS BASICS
with Doug Bistrow  ONLINE  3 graduate credits  $1,020  #7709
This course focuses primarily on arco playing, and covers fingerings in upper positions, vibrato, intonation, tone and various bow strokes. By the end of the course, students can expect to be able to play some solo repertoire and orchestral excerpts as one might encounter in an audition.

Required materials:
Vivaldi’s Sonata No. 3 in A Minor for Bass & Piano (available from Lemur Music);
Eccles’ Sonata in G Minor for String Bass & Piano (available from Lemur Music)

CHORAL ARRANGING * with Thomas Jesse  ONLINE
MECA students:  3 graduate credits  $1,020  #7719
MMEd candidates:  2 graduate credits  $1,080  #525
This course explores the essential concepts and techniques for arranging choral music at the elementary and secondary school levels, including voice types and ranges; notation; harmonic principles; the importance of text in regards to mood and melodic shape; keyboard accompaniment; homophonic and contrapuntal textures; two-, three- and four-part densities; and adapting an existing arrangement to a different setting. Lectures, discussion, analysis of musical examples, quizzes and arranging exercises are all components of this course.
CHORAL

Required textbook:  
Contemporary Choral Arranging by Arthur E. Ostrander and Dana Wilson  

Required software: Students must have access to notation software (i.e., Finale, Sibelius, Noteflight, Flat.io, MuseScore, etc.). Free versions are fine, but may have limited access to saving scores and projects. Whichever software is chosen, it should have the capability to import and export in Music XML format.

Chat sessions: There will be a mandatory weekly chat session, time and day to be determined based on students' schedules once the course has convened.

* Choral Arranging is offered at two course levels. Students enrolled in the MMEd program at VanderCook are eligible to enroll at the 500 level. Students not enrolled in the MMEd program who wish to earn graduate credit as a continuing education student should register at the 7000 level. The difference in credits earned and tuition cost is attributed to the difference in tuition rates between the two programs. If you are unsure which section is best for you, please contact us at meca@vandercook.edu.

BAND

SOUND DECISIONS ABOUT QUALITY MIDDLE LEVEL BAND LITERATURE

with Dr. Jay Gilbert  ONLINE  $1,020  3 graduate credits  #7729

Selection of middle-level music of the highest quality for young, developing musicians should be of paramount interest. The middle-level band is blessed with a vast repertoire that can present challenges to both the veteran teacher and those who are just beginning their careers. This course identifies meritorious middle-level repertoire (grade .5 to grade 3). Primary activities include listening to quality repertoire, discussing and sharing information about additional quality repertoire in the form of annotated bibliographies, and creating a curriculum that is based on the menu principle and tailored specifically to the needs of your program.

Required textbooks:
Teaching Music Through Performance in Beginning Band: Volume 1 (G-5337);
Teaching Music Through Performance in Beginning Band: Volume 2 (G-7264);
Teaching Music Through Performance in Middle Level Band: Volume 1 (G-8871).

BAND INSTRUMENT REPAIR

with Gary Everett & Bill Rife  February 9 & 23, March 9 & 23, April 13  
3 graduate credits  $1,035  #6009

Don’t miss one of VanderCook’s most popular courses! Watch your instrument repair bills disappear after learning the basics of woodwind and brass instrument repair. Bringing a flute, clarinet or French horn for basic repair assignments is encouraged. Old clothes are highly recommended and closed-toe shoes are required. This course is open to both beginning and advanced students.

ENROLLMENT LIMITED TO 24
BAND ARRANGING * with Ken Snoeck  ONLINE
MECA Students:  3 graduate credits  $990  #7749
MMEd Candidates:  2 graduate credits  $1,035  #522
Hone the skills and techniques for arranging concert band and wind ensemble compositions, and learn the instrumentation, devices, techniques and types of scoring that can be used. Students will prepare one full arrangement as part of this course. This course fulfills the requirement for band-track candidates who are completing the MMEd degree program at VanderCook. Classes will meet on Wednesdays from 5:00 to 6:00 p.m. CST beginning February 6.  **ENROLLMENT LIMITED TO 10**
**Required software:** Students must have a full version of Sibelius or Finale music notation software and basic skills in using either.

* Band Arranging is offered at two course levels. Students enrolled in the MMEd program at VanderCook are eligible to enroll at the 500 level. Students not enrolled in the MMEd program who wish to earn graduate credit as a continuing education student should register at the 7000 level. The difference in credits earned and tuition cost is attributed to the difference in tuition rates for the MMEd and continuing education programs. If you are unsure which section is best for you, please contact us directly at meca@vandercook.edu.

PERCUSSION FOR THE NON-PERCUSSIONIST: DRUMSET & WORLD PERCUSSION with Dr. James Yakas  March 2-3  1 graduate credit $340  #6019
Ready to gain the confidence to step behind that drum kit? This edition of Percussion for the Non-Percussionist will focus on the performance and pedagogy of drumset, hand drums and pop/Latin accessories. The three main styles of jazz, Latin and rock will be discussed, broken down, demonstrated and performed by the students. Efficient drum set up and purchasing concerns will also be addressed. To accompany the drums, common instruments such as congas, bongos, timbales and relevant accessories will also be covered. Join us to help you create a valuable, well-rounded percussion experience for your students.

PERCUSSION CARE & REPAIR with Dr. James Yakas  March 30-31  1 graduate credit  $340  #6029
Get yourself some new skin this fall by learning the basics for all standard percussion instruments, including snares, bass drums, concert toms, timpani and more. Tricks of the trade for changing heads, replacing keyboard strings and repairing timpani pedals are thoroughly covered, as well as proper assembly, cartage and storage of instruments. Bringing as many instruments for repair as possible is highly recommended. New drumheads to be made available by REMO at a discounted price.

**YOUR COURSE HERE!**
Have an idea for a MECA course? Whether you're thinking of a general subject or a specific instrument, we want to hear from you! Send your suggestions to meca@vandercook.edu.
INTRODUCTION TO ORFF SCHULWERK

with Jean Hersey  March 9-10  1 graduate credit  $340  #6339

This course provides an opportunity to experience the Orff approach, a hands-on, creative method for teaching general music. Students will sing, play barred instruments and other percussion as well as recorder, dance, and most of all, create! Discussions focus on how this approach can impact curriculum and assessment as well as how it aligns with the Danielson Framework and Common Core Standards.

Required materials: Please wear comfortable clothes and bring a soprano recorder.

ORFF SCHULWERK: A SUSTAINABLE MODEL FOR 21ST CENTURY MUSIC EDUCATION

with Manju Durairaj  ONLINE  3 graduate credits  $1,020  #7739

This course introduces and demonstrates the Orff Schulwerk model that integrates music, movement/dance and speech within the context of a 21st century educational framework. From an overview of the historical context, to the elaboration of the process of guided play, imitation, exploration, improvisation, composition and literacy, to composing for and facilitating creativity in Orff ensembles, this course guides participants through protocols for collaborative and inclusive learning; planning, developing and implementing an Orff Schulwerk focused curriculum. Topics include Teaching for Understanding, Understanding by Design and Universal Design for Learning contexts; developing rubrics for formative and summative assessments incorporating the National Core Arts standards; developing student self-assessments and exit tickets; creating and maintaining digital portfolios; and incorporating technology effectively without compromising active music making.

FINALE MUSIC NOTATION

with Vincent Leonard  ONLINE  3 graduate credits  $1,020  #7769

This course is designed for the K-12 educator who would like to explore and create notation projects using Finale 2014 software. Activities include creating custom worksheets for music theory, composition, performance, flash cards and more. Special attention will be given to creating warm-ups and arrangements for any ensemble including band, jazz, orchestra and chorus. Lesson projects will include participant-designed materials for immediate application in the curriculum. No Finale experience necessary! This course is designed for both Mac and PC versions of Sibelius.

ENROLLMENT LIMITED TO 15

MUSIC PRODUCTION USING PRO TOOLS

with Michael Fein  ONLINE  3 graduate credits  $1,020  #7819

This course will focus on recording and producing music with Pro Tools, the industry-standard professional music production software. Participants will record audio with microphones, MIDI from the electronic keyboard, and make extensive use of software instruments. This course is designed for the elementary and secondary music educator interested in making professional sounding recordings of his/her ensembles and integrating music production into the music curriculum. Basic computer literacy is required for this course.
TECHNOLOGY

CLOUD-BASED MUSIC CREATION FOR THE MUSIC CLASSROOM
with Stefani Langol  ONLINE  3 graduate credits  $1,020  #7759
There are many viable and affordable options for creating music in the cloud that are suited to the K-12 music classroom. Among them, the most prominent for music creation include Noteflight Learn and Flat i.o (both notation apps), and Soundtrap and Bandlab (both multi-track MIDI and audio recording apps). This course will dive deep into each of these music creation tools, giving you the opportunity to develop proficiency and determine which is most suitable for your classroom and curriculum. In addition, other online resources that can be used in conjunction with these apps will be explored. This project-based course will examine student-centered activities that promote individuality, independence, and self-expression. This course is designed for all grade levels and will use free versions of the apps throughout the course. Upon completion, you will be eligible to receive Noteflight Learn Certification.

NOTEFLIGHT LEARN EDUCATOR CERTIFICATION
with Stefani Langol  ONLINE
Certification only (no graduate credits): SPECIAL RATE! $150  #7499
1 graduate credit with certification: $340  #7509
Teaching music with Noteflight Learn allows you and your students to create, record and share music in ways never before possible. This project-based course provides real-world training on using Noteflight Learn in the music classroom. This course is offered with or without graduate credit, and upon successful completion participants will be able to easily manage students and other teachers in a Noteflight Learn site, including Google Classroom integration; develop composition and arrangement assignments; develop music theory and analysis assignments; use live audio recording for assessment and feedback; discover and share new music from content libraries and the Noteflight community; and assess creative projects in a collaborative online environment.

INTERDISCIPLINARY

A COMPLETE GUIDE TO PLAYING & TEACHING THE UKULELE
with Kalani Das, MT-BC  ONLINE  3 graduate credits  $1,020  #7809
The ukulele has become one of the most popular instruments in music education, and with good reason: It's inexpensive, portable and user-friendly for both teachers and students. This course covers everything you'll need to know to start using the ukulele in your classroom, including uke anatomy, tuning, types and features, how to read chord diagrams, strumming patterns, popular chords and chord progressions. Suitable for absolute beginners through intermediate players.

SCORE STUDY FOR THE EVERYDAY TEACHER
with Glen Schneider  ONLINE  3 graduate credits  $1,020  #7799
Wish you had more time to score study? Join the club! We all have schedules that pull us away from the secret to having a great ensemble...score study. The key is being able to maximize the time you DO have for score study. Learn quick and easy tricks for organizing, programming, rehearsing, and teaching, leading to informed teaching which inspires learning. The better you know your score, the easier it is to teach the music. Participants will learn/share techniques that will save time and improve your ensembles.
**EXPERIENCING JAZZ** with Rick Lawn  **ONLINE**

**MECA Students:**  3 graduate credits  $1,020  #7789

**MMEd Candidates:**  2 graduate credits  $1,035  #576

A study of jazz from its African and European roots through its emergence at the turn of the 20th century as a unique and distinctive American art form. This course immerses students in a journey through time, placing the music within larger cultural and historic contexts as various styles of jazz are studied along with their primary innovators. Sixty streaming audio tracks and other materials are used to provide a better understanding of how jazz developed. Special topics include women in jazz and contemporary trends.

**Required textbook:**

**Please note:** Students are responsible for purchasing the book and companion website access. Prices can vary by as much as $40; students are strongly encouraged to shop around for discounts, used copies or e-books such as the Kindle version. Please note that the website token is typically not discounted due to music licensing restrictions.

**WORLD PERCUSSION METHODS & TECHNIQUES**

with Zachary Himelhoch  **ONLINE**  3 graduate credits  $990  #7859

World percussion is quickly becoming an integral part of any well-rounded music education program. Whether you’re utilizing authentic instruments, Remo tubano drums or buckets, this course arms you with a practical toolkit for incorporating world rhythms into your classroom. Essential rhythms from West Africa, Cuba, Brazil and the Caribbean will be introduced alongside drum circle facilitation methods and proper hand-drumming techniques. This course is perfect for anyone from the beginner just delving into world percussion to the advanced instructor looking to expand their technical and rhythmic palette.

**ENROLLMENT LIMITED TO 10**

**MUSIC ADMINISTRATION 101**

with Rick Coulter  **ONLINE**  3 graduate credits  $1,020  #7889

By better managing the non-musical business demands of your position, you free up more of your mind, and time, to address the real reason you chose the profession of music education: to help students experience the joys and challenges of making music. Learn the tools, skills and strategies to successfully manage the non-musical responsibilities of teaching positions. Topics include effective communication practices to get your messages heard and understood, data collection and analysis, budget development and management, scheduling and staffing, evaluation and assessment of students and staff, change management, developing and sustaining positive relationships, recruiting and retention, and arts education advocacy. One end goal of the class is the creation of an annual plan that organizes curriculum, events, professional development and advocacy activities. Online chat sessions will be held on Mondays at 7:00 p.m. CDT.

**Required textbooks:**
_The Art of War_ by Sun Tzu (Dover Publications, ISBN 0-486-42557);  
MUSIC EDUCATION & SOCIAL EMOTIONAL LEARNING (SEL): THE HEART OF TEACHING MUSIC

with Dr. Scott Edgar ONLINE 3 graduate credits $1,020 #7779
Scott Edgar wrote Music Education and Social Emotional Learning: The Heart of Teaching Music (2017) to better prepare music educators to engage their students musically, socially and emotionally. In this course, he reflects on individual classroom contexts, learning about SEL, and examines techniques to enrich the music classroom. Modules include: (a) what is SEL; (b) socialization in the music classroom; (c) self-awareness in the music classroom; (d) relationships in the music classroom; and (e) responsible decision-making.


MAGICAL HISTORY TOUR: THE STORY OF THE BEATLES

with Jack Klotz Jr. ONLINE 3 graduate credits $1,020 #7829
Even nearly a half century after their breakup, The Beatles serve as the archetypal rock band and “boy band,” and their careers, as well as those of the people who surrounded them and worked with them, permanently changed the nature of the music business. They solidified the concept of the performer who writes his or her own material, established producers and engineers as creative professionals, and showed the world how art and commerce could coexist. In this course, we trace the history of the world’s most famous music group and the professionals who developed their work and careers – from the individual members’ formative years through their formation as a group, through their growth as writers and performers into one of the world’s first truly global phenomena, through their eventual breakup. In all of this and more are lessons that can help today’s students understand the foundations of the music industry.

Required material: The Beatles Anthology DVD set

Required software: Stable wifi, and access to Spotify (free side OK) and YouTube.

DRUMSET FOR MUSIC EDUCATORS

with Darren Scorza ONLINE 3 graduate credits $1,020 #7909
Elementary and secondary general music teachers and ensemble directors interested in basic drumset skills will attain teachable methods in this course and encounter drumset parts in a variety of setting. Whether it be a concert band “movie medley,” a pops orchestra piece, or jazz band, introducing the young drumset player to these new pieces can prove challenging, and it’s a topic not often covered in other methods classes. This course will cover everything from drumset set-up, equipment choices, tuning to performance of basic beats, and discussion of the different types of notation the drummer will encounter. Yes, you will definitely be able to “rock” a little bit of drumset by the end of the course! No previous drumset experience is needed, but rhythmic reading ability and knowledge of basic drum rudiments are recommended.
ENERGIZE YOUR TEACHING with Keith Ozsvath  ONLINE  $1,020
3 graduate credits  #7899
Think of this course as a music program make-over! Using Joseph Alsobrook’s book *Pathways* as a base, this course focuses on creating an instructional framework for effective teaching and learning, including the Mastery Learning Model. Instructional objectives and units, practice units, repertoire selection, managing the rehearsal environment, and the social-emotional domain are also explored in depth. Discussion and collaboration will be key activities throughout this course. You'll leave with concrete ideas and completed projects that will directly improve your teaching and overall music program. Open to all middle school band, orchestra and choral directors!  #7828


**WORKSHOPS & RETROSPECTIVES**

**AMERICAN CHORAL DIRECTORS ASSOCIATION (ACDA) 2019 REGIONAL CONFERENCE RETROSPECTIVES**

Coordinated by Dr. Robert L. Sinclair  March 8-11 (Minneapolis, MN)
$330 for 1 graduate credit, less ACDA 50% scholarship = $165 (#7229A)
$660 for 2 graduate credits, less ACDA 50% scholarship = $330 (#7229B)

**AMERICAN STRING TEACHERS ASSOCIATION (ASTA) 2019 NATIONAL CONFERENCE: A RETROSPECTIVE**

Coordinated by David Eccles  March 1-4 (Pittsburgh, PA)
$330 for 1 graduate credit (#7239A) / $660 for 2 graduate credits (#7239B)

**ILLINOIS MUSIC EDUCATION CONFERENCE (IMEC) 2019**

Coordinated by Patrick Benson  January 25-28 (Peoria, IL)
$330 for 1 graduate credit  #7309

**JUDGES ACADEMY** with Ken Snoeck  ONLINE  3 graduate credits
Level I (#7126)  Level II: Music (#7136)  Level II: Visual (#7146)
$900 each, less Judges Academy 50% scholarship = $450 per level

Click here for complete information on registering for retrospectives and requirements for credit.
CONTINUING EDUCATION COURSE FORMATS

Weekend Courses
Saturday classes are generally held from 8:00 a.m. to 5:00 p.m., with two 15-minute breaks and one 60-minute lunch break scheduled. Sunday classes are generally held from 8:00 a.m. to 1:00 p.m., with one 15-minute break scheduled. Individual schedules and break times may vary per individual instructor.

Online Courses
VanderCook Online is powered by Schoology (www.schoology.com), a learning management system that enables you to interact directly with your instructor, fellow classmates and members of the greater VanderCook Online community. You’ll be able to work at your own pace each week while completing assignments and posting responses to discussion questions.

Online spring courses officially begin Monday, February 4. Once your registration is processed and your account is created, you’ll receive an email with login instructions one week before online courses begin. On the morning of February 4, log in at www.online.vandercook.edu, at which point you’ll have access to your classroom and course material.

Instructors will establish specific online chat meeting times once the course has convened. Chat sessions are a required component of all online courses. If you are unable to meet at a scheduled time, please make alternate arrangements with your instructor.

Online MMEd/Continuing Education Courses & Credit Hours
Students enrolled in the MMEd program at VanderCook are eligible to enroll at the 500 level. Students not enrolled in the MMEd program who wish to earn graduate credit as a continuing education student should register at the 7000 level. The difference in credits earned and tuition cost is attributed to the difference in tuition rates for the MMEd and continuing education programs.

Semester credit hours for VanderCook’s graduate degree programs are calculated using the 50-minute academic hour or Carnegie Unit (750 minutes per credit). Semester credit hours for the continuing education program are calculated using the 60-minute clock hour (750 minutes per credit).

Hybrid Online/Weekend Courses
In the week(s) prior to the on-campus meeting, you’ll be added to a special course section in our online learning management system, Schoology (www.schoology.com). Instructors will post materials for you to review, and you’ll be able to connect with your classmates before and after the scheduled on-campus portion(s) at VanderCook. On-campus portions are generally held at VanderCook from 8:00 a.m. to 5:00 p.m. on the scheduled day, unless specified otherwise.

Cancellations
Refunds of tuition, less the non-refundable deposit, may be requested up to 5:00 p.m. CST on the Friday two weeks prior to the beginning of the course. Students canceling enrollment in a weekend or retrospective course will be refunded their tuition less $25. Students canceling enrollment in online courses will be refunded their tuition less $75. Students canceling enrollment in Band Instrument Repair will be refunded their tuition less a $150 cancellation fee. VanderCook reserves the right to cancel any course due to insufficient enrollment, in which case all tuition will be refunded.

Auditing
Any course may be audited for no credit. Full tuition costs apply.

Photography
By enrolling in a continuing education course, you agree that photographs and/or video taken of you during your participation may be used by VanderCook for promotional purposes. For any questions or concerns, please contact us at 312.788.1156 or meca@vandercook.edu.