



October 26, 2020

To Whom It May Concern,

This is to certify that **Insert Student's Name Here**, has successfully completed the following Graduate Professional Development class(es) for **Number of credits here** at Valley City State University during the **Insert term here**.

- **Insert Course name and course number here**

Continuing Education credits through Valley City State University are offered as graduate-level professional development courses and indicated as Graduate Professional Development on University transcripts. Although offered as graduate-level courses, they cannot be used toward a degree program.

The courses which **Insert Student's Name Here**, completed were offered for Teachers and Professionals through Valley City State University's Extended Learning. These courses are designed for educators and professionals who have previously achieved at least a Bachelor's Degree to meet requirements for salary-incremental steps or re-certification credit. Each course requires a minimum of 15-hours per semester hour of credit. Although they are graduate-level courses of rigorous content, they are not eligible toward a graduate degree. Upon successful completion of these courses, the student is granted the corresponding semester hours of post-baccalaureate, non-degree credit.

Regarding course rigor, these courses not only provide valuable information that can immediately be assimilated into a teacher's classroom, but also include expert rubric-driven feedback and facilitation to encourage deeper professional thinking.

Although this work is recognized by the State of North Dakota and other states, the student should consult with their education authorities to ensure that these courses are accepted by them.

Valley City State University is regionally accredited by the Higher Learning Commission and are CAEP Accredited.

Questions regarding Continuing Education credit courses may be directed to Misty Lindgren, Coordinator of Extended Learning, at (701) 845-7303 or via email at extend@vcsu.edu

Sincerely,

A handwritten signature in cursive that reads "James Boe".

Dr. James Boe, Ph. D.
Dean for Graduate Studies and Extended Learning
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