

**CGS Approval: 11/27/12**  
**CAA Approval: 12/6/12**

### **Technology-Delivered Course Policy**

All new proposed courses to be technology delivered and all previously approved courses without technology delivery seeking to add sections that are technology delivered must submit to CGS or CAA a New/Revised Course Proposal Form including the three questions assuring student learning through technology-delivered format (Part II, 4, a, b, and c). These requests for approval for technology delivery are agenda items to be routed in the normal fashion through department curriculum committees, college curriculum committees, etc. Any instructors of technology delivered courses/sections must submit proof of having completed the Online Course Development Institute (OCDI), Illinois Online Network's "Master Online Teacher" certificate or another documented and equivalent training activity before teaching the courses/sections for the first time.