
Appendix E: Delivery Models

ESE recognizes that a variety of delivery models exist for educator preparation programs in Massachusetts and expects each program to abide by the regulations governing educator preparation and licensure.

Massachusetts-based Off-Campus/Satellite Programs, Hybrid (online and face-to-face) and Online Programs

Significant modifications to existing approved programs should be reported to ESE, including approved programs offered at off-campus/satellite locations or online within the Commonwealth of Massachusetts. Sponsoring Organizations who wish to offer approved educator preparation programs at in-state off-campus/satellite locations or online must notify ESE and submit a letter of intent prior to committing any significant resources to the new site or online program.

The letter of intent should provide a succinct description and rationale for the proposed off-campus/satellite location or online program. This should include the following:

- how the additional instructional location or online program aligns with the mission and priorities of the Sponsoring Organization;
- oversight of instructors/faculty, library, academic technological support, and student services including academic advising and counseling;
- plan and structure for organization and governance;
- details of the programs to be offered (Include how the delivery of the program(s) differs from that/those offered at the main campus/facility); and
- demonstrated educational need from local districts and communities.

Review Process for Off-Campus/Satellite Programs, Hybrid and Online Programs

Programs offered at an off-campus/satellite location, hybrid approach or online are reviewed at the same time that educator preparation programs offered at a Sponsoring Organization's main campus/facility are reviewed. Candidate files and work samples shall be included in the evidence room at the time of the onsite visit to the main facility. Candidates, faculty, alumni and other stakeholders representing the programs offered at the off-campus/satellite location shall make up a portion those interviewed during the onsite formal visit at the main campus.

Additional Information Related to Design and Review of Online Programs

ESE has many resources to support the development and delivery of effective online courses, please see the following link on ESE website for additional information and links to these resources: <http://www.doe.mass.edu/odl/standards.html>.