

Three Rivers Community College
INSTRUCTOR APPLICATION TO TEACH ONLINE, OLCR AND HYBRID COURSES
Statement of Purpose

The application to teach online and hybrid courses involves 3 parts:

1. A description or how your background has prepared to teach online/hybrid courses,
2. An explanation of which TRCC online checklist elements you might use in your class, and
3. A demonstration of your knowledge of setting up an online class.

Approval of this application indicates that you may teach online courses at TRCC. Instructors are expected to stay current with best practices in online education. This form only needs to be completed once, but separate course proposals(s) may be needed if the courses(s) to be taught are new to the Online, OLCR, or HYBR format.

Part 1: Background

Experience: Describe your experiences in teaching an online, hybrid, or a technology-enhanced on-ground course. Alternatively, describe any experience you have related to teaching in a technologically rich environment.

Training: Describe any technology training that relates to teaching an online course or technology enhanced course have you attended.

Part 2: Elements of Online Course Design

Evaluation: What evaluation methods will you use to assess student learning?

Technology: What technology tools you will be using online (e.g., e-mail, discussions, announcements, calendar, learning modules, assignments, online exams, etc.)?

Part 3: Demonstration of Knowledge

Demonstration: For which course will you be setting up a three-week shell?

Review and Approval Signatures

Instructor Name (Printed) and instructor Signature

Date

Educational Technology/Distance Learning Director Name and signature (**concept meeting**)

Date
