



In collaboration with Staff Development for Educators (SDE)

Earn graduate-level continuing education credits in conjunction with Staff Development for Educators workshops and conferences

Course Description

This course offers educators the opportunity to earn university continuing education credits by developing activities and reflective practice based on a SDE program.

Credit Information

Antioch University will award graduate-level continuing education credit upon successful completion of course requirements. These credits are professional development credits that are not part of a degree program but are used primarily for professional advancement (such as salary increments and re-certification).

Antioch recommends students seek approval from the appropriate district or college officials before enrolling in these courses to satisfy any degree, state credential or local school district requirements. State licensing departments vary regarding their criteria for credit acceptance and some states may not accept credit from universities located outside the state.

Course Requirements

1. Attend and participate in the SDE workshop or conference.
2. **Register for the Antioch continuing education credits within 30 days after attendance at the SDE program. You may register by phone, fax, or mail.**
3. Write two or more short "Reflection Papers on an idea or ideas you encountered at the SDE program that challenged or confirmed your views about improving students' learning. (See section on paper requirements, below, for details)
4. Develop practical classroom activities based on what you learned in the SDE program. These are activities that could be implemented in your classroom or work setting. The activities should be geared to the audience you work with: K-12 students, staff or others.
5. Conduct the activities in your classroom or work setting or discuss them with one or more colleagues who are also teachers.
6. Write a report that describes each activity and its results. (See paper requirements below).
7. Reflection papers and classroom activity reports and documentation should be submitted to the Antioch faculty member to whom you'll be assigned **no more than four months after the last date of the SDE program you attended.** Be sure to include your course confirmation/completion form when you submit your work.

The number of credits you are eligible to earn is based upon the number of days you attend the SDE program in combination with your additional learning activities. The cost is \$45 per credit.

Number of days of SDE program	Eligible to earn	Requirements	Cost for registration
1 day program	2 quarter-system credits (1.3 semester system credits)	2 reflection papers 3 classroom activities	\$90.00
2 day program	3 quarter-system credits (2 semester system credits)	3 reflection papers 4 classroom activities	\$135
3 day program	4 quarter-system credits (2.6 semester system credits)	4 reflection papers 5 classroom activities	\$180
4 day program	5 quarter-system credits (3.3 semester system credits)	5 reflection papers 6 classroom activities	\$225
5 day program	6 quarter-system credits (4 semester system credits)	6 reflection papers 7 classroom activities	\$270

Paper Requirements:

Use single spacing, 12-point font on all papers. Include a title page with your name, address, title and date(s) of SDE program, and a brief (one-paragraph) description of the program. The title page also must include the grade level, number of students and any unique information about the student population with which you work.

- **Reflection Papers:**

These are short papers that show your reflections on idea(s) encountered in the SDE program you attended. Assuming that your audience is a colleague interested in improving student learning, first briefly describe your own background (your values, experience, education) that led you to register for this event. Then describe the idea you learned about in the program that challenged or affirmed your previous knowledge, why this idea is important to you, and its implications for your practice as an educator. Also relate the new idea to other findings and theories with which you are familiar. Reflection papers should be approximately one page in length.

- **Classroom Activity Design and Evaluation:**

The next step is to apply the ideas you've learned at the SDE program in your classroom or educational setting. You'll design activities, implement them, and evaluate them. For each activity include documentation such as samples of student work, photos, handouts, lesson plans. Please limit your submission to one to two samples per type of document that can fit into a 9 x 12 envelope. Use the subheadings below to report on each stage of this process:

1. Activity description: Use narrative (not bullets) to describe the activity you'll lead in your classroom. List all materials that you and the participants used (e.g. books, handouts, etc.). Describe each activity thoroughly as if the reader were not familiar with the topic.

2. Learning objectives: Write a specific objective for each activity and explain how you plan to accomplish it.

3. Appropriateness of activity for targeted students: Explain how each activity meets students' developmental needs.

4. Correlation of activity to the SDE program: Make explicit connections between what you learned at the program and the activities planned and implemented. Ideally the activities will be based on the same ideas you discussed in your reflection papers.

5. Student evaluation and assessment: Evaluate the students' learning experience and describe the assessment method. Be sure the assessment relates to your stated learning objectives. Include examples of assessment tools, if applicable.

6. Self evaluation: Describe what you learned through the design and implementation of this activity. Reflect on how you will apply this learning in your practice as a teacher. What next steps will you take to further test this idea or concept, or apply it in other contexts?

Confirmation of registration, granting of credit, and ordering of transcripts.

Upon registration, you will receive a confirmation that assigns you to an Antioch faculty member. You will send the faculty member your work and a copy of the course completion form that will be used to evaluate your work. If you do not receive that confirmation, please contact the Antioch Center for Continuing Education at 206-268-4111 or via email: ce@antiochseattle.edu. Antioch does not award letter grades. In order to receive graduate-level continuing education credit, you must submit work that is equivalent in quality to B or better work at another institution. Once the faculty member has evaluated your work and returned your evaluation to the Antioch Continuing Education office, the credit will be recorded in our database. You will receive a copy of that evaluation along with a transcript request form. You may request a transcript showing your credit at any time after receipt of that form.

Submitting Reports

The papers are due (postmarked) four months from the date of the program. You will send them directly to the faculty member to whom you are assigned. Your report will not be returned to you. Please make a copy for yourself prior to mailing your work to the instructor.

For questions, e-mail ce@antiochsea.edu or call 206-268-4111 (9 a.m. to 5 p.m. PST).

How to Register

Enroll directly with Antioch University Seattle by mail, fax or phone. Follow the instructions on the registration form and submit as soon as possible, but no later than 30 days after attending the program.

Mail to:

Antioch Univ. Seattle, Center for Continuing Education
2326 6th Ave. Seattle, WA 98121

Or fax to: 206-268-4115

You may also register by phone 9 a.m. to 5 p.m. Pacific Time:
206-268-4111

Questions may be sent via e-mail: ce@antiochseattleu.edu



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Registrant Information Please Print Clearly	Student's Name _____ Street Address City/State/Zip _____ E-mail _____ Social Security Number _____ Birth Date: _____ Work Telephone (____) _____ Home Telephone (____) _____
Workshop Information	SDE Program Name _____ Location of Program Attended _____ City/State _____ Month/Day(s)/Year Attended or Plan to Attend _____
Registration and Payment Details	Registration Details: Number of quarter-system continuing education credits of registration: _____ (see table on page one of this form for options) Tuition Amount _____ Payment Method: () Check # _____ () Visa () MasterCard Card # _____ Expires _____ Signature _____ Date _____ Name as it reads on card: _____