

TITLE: The University of Hawai'i at Mānoa American Samoa Completers

The Hawai'i Teacher Standards Board (HTSB) accepts the University of Hawai'i at Mānoa (UH Mānoa) College of Education (COE) procedures for completers in its American Samoa (AS) Bachelor of Education (BEd) program.

Currently, the UH Mānoa official transcript for AS BEd program completers does not have the State Approved Teacher Education Program (SATEP) notation. While these individuals have completed the UH Mānoa BEd program and satisfied the teacher certification requirements for the AS BEd program, requirements do not fulfill all requirements for a HTSB license.

In order to meet HTSB's licensure requirements, the UH Mānoa COE faculty or staff will implement the following procedures for AS BEd completers.

1. AS individuals wanting to pursue a HTSB license will be assigned to a UH Mānoa COE designated faculty advisor. The UH Mānoa COE advisor will provide individuals with:
 - a. Information on licensure requirements that need to be fulfilled, and
 - b. Available pathways in UH Mānoa's COE that will support completion of HTSB's licensure requirements.
2. If an AS individual opts to complete requirements for a HTSB license through UH Mānoa COE's initial licensure program, the SATEP notation will be added to their transcript and their name will be submitted to HTSB as a completer, once all requirements have been met.

The UH Mānoa COE faculty should advise AS BEd Completers that obtaining a HTSB license does not guarantee licensure reciprocity from other U.S. states, U.S. jurisdictions, or international entities.

In addition, AS BEd completers who receive a Program Completer Recommendation will be counted alongside other candidates who may be included in the HTSB EPP annual audit, and their completer information will be included in the Title II Report.

Upon approval of this NBI, UH Mānoa COE faculty will need to report this licensure pathway to its accreditor, The Association for Advancing Quality in Educator Preparation (AAQEP). This pathway should also be included in all AAQEP accreditation reviews and reports.

Rationale/Background:

Please see the attached memo from Dr. Cecily Ornellas, Interim Associate Dean at the

University of Hawai'i at Mānoa College of Education, for additional background information.

Related New Business Items: [NBI- 21-51](#)

Cost:

All costs are included in the current staff job duties/responsibilities.

Submitted by: Kristi Miyamae

Referred to: Teacher Education Committee



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April 16, 2025

MEMORANDUM

TO: Felicia Villalobos
Executive Director, Hawaii Teacher Standards Board

VIA: Nathan M. Murata *Nathan Murata*
Dean, College of Education

FROM: Cecily Ornelles *Cecily Ornelles*
Interim Associate Dean, College of Education

SUBJECT: AMERICAN SAMOA COLLEGE OF EDUCATION CANDIDATES' STATUS

BACKGROUND:

For over four decades the University of Hawai'i at Mānoa (UH Mānoa) has worked in collaboration with the American Samoa (AS) Department of Education (ASDOE) to provide professional development and/or education programs for AS elementary teachers. UH Mānoa, College of Education, delivers the BED in Elementary Education program with three tracks as an off-site program to American Samoa residents, which fulfills the teacher certification requirements in American Samoa. The three tracks provided include: (a) Elementary Education, (b) Dual Elementary and Early Childhood, and (c) Dual Elementary and Special Education. Although the UH Mānoa American Samoa cohort program was modeled after the UH Mānoa elementary cohort program in Hawai'i, the off-site program delivered in AS allows for flexibility so that instructors can frame content within a cultural context relevant to schools and communities in AS. Course and fieldwork reflect both language and a place-based approach, which is responsive to the specific needs of students, their families, and educators in AS.

Prior to the establishment of the Hawai'i Teacher Standards Board (HTSB), the notation 'State Approved Teacher Education Program (SATEP)' was included on all individuals' transcripts as this notation indicated completion of a UH Mānoa COE program and did not specify completion of specific requirements for licensure in the State of Hawai'i. Communication with HTSB Executive Director Felicia Villalobos in summer 2022 clarified that (a) the SATEP notation signals completion of all State of Hawai'i requirements for licensure and (b) the requirements for licensure in State of Hawai'i at the time of application would be applied to an individual submitting for a license in Hawai'i versus requirements that were in place at the time an individual had completed their program. Recommendation was made by the HTSB Executive Director, Felicia Villalobos, to the Interim Associate Dean of the College of Education, Cecily Ornelles, for AS completers who already have the SATEP designation on their transcript

and who are seeking a Hawai'i license under the current requirements to apply as an Out of State applicant.

This memo clarifies procedures that the UH Mānoa, College of Education, is employing for AS candidates who do not have SATEP indicated on their transcript:

1. The SATEP notation is not indicated on AS candidates' transcripts at this time as these individuals have completed a BEd program that fulfills the teacher certification requirements for American Samoa and not all requirements for the State of Hawai'i license.
2. AS individuals wanting to pursue licensure in the State of Hawai'i will be advised by a UH Mānoa COE designated faculty advisor. The UH Mānoa advisor will provide these individuals with (a) information on requirements that need to be fulfilled, and (b) pathways available through the UH Mānoa COE that will support completion of State of Hawai'i licensure requirements.
3. If an AS individual opts to complete requirements for State of Hawai'i licensure through UH Mānoa COE programming, the SATEP notation will be added to their transcript and their name will be submitted to HTSB as a completer, once all requirements have been met.

cc: J. Yoshioka, L. Fulton, L. Muccio, L. Laolagi, D. Nakaoka, C. Tsumoto