

# National University

Sanford School of Education, Special Education

## Completing the Intern Support Verification Form

for English Learner (EL) Support

As a University Intern, who does not hold a valid English Learner Authorization, you are required to obtain 45 hours of EL preparation and support for each year of intern employment. Support can come in various forms. For a detailed list of the types of support you may receive, please see the “Type of Support Provided” list on the attached *Intern Support Verification Form for English Learner (EL) Support*. National University **recommends** that our interns average six hours of support each month in order to meet the 45 hour requirement by the end of the school year.

Your Internship English Learner Support hours will be tracked by completing a digital log. The digital log will be accessible through your SOAR Student Portal once Clinical Practice has been added to your course schedule by your Credential Program Specialist.

Clinical Practice cannot be added to your course schedule until your Internship Credential has been granted by the CTC, your student account is free of locks/holds **and** you have attended the Internship Orientation. The paper *Intern Support Verification Form for English Learner (EL) Support* is to be used to track support you receive between the time you begin working on your granted internship credential and the time you obtain access to the digital log through the scheduling of Clinical Practice.

When Clinical Practice has been added to your course schedule, and you obtain access to your digital log, you should transfer the hours of support from the paper form to the digital log, and then enter all future hours of support on the digital log.

## Intern Support Verification Form for English Learner (EL) Support

**Intern Name: Intern 9-Digit NU ID:**

|  |  |  |  |
| --- | --- | --- | --- |
| **University Internship**  (Average 6  hours of support each  month) | **Form Objective**: *Title 5 of the CA Ed Code* requires the employing agency to identify an individual with an English learner authorization who will be immediately available to assist an intern teacher that enters the program without an English learner or bilingual authorization with the specified activities. Since you do not hold a valid English Learner Authorization, you must use this log to document the hours of EL preparation and support required for each year of intern employment. Please review the *Intern Support Verification for English Learners Cover Sheet* for specific instructions on when and how to use this form.  **The “Type of Support Provided” field should be completed according to this key:**   1. Content Specific Coaching; 2. Grade Level or Department Meetings on Planning, Curriculum and Instruction; 3. New Teacher Orientation or Professional Development; 4. Non-Evaluative Coaching from Administrator; 5. Co-Planning with EL Expert or Certified Mentor or Special Educator to address student needs; 6. Logistical Assistance before/during school year (Parent Conferences, Open House, Back to School Night, Bulletin Boards..); 7. Participation in District group/regional group meetings; and 8. Review and Discussion of test results with colleagues (ELAPC, Standardized Tests…) 9. National University Lesson Plan Differentiation for English Learners\* 10. Digital Observations and Assessments / Domain C/TPE 7\* 11. Peer/Faculty Support\* 12. Other- write in | | |
| **Date** | **Type of Support Provided** | **Hours** | **Support**  **Provider Initials** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Intern Signature**: **Date**:

**Support Provider Signature(s)**: \_ **Date**:

\* Support areas I through K may be obtained during the first 8 months of Clinical Practice

July 31st, 2019