

Rule 5.25 Online Instruction

1. A school may instruct any part of its curriculum, whether practical skills or theory instruction, through online or other distance learning technique if:

a. The program of online instruction or distance learning is not in violation of the requirements of its accrediting body; and

b. The program of online or distance learning provides a method for instructors to review the work of students for both theory and practical instruction; and

c. Students either already own or are provided with all necessary materials and equipment needed for practical instruction if the school teaches practical skills instruction through online or distance learning.

2. Within thirty (30) days of the latter of the effective date of this rule or the initiation of a program online or distance learning, a school instructing students through online or distance learning must complete and return a form provided by the board the following information:

a. The name and a detailed description of any learning platform or method of online or distance learning to be used;

b. Whether the school will use online or distance learning to teach theory or practical instruction, or both;

c. A description of the curriculum to be taught online or through distance learning, including name of the textbook used and the chapters to be taught through the online or distance learning;

d. A description of the method for instructors review and verify any work of students in practical instruction; and

e. A description of the equipment or materials will be necessary for the student to engage in online learning; and

f. The method used to track student clock hours of instruction through online or distance learning.

Schools utilizing online or distance learning are required to keep records of student clock hours and must submit monthly summary reports of student clock hours to the Board.