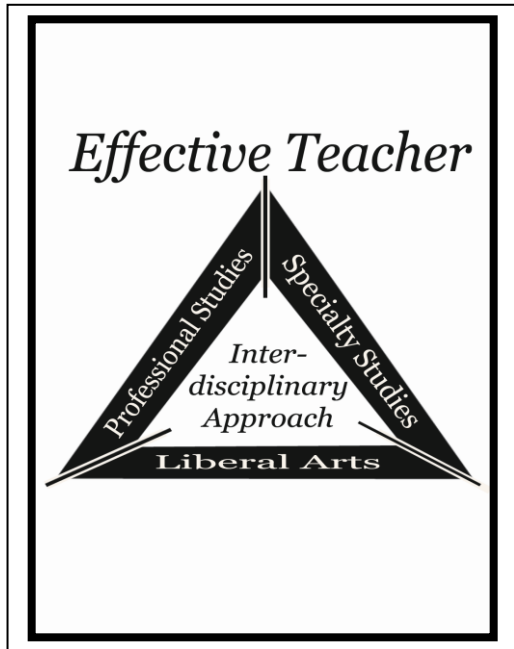


TEACHER EDUCATION PROGRAM
**APPLICATION
PACKET**



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 Friday 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 trimester.

INSTRUCTIONS
Admission to Teacher Education

You, the Candidate, will:

- Step 1: Obtain permission from three faculty members and one public school faculty or administrator to use them as recommenders. See instructions below.
- Step 2: Complete Parts I, II, and III of the Application for Admission to Teacher Education. Guidelines for completing item number four (Theme) in Part I are provided in this packet.
- Step 3: Provide documentation of your meeting 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.
- Step 5: Set-up an appointment with your advisor to confirm the information in Part III, determine if all admission materials have been submitted to the Director of Teacher Education, and to sign your Application Form.
- Step 6: Sign-up in the Education Office to meet with the Screening Committee.
- Step 7: Organize your portfolio to include two reflections and two exhibits.
- Step 8: Bring all materials indicated on the "Interview Check sheet" to the Screening Committee Interview.

NOTE: ■ Completed Application, essay, disposition statement, transcript, program check sheet, ACT scores, and recommendation forms are due in the Education Office by the 1st Friday 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.**

Instructions for Distributing
Recommendation Forms

- Step 1: Complete the top section of all forms.
- Step 2: Write 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 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 a stamped envelope addressed to your advisor.

**TEACHER EDUCATION SCREENING COMMITTEE
INTERVIEW CHECKSHEET**

(Name of Teacher Candidate)

(Date)



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

1. _____ Degree/Certification Program Check sheet
2. _____ Professional Portfolio includes two critique/reflection essays and a copy of the admission essay.
3. _____ Professional Portfolio includes two artifacts corresponding to the critique/reflection essays.
4. _____ A tentative graduation plan (optional) indicating when he/she anticipates his/her Professional Trimester.



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:

- _____ Field Experience OR
_____ Other _____



_____ **The applicant received information concerning Teacher Shortage Areas.**



_____ **Application file is complete: application, essay, disposition statement, four recommendations, program check sheet, transcript, ACT score, oral English screening, 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 4: 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. On the USAO Teacher Education web page (go to <https://usao.edu/division/education-and-speech-language-pathology>), and then scroll down to “Teacher Education Details”, and download the 10 professional competencies and their indicators (especially the “dispositions” indicators) from the USAO Professional Portfolio Handbook, and at www.nwrel.org/scpd/esp/esp95.html#1. Use the information given, but add your own personal thoughts and beliefs.

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.

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 sources above and from your own experiences and beliefs.

2. Components of the Program

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

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

3. The Interdisciplinary Approach

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

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

- (a) Describe your own experiences in working with children.
- (b) Explain why you want to be a teacher, in general, and in your specific teaching area in particular.
- (c) Describe what you believe will be your own personal strengths as a teacher.
- (d) Describe your own personal characteristics and dispositions that you most hope to enhance or strengthen during your teacher education program.

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

Address _____
Street City State Zip

University Address (If living on campus): _____

Phone (C) _____ Email: _____

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

1. Date entered USAO: _____ Date plan to complete program: _____
2. What is your major? _____
3. Write a short essay (**2-3 typed pages**) See Guidelines for Completing Item Number 4: Essay for Admission to Teacher Education for instructions. You will be asked to discuss your theme 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 1012, Rhetoric and Public Speaking _____
IDS 1113, Writing I _____
IDS 1123, Writing II _____
IDS 1223, Mathematic in the Modern World _____
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 30 hours and 3.00 GPA)
Number of hours completed: _____ GPA: _____
OR
(B) OGET Test Score _____ Date: _____ Month/Year
OR
(C) 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
(D) Praxis Core Scores _____ Reading Date: _____ Month/Year
_____ Math Date: _____ Month/Year
_____ Writing Date: _____ Month/Year
OR
(E) 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.

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 Teacher Education.

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 Teacher Education.

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 Teacher Education.

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 Teacher Education.

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 _____

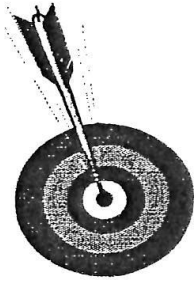
Evaluator's Signature _____ Date _____

Please Return This Form to: _____

Advisor Name

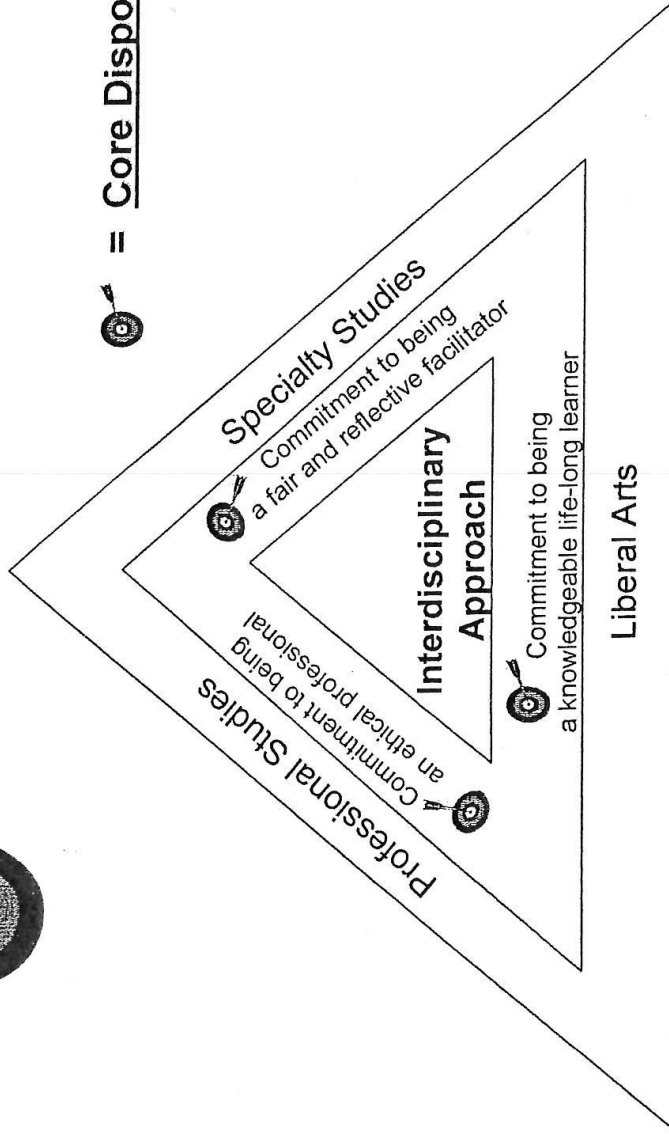
Dispositions

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



Effective Teacher

 = Core Disposition



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. NCATE 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>Commitment to being a knowledgeable life-long learner</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"> 1. Knowledgeable of content and pedagogy 2. Knowledgeable of self and others, valuing diversity of each one 3. Values and models life-long learning and critical thinking
<p>Commitment to being an ethical Professional</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"> 1. Demonstrates integrity, truthfulness, honesty, confidentiality 2. Professional in appropriate dress, speech, and written communication 3. Professional in interactions with others 4. Professional in standards for own work, timeliness, attendance
<p>Commitment to being a fair and reflective facilitator</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"> 1. Fair and equitable; believes that all students can learn 2. Values and is sensitive to each student's diverse needs and interests and teaches accordingly 3. Understands and implements multiple ways to facilitate success for each student in one's content area 4. Effectively utilizes appropriate resources and technology 5. Creates engaging, enjoyable, successful learning environment 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) 7. Assesses student learning with fairness, accuracy, and consistency 8. Analyzes one's teaching and learning, recognizing strengths and goals 9. Adjusts one's practice in response to reflection and suggestions

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 Field Experience sites and in the Professional Trimester.

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