**PATH Intl. Mentor Training Faculty Process Checklist**

### Prerequisites
- Current PATH Intl. Advanced or Master Instructor
- Completion of Standards Course within last year
- Completion or Audit of PATH Intl. Mentor Training workshop within last year
- Documentation of 120 hours of mentoring candidates who obtained PATH Intl. certification signed by employer or candidates

### Apply
- Submit PATH Intl. Faculty Application with resume and 2 references from PATH Intl. faculty or mentees who obtained PATH Intl. certification
- Member of Riding Certification Subcommittee will contact applicant within 30 days to provide overview of process
  - Complete PATH Intl. General Faculty/Evaluator Training
  - Upon written notification of approval from PATH Intl., proceed to Apprenticeship phase

### Apprenticeship (within 2 years of application approval)
- Obtain 2 passing performance evaluations from different Lead evaluators at Mentor Trainings held at different sites
- Upon fulfillment of Apprenticeship requirements, PATH Intl. will confirm Associate status in writing*
  - Submit annual Faculty/Evaluator Compliance form

### Associate (within 2 years of Associate upgrade)
- Obtain 2 passing performance evaluations from different Lead evaluators at Mentor Trainings held at different sites
- Upon fulfillment of Associate requirements, PATH Intl. will confirm Lead status in writing*
  - Submit annual Faculty/Evaluator Compliance form
  - Complete Faculty/Evaluator Training Refresher course as offered

### Lead
- Submit annual instructor compliance form
- Submit annual Faculty/Evaluator compliance form
- Complete mandatory webinars annually
- Complete performance evaluations of Apprentice and Associate Evaluators
- Complete Faculty/Evaluator Training Refresher course as offered

*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