

## COVID-19 Intern Program FAQs -UPDATED

With the COVID-19 pandemic, there have been many questions from candidates regarding intern and pre-service program requirements.

**UPDATED:** Given the ever-changing situation of school closures due to the COVID-19 pandemic, ALL of intern classes and pre-service classes are being held online through the end of August. At this time Fall intern classes will be held online.

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### ***New Information for Enrolling in the Intern Program:***

On May 29th, 2020, Governor Gavin Newsom passed an [Executive Order](#) regarding teacher licensure exams. The order suspends CBEST, CSET, TPA, and RICA requirements for candidates. Please note, the Executive Order does not get rid of the tests, however, they are put on hold until a later date and still remain a requirement for teacher licensure. You can read more about the order in this [EdSource article](#)

Candidates that were planning to enroll in the Intern Program, and have not yet passed CBEST or CSET can now enroll in the Intern Program between March and August 31, 2020. Candidates are required to pass CBEST and CSET prior to being recommended for a preliminary credential.

For more detailed information about the Executive Order, please consult this [guidance document from the CTC](#)

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### ***New Information for Current Intern Teacher Candidates regarding RICA:***

#### **Preliminary Multiple Subject and Education Specialist Candidates - RICA**

The Reading Instruction Competence Assessment (RICA) is suspended for Preliminary Multiple Subject and Education Specialist candidates who have completed all other

requirements to earn their Preliminary teaching credential by the end of the preparation program's 2019-2020 academic year.

Candidates issued a Preliminary teaching credential based on the suspension must take and pass the RICA, in addition to meeting all other requirements, prior to being recommended for a Clear teaching credential.

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***Q: I can't get my official transcripts in time for my application as the University is not issuing them. What should I do?***

A: During this time, we will accept your unofficial transcripts. You will however need to provide them to get your preservice transcripts or intern eligibility letters.

***Q: UPDATED: I still need to take CBEST or CSET. What should I do?***

A: Pearson VUE-owned test centers (PPCs) for California Educator Credentialing Assessments testing reopened **on May 1, 2020**. Note that test centers are enforcing social distancing recommendations. Please register for CBEST and CSET as soon as you can. These exams must be passed before candidates can be recommended for a preliminary credential. You can find test updates here: [CTC exam website](#)

***Q: Do I still have to pay an application and enrollment fee?***

A: Yes

***Q: How much is the tuition and how do I pay it?***

A: The tuition for Preservice is \$1275 dollars. You can pay it in 2 installments. If you are a classified grant participant, and have sufficient balance in your account, you can get it paid directly from there.

## FOR DHH Program

### ***Q: Will the Deaf and Hard of Hearing ( DHH ) credentialing Program start in August 2020?***

A: A decision was made to delay the start of the DHH program until August 2021. That decision was made based on the suspension of CBEST and CSET (and ASPLI) exams due to the COVID-19 pandemic. CBEST and CSET exams are statutory requirements and as per the CTC, they cannot be waived. In order for a candidate to be intern eligible, they must pass these exams before they can be admitted to an intern program. We are also aware that Gallaudet has canceled the ASLPI exams until further notice. Given these conditions, the launch date is postponed to August 2021.

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## For Current Interns

### **Q: What does this mean for our intern and pre-service programs?**

A: ALL classes will be held ONLINE from March 16 through the end of the semester.

- Zoom meetings are scheduled for each course/module and you have already received a Zoom join link
- We recognize that many school districts have closed or are closing across the state and this may result in many families needing to identify child care for their children. If you anticipate that you will NOT be able to attend class as scheduled, due to child care needs, please contact your instructor as soon as possible, to see about the possibility of a make up assignment.

## Here are Zoom guidelines for candidates:

 [Zoom meeting set up -for candidates](#)

### **What do school closures mean for Field Supervision and district support-provider requirements?**

- Plan to meet with your field supervisor and district support provider virtually. Field Supervisors will work with candidates virtually through Zoom. You can sign up for [a free Zoom account here](#). Zoom is [security encrypted](#) and has video conferencing features and also allows you to record your meetings, save the file and upload or share it with others. For information on how to record a meeting via zoom, [click here](#).

### **What if I haven't completed all of my formal observations with my Field Supervisor?**

#### **Field Supervision requirements**

Candidates can meet their field supervision requirements by completing any one of the following options:

- **Option A: Case Study of one of your students with lesson plan**
  1. Write a 1-2 paragraph description of one of your students. Include the student's age, grade level, language(s) spoken, academic levels, behavior goals, and family structure.
  2. Design a lesson that focuses on the needs of the student.
  3. Email the write up and lesson to your Field Supervisor for feedback
  4. Have a coaching conversation with your Field Supervisor about the lesson
- **Option B: Video of a lesson**
  1. Develop a lesson that aligns with the grade level(s) you teach. You can select any subject area.
  2. Record yourself teaching the lesson (students do not need to be present).
  3. Upload the lesson to [Hightail](#) and [annotate parts of the video file using Hightail](#). Share the link with your Field Supervisor. Video files stored in Hightail on a free account are only accessible for 7 days.
  4. Email the lesson plan to your Field Supervisor.
  5. Have a coaching conversation with your Field Supervisor about the lesson
- **Option C: Virtual Instruction with Students**

1. If your school is offering virtual instruction, develop a lesson plan.
2. Teach the lesson and record it. Use [Zoom](#) to record the lesson OR invite your Field Supervisor to observe the lesson (check with your site administrator about student privacy/ confidentiality first).
3. Upload the lesson to [Hightail](#) and [annotate parts of the video file using Hightail](#). Share the link with your Field Supervisor. Video files stored in Hightail on a free account are only accessible for 7 days.
4. Email the lesson plan, plus any additional materials to your Field Supervisor.
5. Have a coaching conversation with your Field Supervisor about the lesson.

**Clinical Practice and Field Supervision:**

Here is the [most recent information from the CTC regarding clinical practice and field experience requirements](#) for candidates enrolled in teacher preparation programs.

**Q: What do school closures mean for the 144/45 support hour requirements?**

- We recognize that school closures will impact candidate's ability to receive in-person support from district-provided support providers. Plan to meet with your support provider virtually.
- Also, remember that the following activities count as support hours:
  - Participating in online/virtual PD
  - Reading books or articles related to teaching pedagogy, or specific instructional content
  - Taking part in a Twitter #edchat or other online learning forum related to your teaching position
  - Collaborating (even virtually) with colleagues
- Please continue to log your support hours during this time and contact the Program Director if you have any questions about what types of activities can be logged as support.

**Q: What should I be working on right now in my Field Supervision Course?**

**A: ILP and DoP:** Continue to work on your ILP and link evidence to each action step you listed. If your ILP goals have changed due to your context for teaching, it is ok to revise the goals and

make note of why the goals have changed in the reflection box on the document. If you are unable to access documents or artifacts that you would have used as evidence, (due to school closures), then note what evidence you had gathered and write about that in the reflection section. OR consider making a short video to explain the evidence you had gathered.

**Q: What if I am unable to complete RICA Testing?:**

A: Pearson VUE-owned test centers (PPCs) for California Educator Credentialing Assessments testing reopened **on May 1, 2020**. Note that test centers are enforcing social distancing recommendations. Please register for RICA as soon as you can. You can find test updates here: [CTC exam website](#). Please note that these exams are statutory requirements and, at this time, the Commission on Teacher Credentialing does not have the authority to waive any statutory examination requirement or any component part of any statutory examination requirement for the credential sought. Please check the [CTC exam website](#) for testing updates.

**Q: What if I am unable to submit a video for CalTPA testing? (Multiple Subject Candidates ONLY):**

A: The CTC has issued a [guidance document and FAQ sheet](#) about TPA testing.

Yolo-Solano Center has been configured into all CalTPA systems. You should now be able to select Yolo-Solano/Davis Joint Unified as your score reporting agency when you register for CalTPA via the CTC's [California Educator Credentialing Website Registration Page](#).

Make sure to submit your video and documentation by the following dates, if possible:

To Receive Your CalTPA Assessment Results Report On:	Submit Your Cycle by 11:59 p.m. Pacific Time On:
April 30, 2020	April 9, 2020
May 14, 2020	April 23, 2020

**Q: What if I am unable to complete my Intern Credential and Program Requirements this year?**

A: A district intern credential can be valid for 3 years, so if you are unable to complete RICA, field supervision, or other program requirements this year due to school closures, or other

life/work events, you will have next year to complete. **Please make an appointment with the Intern Program Director for advice on this.**

- [CTC Commission Leaflet 707L](#): *The Education Specialist District Intern Credential is valid for three years. The governing board may request a one calendar-year extension of the credential if the district intern needs additional time to successfully complete the Professional Development Plan and experience requirements.*

**Q: What is the CTC doing to help Interns during school closures?**

**A: CTC Support for Credential Requirements:**

In response to the current public health crisis related to COVID-19, it is the Commission's intent to work with educator preparation programs to do whatever is legally, practically, and programmatically feasible to help candidates who are on target to complete preparation and earn a credential this year to do so. The Commission is working on a type of conditional license, such as a variable term waiver, that would allow candidates to be employed who have made satisfactory progress in the preparation program but due to COVID-19 were not able to complete all clinical hours to begin practice in the fall. Currently this waiver does not apply to Interns. The waiver would allow the candidate more time to complete the program while employed as an educator. More information on the CTC's actions to support preliminary teacher prep programs can be found [here](#).

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**YSCTC EDUCATION SPECIALIST INTERN CREDENTIAL PROGRAM ADVISEMENT**

**OFFICE HOURS :**

If you have questions or would like advisement due to your specific teaching situation, please feel free to log on to our virtual office hours. **Virtual office hours are open every Tuesday starting March 24 through June 9, from 2:00 – 3:30pm.**

- Do you have questions about pursuing an Education Specialist Credential?
- Are you currently enrolled in the intern program and have questions about your status or the program?

You can receive individualized advisement through Zoom videoconferencing. Log in to the link below using any device, such as a smartphone, tablet, computer. When you join the meeting, you will enter a virtual waiting room. You will be invited to a private advisement meeting in the order that you enter the waiting room.

**Virtual Office Hour Zoom link:** [Join Zoom Meeting](#)

<https://us02web.zoom.us/j/335919015?pwd=Q01Qc1dMNkw4a21wTUJ1ZkNhM3lsUT09>

If you are new to using Zoom, you can learn how to join a meeting [here](#)