



## Technical College Certification Courses

Certification courses are offered by each Technical College at no charge to employees. Faculty can also earn two academic credits (**undergraduate or graduate**) through UW-Platteville for each course.

## UW-Platteville's Office of Continuing Education

We are pleased to be offering academic credit for the Technical College certification courses. It is our goal to help you get the most from your course.

- If you are interested in academic credit, please follow the directions below.
- If you would like more information about the requirements for the credit course, please discuss with your instructor.
- If you are new to teaching at the Technical College, or want to find out if earning college credit will help you with your professional development or career goals, contact your Staff Development office.

## Reasons technical college faculty take the certification courses for UW-Platteville credit ...

1. Working on a degree completion program through UW-Platteville (graduate program in adult learning) and the credit courses can be applied to the Concentration area.
2. Planning to work on a degree completion program in the future, and would like to have the credits to apply to the degree requirements.
3. Interested in advancing on the salary scale, which requires academic credit (undergraduate or graduate credit).

## To register for this class:

Go to UW-Platteville's Continuing Education website at: <http://www.uwplatt.edu/continuing>. Once there, click on "Classes and Courses" and select "Technical College Certification" under "Professional Development."

After choosing your course and completing your Continuing Education online registration, you may choose to pay by credit card through our secure online process, or mail in a check.

**Registration deadline:** In order to receive UW-Platteville academic credit, students must register with both the Technical College **and** UW-Platteville's Office of Continuing Education. Students are encouraged to register as soon as possible. Registrations will not be accepted after the last day of class.

## UW-Platteville student status:

Once you have completed the Continuing Education online registration, you will be sent a link and directions for the UW-Platteville credit registration form. Once we have your UW-Platteville registration form and payment, your registration will be complete, and you will receive an email with your student account information.

## Questions?

If you are unable to register online or have questions about the process, please contact the Office of Continuing Education at 888-281-9472 or email [continuing@uwplatt.edu](mailto:continuing@uwplatt.edu).