



Albion Center for Education Innovation
 921 S. 8th Ave., Stop 8019
 Pocatello, ID 83209

STUDENT REGISTRATION INFORMATION

PLEASE READ CAREFULLY!

REGISTRATION INFORMATION:

- ✓ Complete all required information in blue/black ink. Incomplete forms will not be processed!
- ✓ All questions must be read and checked and signature(s) provided. **Forms are not to be modified or altered.**
- ✓ Non-degree/professional development students may only earn seven (7) credits per semester. It will be the student's responsibility to oversee the number of credits issued--overage of credits will not be placed in future semesters.
- ✓ Registration forms received **after** semester registration deadline will not be accepted.
- ✓ For Bengal Web access or account information, contact IT Services at 208-282-2872.

PAYMENT INFORMATION:

- ✓ Full payment must be included. Make checks payable to ISU--cash will not be accepted. Please allow 2-4 weeks for payments to be processed.
- ✓ Because this is a reduced fee class--submission of the credit registration form constitutes as a commitment to the course. **No refunds will be issued.**
- ✓ Reduced fee vouchers may only be used for 5597 courses.
- ✓ Full attendance is mandatory for duration of course in order to receive full credit and satisfactory grade.
- ✓ Courses taught within the dates below will be transcribed in the corresponding semester. Grades will be posted on ISU official transcripts after the closing date. To order a transcript, visit transcripts.isu.edu.

Academic Semester	Course Offering	Approval Deadline	Registration Deadline	End of Semester	Grading Closes
Fall	Aug. 22 - Dec. 16, 2016	Nov. 4, 2016	Nov. 18, 2016	Dec. 16, 2016	Dec. 20, 2016
Spring	Jan. 9 - May 5, 2017	March 24, 2017	April 7, 2017	May 5, 2017	May 9, 2017
Summer	May 15 - Aug. 4, 2017	June 23, 2017	July 7, 2017	August 4, 2017	August 8, 2017



ONLINE IDAHO COMPREHENSIVE LITERACY COURSE



The online Idaho Comprehensive Literacy Course (ICLC) will meet the needs of certified teachers who are required by Idaho State Department of Certification to complete the ITLC course or pass the Idaho Comprehensive Literacy Assessment (ICLA) examinations.

For registration, please follow the instructions below:

- ✓ Complete the registration form and return with full payment to:

Albion Center for Education Innovation
Idaho State University
921 S. 8th Ave., Stop 8019
Pocatello, Idaho 83209

- ✓ The cost for the course is \$215, checks need to be payable to ISU.
- ✓ You may register anytime throughout the semester as long as the registration form is received by the deadline. Please allow 1-2 weeks for registration and payment to be processed.
- ✓ The **student is responsible** for obtaining their login/password through IT Services Dept. at 282-2872 once registration and payment has been processed.

This is an on-line course that allows you to complete the course at your own pace. However, the course must be completed by the end of the semester. Three (3) credits will be issued and posted on transcripts upon completion in which the course was completed.

For **course information**, please contact:

Dr. Karen Wilson Scott
Albion Center Director
scotkare@isu.edu
282-3477

For **ICLC examinations**, please contact:

Jamie Webster
Advising Coordinator
websjami@isu.edu
282-5164

Fall Semester: August 22 - December 16, 2016
Spring Semester: January 9 - May 5, 2017
Summer Semester: May 15 - August 4, 2017

Last day to register: November 18, 2016
Last day to register: April 7, 2016
Last day to register: July 7, 2016

IDAHO STATE UNIVERSITY
College of Education
Albion Center for Education Innovation
Professional Development Registration Form
921 S. 8th Ave., Stop 8019
Pocatello, ID 83209

Office Use Only
Source Code: _____
Date: _____

PERSONAL INFORMATION
All Information Is Required

ISU ID or SS#: _____

Name: _____

Prior Name(s): _____

Address: _____

City: _____ State: _____ ZIP: _____

Day Phone: _____

Evening Phone: _____

Birth Date: _____ Male/Female: _____

Email: _____

DEGREE INFORMATION
All Information Is Required

High School: _____

HS State: _____ HS Grad Date: _____

Highest College Degree Earned: _____

Institution: _____ State: _____

SPRING REGISTRATION DEADLINE: April 8, 2017

SEMESTER	COURSE REFERENCE NUMBER	DEPT	COURSE	COURSE TITLE	COURSE FEE	# CREDITS /CREDIT FEE	TOTAL AMOUNT
AS17	25687	EDUC	5598P-02	Idaho Comprehensive Literacy	\$50.00	3/\$55.00	\$215.00

CHECK # _____ VISA MasterCard

Credit Card Number: _____

Expiration Date: ____/____ 3 Digit Card Security Number **X**_____ Zip Code for Billing Address _____

Cardholder Name as it appears On Credit Card: _____

Cardholder Signature: **X**_____

Original Signature Is Required for Payment

Forms will not be processed without completing the required information below:

I understand that 5597/5598P courses do not count towards a graduate degree.

I hold a teaching certificate and/or other professional employee of a school district. School district employed or contracted by: _____

I understand that through my signature I am attesting to the fact that I will attend all course sessions and events to provide 16 contact hours, or complete required assignments if online course, per 4497/5597 and 4498P/5598P credit being taken.

I understand that it is my responsibility to provide accurate credit card information and/or valid checks.

I understand I may only earn seven (7) credits per semester, and it is my responsibility to oversee the number of credits I have received each term.

I understand the dates above indicate the semester in which the course will be posted to the official transcript. Transcripts may be requested at transcripts.isu.edu.

I certify that the above information is correct. Also, I understand that submission of this form constitutes commitment to the course and no drop, withdrawal or refund will be processed.