1. How much does it cost?

**ANSWER:**

_Spring Semester 2015 Tuition_ through the _Lifelong Education Program_ will remain the same as Fall Semester 2014 tuition:

- **Non-Michigan Residents including International Residents:**
  - (USD) $2,483.25 per 3 college credit course ($827.75 per credit x 3 credits)*

- **Michigan Residents:**
  - (USD) $1,938.00 per 3 college credit course ($646.00 per credit x 3 credits)*

- _Lifelong Education Students are not assessed Student Taxes._

All international students are assessed the international student health insurance fee.

- _International students_ taking courses through the _Lifelong Education Program_ who reside outside the United States and are taking their courses online via the Internet may request a waiver of the international student health insurance fee from _Joan Manning_ or _Laurie Schlenke._

[If you are enrolled in an undergraduate or graduate degree program at MSU, the particular tuition rate and fees for that program would apply.]

*Tuition increases are posted at least one month prior to the commencement of each semester. Tuition payment information is available at: _Student Accounts, Student Frequently Asked Questions, Payment Questions_.*

_Note: Payment by credit card is accepted for Master Card, American Express or Discover for a small fee._

**PLEASE NOTE:** _VISA credit card is NOT accepted for payment of tuition._

<table>
<thead>
<tr>
<th>QUESTION</th>
<th>ANSWER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. How much does it cost?</td>
<td><strong>ANSWER:</strong> Spring Semester 2015 Tuition through the Lifelong Education Program will remain the same as Fall Semester 2014 tuition: Non-Michigan Residents including International Residents: (USD) $2,483.25 per 3 college credit course [$827.75 per credit x 3 credits]* Michigan Residents: (USD) $1,938.00 per 3 college credit course [$646.00 per credit x 3 credits]* Lifelong Education Students are not assessed Student Taxes. All international students are assessed the international student health insurance fee. International students taking courses through the Lifelong Education Program who reside outside the United States and are taking their courses online via the Internet may request a waiver of the international student health insurance fee from Joan Manning or Laurie Schlenke. [If you are enrolled in an undergraduate or graduate degree program at MSU, the particular tuition rate and fees for that program would apply.] <em>Tuition increases are posted at least one month prior to the commencement of each semester. Tuition payment information is available at: Student Accounts, Student Frequently Asked Questions, Payment Questions Note: Payment by credit card is accepted for Master Card, American Express or Discover for a small fee. <strong>PLEASE NOTE:</strong> VISA credit card is NOT accepted for payment of tuition.</em></td>
</tr>
<tr>
<td>2. How many courses do I need to take to receive an International Food Laws Distance Education Certificate?</td>
<td><strong>ANSWER:</strong> You must satisfactorily complete any four (4) online courses of your choice through our International Food Law Distance Education Certificate Program to receive the certificate. Courses may be taken in any order you desire. [Students are welcome to take only one course or as many as desired.]</td>
</tr>
<tr>
<td>3. How many hours will this course involve?</td>
<td><strong>ANSWER:</strong> Courses last 12-15 weeks*. Plan on an average of nine to twelve hours* per week for each course. Of course, you can spend more time if you desire. There are many url links to outside sources that you are free to investigate.</td>
</tr>
<tr>
<td>4. What types of assignments are given?</td>
<td><strong>ANSWER:</strong> Most assignments are written assignments, which vary in length between one paragraph, one to two pages, or occasionally a longer written assignment such as a term paper, term project or final examination. Quizzes may also be given. You may also be asked to give your comments or respond to someone else’s comment in the module’s written discussion forum.</td>
</tr>
<tr>
<td>5. Do I have to be online to read the modules and do the assignments?</td>
<td><strong>ANSWER:</strong> No. Most students like to download a copy onto their computer or print a copy and take it with them to read at the coffee shop, home, or while traveling. Of course, to access the url links, you will need to be on line.</td>
</tr>
<tr>
<td>6. Do I need to buy any software or books?</td>
<td><strong>ANSWER:</strong> Enrolled MSU students do not need to purchase any books or special software. All course material and recommended Internet links are provided online through the course or are accessible through the MSU Libraries electronic resources. Students who are enrolled in a course as a Workshop student will not have access to the MSU Library Electronic Resources so may need to purchase a book for FSC 817, Section 730.* MSU students will also be assigned an MSU email account, which is separate from your course message account within the course used for corresponding with the instructors and course manager in addition to the module discussions within the course for communication with instructors and fellow students. (See also answer to Question 15 below for computer requirements.) <em>FSC 817, 730, Animal Health, World Trade &amp; Food Safety WORKSHOP only requires a book.</em></td>
</tr>
</tbody>
</table>
7. How do I turn in assignments? **ANSWER:** You will be uploading your assignment directly to a folder within the course over the Internet (similar to an email attachment). Assignments may also be typed in the body of a course message. Most students prefer to type the assignment in a Word, WordPerfect, Excel, or Lotus document and upload the file to the course assignment drop box. You may also fax or mail your assignment.

8. What is the grading system? **ANSWER:** A numerical system is used for the final grade - with 4.0 being the highest. A written explanation of the grading system may be found under “The Numerical System”. The lead instructor for each course assigns a number of points or a percentage for each module’s assignment as it counts towards the final grade. An explanation of the grading system will be found on the Syllabus page of each course. **LIFELONG EDUCATION STUDENTS POLICY** – applies to all students in this enrollment classification.

A cumulative grade-point average of 2.00 for Undergraduate Lifelong Education students, or 3.00 for Graduate Lifelong Education Students, has been achieved. Failure to maintain the appropriate GPA standard may result in removal from Lifelong Education status.

Note: This applies to all students whether they are taking a few unrelated courses or are interested in a college-level certificate program. See also explanation for auditing/visiting or workshop enrollment in the left column.

**Note:** In order to transfer course credits from the Lifelong Education Program into a graduate degree program at MSU, you must receive a 3.0 or higher final grade in the course. A maximum of nine (9) credits may be transferred into an MSU graduate degree program. Most graduate degree programs have a completion requirement of five (5) years.

9. When are assignments due? **ANSWER:** A new module is posted each week and the assignment is due the following week. Certain modules may last more than a week or additional time may be given in the module for an assignment. Once the module is online it will remain online for the duration of the semester in case you need to refer back to the information.

10. What if I am traveling or unable to turn in an assignment on time? **ANSWER:** Since most of the students are working food industry professionals, we realize that with workloads, traveling for business, vacations, and commitments at home there will be occasions that students will not have assignments turned in on time. You need only contact the Course Manager who will grant the extension and notify the instructor.

All assignments must be turned in two weeks prior to the end of the grading period at the very latest.

11. What if I am unable to complete a course? **ANSWER:** Upon a written request by the student with an anticipated completion date and plan of action and at the discretion of the Institute for Food Laws & Regulations, a deferred grade or incomplete grade may be given. To qualify for an I-Incomplete, a student must: 1) have completed 8-12 weeks of the semester but cannot complete the semester and/or take the final exam for a compelling reason; 2) be passing the course; and 3) in the instructor’s opinion, be able to complete the course without repeating the course. The student must then have all assignments turned in and graded prior to the middle of the next semester enrolled within one year, or if not enrolling in another course, all assignments must be turned in and a grade change submitted by the end of the following semester for a deferred grade or within one year for an incomplete.

12. How many courses may I take each semester? **ANSWER:** Our recommendation is one (1) course per semester, but the choice is yours. Several students have taken two courses at a time, but they do not recommend it. Your choice may depend upon your employment, work load, travel schedule, and family responsibilities. Plan on an average of nine (9) to twelve (12) hours per course per week and possibly more during summer semester.

13. How often are the courses given? **ANSWER:** The courses are online summer, fall or spring semesters. Spring semester begins January 12, 2015, Summer semester begins May 18, 2015, and Fall semester begins September 2, 2015. If the minimum number of students per course is not met, the course may be cancelled for that semester. Some courses are offered only once per year. Please consult the schedule.
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>14. Is there a <strong>time limit</strong> within which I must take the courses in order to receive a certificate?</td>
<td><strong>ANSWER:</strong> There is no time limit within which the four courses must be taken in order to receive a certificate. You may take one course each semester and receive your certificate in two years, or you may take one course each year and receive your certificate in four years – the choice is yours. <strong>Note:</strong> The various MSU master’s programs do, however, have a required time limit for completion [usually five years] in case you plan to transfer up to nine (9) credits with a minimum grade of 3.0 from the Lifelong Education Program credits into the MSU Online Master of Science in Food Safety, MSU College of Law Online Global Food Safety LLM or MJ Program, or other master’s degree program.</td>
</tr>
<tr>
<td>15. Do you allow students to <strong>visit/audit</strong> the courses? If so, what is the tuition rate?</td>
<td><strong>ANSWER:</strong> If you are interested in visiting/auditing the course you must sign up for it at the time of enrollment or within the first five days of the course. You must contact the Office of the Registrar and have the visitor code added to your record. The tuition rate is the same, however, you will not be required to do the assignments, you will not receive any academic credits, you will not receive an Incomplete on your record, and you will not be eligible for the International Food Law Certificate. <strong>Note:</strong> You must contact the Office of the Registrar prior to the 5th day of the course and have the visitor code added to your record. Alternatively, you may take a course as a no-credit online “Workshop” at a reduced rate. For further details, see <strong>Workshop Enrollment.</strong></td>
</tr>
</tbody>
</table>
| 15. What are the **computer requirements** for taking an internet course? | **ANSWER:** This web-based course is available to anyone with an Internet connection. The course requires access to a minimum of the common set of tools for the duration of the course listed at: Desire2Learn: **COMPUTER TECHNICAL REQUIREMENTS:** [http://help.d2l.msu.edu/content/technical-requirements](http://help.d2l.msu.edu/content/technical-requirements) *It is recommended that students also have a Word or WordPerfect software program and Virus Detection and Repair Software Program*  
As with all computing situations involving the Internet or other file sharing, MSU recommends that you **practice safe computing -- install and use virus detection and repair software and back up your work regularly.** |
| 16. What courses are available? | **Schedule of course offerings by Semester**  
*International Food Laws and Regulations (Overview) (spring/fall)*  
*United States Food Regulation (spring/fall)*  
*European Union Food Regulation (spring/fall)*  
*Latin American Food Regulation (fall semester only)*  
*Canadian Food Regulation (spring semester only)*  
*Asian Food Regulation (summer semester only – full semester)*  
*Codex Alimentarius (The Food Code) (spring/fall)*  
*Animal Health, World Trade, and Food Safety: Challenges and Opportunities [OIE – World Organization for Animal Health] (fall semester only)*  
*Minimum/Maximum Students Per Course*  
The courses are taught by an international network of food science academic and legal professionals who understand the legal complexities of the food laws and how they impact the flow of food and agricultural products across national boundaries. See the preview web site for the **International Food Laws Distance Education Certificate Program.** A copy of the: Program Brochure, FAQ Sheet, Sample Module Topics Listing and Lifelong Education Program Application and Course Selection are available over the Internet.  
Note: As of FS12 the course numbering system changed to FSC from ANR. Courses are also available through the MSU College of Law’s **Global Food Law** LL.M and MJ Programs.  
**Desire2Learn Help**  
When the course begins, go to: Desire2 Learn [bookmark this website]  
Here is a short video Overview of D2L: [http://www.youtube.com/watch?v=L0jdlkUc-U](http://www.youtube.com/watch?v=L0jdlkUc-U)
Statement of Support:
The generous support of:

MEAD JOHNSON NUTRITIONALS
Evansville, Indiana, USA,
and
GERBER PRODUCTS COMPANY
Fremont, Michigan, USA,
is acknowledged with appreciation.

These materials are based upon work supported by the Cooperative State Research, Education, and Extension Service, U.S. Department of Agriculture, under Agreement Number 00-34416-8847 administered by Cornell University and the American Distance Education Consortium (ADEC)

Any opinions, findings, conclusions or recommendations expressed in these publications are those of the author(s) and do not necessarily reflect the view of the U.S. Department of Agriculture

International Food Law Distance Education Certificate Program

WINNER OF THE ADEC EXCELLENCE AWARD IN COLLEGE AND UNIVERSITY DISTANCE EDUCATION

From the American Distance Education Consortium (ADEC)

To enroll online through the MSU Lifelong Education Program:

New Students visit the Schedule Builder tab in the Schedule of Courses to continue your enrollment:

- Be sure to select “Lifelong” (NOT “Freshman”, “Graduate”, “Transfer”, or “Graduate Certificate” student – unless you are already enrolled in an MSU degree program). [If it says you have to pay an application fee, you are in the wrong application. Go back and put in “Lifelong”, which does not require an application fee.]
- Answer “No” to the question, “Do you plan to use any courses to renew or upgrade a valid or expired teaching certificate?”
- International Students living outside the US may put “Not Applicable” under Current Visa Classification as you will be taking the course online and not traveling to the US for this course. If any of the forms do not accept an international telephone number, fill in all telephone number spaces with the number 9999999999.
- Please send an email to the Institute for Food Laws & Regulations containing the course name and either your Application Number or your PID (which you will receive upon submitting your application) so that we can do the override required for all of our courses).

If you need further information, please feel free to contact us by email, fax or telephone.

Mary Anne Verleger, Course Manager
Attorney Neal D. Fortin, Director
Institute for Food Laws & Regulations
Michigan State University
469 Wilson Road, Suite 139
G. Malcolm Trout FSHN Building
East Lansing, MI 48824-1224
Telephone: (517) 355-8295
Fax: (517) 432-1492
Email: IFLR@ANR.MSU.EDU
http://www.iflr.msu.edu

Michigan State University
Federal ID No. 38-6005984
Duns 053343976

Tax Deduction - Educational expenses to improve business or professional skills are tax deductible under U.S. Treasury Regulation 1.162.5.
***

With deepest appreciation to our
Founding Director Emeritus
Dr. P. Vincent Hegarty
for his foresight and leadership in
gathering together this network of food regulation experts
from around the world and creating the
International Food Law
Distance Education Certificate Program
and the
Institute for Food Laws & Regulations.

***

Lifelong Education Program Application
and Course Selection Sheet
Program Brochure
FAQ Sheet
Sample Module Topics Listing
and further course information, go to:
http://www.iflr.msu.edu
or Email: IFLR@MSU.EDU

Online Graduate Programs in Global Food Law

We’re excited to announce the Michigan State University College of Law’s Online Master of Laws (LL.M.) and Master of Jurisprudence (M.J.) online degree programs in Global Food Law. The LL.M. program is aimed at students who have earned a Juris Doctor (J.D.), Bachelor of Laws (LL.B.), or other comparable law degree. The M.J. program is designed for those who do not have a law degree, such as doctoral students in other disciplines, policymakers, government officials, business executives, scientists, and other professionals. These programs are designed for lawyers and other professionals working in the food and agriculture industries, food safety, law, government, and other areas involving international food law. In today’s ever-growing global marketplace it is critical to understand the legal complexities of food laws and regulations, and how they impact the flow of food and agricultural products across national boundaries. Students may transfer up to nine (9) credits with a minimum grade of 3.0 from the MSU Lifelong Education Program into the Global Food Law program. Note there is a five (5) year completion deadline which starts with the semester of the first course transferred into this program. For more information, visit Online Global Food Law Programs.