

LINDENWOOD

REAL EXPERIENCE. **REAL** SUCCESS.

Dear Educators,

You may apply to Lindenwood for graduate credit any time during the course. To avoid delays with grades and transcripts, we encourage you to apply to Lindenwood prior to course completion.

- **EW 51590 SMCAA – Core Processes and Development** (*1 credit hour*)

To earn graduate credit, please complete the following steps:

- Complete the Lindenwood application form and pay \$75 per credit hour with a credit card each time you enroll in a workshop – [Enroll now](#). Select the ‘workshop’ option on the application and allow 5-7 business days for the Lindenwood application to be processed.
- Once the application is processed, you can check the grade status and unofficial transcript by accessing the *Student Portal* at [My Lindenwood](#). If you have not received your Lindenwood username and password, please email [IT Helpdesk](#) with your full name as per our academic records.
- **Graduate credits are nonrefundable.** Participants are strongly encouraged to verify with their school districts to determine if this graduate credit is applicable. These may be applied, in most cases, to satisfy CEUs or professional development requirements (plus hours) for salary advancement or licensure renewal. It is up to individual school districts and state certification renewal requirements as to whether they will approve these graduate credits.
- Grades are processed at the end of the semester.
- An official transcript may be ordered online through [Parchment](#). Official transcripts are sent directly to a district, employer, or student and bear the university seal.

If you have questions, feel free to check our [FAQ](#) section or reach out to Lindenwood Professional and Continuing Education (PACE) at pace@lindenwood.edu.

Sincerely,

AZAM NATHANIEL

Specialist, Professional and Continuing Education
636-949-4612 / anathaniel@lindenwood.edu

LINDENWOOD

REAL EXPERIENCE. **REAL** SUCCESS.

Syllabus

EW 51590 SMCAA – Core Processes and Development

Course Code: EW 51590

Credit Hours: 1 Credit Hour

Assignments:

AFTER COMPLETING ONE OF THE ABOVE WORKSHOPS, COMPLETE THE THREE FOLLOWING	Assignment Hours
ASSIGNMENTS: Assignment	
Verification of Attendance at workshop	5 hours
Assignment 1: After attending the entire session, write a 3-page overview discussing the major take-a-ways and explaining why you feel that these are critical pieces of learning. For each of these, describe how you will use this knowledge/skill to enhance your current position in your school. Use specific examples and rationales as support.	5 hours
Assignment 2: A key aspect of attending quality workshops is to bring back what you have learned to share with the rest of your faculty. Design a 1-hour professional development session for a group of teachers. Your action plan should include an overall objective, at least four learning activities during the PD session, a rationale for the use of these learning activities, and a plan on how you would suggest monitoring the effectiveness of the PD session.	5 hours

****All assignments must be emailed to pceassignments@lindenwood.edu by the end of each semester and CC a copy of assignments to tvest@lindenwood.edu (Dr. Tanya Vest, Educational Leadership, College of Education and Human Services)**

****If you have any questions regarding the assignments, please email anathaniel@lindenwood.edu (Azam Nathaniel, Specialist, Professional and Continuing Education)**