**Section 1455.410 Distance Education**

For qualifying education or continuing education, distance education courses are courses in which instruction does not take place in a traditional face to face classroom situation but rather when instruction takes place through other media. Distance education programs include, but are not limited to, those that are presented through on-line courses, interactive classrooms, video conferencing, audio tape, print media, video tape, compact disks and interactive computer programs. Distance education courses shall be licensed to an approved education provider.

a) Distance education course must meet the curriculum requirements established by the Act, this Part and AQB criteria.

b) Distance education courses shall be submitted to the Division for review and approval as provided for in Section 1455.350.

c) Approved education providers offering distance education courses shall submit for approval by the Division the general plans for proctoring exams for distance education courses. Each provider shall be responsible for the security and integrity of course final examinations and the suitability of the sites and proctors utilized by the provider.

d) If the course is taken for continuing education credit, the education provider shall be required to submit to the Division, with the course application, an examination of at least 25 questions with answer key, and the student shall be required to score a minimum of 70% on the examination.

e) Approved education providers offering distance education courses shall establish written policies and procedures for grading examinations and lessons, which shall include provisions for instructor comments, suggestions and written correction of errors. There shall also be written procedures for the prompt return of materials. Copies of these policies shall be provided to the Division upon request.

f) Approved education providers offering distance education courses shall provide for a valid licensed instructor to be available during normal business hours to answer student questions.

g) Approved education providers offering distance education courses shall establish performance objectives for each course.

h) Approved education providers offering distance education shall provide appropriate technical support throughout the period the courses are offered.

(Source: Amended at 37 Ill. Reg. 2668, effective April 1, 2013)