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Center for Teaching & Learning

Certification in College Teaching

Name _____ MUID _____

Academic Program _____ Advisor _____

Completion Date _____

Please indicate semester/year each requirement was completed below.

_____ Complete required program/college specific training (or IPed TA training if no college specific training is offered)

_____ Attend 6 additional training sessions provided by the CTL, other existing programs, or approved specialized programs (completing all "Basics of Pedagogy" badges will satisfy 4/6 training session requirements)

_____ Engage in a teaching experience (depending on college, may include working as instructor of record, guest lecturer, lab teacher, etc) and observed by faculty member

_____ Portfolio at completion to include;

_____ teaching philosophy,

_____ vita/resume

_____ reflections of training sessions (6)

_____ lesson plans (2)

_____ observation of teaching (2)

_____ other _____

Please provide this completed form along with all materials supporting the completion of the requirements to the chair or department head of your academic program. The program chair/department head, in consultation with your advisor, must verify completion of the requirements and this checklist in a letter on department letterhead.

Submit the letter verifying the completion of requirements and checklist via email to Marshall University Center for Teaching and Learning (ctl@marshall.edu). Supporting materials verifying the completion of requirements need not be submitted.