



SECONDARY EDUCATION  
EDFE 110 APPLICATION CHECKLIST



Name \_\_\_\_\_  
(Last) (First) (Middle Initial)

Bear # \_\_\_\_\_ Bear Mail: \_\_\_\_\_

Semester of Enrollment in **EDFE 110** \_\_\_\_\_

Secondary Content Area: \_\_\_\_\_

Checked by Student	<b>All Must Be Attached and Completed Before Submitting to STE:</b> Forms may be <b>downloaded</b> from <a href="http://www.unco.edu/teach/check">www.unco.edu/teach/check</a>	Checked by STE
<input type="checkbox"/>	Fingerprint Card (signed by student & police officer)	<input type="checkbox"/>
<input type="checkbox"/>	Money Order for <b>exactly \$39.50</b> payable to Colorado Bureau of Investigation (signed by student)	<input type="checkbox"/>
<input type="checkbox"/>	Oath & Consent Form signed by student. (If a misdemeanor or felony is marked, submit copies of court documentation)	<input type="checkbox"/>
<input type="checkbox"/>	Major Content Approval Form ( <b>signed</b> by major advisor)	<input type="checkbox"/>
<input type="checkbox"/>	Copy of unofficial transcript with <b>EDFE 110</b> highlighted	<input type="checkbox"/>
<input type="checkbox"/>	Print-out of on-line request for placement "Confirmation" screen	<input type="checkbox"/>
	← Sign here to affirm that you have attended the Mandatory Orientation Meeting for STEP 161 (will be verified from the sign-up sheets)	<input type="checkbox"/>

**REMINDERS**

- You must complete an on-line request for placement form for STEP 161 and STEP 262 and STEP 363, available at [www.unco.edu/teach/step.html](http://www.unco.edu/teach/step.html) on the following dates:
  - February 15 - March 15 for Fall placements
  - September 15 - October 15 for Spring placements
- All STEP 161 students must attend a **Mandatory Orientation Meeting**  
Dates/Locations are listed on the web at [www.unco.edu/teach/sstep.html](http://www.unco.edu/teach/sstep.html)

\_\_\_\_\_  
STE Staff Signature

\_\_\_\_\_  
Date

**Please return this completed form and all required paperwork to McKee 216 on or before March 16<sup>th</sup> or October 16<sup>th</sup>. STE will not accept any partial sets of documentation, all paperwork MUST be attached.**