



This form is to be filled out by all new concurrent enrollment teachers as well as existing concurrent enrollment teachers interested in offering new concurrent enrollment courses.

Instructor Name _____ School _____

Concurrent Enrollment Course Name(s) requesting to teach: _____

CONCURRENT ENROLLMENT FIELD (CHECK ONE):

_____ Liberal Arts, Math, and Science Courses

_____ Career Technical Courses

If the course you are requesting to teach is a liberal arts/math/science course:

Please list your Master's Discipline: _____

If Master's in area other than discipline, please list graduate credits earned in discipline: _____

If the course you are requesting to teach is a career and technical course:

Please list your education: _____

Degree Awarded: _____

Please outline related occupational experience/recency: _____

Attach current resume/vitae along with college/university transcripts (both undergraduate graduate). Submit information to Kierstan Peck, Director of Student Success at kierstan.peck@pine.edu or 900 Fourth Street SE, Pine City, MN 55063.

FOR OFFICE USE ONLY:

Based on the information above, indicate whether the new Concurrent Enrollment teacher meets the credentialing requirements:

_____ Fully approved: Instructor meets Minnesota State credentialing requirements

_____ Denied. Instructor does not meet Minnesota State credentialing requirements

_____ Approved conditionally: To meet the Minnesota State credentialing requirements, the instructor needs (please note):

Academic Dean Signature _____ Date _____

Vice President of Academic and Student Affairs Signature _____ Date _____