

Non-Degree Graduate Credit Information

Madonna University's Professional Development Program (PDP) is offering non-degree graduate credits to participants of **"Action Based Learning: Certified Trainer."** You may earn 1 credit for each set of 15 contact hours that you accumulate and accurately log. Contact hours include actual training hours, taking out lunches and break times. Therefore, full attendance/participation in this training should allow you to earn 2 credits (30 contact hours required). If you are unable to attend all sessions and accumulate all the required hours, the option to only earn 1 credit is also available. The tuition is \$150 per semester hour and the required coursework is detailed below.

To Register/Pay: Please refer to our website: www.madonna.edu/PDP.

- Registration/Payment for credits can be completed online or by mail with a check.
- Participants MUST complete this process within two weeks before/after beginning the training.

You will need the following information to register:

Course Name - Action Based Learning: Certified Trainer

Course #: EDU 5863.56

of semester hours: 1-2

Required Coursework:

Please refer to the "Assignment Template and Grading Rubric," which can be found on our website (www.madonna.edu/PDP) under "PDP Forms." This completed document (cover sheet, hours log, summary, and essay) must be submitted by mail to the address below after the completion of the training hours. Please be sure to reference the essay rubric.

For questions regarding credits, please contact us:

John P. Sprys, PDP Program Director

Janice Centers, Director of Matriculation

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