PROGRAM
SPONSOR
ALERT

Date: August 08, 2019   Number: 19-10

Subject: Streamlining the Single Subject Matter Program Standards and
            Review Process

Summary
This Program Sponsor Alert provides information on streamlining the program standards and review process for Single Subject Matter (SSM) programs. The streamlining brings the SSM program standards and review process into alignment with the more recently adopted Elementary Subject Matter (ESM) program standards and review process.

Background
At the June 2019 Commission meeting, the Commission adopted a streamlined SSM program review and approval process for new SSM programs. This process more closely aligns to the ESM program standards and review process that was fully-implemented in 2017.

The new SSM process streamlines submission and review by no longer requiring narrative responses to content-specific program standards. These program standards generally corresponded to the content-specific subject matter requirements (SMRs) which are already addressed by linked evidence in the course matrix for each program. The new SSM submission process requires the following:

1. Demonstrate compliance with preconditions;

2. Provide a course scope and sequence showing required coursework and the sequence in which it is to be completed;

3. Respond to the two Single Subject Matter (SSM) Program Standards (limited to five pages per standard); and

4. Submit a completed content-specific course matrix with evidence addressing all SSM SMRs.

References
[Agenda Item 2E](#)
[Initial Program Review](#)
[Subject Matter Programs](#)

Contact Information
For more information, please contact SubjectMatterPrograms@ctc.ca.gov

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