



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: March 13, 2020

TO: Deans of Approved Michigan Educator Preparation Institutions

FROM: Leah Breen, Director, Office of Educator Excellence
Division of Educator, Student, and School Supports

SUBJECT: Emergency Provisions for Apprenticeship and Internship Requirements

As you know, Governor Gretchen Whitmer ordered the closure of all schools – public, private and boarding – beginning Monday, March 16, through Sunday, April 5, 2020 due to the Coronavirus Disease 2019 (COVID-19). I understand that these closures critically affect the status of teacher candidates you have enrolled in final semester apprenticeships and internships. Thank you for your patience while awaiting guidance. I know that you are facing significant challenges in supporting the continued instruction and safety of your students during this health crisis.

In August 2018, the Superintendent of Public Instruction approved the following minimum requirements for clinical experiences:

- 600 hours of clinical experiences across the program including:
 - o 70 student contact hours during the apprenticeship,
 - o 300 student contact hours during the internship including 12 weeks of supervised directed teaching in accordance with Administrative Rule [390.1123\(1\)\(b\)\(ii\)](#) of the Teacher Certification Code, and
- Additional requirements as detailed in the [Clinical Experiences Requirements document](#).

As necessitated by extended periods of state-ordered K-12 school or institution of higher education (IHE) closure (e.g., due to COVID-19), programs have flexibility to arrange temporary placements in other appropriate settings, provide virtual teaching and learning opportunities, or implement alternative assignments and instruction.

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IHEs may also waive any portion of the 12 week and 300 student contact hour internship requirements if it can be documented that the candidate has demonstrated fulfillment of state and institutional expectations.

In instances in which a provider determines that school closure has impeded a candidate's ability to demonstrate appropriate proficiency in those expectations, the Michigan Department of Education (MDE) urges institutions to support candidates in non-traditional ways. These options might include extending the clinical experience for the candidate, if possible, or assigning a grade of incomplete until the candidate can return to the clinical setting. The MDE recognizes that providers must follow policies in place at their respective institutions in determining such options.

If you have additional questions, please contact me via email at breenl1@michigan.gov.

cc: Directors of Michigan Approved Teacher Preparation Institutions
Education Alliance