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A 5-year Continuing Approval Desk Review was conducted by Vanessa Alba of the Concordia University (227505) educator preparation program (EPP) on April 1, 2019. Per 19 Texas Administrative Code (TAC) §28.10(b), an entity approved by the State Board for Educator Certification (SBEC) to certify educators shall be reviewed at least once every five years. Concordia University was originally approved as an EPP on January 20, 1984.

Dr. James McConnell, Dean, College of Education, is the program Legal Authorityinal04 Tw 1* BT Ont (tcty



requirements for standard certification. [19 TAC §41.60; 19 TAC §41.20; 19 TAC §42.20; 19 TAC §39.93]

5. Except for one observation file, candidate records that evidence a candidate's eligibility for admission to the program and evidence of completion of all program requirements for a period of five years after a candidate completes, withdraws from, or is discharged or released from the program were retained as required. [19 TAC §28.40(f)]

<u>NextSeps</u>

The EPP will submit evidence to TEA that deficiencies in these areas have been corrected on or before 9/1/2019:

To ensure continuity in record keeping and other related processes, consider creating a procedure manual documenting EPP processes.

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