

DRAFT [Date]

[SEA]— AAQEP COOPERATION AGREEMENT

between the
[State Education Authority]
and the
Association for Advancing Quality in Educator Preparation

This agreement establishes a framework for cooperation between the [State Education Authority] ([SEA]) and the Association for Advancing Quality in Educator Preparation (AAQEP) with regard to quality assurance activities in support of educator preparation in the State of [State]. The purpose of this agreement is to support quality assurance, continuous improvement, and innovation in educator preparation by entities approved by [State Education Authority] as they seek and maintain national accreditation through AAQEP.

AAQEP affirms [SEA]'s efforts to ensure quality preparation of educators to meet the needs of [State's] children, families, schools, and communities and commits to ensuring quality educator preparation by providers approved by [SEA]. By entering this agreement, [SEA] affirms AAQEP's mission of promoting and recognizing quality educator preparation that strengthens the education profession's ability to serve all students, schools, and communities.

1. Standards Used in Quality Assurance Reviews in [State]

Quality Assurance Reviews conducted by AAQEP in [State] will be guided by the current version of the AAQEP standards (available at <https://aaqep.org>) and in keeping with AAQEP policy regarding the application of those standards. In conducting reviews of programs approved by [SEA] AAQEP will require that all relevant [State] standards and Commissioner's Regulations be addressed.

In addition, providers are welcome to orient their Quality Assurance Review to other relevant professional standards (for example, those from professional associations such as the National Council for Social Studies [NCSS], the International Literacy Association [ILA], the National Council for Teachers of Mathematics [NCTM], etc.).

2. Scope of Quality Assurance Reviews in [State]

[This paragraph would be included in agreements with states that mandate accreditation.]

The scope of AAQEP accreditation sought by providers in [State] must include all programs registered with or recognized by the State Education Authority that require continuous accreditation as specified in [SEA *Colleagues, please provide current appropriate references.*]. In addition to programs specified above, the provider may, at its discretion, choose to include additional programs of study leading to a degree or certificate designed for those intending to work as, or already working as, educational professionals. For such programs of study, where no state standards are specified, the provider shall identify any standards in addition to the AAQEP standards to which its program(s) is(are) aligned.

[This paragraph would be in agreements with states that do not require accreditation.]

The scope of the AAQEP accreditation sought by providers in [State] will be determined by the provider in consultation with AAQEP. The provider will clearly identify which aspects of its work are and are not accredited in all public displays that make note of accreditation.

3. Quality Assurance Review Process

All Quality Assurance Reviews conducted by AAQEP will be guided by AAQEP's policies and procedures as specified in the Guide to Accreditation, available at <https://aaqep.org>. AAQEP's process includes an optional proposal review stage two to three years prior to a scheduled site visit. All Quality Assurance Reviews include an off-site review two months prior to each site visit, conducted virtually, which [SEA] staff are welcome to attend, and an on-site visit, the scope of which is determined by program size and complexity.

4. Quality Assurance Review Team Composition

[For AAQEP-only reviews] AAQEP will appoint a sufficient number of Quality Assurance Review Team members to each review case to ensure that the review is carried out thoroughly and efficiently. Each AAQEP review team will include at least one educational practitioner from [State] nominated by the provider hosting the review; that practitioner will receive training and support from AAQEP. The local practitioner(s) will support the review team's understanding of and respect for the local and state educational context.

In addition to the AAQEP-appointed members, one or more [SEA] staff member(s) may participate as observers. Other observers, including those seeking a better understanding of the AAQEP process, may participate as agreed to by AAQEP and the host provider.

[Where joint or concurrent visits are desired by an SEA, this paragraph will be customized.]

5. Reviewer Preparation and Qualifications

All review team members will meet AAQEP preparation and quality requirements. Reviewer training and professional learning opportunities will be made available to SEA staff at no cost (though AAQEP will not cover travel expenses); SEA observers need not have participated in the training as a condition for joining review teams as observers.

6. Relation of Accreditation to Program Approval

[SEA] Colleagues: *This section is intended to explain the role that national accreditation plays in ongoing state program approval, with reference to the relevant state regulations, policies, statutes, etc. Note that AAQEP's process requires disaggregation of evidence by certificate or endorsement, as well as by program site and/or mode of delivery. This allows for quality judgments to be made regarding each program as it is registered under most state frameworks. Please let us know what language would be most appropriate here.*

7. Accreditation Decisions

AAQEP accreditation decisions are made by the AAQEP Accreditation Commission. Accreditation statuses and terms are detailed in AAQEP's Guide and policy documents, available at <https://aaqep.org>. Full accreditation is for a term of 7 years. Observers from [SEA] are welcome to attend meetings of the Accreditation Commission at which cases of [State] providers are considered (meetings are typically conducted via video conference). Accreditation decisions, including the reports on which decisions are based and the Accreditation Commission's rationale for each decision, will be shared with the designated office at [SEA], which for purposes of this agreement is:

[SEA] Colleagues: *Please specify your preferred communication protocol.*

8. Communication and Logistics of Collaboration

Providers seeking AAQEP accreditation will ensure that [SEA] is apprised of the schedule of accreditation activities, particularly of target site visit dates; providers will also send

