

Teacher Preparation Program Initial Approval Process

To clarify the existing process for initial program approval, the following delineates the path of a program submitted for review to the Colorado Department of Education (CDE) Office of Professional Services (OPS) and the Colorado Department of Higher Education (DHE).

- Program proposals are submitted to the OPS and the DHE according to predetermined review cycles. The deadlines are September 15, January 15 and May 15 of each year.
- OPS conducts a document review of programs for the eight teacher performance-based standards (TPBS) and additional endorsement standards reflected in the Colorado Educator Licensing Act (C.R.S. 22-60.5). In the case of public institutions, the DHE reviews the program's proposal for the following performance criteria: admission system; screening and counseling of teacher candidates; integration of theory and practice in coursework and field based training; supervised field based experience (at least 800 hours); and assessment of candidates' subject matter and professional knowledge and ability to apply the professional knowledge base (C.R.S. 23-1-121.2). In the case of private institutions, the DHE will review the proposal only for supervised field based experience (at least 800 hours).
- Required course syllabi for each content area are forwarded by OPS to other CDE units for review of specific content areas.
- If questions arise from the content review, content reviewers will notify OPS. OPS and DHE will jointly compile a request for additional information from the institution of higher education (IHE).
- Internal Unit content review findings are reported to OPS.
- DHE will compile a list of missing information needed to document the performance criteria listed above and specific questions to clarify information submitted in the proposal. This will be part of the joint request for additional information from DHE and OPS.
- OPS and DHE jointly compile information from the program proposal, including content review information from the eight teacher performance based standards and compile a report with a recommendation for approval or non- approval.
- CDE forwards the report and a recommendation to the State Board of Education (SBE) for their consideration.
- SBE decides upon a recommendation and forwards their recommendation to the DHE, which then forwards the recommendation to the Colorado Commission on

Higher Education (CCHE) for their final determination of reapproval. (*Note: Pursuant to C.R.S. 23-1-121, if the state board of education recommends that a program not be approved, the commission shall follow said recommendation by refusing initial approval of said program or placing said program on probation.)

- The CCHE determines approval of teacher preparation programs.

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We look forward to partnering with the Deans of Education on continuing to improve this process to ensure quality educator preparation programs in Colorado.