



RCC College Now New Instructor Approval Process

Apply Online for Approval to Teach Dual Credit at your High School

- Complete the online application at this link : [Instructor Online Application](#)
- Included in the application is a link to complete a syllabus/course outline for the class(es) you are interested in articulating. This must be completed and uploaded when you submit your application.
- Email your unofficial transcripts (we will request official transcripts once you are approved to articulate) to LGarrett@rogucecc.edu when you submit your application.
- Once all of your documents are received in Educational Partnerships, they will be reviewed and then forwarded to the Dual Credit Department Coordinator of the academic department for approval to articulate.
- You may be contacted by the Dual Credit Department Coordinator to fulfill other academic department requirements/meetings as required by the department before approval is granted.
- Final approval is given once all requirements are met.

Frequently Asked Questions

Where can I check to see if I meet the qualifications to teach a Dual Credit College Now class?

Each course has different qualification requirements. The qualification expectations are listed at this link: [Dual Credit Instructor Qualifications and Curricular Requirements](#).

Where can I review the RCC College Now courses available and the curricular requirements before applying?

Each College Now eligible course has a link to a class description and course outline that can be reviewed at the link above.

What if I am interested in a course that is not on the College Now approved list?

Contact Laura Garrett, Educational Partnerships Program Coordinator, at lgarrett@rogucecc.edu or 541-245-7865.