Core Program Completion Checklist

**Forms**
- Online Application Form
- Online Project Proposal/Enrollment Form

**Teaching Strategies & Curriculum Development Course**
- Complete the course in September (either 8/27/12-9/23/12 OR 9/4/12-9/28/12)

**Learning Theories Course**
*Required Sessions (attendance at least 2 of 4 workshops required):*
- Session 1
- Session 2
- Session 3
- Session 4

*Assignments:*
- Assignment 1
- Assignment 2
- Assignment 3
- Assignment 4

**Works in Progress**
- Attend 3 WIP and present at 2 WIP sessions yearly (outside of September course)

**Teaching Practicum**
- Participate in teaching equivalent to approximately 12 hours of direct teaching time (can be classroom, OSCE/CPX, noon conference, ward rounds teaching, etc)

**Legacy Project**
- Abstract completed & submitted
- Poster completed & submitted
- Present at Symposium (or other approved conference)

**Educator’s Portfolio**
- Portfolio completed and view submitted to HPE house leader