

NCCAT Online: Frequently-Asked Questions

Who is eligible?

North Carolina currently licensed teachers.

Is there a charge for NCCAT Online?

There is no charge for NCCAT Online courses.

How much credit can I earn?

NCCAT Online courses are self-paced modules. Depending on the course, participants can earn 5, 10, or 15 contact hours.

We recommend educators check with their school district to verify acceptance of contact hours from the NCCAT Online courses towards CEUs.

Educators can register for a maximum of two (2) courses per quarter. An email will be sent out for each course placed in and each course not placed or waitlisted in.

Certificates will be emailed **after the end of the quarter** for those who successfully complete the course.

How do I enroll?

Placement notifications will be sent out within three (3) business days upon registration. Please check your email for updates from NCCAT.

When are the courses offered?

2023 Quarter:

- **January 9 - March 17, 2023**
- **April 3 - June 9, 2023**
- **July 3 - September 15, 2023**
- **October 2 - December 8, 2023**

How do I earn my certificate?

Certificates are earned when a participant has completed all assignments and each assignment has a passing score of 70 or higher. Participants can click the Grades button in a course to view all assignments.

If there is a score below 70 beside the assignment that means the participant needs to view that assignment and read the instructor's comment in order to make appropriate changes.

How will I receive my certificate?

Certificates are emailed within 10 days of the end of the course.

Canvas Catalog and Learner Transcripts are **NOT certificates from NCCAT Online** (see *the images below*). The Catalog "certificate" means you have viewed all items from the modules in the course. The Learning Transcript is a document that lists the courses in which you have enrolled with NCCAT Online.



Canvas Catalog "Certificate"

Learner Transcript Elizabeth Joyce				
canvas CATALOG				
Enrolled	Completed	In Progress	Credit Earned	Credit Available
207	114	93	0	0
Completed				
ENROLLED	COMPLETED	COURSE/PROGRAM		EARNED CREDITS
2017/08/07	No Date Set	14541 Pre-PBL: What any Teacher Thinking of Project-Based Learning Needs to Know		
2017/10/01	No Date Set	14562 Online Discussion Tools for the Classroom		
2017/10/01	No Date Set	14563 Technology and Literacy in Today's Classroom		
2017/10/01	No Date Set	14564 Using Choice Boards to Differentiate Literacy Instruction		
2017/10/01	No Date Set	14565 Interactive Read-Alouds		
2017/10/01	No Date Set	14566 Redefining Student Learning Through Technology: An Intro to SAMR		

Learner Transcript from Canvas Catalog
Elizabeth Joyce's Example

When will I receive my certificate?

Certificates will be sent out within ten (10) business days after the end of a quarter.

Do I need to create a new Canvas account for NCCAT Online if I have a Canvas account through NCEdCloud?

Yes, you must create an account via MyNCCAT. Your school's Canvas account is an entirely different account.

What happens if I can't remember my password for NCCAT Online?

Select the "Forgot Password" link and type your email. Select "Request a Password." An email will be sent with a link to "Click here to set a new password." Change your password and confirm it. Select "Update Password." Log in to Canvas with your email and new password. [See the following guides to help.](#)

What happens if I want to update my email or my password for NCCAT Online?

[The following document](#) will show you the steps to update your email and password.

How do I drop a course?

Contact Teachers Services at **registrar@nccat.org**. Please be sure to give your name and the name of the course/code in which you want to be unenrolled.

What do I do if a URL is broken or a page is no longer available?

Let your instructor know via Canvas Inbox or email. Please be sure to give your full name, the name of the course, and the name of the page, discussion, or assignment.

I have viewed the information on the page, but I cannot go to the next item. What do I do?

Make sure you select **“Mark as Done”** in the corner of your screen or **“Submit Assignment”** in the right-hand corner of your screen in order to submit your work and move to the next item in the module.

What types of files can I submit for course work?

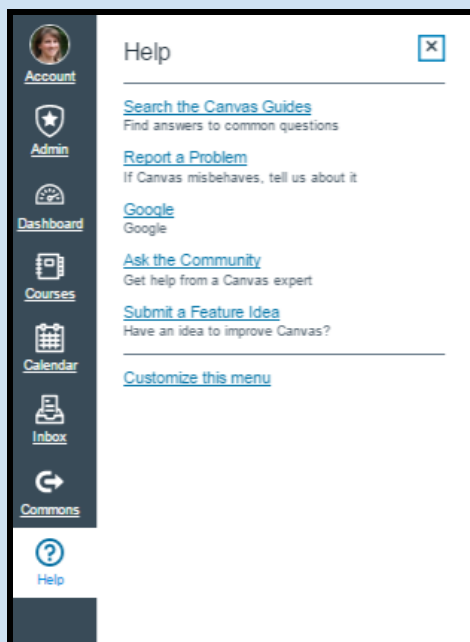
NCCAT Online accepts Microsoft Office Suite such as Word, PowerPoint, and Excel. NCCAT Online also accepts links from One Drive and Google Drive. Be sure to change the link to “Anyone with the link” can either comment or view. ***For more information on share settings, see the next question below.***

How do I share my Google Doc with my instructor?

[Look at the following document](#) to learn the steps to share a Google Doc (any Google Drive item) with your instructor.

What if I need assistance navigating Canvas?

Please check out the Canvas Help Guides. They show step-by-step instructions on how to navigate Canvas, how to submit assignments, and how to use Canvas to the fullest. You can also submit a Help Ticket if you have any technical difficulties using Canvas. See the image below.



Want to view all of your past courses?

Click the word “Courses” on the far left and then scroll until you see “All Courses.” This option will display all current and past courses from NCCAT Online. See the image below.

