

University/College Coursework Pre-Approval

Westlake City School District LPDC

Name: _____

Date: _____

Building: _____

Position: _____

For a University/College Course: If you are seeking local district LPDC approval for University/College credit, carefully complete this section. Your **Official Transcripts** should be supplied to the LPDC for final award of course credit. **All requests for pre-approval should be submitted at least SIX weeks prior to the beginning of the course. Failure to do so may result in the denial of approval.**

I. College/University:

II. Course Title and Number:

III. Semester or Quarter:

IV. Dates/Location:

V. Course Objectives:

VI. Identify the goal on your IPDP the course meets:

VII. Specify how this course supports your IPDP:

VIII. Number of credit hours requested:

****You are reminded that university/college coursework used to renew a license must assist you in accomplishing the goals of your Individual Professional Development Plan. The course must correlate with the district or building goals which address the needs of students, the district, and educator development.**

LPDC USE ONLY:

LPDC Chairperson: _____

Date: _____

**Signature verifies that the LPDC has pre-approved this university/college course.*