

Name _____

**WPDC Instructor Information Form
Part II: Instructor Expertise**

Instructors should have the terminal degree, usually an earned doctorate, in the teaching discipline or a related field. **Instructors who do not have the terminal degree (PhD, EdD, MFA for Arts) for the content area they are proposing to teach, MUST complete the Part II below.** Documentation of expertise is essential. While classroom experience is an important component, it is not sufficient for instructor approval. CHE Guidelines state: "In unusual cases, institutions may appropriately include graduate faculty members who have demonstrated exceptional scholarly or creative activity, or professional experience, but who may not possess the required academic credentials."

Special Training:

List all courses taken and workshops attended that provide you with expertise on this topic. Include the place where you received the training and the approximate dates.

Certifications Related to The Topic:

(If you have National Board Certification, list the area of certification.)

Demonstrated Classroom Expertise:

List teaching or school assignments that are related to the topic of this course. Provide the place of employment and approximate dates.

Honors and Recognition Related to this Area:

List all teaching honors or recognitions.