­­Online Teaching Certificate Equivalency

To maintain best practices and keep high standards in distance education at Fullerton College, faculty may either complete Fullerton College’s Online Teaching Certificate (OTC) or apply for Online Teaching Certificate Equivalency by following the process below. Training must have been completed at another college or other educational organization within the last five years.

If you complete the @One Online Education Standards and Practices (OESP) certificate program, you may submit a copy of your certificate for equivalency and you do not have to complete the rest of this form.

If you are applying for equivalency to Fullerton College’s Online Teaching Certificate, you must provide evidence that the training program met each the following objectives.

1. Create and organize course and support material.

* Possible topics related to this objective: Course syllabus, assignments, rubric, discussion board design, welcoming homepage, orientation module/materials, instructional videos.

1. Implement course design that specifies and plans for regular and effective contact, which includes meaningful instructor-to-student and student-to-student communication/interaction.

* Possible topics related to this objective: Welcome letter, course access instructions, substantive feedback, regular/consistent use of discussion board, peer review, groups.

1. Apply universal design concepts to create accessible content within the campus-sponsored LMS

* Possible topics related to this objective: Styles tool use, LMS Styles formatting and accessibility checker, video closed captioning.

Provide documentation of the program content relevant to the objectives and your completion of the program.

* Copy of certificate (Required)

And one of the following

* Screenshots from the training program of course objectives and content relevant to equivalency objectives listed on the form below
* Link to the program webpage that specifies course objectives and content.
* Copy of course catalog description of the course

Instructor Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Identify the training program you completed and how it meets **each** objective listed above. You may provide examples beyond those listed above.