

ONLINE EQUIVALENCY FOR TEACHING

If you haven't taught online, but have taken **equivalent coursework** in online teaching pedagogy, assessments and accessibility within the past 6 years, you may be eligible to waive some or all of the PCC training requirements to be certified as a DE instructor, by providing us with copies of certifications, course descriptions (including learning outcomes), and/or course syllabi.

If you have taught online at another institution but not PCC, you may be eligible to waive some of the faculty training requirements. We would ask for examples of online course materials you have developed, as listed in the **Artifact List** below.

Artifacts

In order to waive all (or some) of the online teaching requirements, you will need to present the following artifacts* in Canvas:

1. Welcome letter
2. Sample syllabus
3. Online course policies about communication, grading, and dropping
4. A detailed outline of your course content
5. Effectively designed course introduction & content modules in Canvas
6. Effectively designed discussion with a rubric
7. Effectively designed student-centered assignments and activities that use multiple instructional methods, one of which must include an active learning component. Examples include group activity, peer review activity, etc.
8. Effectively designed assessments aligned to stated Student Learning Outcomes
9. Example of accessible instructor-created multimedia content
10. Demonstrated understanding of accessibility requirements

*Artifacts needed to teach distance education at PCC are based on the requirements outlined in the CA Community College [Online Education Initiative Course Design Rubric](#).