

## RIDE Pre-K Professional Development Meetings

Several people have contacted us regarding the new system for registering for RIDE Pre-K PD. We hope that this document serves to clarify the new process and answer some of your questions.

### Pre-K Professional Development Opportunities

The full-year PD Schedule is available on the new Pre-K section of the *Center for Early Learning Professionals* website: [center-elp.org/ride-pre-k/](http://center-elp.org/ride-pre-k/) These PD events are for **RIDE Pre-K program staff only**. You can browse the full schedule of offerings at any time and identify those that interest you. NOTE: In some cases, there are specific criteria for registration. For example, the BPS Curriculum meetings are open only to the BPS Curriculum pilot group as identified by RIDE. A few meetings are not yet assigned topics; this is so we can be flexible as needs and interests arise.

### Online Registration

Pre-K staff **must now register** for PD events through the online registration system. This will help streamline the process for tracking participation and awarding PD hours. **REGISTRATION OPENS ONE MONTH AT A TIME**. Registration for

- October 2017 opens on September 25th,
- November 2017 opens on October 23rd, and
- December 2017 opens on November 27th.

You will receive an **email alert** each month when registration for the following month opens.

If you attempt to register and receive a message that reads that registration is “**closed**,” it is either because (1) the space is at capacity, or (2) registration for that month has not yet opened (according to above schedule). Please note that **REGISTRATION FOR ALL EVENTS WILL CLOSE AT 2:00 pm on THE DAY PRIOR to the EVENT**.

### Registration Status

Once you register for an event, you will receive an **automatically generated** email response informing you that your registration is PENDING. Once we confirm certain information, you will receive a follow-up email message regarding your registration status:

- Attending: You meet the criteria for the session and your registration is approved.
- Waitlisted: You meet the criteria but the session is full. We will send a follow-up email if space becomes available.
- Not attending: You do not meet the criteria (as outlined in the session description).

We look forward to seeing you in the upcoming weeks and, as always, feel free to contact us with additional questions at [info@center-elp.org](mailto:info@center-elp.org).