

California Commission on Teacher Credentialing Preconditions Feedback Form Cover Sheet

Institution and Reviewer Instructions for this Form are found on the next tab.

Please note that any areas highlighted on each tab in **green** are the responsibility of the institution to complete. Areas in **orange** are for reviewers and **blue** for Commission staff. **Grey** areas are not to be filled out. Be sure to reference the Commission's Preconditions website: <https://www.ctc.ca.gov/educator-prep/stds-preconditions>.

[This document provides information about which programs are on which tab.](#)

Staff Instructions for filling out this cover sheet: 1. Include complete information for the primary contact name, email, phone number, and name(s), email(s), and phone number(s) for any additional contact(s) at the institution to be included in communication about the preconditions submission. 2. Provide the direct link to the preconditions submission in the "Institution's Preconditions Submission Link" box. If the link is password protected, add the login information needed.

Institution Name	San Diego Christian College				
Institution's Preconditions Submission Link	https://sdcc.edu/associations-and-accreditation/			Login information (if needed):	n/a
Primary Contact Name	Email	Phone #			
Dr. Katina Evans	Katina.Evans@sdcc.edu	619-201-8700			
Additional Contact(s) Name(s)	Email(s)	Phone #(s)			
Mary Poole	Mary.Poole@sdcc.edu	619-201-8700			
Preconditions Feedback (more specific feedback provided on each program's tab)					
Program(s)	Preconditions Met or Not Met (dropdown)	Date(s) of Review	Date(s) Feedback Provided	Date(s) resubmission Due	Date(s) resubmission received
General	Met	5/22/2024	5/30/2024	6/14/2024	n/a
Multiple and Single Subject	Met	5/6/2024, 6/13/24	5/30/2024	6/14/2024	6/12/2024

California Commission on Teacher Credentialing Preconditions Feedback Form Directions

Institution Instructions for this Form	Reviewer Instructions for this Form
<p>Please note that any areas highlighted on each tab in green are the responsibility of the institution to complete. Areas in orange are for reviewers and blue for Commission staff. Grey areas are not to be filled out. The information provided by your institution on this form is to demonstrate that each Commission-approved credential program is operating in compliance with preconditions that been reviewed by staff.</p>	<p>1. You will be providing feedback on preconditions for each program with a tab on this form. highlighted on each tab in green are the responsibility of the institution to complete. Areas in orange are for reviewers and blue for Commission staff. Grey areas are not to be filled out.</p>
<p>Evidence Guidance Documents and Preconditions website: When providing the evidence/narrative for each precondition, please reference the appropriate evidence guidance documents for each program, which are linked on each program tab. Not all preconditions have guidance documents. Be sure to reference the Commission's Preconditions website: https://www.ctc.ca.gov/educator-prep/stds-preconditions.</p>	<p>2. Please reference the appropriate Evidence Guidance Documents (as available) linked on each program tab as you review the institution's evidence and/or narrative.</p>
<p>Institution response to Preconditions feedback: For preconditions that have been determined to be met, no further action is necessary. If preconditions have been determined to not be met and additional information is needed, the precondition responses must be revised (use a different colored text in your response) and resubmitted to Preconditions@ctc.ca.gov by the date indicated on the cover sheet. Institutions failing to submit revised preconditions within this timeframe will be included in the next Committee on Accreditation meeting agenda for discussion and possible action. If you have any questions about the feedback provided, please reach out at the email above. Each program for your institution has a separate tab below. Please review each tab for feedback specific to that program and respond accordingly. The date your resubmission is due is indicated on the cover sheet tab.</p>	<p>3. Please indicate which preconditions were met and not met on the chart on the cover sheet and on each program's tab. Indicate the color of font used to provide the feedback. Each tab has room for specific feedback for each precondition.</p>
<p>Instructions for Resubmissions: If a precondition is found to be "not met," the institution is required to provide evidence and/or narrative addressing the reviewer's feedback provided on each program's tab. 1. On the cover sheet, please provide the exact location of the additional evidence and/or narrative on the appropriate program tab that leads to the additional evidence and/or narrative on the institution's website. This evidence and/or narrative must be provided clearly in a different colored font. Indicate the color of this text on each program's tab. 2. Within the evidence and/or narrative, identify the response to the feedback as "response to first review," "response to second review," etc. 3. Once the institution has completed its feedback, save this spreadsheet and email it back to Preconditions@ctc.ca.gov by the date indicated on the cover sheet. Staff will acknowledge receipt of the response.</p>	
<p>Once all preconditions have been met, Commission staff will ask the institution to post the final feedback forms on the institution's website.</p>	

General comments						
General Institutional Preconditions	Precondition Met OR not met (dropdown)	If Not Met, reviewer-provided feedback	Link to Institution's response to Precondition feedback	Colored font for the institution's response to feedback	2nd Review - Met or Not Met (dropdown)	If Not Met, reviewer-provided feedback
1. Accreditation and Academic Credit	Met			Use blue font for the first review.		
2. Enrollment and Completion	Met			Use green font for the second review (if needed)		
3. Responsibility and Authority	Met					
4. Lawful Practices	Met					
5. Commission Assurances	Met					
6. Requests for Data	Met					
7. Veracity in all Claims and Documentation Submitted	Met					
8. Grievance Process	Met					
9. Faculty and Instructional Personnel Participation	Met					
10. Communication and Information	Met					
11. Student Records Management, Access, and Security	Met					
12. Disclosure	Met					

