



ADULT CONTINUING EDUCATION and HIGH SCHOOL COURSES

2011-2013

The Hadley School for the Blind

Tuition-Free Distance Education

Accreditation



Accredited Member DETC
since 1958



Accredited Member NCA
since 1978

The Hadley School for the Blind has met the high standards of integrity and performance set by the Accrediting Commission of the Distance Education and Training Council and the North Central Association Commission on Accreditation and School Improvement. Hadley is a fully-accredited member of each association.



Greetings,

Thank you for taking the time to learn more about The Hadley School for the Blind and its programs and services. We are very proud to be the leading provider of distance education for individuals who are blind or visually impaired around the world, currently serving 10,000 students in more than 100 countries each year.

At the Hadley School, we know how learning new information and skills can be life-changing. For more than 90 years, we have been helping our students become more independent and self-sufficient, while enhancing self-esteem and offering exciting lifelong learning opportunities.

Whether you were born with a visual impairment or are experiencing age-related vision loss, Hadley's courses are designed to provide critical information that is practical and relevant. We also understand the questions and concerns that often arise with vision loss, and our supportive instructors will assist you and provide coaching throughout your studies.

Armed with the skills taught at Hadley, you can learn braille, perfect technology skills, prepare for employment, enjoy recreational activities that enrich your life or, if appropriate, earn your high school diploma.

Whatever personal goals you set, we are here to ensure that you have a successful and rewarding educational experience.

Warm regards,

A handwritten signature in black ink, appearing to read 'Charles E. Young'.

Charles E. Young, *President*

Our mission is to promote independent living through lifelong, distance education programs for people who are blind or visually impaired, their families and blindness service providers

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Frequently Asked Questions

How much does a Hadley course cost?

Materials and instruction in the Adult Continuing Education (ACE) Program and High School (HS) Program are provided free of charge; the cost to you is your commitment of time and diligence to your studies. We ask that you enroll in a course only when you have the time required for its completion.

Can I learn braille?

Yes. We offer several levels of braille instruction, ranging from beginning uncontracted braille through instruction for the experienced braille reader.

Who is eligible to enroll?

Individuals age 14 and up who are legally or functionally blind or progressively visually impaired are invited to apply. Proficiency in reading and writing English is required.

High School program students must reside in the United States.

Do I have to submit an eye report?

Individuals who reside in the U.S. and are interested in taking ACE and HS Program courses must submit an eye report. Eye reports are not required for international students.

Do I have to take any entrance tests?

While Hadley does not require standardized test scores for admission, prospective students in the ACE and HS programs must successfully complete an entrance assignment.

Are Hadley courses offered online or through the mail?

More courses are offered online each year through our eHadley initiative. Most Hadley courses are available in a variety of media: large print, braille, audio or online. Some restrictions apply to students outside the U.S. Email submission of assignments is encouraged.

Do I have to buy textbooks?

No. Hadley provides textbooks and study materials. The student is responsible for equipment and supplies needed to prepare and submit assignments, such as paper, envelopes, computers and access technology.

How long does it take to complete a Hadley course?

Hadley courses generally contain between six and 10 lessons. Some courses have as few as one, and the longest has 30 lessons. Therefore, the time it takes to complete a course depends upon the length of the course and the determination of the student.

Students taking a course online or submitting assignments by email are expected to submit a lesson every two to four weeks. Students submitting assignments through the postal mail system are expected to submit a minimum of one assignment per month.

How many courses may I take at one time?

Students may enroll in up to three courses at one time. However, to be enrolled in additional courses, you must have completed at least three lessons, earning satisfactory grades in any current course(s).

High School Program students may be approved to take more than three courses at one time. (Contact High School Coordinator for details)

How do I contact my instructor?

Complete contact information for your instructor is included with the course materials. Faculty names and email addresses are also located on the Hadley Web site.

When can I enroll?

Anytime! Hadley offers year-round open enrollment—no waiting for the next semester to apply. Enroll online or contact the school to receive an enrollment application in your preferred medium.

Does Hadley provide technical assistance?

If you have a technical question or problem with a Hadley course, email the help desk at helpdesk@hadley.edu. If you prefer to leave a voice message, call 800-323-4238 if calling from the United States, Puerto Rico or Canada. All other students, call 847-446-8111, extension 6690. Be sure to provide your name, area code and phone number, the course title and a description of the problem you are experiencing. Help desk support is for course-related inquiries only. We are unable to answer general computer-related questions.

About Our Faculty

The faculty of the Hadley School meets the quality standards set by the school and its accreditors, the Accrediting Commission of the Distance Education and Training Council and the North Central Association Commission on Accreditation and School Improvement. Our faculty's academic achievements and professional accomplishments provide the school and its students with superior instruction.

The faculty's dedication to its students and love of teaching has contributed greatly to the Hadley School's reputation for excellence.

Contact Information

Contact information for your course instructor is included with the course materials.

Phone

Use the following phone numbers to contact your instructor or the receptionist:

- ▶ Toll-free in the United States, Puerto Rico or Canada:
800-323-4238
- ▶ Persons who are hearing impaired (TTY): 847-441-8111
- ▶ All other students: 847-446-8111

Use the following phone numbers to contact a Student Services representative:

- ▶ Toll-free in the United States, Puerto Rico or Canada:
800-526-9909
- ▶ Persons who are hearing impaired (TTY): 847-441-8111
- ▶ All other students: 847-446-8111

Fax

Use the following number to send a fax: 847-446-9820. Always include your full name, the date and the name of the recipient.

Mail

Use the following mailing address to send mail to the school. Always include your full name and return address on the envelope.

The Hadley School for the Blind
700 Elm Street
Winnetka, IL 60093-2554
U.S.A.

Email

Use the following email addresses according to the nature of your inquiry:

- ▶ General inquiries: info@hadley.edu
- ▶ Student Services: student_services@hadley.edu

Hadley faculty and staff have individual email addresses. Ask the person you want to contact for his or her email address. You also may find this information on the Hadley Web site.

We're Here to Help

If you need help or information, contact us by phone or email or visit our Web site. Hadley students can also use the Online Automated Student Information System (OASIS). For phone numbers and email addresses, refer to "Contact Information" on the previous page.

Phone

Prior to calling the Hadley School, it is helpful to know the purpose of your call and which department or individual you need.

Ask for Student Services (or use OASIS) if you

- ▶ Want to enroll in another course
- ▶ Want to update your contact information
- ▶ Need guidance in choosing a course
- ▶ Have a concern about your enrollment or materials
- ▶ Need replacement materials
- ▶ Want a transcript

Ask for your course instructor if you

- ▶ Have a question regarding a topic in your course

- ▶ Need to report a delay in your studies
- ▶ Want to confirm that your lesson has been received (or use OASIS)

Ask for the receptionist if you need a course catalog or an enrollment application.

Web Site

The school's Web site, www.hadley.edu, is designed for easy access and navigation by people who use access technology. You can use the Web site to

- ▶ Access a complete course listing
- ▶ Apply for enrollment (submit an online enrollment application)
- ▶ Read in-depth details about Hadley courses and view sample lessons
- ▶ Access your records through OASIS
- ▶ Login to your online course
- ▶ Login to Seminars@Hadley or listen to a past seminar
- ▶ Review school policies and procedures
- ▶ Catch up on what's new
- ▶ Sign up for eNews and eNews
- ▶ Find additional resources
- ▶ Make a donation

Online Automated Student Information System (OASIS)

For efficient communication with the Hadley School, you are encouraged to use OASIS. By simply logging on, you have

immediate and secure access to your personal information at any time. OASIS allows you to make requests and view information not limited to but including the following:

- ▶ Request a school transcript
- ▶ Notify Student Services of new contact information
- ▶ Sign up for a course
- ▶ Request replacement materials
- ▶ View grades
- ▶ Find out information about your enrollment

To register for OASIS, you must have access to the Internet and an email account. You will be prompted to create a user name and password.

School Hours and Holidays

The school's hours of operation are Monday through Friday, 8:00 a.m. through 4:30 p.m. Central Time.

We observe the following U.S. holidays:

- ▶ President's Day: third Monday in February
- ▶ Memorial Day: last Monday in May
- ▶ Independence Day: July 4th
- ▶ Labor Day: first Monday in September
- ▶ Thanksgiving: fourth Thursday in November and the Friday following

The school is closed for a two-week winter break from the end of December through the beginning of January. For specific dates, contact the school.

Admissions

Apply for admission into Hadley's Adult Continuing Education (ACE) Program or High School (HS) Program by submitting the enrollment application. U.S. residents are required to provide verification of vision loss via an eye report signed by a medical doctor, ophthalmologist or optometrist. Alternatively, eye reports may be submitted by a blindness professional on agency or school letterhead. Upon receipt of the required documentation, the application will be processed.

Eligibility

You are eligible to apply for enrollment if you are legally, progressively or functionally visually impaired; you are age 14 or older; and you are able to read and understand courses written in English at the high school level.

High School Program students must reside within the United States.

Why Enroll?

- ▶ Learn to read and write braille
- ▶ Adjust to life after vision loss
- ▶ Enhance independent living skills
- ▶ Explore enriching activities
- ▶ Improve employability and business skills
- ▶ Discover the joys of lifelong learning

How to Get Started

1) Complete and submit the Enrollment Application

The Enrollment Application should be completed in its entirety. It is available online by following the Enrollment Application link under

Admissions. The application, and Hadley Course Catalog, are also available in braille, audio and large print. Contact Student Services to receive these formats.

The application form provides space for you to list the course of interest to you. Upon satisfactory completion of the Entrance Assignment, you will receive this course or its prerequisite. You will not be enrolled concurrently. Contact Student Services for details regarding additional courses or see School Policies regarding multiple course enrollments.

Prospective students residing within the United States must submit an eye report. Enrollment applications will not be processed until Student Services receives an eye report.

2) Complete and submit the Entrance Assignment

If your application is complete and you meet the ACE or HS Program eligibility requirements, you will be enrolled in the Entrance Assignment. The Entrance Assignment provides students an opportunity to demonstrate basic writing and comprehension skills and assists in determining the prospective student's ability to prepare and submit assignments at a distance. It serves as a measurement of the student's commitment, evaluated by how much time elapses prior to completion of the assignment.

Instructions on how to complete and submit the Entrance Assignment are included with the assignment. Upon successful completion of the assignment, you will be enrolled in the course listed on your enrollment application or its prerequisite.

High School Program students will be contacted regarding course recommendations.

You must earn a grade of at least 80 percent on the Entrance Assignment for acceptance.

3) Review course materials and begin your course

Hadley will send you the course materials by email or through the postal mail delivery system in your selected medium. You will also receive your instructor's "Getting Started" letter and contact information. We ask that you review the materials carefully before beginning the course. If you have questions, contact your instructor using the contact information provided. Otherwise, begin the course and submit your first assignment.

Send one lesson at a time to your instructor for grading. Your instructor will promptly grade and return the assignment to you. If you are interested in submitting more than one lesson for grading concurrently, you must obtain approval from the course instructor. The instructor may grant approval based upon the subject matter of the course in addition to your demonstrated ability to submit satisfactory work. You may request to enroll in a second course if the three most recent lessons in your current course have been successfully completed.

4) Certificate of Achievement and Student Course Evaluation

Upon successful completion of the course, you will receive a Certificate of Achievement and a Student Course Evaluation. Please take a few moments to complete the evaluation and return it to us in your preferred medium. Your feedback is important to us as we develop courses, make course revisions, update policies and more.

In most cases, you may keep the materials upon successful completion of the course. Your instructor will notify you if the materials should be returned to the school.

5) Don't delay. Contact Student Services to enroll in your next course!

Enrollment Application

Please carefully review the course descriptions before completing and submitting the Enrollment Application. You will need to

include the course name, number and medium to complete the form. Our Web site also lists detailed course descriptions, lesson-by-lesson objectives and, in many cases, a sample lesson and assignment. Access Course Details to obtain this information.

Most applications are processed within two business days from the date the application and any required documentation are received. If you have not received a response from Student Services regarding your enrollment status within two weeks after your application was submitted, contact Student Services.

If you need additional information, contact Student Services. If you need technical assistance during the enrollment process, contact our help desk at helpdesk@Hadley.edu or call 800-323-4238, extension 6690.

Eye Report (U.S. Applicants Only)

Ask your medical doctor, ophthalmologist or optometrist to complete and sign the Hadley Eye Report included with the enrollment application. Eye Reports signed by a blindness professional from an agency working with you are also accepted. This information should be written on the letterhead of the agency or school.

If your eye condition has not changed since your last exam, your doctor may complete the form without reexamining your eyes. If you have been or are currently being served by another agency or school that has your eye report on file, you may obtain and submit a copy of that report. We recommend that students keep copies of their eye report documentation for personal reference.

The submitted report should indicate your current visual acuities or visual fields and state that you are legally blind or progressively visually impaired. Or, if you have a visual impairment that significantly disrupts functioning in one or more areas including but not limited to reading, writing, travel, employment, recreation, adjustment or other activities of daily living in the home, school,

work or community, the report should document these functional limitations.

Contact Student Services with questions regarding the Hadley Eye Report.

Student Services

The Student Services staff is available to assist you weekdays between the hours of 8:00 a.m. and 4:30 p.m. Central Time. The school is closed in observation of specific U.S. holidays during the year. See “School Hours and Holidays” on page 10.

Contact Student Services to:

- ▶ Update your personal information
- ▶ Register your new email address
- ▶ Check available course media
- ▶ Request a Course Catalog
- ▶ Enroll in a course
- ▶ Receive guidance with course selection
- ▶ Request a materials shipment or transcript



Mailing Address:

The Hadley School for the Blind
Student Services Dept.
700 Elm Street
Winnetka, IL 60093-2554

Phone:

- ▶ 800-526-9909 (Toll-free United States, Puerto Rico or Canada)
- ▶ 847-446-8111 (Others)

- ▶ 847-446-9820 (Fax)
- ▶ 847-441-8111 (TTY hearing impaired callers)

Email:

student_services@hadley.edu

HELPFUL REMINDERS

Application Update

An updated Enrollment Application is required every five years. You do not need to submit a new application every time you are ready to take a course. If you have submitted an application within a five-year time period, you can request enrollment using our Online Automated Student Information System (OASIS). You can also contact us by phone, postal mail or email to request a course enrollment.

Transcripts

Official Hadley school transcripts are available free of charge to all students. For a copy of your transcript or to request that your transcript be sent to a third party, contact Student Services directly using OASIS. Please include the name and address of the recipient in your message.

Certificate of Achievement

A Certificate of Achievement is awarded upon successful completion of most courses. Students residing in the U.S. should expect to receive their certificates within two weeks from the time that the final grade was entered. It may take up to 12 weeks for students residing outside the U.S. to receive this document. Certificates are not awarded for placement tests or assessments.

Additional Course Resources

Your Hadley instructors have compiled additional course-related resources to enhance your learning experience and to provide

relevant and timely information. You will find these resources on our Web site under Additional Course Materials.

Need technical assistance?

If you have a technical question or problem with a Hadley course or with enrollment, email the help desk at helpdesk@hadley.edu. If you prefer to leave a voice message, call 800-323-4238 from the United States, Puerto Rico or Canada. All other students, call 847-446-8111, extension 6690. Please provide your name, phone number with area code, the course title and a description of the problem you are experiencing. Help desk support is for course-related inquiries only. (Note: *we are unable to answer general computer-related questions.*)

General Policies

Adult Continuing Education Program and High School Program students enjoy the privilege of taking Hadley courses at no cost. In return, the school asks students to abide by the following guidelines:

- ▶ Enroll in a course only when you are able to commit the time and diligence needed for course completion.
- ▶ Hadley faculty and staff will treat you with courtesy. The same is expected of you.
- ▶ Every Hadley instructor is available by phone and email to help you with questions about course content. Emails and voice mails are typically returned within one business day. Instructor contact information is included with every course.
- ▶ We are happy to work with students on school- or course-related concerns. We are not able to counsel students on personal matters.
- ▶ Make your telephone calls as concise as possible. Hadley provides a toll-free number to the United States, Canada and Puerto Rico, but it does cost the school by the minute.

- ▶ Give us time to meet your request; calling repeatedly often slows down the process.
- ▶ After you submit an assignment, allow sufficient time to pass before calling to ask whether the instructor received it. Consider using OASIS to check your grades and course record online.
- ▶ Use the email addresses of Hadley instructors and staff only for questions about Hadley or courses and to submit assignments. Never send jokes or forward chain email.

Email and Telephone Assignment Submission

Emailing Assignments

To speed up the assignment submission process, the Hadley School encourages students to submit their assignments via email. The instructor's email address is listed on the contact card enclosed in the course material. Email information can also be found on the school's Web site or by contacting Student Services.

In an effort to avoid computer viruses and spam, emailed lesson submissions must include the course name and lesson number directly in the subject line. Failure to include this information may result in the lesson being mistakenly discarded by your instructor.

Telephone Assignment Submission Line

Hadley's telephone assignment submission line is an easy and convenient way to submit your Hadley lesson assignments by phone. This toll-free number allows you to phone in your assignments to your instructor's assignment submission mailbox.

Contact your instructor for details. Or call 800-449-1530, and follow the instruction on how to submit an assignment by phone.

Grading Policies

This section outlines the Hadley School's general grading policies.

General Grading

Hadley courses and assignments that do not use the letter system are graded S for satisfactory or U for unsatisfactory. Other Hadley courses use the following letter system:

A	Excellent	90-100
B	Above average	80-89
C	Average	70-79
D	Below average	60-69
F	Fail	below 60

When you complete any course with a grade of A, B, C or S, you receive a certificate. Certificates are not awarded for diagnostic or placement tests.

Assignment Grades

Read assignment directions carefully. Your instructor may require you to redo an assignment if he or she believes you misunderstood the directions. This results in the assignment being considered NG, for "no grade." Only two NGs can be given for any assignment. The third time the same assignment is submitted without improvement, it will be graded accordingly.

If you follow directions properly and earn an F, you are required to redo the assignment. The lesson is reduced one full grade for the privilege of the redo. This means the first retake can be graded no higher than B+. If a second retake is permitted, the grade is reduced two full grades, so the highest possible grade is C+. A student may do a lesson twice at the discretion of the instructor.

If you earn a D and would like to redo the assignment, discuss the resubmission with your instructor. The reduced grading still applies.

For certain courses, braille instruction for example, even grades lower than B may require a redo, in order for the student to have the proper foundation to continue in the course.

Persistent poor performance in a course may result in an enrollment being terminated.

Non-Start, Cancellation and Withdrawal

If you fail to start or you withdraw from a course, one of the codes discussed in this section will be recorded in your permanent transcript. Note: If a combination of any two non-starts or cancellations in succession occurs, you will be prohibited from enrolling in another course for three months. A history of non-starts, cancellations and withdrawals may result in a student's enrollment being terminated.

Non-Start (NS)

A student is a non-start if he or she fails to send a lesson or any communication within 60 days of enrollment. A grade of NS will appear on the transcript.

Cancellation (X)

A cancellation is recorded on a student's transcript if he or she fails to submit assignments in a timely manner, seriously neglects course work or consistently performs poorly. A cancellation can be initiated by either the student or the instructor.

Withdrawal/Satisfactory (WS)

A final grade of withdrawal/satisfactory (WS) is given under special circumstances and only if the student meets specific criteria. The instructor may grant a WS if

- ▶ You explain in writing why your goals have been accomplished.
- ▶ At least 80 percent or more of course assignments have been submitted.
- ▶ Your overall grade on those assignments is no less than B- or satisfactory.

Consult your instructor for more details. WS is reflected on the permanent transcript. No certificate is issued for a course that receives this final grade.

Withdrawal/Transfer (WT)

A final grade of withdrawal/transfer (WT) is given in special circumstances. To receive a WT, you must meet the following criteria:

- ▶ You are performing poorly in the course due to lack of prerequisite skills or knowledge.
- ▶ You transfer into another Hadley course to gain the needed skill or knowledge.

A cancellation (X) is recorded instead if you do not transfer to the needed course immediately, you wish to drop the course for lack of interest or commitment or no such course is offered.

Plagiarism

Plagiarism is taken very seriously. If you provide answers to assignments that are taken directly from the course or other documents without citing the source or using quotation marks, the assignment will be returned with no grade and you will be asked to redo it in your own words. If you plagiarize a second time, the assignment will be given a grade of F. If you plagiarize a third time, disciplinary action will be taken, up to and including expulsion from the school. Plagiarism does not apply to short-answer responses or a listing of items. However, copying entire paragraphs from the course or other sources, when asked to provide essay answers in your own words, is considered plagiarism.

Grade Appeal Process

If you have a dispute with your instructor regarding an assignment or final course grade, you may appeal it after first attempting to resolve it with your instructor. If you are still not satisfied, you

may appeal to the vice president of education and training, who will review the issue and talk with both you and the instructor. A decision will be made within five business days. If you are still not satisfied, the situation will be brought to the attention of the senior vice president. A decision made at this level is final.

Number of Courses

Students in good standing may enroll in additional courses. Students who have at least three assignments graded by the instructor for their current course, and whose grades are in the Hadley database, are in good standing. The three most recent assignment grades are considered first. In addition, students must have a record of turning in assignments on time.

In many cases, very motivated high school students who have excelled in their courses can receive special permission from the high school coordinator to enroll in three or more courses simultaneously.

Equipment and Materials

Read the following to familiarize yourself with expectations concerning equipment and course materials.

Secure Your Own Equipment

The Hadley School does not provide basic equipment or supplies, such as a computer, braille writing equipment, paper and envelopes. You are responsible for obtaining these items.

Students not eligible for Free Matter for the Blind mailing provide their own postage on all mailings to the school. In some cases, extra postage may be necessary and is the full responsibility of the student.

For Windows PCs:

- ▶ OS: Windows 2000, XP, Vista or Windows 7
- ▶ Browser: Internet Explorer 7.0 or higher / Firefox 2.0.0.1 or higher

For Macintosh:

- ▶ OS: Mac OS 10 or higher
- ▶ Browser: Safari 2.0 or higher, or Firefox 2.0.0.1 or higher
- ▶ Internet connection required; broadband (256K or faster) highly recommended.

Digital Talking Book (DTB)

- ▶ If taking a DTB version of a course, you will need a DTB book player or a software program capable of playing a digital audiobook. Hadley DTB courses are compatible with the NLS Talking Book Player and APH BookPort Plus. To ensure that your player will play Hadley DTB real voice recordings, visit www.hadley.edu/dtb and download the Digital Talking Book Sample Recording. If your computer/playback device can play this sample recording, you may enroll in a DTB course. For additional DTB resources and information about computer software programs and hardware players, visit www.daisy.org.

Materials Shipment

Most Hadley course materials are shipped within two business days. Students who reside within North America should receive their course materials within two weeks from when the school mails them. Materials sent outside of North America may take more time for delivery. Note: most eHadley courses have no hard copy material shipped.

Use of Hadley Materials

Hadley course materials are for the sole use of Hadley students. They are not to be duplicated, sold or otherwise transferred. Respecting the copyright notices in all Hadley material is required for continued enrollment.

Return of Course Materials

Students should return course materials only when instructed to do so. Do not return course materials before receiving the instructor's feedback for your final assignment. Clear instructions for returning materials will be provided as necessary.

Should you choose not to take a course after receiving materials, or if your course enrollment is canceled, return the unused materials to the mailroom at The Hadley School for the Blind.

Privacy Policy

The Hadley School's privacy policy reflects a concern for you as a valued student, so please read the information below if you want to learn about the personal information we collect and store and how Hadley might use that information.

When you enroll with Hadley, we will collect and store certain personal information in our student records database. Such information includes your name, address, phone number, email address and zip code. If you enroll in one or more courses, your student records are maintained by us as required by law and good business practices.

The Hadley School will use the information you provide us to help us better provide our services to you, and to inform you of other courses and services that may be of interest to you. We do not share personal contact information about our students with other third parties or share your private student records or grades, except as may be required by law or with your prior approval.

Hadley High School Program

Hadley's High School (HS) Program features academic courses and electives for students who wish to earn a high school diploma. Two options are available to HS students:

EARN A HADLEY DIPLOMA: Transfer credit earned from your previous high school or earn all 16 Carnegie units with Hadley.

TRANSFER HADLEY COURSE CREDIT TO YOUR LOCAL SCHOOL: If you are earning a diploma at your local high school, you have the option of supplementing your program with Hadley course credit.



Hadley students range in age from 14 through adulthood and come from a variety of educational experiences. Hadley's diploma program is ideal for those who wish to earn a high school diploma for career opportunities or for personal achievement. Note: Admission policies and procedures vary among schools. Additional coursework outside of Hadley may be required for students interested in pursuing post-secondary education.

Eligibility

You are eligible to apply for enrollment in the HS program if you reside in the U.S. and you are legally, progressively or functionally visually impaired; at least 14 years old; and able to read and understand courses written in high school level English.

Why Enroll?

- Earn a nationally recognized Hadley High School diploma
- Transfer Hadley high school credits to obtain a diploma locally

- Take blindness-specific courses that may not be available in your area
- Take courses in accessible media
- Prepare for employment
- Discover the joys of lifelong learning

Program Requirements

To earn a Hadley diploma, you are required to complete 16 Carnegie Units:

- ▶ English 3 units
- ▶ Math 2 units
- ▶ Science 2½ units
- ▶ Social Studies 2 units
- ▶ Vocational Education ½ unit
- ▶ Foreign Language/Art/Music ½ unit
- ▶ Electives 5½ units

Note: Certain courses require written or typed answers.

Previous High School Credit

Hadley gives credit for most high school units previously completed in the U.S. Please send a copy of your official transcript(s) with your application so that your earned credits may be validated. Adjustments to the above requirements will be made based on accepted prior credit. If you are interested in the High School Program and would like more information before you apply, or if you are not sure if you are eligible to apply, contact Student Services.

High School Program Frequently Asked Questions

Does Hadley offer a GED course of study?

No. While some students take remedial level courses to freshen basic skills in preparation for the GED, with recent changes to the GED tests, many students feel Hadley's HS Program is a better choice for them.

How many credits do I need to earn my diploma?

We offer a general education diploma based on the completion of 16 Carnegie Units. Think of one Carnegie Unit as one full school year's (or two semester's) worth of coursework.

How much does it cost to take Hadley courses?

The courses we offer are tuition-free. There is no charge for course materials. Your time, commitment and dedication are the price you pay to earn your diploma.

Can I go on to college upon completion of the Hadley diploma program?

Many of our students earn their diplomas for personal enrichment or employment. Some go on to college level study. If you are preparing for post-secondary education, additional coursework from sources other than Hadley may be required.

Since Hadley is a distance education school, how will I receive my diploma?

Hadley holds a High School Graduation Ceremony complete with caps and gowns, a commencement speaker and more. Visit our High School Program Web page to view the most recent Hadley High School Graduation Ceremony.

Can I obtain an official transcript of the courses I complete at Hadley?

Yes. Transcripts are available upon request by contacting Student Services.

If I don't know braille, can I still take the High School courses?

Yes. In addition to braille, most course materials are available in large print and audio. Courses will be sent to you through the postal mail system. More courses are being offered online, as well.

Can I learn braille?

Yes. We offer several levels of braille instruction, ranging from beginning uncontracted braille through instruction for the experienced braille reader.

Do I have to take any entrance or exit tests?

While Hadley does not require standardized test scores for admission, prospective students in the HS Program must successfully complete an entrance assignment. To learn more, please review "How to Get Started" at the bottom of page 11.

An exit exam is not required for successful completion of the program.

How are assignments submitted?

Brailled, electronic format or typed assignments are required for most English courses. Audio or legible handwritten submission of assignments is accepted for many other courses.

Do you offer high school credited courses online?

Some High School Program courses are offered online. However, students are encouraged to submit their lesson assignments by email if possible.

Most high school courses are available in braille, audio and large print format.

How long does it take to complete a Hadley course?

Hadley courses generally contain between six and 10 lessons. The longest course has 30 lessons. Therefore, the time it takes to complete a course depends upon the length of the course and the determination of the student.

Students taking a course online or submitting assignments by email are expected to submit a lesson every two to four weeks. Students submitting assignments through the postal mail system are expected to submit a minimum of one assignment per month.

Credit Options

Transferring Credit

Apply Previous High School Credit to Hadley

Hadley may award credit for previously earned units from high schools within the U.S. If you have earned any previous credit and would like for us to review your transcript, send a copy for consideration. Adjustments to our standard requirements will be made based upon credits accepted. If you would like additional information before you apply, contact Student Services at 800-526-9909 or email student_services@hadley.edu.



The maximum amount of transferable credit to Hadley's High School Program is 12. Students must earn at least 4 credits with us to earn a Hadley diploma.

Supplement Hadley Courses for Credit at Your Local School

If you are currently enrolled in your local high school program and wish to supplement your coursework with Hadley studies, complete the enrollment process for Hadley's High School Program.

While Hadley's accredited program has been widely accepted, we ask that you obtain approval from your local school officials regarding the courses and credits you wish to transfer prior to beginning the enrollment process. We also ask that you provide written or verbal verification of the course approval to Hadley. Note: The transfer of

Hadley's Carnegie Unit Credit to a high school program is at the discretion of local school officials.

Earning a Hadley High School Diploma is an option for students who

- ▶ Have not obtained a high school diploma
- ▶ Are age 14 or older
- ▶ Are U.S. residents
- ▶ Are able to understand courses written in English at the high school level

To earn a diploma from The Hadley School for the Blind, you are required to complete 16 Carnegie Units:

- ▶ English: 3 units
- ▶ Math: 2 units
- ▶ Science: 2½ units
- ▶ Social Studies: 2 units
- ▶ Vocational Education: ½ unit
- ▶ Foreign Language/Art/Music: ½ unit
- ▶ Electives: 5½ units

Total: 16 units

Note: If you are preparing for post-secondary education, additional coursework from sources other than Hadley may be required.

High School Program Course Listing and Credit Allocation

COURSE NAME – Carnegie Unit Credit

Art History

Art of Ancient Egypt – 1/2

English

English Diagnostic Test – none

English Skills – 1

Elements of Poetry – 1

English Composition – 1

Literature: Drama – 1/2 combined with Literature: Nonfiction

Literature: Fiction – 1/2

Literature: Nonfiction – 1/2 combined with Literature: Drama

Punctuation – 1/2

Spelling: Word Study – 1/2 counted as elective

Mathematics

Mathematics Diagnostic Test – none

Abacus 1 – 1

Abacus 2 – 1/2

Algebra – Credit TBD

Mathematics 1, General – 1/2

Mathematics 2, Pre-Algebra – 1/2 credit

Practical Math 1 – 1/2 combined with Practical Math 2

Practical Math 2 – 1/2 combined with Practical Math 1

Science

General Science – 1

Health 1: A Guide to Wellness – 1/2 combined with Health 2

Health 2: A Guide to Wellness – 1/2 combined with Health 1

Life Science – 1
The Human Eye – 1/2

Social Studies

American Government – 1
Economics – 1
U. S. History: Discovery to the Jacksonian Era – 1/2
U. S. History: Post-World War Years – 1/2
U. S. History: The Nineteenth Century – 1/2
U. S. History: World Wars – 1/2
World History – 1

Braille

Braille Literacy 1: Tactile Readiness for Braille – 1/2 combined with
Braille Literacy 1, 2 and 3
Braille Literacy 2: Learning the Braille Alphabet – 1/2 combined
with Braille Literacy 1, 2 and 3
Braille Literacy 3: Uncontracted Braille – 1/2 combined with Braille
Literacy 1, 2 and 3
Braille Literacy 4: Contracted Braille – 1
Braille Music Reading – credit TBD
Braille Placement Test – none
Braille Reading 1 – 1/2
Braille Reading 2 – 1/2
The Essentials of the Nemeth Code – 1/2

Communications

Effective Listening – 1/2
Typing and Keyboarding – 1/2

Technology

Internet Basics – 1/2 combined with Internet: Beyond the Basics
Internet: Beyond the Basics – 1/2 combined with Internet Basics
Internet Skills Diagnostic Test – none

Business Concepts and Skills

Business Communications – 1/2 combined with Business Writing

Business Law 1 – 1/2

Business Law 2 – 1/2

Business Writing – 1/2 combined with Business Communications

Finding Employment – 1/2

Independent Living

Diabetes: Toward Self-Management – 1/2

Independent Living – 1/2

Personality Psychology (in development) – TBD

Personal Safety: Self-Defense Strategies – 1/2 combined with
Safety in the Home

Safety in the Home – 1/2 combined with Personal Safety: Self-
Defense Strategies

Self-Esteem and Adjusting with Blindness – 1

Parenting Series (1 credit for completion of all courses in series)

Parenting: Early Years

Parenting: Infancy

Parenting: Preparation

Food Series (1 credit for completion of all courses in series)

Foods: A Social Perspective

Foods: Eggs and Dairy Products

Foods: Fruits and Vegetables

Foods: Grains and Sweets

Foods: Meat, Poultry and Fish

Language

Basic Conversational Spanish – 1/2

Recreation

Chess for Beginners – 1/2 combined with Chess: Principles and Strategies

Chess: Principles and Strategies – 1/2 combined with Chess for Beginners

Container Gardening – 1/2

New Testament Survey – 1/2 combined with Your Bible

Your Bible – 1/2 combined with New Testament Survey

Old Testament Law and History – 1/2 combined with Old Testament Poetry and Prophecy

Old Testament Poetry and Prophecy – 1/2 combined with Old Testament Law and History

Seminars@Hadley

Seminars@Hadley are live webinars on a variety of relevant topics from the newest technologies, employment skills and cooking tips, to recreational activities, independent living topics and more.

By logging into scheduled seminars, you can listen live and ask questions of presenters. All you need is a computer and a headset with microphone. When you log into Seminars@Hadley for the first time, you are given the opportunity to install a small software application. This process often takes about 30 seconds to complete. If you are unsure of how to proceed, Hadley's Helpdesk is available to help you.

Seminars@Hadley often complement existing Hadley course content or provide relevant information not yet in a course.

Not available for the live seminar? Visit Past Seminars on the Hadley Web site to access an archived recorded seminar. Listen on your computer or download the file to your portable device!

To get the latest Seminars@Hadley announcements, sign up for eNews on the Hadley Web site at www.hadley.edu.

Diagnostic and Course Descriptions

Media codes are located at the bottom of each left hand page.

DIAGNOSTICS

Adult Continuing Education Entrance Assignment

This brief assignment is designed to simulate taking a Hadley course. It ensures that you have the tools and ability to complete courses through distance education.

Assignment: ACE-002, Media: B, CD, DTB, LP or OL, Lessons: 1

Hadley High School Entrance Assignment

This brief assignment is designed to simulate taking a Hadley course. It ensures that you have the tools and ability to complete courses through distance education. It also helps assess your academic knowledge for placement into the appropriate English, mathematics or other courses. (Assignments may not be submitted in audio format.)

Assignment: HSP-002, Media: B, CD, DTB, LP or OL, Lessons: 1

Braille Placement Test

This brief test assesses your skills in reading uncontracted braille to determine your readiness to study contracted braille. Upon completion of this test, which may be submitted in written, email or recorded form, you will be enrolled in the Hadley braille course most appropriate for you.

Test: EBR-001, Media: B with C and LP, Lessons: 1

English Diagnostic Test

Hadley offers a number of courses to help you improve your English skills. To find out which Hadley course is most suitable for you, this brief test evaluates your knowledge of English grammar and your writing skills. This test is NOT required for "Basic English Skills 1" or "Spelling: Word Study."

Test: AEN-351, Media: B, C or LP, Lessons: 1

Media Codes: B = braille, C = cassette, DTB = digital talking book audio (can be downloaded from Hadley Web site), LP = large print, OL = online

Internet Skills Diagnostic Test

Can you use email, read Web pages and identify the software and hardware requirements necessary to complete Hadley's online courses? If so, then complete this diagnostic test, which is the prerequisite for "Internet Basics."

Test: FTE-012, Media: B, C, LP or email, Lessons: 1

Mathematics Diagnostic Test

This test will assess your math skills so that you will be placed in an appropriate math course. Complete as many questions as possible, showing all work/steps. This test is NOT required for "Practical Math 1" or "Abacus 1." Prerequisites: Braille users need a working knowledge of the Nemeth Code for mathematics and the ability to answer questions in braille.

Test: AMA-401, Media: B or LP, Lessons: 1

COURSES

Art History

Art of Ancient Egypt

Make the art and architecture of Ancient Egypt come alive! To help you, this course uses an audiotape in conjunction with the tactile diagram manual created by Art Education for the Blind. The history of early Egypt, as well as its art and architecture, are described from the Archaic Period through the Late Period. (Available to U.S. students only)

Course: ART-101, Media: C with a Tactile Diagram Book, Lessons: 10

English

Basic English Skills 1

(This course is in development. Contact Student Services or visit the Web site for updated information.)

This course is designed for those with a desire to learn basic

English. It presents a discussion of the basic parts of sentences and how they are put into a working order. Introduced are the eight parts of speech: verbs, nouns, adjectives, adverbs, pronouns, prepositions, conjunctions and interjections. This course provides a basic level of grammar skills and prepares you for Hadley's "Basic English Skills 2" course. (Assignments may not be submitted in audio format.)

Course: ENG-103, Media: B, DTB, LP or OL, Lessons: 10

Basic English Skills 2

(This course is in development. Contact Student Services or visit the Web site for updated information.)

This course is designed for those with a desire to learn basic English. It continues the discussion of the basic parts of sentences and how they are put into a working order that were first presented in "Basic English Skills 1." The remaining parts of speech are introduced, along with making subjects and verbs agree, and using compound and complex sentences. It also presents an explanation of standard and nonstandard English. This course prepares you for Hadley's "Punctuation" course. (Assignments may not be submitted in audio format.)

Course: ENG-106, Media: B, DTB, LP or OL, Lessons: 7

Elements of Poetry

Ever wonder what a poem really means? Perhaps you've wanted to compose one. Perhaps you've written poetry and want to improve. This course examines the elements of verse writing so that you can compose your own poems. (LP version available to U.S. students only. Assignments may not be submitted in audio format.)

Course: AEN-711, Media: B, C or LP, Lessons: 14

English Composition

Move beyond grammar and learn to craft strong prose. This course examines the structures of sentences, paragraphs, essays and stories. Lessons provide many opportunities for you to practice effective writing. (LP version available to U.S. students

Media Codes: B = braille, C = cassette, DTB = digital talking book audio (can be downloaded from Hadley Web site), LP = large print, OL = online

only. Assignments may not be submitted in handwritten or audio formats.) Prerequisites: "English Diagnostic Test" or "English Skills."
Course: ENG-111, Media: B, C or LP, Lessons: 24

Literature Series

You are invited to enroll in one of these literature courses if you have good writing skills as demonstrated by one of the following: a successful course history with Hadley; completion of "English Composition" or another Hadley literature course; or an equivalent score on the "English Diagnostic Test."

Literature: Drama

This course introduces various types of drama from different time periods. It explores the elements of drama and presents excerpts from plays as well as a complete play to illustrate these characteristics. Each lesson also includes a scenario where fictional students discuss the presented literary work with their teacher. This course gives you the tools to better understand drama.

Course: LIT-121, Media: B, DTB, LP or OL, Lessons: 5

Literature: Fiction

Short stories and novels can entertain, teach about different people and places and inspire thinking about the meaning of life. This course presents short stories and novel excerpts and examines their elements. It also presents scenarios where fictional characters explore the meaning of the literary works.

Course: LIT-101, Media: B, C, DTB, LP or OL, Lessons: 8

Literature: Nonfiction

Do you enjoy reading about people's lives, discoveries, achievements or thoughts? Learn about the characteristics of nonfiction by examining excerpts from classics, and read scenarios where fictional students discuss the presented literary work with their teacher. This course gives you the tools to analyze and appreciate works of nonfiction.

Course: LIT-111, Media: B, DTB, LP or OL, Lessons: 4

Punctuation

Proper punctuation clarifies your writing. In this thorough study of punctuation, capitalization and use of italics, you demonstrate your improved ability to punctuate and capitalize. Understanding punctuation symbols will improve your writing and reading. (Assignments may not be submitted in audio format.) Prerequisites: "English Diagnostic Test" or "English Skills."

Course: ENG-121, Media: B, C, DTB or LP, Lessons: 8

Spelling: Word Study

Do you struggle to spell familiar words? When adding a suffix, are you unsure about dropping the e at the end of a word? This course will answer questions about spelling, abbreviating, capitalizing and forming possessives and plurals.

Course: ENG-131, Media: B, C, DTB or LP, Lessons: 10

Mathematics

Contact Student Services or visit the Web site to learn of the most recent additions to the mathematics curriculum as new courses and course media are in development.

High School students are encouraged to contact Hadley's high school coordinator to select the most appropriate mathematics course for you before enrolling.

Most mathematics courses require you to show your math steps in written or braille format.

Abacus 1

Learn to do arithmetic the abacus way. In use for thousands of years, the abacus is an efficient, accurate tool for doing math. By using the abacus provided with this course, you can add, subtract, multiply and divide whole numbers and decimals. Prerequisite: Knowledge of math facts.

Course: ABA-101, Media: B, C, DTB, LP or OL, Lessons: 15

Media Codes: **B** = braille, **C** = cassette, **DTB** = digital talking book audio (can be downloaded from Hadley Web site), **LP** = large print, **OL** = online

Abacus 2

Did you find “Abacus 1” useful? To further your abacus skills, learn to compute fractions, percents, quantities, square roots and negative numbers. Prerequisites: Teacher recommendation after completion of “Abacus 1” or equivalent.

Course: ABA-201, Media: B, C (DTB coming soon) or LP, Lessons: 5

Mathematics 1, General

If you’re looking for a basic math course that moves along quickly, this one’s for you. You learn to add, subtract, multiply and divide whole numbers, fractions, decimals and mixed numbers. If you choose to read the course and answer questions in braille, an extensive knowledge of the Nemeth Code for Mathematics is required. You are expected to show all work/steps. Prerequisites: “Mathematics Diagnostic Test” or instructor approval.

Course: AMA-451, Media: B or LP, Lessons: 8

Mathematics 2, Pre-Algebra

This course covers probability, ratio, proportion, statistics, percentages, positive and negative numbers, and measures and graphs. You will also be introduced to algebra and geometry. If you choose to read the course and answer questions in braille, an extensive knowledge of the Nemeth Code for Mathematics is required. You are expected to show all work/steps. Prerequisites: “Mathematics Diagnostic Test,” “Mathematics 1, General” or “Practical Math 2” and instructor approval. (B version available to U.S. students only)

Course: AMA-501, Media: B or LP, Lessons: 7

Practical Math 1

People use math in many ways: to tell time, find an address, make change or count calories. Math is also useful when balancing a checkbook, measuring ingredients or taking medication.

This course teaches how to add, subtract, multiply and divide whole numbers and fractions. Throughout the course, you have opportunities to apply these skills to real-life situations. The goal of

this course is to enable you to develop the math skills needed for daily living and further studies.

Course: MTH-101, Media: LP (B coming soon), Lessons: 12

Practical Math 2

This course further develops the math skills taught in "Practical Math 1." Topics include decimals, percentage, ratios, and customary and metric measurements, and the course connects these concepts and skills to daily life. This course allows you to develop the math skills needed for everyday living and further studies.

Course: MTH-201, Media: LP (B coming soon), Lessons: 10

Pre-Algebra 1

(This course is in development. Contact Student Services or visit the Web site for updated information.)

The goal of this Pre-Algebra series is to develop skills in pre-algebra, or the mathematical skills needed to begin solving problems in algebra. In particular, pre-algebra involves becoming familiar with using mathematical expressions and equations that include numbers in various forms, such as fractions and decimals. As you progress through the course, you build on what you already know. This first pre-algebra course introduces working with variables and familiarizes you with mathematical expressions and equations. (Assignments may not be submitted in audio format.) Prerequisites: "Practical Math 2," "Mathematics 1, General" or instructor approval based on "Mathematics Diagnostic Test."

Course: MTH-301, Media: (LP coming soon), (B in development), Lessons: 4 chapters with 11 assignments

Pre-Algebra 2

(This course is in development. Contact Student Services or visit the Web site for updated information.)

This second pre-algebra course has you work with mathematical expressions and equations that involve decimals, fractions and integers as variables. It also introduces the coordinate plane and probability. (Assignments may not be submitted in audio format.)

Media Codes: **B** = braille, **C** = cassette, **DTB** = digital talking book audio (can be downloaded from Hadley Web site), **LP** = large print, **OL** = online

Prerequisite: "Pre-Algebra 1"

Course: MTH-306, Media: (LP coming soon) (B in development), Lessons: 6 chapters with 11 assignments

Algebra

(Algebra 1 and 2 are in development. Contact Student Services or visit the Web site for updated information.)

Science

General Science

Science is an integral part of everyday life. This course discusses the various areas of science, such as life science, physical science and earth science. Examining scientific facts and developments will enable you to explore the role that science plays in daily life and in the environment. (B and LP versions available to U.S. students only)

Course: SCI-101, Media: B, C or LP, Lessons: 27

Health 1: A Guide to Wellness

No matter how you spend your day, good mental and physical health enhances your life. This course provides the information

you need to make sound choices about your health and to integrate good habits into your daily life. Topics include the impact of stress on mental health, how to include fitness in your lifestyle and how to avoid problems with food consumption. (LP version available to U.S. students only)

Course: ASC-301, Media: B, C or LP, Lessons: 7

Health 2: A Guide to Wellness

Keep up the good work by continuing your study of health. This course explains the effects of drugs on your body and describes how diseases are spread, treated and prevented. It also



suggests how to access health services, provide first aid and handle emergencies. (LP version available to U.S. students only)

Course: ASC-401, Media: B, C or LP, Lessons: 5

Life Science

Life depends on the health of the living things around you that make up what's called the environment. Study the earth's inhabitants—from bacteria and plants to animals and humans—and their interaction with the environment.

Course: ASC-171, Media: B or C, Lessons: 9

History and Social Studies

American Government

What is government by the people? This course addresses this question by examining the U.S. government at the national, state and local levels. It also covers how historical events as well as court cases have changed our Constitution. It explores the freedoms and responsibilities of U.S. citizens. (LP version available to U.S. students only)

Course: GOV-101, Media: B, C or LP, Lessons: 25, with 11 Assignments.

Economics

Economics is the science of the useful application of wealth or material resources. Making choices how to use these resources is the core of Economics. This course applies basic principles of economics to situations that you may encounter in your everyday life and helps you understand how economic choices are made. For example, do you ever wonder why some people are paid more than others? Or how prices are determined? Or why and how developed countries help developing countries? This course will answer these questions and many more. The goal of this course is to help you explain the relevance of economics in your life. (LP version available to U.S. students only)

Course: ECO-102, Media: B, C or LP, Lessons: 23

Media Codes: **B** = braille, **C** = cassette, **DTB** = digital talking book audio (can be downloaded from Hadley Web site), **LP** = large print, **OL** = online

U.S. History: Discovery to the Jacksonian Era

This course invites you to learn about the early history of the United States. It will transport you back in time to examine the early years of the land and its people. By exploring the nation's founding from its discovery up to the Jackson presidency, you will be able to identify the forces that shaped the current United States of America.

Course: HST-101, Media: B, DTB or LP, Lessons: 9

U.S. History: Nineteenth Century

The first half of the 19th century witnessed not only tremendous growth, but also increasing dissension. These factors would ultimately lead to the Civil War. Out of the ravage that tore the nation apart, however, a new union emerged. At the same time, the new Industrial Age was taking hold. By reviewing critical events of the 19th century, you will be able to recognize the forces that shaped the current United States of America.

Course: HST-111, Media: B, C, DTB or LP, Lessons: 9

U.S. History: World Wars

By the beginning of the 20th century, the United States had begun to emerge as a leading world power. By studying the military conflicts, presidential terms and historical events that occurred in the first half of the 1900s, you will be able to recognize the forces that shaped the current United States of America.

Course: HST-121, Media: B, C, DTB or LP, Lessons: 9

U.S. History: Post-World Wars

After the world wars, the United States confronted many obstacles at home. These challenges included the search for new leaders, pursuit of civil rights for all and changes in government policies. Moreover, science and technology proved to be important factors in the advancement of the nation. By reviewing the critical events of the post-world war years, you will be able to recognize the forces that shaped the current United States of America.

Course: HST-131, Media: B, C, DTB or LP, Lessons: 9

World History

How do past world events and previous cultures affect current times? Find out as this course describes ancient civilizations to the beginning of the 21st Century. Learn about great leaders, world conflicts and major historical events that have occurred on six continents. (LP version available to U.S. students only)

Course: HST-201, Media: B, C (with a tactile map supplement) or LP, Lessons: 34, with 18 Assignments

Braille and Braille Readiness

PRE-BRAILLE AND BRAILLE READINESS

Using Raised Markers

This course shows you how to use your sense of touch (via raised markers) to accomplish tasks, such as setting the oven, distinguishing shampoo from conditioner and identifying canned foods. No braille skill is taught or required. Many ideas are offered, and you choose the ones that work best for you.

Course: URM-101, Media: C, Lessons: 5



Braille Literacy 1: Tactile Readiness for Braille

Begin teaching your fingers to read. Learn to move them along lines and down columns of braille. Lessons describe methods used by efficient braille readers. Because finger sensitivity varies among people, the course encourages you to develop your own reading style. Followed by "Braille Literacy 2," this course helps you build a strong foundation for all other braille courses. Recommended if you have no prior knowledge of braille.

Course: EBR-802, Media: C (DTB coming soon) with B workbooks, Lessons: 6

Media Codes: **B** = braille, **C** = cassette, **DTB** = digital talking book audio (can be downloaded from Hadley Web site), **LP** = large print, **OL** = online

UNCONTRACTED AND CONTRACTED BRAILLE

Braille Literacy 2: Learning the Braille Alphabet

Practice the skills mastered in “Braille Literacy 1” as you learn the letters of the braille alphabet. Exercises introduce single letters and words used for making household labels. Precise directions for producing labels for daily living are incorporated into the lessons. Prerequisite: “Braille Literacy 1.”

Course: EBR-912, Media: C (DTB coming soon) with B workbooks, Lessons: 10

Braille Literacy 3: Uncontracted Braille

Uncontracted braille is a powerful tool for independence. Using uncontracted braille, you can read and write just about anything: lists, notes, phone numbers, appointments, recipes and amounts of money. The course teaches use of standard braille writing tools: the braille slate and stylus and the braillewriter. It covers reading and writing of the braille alphabet, numbers, punctuation and some special signs. Note: In uncontracted braille (sometimes called grade 1 braille) words are spelled out letter for letter. Prerequisites: “Braille Literacy 2” or the ability to read all the letters of the braille alphabet by touch.

Course: EBR-921, Media: C (DTB coming soon) with B workbooks, Lessons: 9

Braille Literacy 4: Contracted Braille

Learn to read and write published braille. In this course you will learn contracted braille (also called grade 2 braille), in which some words and letter combinations are represented by one or a few braille characters. The course covers all 189 contractions, some punctuation and some special signs. You must provide your own paper. Prerequisites: “Braille Literacy 3” or “Braille Placement Test.”

Course: EBR-931, Media: C (DTB coming soon) with B workbooks, Lessons: 30

Braille Reading 1

This course teaches you to read uncontracted (letter by letter) braille, including capitalization, numbers, punctuation marks and special symbols. You must submit lessons in written, email or recorded form, transcribing all letters, words and symbols exactly as they appear in the textbook. Success in reading uncontracted braille is the foundation for learning contracted braille.

Course: EBR-181, Media: B with C and LP instructions, Lessons: 24

Braille Reading 2

Learn all the symbols and short-form words of contracted braille. Independent reading of signage and menus, as well as the world of literature, will be opened to you! To demonstrate your understanding of what you have read in braille, you must submit lessons in written, email or recorded form.

Prerequisites: "Braille Placement Test" or "Braille Reading 1."

Course: EBR-281, Media: B with C and LP instructions, Lessons: 28

ADVANCED BRAILLE

Braille Music Reading

(This and related courses are in development. Contact Student Services or visit the Web site for updated information.)

Learn the fundamentals of the braille music code. Whether you are a beginning musician or an accomplished professional, being able to read music in braille expands your ability to learn and appreciate music independently. After completing this course, you will be able to read single-line music. Assignments are submitted in text with the option of playing and recording short musical examples. Prerequisites: Strong contracted braille reading and writing skills, some musical background and access to an acoustic or digital piano.

Course: MUS-101, B with DTB audio accompaniment, Lessons: 14

Media Codes: **B** = braille, **C** = cassette, **DTB** = digital talking book audio (can be downloaded from Hadley Web site), **LP** = large print, **OL** = online

Experience Braille Reading

Do you love to read for enjoyment and interest? Practice using your contracted braille skills with a variety of texts, such as short stories, travel itineraries, song lyrics, menus, catalogs and recipes. This course provides guided practice in these braille formats and many more. Prerequisites: The ability to read contracted braille by touch and the ability to submit portions of assignments in recorded form.

Course: EBR-951, Media: B, Lessons: 12

The Essentials of the Nemeth Code

Further your knowledge of braille by learning the basic symbols of the Nemeth Code, which is used in math and science. For braille readers, competence in the Nemeth Code contributes greatly to your chances for success in math and science. After completing this course, you will be able to use the Nemeth Code for basic arithmetic, algebra and geometry. Prerequisites: Strong contracted braille reading and writing skills. Basic math skills, including experience with long division, fractions and decimals, and elementary algebra and geometry concepts.

Course: NEM-101, Media: B, Lessons: 10

Communications

Effective Listening

This course can help you listen more effectively. After describing the characteristics of a careful listener, it suggests mental processes you can develop to enhance your listening skills and describes obstacles that can prevent you from listening effectively. Note-taking techniques are included, as well as suggestions for listening to today's media.

Course: EIL-151, Media: C, Lessons: 5



Typing and Keyboarding

This course enables you to type efficiently on a typewriter or computer keyboard. It focuses on the basic keys that appear on most typewriters and computer keyboards. This course also explains how to format lists, announcements and letters. Note that this course does not teach word-processing techniques.

Prerequisites: Access to typewriter or computer with an English keyboard. Computer users need familiarity or assistance with starting up the computer, as well as creating, opening, saving and printing word-processing files. If you wish to email assignments, you will need familiarity with email attachments.

Course: KEY-101, Media: B, DTB or LP, LESSONS: 8

Independent Living

Going Places

Are you concerned about getting around now that you've given up the car keys? This course can help you maintain different, yet independent, travel options. It suggests alternative means of transportation and explores issues such as planning and safety.

Course: EIL-202, Media: B, C, LP or OL, Lessons: 5

Guide Dogs

Are you considering a guide dog? This story-based course encourages you to think about becoming a guide dog user, providing insight into the decision-making process. Weigh the benefits of companionship and learn about the mutual dependence between you and a trusted canine



partner. Be secure in the knowledge that you have made the right decision for you.

Course: GDG-101, Media: B, C, DTB, LP or OL, Lessons: 5

Independent Living

Any uncertainties you may feel in the wake of vision loss can be replaced with a growing sense of optimism as you learn different ways to accomplish things. This course suggests techniques and resources to complete the everyday tasks that you once performed with vision or are learning to do with a visual impairment for the first time.

Course: EIL-371, Media: B, C or LP, Lessons: 7

Personality Psychology

(This course is in development. Contact Student Services or visit the Web site for updated information.)

Human beings typically like to observe and assess the personalities of others. People are curious: "Why did he do that?" and "What makes her act that way?" People often consider their own personalities as well: "I wish I were more outgoing," "Next time I hope I behave differently," or "I like who I am." This course introduces the study of personality psychology and describes theories of personality development. It explains how personality is assessed and discusses psychological disorders. It then discusses initiative, emotional stability, optimism and self-reliance. Examining concepts of personality psychology will enable you to better understand yourself and others.

Course: PSY-102, Media: B, DTB, LP or OL, Lessons: 8

Personal Safety: Self-Defense Strategies

Crime is a fact of life in today's society. To combat this reality, this course describes self-defense strategies you can use to reduce risk and increase safety. No hands-on practice is included, however. Due to the sensitive nature of the material, reader discretion is advised.

Course: EIL-911, Media: B, C or LP, Lessons: 9

Safety in the Home

This course provides information you need to protect yourself, your family and your home in case of emergency. Don't be caught unprepared once an emergency occurs. This course addresses basic emergency and disaster planning; how to prepare for fire and weather-related emergencies; and the potential devastation brought on by floods, hurricanes, tornadoes and earthquakes.

Course: EIL-921, Media: B, C, LP or OL, Lessons: 7

Self-Esteem and Adjusting with Blindness

Whether you were born visually impaired or lost vision later in life, this course will help you in adjusting to life's demands. Maintaining self-esteem with the changes and adaptations that come with blindness are discussed in-depth and illustrated with quotes from many blind persons.

Course: SFE-101, Media: B, C or LP, Lessons: 10

Self-Help Groups: An Introduction

Meeting with others in similar circumstances often helps people through times of change. This course describes the benefits of self-help groups and explains how they operate. It can help you decide whether to join a self-help group for blind or visually impaired people or their families.

Course: SHG-101, Media: B, C or LP, Lessons: 4

Self-Help Groups: Advanced Topics

Are you thinking about starting a self-help group? This course can help transform your idea into reality. It describes the skills needed to plan, organize and lead a self-help group for blind or visually impaired people or their family members. Prerequisites: "Self-Help Groups: An Introduction" or instructor approval.

Course: SHG-201, Media: B, C or LP, Lessons: 4

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EYE RELATED

Diabetes: Toward Self-Management

This course will help you identify the factors necessary to successfully manage diabetes. The information provided is based on recommendations of the American Diabetes Association and the American Dietetic Association. The lessons offer information to supplement the guidance provided by health care professionals.

Course: DIA-101, Media: B, C, LP or OL, Lessons: 10

Glaucoma

This course explains the workings of the eye and the diagnosis and treatment of glaucoma. It also discusses the emotional impact of vision loss and ways to continue daily activities when such loss occurs. The glaucoma-related information provided will help you take an active role in the rehabilitation process.

Course: GLA-101, Media: B, C, LP or OL, Lessons: 5

Macular Degeneration

Have you recently discovered that you have age-related macular degeneration (AMD)? This course enables you to take an active role in the rehabilitation process. You'll acquire specific information about macular degeneration and learn how to continue accustomed activities with limited vision.

Course: MDG-101, Media: C, LP or OL, Lessons: 5

The Human Eye

(A replacement course is in development. Contact Student Services or visit the Web site for updated information.)

Gain a better understanding of your eyes: their anatomy, how they see and how they are examined. Lessons focus on particular parts of the visual system, along with diseases and treatments.

Course: EYE-101, Media: B, C or LP, Lessons: 10

Human Eye 1

(This course is in development. Contact Student Services or visit the Web site for updated information.)

The human eye operates much like a video camera. The eye is hooked up to the brain (the television screen) by the optic nerve (a cable). Seeing is taking a picture or the mechanical transmission of light. Vision is the developing, processing, and interpreting that gives meaning to what is transmitted. This course introduces the human eye and its parts. It then explores how eyes are examined and describes routine eye tests. Finally, it explains how the eye sees and how corrective lenses work. This course enables you to describe the basic anatomy and some conditions of the human eye.

Course: EYE-102, Media: B, DTB, LP or OL, Lessons: 5

Human Eye 2

(This course is in development. Contact Student Services or visit the Web site for updated information.)

Sight begins when light enters the cornea, the clear window of the eye. This course focuses on individual parts of the eye, starting from the outside and exploring inward. After exploring the cornea, it examines the extraocular muscles, the conjunctiva, the uveal tract, the crystalline lens and the retina. Finally, it describes how the central nervous system works together with the eyes to enable vision. For each part of the eye, the course examines related conditions. This course enables you to describe the basic anatomy and many conditions of the human eye.

Course: EYE-106, Media: B, DTB, LP or OL, Lessons: 10

PARENTING SERIES

Parenting: Early Years

Bewildered by the changes in your preschooler's development? This course discusses growth and development, basic care, health, behavior, family relationships and safety issues that arise during

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ages 1 to 5. Also included are practical tips and techniques.

Course: EIL-621, Media: B, C or LP, Lessons: 11

Parenting: Infancy

Do you ever wish that children came with an instruction manual? Many issues arise during your baby's first 12 months in areas such as growth and development, basic care, health, behavior and safety. This course offers tips and techniques that can help you become a competent, resourceful parent.

Course: EIL-611, Media: B, C or LP, Lessons: 10



Parenting: Preparation

Are you excited about the arrival of your new baby but anxious about the challenges awaiting you? This course in Hadley's Parenting Series provides the information you need to prepare confidently for your child's birth. It discusses pregnancy, birth, breast feeding versus bottle feeding and the first few days of parenthood. Also included are practical, adaptive tips and techniques.

Course: EIL-601, Media: B, C or LP, Lessons: 13

FOOD SERIES

This series explains food preparation concepts that enable you to prepare healthy dishes to enjoy on your own and with others. Choose from these five mini-courses. Each course suggests preparation techniques, organizational skills, adaptive devices and techniques, as well as practical tips.

Foods: A Social Perspective

Course: EIL-451, Media: B, C, DTB or LP, Lessons: 2

Foods: Eggs and Dairy Products

Course: EIL-421, Media: B, C or LP, Lessons: 2

Foods: Fruits and Vegetables

Course: EIL-431, Media: B, C or LP, Lessons: 3

Foods: Grains and Sweets

Course: EIL-441, Media: B, C or LP, Lessons: 3

Foods: Meat, Poultry and Fish

Course: EIL-411, Media: B, C, DTB or LP, Lessons: 3

Language

Basic Conversational Spanish

(A replacement course is in development. Contact Student Services or visit the Web site for updated information.)

Learn the basics of Spanish conversation that will help you meet people and perform simple tasks such as shopping, talking on the phone and ordering in a restaurant. This course promotes fluency in the Spanish language at a basic level. It helps you converse with Spanish-speaking people at home and abroad in a relaxed, mutually informative way. (Assignments must be submitted in audio format.)

Course: CML-071, Media: C, C with B, or C with LP, Lessons: 25 with 5 assignments.

Conversational Spanish 1

(This course is in development. Contact Student Services or visit the Web site for updated information.)

Do you want to speak Spanish? This course is based on "Living Language's Ultimate Spanish: Beginner-Intermediate" by Irwin Stern. It teaches the basic Spanish you need for traveling, speaking with other Spanish speakers in your community and communicating in work situations. The skills taught include basic vocabulary, grammar usage, listening comprehension,

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pronunciation, as well as cultural understanding. (Assignments must be submitted in audio format.)

Course: SPN-101, Media: DTB with optional LP or B, Lessons: 10

Conversational Spanish 2

(This course is in development. Contact Student Services or visit the Web site for updated information.)

Recreation

A Birdsong Tutor

The distinctive chirp of a bird in spring is a familiar joy to many people. Would you like to identify less common birds? Try this introduction to identifying birdsongs and other sounds of nature, developed especially for visually impaired people.

Course: CRE-201, Media: C, Lessons: 4

Chess for Beginners

This course will provide you with the first steps in chess: familiarizing yourself with the board; identifying the chessmen, including the moves of each piece; and learning chess terminology. You will also learn how moves are recorded (algebraic chess notation) and how game positions are recorded (Forsyth diagramming).

**Course: CRE-091,
Media: B, C or DTB,
Lessons: 6**

Chess: Principles and Strategies

This course will teach you the four principles of chess: force, time, space and pawn structure. You will learn maneuvers such as pins,



forks and checkmates. All these are needed to win chess games.
Prerequisite: "Chess for Beginners."

Course: CRE-092, Media: B, C or DTB, Lessons: 6 with 4 assignments.



Container Gardening

Many people who are visually impaired are successful gardeners. Any space, no matter how small, can become a container garden. Possible locations include a balcony, front step or patio. The goal of this course is to provide information needed for planning, establishing and caring for a container garden.

You are not required to plant a container garden.

Course: GAR-101, Media: B, C, DTB, LP or OL, Lessons: 7

New Testament Survey

From Matthew to Revelation, you will study the New Testament book-by-book as you learn about the life of Jesus and the beginnings of the Christian church. Prerequisite: You will need a Bible in an accessible format.

Course: CBB-051, Media: B, Lessons: 12

Old Testament Law and History

As you study the Old Testament books from Genesis through Esther, you will examine ideas that continue to influence our world. Prerequisite: You will need a Bible in an accessible format.

Course: CBB-101, Media: B, Lessons: 12

Old Testament Poetry and Prophecy

Discover timeless poetry and profound prophecies in the Old Testament books from Job through Malachi.

Prerequisite: You will need a Bible in an accessible format.

Course: CBB-151, Media: B or C, Lessons: 12

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Your Bible

Who wrote the Bible? How should I cope with difficult problems in Bible study? How can I obtain books that will increase my understanding of the Bible? This course will help you answer these questions and understand the historical background of the English Bible. Prerequisite: You will need a Bible in an accessible format.

Course: CBB-201, Media: B or C, Lessons: 12

Technology

Developing Your Technology Tool Kit

We live in a society that thrives on the use of technology. In almost every aspect of our lives, some kind of technology plays a significant role in how we interact with each other. Technology also affects the ways we perform a variety of tasks. This course presents the technological aspects of the desktop and mobile solutions currently on the market. Some of the products are mainstream solutions that are available to sighted family and friends. The course presents how adaptive technology solutions provide access to mainstream hardware and software. The course also focuses on proprietary, adaptive technology products designed to be used specifically by people who are visually impaired. (You are not required to use a computer for this course.)

Course: TEC-101, Media: (B and DTB coming soon), LP or OL, Lessons: 5

Internet Basics

Are you familiar with the history of the Internet? Do you know the difference between the Internet and the World Wide Web? This intermediate level online course enables you to access the largest library in the world to find the answers. It also teaches you how to search and communicate online and explains common Internet uses. It does not provide step-by-step directions for completing online tasks. Prerequisites: Ability to use your own access technology and successful completion of the "Internet Skills Diagnostic Test."

Course: INT-101, Media: OL, Lessons: 4

Internet: Beyond the Basics

Do you want to go beyond using the Internet for sending email and, for example, explore the world of Internet shopping? Before you begin, make sure your computer and online practices are secure. This course explains Internet security, then shows you how to use the Internet to do research, make travel plans and shop. Prerequisites: Ability to use your own access technology or successful completion of "Internet Basics."

Course: FTE-411, Media: OL, Lessons: 5

Using Excel

Microsoft Excel is one of the most popular computer programs in use today. If you are entering or reentering the workforce, creating and using spreadsheets is an asset. Excel helps not only with tasks concerning numbers and computation, but also with organizational tasks such as keeping contact information, maintaining an inventory and cataloging music. This course will help you use Excel to manage and compute real-world data. Prerequisites:

Basic math operations, fractions, decimals, percents; familiarity with PC and access technology; access to a computer with Excel 95 or newer software installed.

Course: BBS-111, Media: B, C, LP or OL, Lessons: 5

Word Processing

Do you want to create documents on a computer? This course enables you to use Word Pad to create letters, memos or reports. Once you get started, you will be able to insert, delete, and select characters, words and sections of text. You'll

also learn how to modify the text or its appearance and save your files in an organized way. Prerequisites: Familiarity with a computer



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keyboard, ability to type and access to a computer with a version of the Windows operating system.

Course: WRD-101, Media: B, DTB or LP, Lessons: 5

SCREEN READER SERIES

The following three courses will teach you how to be more efficient using your screen reader. Although designed for use with any of the available screen-reading programs, this course is NOT recommended for beginning users of screen-reading software. Each course has a pretest that may take approximately 30 minutes to complete before starting lesson 1.

Screen Readers: Formatting Word Documents

The ability to create, edit and format electronic information is important in order to compete in today's job market. Properly edited and formatted text sends a positive message to the recipients, while incorrectly formatted and unedited documents detract from the services or products that a business offers to its customers. The goal of this course is to help you become more efficient at editing and formatting information in Microsoft Word documents. (Microsoft Word 2007 or 2010 recommended; contact instructor if using a different version.)

Course: WRD-111, Media: OL, Lessons: 2

Screen Readers: Listening Skills

In every aspect of employment, from entry level to executive positions, the PC plays a role in your day-to-day activities. You should expect to demonstrate a level of PC proficiency comparable to that of your sighted peers in the workplace. The goal of this course is to help you listen more effectively to your screen reader and increase your ability to comprehend synthetic and human speech simultaneously at increasingly faster speeds. Prerequisites: Knowledge of and comfort with using your screen-reading software; experience accessing audio files; stereo headphones recommended.

Course: TEC-131, Media: OL, Lessons: 2

Screen Readers: Web Browsing

In every aspect of employment, from entry level to executive positions, Internet browsing and searching plays a significant role in your day-to-day activities. The goal of this course is to help you gain a thorough understanding of the elements that make up a Web page and to help you develop strategies for browsing and searching both accessible and inaccessible Web sites.

Prerequisites: Familiarity with your screen-reading software, your Internet browser and keyboard commands. Microsoft Internet Explorer 8 or newer is recommended. Contact instructor if using a different version.

Course: WEB-121, Media: OL, Lessons: 2

Business Concepts and Skills

Business Communications

People possessing good communication skills have an advantage in the workplace. This course provides you with the information and practice you need to communicate effectively in a variety of business settings.

Course: COM-101, Media: B, C, DTB, LP or OL, Lessons: 6

Business Fundamentals

Understanding the basic concepts of business is important for gaining employment, advancing a career or running an organization. This course takes a closer look at the significant parts of a business, such as management, human resources and sales. Case studies feature various business types and situations to help you apply fundamental concepts.

Course: BUS-101, Media: B, DTB, LP or OL, Lessons: 8

Business Law 1

(A replacement course is in development. Contact Student Services or visit the Web site for updated information.)

Based on the U.S. legal system, this course shows you how basic legal principles affect you personally and professionally. A working

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knowledge of the law as it applies to business practices in the United States will help you protect your personal and business interests. This course emphasizes the courts and contracts as foundations of the legal system. (LP version available to U.S. students only)

Course: BBS-701, Media: B, C or LP, Lessons: 5

Business Law 2

(A replacement course is in development. Contact Student Services or visit the Web site for updated information.)

Enhance your ability to protect your personal and business interests with this course, based on the U.S. legal system. Topics include sales, commercial paper, partnerships, corporations, bankruptcy, insurance, legal research and employment law. (LP version available to U.S. students only)

Course: BBS-801, Media: B, C or LP, Lessons: 5

Business Writing

Do you need to write business correspondence on a regular basis? This course teaches you the basics of writing business communication that achieves its purpose. From organizing ideas into clear paragraphs to using appropriate writing style to writing memos and reports, the skills you gain from this course will be invaluable to your business situation. Prerequisites: Strong punctuation and grammar skills.

Course: BBS-202, Media: B, C, DTB, LP or OL, Lessons: 4

Finding Employment

This course examines the job-search process, whether you are looking for your first job or a better job. Unlike traditional courses about finding employment, this course covers both the basics of the job hunt and topics specific to individuals who are visually impaired.

Course: EMP-101, Media: B, C, DTB, LP or OL, Lessons: 6

Leadership and Management 1

This course presents the various aspects involved with effective leadership and management. It examines the importance of individual experiences and education in leadership development. Also explored are the influences of values, traits and behaviors on determining leadership styles. Audio interviews with experienced business and organization leaders who are visually impaired enhance this course. (LP version is available to U.S. students only) Prerequisite: Pre-approval is required for enrollment.

Course: LDR-401, Media: B, DTB or LP textbook with OL study guide and assignments, Lessons: 8

Leadership and Management 2

This course is a continuation of "Leadership and Management 1." As leaders or managers, you learn how given situations can produce different outcomes depending on the circumstances. This course also explores the countless challenges in dealing with organizational change. Audio interviews with experienced business and organization leaders who are visually impaired enhance this course. (LP version is available to U.S. students only) Prerequisite: Completion of "Leadership and Management 1."

Course: LDR-411, Media: B, DTB or LP textbook with OL study guide and assignments, Lessons: 5

FORSYTHE CENTER FOR ENTREPRENEURSHIP

The Forsythe Center for Entrepreneurship is intended for persons who are blind or visually impaired who wish to start and grow their own businesses. The majority of the curriculum offerings and resources will be available online only. Opportunities to attend live lectures, interact with other students and download recordings of past presentations will be available through Seminars@Hadley. Enrollment consideration for selected entrepreneurship courses will be given to sighted family members who expect to be involved in the business.

The Forsythe Center for Entrepreneurship is in development.

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Contact Student Services or visit the Web site for updated curriculum offerings and resources.

SELF-EMPLOYMENT

Market Research

Before starting a business, it is crucial to understand the current market to decide if the business idea is in fact profitable and realistic. This module will explain how to analyze the market and how to make the necessary changes to a business idea in order to make it profitable. The module contains an actual market research scenario which can later be used for assessing any business idea.

Course: FCE-110, Media: OL, Lessons: 1

The Financial Plan

The measure of success for a business is if it is profitable. To determine if a business will likely operate at a profit, it is necessary to make good projections. This module will explain how to create an income statement, a balance sheet and a cash flow statement. These documents are integral parts of a business plan and crucial when applying for a loan. Prerequisites: Completion of both "Market Research" and "The Marketing Plan" is strongly recommended.

Course: FCE-130, Media: OL, Lessons: 1

The Marketing Plan

A marketing plan outlines the activities a business has to do to reach out to its potential customers. This module will explain step-by-step how to create a marketing plan to bring customers to a business.

Course: FCE-120, Media: OL, Lessons: 1

The Business Plan

This module describes a business plan in great detail and leads you through practical examples to create one. The goal of the course is to help you create a business plan that will make your business more effective and allow you to better compete for loans.

Prerequisites: Completion of "Market Research," "The Marketing Plan" and "The Financial Plan" is strongly recommended.

Course: FCE-140, Media: OL, Lessons: 1

Self-Employment with a Minimal Investment

This informational course guides you through the exploratory processes of starting a small business. The lessons inspire and encourage while remaining realistic about expectations, as you determine if self-employment is a realistic pursuit for you. It presents the basics of discovering a business idea, preparing a budget, and developing business and marketing plans, as well as information about disability programs and benefits. (This is the recommended first course for anyone new to the idea of self-employment/entrepreneurship.)

Course: EMP-201, Media: OL, Lessons: 6

Additional Courses of Interest

Hadley also offers several courses that may be of particular interest to parents who are visually impaired through the Family Education Program. Adult Continuing Education and High School Program students are welcome to enroll. Request the Family Education Program brochure or visit the Web site for the most updated information and course offerings.

Don't miss Seminars @ Hadley

60 to 90 minute "just in time" live Webinars on a variety of topics from the newest technology, employment skills and cooking tips to recreational activities and wellness. See page 35 for details.

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Our History

—A Dream Realized



When he lost his sight at age 55, William A. Hadley faced many challenges. A high school teacher, Mr. Hadley taught himself braille so that he could continue to enjoy reading. He was saddened, however, to find that there were few educational opportunities for blind adults.

Frustrated, Mr. Hadley wanted to assist others in acquiring communication skills that lead to independence. Together with Dr. E.V.L. Brown, an ophthalmologist and neighbor, Mr. Hadley conceived the idea of teaching braille by mail. In 1920, the school opened to its first student, who was personally taught by Mr. Hadley. When he mailed his first braille course to a Kansas housewife desperate to continue reading, one wonders if Mr. Hadley ever imagined the eventual result—a school that has become the single largest worldwide distance educator of people who are blind or visually impaired.

When Mr. Hadley died in 1941, the school had 800 students. Today, we have an annual enrollment of 10,000 students from all 50 states and more than 100 countries. Our students study in their own homes and at their own pace.

We remain committed to realizing Mr. Hadley's dream for many years to come.



The Hadley School for the Blind

700 Elm Street
Winnetka, IL 60093
800-323-4238
www.hadley.edu

Our mission

To promote independent living through lifelong, distance education programs for people who are blind or visually impaired, their families and blindness service providers

The Hadley School for the Blind is accredited by



The Accrediting Commission of the Distance Education and Training Council since 1958



The North Central Association Commission on Accreditation and School Improvement since 1978