

1. Before the deadline of **6/17/2021**, go to the following website to register for graduate credit: [www.ashland.edu](http://www.ashland.edu)
2. Select "**Quicklinks.**"
3. Select "**Department Directory.**"
4. Select "**Professional Development.**"
5. Select "**Online Class Offerings.**"
6. Select the sponsor (**AU-Elyria**)
7. Click on the title of the correct course.
8. Click on "**Register for this Course**" (green button toward the bottom of page).
9. If there is any information on the form that you would prefer not to submit online, it is best that you **DO NOT** complete the online registration process. Contact the person listed below, and you will be provided with a paper registration form.

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Visit our website: [ashland.edu/pds](http://ashland.edu/pds) for important information you may need, such as:

\* **Transcript ordering instructions**

\* Directions for logging into **Ashland Self-Service** where you can *check your grades, print receipts, print grade reports*

\* **Professional Learning course listings**

\* **A FAQ's page**

\* **Contact information**