R7-2-604.03. Alternative Educator Preparation Program Approval Process

**A.** An organization that includes, but is not limited to, universities under the jurisdiction of the Arizona Board of Regents, community colleges in this state, private postsecondary institutions licensed by this state, school districts, charter schools, professional organizations, nonprofit organizations, private entities and regional training centers that oversee one or more educator preparation programs which wishes to offer a program for an alternative route for the certification of teachers and administrators in this State must apply to the State Board of Education on a form prescribed by the Department of Education for approval to become an approved provider of such a program. The application must include:

1. The name and location of the applicant;

2. The name of the program;

3. If the applicant is accredited, the name of the regional accrediting body and the accreditation status of the applicant;

4. If the applicant is a private postsecondary educational institution, evidence that the applicant is licensed to operate by the State Board of Private Postsecondary Education pursuant to A.R.S. § 32-3021;

5. A description of the budget of the program;

6. The areas of certification for which the applicant will offer the program;

7. A description of the program, which must include:

a. The way in which the elements of the program will comply with the requirements of this section and R7-2-602, R7-2-603 as applicable and A.R.S. § 15-203(A)(14)(a)(i) through (vi);

b. The application and review process for persons to enroll in the program, including a copy of all forms that will be used in the process; and

c. The supervised, school-based experiences the applicant will provide, including:

i. The name of each school and school district that will participate in the supervised, school-based experience;

ii. The length of time for which a candidate will be required to participate in the supervised, school-based experience, including any orientation that the candidate must complete;

iii. The manner by which candidates will be mentored by an effective or highly effective teacher and evaluated during the supervised, school-based experience;

iv. How the supervised, school-based experience will promote the effectiveness of teachers and administrators, as appropriate; and

v. A copy of all forms that will be used for the supervised, school-based experience process;

8. A list of all staff members for the program, the roles and responsibilities of each person and his or her credentials;

9. A statement of the estimated time it will take a candidate enrolled in the program to complete the program, which must allow for completion of the program within one year but not more than three years;

10. A description of the manner by which the applicant will evaluate the success or failure of each candidate enrolled in the program and track the progress of each such candidate, including a copy of all forms that will be used for the evaluation and tracking;

11. A description of how the applicant will evaluate the success of the program, which must include the information required for the evaluation pursuant to R7-2-604.02(K)(4).

**B.** Upon receipt of an application for approval as an approved provider pursuant to subsection (A), the State Board of Education will appoint a review team to review the application consisting of a currently certified professional educator that is a graduate of an alternative certification program, a currently certified professional administrator, a ~~member of the business community~~ human resources director or school superintendent, two members of the Certification Advisory Committee and a representative from the Department of Education. The review team shall:

1. Examine the application;

2. Determine whether to recommend that the State Board of Education grant its approval of the application based upon the requirements of this section without any additional requirements; and

3. Submit its recommendation to the State Board of Education within 60 days of receipt of the application.

**C.** The State Board of Education will review the recommendation of the review team submitted pursuant to subsection B and provide to the applicant written notice of its approval or denial. The State Board of Education may grant provisional approval to an applicant pursuant to subsection (D). If the State Board of Education denies an application, the applicant may correct any deficiencies identified in the notice of denial and resubmit the application for review by the State Board of Education within 60 days of the denial.

**D.** If the State Board of Education grants an applicant provisional approval, the applicant may offer the program for an alternative route to certification described in the application for the period prescribed by the State Board of Education. The applicant must remove all the provisions under which the approval was issued before the expiration of the provisional approval. If the applicant removes the provisions within the prescribed time, the State Board of Education will grant nonprovisional approval to the applicant as an approved provider. Provisional approval is valid for two years after the date on which the State Board of Education granted provisional approval. If an applicant does not remove all the provisions within the prescribed time, the provisional approval is automatically revoked.

**E.** Except as otherwise provided in subsection (D), if an applicant is approved as an approved provider pursuant to this section, the approval is valid for six years after the date of approval. To continue the approval, the qualified provider must submit an application for renewal before the expiration of the approval to the State Board of Education on a form prescribed by the Department of Education. If the application for renewal is approved by the State Board of Education, the renewal is valid for six years after the date of the approval.

**F.** If an approved provider intends to offer a program for an alternative route to certification for an area of certification that is different from the area of certification for which the qualified provider has been approved, the qualified provider must submit a new application pursuant to subsection (A) to offer a program for an alternative route to certification for that area of certification.

**G.** An approved provider shall provide its program completers with an institutional recommendation for issuance of the appropriate Arizona alternative path certification within 45 days. An approved provider seeking renewal of its program approval shall submit the required renewal application for review at least 90 days prior to the program expiration date.

**H.** Each qualified provider must submit a report once every two years which includes:

1. A description of any substantive changes in courses, seminars, modules or assessments in the Board approved educator preparation programs;

2. The name, title and original signature of the certification officer for the professional preparation institution; and

3. Relevant data on the educator preparation program, relevant staff, and candidates, which may include, but is not limited to, stakeholder surveys, completer data, and student achievement data required as a condition of continuing program approval.

**I.** The Department shall:

1. Present the results of the report to the State Board of Education; and

2. After the results have been presented to the State Board of Education, post the report on the Department’s website.

**J.** Each qualified provider shall cooperate with the State Board of Education and the Department in the evaluation of the effectiveness of this section.