UMSL’s Certificate in University Teaching (CUT) will be of value to your career, whether in academia, industry, business, education, public service, or healthcare. This program, jointly sponsored by the Center for Teaching & Learning (CTL) and the Graduate School, is open to UMSL graduate students, both Master’s and PhD candidates.

Your CUT commitment:
- Attend an annual Teaching Assistant Academy in August (separate registration at https://tinyurl.com/UMSLtaa2021)
- Complete all of the activities included in each unit *
- Submit your teaching portfolio to the CTL after completing all other CUT requirements
- To register for CUT units, go to https://tinyurl.com/CUTregistration

* NOTE: Unit F is a prerequisite for Unit C. All other units are non-linear, meaning they may be taken in any order and/or simultaneously
**Teaching Assistant Academy**

Day-long professional development conference held on **Wednesday, August 18, 2021**

Register at [https://tinyurl.com/UMSLtaa2021](https://tinyurl.com/UMSLtaa2021)

---

**Higher Education Foundations (Unit F)**

*Prerequisite for Unit C*

Attend at least 7 of the following workshops

**Fridays 10am-Noon**

- Teaching & Learning in the University
  - Theories of Learning
  - Active Learning
  - Student Motivation
  - Inclusive Teaching
  - Designing Assessments
  - Grading
- Preparing for University Teaching
  - Service-Learning and Civic Engagement
  - Understanding How Implicit Bias Shapes Expectations
  - Philosophy of Teaching & Diversity Statement
  - Program Structure
- Submit your Teaching Philosophy, Diversity Statement, and "Notes to future self"

Offered in **Fall**
Cost for Unit F $50

---

**Teaching Practicum Capstone (Unit C)**

**Must complete Unit F first**

One semester prior to enrollment

- Arrange to teach a course
- Contact CTL to schedule, a pre-consultation meeting, teaching observations (3) times in the semester (roughly one a month), and a debrief meeting following each observation

During Practicum

- Email weekly teaching logs to CTL
- If you are teaching an online course, the CTL will request access to your course modules to offer feedback on assignments and activities; your Practicum Supervisor will conference with you at least 3 times during the semester

Offered in **Fall, Spring, Summer**
Cost for Unit F $100

---

**Teaching with Technology (Unit T)**

- Complete the CTL’s Online Modules: Teaching with Technology in a 4-week blended format (2 Zoom meetings, 4 weeks of online modules)
- Attend Focus on Teaching & Technology Conference (FTTC) on **Sept 29-Oct 1, 2021** or make arrangements for Spring conference
- Fall modules begin with Zoom meeting **Oct 22**, end with Zoom meeting **Nov 19**
- Spring modules begin with Zoom meeting **March 11** and end with Zoom meeting **April 15**

Offered in **Fall** and **Spring**
Cost for Unit T $50
FTTC Registration is free this year

---

**Professional Development (Unit D)**

Attend at least 4 of the following workshops **Fridays 10am-Noon**

- University Jobs 101
- Developing Your Academic CV and Application Materials
- Creating a Teaching Portfolio
- Preparing for Campus Visits
- Salary Negotiation
- Writing in Graduate School
- Finding and Getting Grants

On your own

- Attend a CTL colloquium or seminar, submit 1-page summary & reflection
- Shadow a mentor in your discipline; write a 2-3 page paper describing your experience

Offered in **Spring**
Cost for Unit F $50

---

**Final Project: Teaching Portfolio (Unit P)**

After completing all unit requirements, you will submit a teaching portfolio to the CTL that includes materials developed during CUT that showcase your teaching experience and expertise.

- A 2-page reflection on how CUT has informed your teaching
- Your philosophy of teaching
- Professional Curriculum Vitae (CV)
- Syllabi, handouts, active learning activities, assignments, and rubrics you’ve created
- Relevant artifacts such as summaries or midterm and final course evaluation, letter from students, graded papers
- Your Teaching Resources
- Other evidence of professional development

Due **July 1** after all units completed
No cost

---

**TO REGISTER FOR CUT UNITS, GO TO HTTPS://TINYURL.COM/CUTREGISTRATION**

**FOR FALL 2021 ALL SESSIONS WILL BE HELD VIA ZOOM**