

Department of Special Education
Credential Program

Review of Non-University (IHE) Activity

The California Commission on Teacher Credentialing includes the following standard that describes non-university activities.

**Standard 11
Nature and Inclusion of Non-University Activities**

The institution has clearly defined criteria and procedures that allow for the inclusion of appropriate non-university activities in the Level II professional credential induction plan for each candidate. These activities are delivered by qualified individuals, supported by appropriate resources and evaluated on an ongoing basis. Non-University activities included in a candidate's Level II professional induction plan reflect an instructional design that is sequential, developmental and based upon a conceptual framework. (California Commission on Teacher Credentialing, 1996, p. 190)

The Education Specialist Level II Credential programs require an elective course or 45 hours of non-university activities related to the area of emphasis. Please attach documentation to this form for the non-university activities that you completed and submit to the Department of Special Education.

_____	_____	_____
Candidate's Last Name, First	Credential Program	Date of Submission
_____	_____	
Type of Activity	Dates of Activity	

Description of Non-University Activity (Check the appropriate documentation below and attach to this page)

- ___ Copy of announcement included
- ___ Official letter documenting hours of participation in the activity
- ___ Goals of the activity, expected outcomes, learning, activities, performance standards and evaluation design.
- ___ Qualifications of instructor
- ___ Summary of the relevance of the non-university activity to the goals and area of Emphasis

The following for Department of Special Education use only.

Outcome of review of attached Non-University Activity documentation:

___ Approved ___ Denied ___ Inadequate: Needs Revision (*explanation below*)*

**Explanation about needed revisions:* _____

Name of Evaluator

Title

Date