



## Frequently Asked Questions About JVLA Professional Development Courses

*Not finding your question below? Reach out to [Jasminne Mendez](#).*

**Are the facilitated courses self-paced? Can I do them whenever I want and take as long as I want to complete them?**

No. When you sign up for a course you will have assignments due at specific times and you will need to remain engaged with online discussion boards during the dates the course is set.

**How much time will I need to devote to your facilitated online courses?**

Each course is unique depending on the objectives being covered. All courses will have articles to read, videos to watch and discussion forums and activities to complete as well as weekly synchronous meetings. On average, you should allot 5-7 hours a week to complete the course materials. Some courses may require more time, while others a little less.

Aside from synchronous video conferences, you DO NOT need to be logged on at a specific time to take these courses. BUT you will have specific due dates on assignments.

**For which courses will I be required to attend synchronous video conferencing meetings?**

You will be required to attend synchronous meetings for 3, 4 and 6 week courses. These meetings usually occur in the evenings and last for one hour. We use the video conferencing software Zoom. These meeting dates and times vary by course and instructor.

Once you sign up for the course, the course facilitator will survey course participants and determine the best days and times for the online meetings based on participant's schedules.

**Can I take more than one course at a time?**

Yes, however please be aware that the experience courses do require a significant amount of time and commitment on your part to complete the course activities and participate actively in discussions and synchronous meetings. You are free to take multiple courses, , but consider your schedule and workload prior to registering.

**Do I have to take the courses in a specific order/sequence to earn the Ignatian Teaching Certificate in Blended and Online Learning?**

No. Although there is no required course sequence, we can provide you with a suggested course sequence depending on your personal and professional goals and background. Please email Jasminne Mendez: [jmendez@jvla.org](mailto:jmendez@jvla.org) with your specific questions.

**Will the courses be offered again later if I can't take the course now?**

As a rule, JVLA courses are designed to be offered multiple times. If you are unable to take a course now, it (or a modified version) will likely be offered again within nine months' time. Please check the website regularly for updates.

### What is the process for earning CEUs?

If you are interested in earning CEUs for a course you've taken you will need to fill out and submit a CEU request form. This form is reviewed by the JVLA, JSN and Regis University. Once we have verified participation and completion of the course, a certificate awarding you the CEUs is sent to you and your school/institution.

### How many CEUs can I earn for the courses I take?

You can earn CEUs for any of the courses you take with the JVLA. Each type of course has a set number of CEUs that participants can earn based on the average number of hours spent on course activities. Since each course takes up about 5 hours of work a week and one CEU is equal to 10 hours, the breakdown for our courses is below:

- 3 Week Courses/15 hrs: 1.5 CEUs
- 4 Week Courses/20 hrs: 2 CEUs
- 6 Week Courses/30 hrs: 3 CEUs

### Do your courses count for graduate level credit?

No, individually our courses do not count for graduate level credit. However, if you work through the Ignatian Teaching Certificate program, you may be eligible to receive 3 hrs of college credit through Regis University. Please email [jmendez@jvla.org](mailto:jmendez@jvla.org) for more information on this.

### Do I have to be a technology expert to take your courses?

No. Participants' level of expertise in our courses range from novice/beginner to expert/advanced. Our courses provide the flexibility and the scaffolding to meet the needs of all our participants.