

UND Credit Registration Instructions

The following Learning Event has been approved for Graduate Professional Development credit through the University of North Dakota and is available for online credit registration. Please share this information with the participants registered for this learning event:

Learning Event Title: LETRS Facilitator Training

Instructor of Record (IOR):		Janet O'Hara	
IOR Email:	janet.ohara@rrvecnd.org	IOR Phone:	218.779.5121
Date(s):		Grading Options:	
2.28.2022-6.1.2022		S/U	
Location of Event:		UND Session ID:	
Online		22.1380	
Credit(s):			
1, 2			

Learning Event Credit Registration Timeframe

Learning Event Opened: 4.7.2022

Learning Event Credit Registration will close: 6.1.2022

Final day to register for credit, registration closes at midnight.

Learning Event Credit Registration Link:

<https://www.enrole.com/und/jsp/session.jsp?sessionId=PDE.22.1380&courseId=TL.LE7RSFT&categoryId=10094>

If this Learning Event is restricted, please use this Coupon Code when registering for credit: **20221380**

Registration Instructions:

- Click on the name of the Learning Event
- Choose Available Session
- If the learning event offers multiple choices for credit, please scroll down to find the amount credits you are applying for.
- If a coupon code is required, please type in the code. (Do not copy/paste the code.)
- Click Register.
- Either Continue Shopping or Sign In.
- Sign In or Create a Profile
 - If you are a returning customer, Sign In.
 - If you are a new customer, Create Profile.
- Click Continue Shopping or Checkout.

There is a \$25 late fee after the course has closed for registration.

Review and click Submit Order

Information for Participant:

Payment:

- Credit registrations are not complete until payment is received.

Grades:

- All grades for Graduate Professional Development Credit are recorded on an official transcript at the University of North Dakota. You will receive an email confirmation of your learning event completion and instructions for ordering transcripts. For questions or concerns regarding the status of your grade, please contact the Office of Extended Learning at 701-777-0488 or email UND.educators@UND.edu.

Transcript Request Information:

For complete instructions, go to: <https://UND.edu/academics/registrar/transcript-request.html>

Information for Instructor of Record (IOR):

Roster and Grade Sheet:

- A preliminary roster will be emailed approximately two weeks before the end of the learning event. This roster will provide you with a list of educators who have registered for credit. Please remind educators who have not signed up for credit to register as soon as possible.
- A final grade sheet and roster will be emailed to you from UND.educators@UND.edu at the end of the credit registration period. Instructions for the return of the grade sheet will be included in the email.