

# Senior Learning Passport Program at UNO

## How to find and contact instructors for permission to join classes

### Where to find the Instructor's Name

1. Locate the course you want by using a class search

2. Find the instructor's name listed at the bottom of the class section

**HIST 1010**  
WORLD HISTORY SINCE 1500 ← Course name

An examination of selected societies since the beginning of the modern era. ← Course description

Section 001	Section 002
Class Number: 2467	Class Number: 17042
Type: LEC	Type: LEC
Enrolled: 14	Enrolled: 44
Class Max: 45	Class Max: 45
Seats: 31	Seats: 1
Available: [ ]	Available: [ ]
Credit Hours: 3	Credit Hours: 3
Course Attribute: Global Diversity General Education course	Course Attribute: Global Diversity General Education course
Course Attribute: Humanities and Fine Arts General Education course	Course Attribute: Humanities and Fine Arts General Education course
Date: Jan 23, 2023 - May 19, 2023	Date: Jan 23, 2023 - May 19, 2023
Time: 9:00AM - 9:50AM ← 50 minutes	Time: 11:30AM - 12:45PM ← 1 hour and 15 minutes
Days: MWF ← Meets Mon, Wed., Fri.	Days: TR ← Meets Tuesdays (T) and Thursdays (R)
Location: Arts and Sciences Hall 216	Location: Arts and Sciences Hall 290
Instructor: Dan J Weis	Instructor: Mark Robert Scherer

2 These two classes/sections are taught by two different instructors on different days at different times and lengths of time

3. Look in the black band at the top right side of any UNO webpage to locate and click on the Directory

3. Click on Directory

4

5

4. Type the instructor's name on the directory search line

5. Click on the red Search button to get the instructor's contact information

1 - 10 of 2,792 search results for Ishowall

Sort Relevance Limit 10

	<b>Evelyn Abbruzzese</b> Other Hourly Worker Intercollegiate Athletics BAX eabbruzzese@unomaha.edu 402.554.6200
	<b>Sarah Abegglen</b> Instructor Pool Line Social Work CPACS sabegglen@unomaha.edu 402.554.2793
	<b>Frederick Abram</b> Lead Teacher

## Obtaining Instructor Permission and Documentation to Join a class

### **Option one Email (preferred):**

Send an email to the instructor introducing yourself and asking permission to join their class. Forward the instructor's email with permission to the Passport Program coordinator, Mindy Hunke at [mhunke@unomaha.edu](mailto:mhunke@unomaha.edu)

### **Option two Phone with first-day-of-class follow up:**

Contact the instructor by phone to introduce yourself and get verbal permission to join their class. Ask your instructor to sign the Passport registration form on the first day of class. Mail or drop off registration to the Division of Continuing Studies office, CPACS 207.

UNO Division of Continuing Studies  
CPACS 207  
6001 Dodge Street  
Omaha NE 68182-0328

## Expectations and Program Education

Not all UNO instructors are familiar with the Senior Learning Passport Program and would appreciate knowing more. You can refer them to the [Senior Learning Passport Program webpage](#) using a link or a UNO Search for "Senior Learning Passport Program."

The Passport Program is a University of Nebraska program designed to support lifelong learning. It's open to Nebraska citizens who are at least 65 years of age. Senior learners may attend and "sit-in" on undergraduate courses based on available space and instructor permission. Passport participants can attend up to two classes per semester for a small fee.

### **Optional Email Example:**

Hi Instructor X,  
I am a Senior Passport Program Learner and would like permission to join your Spring 2023 name and number of course, section number.

*Optional:  
(insert a paragraph about why you want to join the class or share a little about yourself)*

In case you are not familiar with the [Senior Passport Program](#), I have provided a link which gives details about this program. If you have any questions about the Passport Program, contact Mindy Hunke in UNO's Division of Continuing Studies at 402.554.4922 or [mhunke@unomaha.edu](mailto:mhunke@unomaha.edu).

*End with your contact information*

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Senior Learning Passport Program  
UNO Division of Continuing Studies  
CPACS 207  
402.554.2370  
[unodcs@unomaha.edu](mailto:unodcs@unomaha.edu)

Mindy Hunke, Coordinator  
402.554.4922/[mhunke@unomaha.edu](mailto:mhunke@unomaha.edu)

Christine Billings, Director  
[cbillings@unomaha.edu](mailto:cbillings@unomaha.edu)