

## FUSION Skills Development Fund Acknowledgment of Understanding

This acknowledgment of understanding is between Teaching and Learning Services (TLS) and the recipient of the FUSION Skills Development Fund. Please [contact the FUSION program coordinator](#) with any questions.

### I acknowledge that I will...

1. Have until **March 31, 2026** to spend the funds attached to this award.
  - TLS is required to return any unspent funds to Employment and Social Development Canada (ESDC).
2. Integrate at least one FUSION module into my course, selected from **Constructive Dialogue, Creativity, Digital Literacy, Innovation** and **Well-being**. This includes making all FUSION files, including text-only files and workbooks, available to students.
3. [Inform the FUSION program coordinator](#) as early as possible if my course is cancelled or if my teaching assignment changes.
4. Provide students with instructions on what is expected of them to complete the module (e.g., what experience to use for their "applied learning," how their completion of FUSION will be assessed, what percentage of the final grade the module is worth, etc.)
5. Offer students the opportunity to complete the demographic and exit surveys developed by the FUSION team.
6. Attend at least one community of practice (CoP) gathering.
7. Complete a case study report about my experience with embedding FUSION in my course.
  - This will be synthesized into a vignette case study to be posted on FUSION's website. You will have the opportunity to review content prior to posting.
8. Report to the [FUSION program coordinator by email](#) or similar means which students completed the FUSION module(s) you used. This information will be used to issue digital badges to the students who successfully completed the module(s).
  - A template is included with imported FUSION materials.
  - You are encouraged to use the template; alternatively, you can create a grade item and export the grade item to an Excel or .csv file.
9. Place a [FUSION request](#) anytime I wish to (re)use FUSION module(s) in my course(s).
  - TLS keeps track of FUSION use. Occasionally FUSION files are updated so it is important for TLS to know who is using FUSION to ensure they have the latest versions available.