

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

As an eligible teacher, 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\*

- Summer 2021 courses: May 20, 2021 (classes begin 6/1/2021)
- Fall 2021 courses: August 20, 2021 (classes begin 8/30/2021)
- Winter 2022 courses: December 15, 2020 (classes begin 1/5/2022)
- Spring 2022 courses: January 14, 2021 (classes begin 1/31/2022)

\*Deadlines are based on availability of funding and are subject to change

Complete the application and view available courses at [ed.buffalo.edu/prof-development](https://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, current paystub, etc...)
2. **Wait for review:** Once your online application and bachelor's degree transcripts 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).

### Questions?

Contact the Office of Graduate Admission at [gse-apply@buffalo.edu](mailto:gse-apply@buffalo.edu)  
or 716-645-2110.