Criteria for Dual Enrollment Teacher Approvals
www.ohio.edu/dualenrollment

The following represents minimum credentials required of secondary school teachers in order to be evaluated by Ohio University as a dual enrollment instructor. Meeting minimum credentials does not guarantee approval. Secondary teachers interested in instructing an Ohio University course must follow the teacher approval process by submitting the Dual Enrollment Teacher Application and supporting documentation outlined here:

http://www.ohio.edu/dualenrollment/collegecreditplus/educators/index.cfm

Some departments maintain additional application requirements beyond what’s normally required. Those requirement are outlined in the “additional requirements” sections below. Please note that this is not an exhaustive list of all academic departments. For more information, please contact Robert Callahan, Director of Dual Enrollment Programs.

African American Studies
Minimum Credential: Ph.D. (or ABD with Ph.D. dissertation research completed) and an established record of teaching effectiveness.
Additional Requirements: Syllabus for the course(s) the applicant wishes to be considered for teaching approval; recent course evaluations (quantitative and qualitative), if available; name and contact information for 2 additional references.

Biological Sciences
Minimum Credential: Master’s degree in Biology or closely related content area
Preferred Credential: Ph.D. in Biology

Chemistry & Biochemistry
Minimum Credential: Ph.D. in chemistry. Those wishing to teach specialized courses (e.g. analytical chemistry, organic chemistry) need to have a Ph.D. with specialization in those areas.

Economics
Minimum Credential: Master’s degree in Economics or closely related content area
Additional Requirements: Previous college level teaching experience

English
Minimum Credential: Master’s degree in English or minimally a Master’s degree and a cohesive set of 18 semester credit hours of discipline relevant graduate course work.
Additional Requirements: Statement on teaching philosophy and experience with teaching of writing preferred.
Note: Ohio University’s Department of English will only approve high school teachers to instruct the following English and Literature courses in the high school setting: ENG 1510, 2100, 2800 and 2900.

Environmental & Plant Biology
Minimum Credential: Master’s degree in the subject area or closely related content area
Preferred Credential: Ph.D. in Plant Biology or closely related field
Geography
Minimum Credential: Master’s degree in Geography or closely related content area
Preferred Credential: Ph.D. in Geography
Additional Requirements: Consideration will be giving to previous student evaluations. Applicant must also present actual syllabus if course has been taught in the past or proposed syllabus if this is a new course for the instructor.

Geological Sciences
Minimum Credential: Master’s degree in Geology or closely related content area
Additional Criteria: Teaching experience in Geology courses

History
Minimum Credential: Master’s Degree in history or a Master’s degree plus 18 graduate level hours in History. If the teacher only has 18 hours in History, the courses that they will be approved to instruct may be limited. Graduates of Ohio University’s MSS program can only be approved to instruct introductory-level U.S. History courses and introductory western civilization courses, if they have taken the required MSS courses to be certified to teach U.S. Survey and/or Western Civilization courses. Those required course are listed in the MSS program catalog description.
Preferred Credential: PhD in history and have been trained in the fields they intend to teach (U.S., European, or world history).

Linguistics
Minimum Credential: Master’s degree in Linguistics (or in the case of a language class, a relevant master’s degree) from a reputable university, and with an established record of teaching effectiveness. Requested course(s) should fall within the applicants’ areas of expertise.
Additional Criteria: Syllabus for the course(s) the applicant wishes to be considered for teaching approval; recent course evaluations (quantitative and qualitative)

Mathematics
Minimum Credential: 1000 - 2500 Level Mathematics Courses
Master’s degree in Mathematics
Above 2500 Level Mathematics Courses
Ph.D. in Mathematics

Modern Languages
Minimum Credential: Master’s degree in Language
Additional Criteria: The department requires the following In addition to regular application materials:
• Course evaluations for a min. of 3 classes taught in the language
• Demonstrated success teaching 1000-2000 level undergraduates
• 1-2 additional letters of recommendation from either professors of the language or people who have observed the teaching in the language.
• Portfolio or video of teaching highly recommended, though not required.
• Interview in the language to check proficiency level – usually by Skype (We expect all of our instructors to have an Advanced level of the language using the ACTFL scale which we determine during the interview). If candidate can provide proof of having taken the OPI in the last year, we can use that rating.
• If they can come to campus, we ask them to teach a class that we can observe.

Philosophy
Minimum Credential: Master’s degree in Philosophy
Additional Criteria: Skype or telephone conversation with the department chair
Physics & Astronomy
Minimum Credential: Master’s degree in Physics or closely related content area for:
- Physical Science (PSC) courses,
- Astronomy (ASTR) courses equal to or below 1400
- Physics (PHYS) courses equal to or below 2002
Ph.D. in Physics or closely related content area for
- Astronomy (ASTR) courses greater than 1400
- Physics (PHYS) courses greater than 2002

Political Science
Minimum Credential: 1000-3000 Level Political Science Courses
- Master’s degree in Political Science or (in special circumstances, closely related content area or law degree) from a reputable university.

3000-4000 Level Political Science Courses
- Ph.D or ABD in Political Science (or in special circumstances, a closely related field with background in Political Science) from a reputable university, and with an established record of teaching effectiveness. MA may be considered if teaching experience and credentials are excellent.

Additional Requirements:
- Requested course(s) should fall within the applicants’ areas of expertise. Syllabus for the course(s) the applicant wishes to be considered for teaching approval. Established record of teaching effectiveness at the college level and recent course evaluations (quantitative and qualitative)

Psychology
Minimum Credential: Ph.D. in Psychology or the terminal degree in a related, relevant field (e.g., counseling)
Additional Requirements: Teaching evaluations for previously taught college level courses.

Sociology
Minimum Credential: 1000-2000 Level Sociology Courses
- Master’s degree in Sociology (or in special circumstances a closely related field with background in Sociology) from a reputable university, and with an established record of teaching effectiveness. Requested course(s) should fall within the applicants’ areas of expertise.

3000-4000 Level Sociology Courses
- Ph.D (or ABD as full-time Group IV faculty) in Sociology (or in special circumstances a closely related field with background in Sociology) from a reputable university, and with an established record of teaching effectiveness. Requested course(s) should fall within the applicants’ areas of expertise.

Additional Requirements:
- Recent course evaluations (quantitative and qualitative) and syllabus for the course(s) the applicant wishes to be considered for teaching approval.

Anthropology
Minimum Credential: Ph.D. (or ABD with Ph.D. dissertation research completed) and an established record of teaching effectiveness.
Additional Requirements:
- Syllabus for the course(s) the applicant wishes to be considered for teaching approval; recent course evaluations (quantitative and qualitative) name and contact information for 2 additional references.
Women’s, Gender, and Sexuality Studies
Minimum Credential: Master’s degree with a graduate certificate in Women’s Gender and Sexuality Studies (WGSS)