

**GUIDELINES FOR ALTERNATE ROUTES TO LICENSURE IN
RESPONSE TO HOUSE BILL 2486
OF THE 2019 VIRGINIA GENERAL ASSEMBLY**

Education preparation providers must be certified or approved. Career Switcher Program Providers must be certified by the Virginia Department of Education in accordance with the *Licensure Regulations for School Personnel*; alternate programs for professional studies are approved by the Superintendent of Public Instruction; and school boards or an organization sponsored by a school board may petition the Board of Education for approval of an alternate route to licensure.

Individuals seeking initial licensure are subject to Board of Education regulations and statutory requirements for licensure. With the exception of the alternate provisional route for the Technical Professional License in certain specialized career and technical education endorsement areas, individuals must hold a bachelor’s degree from a regionally accredited college or university. Board of Education requirements, including applicable assessments, are required. Individuals seeking an endorsement in career and technical education are required to complete an industry credential for initial licensure.

A school board or any organization sponsored by a school board may petition the Board for approval of an alternate route. School divisions are encouraged to collaborate together on an alternate route to licensure.

A school board or an organization sponsored by a school board must submit an application for program review and approval to the Board of Education. The Department of Education will coordinate the review of the programs. Programs may be approved by the Virginia Board of Education initially for a three-year period and subsequently renewed for a seven-year period, with annual reports required as requested by the Department of Education.

The approval period for the alternate route to licensure will end if a school board discontinues the sponsorship of an approved organization. The school board must notify the Virginia Board of Education immediately in writing of a program’s discontinuance, including information on the individuals who are in the process of completing the program and the plan and timeline on how the teachers will complete the alternate education preparation program.

The school board petition must include the following:

APPLICATION

Part I: APPLICATION COVER PAGE

School Board	Organization Sponsored by a School Board
<ul style="list-style-type: none"> • Name of School Board • Program Contact • Address • Phone Number 	<ul style="list-style-type: none"> • Name of Organization • Program Contact • Address • Phone Number

School Board	Organization Sponsored by a School Board
<ul style="list-style-type: none"> • Email Address • Signature of School Board Chair 	<ul style="list-style-type: none"> • Email Address • Signature of School Board Chair and Organization Official

Part II: PROGRAM OVERVIEW AND JUSTIFICATION

- Describe the program, including the targeted endorsement programs. Include the delivery model and sustainability of the program, as well as resources provided to participants.
- Justify the need for the alternate route program.
- Describe the capacity to deliver the program, including faculty/instructors' qualifications and the background and expertise of the program provider.
- Provide documentation of the program's accreditation, if applicable. Programs that are accredited by the Council for the Accreditation of Educator Preparation will be granted special consideration; however, the content area of the program must be reviewed by the Virginia Department of Education to ensure alignment with Virginia standards and competencies.
- Include the targeted audience for the program. Describe how candidates/teachers will be recruited and selected for the participating school divisions.
- Describe the program evaluation process for the program at the school division and board level. Stakeholders must be included in the program review process.

Part III: CONTENT AND PROFESSIONAL STUDIES

- Describe the requirements, including content and expected outcomes, of the program.
- Describe how the program is aligned and addresses Board of Education requirements, including the following:
 - Virginia Board of Education competencies outlined in the *Regulations Governing the Review and Approval of Education Programs in Virginia*.
 - Preparation of teachers to ensure students (1) attain the knowledge, skills, experiences, and attributes to be successful in college and/or the workforce and to be "life ready" (Profile of a Virginia Graduate) and (2) develop the following competencies known as the "Five C's":
 - Critical thinking;
 - Creative thinking;
 - Communication;

- Collaboration; and
- Citizenship.

Part IV: SUPERVISED FIELD/CLINICAL EXPERIENCES

Field experiences must be included in the program, and candidates must be supported. For an initial license, individuals must complete 10 weeks of supervised classroom experience in the endorsement area sought under the supervision of a teacher with demonstrated effectiveness in the classroom. [Consideration may be given to a deliberately structured supervised classroom teaching experience equivalent to 10 weeks.] One year of successful, full time teaching experience in the employing public school or a teacher residency may be accepted.

- Describe the period of the field/clinical experiences and how candidates will be supervised.
- Provide plans to assist any identified weaknesses.
- Describe the support provided to the teachers (mentors, coaches, induction programs, etc.).

Part V: ASSESSMENT AND PROGRAM EFFECTIVENESS

- Describe the program's admission and exit criteria.
- Describe how candidates will be assessed to ensure they have mastered the content, pedagogical knowledge, skills, and dispositions to effectively teach.
- Describe program evaluation.
- Provide indicators of teacher effectiveness, including impact of the completers on Prek-12 learning.
- Include information on program completers' satisfaction of the program and relevance to teaching, as well as information on the employer's satisfaction with the program preparation.

Part VI: PROGRAM REVIEW AND APPROVAL

- Proposals will be reviewed by a panel convened by the Virginia Department of Education. The Virginia Board of Education must approve the alternate routes to licensure programs.