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All disciplines require that the instructor be appropriately certified to teach at the high school level. All instructors within liberal arts disciplines must possess a Master's degree, though fields accepted vary; non-liberal arts and technical disciplines may consider other degrees with industry/professional experience. Details for each discipline are provided below. These are guidelines to assist schools with identifying teachers who may be eligible to teach CE courses..

Credentials, including all transcripts and a resumé, are reviewed by faculty liaisons in each course area who decide whether the applicant's degree and course background, teaching and other work experience, and continuing education in the field, meet adjunct requirements. In addition to credential approval, course outlines must be aligned and approved for the course to be concurrent enrollment. Additional materials, coursework, or meetings may be required before final approval. In some fields, applicants may be able to take courses from Tompkins Cortland Community College tuition-free as part of the approval process.

Please visit www.tompkinscortland.edu/collegenow or contact Rhonda Kowalski for more information and to apply.

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