

# Graduate Certificate in Online Teaching and Learning (COTL)

EFFECTIVE FALL 2016 SEMESTER



CHARTER COLLEGE OF  
**EDUCATION**

The Certificate Program in Online Teaching and Learning is designed to meet the growing needs of online educators in a wide variety of teaching sectors like K-12 teachers, Higher Education faculty, Community College Professors, non-profits, governmental agencies and businesses that develop online training programs. The Online Teaching and Learning certificate is designed for both experienced trainers and educators and those interested in entering the field of online teaching and learning including:

- K-12 teachers (blended classrooms and virtual schools)
- Vocational and community college instructors (adjunct and full time)
- College and university professors (adjunct and full time)
- Doctors, nurses and other health educators involved in patient education, continuing education or in-service education, community health education professionals, or academic healthcare educators
- K-16 curriculum consultants, professional development staff, technology coordinators, and distance education leaders
- Continuing education facilitators and trainers in professional associations, nonprofit organizations, business, government, and military interested in teaching online and blended courses, or using web-based components to enhance face-to-face instruction.

A total of 12 semester units are required.

## REQUIRED COURSES (12 units)

EDIT 5030	Introduction to Online Teaching and Learning	3
EDIT 5040	Instructional Design for Online Teaching and Learning	3
EDIT 5050	Authoring Tools for Online Delivery and Universal Design for Learning	3
EDIT 5060	Learning Communities and Pedagogies in Online Teaching Learning	3

**TOTAL UNITS 12**

## Admission Requirements

In addition to University requirements for admission to graduate study, applicants must have:

- An earned baccalaureate degree from accredited institution of higher education with a 2.75 grade point average in the last 60 semester units attempted.
- Official transcripts.
- An application for formal admission to the program through the Division of Applied and Advanced Studies in Education.

### Division of Applied and Advanced Studies in Education

King Hall C2098  
(323) 343-4330  
Office Hours:  
Monday – Thursday  
8:00 a.m. – 6:00 p.m.  
Friday  
8:00 a.m. – 5:00 p.m.

### Office for Student Services

King Hall D2078  
(323) 343-4320  
Office Hours:  
Monday – Thursday  
8:00 a.m. – 6:00 p.m.  
Friday  
8:00 a.m. – 5:00 p.m.

### Office of the Dean

King Hall D2069  
(323) 343-4300  
Office Hours:  
Monday – Thursday  
8:00 a.m. – 6:00 p.m.  
Friday  
8:00 a.m. – 5:00 p.m.

### Office of the Associate Dean

King Hall D2070  
(323) 343-4303  
Office Hours:  
Monday-Thursday  
8:00 a.m. – 6:00 p.m.  
Friday  
8:00 a.m. – 5:00 p.m.