

## **Host Approval of VCT Provided Courses**

Before a VCT course is posted on the college's "Local Schedule" the instructor's credentials and course syllabus must be approved by the Director of Distance Learning, the appropriate dean and division chair. ACGM courses are approved by the Academic and/or Occupational Dean and responsible academic division chair. WECM courses are approved by the Dean of Occupational Education and the responsible occupational division chair.

### **ACGM Courses:**

Common Course Number: \_\_\_\_\_

Provider College: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

Semester: \_\_\_\_\_

Approval of Instructor's Credentials and Syllabus;

Director of Distance Learning: \_\_\_\_\_

Academic/Occupational Dean: \_\_\_\_\_

Academic Division Chair: \_\_\_\_\_

### **WECM Courses**

Common Course Number: \_\_\_\_\_

Provider College: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

Semester: \_\_\_\_\_

Approval of Instructor's Credentials and Syllabus;

Director of Distance Learning: \_\_\_\_\_

Occupational Dean: \_\_\_\_\_

Occupational Division Chair: \_\_\_\_\_

**Return to Karen McGrew: [kcgrew@tvcc.edu](mailto:kcgrew@tvcc.edu); 903.675.6324**