

Concurrent Enrollment Procedures

Department of Communications

September 2026

Purpose: This document is intended to outline the department-approved instructor qualifications, procedures for assessing instruction, providing training, and the overall responsibilities of the Communications CE liaison, who assume these primary responsibilities.

CE Instructor and Liaison Qualifications, Standards, and Expectations: UVU's accrediting body, the Northwest Commission on Colleges and Universities (NWCCU), has its own teacher qualification standards. The National Alliance of Concurrent Enrollment Partnerships (NACEP) have specific [standards for quality](#) in CE. The Utah State Legislature has its own standards according to [HB 335 Alternative Concurrent Enrollment Options for Capacity Flexibility](#), which do not necessarily align.

Communications	Utah HB 335
Master's degree or higher in CE course field, OR	Master's degree or higher CE course field
Master's in English/Humanities or a master's in business management AND at least 18 completed credit hours of graduate course work in an academic field that is relevant to the CE course	Master's degree or higher in any field AND at least 18 completed credit hours of graduate course work in an academic field that is relevant to the CE course
• A Master's Degree in any academic field AND • Experience teaching classes such as debate coaching, English, or other media-oriented classes	OR qualifying experience <u>defined in Section 53E-10-301</u> , including • Number of years of teaching experience • Student performance on qualifying test scores or AP exams the CE instructor teaches • Continuing education in a master's degree or higher in any academic field, or other criteria established by the institution of higher education
Communications Exception to Above Standards and Related Procedures	
As a department, we expect high schools to meet the CE instructor qualifications outlined by NACEP and NWCCU, when there is a qualified instructor available at the high school. As a student-centered department highly invested in the student learning experience, we acknowledge that there may be exceptions that a high school may need to request in order for the students enrolled in a given CE class to have the best learning experience possible when there is no available teacher that meets the above standards. ○ Exceptions: • Exceptions will be considered on a case-by-case basis when an instructor has experience teaching in communications -oriented class such as debate coaching • OR a bachelor's degree in communication and a Master's in a non-humanities or social science, business-related field.	
**The Department of Communications requests that all applicants explain in their application why they are a good fit for the role or are qualified to teach the class.	