

*UCLA Extension Education Specialist Induction Program*  
**HOST SCHOOL SITE POLICY**

Thank you for opening your classroom to a teacher candidate in the UCLA Extension Education Specialist Induction Clear Credential program. It is our goal to help all teachers with a Preliminary or Level I Credential, regardless of current employment status, reach their professional goal of a Clear Credential. Our Induction candidates will be studying current, research-based strategies to maintain an effective learning environment, assist English Language Learners, and meet the needs of students with learning differences.

Throughout our program, Induction candidates learn best practices for positive behavior support, ways to develop individualized interventions, and increasing student engagement through project-based learning and authentic assessment. Our candidates study how to customize curriculum with data analysis, and how to utilize backwards planning to maximize student growth. It is our hope that by completing a practicum in your classroom, our teacher candidate can have a positive impact on the environment of your classroom and the achievement of your students.

Thank you for your willingness to assist the next generation of educators. If at any time throughout the program you have any questions or concerns, please do not hesitate to contact the Program Director, [credentials@uclaextension.edu](mailto:credentials@uclaextension.edu).

**Policy:**

All Clear candidates must have regular classroom access to the same group of students for the duration of each quarterly Inquiry. This classroom setting must match the credential that is being cleared. Candidates will need to observe, co-plan, design and deliver lessons and assessments, analyze data from classroom and school-wide assessments, consult on instructional decisions on seating and grouping, and have access to student cumulative records. Candidates must be able to video record or live stream themselves carrying out a lesson plan with students. Candidates must be able to submit video recordings to their assigned University Support Provider for observation.

**Please meet with the Host Teacher and Site Administrator at the school to complete this form. E-signatures are accepted. Submit in TK20.**

Candidate Name:	Host Teacher Name:
School Site (name and address):	Grade Level/Content Area:
Volunteer or work day(s) and time(s):	
Host Teacher Signature:	Host Teacher Email:
Site Administrator Signature:	Site Administrator Email: