

Academic Calendars

CPS On-Campus Offerings and Calendar

Campus classes are offered in multiple durations ranging from one-day to full semester courses.

Table 1: Class Duration Schedule

Duration	Discipline	Courses
1 Day	Counseling	Drug & Alcohol Education
		Interviewing and Counseling Techniques
		Intake/Assessment/Record Keeping w/Substance Abusers
		Cultural Competency
		Relapse Prevention
		Countertransference & Boundary of Self
		Counseling & Peer Support
		Group Counseling with Substance Abusers
		Ethical Decision Making
		Substance Abuse Treatment for People with Co-Occurring Disorders
		Recovery Skills Planning
		Advocacy for Self and Others
		Communication Skills in Recovery
2 Days	Project Management	Introduction to Project Management
		Popular Culture
7 Weeks	English for Everyday Life	Government and Citizenship
		Technology and Science
		People and the Environment
		Sports and Outdoor
12 Weeks	Fundraising	Recreation Current Events
		Principles of Fundraising
	Leadership	Women's Leadership Development Certificate
13 Weeks	Supply Chain	Supply Chain Management
Varied	Facilities Management	Facilities Management
	Human Resources	SHRM Essentials of Human Resources
		SHRM-CP/SHRM-SCP Exam Preparation
	Leadership	Leadership Symposium
	Management	New Manager Bootcamp
	Project Management	PMP® Exam Preparation
		Civil Procedure & Litigation
		Business Organizations
		Contract Law
		Criminal Law
		Employment Law
		Estates & Trusts Ethics
		Family Law
	Paralegal	Intellectual Property Law
		Introduction to Paralegal Profession & Principles
		Legal Research
		Legal Writing
	Paralegal Office Coordination	
	Real Estate Law	
	Torts and Personal Injury Law	

All campus classes follow the CPS academic calendar which is modeled after the University academic calendar. The CPS calendar is posted on the College website:

https://www1.villanova.edu/villanova/professionalstudies/Course_Schedules.html

For a list of specific start and end dates, see the Professional Education Course Schedule:

https://www1.villanova.edu/villanova/professionalstudies/Course_Schedules/CPS_Upcoming_Courses.html

CPS Online Offerings and Calendar

Online professional education programs are currently offered in varied durations. The tables below indicate each course and its corresponding timeframe.

Courses are generally offered monthly or every other month. Given the online nature of the courses, there is no formal scheduled time-off for holidays. Regularly scheduled live class sessions that fall on University holidays will be rescheduled to an alternate date by the instructor. Students who are unable to attend the alternate date are not penalized. Note, online PayTrain® CMA® and VIISTA classes are exceptions to the above as they follow the CPS On Campus Professional Education Course Schedule

<https://www1.villanova.edu/university/professional-studies/academics/professional-education/cps-professional-education-calendar.html>

Table 2: Class Duration Schedule

The below table reflects the duration of courses that are offered online.

2. Class Duration Schedule:

Duration Discipline	Courses
4 Weeks Project Management Leadership Six Sigma	Essentials of Project Management PMP® Exam Preparation Rotating Topics Essentials of Lean Six Sigma Mastering Project Management Advanced Strategic Project Management
8 Weeks Project Management Six Sigma Contract Management Business Process Management Information Systems Security Business Analysis Business Intelligence Human Resources Agile Leadership	Project Management Capstone Lean Six Sigma Six Sigma Green Belt Lean Innovation & Management Essentials of Commercial Contract Management Essential of Government Contract Management Advanced Contract Management Essentials of Business Process Management Mastering Process Methodology & Solutions Advanced Process Strategy & Practices Essentials of Cybersecurity (IS Security) Mastering Cybersecurity/Security+ (IS Security +) Essentials of Business Analysis Mastering Business Analysis Essentials of Data Visualization Essentials of Business Intelligence Mastering Data Management & Technology Advanced Data Architecture & Intelligence Mastering Organizational Effectiveness Agile Methodology Agile Principles Leading Agile Teams Strategic Organizational Leadership Maximizing Team Effectiveness Finance & Accounting for the Non-Financial Manager
10 Weeks Financial Management	PayTrain® Level 1 – Fundamentals PayTrain® Level 2 – Mastery
12 Weeks Financial Management Human Resources Information Systems Security Six Sigma	CMA® Exam Prep Part 1: Financial Reporting, Planning, Performance & Analytics CMA® Exam Prep Part 2: Strategic Financial Management Human Resource Management Advanced Concepts in Cybersecurity (Information Security) Lean Six Sigma Master Black Belt
14 Weeks Immigration Studies	Villanova Interdisciplinary Immigration Studies Training for Advocates Modules 1 through 3
16 Weeks Six Sigma	Lean Six Sigma Black Belt