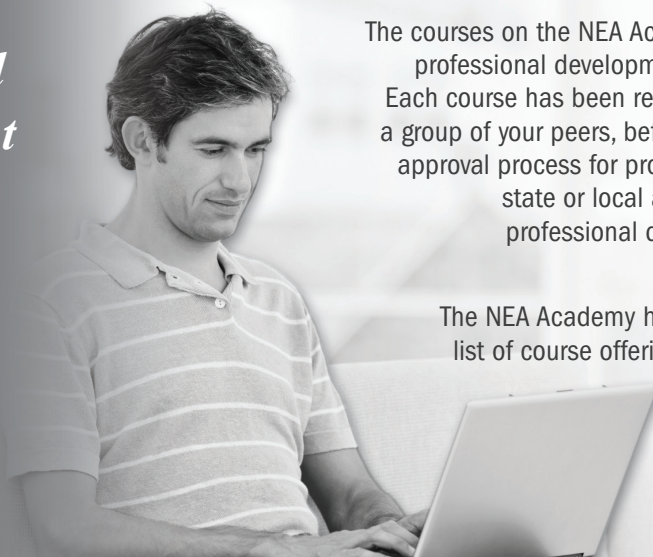


How to Get

Professional Development & Graduate Credit for NEA Academy Courses



The courses on the NEA Academy website provide excellent opportunities for professional development credit or continuing education credits (CEUs). Each course has been reviewed by the **Content Quality and Review Board**, a group of your peers, before being offered through the NEA Academy. The approval process for professional development credit or CEUs is with your state or local agency. It is our goal to provide you with excellent professional development and to aid in guiding you through the processes.

The NEA Academy has multiple service providers with an ever growing list of course offerings. Each provider has a different system of links to help you with the professional development, CEU or graduate credit process. Please make sure to get prior approval for these excellent professional development courses to be applied in your state/local system.

Professional Development Credit or Continuing Education Units (CEUs)

The general rule is that pre-approval is required for professional growth credit or CEUs. Usually, submitting a course description or syllabus is required for pre-approval. The following steps are suggested:

1. From the NEA Academy website click on the link to the course you wish you take.
2. Print off the course description and/or syllabus. As an example, one course provider, CE Credits Online, provides a link to a pre-approval form that is already filled out, including the appropriate information about the course. This provider requires approval from an official in the school district before returning the form and taking the course. Please click on one of the course titles to see this one example: <http://nea.cecreditsonline.org/PriorApprovalForm.aspx>
3. Present the course description or syllabus with any appropriate forms or information that your state/local agency requires to the appropriate person in charge of this process.
4. In some cases, professional development/growth funds may be available to help with tuition costs. Additionally, in some systems, professional growth may apply towards salary growth credit.
5. If you are unsure of the process for approval, or to check to see if support funds might be available to utilize to take courses, please contact your local education association/union leader.
6. After you get approval, take the course.
7. When you complete the course, a course completion form is available for you to print off. Present this as verification to the appropriate state or local agency in order to be awarded appropriate credit for professional growth or CEUs.

Go to: www.nea.org/academy

Graduate Credit

You may earn graduate credit from a variety of providers through the NEA Academy. This usually requires an additional fee. There are different reasons for acquiring college credit, which are outlined below. For each, you need to get prior approval from the appropriate governing agency before you take the course.

- For professional growth – refer to the Professional Development Credit information.
- For transfer credit – check in advance with the university to see if it will be accepted as part of your overall program (e.g., electives in a Master’s program).
- For salary advancement – check with your local association/union office for the process, which may include district approval and may be based on contract language.
- For licensure renewal – check with the local association for the process, but it may include pre-approval from the state department of education or school district.

Our current course providers have arrangements with the following **accredited** universities for graduate credit:

PBS Teacherline	Adams State College Indiana University Madonna University Northwest Nazarene University
Educational Impact Professional Learning Board CE Credits Online	Ashland University University of St. Thomas, MN Adams State College Seattle Pacific University Humboldt State University Western Oregon University University of St. Thomas, MN
I Can Learn Knowledge Delivery Systems Virtual High School	Adams State College Plymouth State University Framingham State College Northwest Nazarene College