

Enrollment Guide for Edgewood College Professional Development Courses

Website URL: <http://pd.edgewood.edu/>

Course Number: **PDED-5006-V**

Course Title: **Mindful Self-Compassion for Educators**

Catalog: Physical Education/Health/Wellness

Section Number: **PDED-5006-V-FA17-1**

Graduate-Level Credits: **1** Cost: **\$180**

Section Number: **PDED-5016-V-FA17-2**

Graduate-Level Credits: **2** Cost: **\$360**

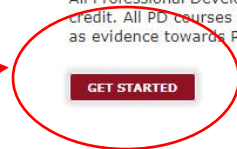
Final Enrollment Date: **October 7, 2017**



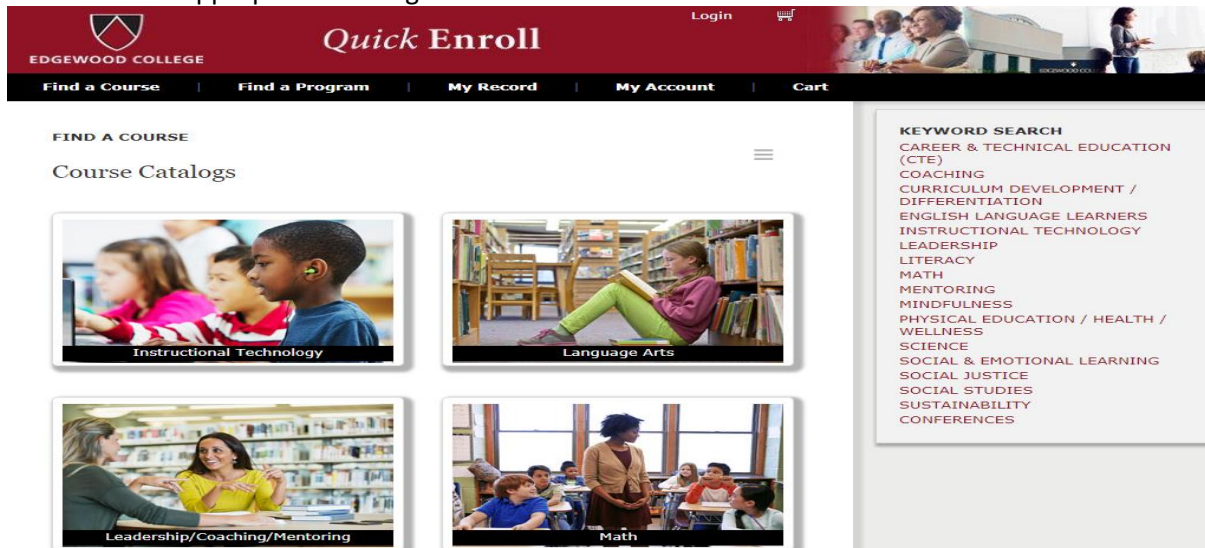
Professional Development

All Professional Development courses are offered for graduate-level credit. All PD courses can be used towards WDPI license renewal and as evidence towards Professional Development Plans (PDPs).

1. Click "GET STARTED" to begin searching for courses



2. Click on the appropriate Catalog.



3. Click on the appropriate offering code to view the available sections; click on the appropriate section.

EDGEWOOD COLLEGE **Quick Enroll**

Your Edgewood Express username and password are not used here and will not work.
 If you have not already done so, you have to create a separate, unique login and password for this Quick Enroll site. [Create a new account.](#)

Customer Account Log In

Login:
 Password:

LOGIN

Create a New Customer Account
 CLICK HERE to create a new account.

Forgot Your Login
 Call Edgewood College at 608-663-3297 for the login to your account.
 (7:30-4:00 business days)

Forgot Your Password
 CLICK HERE to look up your account and have a new password emailed to you.

Account Creation: (next page)
 Create a new Customer Account

- * Legal First Name
- * Middle Name
- * Legal Last Name
- * Birthdate
- * Email

Edgewood Student ID # (if known; assists with record accuracy)

- * Login
- * Password
- * Verify Password
- * Secret Question
- * Secret Answer

(mm/dd/yyyy)

CREATE **BACK**

7. Enter your information and click “CREATE”. You will then be able to see and click the “GO TO LOGIN” button to return to the login page.

8. Once logged in, review your profile, and enter data into all mandatory fields that have a * then click “NEXT”.

9. Review your order, read Course Drop policies and check the “I agree” box, then click “MAKE PAYMENT”

Find a Course
Find a Program
My Record
My Account
Cart

PAYMENT CHECKOUT

Item	Quantity	Cost	Amount Due	Action
PDED-5555-SP16-2 HOCKEY MADE EASY - Registration		\$ 175.00	\$ 175.00	REMOVE
Total Due:			\$ 175.00	

I agree to abide by the **Course Drop Policies for Professional Development Courses.**

By selecting "Make Payment", I am giving Edgewood College permission to communicate with me regarding my academic record at the email address provided in this profile.

When you click the Make Payment button, you will be redirected to our payment gateway site. Upon completion of your payment transaction, you will be redirected back to our website to complete any remaining enrollment requirements.

Payment Options:
 Credit Card (2.75% service fee) or
 Electronic payment from checking or savings account (no service fee)

MAKE PAYMENT

Note: if paying by credit/debit card, there is a 2.75% service fee. No fee if paying by electronic check.

10. Follow Instructions to make a payment by credit/debit card or by electronic check.

Course Drop Policies for Professional Development Courses

Dropping courses prior to first class meeting

Students who drop a course prior to the first class meeting will receive a 100% refund of the course tuition.

Dropping courses after first class begins

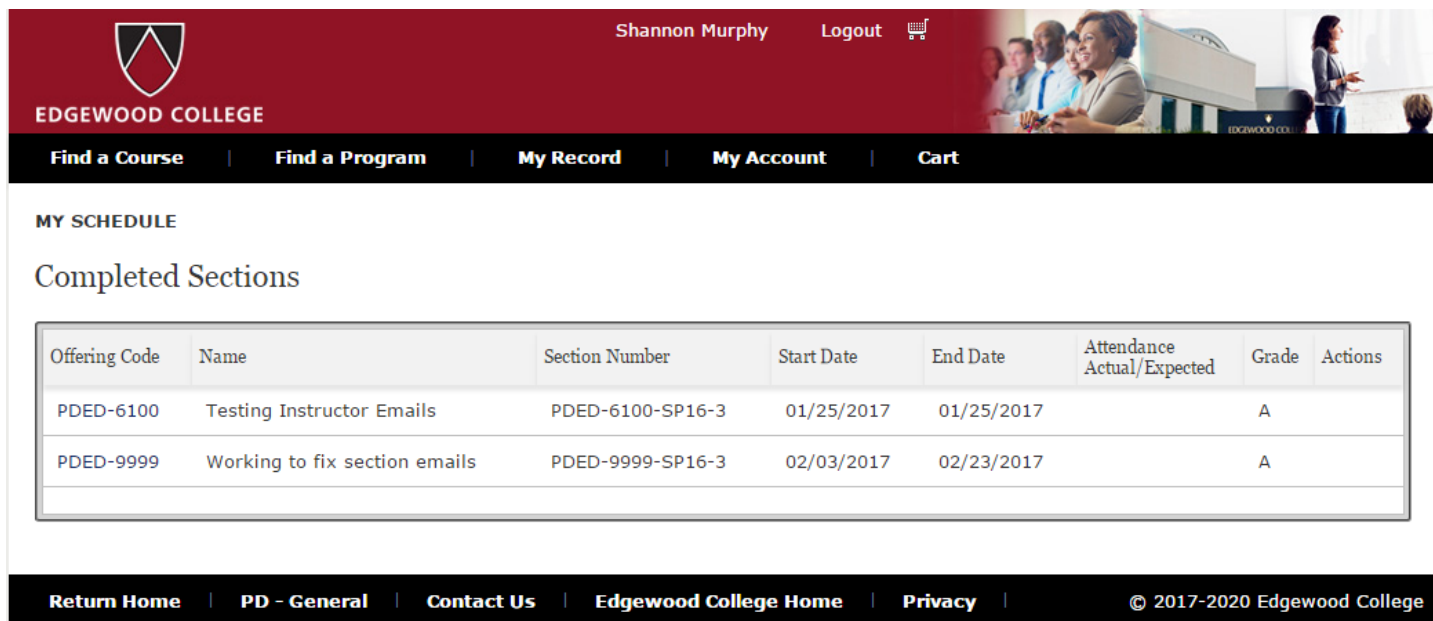
Students who drop a course after the first class has begun will be charged an administrative fee of 50% of the cost of one credit for that course. This administrative fee also applies when students fail to communicate to Edgewood College their choice to drop a course.

Obtaining Grades and Transcripts

Two types of grade and course listings are available.

For an official transcript, go to <https://www.edgewood.edu/transcripts> for directions. Transcripts are \$8 per copy.

A list of your courses and grades since February, 2017 is available from the site where you enroll for PD courses: pd.edgewood.edu After you log in, hover over My Record and click on Completed Sections; you will view a list that you can print, or copy and paste. See below.



The screenshot shows the Edgewood College website interface. At the top, the Edgewood College logo is on the left, and the user name "Shannon Murphy" and "Logout" button are on the right. Below the header is a navigation bar with links: "Find a Course", "Find a Program", "My Record", "My Account", and "Cart". The main content area is titled "MY SCHEDULE" and "Completed Sections". It contains a table with the following data:

Offering Code	Name	Section Number	Start Date	End Date	Attendance Actual/Expected	Grade	Actions
PDED-6100	Testing Instructor Emails	PDED-6100-SP16-3	01/25/2017	01/25/2017		A	
PDED-9999	Working to fix section emails	PDED-9999-SP16-3	02/03/2017	02/23/2017		A	

At the bottom of the page is a footer with links: "Return Home", "PD - General", "Contact Us", "Edgewood College Home", "Privacy", and a copyright notice: "© 2017-2020 Edgewood College".

Contact us

For questions or assistance, please contact:

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