

# K-12 Post Baccalaureate Post Baccalaureate Handbook

2010-2011

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The K-12 Post Baccalaureate Program has been designed to support the academic needs of the student while providing the freedom for individualized plans of study. Secondary Licensure is comprised of:

1. Your Content Area (Art, Music, or Physical Education)
2. Professional Teacher Education Program (PTEP)
3. One Methods Course

You will have one Content Area Advisor, and one PTEP advisor. These two advisors will guide you throughout your program whenever necessary. Due to the highly individualized nature of the program, it is the student's responsibility to obtain a Content Course Evaluation from their Content Advisor. This is the road map for your content courses. You will submit a copy of the Content Course Evaluation to Mrs. Lynette Kerrigan in McKee Hall Room 216 before June. It is ESSENTIAL that you obtain and maintain this Evaluation throughout your program. UNC asks that you complete your Content Courses prior to entering the PTEP core, which begins every Summer Session.

Your Content Courses may be taken at UNC (you will be charged Graduate Level Tuition Rates), or any other accredited college/community college in person or online. If you take courses at an institution other than UNC, please clear the courses/course numbers with your Content Advisor.

Your PTEP Core is a 21 credit core that begins in the summer. (you will be charged Extended Studies Tuition Rates).

Schedule:

**Summer:**

EDFE 125 Application to PTEP (0)

EDF 500 Conceptions of Schooling (3)

EDSE 509 Students With Exceptionalities (3)

PSY 500 Educational Psychology for Teachers (3)

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

**Fall:**

EDFE 130 Application to Student Teaching (0)

One Methods Course \*included in your Content Course Evaluation and is not considered a PTEP class.

## Spring:

EDFE 555 Supervised Student Teaching (9)\*must have all Content and PTEP core complete.

## Notes on Courses:

EDFE 125 and EDFE 130 are 0 credit “checkpoint” courses that you must complete at certain times of your program to move forward.

EDFE 125 is the Application to PTEP and is basically a clearance for you to work with children and is completed the semester prior to your first field experience.

<http://www.unco.edu/cebs/teachered/check.html#125>

1. [Application Checklist, completed and signed by the student](#)
2. Fingerprint card, signed by you and a police officer, with a money order for **EXACTLY \$39.50** payable to Colorado Bureau of Investigations. See [fingerprint fairs times](#).(The Fingerprint Fair is not available summer semester.) You may also complete one at your local police department; call them first. **You must use fingerprint cards provided by STE (pick up in McKee 216)**. If you already have fingerprints on file with CDE, print out and enclose the [verification page](#). Read the [Criminal Background Policy](#).
3. [Oath and Consent Form](#), signed by student
4. Proof of [written proficiency](#) (copy of transcript or test results) Proof of enrollment in EDFE 125 (unofficial UNC transcript with it included)
5. [Major content approval form](#), signed by [Major Program Coordinator](#)

Due to Jon Shaw July 10, 2010 by 5pm.

EDFE 130 is the Student Teaching Application and is completed the semester prior to your Student Teaching.

<http://www.unco.edu/cebs/teachered/check.html#130>

1. [Application Checklist, completed and signed by the student](#)
2. [PLACE](#) or [Praxis II Subject Assessments](#) test results (either copies of test results **OR** a [printout of the CDE's record](#). Note: CDE may have your test results BEFORE they come to you. **If you fail the test**, you may try to submit the [Content Knowledge Verification](#) form. Note, not all areas allow to student teach without passing the test.
3. Evidence of completed on-line Request for placement (printout). You will access the on-line application through EDFE 130 Blackboard shell. [Research schools/districts](#) first, and consult your advisor.
4. [Major content approval form](#), signed by [Major Program Coordinator](#)
5. An unofficial UNC transcript showing your enrollment in EDFE 130

Due to Jon Shaw September 15, 2010 at 5pm.

**Methods Course**-Your methods course is taken in conjunction with your Content Field Experience. Meet with your content advisor regarding your Methods Course(s); Some content areas have only one

methods course and others have two (ex. History, English) as soon as possible. On Campus Graduate Tuition Rates apply for the Methods Course(s).

### **Field Experience Courses:**

Are designed to support the UNC student in real world settings while they implement their PTEP and Content Course knowledge. You're cooperating teacher is eligible for 1 UNC Graduate Credit for their working with you, and you will have a UNC supervisor that guides you throughout the field experiences.

#### **EDFE 555 Student Teaching-(9 credits) 640 Hours**

Student Teaching is the capstone experience in the program. It averages out to be 8 hour days for 16 weeks. It builds upon the Practicum by focusing more on the UNC student taking over all aspects of teaching.

## Registering for courses:

1. Content Courses. You will register for any content courses on your Content Course Evaluation via URSA at your earliest convenience. This includes your Methods Course.
2. PTEP Courses. These courses are CLOSED and are available to your cohort. However, you must be cleared by [Jonathan.shaw@unco.edu](mailto:Jonathan.shaw@unco.edu) to register in advance. You will need to send him an email with your name and bear number and request to be cleared to register each semester.

## Tuition

Tuition for this program is comprised of two Tuition Rates.

1. Graduate Level Tuition Rates for your Content Courses (please see those rates at <http://www.unco.edu/costs/> and note the In-State or Out-of-State rates, respectively).
2. Extended Studies Tuition Rates for your PTEP (Professional Teacher Education Program) courses. 2009-2010 rates are \$350 a credit hour.

\*Tuition Rates do usually increase for new academic years, please see website above for most current information.

## PLACE or PRAXIS II test:

You will be taking either the PLACE or PRAXIS test to prove your content knowledge. Successful completion of either test is required prior to your student teaching experience and you will submit a copy of your scores with your EDFE 130 Packet (see above).

You should take the PLACE or PRAXIS II test 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. You will want to register for the test as soon as possible.

## On-Line Access to Information:

Please log on to [unco.edu](http://unco.edu) and log on to URSA. Create your account and take the tutorial. Begin utilizing your free bearmail account for all dealings with UNC via email. If you need any technological assistance please call 970-351-HELP 24/7. You will use URSA as your point of entry at UNC and will utilize it to pay bills, maintain your schedule, and anything else you may need.

## Books

Books are listed online at your Extended Studies Schedule, note Secondary Post Baccalaureate Teacher Licensure Cohorts II and III. Click on the red Syllabus link.

<http://www.unco.edu/extendedstudies/extended/current/Cur-programs.html>.

You may purchase books at any online resource or bookstore. The bookstores at UNC are:

Barnes and Noble

970-351-2135

Inside the University Center (14<sup>th</sup> St and 10<sup>th</sup> Ave in Greeley)

The Book Stop

970-356-1687

931 16<sup>th</sup> St. in Greeley

## Parking

If you would like to purchase a parking pass please do so at <http://www.unco.edu/parking/index.htm>.

## Health Insurance

You are not required to participate in a health plan as you are an off campus graduate student.

However, if you wish to use the UNC off campus student plan, please do so at

[www.ahpcare.com/uncopt](http://www.ahpcare.com/uncopt).

## Disability Support Services

Disability Support Services are offered at [www.unco.edu/dss](http://www.unco.edu/dss)

**Financial Aid** <http://www.unco.edu/ofa/index.asp>

You will want to go to the website above to fill the following forms:

1. FAFSA for 2009-2010 (This Summer) AND FAFSA for 2010-2011 (Next Fall, Spring, Summer).
2. Summer Financial Aid Application (Under Forms and Documents)

## Scholarships and Grants

Please go to <http://www.unco.edu/grad/financial/index.html> and fill out the Universal Scholarship Application at your earliest convenience.

## **Master of Arts in Teaching: Curriculum Studies**

Your Program is taken at the Graduate Level and you will be receiving your Teaching License (not an actual degree). Therefore you may apply 12 of your completed credits to the Master of Arts in Teaching: Curriculum Studies Degree if you wish. It is a 30 credit degree, and you will have 18 credits (6 courses) to go to complete your MAT: Curriculum Studies. If you wish to add this application to your original application, please email [linda.sisson@unco.edu](mailto:linda.sisson@unco.edu) and ask her to add it immediately.

\*Regarding Licensure Only versus Licensure plus your MAT: Curriculum Studies and Financial Aid:

Licensure only students are viewed as second degree seeking bachelor's students in the eyes of the Federal Government, so they will usually receive a small Pell Grant and a small FAFSA loan. Licensure plus MAT: Curriculum Studies students are viewed as Graduate Students in the eyes of the Federal Government, so they do not receive a Pell Grant, but do receive a large FAFSA loan amount.

Master's Degrees are also offered in Specific Content Area or other School of Teacher Education Programs.

**Adding an Endorsement**-Upon completion of your licensure program you may want to "Add an endorsement based on credit and assessment" via the Colorado Department of Education. This may make you more marketable, or provide more job opportunities (for instance with the Elementary Endorsement).

[http://www.cde.state.co.us/cdeprof/Licensure\\_addendorment\\_info.asp](http://www.cde.state.co.us/cdeprof/Licensure_addendorment_info.asp)

## Schedules

There are two cohorts for Summer 2010 so we may accommodate all of the students. Email [jon.shaw@unco.edu](mailto:jon.shaw@unco.edu) if you are not sure which one you are in.

### Cohort II

Educational Psychology (3)	PSY 500-701 CRN 40787	Cochran	June 7-July 28 MW, 1-3:30
Strategies for Students with Exceptionalities	EDSE 509-700 CRN 40524	TBA	June 7-July 28 MW, 9:25-11:55
Reading and Writing in the Content Areas (3)	EDRD 523-701 CRN 40789	Barnhart	June 8-July 29 TR, 9:25-11:55
Conceptions of Schooling (3)	EDF 500-706 CRN 40790	Trainor	June 8-July 29 TR, 1-3:30
<b>EDFE 125 (0)</b>	<b>EDFE 125-070 CRN 40729</b>		<b>Stromberger</b>

### Cohort III

Educational Psychology (3)	PSY 500-901 CRN 40944	Cochran	June 7-July 28 Online
Strategies for Students with Exceptionalities	EDSE 509-701 CRN 40945	TBA	June 7-July 28 MW, 1-3:30
Reading and Writing in the Content Areas (3)	EDRD 523-702 CRN 40946	Barnhart	June 8-July 29 TR, 1-3:30
Conceptions of Schooling (3)	EDF 500-708 CRN 40947	Trainor K	June 8-July 29 TR, 9:25-11
<b>EDFE 125 (0)</b>	<b>EDFE 125-070 CRN 41101</b>		<b>Stromberger</b>

Fall courses (one cohort only)

See your content advisor for content courses

Your Methods course

Spring course (one cohort only)

EDFE 555