



On-line/Hybrid Course Addendum 11-OL

Program/Community College Name: _____

APC # & Code/5-Digit College #: _____

PCS Code: _____ **CIP Number:** _____

Course Number/Code: _____ **Course Title/Name:** _____

Hybrid Course: _____ **Other Vendor Name:** _____ **Provider Developed:** _____

Does this course meet web-accessible standards/ADA -compliance? **Yes:** _____ **No:** _____

Explain how it is ADA-compliant.

Does this course meet appropriate Illinois or ESL content standards? **Yes:** _____ **No:** _____

Please submit a course syllabus with an outline showing content standard alignment.

How will you track student time/attendance?

Lesson Mastery: _____

Time on Task: _____

Other: _____

Explain how you will track student time/attendance?

The instructor meets/is proficient in the following:

_____ The instructor utilizes course content and activities to enhance learning in the online environment and uses learning outcomes to drive assessment and learning activities.

_____ The instructor establishes communication and interaction expectations, provides clear instructions for completing and submitting assignments and provides timely feedback to students concerning their performance in the course.

_____ The instructor evaluates and uses suitable forms of communications for learner to learner (student to student) contact and the learning activities which will help nurture an online community.

_____ The instructor uses current and emerging digital skills.

_____ The instructor recognizes the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world, and they act and model in ways that are safe, legal and ethical.

_____ The instructor demonstrates how to select appropriate devices, tools, resources and applications for a task that result in enhanced presentation skills and communication/collaboration with colleagues and students to maximize active, deep learning.

_____ The instructor provides alternative ways for students to demonstrate competency and reflect on their learning using technology.

See the Provider Manual for more details.

Send all completed forms to

ICCB, Associate Director for Program Compliance, Adult Education & Literacy