

Course: \_\_\_\_\_  
 Instructor: \_\_\_\_\_  
 Reviewer: \_\_\_\_\_

**DISTANCE EDUCATION COURSE STANDARDS SUMMARY**

This page summarizes the Distance Education Course Certification Committee’s review of the above named course. Detailed explanations relating to each standard are on the attached pages. All course standards must be met before a course can be delivered online.

Distance Education Course Standards Summary	Standard	Meets Standard	Meets Standard with Recommendation	Does Not Meet Standard
	<b><u>1. Distance Education Documentation:</u></b> Specific required documentation is completed and submitted prior to course delivery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b><u>2. Professional Development and Training:</u></b> The course designer/instructor has successfully completed the required distance education training.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b><u>3. Start Here Module:</u></b> The Start Here module is present, accessible, and complete.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b><u>4. Syllabus:</u></b> The course syllabus is available, complete, and accessible from the Start Here module.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b><u>5. Course Design:</u></b> The course is designed to deliver content in a coherent and sequential manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b><u>6. Course Content:</u></b> The distance education course is comparable in rigor, depth, and breadth to the same or similar course when taught using traditional face-to-face delivery methods.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b><u>7. Communication:</u></b> Communication and interaction between students and between the instructor and students are promoted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b><u>8. Course Feedback:</u></b> Distance education students have the opportunity to give and receive feedback.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>