



October 5, 2023
Margo Perkins
FCSS

Dear Margo:

Please be advised that your courses for the Fall 2023 Session have been re- approved as follows:

COURSE #	COURSE TITLE	DATES	UNITS
TEC 1882	CTE 100 CTE Foundations	10/20/23	12/13/23
TEC 1886	CTE 101 CTE Curriculum, Instruction & Assessment	10/20/23	12/13/23

Credit is available at \$80 per semester unit, payable to Fresno Pacific University by the participant.

The registration/grading process is as follows:

- Have students complete the Online Registration process at <https://ce.fresno.edu> within the appropriate registration period.
- Upon receipt of the forms/payment, CE will register each student and return a course roster to you. Record the grades on the roster at the completion of the course. The grades are **Credit/No Credit (CR or NC)**. Credit is equivalent to a B grade or above; letter grades are not issued.
- Return completed roster to the CE office within two weeks after receipt or course/assignment completion, whichever is later.
- CE will post grades within one week of receiving roster. Students may access their final grades via the CE website <https://ce.fresno.edu>
- Transcripts may now be requested online; students may create an account on the CE website at <http://ce.fresno.edu>, then click on Order Transcripts.

If you have questions about the Workshop process, please call Paulette Matsubara, Director of Operations, at (559) 453-2049.

Our office is open from 8 a.m. to 5 p.m. for your convenience.

Sincerely,

Paulette Matsubara

Paulette Matsubara, M.A.
Director of Operations
Continuing Education