

Course Assignment Form

STEP 2

Fill out Step 1 <https://forms.office.com/r/7gL3y2UEb5>

Who should fill out this form?

- x Faculty who are not certified to teach online and who want to teach an existing course that has already been approved to be taught in an online asynchronous or blended modality. [read more about the modalities, see looking for an Online Class](#)
- x Full-time faculty who were hired after August 30, 2023.

The Learning Academy (eLA) is required for both.

eLA
The eLA is a fully asynchronous program with content in Brightspace. The purpose of the eLA training is to equip faculty with the pedagogical and technological knowledge to develop and successfully deliver online

Part A. Faculty Member 25

Campus	Campus Executive Dean	Campus Academic Affairs Associate Dean
Ammerman	Irene Ribb (A200)	Sandra Sprows (A200F) Fara Ashar (A200J)
Eastern	Mary Reese (P228)	Jennifer Browne (NFL 127E)
Griffin		

2. Campus Executive Dean

- a. CampusExecutiveDeanName:

- b. CampusExecutiveDean Signature:

- c. Date:

Part D. Center for Teaching and Learning

- a. Type of provisionabertification for the facultymemberby CTL(select one):
 - i. Fullyonline (Asynchronous)

 - ii. Blended & combination of Asynchronous and Traditional(person)

- b. Date of Training Completion:

- c. Assistant Dean @CTLName:

- d. Signature of Assistant Dean@CTL

- e. Date:

For CTL Use Only
