

## Out-of-State Educator Preparation Partnership Agreement

The State Board of Education (SBE) [Educator Preparation Rule](#) (0520-02-04) allows Educator Preparation Providers (EPPs) approved to recommend teacher candidates for initial licensure in a state other than Tennessee and place these candidates in Tennessee school districts to complete **job-embedded clinical practice**. The provider and district must have a partnership that is formally recognized by the Tennessee Department of Education. Per [Educator Preparation Policy](#) (5.504) job-embedded clinical practice allows for candidates who hold a bachelor's degree to serve as teacher of record for the full school year (occupational programs may have different degree/certification requirements). At least 100 days of the job-embedded clinical practice must include direct teaching experiences. Prior to beginning a job-embedded clinical practice, candidates must have a valid Tennessee teaching license with the appropriate endorsement(s).

To receive department recognition, the EPP must submit a signed out-of-state partnership agreement to the department's office of educator licensure and preparation (OELP) for review at least thirty days prior to the start of the clinical practice. The term of this agreement may not exceed three years. All sections below are **required**, except section five. Missing information will delay processing of the request by the department.

Completed agreements must be submitted electronically to [Educator.Preparation@tn.gov](mailto:Educator.Preparation@tn.gov).

**Section 1: Out-of-State EPP Information**

<b>Provider Name</b>	<b>Mailing Address</b>
<b>Head Administrator Name</b>	<b>Head Administrator Title</b>
<b>Contact Name and Title</b>	<b>Contact Email</b>
<b>Current EPP Approval State</b>	<b>State agency website for verification of licensure program approval</b>

**Section 2: Tennessee School District Information**

<b>School District Name</b>	<b>Mailing Address</b>
<b>Contact Name and Title</b>	<b>Contact Email</b>
<b>Contact Phone</b>	

### Section 3: Required Partnership Components

**1. Describe the roles and responsibilities of all EPP faculty/staff (including clinical supervisors).** Strong responses will include a thorough description of clearly identified roles and responsibilities of all EPP faculty and staff involved in the preparation of teacher candidates.

**2. Describe the roles and responsibilities of all Tennessee school district personnel (including clinical mentors).** Strong responses will include a thorough description of clearly identified roles and responsibilities of all school district personnel involved in the preparation of teacher candidates.

**3. Identify the criteria used for selecting clinical educators (clinical mentors/cooperating teachers and clinical supervisors/university supervisors). At a minimum, selection criteria must meet requirements of [SBE policy 5.504](#).** Strong responses will include selection criteria and strategies used by the partnership to select clinical mentors and clinical supervisors who will support teacher candidates during their clinical experiences.

**4. Describe expectations regarding the delivery of candidate support and candidate evaluation.** Strong responses will include a description of how both clinical mentors and clinical supervisors support teacher candidates during their clinical experience. The response should include how teacher candidates are observed, provided formal and informal feedback, are formally evaluated, and provided growth opportunities for identified areas of need.

### Section 4: Specialty Area and Grade-Span Endorsement Alignment

Providers must be regionally accredited and programs must be approved for licensure in a state other than Tennessee. Programs recognized by Tennessee must correspond with the specialty area and grade span of an existing [Tennessee endorsement](#).

List below all endorsements and grade spans that are approved in the home state and for which the provider is requesting recognition by Tennessee.

Home State Endorsement with Grade Span	Aligned Tennessee Endorsement <i>To be completed by OELP</i>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

**Section 5: Additional Partnership Agreement Items (optional)**

EPPs are encouraged to provide any additional supporting information about their partnership and related clinical experiences.

<p><b>List any additional items and include as attachments any supporting documentation that describes partnership activities and practices that support clinical experiences.</b></p>

**Section 6: Authorized EPP and Tennessee School District Signatures**

Electronic signatures are accepted.

<b>EPP Signature and Date</b>	<b>District Signature and Date</b>
<b>Name and Title</b>	<b>Name and Title</b>
<b>Agreement Start Date</b> (Must be at least 30 days later than submission date)	<b>Agreement End Date</b> (May not exceed three years from start date)