



2012 NASSP Conference Offers Attendees  
Graduate Credit Opportunity in Conjunction with  
Lynchburg College, Lynchburg, VA  
Accredited by the Southern Association of Colleges and Schools (SACS)

**Enroll in**

- EDLS 669C Special Topics: Educational Issues (**3 hours**)  
or
- EDLS 669A Special Topics: Issues in Education (**1 hour**)

**Cost:** \$375 for 3 hours of graduate credit  
\$150 for 1 hour of graduate credit

For **3 hours of credit** (EDLS 669C Special Topics: Educational Issues) participants must:

- Attend each of the General Sessions.
- Attend the Concurrent or Featured Sessions/Presentations.
- If you are a state officer who must attend other functions or if you attend pre-conference sessions related to Breakthrough Schools, the professor will work with you to individualize requirements.
- Submit **electronically a summary of each** of the Sessions or Featured Presentations attended by May 1, 2012.
- Submit **electronically** by May 1, 2012 a **4-6 page critical analysis paper reflecting what you learned during the NASSP Conference and how you will use what you learned to improve your school or school district. IMPORTANT:** If more than one person from a school or school district attends the Conference and enrolls in the course, the reflection paper may be a joint submission; however, a summary must be provided by each participant.
- Students who enroll for three hours of graduate credit will also receive via email five additional readings/resources/articles connected to school improvement. Students must submit a 1-2 page reflection paper for four (4) of the assignments – the reflection should focus on what you learned and how you can use the information in your school or school district. Reflections must be submitted by May 1, 2012. The five additional resources will be connected to the Rapid School Improvement Indicators from the Center on Innovation and Improvement, Indicators for High Schools from the National High School Center, Conversations on Teaching and Learning, and two articles.
- Assignments should be submitted as email attachments to: Dr. Roger Jones, Professor and Chair, Leadership Studies at [jones@lynchburg.edu](mailto:jones@lynchburg.edu). The instructor will grade and return all assignments electronically with comments.

For **1 hour of credit** (EDLS 669A Special Topics: Issues in Education), participants must:

- Attend 2 of the 3 General Sessions.
- Attend 5 Concurrent or Featured Sessions/Presentations.
- Submit electronically a summary of each of the 7 Sessions (combination 2 General Sessions/5 Concurrent Sessions or Featured Presentations) by May 2, 2012.
- Submit assignments as email attachments to: Dr. Roger Jones, Professor and Chair, Leadership Studies at [jones@lynchburg.edu](mailto:jones@lynchburg.edu). For more details or specific questions call 434.544.8444. The instructor will grade and return all assignments electronically with comments.

## Enrollment Process

- Submit a Lynchburg College non-degree application by **March 1, 2012 if registering before the conference**. You will register as a student for Spring 2012. There is no application fee. You can conveniently access an application at <http://www.lynchburg.edu/nassp.xml>. Download the Special Topics Application: NASSP Conference, complete, and mail to: Dr. Roger Jones, School of Education, Lynchburg College, 1501 Lakeside Dr., Lynchburg, VA 24501.
- Submit a copy of your college **transcript for your highest degree** earned by March 30, 2012 to: Office of Enrollment Services, Lynchburg College, 1501 Lakeside Drive, Lynchburg, VA 24501.
- Applications will also be available at the Lynchburg College display set-up inside the NASSP Bookstore onsite at the 2012 Conference. Applications may be completed and submitted onsite during the Conference.

## Billing

- Once your application and transcripts are received, you will be admitted as a non-degree student.
- At that time, you will be invoiced by the Business Office at Lynchburg College for \$375 for the 3 hour course, or \$150 for the 1 hour course.
- Payment will be due in full upon receipt of the invoice.
- Once payment is received, you will be added to the class roll.
- You will not be officially enrolled in the class until payment is received.

## Availability of Transcript

- Transcripts to include course title and grade will be available by Wednesday, May 23, 2011. The transcript request form can be downloaded from <http://www.lynchburg.edu/x4309.xml>.
- Transcripts are available for a fee of \$3 per copy.
- Requests *cannot* be accepted by telephone or email.
- Transcripts cannot be produced for anyone whose record is being held because of past-due financial obligation.
- Lynchburg College accepts payment by cash, check (payable to Lynchburg College), VISA, or Mastercard.
- Transcript orders are usually processed within three working days.
- For more information, please call 434.544.8218.