

Professional Development for Religious and Independent School Teachers and Staff Application Instructions

As an eligible employee of a Religious or Independent School in NYS, you can take select online courses through the University at Buffalo's Graduate School of Education for professional development. To do so, you must apply for non-degree status with the Graduate School of Education. Please follow the steps below:

1. +Complete an online application for non-degree status:

Deadlines

- Winter 2020 courses: Sunday, December 15, 2019 (classes begin 1/6/20)
- Spring 2020 courses: Sunday, January 12, 2020 (classes begin 1/27/20)
- Summer 2020 courses: Sunday, May 10, 2019 (classes begin 5/26/19)
- Fall 2020 courses: Sunday, August 16, 2019 (classes begin 8/31/20)

Complete the application at ed.buffalo.edu/prof-development

- Upload a **copy of your undergraduate transcript** (an unofficial copy is acceptable) showing the conferral date of your bachelor's degree
- Upload **proof of your employment** at an eligible religious or independent school (letter from your school leader, copy of ID card, etc...)

2. +Wait for review: Once your online application, bachelor's degree transcripts, and proof of eligible employment have been received, your application will be reviewed.

3. +Enroll: Once you have been granted non-degree status, you will receive information on the next steps for enrollment, including submission of a required form confirming your course selection(s). Our staff will register you for your selected courses.

General Questions

Contact the Lisa Monpere-Cruz at lmonpere@buffalo.edu or 716-645-2358

Application Questions

Contact the Office of Graduate Admission at gse-info@buffalo.edu or 716-645-2110