



# CONCORD UNIVERSITY EXTENDED LEARNING PROGRAM



## Professional Development Course Registration Form

*Professional Development courses do not count as credit towards undergraduate or graduate degrees at Concord University. Credits granted are considered non-degree graduate credits. These courses are graded as Pass (P) or Fail (F).*

If you have been assigned a Concord University identification number, please enter it here: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

<b>NAME:</b> (Please Print)			<b>SOCIAL SECURITY NUMBER:</b>		
(Last*) _____	(First) _____	(Middle) _____			
<i>*If you already have a record with CU under a different last name, please provide a legal copy of name change (i.e. marriage certificate)</i>					
<b>MAILING ADDRESS:</b>					
(Street or P.O. Box)		(City)		(State) (Zip Code)	
<b>BIRTH DATE:</b> Mo Day Yr			<b>TELEPHONE:</b> ( ) ( )		
			(area code)		
<b>GENDER:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female			<b>EMAIL ADDRESS:</b> _____		

<b>CERTIFICATION:</b>	<b>CITIZEN STATUS:</b>	<b>ETHNIC GROUP:</b> (Required for Federal Reporting)
Are you a certified teacher within the state of West Virginia?	_____ U.S. Citizen (01)	_____ White, Non-Hispanic (01)
_____ YES _____ NO*	_____ Permanent Resident with Alien Card (02)	_____ African American (02)
<i>*For directions on requesting an official transcript reflecting earned credits from Professional Development courses, please refer to the next page.</i>	(Please enclose copy of both sides of card)	_____ Hispanic (03)
	_____ Refugee (03)	_____ Asian, Pacific Islander (04)
	_____ *Non-Immigrant/Other Visa Type (04)	_____ American Indian/ Alaskan Native (05)
	* (Additional materials may be needed)	_____ Black, Non-Hispanic (06)
	Type _____ Birth Nation _____ Legal Nation _____	

**EDUCATION INFORMATION: List all colleges and universities you have attended.**  
*(Must have obtained a BA or BS to enroll)*

College or University	City & State	Dates Attended (MM/YYYY) to (MM/YYYY)	Graduation Date (MM/YYYY)	Degree Obtained (MS, BA, BS)

**REGISTRATION INFORMATION: ( Please list each course separately)**

Course Title (Required)	Course Number (CRN)	Section Number	Course Date(s): (MM/DD/YYYY) to (MM/DD/YYYY)
1) <b>KidStrong 2016</b>	<b>50093</b>	<b>30A</b>	<b>June 21-23, 2016</b>
2)			
3)			

*I understand that all information is required and that any missing information will delay the processing of my application. I affirm that the information I have provided on this application form is accurate and true. Providing false information will lead to removal from the course(s). In order to receive non-graduate credit, a registration form for Professional Development Courses must be completed and submitted to our office before the end date of the course term set by WVDE.*

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

CONCORD UNIVERSITY EXTENDED LEARNING PROGRAM  
*Non-degree graduate credit is \$99/course*

**PAYMENT BY CREDIT OR DEBIT CARD:**

I wish to pay by:

Credit Card                       Debit Card  
 VISA                                       MASTERCARD                       DISCOVER

\_\_\_\_\_ Cardholder's Signature

\_\_\_\_\_ Card Number

\_\_\_\_\_ Expiration Date

\_\_\_\_\_ Charge Amount

\_\_\_\_\_ Billing Address Zip Code

**PAYMENT BY CHECK:**

Make check payable to: *CU Research & Development Corp.*

**SUBMIT REGISTRATION FORM AND PAYMENT TO:**

CU Extended Learning  
Attn: Dr. David Campbell  
P.O. Box 1000  
Campus Box F-77  
Athens, WV 24712

**OFFICIAL TRANSCRIPTS:**

***If you are requesting an official transcript for licensure, certification, or permit renewal with the WVDE, electronic transcripts are available at :***

[www.getmytranscript.com](http://www.getmytranscript.com)

\*All others requesting official transcripts need to email CU Registrar's office at registrar@concord.edu or call 304-384-5237.

*\* E-learning semester dates do not correspond with University semesters; therefore, transcripts are only available after the regular University semesters end (i.e. December, May, June, and July).*

*Please visit [www.concord.edu](http://www.concord.edu) for each semester's specific dates.*

**General questions concerning CU non-degree graduate credit, contact:**

Erin Conner, Program Assistant - 304-384-5130 or econner@concord.edu  
Dr. David Campbell, Program Coordinator - 304-384-5331 or dcampbell@concord.edu  
FAX - 304-384-5117