

## Concurrent Enrollment Procedures

Department of English

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 English 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.

English	Utah HB 335
Master’s degree or higher in English or Writing	Master’s degree or higher CE course field
Master’s degree or higher in a closely related field	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
<ul style="list-style-type: none"> <li>• Bachelors Degree in Education: Curriculum &amp; Instruction or Teacher Leadership, or related field <u>and</u></li> <li>• Significant teaching experience in advanced high school courses and/or upper-level high school courses (11<sup>th</sup> grade or higher)</li> </ul>	OR qualifying experience <u>defined in Section 53E-10-301, including</u> <ul style="list-style-type: none"> <li>• Number of years teaching experience</li> <li>• Student performance on qualifying test scores or AP exams the CE instructor teaches</li> <li>• Continuing education in a master’s degree or higher in any academic field, or</li> <li>• Other criteria established by the institution of higher education</li> </ul>

### English 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.

- **Exceptions:** Exceptions will be considered on case-by-case basis