iteach™
A Division of K12 Coalition

# ARIZONA
## TEACHER CATALOG





## Dear Teaching Candidate,

Welcome to one of the most impactful and rewarding professions: teaching! While the journey can be challenging, it is also incredibly fulfilling. As you step into the classroom, you will have the opportunity to shape the lives of your students and leave a lasting mark on their futures.

When Dr. Diann Huber founded iteach, her goal was to create a pathway for individuals like you to enter the classroom without the need to quit your current job, take on student loans, or commute to class. She envisioned a program that was both affordable and comprehensive, equipping future teachers with the confidence to succeed. We are proud to continue that mission today, serving teachers and districts across the country as a CAEP-accredited provider of alternative teacher preparation programs.

We are excited to share even more resources to support your journey and position you at the forefront of educational innovation:

- **Instructional Coaches:** Newly added to offer you classroom support and personalized guidance as you navigate your teaching journey.
- **Passage Preparation™:** Test preparation courses designed to help you pass state-required certification exams, at no additional cost to you.
- **Teaching Channel™:** Access to Teaching Channel's library of 2,000+ videos that provide valuable insights and strategies for effective teaching.
- **Integrated AI:** iteach has integrated AI tools to prepare educators to effectively use AI tools in their teaching practice.

Every child deserves to learn from a great teacher, and we want that teacher to be YOU. At iteach, we are committed to preparing enthusiastic, creative, and dedicated educators who are ready to meet this vital need.

Remember, you're not alone in this journey. You have the full support of the entire iteach team. We believe in your potential and can't wait to hear about the incredible impact you'll have on your students.

Now, let's get started! Prioritize your coursework and testing, and know that we are here to support you every step of the way.

Warmest regards,

Andrew Rozell, MBA
President | iteach

Every child deserves to learn from a great teacher, and we want that teacher to be YOU.

# Table of Contents

Welcome Letter ..... 2
About iteach ..... 4
Accreditation & Approval ..... 5
Leadership & Governance ..... 6
General Information ..... 7
Program Overview ..... 8
Teacher Certification Timeline ..... 9
Admissions Requirements ..... 10
Testing Requirements ..... 11
Certificate Areas ..... 12
Program Phases ..... 13
Curriculum Overview ..... 17
Technology Requirements ..... 18
Courses ..... 20
Academic Progress ..... 24
Field Experience ..... 26
Supports for Candidates ..... 27
Program Fees ..... 28
Financial Policies ..... 29
General Policies ..... 30
Catalog Information ..... 35



# About iteach

iteach was founded in 2003 with the goal of enabling qualified individuals with a bachelor's degree to earn state teacher certification while avoiding the high costs and time commitments of traditional teacher preparation programs. Over the past 20+ years, iteach has established a reputation for quality and effectiveness, preparing over 30,000 teachers for certification in more than a dozen states.

### MISSION

Our mission is to be a trusted partner that stands alongside school leadership in order to achieve positive impact, reignite joy in the classroom and prepare educators for a career filled with successful growth.

### VISION

Our vision is that every day and everywhere, all K12 school leaders, teachers and students have the resources and support they need to thrive and perform at their best.

## Our Teachers

iteach is committed to providing schools with highly qualified educators who bring a wide range of backgrounds and experiences to the classroom. Our admissions process identifies candidates from all walks of life who have the skills and dedication to inspire students, equipping them to thrive in the future and contribute meaningfully to their communities. All qualified applicants will receive consideration for admission without discrimination against race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.



# Approval/Accreditation

## NATIONAL ACCREDITATION

iteach was granted accreditation at the initial-licensure level by the Council for the Accreditation of Educator Preparation (CAEP) from October 2019 through December 2027. iteach earned CAEP accreditation by meeting rigorous national standards and demonstrating excellence in the areas of content and pedagogy, clinical experiences, selectivity, program impact and capacity for continuous improvement.

**Council for the Accreditation of Educator Preparation (CAEP)**
1140 19th St NW Suite 400
Washington, DC 20036
202-223-0077
caepnet.org

## STATE APPROVAL

iteach is approved to offer programs leading to educator certification or licensure in multiple states. In Arizona, iteach is approved to offer an Alternative Preparation Program leading to a Standard Professional Teaching Certificate that is transferable from state to state and district to district.
**This catalog includes information pertaining to the iteach program in Arizona only.**

**Arizona Department of Education**
100 N. 15th Ave.
Phoenix, AZ 85007
Email to: certification@azed.gov
Phone: 602-542-4367

## LICENSURE DISCLOSURE

The iteach program in Arizona meets the current educational requirements for teacher certification in Arizona through an alternate route to certification. Applicants for certification must meet all applicable state requirements. iteach does not assess eligibility to meet certification requirements unrelated to its educational programming. The Arizona Department of Education Certification Unit is responsible for all final determinations of eligibility for and issuance of educator certificates.

# Leadership & Governance

K12 Coalition, d/b/a iteachU.S. (iteach), is a private corporation with a principal office in Denton, Texas. K12 Coalition is governed by a Board of Directors consisting of education and industry leaders. The iteach President is charged with the responsibility to manage all aspects of operations and to exercise such discretion as deemed appropriate within the broad guidelines established by the Board of Directors.

## Leadership

**Jim Hall** | Chief Executive Officer, K12 Coalition
M.S.Ed., Education and Social Policy, Northwestern University

**Dr. Wendy W. Amato** | Chief Academic Officer, K12 Coalition
Ph.D, Curriculum and Instruction, University of Virginia

**Andrew Rozell** | President, iteach
MBA, Strategic Management, University of North Texas

**Michelle Brady** | Program Director, iteach
M.Ed., Curriculum and Instruction, Administrative Leadership, University of Phoenix

## Board of Directors

**Timothy Billings** | Senior Partner, Quad-C

**James Cook** | Managing Partner, Silverhawk Capital Partners

**Jim Hall** | CEO, K12 Coalition

**Ron Huberman** | CEO, Benchmark Analytics,
Former CEO and Superintendent, Chicago Public Schools

**Tony Ignaczak** | Managing Partner, Quad-C

**Dr. Barbara Jenkins** | Chief in Residence, Chiefs for Change,
Former Superintendent, Orange County Public Schools

**Arin Lavinia** | Founder and CEO, Lavinia Group

**Jack Walker** | Partner, Quad-C

# General Information

### CALENDAR

iteach offers continuous enrollment and asynchronous online learning, so you can access your coursework 365 days per year, 24 hours per day.

iteach observes the following federal holidays:

- New Year's Day
- Martin Luther King Jr. Day
- Memorial Day
- Juneteenth National Independence Day
- Independence Day
- Labor Day
- Thanksgiving Day and the day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve

### HOURS

**Hours of Operation**
Monday - Friday
8am to 5pm (CST)

**Phone Hours**
You may reach iteach staff by phone during the following hours:

Monday - Thursday
8:30am to 5pm (CST)

Friday
9am to 11am (CST)

### CONTACT INFO

P.O. Box 1626
Denton, TX 76202
Phone: 866-504-4142
Email: admin@iteach.net







# Arizona Program Overview

The iteach program in Arizona provides a high-quality and cost-effective pathway to educator certification for individuals who hold a bachelor's degree. Teacher candidates can teach on an Arizona Alternative Teaching Certificate in an Arizona public school, charter school, or accredited private school while completing coursework and meeting requirements for a standard certificate. After completing all program requirements and required competency testing, program completers can receive an Institutional Recommendation to earn their Standard Professional Arizona Teaching Certificate.

## Competency-Based Education

The iteach program is competency-based, allowing candidates to demonstrate that they have acquired the level of knowledge, skill, or ability to meet the educational requirements for teacher certification. Candidates demonstrate proficiency in these competencies by completing course assessments and meeting program benchmarks.



# Teacher Certification Timeline

With continuous enrollment and self-paced online learning, you can meet your goals on your timeline. While each candidate's journey will be unique, most iteach candidates in Arizona will complete the program in approximately 14-18 months.

## Apply

You can apply and begin at any time with our continuous enrollment.

**Free to Apply!**

**1-4 WEEKS**

## Application Requirements

- Online application
- Bachelor's degree
- 2.5 GPA (Waivers Available)
- Complete Introductory Course

**1-4 WEEKS**

## Eligible For Hire

- Complete TCAZ 5000 & 5100
- Verify intended certification program for hiring document
- Secure field experience placement
- Apply for your Alternative Teaching Certificate

## Congratulations!

Program Complete

## Immediate Access

- Access to Introductory Course and full program overview
- Admissions advising

## Immediate Enrollment

- Online, self-paced competency-based courses
- $10 to enroll and $99 per month until Residency

**2 SEMESTERS**

## Residency

- Two-semester field experience as a teacher of record
- Field experience course (TCAZ 5700) with Instructional Coach
- Complete remaining Instructional Courses
- Complete Content-Specific Coursework for your Licensure Area
- Balance paid via a monthly payment plan during Residency
- Test preparation from Passage Preparation™

# Admissions Requirements

To enroll in the iteach program in Arizona you must provide documentation of the following:

## 1 Bachelor's degree

Your degree must be from a regionally or nationally accredited institution of higher education as required by the Arizona Department of Education. You can search for your institution's accreditation status using the U.S. Department of Education's Database of Accredited Postsecondary Institutions and Programs.

If your degree was earned outside of the United States, you must submit an original foreign credential review including a course-by-course analysis and GPA from an approved agency.

## 2 Minimum 2.50 grade point average

This will be determined in one of the following ways:

- Minimum 2.50 overall GPA, or
- Minimum 2.50 GPA in the last 60 attempted credit hours.

GPA waiver information can be requested from admissions@iteach.net

Your overall (cumulative) GPA must be calculated and posted by the institution on your official degree-conferred transcript. If your final transcript does not include an overall GPA, you will need to contact your college registrar's office to request a letter typed on university letterhead that includes your GPA and submit this letter with your official transcript. Limited waivers are available for the GPA requirement. Information can be requested from admissions@iteach.net.

# Testing Requirements

No testing is required to enroll in the iteach program, to obtain an Alternative Teaching certificate, or to complete the iteach program in Arizona.

To convert your Alternative Teaching certificate to a standard certificate, you will be responsible for successfully passing all necessary tests associated with your Standard Professional Certificate. You can find details about required assessments and cut scores on the Arizona Department of Education website within "Certification Requirements."







"The one exclusive sign of thorough knowledge is the power of teaching."

- Aristotle

# Certification Areas

To earn your Alternative Certification, which will lead to your Standard Professional Certification, iteach offers four enrollment pathways:

- Elementary Education, K-8
- Secondary Education, 6-12
- Special Education: Mild to Moderate, K-12
- Special Education: Moderate to Severe, K-12

iteach does not offer a Middle School pathway. Candidates who want to pursue a middle school pathway should enroll in "Secondary." Our secondary pathway is not content-specific and will be determined by your AEPA testing to assign the content approved area on your Standard Professional Certificate.



# Program Phases

To complete the iteach program, you will progress through four program phases:

***1.) Applied  2.) Accepted  3.) Enrolled  4.) Residency***



## 1 Applied

**Prospective candidates must complete the following steps to apply to iteach:**

- Complete the online application to gain access to InstructNET, the iteach candidate portal.
- Upload official transcripts to InstructNET, including your degree-conferred transcript showing your graduating GPA.
- Complete the Introductory Course on Canvas, including a dispositions assessment.



## 2 Accepted

Completed applications will be evaluated by the iteach admissions team. Acceptance decisions will be communicated via email and updated on your InstructNET homepage.

**Upon acceptance, you must:**

- Review and electronically acknowledge the Enrollment Agreement, which serves as your enrollment contract
- Pay a non-refundable enrollment fee

Upon acknowledging your Enrollment Agreement and paying the enrollment fee, you will receive an official Letter of Acceptance via InstructNET and access to your instructional courses on Canvas.

# Program Phases



## 3 Enrolled

Once you enroll, you will gain immediate access to your instructional courses.

iteach courses are self-paced but sequential and each includes multiple assessments with grading and feedback from your course instructor. As you pass each course you will be automatically enrolled in the following course within 24 hours.

**To complete the requirements of this phase, and to be eligible to seek a placement for your two semester supervised field experience as a teacher of record, you must complete the following requirements:**

- Complete the first two courses, TCAZ 5000 and TCAZ 5100*
- Declare the certification content area you wish to pursue
- Verify Payment Plan information

After meeting these requirements, you can access the Intent to Hire form, which you will provide to prospective employers to verify that you have met programmatic requirements for hire and are ready to apply for an Alternative Teaching Certificate.

You are responsible for securing your own field experience placement in Arizona in a public school, charter school, or accredited private school. Residencies must span two consecutive semesters (Fall to Spring or Spring to Fall).

**After completing TCAZ 5000 and 5100, you can continue with your iteach coursework. You'll pay only $99 per month until you begin your Residency.*

# Program Phases



## 4 Residency

Once you have secured a field experience placement and your Intent to Hire has been approved the Residency phase will commence. During your field experience, you'll be supported by an Instructional Coach, who will facilitate your field experience course and host two synchronous online huddle sessions, and a Field Supervisor who will observe and evaluate your teaching.

**During the Residency phase, you will:**

- Complete the field experience course, TCAZ 5700
- Successfully complete your two-semester field experience
- Complete any remaining coursework (5200 - 5600)
- Complete Content-Specific Coursework for your Licensure Area
- Pay your remaining balance in monthly interest-free installments, and
- Complete the candidate exit survey.

To be eligible for iteach program completion and standard certification, you must satisfy Arizona Department of Education content methodology course requirements through completing iteach methodology course(s) or providing external transcripts demonstrating that these courses have been completed.

You will be enrolled in the required methodology course(s) for your certification area once you have secured an approved field experience placement. Additional fees apply for the methodology courses, and are applied to your account at this time (see Program Fees for details).

You will also receive a voucher for 90-days access to a certification test preparation course from Passage Preparation™ to help you prepare for certification exams required for your Arizona standard license.

# Program Phases



## Program Completion and Certification

Once you have successfully completed all program requirements, an Institutional Recommendation for the Standard Professional Arizona Teaching Certification and Confirmation of Foundations of Reading Part A and B (for K-8 and SPED), will be submitted by iteach Arizona on your behalf. It is recommended that you do not apply for your certificate until you have passed all exam(s) required for your certificate and the Instructional Recommendation has been submitted to the Arizona Department of Education.

Additional information may be found about required assessments and cut scores on the Arizona Department of Education website within "Certification Requirements."

# Curriculum Overview

The iteach course sequence is designed to equip pre-service and early service teachers to have a positive impact on student learning by demonstrating competence in the professional domains of the teaching profession. Each course is facilitated by an experienced educator who provides feedback and support to teaching candidates. Instructional Courses are aligned to the InTASC Model Core Teaching Standards and taken by all teacher candidates. Candidates will also take a field experience course, facilitated by an Instructional Coach. Candidates will also be required to take additional program-specific courses aligned to relevant state and national standards for teacher preparation. See the Courses section of this catalog for a full list of courses required for your program.

## Professional Dispositions

The courses in the iteach program are grounded in the professional dispositions that all teachers should possess and exercise:

- Instill the belief that all students can learn based upon the stages of human development
- Develop respect for individual differences to ensure a democratic classroom environment
- Foster commitment to inquiry, self-reflection and assessment
- Promote intellectual curiosity and enthusiasm about learning
- Examine openness to new ideas in behavioral management
- Value positive interactions
- Perform all practices responsibly and ethically
- Value varied backgrounds and experiences

## Format

The iteach program consists of self-paced, asynchronous online courses. There will be no face-to-face meetings during the courses, with the exception of the field experience course, which includes two synchronous online huddles with an Instructional Coach per semester. All learners will be actively engaged in learning activities with direct application for a current or future classroom.

## Pace

Although instruction is self-paced, courses are intended to be equivalent to approximately 45 seat/contact hours, unless otherwise noted. You are not required to log in to a virtual classroom at a specified time or to follow a predetermined schedule for submitting course assignments, but you are expected to make continuous progress. Learners must complete the course, earning a passing score on each assessment and the summative assignment to progress to the next course. Once a course is passed, progression into the next course updates within 24 hours.

# Technology Requirements



The iteach program is delivered online via the Canvas Learning Management System (LMS) and the proprietary InstructNET candidate portal. Field experience includes video lesson submissions for virtual observation. To participate in and successfully complete the iteach program, candidates are required to have reliable access to technology that meets the following specifications.

## HARDWARE:

- A desktop, laptop, or Chromebook in good working condition, capable of running a currently supported operating system and modern web browser.
- A minimum of 4 GB of RAM (8 GB or higher recommended) for reliable performance during video recording, upload, and live virtual sessions.
- Sufficient available storage to record and temporarily store video lesson files prior to upload. A single high-definition classroom recording can exceed 1 GB.
- A functional, integrated or external webcam.
- A functional microphone (integrated, external, or headset).
- Speakers or headphones.

**OPERATING SYSTEM:** A currently supported version of Windows, macOS, ChromeOS, or a Linux distribution capable of running a modern web browser. Operating systems that no longer receive security updates from the manufacturer are not supported.

**BROWSER:** The current or immediately previous major release of Google Chrome, Mozilla Firefox, Microsoft Edge, or Apple Safari. Internet Explorer is not supported.

## INTERNET CONNECTION:

- A reliable broadband internet connection.
- Minimum download speed of 10 Mbps.
- Minimum upload speed of 5 Mbps. Adequate upload bandwidth is required for video lesson uploads and live virtual observation and coaching sessions.
- A wired Ethernet connection is recommended over Wi-Fi when uploading video lessons or participating in live observations.

# Technology Requirements

**SOFTWARE:**

- Microsoft Word, or an equivalent word-processing application capable of producing and saving files in the .docx format. Acceptable alternatives include Microsoft 365 (web version), Google Docs, Apple Pages, or LibreOffice Writer.
- A current PDF reader. Most modern web browsers include this functionality natively; Adobe Acrobat Reader is available as a free download.
- Mobile Devices (supplemental only):

  The Canvas Student mobile application may be used for coursework convenience but is not a substitute for the required desktop, laptop, or Chromebook. Candidates electing to use the Canvas mobile app must verify that their device meets the most current minimum version requirements published by Instructure.

  *Chromebook Notice: Chromebooks are an acceptable device for the iteach program. Candidates using a Chromebook should be aware that the full desktop version of Microsoft Word does not operate on the ChromeOS platform. Candidates using a Chromebook must use the web version of Microsoft 365, Google Docs, or another approved word-processing alternative capable of producing .docx files.*

**EMAIL ACCOUNT:** A personal email account (not a school, district, or employer-issued account) with the "@iteach.net" domain added to the safe-sender or allow list. This personal email account will serve as the primary channel for all official communication from iteach staff.



## Technology Policies

**Accessibility:** Candidates who require accommodations to meet any of the above technology requirements should contact iteach prior to enrollment to discuss available options.

**Failure to Meet Technology Requirements:** Candidates are responsible for ensuring their technology meets these requirements throughout the duration of the program. Failure to maintain compliance with the technology requirements may delay program progress and could impact a candidate's ability to complete required coursework, field experience submissions, and certification recommendations.

# Courses

## INSTRUCTIONAL COURSES



These self-paced online courses are required for all teacher candidates. The courses are aligned to the InTASC Model Core Teaching Standards and are designed to prepare an individual who is qualified in the content area to be an effective classroom teacher.

### TCAZ 5000: An Overview

This course aims to orient prospective teacher candidates to the requirements for state certification, explain the iteach program process, and provide a guide through the certification process.

### TCAZ 5100: Learning Environments

This course aims to help pre-service and early-service teachers understand the factors contributing to positive, collaborative, active, safe, and motivating learning environments. Notably, communication; classroom management; classroom layout and use of physical space; rules and procedures; preparing for the first day; and ethical behavior and compliance with FERPA (the Family Educational Rights and Privacy Act).

### TCAZ 5200: Learner Development

This course aims to help pre-service and early-service teachers learn about student development, including major theories of how learners learn; normal developmental characteristics for student age groups; factors impacting student readiness for learning, including motivation and self-efficacy; and the importance of moving learners to higher orders of learning on Bloom's taxonomy.

### TCAZ 5300: Planning for Instruction and Assessment

This course aims to help pre-service and early-service teachers understand the importance of lesson planning; know common lesson planning models; differentiate between various instructional models and select the model best suited to the learning task, and write learning objectives and lesson plans. This instruction will also equip pre-service and early-service teachers to understand the role and limitations of assessment, including how to make use of formative assessment, assessment fairness, and validity, and use and interpretation of assessment results.

# Courses

## INSTRUCTIONAL COURSES

### TCAZ 5400: Literacy, Technology, and Pedagogical Content Knowledge

This course aims to help pre-service and early-service teachers develop skills in literacy, technological proficiency, and an interdisciplinary approach to problems. There will be an emphasis on the special role of literacy in developing learners across all content areas. Additionally, this course will help teachers understand how technology impacts the classroom and how it may be harnessed to boost, rather than distract from, learning in the classroom.

### TCAZ 5500: Learner Differences and Adaptations for Students with Disabilities

This course aims to help pre-service and early-service teachers learn how students' differences, including physical disabilities, mental illnesses, learning disabilities, and giftedness, collectively influence learning and impact the teacher's responsibility to the individual student.

### TCAZ 5600: Diverse Student Populations, English Language Learners and Bilingual Students

This course aims to help pre-service and early-service teachers learn how their students' diverse backgrounds, including cultural, socioeconomic, and linguistic differences, will shape the students' classroom experience and how to engage students via culturally responsive teaching. Significant focus is given to the teacher's role in facilitating language acquisition for Emergent Bilinguals (EBs).

# Courses

## ADDITIONAL COURSES



These self-paced online courses are available for all Arizona teacher candidates, however they are REQUIRED for all candidates pursuing Elementary Education K-8, Special Education: Mild to Moderate and Special Education: Moderate to Severe to earn the coursework component of their Literacy Endorsement.

### TCAZ 6006: The Science of Reading

The purpose of this Arizona Science of Teaching Reading literacy course is to prepare pre-service, early-service, and continuing teachers to develop a deep understanding of the research-based instructional practices used to teach reading and writing in the classroom. The science of teaching reading is incorporated to include converging evidence regarding what matters and what works for literacy instruction, including structured literacy, systematic and explicit instruction, assessment, multi-sensory, phonological awareness, phonics, advanced word study and spelling, fluency, vocabulary, comprehension, writing, and grammar. This course is approved by the Arizona Department of Education to satisfy the required Arizona Literacy K-5 Literacy Endorsement.

# Courses

## FIELD EXPERIENCE COURSE



This self-paced online course is required for all hired Arizona teacher candidates. You will be enrolled in this course once you have secured an approved field experience placement.

### TCAZ 5700: You're Hired

Upon hire, teacher candidates are assigned a Field Supervisor and a Content Instructional Coach. Field Supervisors support candidates in the field through observations and feedback. Instructional Coaches provide content and state specific expertise and guidance and serve as the instructors for this course. This culminating course aims to support candidates enrolled in their field experience by providing a space for content-specific cohorts to build a community of practice that supports one another as they complete their two-semester field experience and the iteach program. Both Supervisors and Coaches help early service teachers recognize patterns of learning and development, understand individual differences and diverse cultures, and create an environment that supports learning. Candidates will also plan instruction, engage students in critical thinking, use multiple assessment methods, develop various instructional strategies, engage in professional learning, and reflect on their practice.



"Leadership and learning are indispensable to each other."

- John F. Kennedy

# Academic Progress

## Grading



Each course includes required reading, checks for understanding, assignments, and quizzes that allow the learner to demonstrate that they have mastered the content of that section. Quizzes are auto-graded. All quizzes must be completed with a score of 80% or better. Three attempts to pass any quiz are auto-generated and made available 24 hours after the failed attempt. Should more attempts be necessary, email your Course Instructor. Instructor contact information is found on the course homepage and/or in Announcements inside the Canvas course.

Checks for Understanding are embedded into each course. These formative assessments are required to be completed to progress, but do not count toward your grade. Additional attempts are immediate.

Assignments: Proficient demonstration of mastery is evident by a minimum score that varies by assignment. All assignment submissions are scored according to the assignment's rubric and returned with instructor feedback and comments regardless of the score. Once an assignment is passed, resubmissions are not accepted. Rather, constructive feedback on how the assignment could have been improved may be generally applied to subsequent assignments.

Scores that represent less than the minimum criteria will be reviewed by the Course Instructor and returned with comments that should be addressed and implemented before submitting subsequent attempts for review. Three attempts to meet minimum criteria on assignments are auto-generated. Additional attempts may be requested as needed. Although likely less, instructors are permitted 3-4 business days to grade and return assignments.

The learner must pass all assignments in order to progress into the next course. Because this is a competency based program, the learner will not be able to move on to the next course until they have successfully completed the course in which they are currently enrolled. Once a course is passed, progression into the next course updates within 24 hours.

# Academic Progress

## Rubric Scale

Each course assessment includes a rubric provided within the course. The rating scale below provides a general overview of how assessments are evaluated.

| | |
|---|---|
| **3**<br>**EXEMPLARY** | Characterized by:<br>• Extraordinary initiative in completing the learning activity.<br>• The work fully responds to all parts of the activity prompt.<br>• The work is thoughtful and shows exceptional insight into the teacher's role in the learning process.<br>• The work is grammatically correct and carefully proofread (0-1 error). |
| **2**<br>**PROFICIENT** | Characterized by:<br>• The work fully responds to all parts of the activity prompt.<br>• The work shows insight into the teacher's role in the learning process.<br>• The work is grammatically correct and proofread (no more than 2 errors). |
| **1**<br>**EMERGING** | Characterized by:<br>• The work responds to the activity prompt.<br>• The work gives consideration to the teacher's role in the learning process.<br>• The work is mostly grammatically correct and proofread (no more than 3 errors). |
| **0**<br>**UNSATISFACTORY** | Characterized by:<br>• The work does not respond to the activity prompt.<br>• The work shows little to no consideration for the teacher's role in the learning process.<br>• The work has many grammatical and/or spelling errors (4 or more) |

### Academic Support

iteach endeavors to provide a flexible and supportive program for teacher candidates and does not leverage an academic probation status. Throughout the program, Course Instructors, Instructional Coaches, and program staff provide active and personalized support for candidates who need additional help to demonstrate proficiency.

# Field Experience

Field experience is an important time in the life of a teacher. It is critical, challenging, and rewarding to all involved, as it is a time of great professional growth. This experience typically has a lasting impact upon a future teacher's outlook toward teaching, and therefore greatly affects future generations of students.

Arizona candidates will complete a two semester supervised field experience as a teacher of record on an ARL certificate. The placement will span two consecutive semesters: Fall to Spring or Spring to Fall.

Candidates are responsible for securing their own field experience placement at a Arizona public school, public charter school, or accredited private school. Many alternative certification candidates find positions in high-needs subjects or geographical areas, helping to fill critical vacancies.

Once you have secured your field experience placement you will complete the hiring documents and submit them to adminaz@iteach.net for approval. Next, you will be enrolled in the field experience course, TCAZ 5700 - You're Hired! This course is facilitated by an iteach Instructional Coach who will guide and support you throughout your field experience and will host two synchronous online huddle sessions during the course.



## Supervision During Field Experience

During your field experience, you will be assigned an iteach Field Supervisor who will support you through periodic classroom observations. iteach Field Supervisors are experienced educators who will work closely with you and your campus administrator to ensure you have a successful teaching experience.

# Supports for Candidates

From admission to program completion, iteach and our partners offer unparalleled support for teacher candidates:

## SUPPORTS FROM ITEACH

- iteach admissions and academic advisors provide fast, caring, reliable and personal support by phone, email, or text.
- iteach course instructors bring decades of experience in classrooms and schools to provide you with feedback and guidance throughout your coursework.
- iteach Field Supervisors and Instructional Coaches are experienced teachers and school leaders who are there to support you in the classroom during your field experience.
- And your iteach Program Director is there to support your journey to certification, from start to finish!

## SUPPORTS FROM ITEACH PARTNERS

### Passage Preparation™

iteach has partnered with Passage Preparation™ to offer high-quality test preparation for your certification tests. A voucher for 90-day access to Passage Preparation™ resources is included in your program fee so you can pass your exams with confidence.

### Teaching Channel

After you enroll in iteach, you will have free access to the Teaching Channel: a multi-platform service that provides in-depth, engaging professional development video content for teachers.

### Integrated AI

iteach has integrated an AI-powered personal tutor and teaching assistant into our teacher preparation curriculum. We prepare educators to effectively use AI tools in your teaching practice.

### American College of Education

iteach is a partner with the American College of Education (ACE). Through this partnership, ACE will recognize your completed iteach coursework for up to 12 credit hours toward a master's degree.

# Program Fees

**Total Program Fee ..... $5,449**

iteach offers flexible payment plans that allow you to begin the program now and pay over time, with most costs not due until you begin the Residency. The program fee includes the enrollment fee, enrollment in all required courses, two semesters of field supervision, support from iteach advisors and your Program Director, subscription access to the Teaching Channel and a 90-day test preparation voucher from Passage Preparation™.

**Estimated costs for course texts not included in the program fee:**

Instructional Courses ..... $20 - $30
Additional Courses ..... $25 - $130

## Payment Plan Options

**Monthly Program Fee Plan**

Enrollment Fee ..... $10
Monthly Payment (until field experience)..... $99
Program Fee Discount* ..... - $500
**Total Cost (after discount) ..... $4,949**
**applied when field experience begins*

**Deferred Program Fee Plan**

Enrollment Fee ..... $500
Monthly Payment (until field experience)..... $0
**Total Cost..... $5,449**



## Other Costs & Administrative Fees

If you have reached the maximum time to completion and require additional time to complete program requirements, you may request a renewal. Renewal types and fees are described below.

**Program Renewal Fee ..... $1,000**
Grants a one (1) year program extension if the Candidate has not completed all testing and/or coursework requirements by the end of the initial field experience.

**Field Experience Renewal Fee ..... $3,000**
Grants a one (1) year program extension to the Candidate if an additional year of EPP field supervision is required. An initial payment of $500 is required to access new hiring documents. The remaining $2,500 is divided into equal monthly interest-free installments paid over the duration of the new two (2) semester field experience.

**Agreement Renewal Fee..... $500**
Grants a two (2) year program extension if the Candidate has not completed the Enrolled program phase, inclusive of all state and program requirements as communicated via the candidate portal, and, where applicable, secured an approved field experience placement within two (2) school years or 24 months, depending on the timing of enrollment, of execution of this initial Agreement. Before signing a Renewal Agreement, the Candidate must reconcile any deficiencies to align with current state rules and program procedures that may have changed since the time of initial enrollment.

**Late Payment Fee**
$30 for the first missed payment; $150 for each subsequent missed payment. Charged when a scheduled payment is not received by its due date.

**Program Verification Letter Fee....$500/course enrolled**
Charged if the Candidate withdraws prior to entering the Residency program phase and requests verification of program status.

**Other costs related to educator certification, not payable to iteach, may include:**

- State-required fees for certification applications
- Fees for state-required examinations
- Background check fees
- Outside test preparation costs

# Financial Policies



## Cancellation & Refund Policy

Candidates may cancel their enrollment within three (3) business days of signing the Enrollment Agreement to receive a refund of the Enrollment Fee. After this period, all payments made are non-refundable. All payment obligations, including when fees are considered earned and when any remaining balance may become due, are governed by the Enrollment Agreement.

## Payment Policies

All fees paid to iteach are fully earned and non-refundable after the expiration of the three (3) business-day Cancellation Period. Upon enrollment into the program, the full Program Fee is considered earned. Unless an established monthly payment plan has been agreed to with iteach, the Program Fee must be paid in full at that time. If the Candidate withdraws, is dismissed, or otherwise exits the program after this point, any applicable discounts will be forfeited and any unpaid balance becomes immediately due and payable in full.

## Penalties for Nonpayment

Any payment not received in a timely manner may result in suspension or release of the candidate from the program, other actions taken by iteach at its discretion, and/or the application of late fees. Candidates who default on their agreement may be subject to collection fees and default interest, as established in the Enrollment Agreement.

## Financial Assistance

iteach does not participate in federal or state financial aid programs. As such, candidates enrolled with iteach are not eligible for financial aid, grants, or loans provided through these programs.

# General Policies

## Academic and Financial Records

iteach maintains candidate academic and financial records for all program completers for a minimum of five years. Records maintained may include, but are not limited to:

- Admissions documents, including transcripts
- Enrollment Agreements
- Certification exam scores
- Coursework enrollment dates
- Coursework completion dates
- Coursework grades (assignments and assessments)
- Electronic portfolio
- Field experience placement records
- Classroom observation records
- Field experience reflections
- Payment history
- Credential dates (initial, standard)

Enrolled candidates in good standing may access their iteach academic and financial records at any time without charge via the secure candidate portal. Program completers must contact the iteach office to request a copy of any iteach academic and financial records. Admissions documents, including official transcripts, will not be returned to the candidate for any reason.

## Academic Integrity

### Collaboration and Plagiarism Policy

iteach is bound by graduate-level coursework standards and expects each course participant to complete coursework with integrity by upholding the expectations described below.

Plagiarism is presenting another person's work as your own. The following examples are considered plagiarism:

- using text from another source, including a website, without citation
- two or more candidates submitting the same coursework
- copying assignments from past or present candidates
- sharing your original work with another candidate

# General Policies

Candidates must cite and reference sources. Consequences of cheating, helping another to cheat by sharing work, or plagiarism will include an unsatisfactory score on the assignment, up to expulsion from the program.

We recognize that submitted work may reference course material, readings, and media referenced within courses. It is not necessary to cite course material, readings, and media referenced within iteach courses.

### Artificial Intelligence Policy

We recognize that artificial intelligence (AI) is an emerging and evolving technology embedded in many aspects of our personal and professional lives. As with other emerging technologies, we embrace the benefits it can provide teachers, such as enhancing efficiencies for teacher planning, designing differentiated materials, and assisting as a thought partner. However, we encourage the educator community to stay mindful that the material generated by these programs may be inaccurate, incomplete, or otherwise problematic. Candidates are asked to use the following guidelines if completing work with the assistance of AI:

- Consider AI as a collaborator and use your preferred tool(s) to generate ideas that enhance your learning and creativity.
- Modify any AI-generated output to make it your own (e.g., applicable to your audience, differentiated for unique student needs, relevant to your educational environment) and to meet course requirements.
- Verify that the AI-generated coursework you are submitting is accurate and without bias to the best of your ability.

## Accommodations

iteach will make reasonable accommodations to enable individuals with disabilities to participate in iteach programs. If an applicant believes that they need an accommodation, notice must be provided to the iteach admissions team.

## Admissions

Applicants to iteach must meet all requirements for admission to the state-specific program for which they are applying. Admissions requirements are based upon state and accreditor requirements for admission to an educator preparation program, and are subject to change. The admissions team will only review complete applications. Admissions decisions will be communicated via email. Applications are retained for six months from the date initiated. If all application steps are not completed within the six-month timeframe, the application file will be deleted. Completed application packets are retained for six months after an offer of acceptance has been made. If an accepted applicant does not acknowledge the Enrollment Agreement and/or pay the enrollment fee, the application file will be deleted. Applicants whose files have been deleted may reapply at any time.

# General Policies

## Attendance/Leave of Absence

The coursework component of the iteach program is delivered online via self-paced, asynchronous courses. The iteach courses do not require candidates to login to a virtual classroom at a specified time or to follow a predetermined schedule for submitting course assignments and assessments.

Candidates completing field experiences may be required to complete a specified number of hours/days/weeks of field experience. Timekeeping for field experience placements is managed in accordance with state requirements for alternative educator preparation programs. A leave of absence from a field experience placement must be coordinated with the Program Director and Campus Administrator. Candidates who do not meet minimum requirements for the duration of field experiences may be required to repeat their field experience in whole or in part, and may be subject to additional fees as described in Program Fees.

## Candidate Record Privacy and Authorized Disclosure Policy

iteach is committed to protecting the privacy and confidentiality of candidate records and account information. Candidate-specific information is disclosed only to the enrolled candidate and, as contractually authorized upon enrollment, to the candidate's employing school system and/or state education department for purposes related to program participation and certification. iteach does not release or discuss candidate information with personal third parties – including parents, spouses, friends, or other representatives – regardless of financial involvement or claimed permission. Limited exceptions may apply in the presence of the candidate for translation purposes or when required by law, including health or safety emergencies. All disclosures are handled in accordance with applicable privacy standards and institutional procedures.

## Conflict Resolution

iteach continually strives to provide all stakeholders with the best service possible. To this end, stakeholders are encouraged to discuss concerns directly with the appropriate program employee as soon as possible to allow early resolution at the lowest possible level.

Should you wish to register a formal complaint, please submit your complaint in writing within 10 working days of the occurrence to the iteach Ombudsman at:
ombudsman@iteach.net or PO BOX 1626, Denton TX 76202

The formal complaint process addresses alleged violations of state education code, state administrative rule, the Enrollment Agreement (including its Terms and Conditions), or the program catalog. To be eligible for review, a complaint must identify a specific provision that iteach is alleged to have violated. Disagreements that do not allege such a violation are not eligible for this process.

# General Policies

The written complaint must clearly state the facts that are the subject of the complaint and the role of the individual filing the complaint (e.g., candidate, principal, etc.). Any alleged violation of state education code, state administrative rule, the Enrollment Agreement (including its Terms and Conditions), or the program catalog must be clearly cited.

The complaint will be shared with other members of the iteach management team, and may be discussed with parties relevant to the complaint including, but not limited to Course Instructors, Field Supervisors, campus administrators, and candidates. The case will be presented to a Review Committee who will render a decision regarding the complaint. Decisions of the Review Committee will be communicated within 30 days of the decision and may not be appealed.

Complaints must be registered with the iteach Ombudsman prior to filing or posting a complaint with a different entity, website, or publication.

## Growth Plans

If a candidate who has obtained a field experience placement is not progressing satisfactorily towards demonstrating the appropriate knowledge, skills, or dispositions, or is not making progress towards meeting program requirements, the candidate may be placed on a Growth Plan, developed collaboratively by iteach and campus administration. The purpose of the growth plan is to provide appropriate interventions to enable the candidate to become a more successful and effective teacher. However, if a candidate who is placed on a growth plan does not meet the goals in the plan, the candidate may have their growth plan extended, or may be counseled out of, or dismissed from, the program.

## Placement/Career Services

iteach does not offer employment placement services or make any guarantee of employment or employability. Candidates are responsible for obtaining a field experience placement, if applicable, and obtaining employment following program completion. To support candidates in their employment search, iteach offers assistance such as an online resume builder, a teacher job board, and a listing of upcoming teacher job fairs.

## Professional Conduct

Professional conduct is expected of iteach candidates in all interactions with students, parents, the school community, and iteach staff and instructors.

# General Policies

iteach subscribes to Model Code of Ethics for Educators (MCEE) created by the National Association of State Directors of Teacher Education and Certification (NASDTEC). iteach expects candidates to be familiar with and abide by the MCEE as it pertains to decisions within and outside the classroom. You can learn more about the MCEE and NASDTEC at www.nasdtec.net.
Candidates are also required to be familiar with and adhere to any state-specific code of conduct for educators in their state of enrollment. See the Program Exit and Readmission policy section for details.

## Program Completion Timeline and Renewal

Candidates are allowed a maximum of two (2) school years or twenty-four (24) months (depending on time of enrollment) after program enrollment to complete the Enrolled program phase, including all current and applicable state and program requirements, and, where applicable, to secure an approved field experience placement. All remaining program requirements must be completed by the end of the initial field experience.

Candidates who require additional time to complete program requirements may request to renew their enrollment, subject to approval and any applicable renewal fees described in Program Fees.

Candidates who fail to complete the program within the allowable timeframe and do not obtain an approved renewal may be dismissed from the program.

## Program Exit and Readmission

### Withdrawal

Candidates may initiate the withdrawal process at any time by submitting a written request to admin@iteach.net.

### Dismissal

iteach may dismiss a Candidate from the program for reasons including, but not limited to:

- Violation of the Enrollment Agreement or program policies
- Unsatisfactory progress or failure to meet program requirements within required timeframes
- Loss of field placement (e.g., termination, suspension, administrative leave)
- Violation of applicable school/district policies or requirements
- Failure to meet professional, ethical, or conduct expectations
- Violation of state or federal law
- Submission of false or misleading information
- Failure to meet financial obligations

# General Policies

### Effect of Exit

Withdrawal, dismissal, or other termination of enrollment does not eliminate any financial obligations incurred under the Enrollment Agreement.

### Appeal

Candidates dismissed from the program may submit a written appeal to the Program Director within five (5) business days of dismissal. A final decision will be issued within 30 days of receipt of the appeal.

### Readmission

Candidates who withdraw or are dismissed may apply for readmission. Applicants must meet all current admissions requirements and may be subject to additional review. iteach reserves the right to deny readmission.

## State Reciprocity

Program completers may be able to apply for certification in another state via reciprocity. Some states require that out-of-state applicants hold a standard (non-provisional) license, have completed a number of years of teaching experience, complete certain state-specific requirements, and/or pass state-specific exams to be eligible for certification as an out-of-state program completer. You must check with the state where you wish to apply for certification/licensure to determine whether reciprocity is an option and what additional requirements you may need to fulfill.

## Transferability of Credits

iteach does not accept or award credit for prior coursework or training towards completion of its educator preparation program requirements. iteach offers curricula measured in clock hours, not credit hours. The granting of any college credit or credit for prior learning to candidates who participated in and/or completed the iteach program is solely at the discretion of the institution or program that the candidate may opt to subsequently attend.

## Use of Information

Access to InstructNET and Canvas is limited to the enrolled candidate. Candidates may not copy, record, or disclose to anyone else the information on the instructNET or Canvas platforms. This information includes the activities, rubrics, and all original resources on the instructNET and Canvas platforms.



# CATALOG INFORMATION

iteach - Arizona
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## RIGHT OF REVISION

All information in this catalog is certified as true and correct in content and policy as of the date of publication. However, users should note that laws, rules, and policies may change from time to time and that these changes may alter the information contained in this publication. iteach reserves the right to change the information and policies in this guide at any time without prior notice. iteach may modify this Catalog at any time without notice to Candidate by posting a revised Catalog on its site. Candidate's continued use of the Program or iteach's site constitutes binding acceptance of this Catalog including any modifications.

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