

Adding an Intern Pathway

For Commission-approved institutions already approved to offer a preliminary credential program:

In order for an institution with an approved Preliminary Multiple/Single Subject or Education Specialist program to add the intern pathway to their existing program, institutions must send the following information for review and approval:

- 1) A link to the institution's intern precondition responses for the appropriate credential program being proposed (please also reference PSA 13-06),
- 2) A short description of the pathway including all coursework and fieldwork required. Please provide a short explanation about how the proposed intern program will differ from the institution's Commission-approved traditional pathway. Please outline where courses will be the same for interns as for the candidates in the traditional Commission-approved pathway and, if there are any different courses, or sequence of courses, please describe which courses.
- 3) Information about when the institution would like to begin enrolling interns.

Review process

Staff reviews the information submitted for the proposed intern pathway. Depending on the specifics of the proposal, additional information may be needed. Programs would be notified of the need for any additional information after the first three requirements have been submitted.

Once staff has deemed that the proposed program meets all Commission requirements, it will be added to the next regularly scheduled Committee on Accreditation meeting agenda for the Committee's review and approval. A paragraph summarizing the program will be included on the agenda.

An institutional representative will need to be available during the COA meeting to answer any questions during the approval for adding an intern pathway.

Submitting the Required Information

This information should be submitted to intern@ctc.ca.gov, with a subject line of "New Intern Pathway".