

**193E—17.9(543B) Standards for approval of classroom courses.**

**17.9(1)** The commission may approve live classroom courses, subject to the following requirements.

**17.9(2)** The course application shall be accompanied by a comprehensive course outline that includes:

- a.* Description of course.
- b.* Purpose of course.
- c.* Level of difficulty.
- d.* Detailed learning objectives for each major topic that specify the level of knowledge or competency the student should demonstrate upon completing the course.
- e.* Description of the instructional methods utilized to accomplish the learning objectives.
- f.* Copies of all instructor and student course materials.
- g.* Course examination(s) or the diagnostic assessment method(s) utilized to achieve the course learning objectives, when applicable.
- h.* A description of the plan in place to periodically review course material with regard to changing federal and state statutes.
- i.* A statement of any attendance make-up policy that the school has in place.