

INSERVICE COURSE REGISTRATION

Colorado Springs School District Eleven
 Tesla Education Center
 Inservice Office, 2560 International Circle #121
 Colorado Springs, CO 80910

PLEASE PRINT LEGIBLY

Today's Date: _____

Your Name: _____

D11 Identification #: _____

Mailing Address: _____

City / State: _____

Zip Code: _____ Telephone: _____

Inservice Course Title: **Opera Theatre of the Rockies Goes to School - Aida**

Course #: **MUS20031** SRN: **2003118001**

Course Dates: **March 6 through May 9, 2018**

Has your name, address or work

location recently changed? Yes No

Do you work for a public school district? Yes No

What is your position?

- Teacher
- Administrator
- Educational Support Professional (classified)
- Other: _____

Your job title: _____

Name of district for which you work: _____

Name of school in which you work: _____

Semester hours of credit you will earn for this course: **1.0 (\$50.00)**

Check any or all that apply to how you will use this credit:

- Toward a District 11 Teacher Salary Increment Raise
- Toward Renewal of CDE Certificate or License

Make checks payable to School District 11.

For increment credit, teacher leave (010) or professional leave (041) required for any class time during contract time.

No charge for CDE licensure credit only.

GENERAL INFORMATION

Public school districts can hold inservices offering renewal credit from the Colorado Department of Education (CDE). These inservices must meet certain standards set by CDE. According to CDE policy, educators may apply 6 semester hours of inservice credit toward the 6 semester hours (90 clock hours) required for renewal of certificate/license.

OUT-OF-DISTRICT COURSES, CONFERENCES, SEMINARS, WORKSHOPS

Inservice credit offerings outside of District 11 are generally NOT acceptable for increment salary raise without prior approval from the Office of Human Resources (unless they are taken for graduate college credit).

ESP TUITION REIMBURSEMENT

District 11 Educational Support Professionals (classified staff) may be eligible for reimbursement of tuition for District 11 inservice courses. Contact the Office of Human Resources to ask what procedures should be followed.

REFUND/NON-ATTENDANCE

Participants are required to attend all sessions and complete all assignments before receiving credit, unless other arrangements are made with instructor. **Refunds are not given to those with incomplete course requirements.**

CREDIT VERIFICATION

A transcript granting CDE renewal and/or District 11 increment credit for all courses completed January 1998 – June 30, 2005 can be obtained by contacting the Professional Development Office. A college transcript verifies college credit. Individuals must order college transcripts directly from the college. Increment credit earned after May 1, 2005 can be located on Electronic Registrar Online. See directions for accessing ERO below.

DEADLINE TO REGISTER FOR CREDIT

Professional Development will only issue credit for completed classes. **The credit registration form, check and absence report** must be returned to the Professional Development Office **within 7 working days** of a completed class, or you **forfeit the opportunity to purchase credit**. Do not rely on the Intra-District or U.S. mail to get your form and check to the Professional Development Office in time.

ERO (ELECTRONIC REGISTRAR ONLINE)

All participants will register for classes through our professional development website – ERO. To enter, go to: <http://ero.eschoolsolutions.com> and enter the District #11 Organization Identification number: **15242**, followed by your District #11 personal identification number and your SEMS PIN number used to call in your absences.

FOR OFFICE USE ONLY

Payments Received	Check Number
D-11	
UCCS	
Other	

Comments: