

NHI INSTRUCTOR CERTIFICATION

The National Highway Institute (NHI) offers a certification program to provide, oversee, and continuously improve instructor skills and the application of adult instructional techniques to its courses. The NHI Instructor Certification Program and Certificate of Accomplishment provide evidence of each instructor's credentials satisfying these standards. For candidates 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 listed 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 ELIGIBILITY: 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.

COURSE ENROLLMENT: Instructor Development Training is offered in a 3.5 day session (420018) and a 4.5 day session (420018A). Customers can login, enroll, and pay their individual fees via the NHI Web site at www.nhi.fhwa.dot.gov. FHWA participants should also register through NHI.

CONTACT INFORMATION:

NHI Instructor Liaison
Phone: (703) 235-0952
E-mail nhiinstructorliaison@dot.gov

Please visit 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.