New Program Approval Process CALIFORNIA

When a new institution wants to offer a credential program or when an institution wants to offer a new credential program, the California Commission on Teacher Credentialing (CTC) reviews the initial program document against the appropriate adopted program standards.

A trained panel of two or three reviewers, faculty members and/or practitioners from the field, review the program narrative and supporting documentation (faculty vitae, course syllabi, key assignments, field experience plans, MOUs with partner schools, etc.) If the original submission does not adequately respond to all the adopted standards, the program is sent questions identifying what was not found and asking for more information. The program resubmits information to the CTC which is then referred to the review panel.

When the reviewers decide that the program documents and evidence meet the appropriate program standards, the program is recommended to the Committee on Accreditation for initial program approval. The program then is reviewed through the continuing accreditation system.

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