Log in to a Distinguished Tradition. Since 1819.

CONTINUING EDUCATION
Teaching and Learning Certificate
Online
Program Mission

Norwich University’s Teaching and Learning Certificate provides the knowledge and skills needed to begin or improve teaching and learning in both face-to-face and online environments at the post-secondary level.

Program Outcomes

Wherever you want to go in your career, Norwich can help you get there. The Norwich Teaching and Learning Certificate will help you build a foundation of key knowledge and skills required for effective teaching, training and learning in both classroom and online learning environments.

- Students will understand the roles and responsibilities of the teacher and of the students.
- Students will understand how to develop effective assignments and classroom materials.
- Students will learn how to craft educational experiences that appeal to diverse learners.
- Students will know when and how to use technology to aid learning.
- Students will gain skill in developing and sustaining a vibrant learning community.

A Stepping Stone to Teaching or Training

Norwich University’s Teaching and Learning Certificate program is designed to equip professionals, who already have subject matter expertise within their academic discipline, with the knowledge, skills, and credentials they need to teach at the post-secondary level or train in a corporate setting.

Throughout the course of the program, you will examine the roles and responsibilities of teachers and students, and acquire skills for effective teaching in face-to-face, hybrid and online settings. Key curriculum objectives include learning how to craft educational experiences for diverse learners, create effective assignments and classroom materials, and develop and sustain a vibrant learning community.

The Teaching and Learning Certificate program is structured as follows:

- Four start dates per year: March, June, September and December
- Six credits for each of the two, 11-week courses
- Option to take seminars for credit or non-credit
- Small classes ensure a personalized experience
- Certificate completed 100% online

Online education. Real world relevance.

You want a reputable certificate you can earn online and apply instantly in a teaching or corporate training setting. Norwich University provides the credentials to help you grow and advance in your career, just as more than 27,000 Norwich alumni are doing all around the world.
The Kreitzberg Library serves all online students and faculty. You will have access to our library’s 100 online databases, 54,000 full-text electronic journals, and hundreds of thousands of e-books.

To help you succeed as an online learner, our dedicated distance learning librarian and reference staff members provide research assistance via email, phone, and chat. Our staff can also ship you books anywhere in the world from our circulating collection of over 140,000 titles, and provide journal articles not available online through our material request services.

The Norwich Advantage

In Your Corner. A Motivating Force.

If you can dream it, you can accomplish it – thanks to Norwich University’s expert faculty and dedicated student support advisers. Your team works together to keep you motivated and build the skills needed for a rewarding career. From program start to program finish, you’ll never be alone. Our dedicated faculty and program staff are genuinely invested in your success and will go out of their way to provide the mentorship and support you need. Norwich provides 24/7 access and technical support to an online learning platform, enabling you to contribute to class discussions and complete your coursework at any time from any location.

Access to Extensive Resources

The Kreitzberg Library serves all online students and faculty. You will have access to our library’s 100 online databases, 54,000 full-text electronic journals, and hundreds of thousands of e-books.

To help you succeed as an online learner, our dedicated distance learning librarian and reference staff members provide research assistance via email, phone, and chat. Our staff can also ship you books anywhere in the world from our circulating collection of over 140,000 titles, and provide journal articles not available online through our material request services.

Lamia Damerje, Alumna

“Norwich allowed me to complete the program at my own pace, and learn from amazing professors with unique and effective teaching styles. Norwich kept me motivated and excited about learning online.”
**Curriculum**

**Achieve Your Dream of Teaching or Training**

The Norwich Teaching and Learning Certificate will help you build a foundation of key knowledge and skills required for effective teaching, training and learning in the classroom and online learning environments.

The Teaching and Learning Certificate program is a 12-credit certificate comprised of two, six-credit seminars. The program allows students to earn their certificate in one semester without interrupting their personal or professional life. Students have the option of taking the seminars on a non-credit basis.

Over the course of the two seminars, students will:

- Develop a personal philosophy of teaching and learning
- Present a learning experience
- Create a course syllabus
- Assemble a coursework portfolio that will help showcase your skills to future employers

**Weekly Topics**

**ED570 Teaching and Learning I**

**Week 1:** What is a Good Teacher?

**Week 2:** The Face of the 21st Century Classroom

**Week 3:** How Do People Learn?

**Week 4:** Building a Positive Learning Environment

**Week 5:** Choosing Content

**Week 6:** Identifying Learning Outcomes & Assessing Learning

**Week 7:** Learning about Learning Strategies – I

**Week 8:** Learning about Learning Strategies – II

**Week 9:** Choosing & Using Media to Enhance Learning

**Week 10:** Designing & Presenting a Learning Experience

**Week 11:** Your Philosophy of Teaching & Learning

**ED571 Teaching and Learning II**

**Week 1:** What Makes a Good Course – Design & Framing Factors to Consider

**Week 2:** Designing for Student Motivation

**Week 3:** The Components of an Effective Syllabus

**Week 4:** Developing a Course Description, Learning Outcomes & Assessments

**Week 5:** Choosing Effective Learning Strategies

**Week 6:** Selecting Readings, Tools & Websites

**Week 7:** The Importance of Policy (i.e., FERPA, grades, plagiarism, class participation, lateness, ADA)

**Week 8:** The Ever-Changing Technology Landscape

**Week 9:** Putting it Together – Your Course Syllabus

**Week 10:** The Importance of Reflective Practice

**Week 11:** Completing Your Portfolio

You Will Learn To:

- Teach or train effectively in both face-to-face and online learning environments
- Craft educational experiences that appeal to diverse learners
- Know when and how to use technology to aid learning
Learn from Superb Teacher-Practitioners

Our skilled faculty members bring a wealth of professional and teaching experience to the virtual classroom, providing students with valuable insight and a context for applying their expanded skills and knowledge in the real world.

Norwich faculty work closely with students in a dynamic learning environment which motivates them to reach higher and further than they thought possible, and encourages them to make a difference through teaching. The Norwich Teaching and Learning Certificate faculty’s mission is to inspire and prepare a new generation of skilled educators, able to teach effectively across the expanded spectrum of today’s learning environments.
Norwich is known for its dedicated faculty and small, supportive learning communities. The Teaching and Learning Certificate program gives you the opportunity to pursue your goals while meeting your work and family obligations.

The Norwich Advantage

**Designed with Busy Schedules in Mind**

Through our flexible online platform, you can access program content and contribute to class discussions on your own schedule and at your own pace each week. This format gives you extra time to contemplate questions and compose well-thought out responses. Small classes and students from diverse professional and cultural backgrounds foster in-depth discussions and unique perspectives.

**Your Learning Community—an Invaluable Network**

You will progress through the program in small classes called cohorts. Small classes of 16 or fewer students encourage frequent student-student and student-faculty interactions, while a team of dedicated program staff provides students with additional support and guidance as needed. When students enroll at Norwich, they not only gain access to a dynamic learning community but also to an extensive career network of successful alumni from around the globe.

**Career Preparation**

Norwich's Certificate of Teaching and Learning program can provide you with the foundation to teach at a two- or four-year university or in a military or corporate educational setting. The skills you gain will be useful in a wide range of professional positions and can help advance your career in the private or the not-for-profit sector. For students who already hold a master's degree, and want to share their newly acquired subject expertise with others, the Teaching and Learning Certificate can give them the confidence to do just that.

We Can Help You Get Started

You can complete the Teaching and Learning Certificate in six months. We can get you started. Let us guide you through the application process, give you tips on how to get the most out of your Norwich experience, and assist you in getting the required course materials for the Teaching and Learning Certificate program.

Call 1-866-684-7237 to get started.
Admissions

Norwich welcomes goal-oriented individuals who share our passion for public service and are committed to furthering their field and contributing positively to their community.

The following eligibility requirements are intended to ensure that those admitted to the program will be able to take full advantage of Norwich’s rigorous academic environment. Applicants not meeting these requirements will be assessed on a case-by-case basis. We invite all applicants to contact our Admissions Advisors who are available to guide you and provide you with as much information and assistance as you need.

Admission Criteria

- A bachelor’s degree from a regionally accredited institution
- No pre-requisite knowledge is required; some familiarity with teaching and learning is recommended
- Graduate testing is not required
- If English was not your language of degree study, proof of English language proficiency and a minimum score of 600 (paper-based test) or 94 (Internet-based test) on the TOEFL are required unless otherwise noted in specific articulation agreements.

Application Process

Call an Admissions Advisor to begin the application process and submit the following items:

- Application form
- Application fee ($50, non-refundable)
- Official transcripts from any post-secondary institutions from which a degree has been awarded
- One-page statement about why you wish to teach
- Statement of Intent

NOTE: Norwich University does not accept transfer credits for the Teaching and Learning Certificate program.

For Norwich Graduates

If you have successfully completed a Norwich graduate or continuing education degree program, you only need to provide the one-page statement and pay the $50 fee to complete your application.

To speak with one of our Admissions Advisors:

1-866-684-7237
certificates@online.norwich.edu

Visit online.norwich.edu for more information.

Amy Bennett, Alumna

“An important part of my Norwich learning experience was the relationship I built with my fellow students and the confidence of knowing that we can reach out to one another in the future.”
Teaching and Learning Certificate Online

About Norwich University

Founded in 1819, Norwich University is a small, private, not-for-profit university that offers professional and liberal arts programs to military and civilian students. The campus is located in Vermont. The College of Graduate and Continuing Studies builds upon nearly 200 years of Norwich University traditions, while offering a variety of degree programs online in a rigorous academic environment. By enrolling in our Teaching and Learning Certificate program, you’ll become part of a long tradition of public service education and leadership at Norwich, which goes all the way back to our founding as the nation’s first private military college.

Norwich University is accredited by the New England Association of Schools and Colleges, Inc., through its Commission on Institutions of Higher Education.

Recognized for academic excellence, U.S. News & World Report ranks Norwich University in the top 100 for Regional Universities in the North. Rankings are based on undergraduate programs.

G.I. Jobs Military Friendly Schools has recognized Norwich University as a military friendly school as determined by the Military Friendly Schools Academic Advisory Board Committee Members.

College of Graduate and Continuing Studies
158 Harmon Drive
Northfield, Vermont 05663-0367
Tel: 1-866-684-7237
Email: certificates@online.norwich.edu

Visit all our online programs at online.norwich.edu
Bachelor of Science in Criminal Justice
Bachelor of Science in Strategic Studies and Defense Analysis
Continuity of Governmental Operations Certificate
Teaching and Learning Certificate
Master of Arts in Diplomacy
Master of Arts in History
Master of Arts in Military History
Master of Business Administration
Master of Civil Engineering
Master of Public Administration
Master of Science in Information Security & Assurance
Master of Science in Leadership
Master of Science in Nursing

Critical Information: www.norwich.edu/consumerdata
Non-Discrimination Statement: Norwich University, in compliance with Title IV of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of race, religion, color, national origin, age, sex, or physical handicap in any of its policies, practices, or procedures.