

# PATH Intl. Online Faculty Process Checklist

## Prerequisites

- Current PATH Intl. member in good standing
  - Adult education teaching experience
- Possess expertise in course discipline as defined by PATH Intl.
- Successful completion of most recent version of course as a student or auditor

## Apply

- Submit PATH Intl. Faculty Application with resume and 2 references from PATH Intl. faculty or mentees who obtained PATH Intl. certification
- PATH Intl. staff member contacts applicant within 30 days to provide process overview
  - Complete PATH Intl. Faculty Training
- Upon written notification of approval from PATH Intl., proceed to Apprenticeship

## Apprenticeship

(within 2 years of application approval)

- PATH Intl. staff member will provide training information for course software program
- Obtain 2 passing performance evaluations from current faculty members & PATH Intl. staff member
- Upon fulfillment of apprenticeship requirements, PATH Intl. will confirm Online Faculty status in writing

## Annual Compliance

- Submit annual Faculty Compliance form
- Complete Faculty Training Refresher course as offered
- Complete performance evaluations of apprentices and online faculty co-teaching

\* PATH Intl. will provide confirmation letters for advancement from Apprentice to Associate and Associate to Lead PATH Intl. Programs and Education Department makes the final decision of the faculty appointed to teach PATH Intl. courses and perform PATH Intl. certification evaluations