

Education Department Courses

Frequently Asked Questions

Are the online courses self-paced?

The online courses should be treated no differently than an in-person course. You should plan to attending online from the first day of the course and actively participate throughout the course.

What is the time commitment for each course?

You should expect to spend about 10 hours a week in each class, plus additional time to complete any readings or assignments. We recommend logging into an online class on the first day and reviewing the syllabus and due dates for each course so you can plan accordingly. There are various due dates for multiple assignments in each course. Instructors do not accept late assignments for any reason.

Is there a required textbook for my course?

You can check the required textbook and instructor by selecting “*More Information*” next to the section dates of any course you are considering or are enrolled in. In the enrollment confirmation email there is also a link provided to check the required textbook for that particular section.

Must I take the Education Courses for a letter grade?

We recommended that all students take the coursework for a letter grade. The letter grade will utilized to verify the candidate has completed all the required coursework with a grade of “C” or better in any program. A grade of “C-” or lower is not equivalent to a grade of “C” or better.

Once a course ends your grading option cannot be changed. If you need to change your grading option you can do so until the day before the class ends through [MyExtension](#) or by to contacting Student Services at unex-reg@ucsd.edu

When is the last day to register for a course?

If you would like access to the class on the first day (Monday) you should plan on enrolling no later than the three business days (Wednesday) before the course starts. You can enroll in a class until the first day of the course if there is space available in the section.

I enrolled in a class online, but I do not see the class in MyExtension or Blackboard?

Online enrollments normally take at least one business day to be processed. It then can take one additional business day for the online classroom to become available to your through [Blackboard](#).

Once your enrollment is processed you are sent an enrollment confirmation to the email address you provided at the time of enrollment or you can check if the enrollment is finalized through [MyExtension](#). You can log in at <http://ucsdextension.blackboard.com> to access the online course.

How do I drop a course I have already enrolled in?

You can drop most Education courses for a full refund before the refund deadline. You can also drop any course after the refund deadline until the day before the class ends. In order to drop you can through [MyExtension](#) or by to contacting Student Services at unex-reg@ucsd.edu

How many classes can I take at one time?

We do not recommend taking more than one class at the same time. The course dates are often scheduled so you can take more than one class per quarter without overlapping your courses.

If you would like to take more than one class it may be possible if you have fulfilled any required prerequisites for the courses you wish to enroll in.

Why can I not enroll in the next course? I just finished the prerequisite class.

Your grade must first be officially posted if a prerequisite is required. Although the grade may show in Blackboard you will need to check [MyExtension](#) to see when your official grade is posted. After the grade is posted you can then enroll in the next class.

I am on the waitlist for one class and I want to sign up for another section of the same class. I tried to enroll online, but it will not allow the enrollment. How can I enroll now for another section of the same course?

You will need to contact Student Service at unex-reg@ucsd.edu or (858) 534-3400 and request to be dropped from the waitlist. Once you have been dropped from the waitlist you could then enroll for another section of the same class.

Where can I find additional information on the programs you offer?

Here are links with more detailed information on the various programs we currently have available.

Programs offered at UCSD Extension - Education Department

- [K-12 Professional Development](#)
- [College Counseling](#)
- [Gifted and Talented Education](#)
- [Teaching Adult Learners](#)
- [Teaching English to Speakers of Other Languages](#)
- [Teaching Online](#)
- [Added Authorizations](#)
- [California Clear Credential](#)
- [CLAD Through CTEL](#)
- [Designated Subjects](#)
- [Reading Instruction](#)

Programs offered at UCSD Main Campus - Education Studies Department

- [Preliminary Multiple Subjects Credential](#)
- [Preliminary Single Subjects Credential](#)
- [Doctoral Programs in Teaching and Learning](#)
- [Doctoral Programs in Educational Leadership](#)

Additional contact information for your convenience:

Education Department

Phone: (858) 534-9286

Email: unexeduc@ucsd.edu

- *The quickest most direct method is via email.*

Website: extension.ucsd.edu/education

California Commission on Teacher Credentialing

Email: credentials@ctc.ca.gov

- *The quickest most direct method is via email.*

Phone: (916) 322-4974

- *Monday through Friday between 12:30pm and 4:30pm PST*

Web site: <http://www.ctc.ca.gov>