



Memorandum

TO: WBTA
FROM: Mr. Shawn Hanley, Assistant Superintendent for Human Resources
DATE: October 2021
RE: Institutions & Graduate credits concern

We have experienced problems with graduate credits from the institutions below and will no longer be accepting graduate credits as described below:

- UC of the Pacific (9000-9999 all courses - acceptable as inservice only beginning 10/1/21)
- UC of San Diego (400-499 all courses - acceptable as inservice only beginning 10/1/21)
- Professional Development Institute - (acceptable as inservice only)
- University of La Verne (700-799 all courses - acceptable as inservice only)
- Loyola Marymount University (8000, 000-099 courses inservice only)

Please note, the institution you are obtaining the graduate credits from should accept them as graduate credits and clearly provide information on how these classes can be accepted as graduate credits. Any institution that will not accept them as part of their own advanced degree program, should be “flagged” as a concern and potentially may be disapproved for graduate coursework.

Examples:

- Fresno Pacific University

Things to consider:

1. If they are not accepting their own graduate credits either will we.
2. If the course allows for inservice and graduate credit...this should be “flagged.”
Employees should review this course closely as these courses are generally not accepted in graduate programs.