Prairie View A&M University
Online Instructor Certification Requirements

I. Certification to Teach Online Courses – Prairie View A&M University Instructors must be certified to teach online courses. There are 3 requirements for certification:

   a. Complete all 3 certification training sessions (Beginner, Intermediate, Advanced) – The training sessions are available in face-to-face (F2F) sessions or as online modules.

   b. Pass certification assessment - After completion of training sessions, an assessment will be made available. Participants must score 80% or higher to pass the certification assessment.

   c. Teach a web-assist course for at least one term. A web-assist course is a F2F course that is supplemented with eCourses. An acceptable web-assist course is one in which course documents are posted for students, LMS-based communication tools are utilized (Forums, messaging, or internal email) and the Assignment tool is used.

   If an instructor has taught online for another institution, he or she must still complete the PVAMU certification requirements.

II. Re-Certification to Teach Online Courses

   a. If a certified instructor goes 12 months or 3 consecutive terms without teaching an online or web-assist course, that instructor must attend all 3 training sessions again.

   b. The certification assessment is not required for re-certification

III. Advantages to Certification Training includes the following:

   • Certification to Teach Online Courses (certificate included)

   • Industry standard online course pedagogy training

   • Hands on experience using learning management system (LMS) – Moodle

   • Ability to effectively incorporate eCourses into currently taught F2F courses

   • Membership to the PVAMU Online Faculty Group