**Spring Surveys**

Pre-Service, Principal Intern, and Principal Mentor surveys will be sent in March. A request for distribution lists will be sent the end of February. Please wait until that time to compile the list, as students often are removed or drop student teaching.

In order to increase your response rates (which provides better feedback for you and better data for stat performance reports and CAEP), consider creating a plan to reach out to your candidates and partners to encourage them to look for the email invitation in March. Successful institutions also use methods such as including the survey completion as a requirement in student teaching seminar and as part of the principal internship requirement.

Survey headings will look similar to this example:

```
From: Ohio Department of Higher Education <noreply@qemailserver.com>
Date: March 6, 2018 at 10:56:31 AM EDT
To: <jmercerhill@highered.ohio.gov>
Subject: Ohio Department of Higher Education Survey of Ohio Pre-Service Teacher Candidates
Reply-To: Ohio Department of Higher Education <jmercerhill@highered.ohio.gov>
```

**Program Review Forms Online!**

ODHE continues to work to streamline the program review process. To that end, some of the review forms have been posted directly online. No initial inquiry form is necessary. Please read the Program Proposal Submission Process section before completing any forms.

We have also changed the review deadlines. They will now be March 15 and October 15 annually (no more rotating deadlines!). All submissions are due by 5 p.m. on the established due date. If the 15th falls on a weekend, the deadline is the following Monday.
Alternative Licensure Institutes

Alternative educator licenses are established in Ohio Revised Code 3319.26. There are two phases in alternative licensing in Ohio:

1. Intensive Pedagogical Training Institute or Summer Institute (pre-licensure)
2. Professional Development Institute (post-licensure)

The Ohio Department of Education will be evaluating individual applicants for eligibility and providing documentation to that individual. This documentation serves as an institution’s admission clearance to pursue the pre-service training. Once the training is complete, the offering institution will sign an ODE form that the applicant returns to ODE in exchange for a certificate that shows that the person is eligible for hire in a district. That district then submits the request for an alternative resident educator license to ODE.

An Alternative Resident Educator must then complete a Professional Development Institute, along with completing all other Resident Educator requirements, before being eligible to advance to the professional license.

Non-profit organizations may propose offering any and all of the institute options. Institutes may be designed to be generic and meet basic needs for all available alternative licenses, or specific to address the needs of individual licenses (for example, coursework meeting the legislated requirements through a focus on intervention specialist).

For more information about the licenses, review the Ohio Department of Education’s page. Forms for proposing an Institute may be found on the Ed Prep website.

ODE Reminder

Middle Childhood Candidates:

The temporary option for licensing in only one Middle Childhood content area will be closing July 1, 2019. Any student applying for a Middle Childhood license on or after July 1, 2019, must be eligible for licensing in two content areas in order for the license to be issued.

This temporary option was established in 2013 at the beginning of the implementation of the new middle grades licensure content exams in order to provide transition time to the two content area requirement. Additionally, the middle grades exams have been realigned to the grades 4-9 content. As a result, the option for licensing in only one middle childhood content area will sunset on June 30, 2019.

2017 Metrics Reports

Educator Preparation Performance Reports (metrics) will be posted February 15. Please review your institution’s reports and send any requests for corrections by February 25. These reports are used during program review to ensure you are meeting the requirements for Chancellor authorization. If any information is incorrect, it may increase the amount of time it takes for your programs to be reviewed.
Information Update
February 2018

**Educator Preparation Provide (EPP) Performance Report Schedule**

Please send all documents to [jmercerhill@highered.ohio.gov](mailto:jmercerhill@highered.ohio.gov)

*When a date lands on a weekend, the default will be the nearest subsequent work day.*

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb 15</td>
<td>• ODHE publishes previous academic year Ohio Educator Preparation Performance Report.</td>
</tr>
</tbody>
</table>
| Feb 25     | • **Deadline for EPPs** to submit corrections for Performance Reports to ODHE.  
             • ODHE requests EPP distribution lists for spring survey invitations: Pre-service Teachers, Principal Interns and Principal Intern Mentors. |
| March (2nd week) | • Survey opening date for spring Pre-Service Teacher Candidates, Principal Candidates and Principal Intern Mentors.                        |
| May 1      | • ODHE requests survey distribution lists for summer: Pre-service Teachers, Principal Interns, Principal Intern Mentors.                    |
| Jun 1      | • Survey closing date for spring Student Teacher, Principal Interns, and Principal Intern Mentors.                                             |
|            | • **Deadline for EPPs** to send survey distribution lists for summer: Pre-service Teacher, Principal Interns, Principal Intern Mentors.     |
| Jun 15     | • Survey opening date for summer: Pre-Service Teachers, Principal Candidates and Principal Intern Mentors.                                   |
| Jun 30     | • **Deadline for EPPs** to return MRS corrections from May 1.                                                                                  |
| Aug 31     | • Survey closing date for summer: Pre-service Teachers, Principal Interns, Principal Intern Mentors, and Employers of Teachers and Principals.|
| Sept 1     | • ODHE sends EPPs request for MRS corrections/updates to EPP Profile Summary and List of Approved Programs.  
             • ODHE requests survey distribution lists for fall: Pre-service Teachers, Principal Interns, Principal Intern Mentors, and Employers of Teachers and Principals. |
| Oct 1      | • **Deadline for EPPs** to send ODHE the survey distribution lists for fall Pre-service Teachers, Principal Interns, and Principal Intern Mentors.  
             • **Metrics Reporting System (MRS) OPENS.** Data collection for Sept. 1, 2016 through Aug. 31, 2017 (previous academic year) begins. |
| Oct 9      | • Survey opening date for fall Pre-service Teachers, Principal Interns, and Principal Intern Mentors.                                         |
| Nov 30     | • **MRS CLOSES** at 11:59 p.m. Data collection for Annual Performance Report ends.  
             • Survey opens for Year 2 Resident Educators.                                                                                      |
| Dec 9      | • Survey closing date for Pre-service Teachers, Principal Interns, and Principal Intern Mentors.                                               |
| Dec 20     | • Survey closes for Year 2 Resident Educators.                                                                                               |
Resources

- ODHE Educator Preparation Listserv. Anyone interested in receiving notices about educator preparation program review and approval in Ohio is invited to join the ODHE Educator Preparation listserv. Email Jessica Mercerhill at jmercerhill@highered.ohio.gov to be added.

- ODHE Program Finder. ODHE maintains an online searchable database of Chancellor-approved Educator Preparation providers.

- Free Training Opportunity for Higher Education Faculty. The Ohio Leadership Advisory Council (OLAC) has a variety of free webinars and modules online, as well as a calendar of events.

Did you know?

All programs that are submitted to ODHE for review or initial approval are posted online for public comment. This gives everyone the opportunity to see what is being proposed for authorization and provide any feedback. Public comment periods last for 10 business days.

ODHE Staff Information

Jessica Mercerhill, Ph.D.
Senior Director, Educator Preparation
Phone: 614-387-5690
jmercerhill@highered.ohio.gov

Drew Sevel
Analyst, Researcher
Phone: 614-466-0551
asevel@highered.ohio.gov

Rebecca (Becky) Harr
Administrative Assistant, P-16 Initiatives
Phone: 614-728-3094
rharr@highered.ohio.gov

Brenda Haas
Associate Vice Chancellor, P-16 Initiatives
bhaas@highered.ohio.gov

https://www.OhioHigherEd.org/Educator-Prep