INSTRUCTIONAL TECHNOLOGY, CERTIFICATE IN (POST-BACCALAUREATE GRADUATE CERTIFICATE)

Program goal
The post-baccalaureate Certificate in Instructional Technology prepares educators to use technology effectively in their schools and to provide instructional leadership and technical support to other educators who use computer technology. Designed for teachers, resource persons and administrators at all grade levels (K-12), the sequence in instructional technology offers a unique opportunity to develop comprehensive knowledge and experience in the educational applications of computers and related technologies. The primary purpose of this certificate program is to meet the growing need for highly qualified core curriculum teachers, instructional technology support teachers and associated administrative personnel. The program requires six three-credit-hour courses. In addition, prerequisites for the program require that students must be licensed K-12 teachers or administrators with a minimum of two years of classroom experience who have a basic knowledge of instructional media. The program is committed to providing access to technology so that hands-on experience is offered in every class and participants produce instructional material that can be immediately integrated into the classroom.

Student learning outcomes
1. Demonstrate the necessary knowledge and skills to facilitate effective learning experiences using technology
2. Demonstrate their skills in visual arts
3. Demonstrate successful searching techniques
4. Produce and edit video for education
5. Set up online instructional modules incorporating various communication and digital activities for students
6. Present at a conference and be able to prepare a professional development class in technology

VCU Graduate Bulletin, VCU Graduate School and general academic policies and regulations for all graduate students in all graduate programs
The VCU Graduate Bulletin website documents the official admission and academic rules and regulations that govern graduate education for all graduate programs at the university. These policies are established by the graduate faculty of the university through their elected representatives to the University Graduate Council.

It is the responsibility of all graduate students, both on- and off-campus, to be familiar with the VCU Graduate Bulletin as well as the Graduate School website (http://www.graduate.vcu.edu) and academic regulations in individual school and department publications and on program websites. However, in all cases, the official policies and procedures of the University Graduate Council, as published on the VCU Graduate Bulletin and Graduate School websites, take precedence over individual program policies and guidelines.

Visit the academic regulations section for additional information on academic regulations for graduate students. (http://bulletin.vcu.edu/academic-reggs)

Degree candidacy requirements
A graduate student admitted to a program or concentration requiring a final research project, work of art, thesis or dissertation, must qualify for continuing master’s or doctoral status according to the degree candidacy requirements of the student’s graduate program. Admission to degree candidacy, if applicable, is a formal statement by the graduate student’s faculty regarding the student’s academic achievements and the student’s readiness to proceed to the final research phase of the degree program.

Graduate students and program directors should refer to the following degree candidacy policy as published in the VCU Graduate Bulletin for complete information and instructions.

Visit the academic regulations section for additional information on degree candidacy requirements. (http://bulletin.vcu.edu/academic-reggs/grad/candidacy)

Graduation requirements
As graduate students approach the end of their academic programs and the final semester of matriculation, they must make formal application to graduate. No degrees will be conferred until the application to graduate has been finalized.

Graduate students and program directors should refer to the following graduation requirements as published in the Graduate Bulletin for a complete list of instructions and a graduation checklist.

Visit the academic regulations section for additional information on graduation requirements. (http://bulletin.vcu.edu/academic-reggs/grad/grad-info)

Apply online at graduate.admissions.vcu.edu (http://www.graduate.admissions.vcu.edu).

Admission requirements

<table>
<thead>
<tr>
<th>Degree:</th>
<th>Semester(s) of entry:</th>
<th>Deadline dates:</th>
<th>Test requirements:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificate</td>
<td>Fall</td>
<td>Feb 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Spring</td>
<td>Oct 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Summer</td>
<td>Feb 1</td>
<td></td>
</tr>
</tbody>
</table>

Applicants must meet all general admission requirements of the VCU Graduate School (http://bulletin.vcu.edu/graduate/study/admission-graduate-study/admission-requirements).

Degree requirements
In addition to general VCU Graduate School graduation requirements (http://bulletin.vcu.edu/academic-reggs/grad/graduation-info), students are required to complete course work in core and elective courses.

1. Credit hour requirements: Students are required to complete a minimum of 18 credit hours.
2. Grade requirements: Receipt of a grade of C or below in two courses constitutes automatic dismissal from the program. Courses with a grade below C cannot be used to satisfy degree requirements.
Curriculum requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEDU 556</td>
<td>Advanced Computer Applications in Education</td>
<td>3</td>
</tr>
<tr>
<td>TEDU 560</td>
<td>Instructional Strategies Using the Internet</td>
<td>3</td>
</tr>
<tr>
<td>TEDU 610</td>
<td>Developing and Critiquing Visual Literacy</td>
<td>3</td>
</tr>
<tr>
<td>TEDU 620/MASC 681</td>
<td>Video Applications in Instruction</td>
<td>3</td>
</tr>
<tr>
<td>TEDU 640</td>
<td>Designing and Managing eLearning</td>
<td>3</td>
</tr>
<tr>
<td>TEDU 673</td>
<td>Technology Leadership and Staff Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Hours 18

Total graduate credit hours required (minimum) 18

Graduate program director
Monty Jones, Ph.D.
Assistant professor, Department of Teaching and Learning
Email: joneswm2@vcu.edu
Phone: (804) 828-1305

Additional contact
Julie Gorlewski, Ph.D.
Associate professor and chair, Department of Teaching and Learning
Email: jagorlewski@vcu.edu
Phone: (804) 828-1305

Program website: soe.vcu.edu (http://www.soe.vcu.edu)