

Middle Level Decision Chart			
Option	Decision	Action	Documentation Required
1	The provider will keep its approved middle level program as it is with two concentrations and recommend candidates for certification in two content areas.	No action is required.	No documentation is required.
2	The provider will make no curricular changes to its approved middle level program, but it will recommend candidates for certification in only one subject area.	<p>Public institutions. Because the institution will not make any curricular changes, the provider does not need to notify the Commission on Higher Education (CHE) or seek CHE approval.</p> <p>All institutions. The provider must, however, inform the South Carolina Department of Education (SCDE) that candidates will be recommended for certification in only one subject area.</p>	The provider must submit a formal notification letter to the SCDE Office of Educator Services indicating that the curriculum and plans of study for middle level candidates will not change but that candidates will be recommended in only one subject area.
3	The provider plans to change the curriculum of its approved middle level program and to recommend candidates for certification in only one subject area.	<p>A public institution must submit a Program Modification to the CHE indicating the changes to the program curriculum and structure of the middle level program and that candidates will be recommended in only one content area.</p> <p>A private institution must submit a Program Modification to the SCDE indicating the changes to the program curriculum and structure and that candidates will be recommended in only one content area.</p>	<p>A public institution must submit the Program Modification documentation to the CHE for approval, noting that the middle level program will require only one concentration area for certification. Concurrently, the institution must provide notification to the SCDE by submitting a copy of the same proposed Program Modification. However, the SCDE will not take action on the proposal until the provider receives CHE approval. At that time, the provider must submit to the SCDE a copy of the Program Modification as approved by the CHE if it differs from the original submission. The documentation for the SCDE must include the updated programs of study. The Program Modification must be approved by the State Board of Education (SBE) before candidates may be recommended for certification.</p> <p>A private institution must submit the Program Modification documentation to the SCDE for State Board of Education approval, noting that the middle level program will require only one concentration area for certification. The documentation for SCDE review and SBE approval must include the updated programs of study. The Program Modification must be approved by the State Board of Education (SBE) before candidates may be recommended for certification.</p>

Per State Board of Education policy, candidates must take eighteen to twenty-one semester hours of courses in the single concentration area in order to be recommended for certification.