

ENDORSEMENT OF QUALIFICATION

(Page 2)

The _____ department recommends _____
Department **Faculty Name**

for online teaching in _____ based on evidence
Discipline

that he/she meets the qualifications as specified in the CHC DE plan.

Faculty Chair **Date**

Faculty Chair: Forward to ETC Faculty Co-Chair

ETC ENDORSEMENT OF QUALIFICATIONS

Step 1 - Intent to Teach Form Approved by ETC: _____
Signed (ETC Rep) **Date**

Step 2 – Skills Demonstration Successfully Completed: _____
Signed (ETC Rep) **Date**

Step 3 – Two week Content Checklist Completed: _____
Signed (ETC Rep) **Date**

Signature of ETC Faculty Chair **Date**

Page 2 of the Intent to Teach Form forwarded to VPI secretary : _____
Date

Instructor added to ETC Approved Instructor List on Blackboard site _____
Date