



CONTINUING EDUCATION POSTGRADUATE FACULTY ELIGIBILITY

POLICY

Sherman College approves individuals as Postgraduate Faculty to conduct Continuing Education programs on or off campus under the sponsorship of Sherman College. The dean or director of Continuing Education must review and approve postgraduate faculty credentials.

Continuing Education programs sponsored by Sherman College are guided by institutional objectives. In approving such an instructor, Sherman College in no way endorses all programs given nationally or internationally by the named instructor. Sherman College and the instructor will establish an agreement relating to expenses of approved programs including advertising, mailings, and speaker expenses including honorarium, transportation, meals, and lodging. The program instructor will either receive one-half of any revenue after all expenses have been paid or a determined honorarium as agreed by speaker and the dean or director of continuing education.

An instructor who wishes to become Postgraduate Faculty for the purpose of securing continuing education credit for a program conducted without Sherman College sponsorship must submit a request to the dean or director of continuing education. The dean or director of continuing education and the vice president provost review this request. If accepted, the instructor agrees to comply with all terms set forth in the contract. If the instructor fails to comply with the terms of the contract, Postgraduate Faculty status and all benefits thereof will be forfeited.