Clock Hours Registration Form  Spanish Heritage Learners Workshop

Enrollment Information

Please check one.  ☐ Male  ☐ Female

<table>
<thead>
<tr>
<th>Name (last)</th>
<th>(first)</th>
<th>(middle)</th>
<th>Former name, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>ZIP code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date of Birth (required)</th>
<th>Social Security Number (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Course Information

Term:  Autum 2018  Abbrev/Number/Section:  PL 500 B  Reg. #:  177272

Course Title:  Spanish Heritage Learners Workshop  Instructor:  Maria Gilman

Start Date:  11/3/2018  End Date:  4/27/2019 (Three days, only 11/03, 02/23, 04/27)  Meeting Time:  9:00AM-1:00PM

Payment Information

Total Fee:  $45.00

UW Student Information

Have you ever enrolled for credit courses at UW?  ☐ Yes  ☐ No

UW Student Number: (If known)  

Method of Payment:

☐ Third-Party Payer—separate document (purchase order or letter of authorization) must accompany this registration form
☐ Check payable to the University of Washington
☐ VISA  ☐ MasterCard

Credit card number  Exp. Date

Name as it appears on the card (print clearly)

Signature

Return this form in one of these ways:

Mail to:  UW Continuum College Registration Services
          PO Box 45010
          Seattle, WA 98145-0010

Phone:  206-543-2310

Fax to:  206-685-9359
Course Information:

Term: Autumn 2018  Abbrev/Number/Section: PL 500 B  Reg. #: 177272

Course Title: Spanish Heritage Learners Workshop  Instructor: Maria Gilman

Start Date: 11/3/2018  End Date: 4/27/2019  Meeting Time: 9:00AM-1:00PM

Thank you for choosing to use UW Continuum College (UWC²) classes to fulfill your In-service clock hour requirements for the State of Washington. All UW Professional & Continuing Education courses, credit and noncredit, may be used to fulfill this requirement. Each 60 minutes of instruction, including reasonable time for breaks, equals one In-service clock hour.

Under the authority of WAC 180-85 ("Professional Certification- Continuing Education Requirement"), the Office of the Superintendent of Public Instruction (OSPI), stipulates that “individuals are responsible for maintenance of their own records.” UWC², in compliance with this policy, requires that students be responsible for filling out and returning the appropriate forms with the appropriate signatures in order to receive In-service clock hours for participation in UWC² courses.

Please note: Clock Hours can NOT be awarded for any event for which the total number of hours is less than three (3) hours. (If the event has multiple sessions, individual sessions of less than three (3) hours can be included in the total.)

Step by Step Procedure:

1. A UWC² “In-service Clock Hour Attendance Sheet” will be provided to you on the last workshop date, April 27.
2. Complete the attendance sheet fully except for the signature line for the instructor. (Course information is listed on the top of this page and on the registration form.)
3. Return the “In-service Clock Hour Attendance Sheet” to UW in the High School, Attn: Mary Schweikl, PO Box 359485, Seattle, WA 98195. Forms can be completed and given to the coordinator at the last workshop session.
4. Following the receipt of the registration form (with payment) and the attendance sheet by Registration Services, an OSPI Form 1125, "In-service Registration", will be completed and mailed to you.
5. Keep Form 1125 as part of your permanent records so you can provide a copy when submitting records to OSPI or your local district.

Further Information:

For further information related to In-service clock hours, contact the Office of the Superintendent of Public Instruction, (360) 753-6773 in Olympia. For information on UWC² rules and policies on In-service clock hours, call Registration Services, 206-543-2310.