**Section 30.80 Program Approval and Review**

a) A program seeking approval shall follow the procedures set forth in 23 Ill. Adm. Code 25.120.

b) In addition to meeting the requirements of 23 Ill. Adm. Code 25.120, the program proposal required to be submitted as part of the request for approval shall specify how the program will meet the requirements set forth in this Part, as well as address each of the following:

1) The guidance to be developed to ensure that faculty supervisors effectively assist candidates to optimize their experiences during the internship;

2) The roles and responsibilities of candidates and faculty supervisors;

3) Employment criteria used in selecting and evaluating adjunct faculty;

4) The process the institution or not-for-profit entity will use to communicate with the faculty supervisor and candidate;

5) Any additional requirements for admission to the program that the institution or not-for-profit entity will impose;

6) A description of the rubric the program will use to assess and evaluate the quality of a candidate's portfolio required under Section 30.70;

7) The competencies, to include those specified in Section 30.45(a), expected of candidates who complete the program and how those expectations will be communicated to the candidate upon his or her admittance to the program;

8) The activities to meet the expectations embedded in the critical success factors specified in Section 30.45(b) that will be required of candidates for completion of the program and how these activities and expectations will be communicated to the candidate upon his or her admittance to the program;

9) A copy of the partnership agreement or agreements and a description of the partners' involvement in the development of the program, a description of the roles each partner will have, and information on how the partnership will continue to operate and how it will be evaluated;

10) A copy of any agreements with school districts or nonpublic schools (other than those participating in the partnership) that will serve as sites for the internship or field experiences;

11) A description of each course proposed and the internship, to include:

A) a course syllabus;

B) how progress will be measured and successful completion will be determined;

C) a data table that demonstrates each course's, and the internship's, alignment to the NELP 2018 building-level standards (see Section 30.30(c)); and

D) for individual courses, a detailed description of any field experiences required for course completion;

12) Copies of assessments and rubrics to be used in the program, including, but not limited to, samples of scenarios to which a candidate must provide a written response and interview questions for selection in the program and any additional assessments to be used for the internship beyond what is required under Section 30.45;

13) A description of the coursework for candidates and training to be provided for faculty members relative to the evaluation of licensed staff under Article 24A of the School Code;

14) A letter signed by the chief administrator of the institution or the not-for-profit entity, stating its commitment to hiring additional full-time faculty if enrollment in the program increases; and

15) A complete description of how data on the program will be collected, analyzed, and used for program improvement, and how these data will be shared with the educational unit or not-for-profit entity and the partnering school district or nonpublic school.

c) A request for program approval shall be submitted to the State Superintendent for consideration (see 23 Ill. Adm. Code 25.120(a)).

d) An approved principal preparation program shall be subject to the review process set forth in 23 Ill. Adm. Code 25.120.

e) Actions following upon the recommendation of the SEPLB shall be as described in 23 Ill. Adm. Code 25.160.

f) An approved principal preparation program shall be subject to the review process set forth in 23 Ill. Adm. Code 25.120.

(Source: Amended at 46 Ill. Reg. 13103, effective July 13, 2022)