



Wisconsin Fast Forward Dual Credit Teacher Training Grant Tuition Reimbursement Guidelines

The grant provides funding for Dual Credit General Education high school teachers within Fox Valley Technical College's District for attainment of the required academic credentials to meet qualifications as required by the Higher Learning Commission (HLC).

HLC Guidelines March 2016 (B.2.a)

Faculty teaching general education courses, or other non-occupational courses, hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate credit hours in the discipline or subfield in which they teach.

Teacher Eligibility

- Current Dual Credit teachers who already are on a Graduate Credential Development Plan with Lori Kroiss
- Advanced Standing teachers who would like to move to Dual Credit and teachers who are new to articulation. To initiate process:
 - Submit a Dual Credit Course Request to Tess Woods (woods@fvtc.edu)
 - Receive approval from K-12 Office
 - Create Graduate Credential Development plan with Lori Kroiss

Course/Degree Eligibility

- Courses must begin and be completed between June 1, 2018 and June 30, 2020. No grant funds can be distributed for reimbursement beyond June 30, 2020.
- Courses must be taken at a nationally recognized and accredited institution of higher education.
- Courses must be approved in advance by Lori Kroiss and Faculty Liaison.

Reimbursement

- Teachers will be reimbursed for courses that are approved in their plan, up to \$4,000 per year for the two year grant period.
- Teachers will receive reimbursement for tuition only.
- Teachers will be reimbursed upon successful completion of each course where a C or higher is achieved and grade and paid receipt are submitted to Training and Development.*
- Teachers may not submit duplicate expenses to the HEAB Dual Enrollment Credential Grant.

*See Dual Credit Tuition Reimbursement Process

For more information, contact:

Lori Kroiss, Manager of Professional Development
(920) 735-5735 or kroiss@fvtc.edu

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