

Peer Instructor (for use in conjunction with the HELPHS program only Education Plan required)

FACULTY NAME: _____ DATE: _____

INSTRUCTIONAL PROGRAM AREA: _____
(Specific area being requested i.e. Accounting, Mathematics – not specific courses)

SUBMITTED BY: _____ PHONE: _____
Name of VU personnel completing the form. This form should
NOT be completed by the Faculty being reviewed for employment.

A peer instructor approval will be allowed only in conjunction with the Hybrid Educational Learning Program for High Schools (HELPHS). The HELPHS program, utilized specifically within VU's dual credit programming efforts, allows an approved high school instructor--Peer Instructor--to collaborate with a fully credentialed VU faculty member--Credentialed Instructor--to deliver dual credit curriculum via a hybrid model (distance education and face-to-face instruction) to high school students. See the HELPHS policy document for detailed guidelines and faculty responsibilities. Peer instructor approval **MUST** be supported with the following: 1) commitment to complete minimum, discipline-specific credentials required for provisional approval within two years and 2) ongoing, documented progress (via updated transcript or other documentation) to demonstrate the Peer instructor is meeting the expectations of an Approved Education Plan. **Please refer to the Academic Credentialing Chart for the applicable faculty credentialing requirements.**

Upon attaining the minimum, discipline-specific requirements for provisional approval, the Peer Instructor will transition to Provisional Approval. See [3. Provisional of the Faculty Credentialing Guidelines](#).

Types of Courses	Degree Attainment/Credentials	Initial Course Type (Choose One)
General Education or Non-Occupational	Have a Master's Degree in any discipline <u>OR</u> a Bachelor's Degree in the discipline or related area; AND be willing and able to earn the required credentials for provisional approval requirements within two years (or less as determined by the department).	
Professional	Have a <u>minimum</u> of an Associate's (varies by program area) in the discipline or related area; <u>and</u> be willing and able to earn the required credentials for approval requirements within two years (or less as determined by the department).	
Career and Technical or Occupational	Combination of education, training, applicable licensures/certifications, and relevant occupational experience commensurate with the level of expertise required in the discipline.	

Applicant's Current Credentials (i.e. work experience, applicable licensures/certifications):

Completion Date Required for Attached Education Plan: _____

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Page Two**

REVIEWED BY:

Non-Vincennes Campus

Vincennes Campus

Select One

Select One

Department/Program. Chair Date

Department/Program Chair * Date

Senior Director/College Dean Date

College Dean Date

Vice President Date

Provost Date

*Department/Program Chair must designate faculty liaison for dual credit instructors: _____
Faculty Liaison

RATIONALE FOR DENIAL; EXPLAIN HOW DEFICIENCIES COULD BE REMEDIED TO MEET CREDENTIAL GUIDELINES