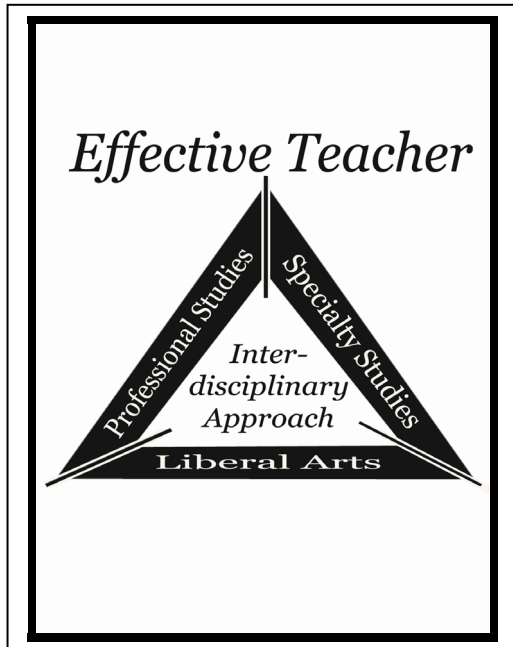


TEACHER EDUCATION PROGRAM  
**APPLICATION  
PACKET**



This application packet contains all of the materials necessary to apply for admission to the USAO Teacher Education Program. Please read and follow the instructions carefully.

- ✓ Be sure that your advisor has reviewed and signed your application form **BEFORE** you sign up in the Education Office to appear before the Screening Committee.
- ✓ Completed applications are due in the Education Office on the first Thursday of each month. Applications turned in after this date will be held for the next month's screening.

**Check with the Education Office, the Teacher Education web page, or the bulletin boards in Gary Hall for the time and dates that the Screening Committee meets each semester.**

INSTRUCTIONS  
Admission to Teacher Education

You, the Candidate, will:

- Step 1: Complete Parts I, II, and III of the Application for Admission to Teacher Education. Guidelines for completing item number three (Essay) in Part I are provided in this packet.
- Step 2: Obtain permission from three faculty members and one public school faculty or administrator to use them as recommenders. See instructions below.
- Step 3: Provide documentation proving you have met the Admissions Test Requirement. Include a copy of your transcript and program check sheet with this documentation.
- Step 4: Provide a copy of your ACT score (optional).
- Step 5: Set-up an appointment with your advisor to confirm the information in Part III, determine if all admission materials are included, and to sign your Application Form.
- Step 6: Take completed application, essay, disposition statement, transcript, program check sheet, ACT scores, and recommendation forms to the Education Office. Include portfolio checkpoint #1 documents including two reflections and two artifacts. Sign-up in the Education Office to meet with the Screening Committee for your interview.

- NOTE:**
- **Completed Application, essay, disposition statement, transcript, program check sheet, ACT scores, portfolio information and recommendation forms are due in the Education Office by the first Thursday of each month. Applications turned in after this date will be held for the NEXT month's screening date.**
  - **All minimum admission criteria must be met (including recommendation forms) before the candidate can sign-up to interview with the Screening Committee. An Interview Check sheet is included in the packet for your preview.**

Instructions for Distributing  
Recommendation Forms

- Step 1: Complete the top section of all forms (please print).
- Step 2: Write/print the name of your advisor in the bottom section of all forms.
- Step 3: Give the white forms to three of your instructors (you may also use your advisor as a recommender).
- Step 4: Give the yellow form to a teacher or an administrator in a public school who is in a position to appraise your character and work in a teaching environment.

**NOTE: Be sure to provide the public school recommender with your advisor's email address.**

**TEACHER EDUCATION SCREENING COMMITTEE  
INTERVIEW CHECKSHEET**

\_\_\_\_\_  
(Name of Teacher Candidate)

\_\_\_\_\_  
(Date)



**The applicant for admission to the USAO Teacher Education Program submitted the following materials to the interview with the Screening Committee:**

1. \_\_\_\_\_ Degree/Certification Program Check sheet
2. \_\_\_\_\_ Copies of two critique/reflection essays for portfolio.
3. \_\_\_\_\_ Copies of two artifacts corresponding to the critique/reflection essays.
4. \_\_\_\_\_ A copy of the admission essay.

**The applicant provided a satisfactory oral definition/description of at least one of the following term(s).**

1. \_\_\_\_\_ Interdisciplinary Instruction
2. \_\_\_\_\_ Liberal Arts Curriculum
3. \_\_\_\_\_ Effective Teaching Research
4. \_\_\_\_\_ Standards-based model



**Evidence of working with children:**

- \_\_\_\_\_ Clinical Experience OR  
\_\_\_\_\_ Other \_\_\_\_\_



\_\_\_\_\_ **The applicant received information concerning Teacher Shortage Areas.**



\_\_\_\_\_ **Application file is complete:**

- Application**       **Essay**       **Disposition Statement**   
**Four Recommendations**       **Program Check Sheet**       **Oral English Screening**   
**ACT Score**       **Transcript**       **Clinical Experience Evidence**



**Upon concluding the interview, the applicant was told:**

\_\_\_\_\_ All requirements appear to have been met and that his/her name will be submitted to the Teacher Education Committee this month to be recommended for admittance to the USAO Teacher Education Program.

\_\_\_\_\_ His/Her name will be submitted this month upon the completion of the following requirement(s):

\_\_\_\_\_ Rewrite/make corrections to application essay and return it to the Teacher Education Office by next Monday.

\_\_\_\_\_ Obtain required recommendations/signature(s) and return to the Teacher Education Office by next Monday.

\_\_\_\_\_ (Other) \_\_\_\_\_

\_\_\_\_\_ One or more of the requirements has NOT been met. Therefore, his/her application will be held until the end of the semester. At that time, if all requirements have been met, his/her name will be submitted to the Teacher Education Committee with a recommendation to admit. If requirements have NOT been met, then the Committee will recommend that he/she be denied admittance to the Teacher Education Program.

\_\_\_\_\_ The Committee recommends that he/she be denied admission to Teacher Education for the following reason(s):

\_\_\_\_\_

\_\_\_\_\_  
(Screening Committee Interviewer - **Please Print Name & Initial**)

## Guidelines for Completing Item Number 3: Essay for Admission to Teacher Education

*Information that will be helpful for writing this essay can be found in the Introduction Section of the USAO Teacher Education Handbook which is available online at the USAO Education and Speech Pathology web page (go to <https://usao.edu/academics/education-and-speech-language-pathology/index.html>),*

*The format of the paper should include 12-point font, with one-inch margins, 2-3 pages in length. You should proofread it carefully to be sure it meets professional standards for writing, including grammar and spelling. Attach one copy to your application, keep one for your professional portfolio. Use the following title and headings as you complete your essay.*

Your Name:

Date:

### **Essay for Admission to The USAO Teacher Education Program**

#### **I. The USAO Teacher Education Program Conceptual Framework**



##### **1. Effective Teachers**

Discuss your own definition of an “effective teacher,” based both on information from your coursework and from your own experiences and beliefs.

##### **2. Components of the Program**

Discuss each of the following components of the USAO Teacher Education Program:

- Liberal Arts/General Education coursework
- Specialty Studies, and the relation to standards-based models. Include the name of the learned society coursework upon which the standards for your own program are based, and your own beliefs of why these standards are important (refer to standards on learned society webpage).
- Professional Studies coursework, and the relation to research about effective teaching.

##### **3. The Interdisciplinary Approach**

- Describe your own experiences with interdisciplinary approaches to learning.
- Discuss how interdisciplinary approaches may influence your own future teaching.

#### **II. My Personal Experiences, Strengths and Goals as a Teacher**

- Describe your own experiences working with children.
- Explain why you want to be a teacher, in general, and in your specific teaching area in particular.
- Describe what you believe will be your own personal strengths as a teacher.
- Describe your own personal characteristics and dispositions that you most hope to enhance or strengthen during your teacher education program.
- End your essay with a positive summary of the closing statement.

Please type or print

APPLICATION FOR ADMISSION TO TEACHER EDUCATION PROGRAM  
UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA

I wish to make application for Admission to the Teacher Education Program and offer the following information for consideration.

**PART I: (To be completed by applicant)**

Name: \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
Last First Middle

Check One:  Female  Male  Non-Binary Date of Birth \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

University Address (If living on campus): \_\_\_\_\_

Phone (Cell) \_\_\_\_\_ Email: \_\_\_\_\_

Check One Only:  Black Non-Hispanic  Asian or Pacific Islander  Hispanic  
 American Indian or Alaskan  White Non-Hispanic  Other

1. Date (month/yr) entered USAO: \_\_\_\_\_ Date (month/yr) plan to complete program: \_\_\_\_\_
2. What is your major? \_\_\_\_\_
3. Write a short essay (**2-3 typed pages**) See Guidelines for Completing Item Number 3: Essay for Admission to Teacher Education for instructions. You will be asked to discuss your essay during your interview with the Admissions Screening Committee.
4. Read and complete Dispositions Statement of Understanding.

**PART II: FELONY DISCLOSURE STATEMENT (To be completed by applicant)**

To be eligible for admission and retention to teacher education, a student must be eligible for state certification. Oklahoma legislation, Title 70 O.S., Supp. 1985, s3-104.1 states that no person shall receive a certificate for instructional, supervisory or administrative position in an accredited school of this state who has been convicted of a felony, any crime involving moral turpitude, or a felony violation of narcotic laws of the United States or the State of Oklahoma, provided the conviction was entered within the preceding ten-year period. Therefore, the following questions are utilized to assist in determining eligibility for state certification.

1. During the preceding ten-year period, have you ever been convicted of a felony? Yes \_\_\_ No \_\_\_
2. During the preceding ten-year period, have you ever been convicted of a crime involving moral turpitude? Yes \_\_\_ No \_\_\_  
If the answer to either of the preceding question is "Yes," state on a separate sheet of paper the nature of the charge and in what court you were convicted.

In order that the officials of the University may be fully informed as to my personal character and qualifications for admission, I hereby authorize the University to contact other persons whom they wish to contact concerning my personal character and qualifications, and I hereby release any such persons and the University from any and all liability for information provided or obtained as a result of these inquiries. I grant the university permission to use my social security number for tracking purposes.

I hereby affirm that the information provided on this application is true and complete to the best of my knowledge. I also agree that falsified information, misrepresented information, or significant omissions may disqualify me from further consideration for admission and may be considered justification for immediate revocation of my admission at any time after my admission.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

(OVER)

**PART III: (To be completed by applicant and confirmed by advisor)**

**Criteria for Admission to Teacher Education**

1. Total college hours completed (minimum thirty (30) hours) \_\_\_\_\_
2. Overall GPA (minimum 2.5) \_\_\_\_\_  
GPA in the last twenty-four hours (minimum of 2.5) \_\_\_\_\_
3. Required courses (or equivalents) with a grade of "C" or better: Grade Made  
IDS 1003, First-Year Seminar \_\_\_\_\_  
IDS 1113, English Composition I \_\_\_\_\_  
IDS 1213, English Composition II \_\_\_\_\_  
IDS 1223, Contemporary Mathematics \_\_\_\_\_
4. Oral English Screening Completed: Date \_\_\_\_\_
5. Recommendations from three faculty members under whom you have studied (preferably at USAO).  
Name \_\_\_\_\_ Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Recommendation from a public school teacher or administrator who is in position to appraise your general character and work in a teaching environment.  
Name \_\_\_\_\_ Position & School \_\_\_\_\_
6. Admissions Test Requirement completed by:  
(A) General Education GPA (minimum 2.75 GPA)  
Number of hours completed: \_\_\_\_\_ GPA: \_\_\_\_\_  
**OR**  
(B) ACT/SAT Score/Date Taken (**must include the writing sections**): \_\_\_\_\_  
(22 ACT score w/writing score or 1120 SAT score w/writing score. Attach verification, i.e. High School or Comm./Jr. College transcript with ACT score posted)  
**OR**  
(C) Praxis Core Scores \_\_\_\_\_ Reading Date: \_\_\_\_\_ Month/Year  
(minimum 30 hrs.) \_\_\_\_\_ Math Date: \_\_\_\_\_ Month/Year  
\_\_\_\_\_ Writing Date: \_\_\_\_\_ Month/Year  
**OR**  
(D) Bachelor's Degree from \_\_\_\_\_
7. English Proficiency Requirement Satisfied: Date: \_\_\_\_\_ How Met: \_\_\_\_\_

**NOTE: The candidate must provide documentation of their experiences working with children if the experiences were not obtained in EDUC 2011 (Level 1 Clinical Experience).**

**PART IV: (To be completed by advisor)**

*I have reviewed and evaluated this candidate's Professional Portfolio Entries and admission essay. I have discussed USAO's core dispositions with the candidate.*

Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor's Recommendation: \_\_\_\_\_

# UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA

## Evaluation of Student for Admission to Teacher Education

I understand that this recommendation will be used in reaching a decision for admission or rejection to the USAO Teacher Education Program.

I waive  do not waive  (check one) my right of access to it at some future date.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

NAME OF STUDENT \_\_\_\_\_ DATE \_\_\_\_\_  
 (Please Print) Last First MI

TEACHING LEVEL \_\_\_\_\_ SUBJECT \_\_\_\_\_

The above named student is making application for admission to the Teacher Education Program. The Teacher Education Committee would appreciate your cooperation in evaluating the student's qualifications and potential for teaching. Please check the description which you feel best fits the student. If you evaluate the student as being below average or inferior on any item(s), please explain under the recommendation section.

	No Opportunity to Observe	Clearly Inferior	Below Average	Average	Above Average	Superior
Scholarship						
Cooperation						
Dependability						
Maturity of Judgment						
Emotional Stability						
Initiative and Energy Level						
Ethics and Integrity						
Oral Expression						
Written Expression						
Tact and Courtesy						
Personal Grooming						

RECOMMENDATION (Check One):

\_\_\_\_\_ I hereby recommend this student for admission to the Teacher Education Program.

\_\_\_\_\_ I recommend this student for admission to the Teacher Education Program with the following suggestions:

\_\_\_\_\_ I do not recommend this student for admission to the Teacher Education Program for the following reasons

Evaluator's Printed Name \_\_\_\_\_

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Return This Form to: \_\_\_\_\_

Advisor Name

# UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA

## Evaluation of Student for Admission to Teacher Education

I understand that this recommendation will be used in reaching a decision for admission or rejection to the USAO Teacher Education Program.

I waive  do not waive  (check one) my right of access to it at some future date.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

NAME OF STUDENT \_\_\_\_\_ DATE \_\_\_\_\_  
 (Please Print) Last First MI

TEACHING LEVEL \_\_\_\_\_ SUBJECT \_\_\_\_\_

The above named student is making application for admission to the Teacher Education Program. The Teacher Education Committee would appreciate your cooperation in evaluating the student's qualifications and potential for teaching. Please check the description which you feel best fits the student. If you evaluate the student as being below average or inferior on any item(s), please explain under the recommendation section.

	No Opportunity to Observe	Clearly Inferior	Below Average	Average	Above Average	Superior
Scholarship						
Cooperation						
Dependability						
Maturity of Judgment						
Emotional Stability						
Initiative and Energy Level						
Ethics and Integrity						
Oral Expression						
Written Expression						
Tact and Courtesy						
Personal Grooming						

**RECOMMENDATION (Check One):**

\_\_\_\_\_ I hereby recommend this student for admission to the Teacher Education Program.

\_\_\_\_\_ I recommend this student for admission to the Teacher Education Program with the following suggestions:

\_\_\_\_\_ I do not recommend this student for admission to the Teacher Education Program for the following reasons

Evaluator's Printed Name \_\_\_\_\_

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Return This Form to: \_\_\_\_\_

Advisor Name

# UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA

## Evaluation of Student for Admission to Teacher Education

I understand that this recommendation will be used in reaching a decision for admission or rejection to the USAO Teacher Education Program.

I waive  do not waive  (check one) my right of access to it at some future date.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

NAME OF STUDENT \_\_\_\_\_ DATE \_\_\_\_\_  
 (Please Print) Last First MI

TEACHING LEVEL \_\_\_\_\_ SUBJECT \_\_\_\_\_

The above named student is making application for admission to the Teacher Education Program. The Teacher Education Committee would appreciate your cooperation in evaluating the student's qualifications and potential for teaching. Please check the description which you feel best fits the student. If you evaluate the student as being below average or inferior on any item(s), please explain under the recommendation section.

	No Opportunity to Observe	Clearly Inferior	Below Average	Average	Above Average	Superior
Scholarship						
Cooperation						
Dependability						
Maturity of Judgment						
Emotional Stability						
Initiative and Energy Level						
Ethics and Integrity						
Oral Expression						
Written Expression						
Tact and Courtesy						
Personal Grooming						

RECOMMENDATION (Check One):

\_\_\_\_\_ I hereby recommend this student for admission to the Teacher Education Program.

\_\_\_\_\_ I recommend this student for admission to the Teacher Education Program with the following suggestions:

\_\_\_\_\_ I do not recommend this student for admission to the Teacher Education Program for the following reasons

Evaluator's Printed Name \_\_\_\_\_

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Return This Form to: \_\_\_\_\_

Advisor Name

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA**

**Public School Evaluation of Student for  
Admission to Teacher Education**

I understand that this recommendation will be used in reaching a decision for admission or rejection to the USAO Teacher Education Program.

I waive  do not waive  (check one) my right of access to it at some future date.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

NAME OF STUDENT \_\_\_\_\_ DATE \_\_\_\_\_  
**(Please Print)** Last First MI

TEACHING LEVEL \_\_\_\_\_ SUBJECT \_\_\_\_\_

The above named student is making application for admission to the Teacher Education Program. The Teacher Education Committee would appreciate your cooperation in evaluating the student's qualifications and potential for teaching. Please check the description which you feel best fits the student. If you evaluate the student as being below average or inferior on any item(s), please explain under the recommendation section.

	No Opportunity to Observe	Clearly Inferior	Below Average	Average	Above Average	Superior
Scholarship						
Cooperation						
Dependability						
Maturity of Judgment						
Emotional Stability						
Initiative and Energy Level						
Ethics and Integrity						
Oral Expression						
Written Expression						
Tact and Courtesy						
Personal Grooming						

**RECOMMENDATION** (Check One):

\_\_\_\_\_ I hereby recommend this student for admission to the Teacher Education Program.

\_\_\_\_\_ I recommend this student for admission to the Teacher Education Program with the following suggestions:

\_\_\_\_\_ I do not recommend this student for admission to the Teacher Education Program for the following reasons

Evaluator's Printed Name \_\_\_\_\_ School Name \_\_\_\_\_

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Return This Form to: \_\_\_\_\_

Advisor Name

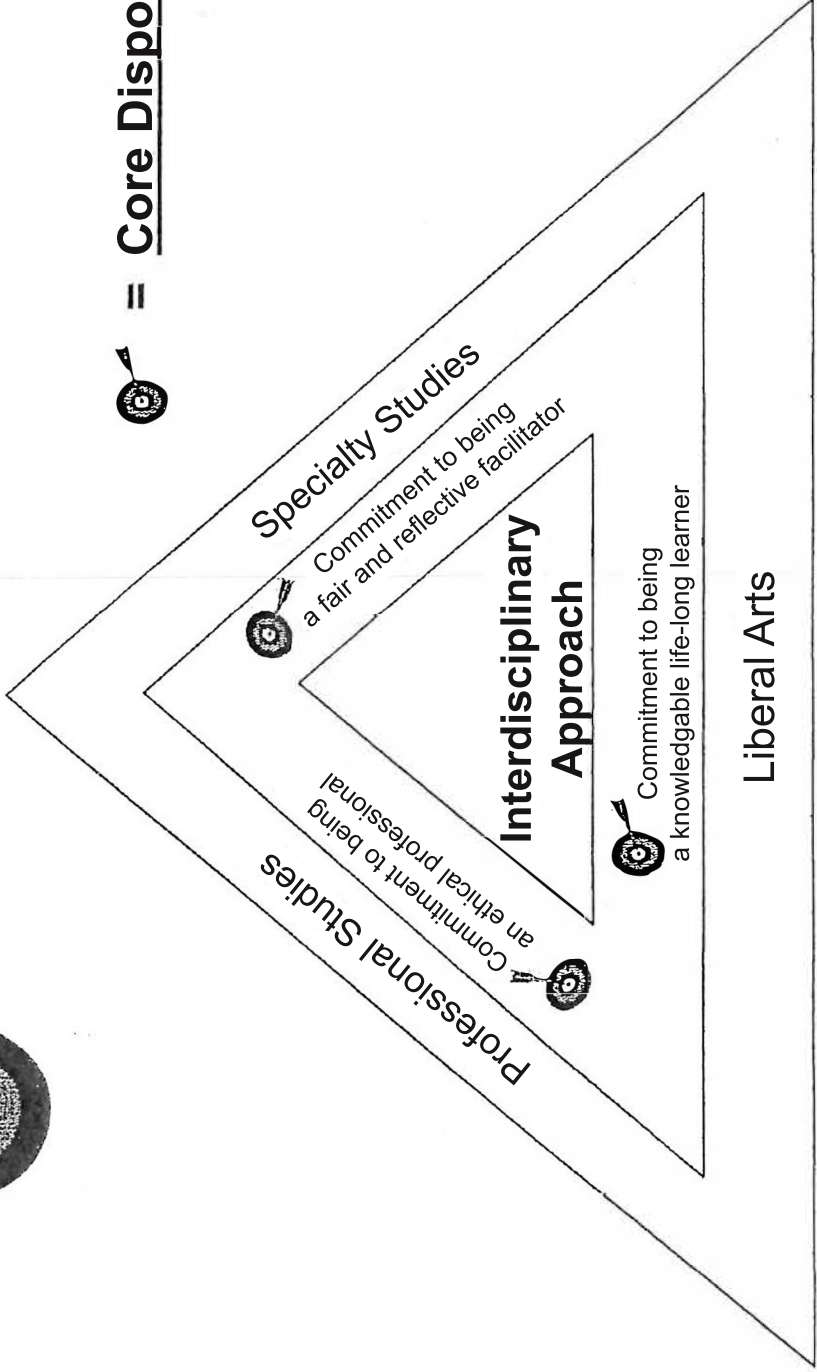
## Dispositions

USAO's "Target" is candidates' commitment to Effective Teaching to support all students' learning (Demonstrated through 3 Core Dispositions)



## Effective Teacher

 = Core Disposition



Specialty Studies  
Commitment to being a fair and reflective facilitator

Interdisciplinary Approach  
Commitment to being a knowledgeable life-long learner

Professional Studies  
Commitment to being an ethical professional

Liberal Arts

## USAO Teacher Education Program Core Dispositions Statement of Understanding

Professional dispositions are characteristics of teachers that fit in the "affective" domain. They are the values, commitments, and professional ethics which influence teachers' behaviors toward students, families, colleagues, and communities. Professional dispositions affect student learning, motivation, and development, as well as the educator's own professional growth. Dispositions are guided by beliefs and attitudes related to values such as caring, fairness, honesty, responsibility, and social justice. For example, they might include a belief that all students can learn, a vision of high and challenging standards, or a commitment to a safe and supportive learning environment. CAEP described Professional Dispositions as: "the behaviors demonstrated as educators interact with students, families, colleagues and communities, which are expected of professionals and support student learning and development."

USAO has defined three Core Dispositions for our Teacher Education Program. We expect that our candidates will demonstrate a commitment to the following disposition. Some examples of indicators for each of the three Core Dispositions are given.

<p><b>Commitment to being a knowledgeable life-long learner</b></p> <p>(most closely aligned with the Liberal Arts side of the triangle-the "base" of the USAO Teacher Education conceptual framework model.)</p> <p><u>Indicators:</u></p> <ol style="list-style-type: none"> <li>1. Knowledgeable of content and pedagogy</li> <li>2. Knowledgeable of self and others, valuing diversity of each one</li> <li>3. Values and models life-long learning and critical thinking</li> </ol>
<p><b>Commitment to being an ethical professional</b></p> <p>(most closely aligned with the Professional Studies side of the triangle-dispositions for teachers in all certification areas)</p> <p><u>Indicators:</u></p> <ol style="list-style-type: none"> <li>1. Demonstrates integrity, truthfulness, honesty, confidentiality</li> <li>2. Professional in appropriate dress, speech, and written communication</li> <li>3. Professional in interactions with others</li> <li>4. Professional in standards for own work, timeliness, attendance</li> </ol>
<p><b>Commitment to being a fair and reflective facilitator</b></p> <p>(most closely aligned with the <u>Specialty</u> Studies side of the triangle-dispositions for understanding student characteristics and strategies for a given certification area)</p> <p><u>Indicators:</u></p> <ol style="list-style-type: none"> <li>1. Fair and equitable; believes that all students can learn.</li> <li>2. Values and is sensitive to each student's diverse needs and interests and teaches accordingly.</li> <li>3. Understands and implements multiple ways to facilitate success for each student in one's content area.</li> <li>4. Effectively utilizes appropriate resources and technology.</li> <li>5. Creates engaging, enjoyable, successful learning environment.</li> <li>6. Demonstrates appropriate positive attitudes and characteristics. (Examples include enthusiastic, motivating, flexible, challenging, supportive, caring, nurturing, tolerant, dependable, dedicated, inspiring, compassionate, dedicated, patient, open-minded, energetic, creative)</li> <li>7. Assesses student learning with fairness, accuracy, and consistency.</li> <li>8. Analyzes one's teaching and learning, recognizing strengths and goals.</li> <li>9. Adjusts one's practice in response to reflection and suggestions.</li> </ol>

Throughout your teacher education program at USAO, you will be given support in understanding these dispositions and in learning to apply them in your own teaching. You will be assessed on these dispositions by USAO faculty members, as well as by cooperating teachers at clinical experience sites and in the student teaching semester.

**Please sign below to indicate**

- **your awareness of the USAO Teacher Education Program Core Dispositions**
- **your awareness that you will be assessed on these dispositions as a required component of your professional preparation.**

**Candidate Name (printed)** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

White Copy: For placement in candidate's USAO Teacher Education file.  
 Yellow Copy: For candidate's advisor  
 Pink Copy: For placement in candidate's Professional Portfolio with admission to teacher education information