



## 1. INSTRUCTOR QUALITY CONTROL

All GPRO Certified Instructors must sign the [GPRO Instructor Agreement](#) before teaching their first class. Partners may also require Instructors to sign a separate Agreement outlining the agreed-upon compensation and terms of employment.

### 1.1. EVALUATION

Partners must evaluate new Instructors at least the first and/or second time they teach a course using the dedicated **GPRO Instructor Evaluation Form**, located on the Partner Portal. Students are also asked to evaluate instructor performance via the regular **Course Evaluation Form** after each class. The results of these forms are reviewed regularly.

### 1.2. RECERTIFICATION

Instructor Certifications last for a period of two years. After the two-year term, GPRO Administration evaluates the Instructor's performance based on: (1) feedback from students and Partners, and (2) average course pass rates. Instructors are also required to stay up-to-date on the latest version of their course materials. If GPRO Administration confirms positive feedback, high average pass rates and that the Instructor is current on material, then the Instructor will be notified of their recertification for an additional two-year term.

### 1.3. DECERTIFICATION

Based on poor feedback from students and the Partner, and/or low average course pass rates, Urban Green Council may revoke an Instructor's GPRO teaching certification. Prior to moving forward with decertification, Urban Green Council will first inform the Instructor's respective Partner.

Similarly, a Partner can rescind their agreement with an Instructor. The Partner is responsible for notifying Urban Green Council immediately if an Instructor's agreement is revoked with an account of why decertification was necessary.