

Date: \_\_\_\_\_ Proposed Semester Start Year: Fall \_\_\_\_\_ or Spring \_\_\_\_\_

High School: \_\_\_\_\_ School District: \_\_\_\_\_

**INSTRUCTOR INFORMATION**

Full Name: \_\_\_\_\_

UVU ID # (if applicable): \_\_\_\_\_ Birth Date (MM/DD/YYYY): \_\_\_\_\_

Home Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

School E-mail Address: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Have you taught a Concurrent Enrollment course for UVU before? ☐ Yes ☐ No**COURSE INFORMATION**To help enter the information below, visit:  
<https://ushe.edu/concurrent-enrollment-master-list/>High School Course Name: \_\_\_\_\_  
(ex: Speech CE)State Core Code: \_\_\_\_\_  
(ex: 06010013110)UVU Course Name: \_\_\_\_\_ UVU Course Credit Hours  
(ex: Public Speaking) 1 ☐ 2 ☐ 3 ☐ 4 ☐UVU Course Number: \_\_\_\_\_ (ex: ENGL 1010)  
(ex: COMM 1020)If Applicable: UVU Lab Course Number: \_\_\_\_\_ UVU Lab Credit Hours  
1 ☐ 2 ☐

High School Course will be offered:

- |   |   |
|---|---|
| <input type="checkbox"/> Fall Semester Only (Aug - Jan)   | <input type="checkbox"/> Fall AND Spring Semester (Aug - Jan   Jan - May) |
| <input type="checkbox"/> Spring Semester Only (Jan - May) | <input type="checkbox"/> Full Year Only (Aug - May)                       |

Is this a new CE course at the high school: ☐ Yes ☐ No

If no, list the name of the instructor being replaced: \_\_\_\_\_

Submission Instructions:

Submit all application documents via email to Nicole Thomas at NicoleT@uvu.edu with the applicable individual CC'd:

- Alpine SD: Mickelle Bos - mbos@alpinedistrict.org  
Provo SD: Clay Bingham - clayb@provo.edu  
Nebo SD: Khristen Massic - khristen.massic@nebo.edu  
Park City SD: Lyndsay Huntsman - lhuntsman@pcschoos.us  
Wasatch SD: Tod Johnson- tod.johnson@wasatch.edu
- North Summit SD: Katie Silcox - ktsilcox@nsummit.org  
South Summit SD: Stephanie Clegg -sc1@ssummit.org  
Charter: CE Coordinator  
Outside Service Region: Not Applicable

CTE COURSE QUALIFICATIONS

Required Application Documents:

- Course Application page
  - Course Qualification page
  - Resume
- Unofficial Transcripts
  - Additional Documentation for:  
AVSC; Pilot Licenses

Identify and describe which of the following statements you qualify under per the Utah Board of Regents Policy

- ☐ A degree in the course academic field:
- ☐ A certificate in the course academic field:
- ☐ Industry certification in the course's academic field:
- ☐ Qualifying experience, as determined by the institution of higher education  
\*If marked qualifying experience, please explain why you feel you meet the qualifications to teach this college-level course:

Optional: Note for the UVU Department to consider when reviewing your application: