



SECONDARY AND K-12 POST BACCALAUREATE TEACHER LICENSURE PROGRAM 2009-2010 PROGRAM HANDBOOK

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POST BACCALAUREATE LICENSURE PROGRAM IN SECONDARY and K-12 EDUCATION

Initial Licensure

The Post Baccalaureate Licensure Program in Secondary/K-12 Education is a graduate-level program leading to initial Colorado teacher licensure. To acquire knowledge of curriculum, subject-matter content, and the pedagogical skills and dispositions needed to maximize student learning, “Post Baccalaureate” teacher candidates are immersed in a balanced combination of on-campus coursework and field-based experiences. For Licensure application information, see www.unco.edu/teach/licensure.html.

Tuition

The program includes a combination of on-campus and extended studies courses. On-campus tuition is \$268.50/credit (residential), \$685.50 (non residential) and Extended Studies tuition is \$340/credit. Your PTEP courses relate to the Extended Studies rate, while your content courses relate to the on-campus rate. Please see <http://www.unco.edu/costs/>.

COURSEWORK

Secondary Coursework

Required PTEP Credits - 27 hours (Extended Studies tuition rates)

EDFE 125 Application to PTEP, Postbac (0)

EDFE 130 Application to Student Teaching (0)

EDF 500 Conceptions of Schooling (3)

EDSE 509 Strategies for Students with Exceptionalities (3)

PSY 500 Educational Psychology for Teachers (3)

EDRD 523 Reading and Writing in the Content Areas (3)

ET 501 Introduction to Applications of Educational Technology (3)

EDFE 554 Secondary Practicum (3)

EDFE 555 Supervised Student Teaching (9) (must have PTEP and content complete)

One of the following Content methods courses (On-campus tuition)

- EED 341/541 Methods and Materials for Teaching Language and Composition in the Secondary School (3) AND EED 402/502 Methods and Materials for Teaching Young Adult Literature in the Secondary Schools (3) AND EED 380 Preparing the Work Sample (1)
- FL 341 Methods of Teaching in the Secondary School (3)
- SOSC 341 Teaching Secondary Social Studies (3) AND one of the following:
 - GEOG 410 Teaching Geography in Secondary Curriculum (1)
 - HIST 400 Teaching History in the Secondary Curriculum (1)
- MED 441 Methods of Teaching Mathematics (3) AND MED 341 Tools and Technology of Secondary Mathematics (2)
- SCED 441 Methods of Teaching Secondary School Science (3)
- THEA 385 Methods of Teaching Drama (3)

Content courses:

Please consult the UNC Catalog or your content advisor for required coursework as soon as possible

K-12 coursework

Required PTEP Core Credits 21 credit hours

- EDFE 125 Application to PTEP, Postbac (0)
- EDFE 130 Application to Student Teaching (0)
- EDF 500 Conceptions of Schooling (3)
- EDSE 509 Strategies for Students with Exceptionalities (3)
- PSY 500 Educational Psychology for Teachers (3)
- EDRD 523 Reading and Writing in the Content Areas (3)
- EDFE 555 Supervised Student Teaching (9) (8 weeks in Elementary and 8 weeks in Secondary setting) (must have PTEP and content complete)

Content courses: see www.unco.edu/teach/K12pb.html

EDFE 554 Secondary Practicum (Secondary only)

You MUST fill out the Field Placement Request the semester before you are placed in your practicum and your student teaching at www.unco.edu/teach/spb.html

During “field experiences” Post-Baccalaureate teacher candidates gain the direct supervision of a Master Teacher (as identified by the school Principal and UNC Program Coordinator). There are two field experience components in the Secondary Post Baccalaureate Licensure Program.

- **“Where do I complete my Practicum?”** The Post-Baccalaureate Program has established relationships with specific “Host Schools” located in Northern Colorado. These public secondary schools are chosen on the basis of having a diverse student population, a reputation for promoting student achievement, and host teachers who are skilled at working with Post Baccalaureate teacher candidates.

EDFE 555 Student Teaching

- **“Where do I complete my Student Teaching?”** The capstone field experience comes in the form of student teaching, EDFE 555 Supervised Student Teaching (9). During the fall or spring semester you will complete a sixteen-week-long student teaching experience; working eight hours a day in the classroom for sixteen weeks. This is supervised by your Cooperating Teacher. You will be able to student teach in the setting of your choice, virtually anywhere in the world.

Together, the Practicum and Student Teaching will provide you with 865 hours of supervised field experience.

EDFE 125/EDFE 130 Checkpoint Courses

This information may be found online at www.unco.edu/teach/check.

EDFE 125 is to be completed the semester prior to practicum/EDFE 130 is to be completed the semester prior to student teaching.

Course Evaluation (Content and PTEP)

You will also want to make ABSOLUTLEY sure that you have had a PTEP (Professional Teacher Education Program) review AND your Content Coursework Review AS SOON AS POSSIBLE. If you need to do that, contact your advisor and meet them with your transcripts. Then please submit the Content Review to Mr. Shaw, who will include a copy of it in your file. You will also want to keep a copy of your PTEP review and your content review.

Please note that you must also prove that you have passed either English Composition (with a grade of A or B) OR a Writing Proficiency prior to Student Teaching. (this is part of your PTEP review).

PLACE And Praxis II Assessments, and Teacher Licensure

Beginning in the fall of 2002, all student teachers are required to pass either the PLACE or Praxis II Assessment prior to entering Student Teaching.

The Licensure Assessments are criterion referenced and objective based. The assessment is designed to identify those students who have the level of content knowledge judged important for educators in Secondary schools in Colorado. An individual's performance is evaluated against an established standard. The passing score for the assessment is established by the Colorado State Board of Education, and is based on the professional judgments and recommendations of Colorado educators.

See www.unco.edu/teach/check

What state mandated assessments are required to meet requirements for teacher licensure in Colorado?

- Licensure requires one exit level test that assesses the teacher candidate's knowledge of content. PLACE stands for Program of Licensing Assessments for Colorado Educators.

How often is the test scheduled?

- PLACE and Praxis II are both offered 6-7 times a year at several locations throughout Colorado, including Greeley.

Which test should I take?

- You may take either the PRAXIS or the PLACE if you are an English, Math, Science, or Social Studies major. You must take the PLACE if your major is different than those mentioned in the above bullet.
- Speak with your content advisor to sign up for the correct test.

When will I have to pass the test?

- Successful completion of the PLACE or Praxis II Content exam is required prior to student teaching (EDFE 555).

How long does it take to receive results of the test?

- Results are sent to CDE and UNC about 4-6 weeks after taking the test.
- You will include your results in your EDFE 130 Packet to Jonathan Shaw.

How do I register to take the test?

- PLACE and Praxis II Registration Bulletins, including mail-in registration forms are available in the School of Teacher Education, McKee 216, or online at www.place.nesinc.com (PLACE) or www.ets.org/praxis (Praxis II).

Am I limited in the number of times I can take the test?

- No. Students must take the test until they pass.

What is the difference between the PLACE and the PRAXIS?

- PLACE results are good for Colorado, whereas PRAXIS results are good for most states.

Advising

All postbac students will have a content advisor (www.unco.edu/teach/coordinators.html)

And a PTEP advisor (see cover page).

On-line Access to Information

All program documents and handbooks maybe found online at www.uncpostbac.com. Go to the "Secondary" or K-12 links. Schedules, Syllabi, and other important UNC and course information can be found on the Office of Extended Studies Website at:

www.unco.edu/extendedstudies

Click on:

Extended Degree Programs, Licensure, Certificates

Current Students/ Current Programs

Then click Secondary & K-12 Post baccalaureate non-degree Licensure.

Books

Books will be listed on each professor's syllabi online (website above) and can be accessed in URSA under your course schedule.

When ordering books please double check the syllabus and make sure you are getting the correct editions. You may get your books online or in bookstores on or off campus.

Bookstores in Greeley:

The Bookstop 970-356-1687 931 16 th St. Greeley, CO 80631	Barnes and Noble 970-351-2135 Inside the UNC University Center at 14 th St and 10 th Avenue in Greeley.
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Parking

Parking passes for the UNC Greeley Campus can be purchased at Parking Services in Gray Hall. Their website is www.unco.edu/parking/index.htm. You may also utilize street parking. Loveland campus does not need parking permits.

Health Insurance

Extended Studies students are now eligible for a UNC sponsored health care plan through Academic Health Plans. Students can enroll online through <http://www.ahpcare.com/uncopt>

Disability Support Services

Please contact Disability Support Services at www.unco.edu/dss/ to find out more information regarding services. Please note the link "Eligibility Requirements for Accommodations".

URSA

URSA is the University of Northern Colorado's online single point of access to secure information and tools for students, faculty and staff.

Students use URSA to register for and withdraw from classes, view their grades and transcripts, access and pay their student bills, view information and messages about their financial aid, fill out and submit forms and more.

Faculty members use URSA to post textbook information, produce class rosters, assign and submit grades and perform degree evaluations, among other things. Staff uses URSA in conducting the administrative and financial business of the university as well as to access information about their paychecks.

When you are beginning URSA for the first time you may want to go to www.unco.edu/aboutursa for step by step instructions on things like:

Account Activation Instructions

URSA Registration Instructions

Technology Support is available 24 hours a day, 7 days a week. Call 970-351-HELP (4357)

Registering for Classes

You will register for your classes as soon as possible on URSA. Click the student tab, and then go to registration tools. You will go to register a class section and plug in the course registration number (CRN) and follow the directions. Your PTEP CRNs are on the included schedule. Note that you will be able to register for your summer courses now, and you will register for your fall courses when Mr. Shaw sends you the CRNs for that semester. You will work with your content advisor regarding those course registration numbers and schedules.

Bearmail

Bearmail is your UNC email account. It is free. You will **need to check your Bearmail account daily** to look for updates from staff and faculty at UNC. You will log on to Bearmail via your URSA account.

Master of Arts in Teaching: Curriculum Studies

Your Secondary or K-12 Licensure Program is taken at the graduate level and you will receive a teaching license, not an actual degree. So, it is possible for us to roll 4 of the courses (12 credits) towards your Master of Arts in Teaching: Curriculum Studies degree. That will leave you with 6 course (18 credits) and one year with your own classroom to obtain that degree. If you would like to add the M.A.T.: Curriculum Studies to your original application please email linda.ketels@unco.edu immediately. If you would like to speak with the advisor of the program, Dr. Frederick Bartelheim at Frederick.bartelheim@unco.edu; feel free to email him.

You may also work towards other Master's Degrees within your content area or the School of Teacher Education.

FALL 2009			
Introduction to Applications of Educational Technology (3)	ET 501-900 CRN 13002	Mia Williams	August 24 - Dec. 11 Arranged
Student Teaching (9)	EDFE 555-770 CRN 13003	Valerie Middleton (F)	Aug. 27 - Dec. 18 Arranged
Secondary Practicum (3)	EDFE 554-700 CRN 13005	K. Trainor (F)	Aug. 27 - Dec. 11 UNC M/W, 8-9:50am
Student Teaching checkpoint	EDFE 130-070 CRN 11553	Marita Johnson	Arranged

Tentative Schedule Summer 2010

Title/Credits Hours	Course CRN	Instructor	Class Dates
SUMMER 2010			
Strategies for Students with Exceptionalities (3)	EDSE 509	Rhonda Walker	June 7 - July 30 MW, 9:25-11:55 McKee 0253
Educational Psychology for Teachers (3)	PSY 500	Linda Rittner	June 7 - July 15 M/W, 1-4:30 McKee 0229
Reading and Writing in the Content Areas (3)	EDRD 523	Jennifer Davis James Erekson	June 7- July 30 T/R, 9:25-11:55 McKee 0253
Conceptions of Schooling (3)	EDF 500	Wayne Trainor	June 7 - July 30 T/R, 1-3:30 McKee 0230
Admission to PTEP Application, Post baccalaureate (0)	EDFE 125	Vicky Stromberger	June 7-June 19 Arranged

Loveland Summer schedule (May cancel)

June 7-July 30, 2010

Course	Section	CRN	Days	Starts Time	Ends Time	Starts Date	Ends Date	Instructor1
EDF 500			TR	9:25 AM	11:55 AM	6/8/2009	7/30/2009	Lawrence
EDRD 523			TR	1:00 PM	3:30 PM	6/8/2009	7/30/2009	O'Neil
EDSE 509			MW	1:00 PM	3:30 PM	6/8/2009	7/30/2009	Pearson
PSY 500			MW	8:25 AM	11:55 AM	6/8/2009	7/15/2009	Holland

Financial Aid

The Free Application for Federal Student Aid (FAFSA) is the financial aid application and can be accessed at www.fafsa.ed.gov. Additional information about financial aid can be found on our web site, www.unco.edu/ofa. You will also need to fill out the UNC Summer Financial Aid Application in the summer semester at https://www.unco.edu/ofa/summer_finaid_app.asp by June 29 for next summer.

If you have any questions about the application or the financial aid process, you can contact us at 970-351-2502 or by email at ofa@unco.edu.

Donni R. Clark
Director of Financial Aid

All graduate students are automatically entered into the applicant pool for all grants and scholarships and will be notified if they are awarded a grant or scholarship.