Council for the Accreditation of Educator Preparation

The Readiness for Accreditation Self-Assessment Checklist

The EPP completes the checklist below to assess its readiness to provide evidence[1] in each of the key areas required to meet CAEP Revised Standards. The *Readiness for Accreditation Self-Assessment Checklist* supports the EPP in deciding when they will be ready to host a CAEP site review.

Please consult the CAEP Revised Standards and the CAEP Workbook in conducting the self-assessment using the tables below. As you complete the self-assessment checklist, please bear in mind the following information on phasing in CAEP requirements under the 2022 Revised Standards.

Please use the following definitions for the purposes of this checklist.
- **Undeveloped:** At the time of completion of the checklist, no data have been collected and no plan is in place to collect data for the relevant component of the Standard.
- **In Development:** A defined plan is in place for collecting three cycles[2] of data to show evidence for the relevant component of the Standard. At least one cycle of data that can be used to show partial evidence for the component has already been collected by the provider.
- **Developed:** The provider has a system in place and has collected three cycles of data to show sufficiency for the relevant component of the Standard.

Any questions regarding this document, the Application process, or the Revised Standards should be directed to your relevant CAEP contact.

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[1] Evidence is documentation, multiple and valid measures, and analysis provided as the basis for and proof of an educator preparation provider's (EPP) ability to meet sufficiency criteria for a component of a CAEP Standard.

[2] Cycles are culminated in points during which the EPP has administered assessments, surveys, or other measures. The reported cycles of data should be sequential and be the most recent available. The frequency are defined by the EPP and may depend on the data set – once per year, once per cohort, once per semester, etc.

CAEP Standard 1: Content and Pedagogical Knowledge

Requirement	Undeveloped	In Development	Developed
R1.1 – The Learner and Learning		Outcomes written, Assessment Tools Identified, No Assessment Data	
R1.2 – Content		Outcomes written, Assessment Tools Identified, No Assessment Data	
R1.3 – Instructional Practice		Outcomes written, Assessment Tools Identified, No Assessment Data	
R1.4 – Professional Responsibility		Outcomes written, Assessment Tools Identified, No Assessment Data	

CAEP Standard 2: Clinical Partnerships and Practice

Requirement	Undeveloped	In Development	Developed
R2.1 – Partnerships for Clinical Preparation			Completed.
R2.2 – Clinical Educators			MOU with MSBSD signed
R2.3 – Clinical Experiences			MOU with MSBSD signed

CAEP Standard 3: Candidate Recruitment, Progression, and Support

Requirement	Undeveloped	In Development	Developed
R3.1 – Recruitment			Candidate Recruitment Materials created
R3.2 – Monitoring and Supporting Candidate Progression			Mentoring Roles Active
R3.3 – Competency at Completion	No Completers		

CAEP Standard 4: Program Impact

Requirement	Undeveloped	In Development	Developed
R4.1 – Completer[3] Effectiveness	No Completers		
R4.2 – Satisfaction of Employers		Field Supervisor Evaluation written, No Data	
R4.3 – Satisfaction of Completers	No Completers		

CAEP Standard 5: Quality Assurance System and Continuous Improvement

Requirement	Undeveloped	In Development	Developed
R5.1 – Quality Assurance System			Student Satisfaction Survey Implemented
R5.2 – Data Quality			Institutional Effectiveness Assessment Complete for Spring 2021 and 2022
R5.3 – Stakeholder Involvement			Primary and Secondary Stakeholders identified as Students and Faculty
R5.4 – Continuous Improvement			Two Completed Cycles

CAEP Standard 6: Fiscal and Administrative Capacity[4]

Requirement	Undeveloped	In Development	Developed
R6.1 – Fiscal Resources			Budget Approved for 2022-2023
R6.2 – Administrative Capacity			Director in place as Volunteer/ Adjunct

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[3] Completers are those candidates that have already exited a preparation program by successfully satisfying the requirements of the EPP.

[4] Standard 6 is only relevant for those EPPs whose institutions are not accredited by an accreditor recognized by the U.S. Secretary of Education (e.g. SACSCOC, HLC, etc.). For those EPPs whose institutions are accredited by a recognized accreditor, please place N/A in this table.

			Four credentialed Adjunct teaching in 2022-2023
R6.3 – Faculty Resources			
R6.4 – Infrastructure			Classroom Space alocated for 2022-2023

CAEP Standard A.1: Content and Pedagogical Knowledge

Requirement	Undeveloped	In Development	Developed
A1.1 – Candidate Knowledge, Skills, and Professional Dispositions	Assessments need to be identified and implemented		
A1.2 – Provider Responsibilities	Assessments need to be identified and implemented		

CAEP Standard A.2: Clinical Partnerships and Practice

Requirement	Undeveloped	In Development	Developed
A2.1 – Partnerships for Clinical Preparation			MOU with MSBSD signed
A2.2 – Clinical Experiences			MOU with MSBSD signed

CAEP Standard A.3: Candidate Quality and Selectivity

Requirement	Undeveloped	In Development	Developed
A3.1 – Admission of Diverse Candidates Who Meet Employment Needs			Admissions Policies Unique to Education Developled
A3.2 – Candidates Demonstrate Academic Achievement and Ability to Complete Preparation Successfully		Outcomes written, Assessment Tools Identified, No Assessment Data	
A3.3 – Selectivity During Preparation			Application Process with MSBSD
A3.4 – Selection at Completion	No Completers		

CAEP Standard A.4: Program Impact

Requirement	Undeveloped	In Development	Developed
A4.1 – Satisfaction of Employers	No Completers		
A4.2 – Satisfaction of Completers	No Completers		

CAEP Standard A.5: Quality Assurance System and Continuous Improvement

Requirement	Undeveloped	In Development	Developed
A5.1 – Quality Assurance System			Student Satisfaction Survey Implemented
A5.2 – Data Quality			Institutional Effectiveness Assessment Complete for Spring 2021 and 2022
A5.3 – Continuous Improvement			Two Completed Cycles
A5.4 – Outcome Reporting	Not Reported		
A5.5 – Stakeholder Involvement			Primary and Secondary Stakeholders identified as Students and Faculty