



Dual Credit Instructor Onboarding

Required Evidence For Each Discipline

The College of Southern Idaho Early College Program is accredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP) and as such, must provide evidence CSI is meeting specific standards. In regards to instructor onboarding, NACEP requires the following:

“Faculty Liaisons at the college/university provide all new concurrent enrollment instructors with course-specific training in course philosophy, curriculum, pedagogy, and assessment prior to the instructor teaching the course.”

To prove we are meeting this standard, the Early College Department is requesting you submit the following evidence for each discipline following instructor onboarding:

Number of Dual Credit Instructors Attending: _____ (Sign-in sheet required)

Number of Faculty Liaisons Attending: _____ (Sign-in sheet required)

Date of Onboarding: _____

Academic Discipline: _____

Required Documentation:

- Meeting Minutes
- Agenda
- A sample of course-specific training materials and a description written by the liaison of how new instructors are trained, including a description on how the materials provided are used.
- Instructor and Liaison Sign-In Sheets

Please submit these materials, along with this sheet, to the Early College Department following the event.

Department Chair (Print)

Department Chair Signature

Date