New and Modified Educator Preparation Program Approval Process

An institution of higher education that chooses to offer a new educator preparation program or significantly modify an existing program shall submit the new or modified program to Colorado Department of Education (CDE) and Department of Higher Education (DHE) for review [§23-1-121(4) Colorado Revised Statute].

- Submit proposals to DHE at http://highered.colorado.gov/Academics/TeacherEd/DegreePrograms/default.html or to Brittany Lane, Academic Policy Officer for Educator Preparation at brittany.lane@dhe.state.co.us or call 303-866-4289 for assistance.
- Submit proposal and content review coversheets and matrices to CDE by emailing Karen Lowenstein, Consultant for Educator Preparation at lowenstein_k@cde.state.co.us or call 303-866-6898 for assistance.

CDE Program Content Review

CDE conducts a document review (cover sheets, matrices, and syllabi for each endorsement program and, for designated programs, the literacy rubric) for the eight teacher performance-based standards (TPBS) and additional endorsement standards reflected in the Colorado Educator Licensing Act [§22-60.5 Colorado Revised Statute]. See http://www.cde.state.co.us/cdeprof/EPP_index.htm for cover sheets and http://www.cde.state.co.us/cdeprof/EPP_review_resources/license_review.htm matrices.

- If questions arise from the content review, CDE will compile a request for additional information from the institution of higher education (IHE).
- CDE prepares a report and a recommendation to the State Board of Education (SBE). Pursuant to C.R.S. §23-1-121, if SBE recommends that a program not be approved, the CCHE shall follow said recommendation by refusing initial approval of said program.

DHE Statutory Performance Criteria Review of Unit and Programs

DHE reviews the proposal for the following performance criteria: admission system; advising and counseling of candidates; integration of theory and practice in coursework and field based training; supervised field based experience (at least 800 hours for initial endorsement programs); and assessment of candidates' subject matter and professional knowledge and ability to apply the professional knowledge base [§23-1-121(2) Colorado Revised Statute]. See http://highered.colorado.gov/Academics/TeacherEd/DegreePrograms/default.html for additional requirements for public IHE's and to submit your proposal.

- If the proposal is from an IHE that already has an approved educator preparation program, briefly address the proposal's "fit" with the statutory performance criteria that were approved from the last reauthorization. If the proposal is from an IHE that has not previously been authorized to offer educator preparation in Colorado, submit the complete Institutional Report for unit and program review. In the case of the latter, a site visit may also be required. The Institutional Report Template is available at http://highered.colorado.gov/Academics/TeacherEd/Educators.html
- If questions arise from DHE's review, a request for additional information will be e-mailed to the contact person at the IHE.
- Once all statutory performance criteria have been met and DHE has received SBE's approval of the program content, DHE will make a recommendation to the CCHE for their final determination of approval.

CDE and DHE will continue to partner with the Colorado Council of Deans of Education and Council for the Accreditation of Educator Preparation to improve this process to ensure quality educator preparation programs in Colorado.

Version: May 24, 2013