| Sponsoring Organization |  |
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| **Required Documents in this Domain:** |
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| * **Practicum Handbook**
* **Field-Based Experiences Chart** (see below)
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*Note: Quantitative data (charts/graphs) do not count towards word limits throughout this worksheet.*

| **FBE 2: District partners are involved in the design, implementation, and assessment of field-based experiences.** |
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| **Prompt 1:** Describe how PK-12 district partners are involved in the design, implementation, and assessment of field-based experiences. | 250 words |
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| **FBE 3: Field-based experiences are fully embedded in program coursework such that connections between theory and practice are explicit.** |
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| **Prompt 2:** Describe how your organization ensures that field-based experiences are fully embedded in program coursework such that connections between theory and practice are explicit for candidates.  | 250 words |
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| **FBE 4: Responsibilities in pre-practicum and practicum experiences build to candidate readiness for full responsibility in licensure role.** |
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| **Prompt 3a:** Explain how pre-practicum experiences are scaffolded to build candidate readiness towards full responsibility. | 200 words |
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| **Prompt 3b:** Explain how time in the practicum is structured to ensure candidate readiness for full responsibility (at least 100 hours) in the licensure role.  | 200 words |
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| **FBE 5: Sponsoring Organization secures and/or verifies placement(s) that meet regulatory requirements and the SO’s expectations for a high-quality placement for all candidates.**  |
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| **Prompt 4a:** Describe your organization’s expectations for a high-quality practicum placement for candidates.  | 200 words |
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| **Prompt 4b:** Provide [evidence](http://www.doe.mass.edu/edprep/review/toolkit/impact-advisory-evidence.docx) to demonstrate that your organization secures and/or verifies effective placements for all candidates (according to regulatory requirements and expectations outlined above). | 250 words |
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| **FBE 6: Candidates participate in field-based experiences that cover the full academic year.** |
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| **Prompt 5:** Explain how field-based experiences are structured to cover the full academic year. | 200 words |
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| **FBE 7: Field-based experiences are in settings with diverse learners (e.g., students from diverse ethnic, racial, gender, socioeconomic, and exceptional groups).** |
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| **Prompt 6:** Explain how your organization ensures field-based experiences are in settings with diverse learners (e.g., students from diverse ethnic, racial, gender, socioeconomic, and exceptional groups). | 200 words |
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| **FBE 9: Supervising Practitioners and Program Supervisors receive training, support and development from the SO that impacts candidate effectiveness.** |
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| **Prompt 7a:** Describe the training, support, and development Supervising Practitioners and Program Supervisors receive. | 200 words |
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| **Prompt 7b:** Provide [evidence](http://www.doe.mass.edu/edprep/review/toolkit/impact-advisory-evidence.docx) to demonstrate that the training, support, and development provided to Supervising Practitioners and Program Supervisors impact candidates’ effectiveness. | 200 words |
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| **FBE 10: Candidates receive high-quality, targeted feedback during field-based experiences that improves their practice.** |
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| **Prompt 8a:** Describe how your organization ensures that candidates receive high-quality, targeted feedback during field-based experiences.  | 300 words |
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| **Prompt 8b:** Provide [evidence](http://www.doe.mass.edu/edprep/review/toolkit/impact-advisory-evidence.docx) to demonstrate feedback provided by Program Supervisors and Supervising Practitioners during field-based experiences improves candidate practice.  | 200 words |
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| **FBE 11: Sponsoring Organization ensures that Program Supervisors and Supervising Practitioners are measurably contributing to and effectively evaluating the readiness of candidates.**  |
| **Prompt 9:** Explain how your organization ensures that Program Supervisors and Supervising Practitioners are measurably contributing to and effectively evaluating the readiness of candidates. | 250 words |
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| **FBE 12: Candidate readiness for the licensure role is measured using a performance assessment (e.g. Candidate Assessment of Performance) that is implemented consistently across/within programs and rigorously such that only candidates who are ready to make a positive impact for PK-12 students in the licensure role complete the program.** |
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| **Prompt 10:** Explain how your organization ensures that performance assessments (e.g. Candidate Assessment of Performance) are implemented consistently and rigorously across/within programs.  | 300 words |
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| **Optional:** Provide additional context pertaining to the structure, supervision, or placements of field-based experiences in your organization.  | 250 words |
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| **Supplemental Documents** |
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| **Optional:** Provide up to three additional documents pertaining to field-based experiences.  | 50 words each |
| Title of Document | Rationale for Including |
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| **FBE 1: Practicum hours meet regulatory requirements as per** [**603 CMR 7.04 (4)**](http://www.doe.mass.edu/lawsregs/603cmr7.html?section=04) |
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| **Program Field-Based Experiences** |
| Program/Program Group | **Required Hours** | List of Connected Coursework. Please mark thePracticum Seminar with **bold** lettering. |
| Pre-Practicum | Practicum | Full Responsibility |
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