



College of

EDUCATION

Department of Education and Human Development

Certificate of Online Teaching Handbook

Spring 2021

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INTRODUCTION

The College of Education at Clemson University recognizes the prevalence and significance of online teaching and learning and now offers a four-course ***Certificate of Online Teaching***. The certificate utilizes learning sciences principles to address foundational concepts such as instructional design and development, strategies to enhance engagement and cognition, and effectively collecting and analyzing the data needed to evaluate the learning and performance of individuals, programs and organizations. The certificate is recommended for anyone interested in teaching online, including:

- **K-12 educators** who are interested in supporting student learning through digital media in traditional, blended or fully online classrooms. This certificate offers a South Carolina Teacher Incentive reducing tuition by 10% for all S.C. K-12 teachers/leaders.

Note: South Carolina teachers who successfully complete the certificate will be able to apply for a [South Carolina Online Teaching Endorsement](#) and employ the 12 credit hours in this certificate program towards the state's outlined teacher pay increase associated with the 18+ graduate credit hours beyond a bachelor's degree.

- **Faculty and graduate students** who are currently or plan to teach at the university level.
- **Professionals** leading, developing, and engaging in training and learning functions in organizations.

Upon successful completion of the program, all students will receive a certificate from the program and this will be noted on their university transcript.

PROGRAM GOALS

Effective online education requires educators and industry leaders to have a deep understanding of the design, implementation and evaluation processes of courses that are taught entirely or partially through digital means. This certificate program was designed to meet the following outcomes:

1. Create effective online instruction with an emphasis on best practices, student engagement, instructor presence, and course facilitation.
2. Develop skills in emerging tools and methods for online teaching and learning.
3. Use evidence-based models for online course management, learning interaction and engagement, and learning theory applied to online courses.
4. Create assessment strategies aligned with measurable learning outcomes.

PROGRAM REQUIREMENTS

All courses (3 credit hours) are taught asynchronously online and are approximately 8-week courses. **EDF 8200** is the prerequisite for all other courses and must be taken first and the remaining courses can be taken in any order. The four-course certificate begins in the First Fall semester. For more information on academic terms, please visit the [University Academic Calendar](#).

The course descriptions and scheduled offerings are below.

EDF 8200 Effective Online Teaching (First Fall)

Creation and delivery of effective online courses, with an emphasis on student engagement, instructor presence, course facilitation, best practices, and emerging tools and methods used in online teaching and learning.

EDF 8210 Online Course Management (Second Fall)

Examines online course management, models of learner interaction and engagement, and learning theory. Additionally, students will explore the practical applications of various learning management systems while focusing on how learning theory can be applied to the design and management of an online course.

EDF 8220 Web Tools to Enhance Online Engagement (First Spring)

Examines the manner in which instructors should evaluate and select digital tools to promote learning and protect learner data. Students will explore a variety of technologies such as digital storytelling, game-based learning, data visualization tools, apps and mobile devices.

EDF 8230 Instructional Design and Assessment (Second Spring)

Focuses on principles and best practices in instructional design within online learning environments. Emphasis will be placed on creating assessments that are aligned with measurable learning outcomes. The development of universally designed, accessible instructional content and learning activities will be explored.

ADMISSION REQUIREMENTS

The Online Teaching Certificate currently admits only for the First Fall term. The annual application deadline is **August 1** or until the program is at capacity.

Admission requirements include the following:

- A complete certificate-seeking [graduate student application](#)
- Unofficial transcripts
- Current resume/vita
- A brief personal statement about why you are interested in this certificate

FINANCIAL INFORMATION

Tuition and Fees

The Certificate of Online Teaching is offered at our most economical tuition rate (tier 5 online): approximately \$499 per credit/\$545 per credit hour with fees.

South Carolina Teacher Incentive

The Certificate of Online Teaching offers a South Carolina Teacher Incentive reducing tuition by 10% for all S.C. K-12 teachers/leaders.

Financial Aid

For information regarding financial aid, please contact the [Office of Student Financial Aid](#).

PROGRAM CONTACTS

Please contact any of the following people for more information.

Student Services Program Coordinator – Alison Search, alisonp@clermson.edu

Department Administrative Assistant – Suzanne Lusk, lusk6@clermson.edu or (864) 656-7645

Certification Coordinator – Ryan Visser, visser@clermson.edu

Course Designer and Coordinator – April Pelt, apelt@clermson.edu

Department Chair – Dr. Debi Switzer, debi@clermson.edu