

# NHI Instructor Certification



## Instructor Certification

The National Highway Institute (NHI) offers a certification program to provide, oversee, and continuously improve the application of quality for instructor skills and adult instructional techniques. The NHI Instructor Certification Program and Certificate of Accomplishment provide evidence of each instructor's credentials satisfying these standards. For candidates to be afforded the privilege to facilitate NHI training courses in their technical areas of expertise, they must become certified instructors through the NHI's certification process.

**INSTRUCTOR CERTIFICATION PROCESS:** To achieve NHI instructor certification, instructors must successfully complete the three-step certification process below.

- Step 1: Instructor Development Training
- Step 2: Obtain approval of subject matter technical expertise from the appropriate FHWA Program Office in Headquarters and/or Instructor Audition
- Step 3: Pass observation for certification by a Master Trainer

**CERTIFICATION ELEGIBILITY:** The NHI Instructor Certification Program is only open to Federal Highway Administration (FHWA) employees and FHWA contract employees who have been approved for technical competency and subject matter expertise by the appropriate FHWA Program Office and Resource Center technical managers. In addition, candidates must be actively teaching or preparing to teach NHI courses.

**CERTIFICATE OF ACCOMPLISHMENT:** Upon completion of the instructor certification process instructors are eligible for a Certificate of Accomplishment titled **Instructor Certification**. For more detailed information about this Certificate of Accomplishment, please go to the NHI Web site in the **Resource** area under the **ILT Instructor Tab** ([www.nhi.fhwa.dot.gov/resources/ilt\\_instructor.aspx](http://www.nhi.fhwa.dot.gov/resources/ilt_instructor.aspx)).

### CONTACT INFORMATION:

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Please visit [www.nhi.fhwa.dot.gov/resources/ilt\\_instructor.aspx](http://www.nhi.fhwa.dot.gov/resources/ilt_instructor.aspx) for more information on the Instructor Certification Program.



NHI will soon be introducing other instructor development courses: Instructor Development Course for Web-conference training and high-impact training.



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