

## General Information on Madonna University Nursing Home Administrator NHA Noncredit Courses 2025-2026

This document covers much of the information about the Nursing Home Administration classes at Madonna for academic year 2025-2026. Please contact Jennifer Kirkland with any additional questions: [jkirkland@madonna.edu](mailto:jkirkland@madonna.edu) or Denise Brothers at [dbrothers@madonna.edu](mailto:dbrothers@madonna.edu).

### Tuition cost

The courses can be taken for credit or noncredit. For the 2025-2026 academic year, noncredit tuition is \$500 per credit hour, and the Nursing Home Administration courses are a total of nine credit hours.

The cost for the license application is levied by the State of Michigan, and the exams are administered by the National Association of Long-Term Care Administrator Boards, which also entail separate fees.

### Nursing Home Administration Plan of Study

Follow the link below to view the course descriptions for the plan of study.

<https://www.madonna.edu/plan-of-study.php?major=NHA#Cert>

The NHA classes can be taken synchronously (or live) via ZOOM or asynchronously online. The classes are taught by nursing home administrators or by professionals in the appropriate discipline who have a depth of experience in nursing homes. Students in the Saturday synchronous class will need access to a reliable personal computer or tablet that can run a video camera and microphone (which are often built into the devices).

The courses can be taken in any order.

### Saturday Live Synchronous Course Option

The live synchronous lecture courses are offered on Saturdays from 9 am to 4 pm via ZOOM, and are each 7 or 8 weeks long, depending on holidays. Each week there is a required live interactive class on Saturday via ZOOM and there is course work that occurs in Blackboard (our learning management system) online. Each course is 3 credit hours.

AGE 4870 Nursing Home Administration runs from the Saturday after Labor Day, September 6<sup>th</sup> through October 18<sup>th</sup>.

AGE 4880 Nursing Home Administration runs October 25<sup>th</sup> through December 13<sup>th</sup>.

AGE 4850 Gerontology Management runs from January 17<sup>th</sup> – March 9<sup>th</sup>.

### Online Course Option

In the Winter term, we offer all three courses in the online format.

The online courses in the Winter semester are asynchronous, and the work for each week must be completed in the week it is assigned. Each course is three credit hours.

AGE 4870 Nursing Home Administration I runs from January 12<sup>th</sup> to March 7<sup>st</sup>.

AGE 4880 Nursing Home Administration II runs from March 16<sup>th</sup> to May 9<sup>th</sup>.

AGE 4850 Gerontology Management runs from January 12<sup>th</sup> to May 9<sup>th</sup>.

### Enrollment and Registration Information

You don't have to be admitted to the University to take the NHA courses as noncredit. For noncredit, you'll have to pay for each course at the time that you register.

Registration information for noncredit can be found at this link:

<https://www.madonna.edu/academics/noncredit/>

Scroll down to see the yellow registration buttons and NHA courses link in blue.

You can either register online or print off a noncredit registration form and send it with payment to the address in the lower left corner of the form.

You are permitted to register up until the Friday before classes start, depending on availability of class seats, however, if possible, please register by Thursday if possible so you will have access to our learning management system by the time courses start.

### Additional NHA Exams and Licensure Information

The State requires the student and educational institution to complete the Certification of Nursing Home Administrator Education form that can be downloaded from here:

<https://www.michigan.gov/lara/-/media/Project/Websites/lara/bpl/Nursing-Home-Administrators/Licensing-Info-and-Forms/Certification-of-Nursing-Home-Administrator-Education.pdf?rev=690443e003cb4065a8a1610ffd40ef29&hash=B86B1E1E3ACCE4570FAE3309D5373D62>

Once students successfully complete all three courses, they complete the top part, scan, and send it to Prof. Jennifer Kirkland, [jkirkland@madonna.edu](mailto:jkirkland@madonna.edu). We will secure the needed signature and Registrar endorsement, and send the form to Licensing and Regulatory Affairs. Even with completing the courses, candidates have to study for the exams. The exams are created and administered through the National Association of Long-Term Care Administrator Boards (NAB).

Here's a link to information about the federal exam:

<https://www.michigan.gov/lara/bureau-list/bpl/health/hp-lic-health-prof/nuhomead/lic-info/national-nursing-home-administrator-examinations>