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Accepted Education Provider (AEP) Facts

Education Review:

GPCI will conduct a review of your submission to assure it meets the GPCI Education Standards. The provider will be sent formal notice of acceptance to the main contact. Only those event(s)/presentation(s) which are deemed as having met the current GPCI Education Standards will be accepted for Education Points.

Providers will be supplied with the following:

- A formal determination of the number of applicable education points
- Permissible promotional language
- A listing on the GPCI website
- A copy of the GPCI-approved provider logo to use on event/presentation(s) material
- A template certificate that can be modified and presented to participants upon completion of the education

Providers are encouraged to submit applications for acceptance **at least thirty (30) days in advance**. Determination of total education points awarded for accepted sessions is at the sole discretion of GPCI. Every effort will be made to complete the review in thirty days.

Types of Classes/Courses/Presentations Accepted for GPCI Education Points

For the GPCI Accepted Provider Program, different education points are provided depending on the type of class/course/presentation. A variety of education types are encouraged by GPCI to provide accessibility to all learners. The types of classes/courses/presentations listed below are acceptable within the GPCI Accepted Provider Program:

- **Lecture/Live Teacher Classes/Courses** – A training session that provides an instructor(s) to teach or train a student or a group of students on a defined topic for a defined period of time.
- **Webinar** – A training session that provides an instructor(s) to teach or train a student or a group of students on a defined topic for a defined period of time via video connection. This class/course may be offered as a live video feed or as a recorded video. It may be viewed at a scheduled time or on demand.
- **On-line Classes/Courses** – A training session that provides a set of instructions and assignments to a student or group of students on a defined topic for a defined period of time via an online connection. Instructor(s) may or may not be available, but projects or assignments are reviewed and questions are answered via video or online connections.
- **Hybrid Webinar and On-line Classes/Courses** – A training session that provides an instructor(s) with limited and/or pre-recorded lectures and online written instruction and assignments provided to a student or group of students on a defined topic for a defined period of time. Instruction is provided via video recording and online connection. Interactions may or may not be available with the instructor(s), but the work is reviewed, and questions are answered via online connections.

- **Blended Classes/Courses** – A training session that provides an instructor(s) with in-person classes/courses but there are additional online written instructions and assignments provided to a student or group of students on a defined topic for a defined period of time.
- **Audio Classes/Courses** – A training session, class, or course which is provided via audio instruction only, where a pre-recorded instructor trains students on a defined topic for a defined period of time. The class/course should be in a training/lecture format and must have a way of reviewing participants' knowledge of the topic as a result of the learning opportunity.
- **University/College Classes/Courses** – A training session, class, or course which is taught over a seminar or quarter by a University or College instructor via any of the above methods. If it is a credited class/course, GPCI will honor the academic credit offered by the institution with one credit hour equal to one education point up to a maximum of 10 points. If it is a non-credit class/course, certificate class/course, or continuing education class/course, it will follow the definitions offered above with a maximum of 10 points.

Points offered by GPCI

The manner in which points are assigned is determined by the type of class/course/presentation the student participates in. Class/course/presentation time should be rounded down to the closest quarter of an hour (a class/course that lasts 70 minutes should be rounded down to a 60-minute class/course where the student will receive 1 point). No class/course/presentation should be shorter than 30 minutes and be valued at less than 0.50 points.

- For **Lecture/Live Teacher Classes/Courses**, the points equal the number of hours spent participating in the class/course/presentation.
An example is a session that has a live teacher/instructor for a 2-hour lecture and a 1-hour exercise with a teacher's/instructor's observations and/or facilitation equals 3 GPCI points. However, a Lecture/Live Teacher Class/Course/presentation that has a 2-hour lecture and gives homework to be completed by the students during their time outside the classroom results in 2 points, no matter how long the homework takes to complete. Conference presentations or specialized workshops might easily fit in this session type.
- For **Webinars**, the points equal the number of hours spent participating in/watching the class/course/presentation. *An example is a webinar session where the instructor presents a 2-hour lecture and provides 2 education points.*
- For **Classes/Courses provided by an accredited University or College**
In-person classes: follow the guidelines of lecture/live teacher Classes/Courses (see above). Points are allowed for the lecture and in class activities, but not for homework/outside classroom activities. Please indicate how many hours of in-person instruction are provided. Maximum of 10 points are awarded for a course.
Synchronous classes (meet online as a class): follow the guidelines of lecture/live teacher Classes/Courses (see above). Points are allowed for the lecture and in class activities, but not for homework/outside classroom activities. Please indicate how many hours of live instruction are provided. Maximum of 10 points are awarded for a course.
- **Asynchronous classes:** 3 points are allowed for each completed class/course which lasts a minimum of 5 weeks or more and has a minimum of 5 distinct and unique assignments to be completed during this 5 week time frame. Because there is no direct instruction or training session, but the topic is taught through a series of assignments, it is difficult to know the level of understanding imparted to the student. However, because each class/course has exams, discussions, or other measures of the level of achievement, GPCI will rely on each institution to apply its standardized system and award 3 points for each On-line Class/Course.

- For **Hybrid Webinars and On-line Classes/Courses**, the credit follows the same system as Webinar Classes/Courses. The points equal the number of hours spent participating in/watching the class/course instruction video only. *An example is a class/course that is a webinar where the teacher/instructor presents a 2-hour lecture, then 2 points are allowed. No point is allowed for class/coursework completed through the assigned tasks.*
- For **Blended Classes/Courses**, the credit follows the same system as Lecture/Live Teacher Classes/Courses. The points equal the number of hours spent participating in the class/course only. *An example is a class/course that has a live teacher/instructor for a 2-hour lecture and 1-hour exercise with a teacher's/instructor's observations and/or facilitation and equals 3 points. However, a Blended Class/Course that has a 2-hour lecture with homework or online work assignments to be completed by the students during their time outside the classroom are not counted and result in 2 points, no matter how long the homework/online assignment takes to complete.*
- For **Audio Classes/Courses**, the credit equals 0.5 points for each completed class/course (each audio class/course must last a minimum of 30 minutes to qualify). Because there is no direct instruction or training session, and the topic is taught through a series of lectures or instruction which is an audio file, it is difficult to know the level of understanding imparted to the student. Therefore, this format requires that the instructor must devise a way of testing the results of the learning opportunity. This testing result must be approved by the GPCI Education Taskforce and their decision is final.
- If your class/course or training session options do not fit in any of the frameworks listed above, please contact the GPCI Accepted Education Program and discuss how your training session might benefit individuals seeking or maintaining their Grant Professional Certification (GPC). Please email AEP@grantcredential.org to arrange a time to discuss your session.