

## Alternative Master's Program (AMP) Handbook Secondary (6-12) and Single-subject (K-12) Certification

Welcome to alternative master's program (AMP) at the University of Alabama at Birmingham (AMP). The first purpose of UAB's AMP is to guide prospective teachers in meeting the evolving needs of learners, primarily in grades 6-12, within today's rapidly changing society. Its second purpose is to deliver cutting-edge instruction through a standards-based, inquiry-focused approach. Based on constructivism, this approach prepares educators for using state-of-the-art instructional strategies in their own classrooms. The AMP's third purpose is to ensure that quality courses are available to graduate students who are unable to come to campus during traditional class hours. UAB's AMP is unique in how it combines online support from Blackboard with a variety of delivery formats: blended (online and face-to-face evenings), flexible summer programming, totally online platforms, and Saturday classes.

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*In this information packet, the words "student" and "candidate" are used interchangeably. Candidate refers to current and prospective students in UAB's School of Education (SOE). Alternative master's program (AMP) and fifth-year program are also interchangeable terms. Fifth-year means that students are starting a teacher certification program in their fifth year of college; it does not mean that they will finish this program during this fifth year. Instead, it usually takes about 4 or 5 semesters to finish the AMP.*

*The following information corresponds to UAB policies and procedures in effect on the date of this packet and also to codes and regulations mandated by the Alabama State Department of Education (ALSDE). Updated versions of this packet will take precedence over what is stated here. Such updates are usually in response to changes in ALSDE codes. The ALSDE periodically updates its codes to provide Alabama schools with educators prepared to meet the changing needs of today's society. NOTE: If an updated certification checklist offers more advantages to already-admitted students, these students may request switching to the updated checklist.*

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Secondary 6-12 & Single Subject K-12  
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February 26, 2013

## Faculty who Teach and/or Advise AMP Students

Teaching Fields with Alternative Class A Certification	Faculty Members and Instructors	Office	Contact Information
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### Secondary (Grades 6-12)

<b>English Language Arts</b>	Dr. Tonya Perry	EB 110A	934-7896 <a href="mailto:tperry@uab.edu">tperry@uab.edu</a>
	Dr. Michele Jean Sims	EB 108	934-8361 <a href="mailto:mjsims@uab.edu">mjsims@uab.edu</a>
<b>Mathematics</b>	Dr. Tommy Smith	EB 122	934-8089 <a href="mailto:tsmith@uab.edu">tsmith@uab.edu</a>
<b>Science</b> General Science Biology Chemistry Physics	Dr. Lee Meadows	EB 119	907-8371 <a href="mailto:lmeadows@uab.edu">lmeadows@uab.edu</a>
<b>Social Science</b> Gen. Soc. Science History	Dr. Jeremiah Clabough	EB 112	934-8364 <a href="mailto:jclabou2@uab.edu">jclabou2@uab.edu</a>

### Single-Subject (Grades K-12)

<b>Visual Arts</b>	Ms. Janice Stephens	EB 119	934-5371 <a href="mailto:janices@uab.edu">janices@uab.edu</a>
<b>Music</b> Instrumental Choral	Dr. Denise Gainey	HC 241	975-0558 <a href="mailto:dschmidt@uab.edu">dschmidt@uab.edu</a>
	Dr. Brian Kittredge	HC 246	975-2599 <a href="mailto:briank@uab.edu">briank@uab.edu</a>
<b>Foreign Languages</b> French Spanish	Dr. Krista Chambless	HB 405A	934-1828 <a href="mailto:kristachambless@uab.edu">kristachambless@uab.edu</a>
<b>English as a Second Language</b>	Dr. Sue Seay	EB 111	975-6710 <a href="mailto:sueseay@uab.edu">sueseay@uab.edu</a>
	Dr. Kristi Shaw-Saleh	EB 123	996-8799 <a href="mailto:eslprof@uab.edu">eslprof@uab.edu</a>
<b>Dual Certification</b> ESL/French ESL/Spanish	Dr. Susan Spezzini	EB 120	934-8357 <a href="mailto:spezzini@uab.edu">spezzini@uab.edu</a>

## Important Dates

**Admission Application Graduate School** <https://app.applyyourself.com/?id=uab-grad>

Projected Admission	Degree-seeking Admission*	Non-degree Seeking*
Summer 2013	April 1, 2013	May 6, 2013
Fall 2013	July 1, 2013	August 19, 2013
Spring 2014	November 1, 2013	December 20, 2013

\*Subject to change; updates will be posted here: <http://www.uab.edu/graduate/deadline-dates>

**Student Teaching Application EB 213** <http://www.uab.edu/soestudentteaching/application>

Internship applications are due during the entire month of January—one semester prior to the fall internship; two semesters prior to the spring internship.

### **Application for Degree**

**Graduate:** <http://www.uab.edu/graduate/images/acrobat/forms/app-for-degree-masters.pdf>

All SOE graduate students must submit their Applications for Degree to the OSS (Room 100) by the SOE deadlines\*\*.

Anticipated Graduation	**SOE Deadline: OSS-Room 100	Graduate School Deadline***
Summer 2013	May 1, 2013	June 7, 2013
Fall 2013	(Last year it was Aug., 1, 2012)	September 13, 2013
Spring 2014	(Last year it was Dec., 5, 2012)	January 24, 2014

\*\*\*This deadline is for the OSS (Room 100) to send the SOE graduate students' Applications for Degree to HUC 511.

**Comprehensive Examination in ESL and Dual Certification EB 111** Dr. Sue Seay, [sueseay@uab.edu](mailto:sueseay@uab.edu)

Anticipated Graduation	First Attempt: ESL (8:30-11:30 am)	Second Attempt: ESL
Summer 2013	Saturday, June 29, 2013	July 26, 2013
Fall 2013	(Last year it was Fri., Oct. 26, 2012)	(Last year it was Nov. 16, 2012)
Spring 2014	(Last year it was Fri., Feb. 22, 2013)	(Last year it was March 29, 2013)

**Application for Certification EB 100** <http://www.uab.edu/soestudentservices/certification-process/timeline>

Anticipated Graduation	Due Date for Preferential Processing
Spring 2013	April 26, 2013
Summer 2013	July 26, 2013
Fall 2013	(Last year it was November 30, 2012)

## Useful Acronyms for AMP Students

<b>AECTP</b>	Alabama Educators Certification Testing Program
<b>ALSDE</b>	Alabama State Department of Education
<b>AMP</b>	Alternative Master's Program
<b>C&amp;I</b>	Department of Curriculum & Instruction
<b>EB</b>	Education Building, 901 13 <sup>th</sup> Street South, B'ham
<b>ESL</b>	English as a Second Language
<b>GPA</b>	Grade Point Average
<b>GRE</b>	Graduate Record Exam
<b>HUC</b>	Hill University Center, 1400 University Blvd
<b>K-12</b>	From Kindergarten to Grade 12
<b>MAT</b>	Miller Analogies Test
<b>OSS</b>	Office of Student Services, EB 100
<b>P-12</b>	From Pre-School to Grade 12
<b>PLT</b>	Principles of Learning and Teaching Test
<b>SAC</b>	Special Alternative Certification
<b>SOE</b>	School of Education

## Responsibilities of AMP Students

1. **Course Registration:** A day after you select your BlazerID, you will be able to register for class. The fastest way to access UAB's class schedule is by googling "UAB Class Schedule." The first item generated by Google is usually the correct link. After you click on this link, you will be taken to UAB's Class Schedule. Select the semester in the drop-down menu and then click on **SUBMIT**. On the next screen, scroll down in the **SUBJECT** box. Then scroll to the bottom of the screen and click on **Class Search**. Scroll down until you find your course and write down the course registration number (CRN). Go to [www.uab.edu/blazernet](http://www.uab.edu/blazernet) and click on the link for registration. In your first term, you and all other AMP students must take EDU 500 (secondary section) and EHS 600 (NOTE: ESL students and dual-certification students take EESL 610 in their first semester instead of EHS 600). If you wish, you may also take a content course during your first term at UAB. However, please seek advising from your SOE faculty advisor before registering for content courses to make sure that they are acceptable by the ALSDE towards your teacher certification.
2. As needed, seek information from the following offices on campus:
  - Calendar:** <https://www.uab.edu/students/academics/academic-calendar>
  - Registrar** 205-934-8222 (Hill University Center: HUC 250) [registrar@uab.edu](mailto:registrar@uab.edu)
  - Class registration:** <http://main.uab.edu/Sites/students/services/registration/classes/>
  - Tuition payment:** <https://www.uab.edu/students/current/paying-for-college/detailed-tuition-and-fees>
  - Cashier—Student Accounting:** 205-934-3570 (HUC 322)
  - Financial Aid** 205-934-8223 (HUC 317 and One Stop Shop) <http://main.uab.edu/Sites/students/32625/>For more information contact Helen McIntyre at [hmcintyre@uab.edu](mailto:hmcintyre@uab.edu)  
**Student ID Card:** <http://main.uab.edu/Sites/students/facilities-finance/50702/>
3. Purchase an online TaskStream account as part of EDU 500 and immediately post all required artifacts (e.g., Praxis score report, Basic Skills test score, and the certification checklist on which you were admitted).
4. If you took any courses at another college that you would like to transfer to UAB, you must complete an ALSDE substitution form and submit it to Room 100 Office of Student Services. After this request is approved by the ALSDE, you must complete a course transfer request form and submit it to the UAB Graduate School. Since this entire process may take several months, you MUST start this as soon as possible following your admission.
5. Be prepared to do 150 contact hours of field experiences in schools during regular school hours as of your first semester at UAB. You will be assigned field experience placements each semester by your course instructors.
6. If recommended by an instructor and/or faculty advisor, take GRD 727 Academic Writing.
7. Avoid taking more than 5 program courses before having been admitted to AMP.
8. Meet each semester with your faculty advisor to monitor your progress. If needed, meet more frequently.
9. Submit Student Teaching Application to the SOE Clinical Office, EB 213, 205-975-5777  
Deadline: January 31<sup>st</sup> during the academic year prior to the academic year targeted for your student teaching  
For additional information, go to <http://www.uab.edu/soestudentteaching/>  
or call Vanessa Vega, Student Teaching Director [vevega@uab.edu](mailto:vevega@uab.edu) or Diane Hedgepeth, [dhedge@uab.edu](mailto:dhedge@uab.edu)
10. Submit Application for Degree to EB 100 or to Program Director about 7 months before you plan to graduate  
<http://www.uab.edu/graduate/apply/acrobat/app-for-degree.pdf>  
Complete this form online, print it, SIGN, and make a copy for yourself. Submit it in person or by fax or email.
11. During your final semester, do the following:
  - a) If you are in ESL or dual certification (ESL and French or Spanish), you must do a comprehensive exam. You should contact Dr. Sue Seay [sueseay@uab.edu](mailto:sueseay@uab.edu) to inform her that you plan to take the comps. *NOTE: AMP students in other teaching fields do not have a comprehensive exam.*
  - b) By mid- semester, submit an Application for Certification and accompanying documents to SOE Office of Student Services (EB 100). Follow instructions in the Alternative Class A Certification Handbook:  
[http://www.uab.edu/soestudentservices/images/certification\\_handbooks/altmasterscertificationhandbook.pdf](http://www.uab.edu/soestudentservices/images/certification_handbooks/altmasterscertificationhandbook.pdf)  
Pay \$34 fee online to ALSDE <http://www.alsde.edu/html/OnLinePayments.asp> & print receipt.  
Request an official transcript from UAB to EB 100. Be sure to indicate "upon posting of degree."
  - c) Pay degree fee (\$50), either online or in person, to Student Accounting: Cashier 205-934-3570
  - d) Request that an official UAB transcript be sent to your school system's Board of Education.  
When requesting your transcript, be sure to mark "upon posting of degree."  
*NOTE: This step demonstrates your eligibility for a higher salary category.*

## Core Courses, Methods Courses, and Internship Courses

The courses listed below are from UAB's most recent ALSDE-approved checklists which went into effect in 2012. Several of these courses have a required field experience component that consists of up to 50 clock hours in school classrooms.

*Any differences with courses on previous checklists are explained in the footnotes at the bottom of this page.*

### Core Courses in all Teaching Fields

EDU 500	Education as a Profession <sup>1</sup>	Fa/Sp/Su	<i>Students must take EDU 500 in their first term.</i>
EHS 600	Curriculum <sup>2</sup>	Fa/Sp/Su	<i>Students must take EHS 600 in first term (except ESL)</i>
EHS 556	Classroom Management <sup>3</sup>	Fa/Sp/Su	<i>Music students take MU 521 in place of EHS 556.</i>
ECY 600	Intro to Exceptional Learners	Fa/Sp/Su	<i>Students must take ECY 600 (and not ECY 300).</i>
EPR 511	Measurement & Assessment	Fa/Sp/Su	<i>Students must take EPR 511 after taking EHS 600</i>
EDR 551	Reading in the Content Areas <sup>3</sup>	Fa/Sp/Su	<i>ESL, French and Spanish students take EESL 640.<sup>4</sup></i>

Schedules are subject to change, and courses must have a minimum enrollment.

### Methods Courses, Content Courses, and Internship Courses in each Teaching Field

		Methods Courses 500-level course must be taken before 600-level <sup>5</sup>	Content Courses in the Teaching Field ALSDE-approved courses at the 500-600 level <i>Detailed descriptions are provided on the page 10.</i>	Internship Courses	
				Seminar	Internship
<b>SECONDARY (6-12)</b>					
<b>English Language Arts</b>		EHS 566 <sup>6</sup> & EHS 612 <sup>7</sup>	12 credit hours: 9 English (EH) & 3 theater (THR)	EHS 690	EHS 691
<b>Mathematics</b>		EHS 565 <sup>6</sup> & EHS 616 <sup>7</sup>	12 credit hours in math (MA)	EHS 690	EHS 691
<b>Science</b>	General	EHS 567 <sup>6</sup> & EHS 615 <sup>7</sup>	12 credit hours with courses from at least 2 areas	EHS 690	EHS 691
	Biology	EHS 567 <sup>6</sup> & EHS 615 <sup>7</sup>	12 credit hours in biology (BY)	EHS 690	EHS 691
	Chemistry	EHS 567 <sup>6</sup> & EHS 615 <sup>7</sup>	12 credit hours in chemistry (CH)	EHS 690	EHS 691
	Physics	EHS 567 <sup>6</sup> & EHS 615 <sup>7</sup>	12 credit hours in physics (PH)	EHS 690	EHS 691
<b>Social Science</b>	General	EHS 568 <sup>8</sup> & EHS 614 <sup>8</sup>	12 credit hours with courses from at least 2 areas	EHS 690	EDA 690
	History	EHS 568 <sup>8</sup> & EHS 614 <sup>8</sup>	12 credit hours in history (HY)	EHS 690	EHS 691
<b>SINGLE-SUBJECT (K-12)</b>					
<b>Visual Arts</b>		EDA 583 <sup>6</sup> , EDA 584 <sup>6</sup> EDA 680 <sup>7</sup>	12 credit hours in major and 3 hours In studio art or in art history	EHS 690	EDA 690
<b>Music: choral &amp; instrumental</b>		MU502, MU503, MU521 & EMU 529 (choral) or EMU 530 (instrumental)	MU 615, MU 629/630 3 hours in music theory 3 hours in music history 2 hrs in applied music 2 hours in music ensemble	EHS 690 <sup>9</sup>	EMU 691
<b>Foreign Languages</b>	French	EHS 611 <sup>6</sup>	EESL 610 <sup>4</sup> and 12 credit hours in French	EHS 690	EFL 691
	Spanish	EHS 611 <sup>6</sup>	EESL 610 <sup>4</sup> and 12 credit hours in Spanish	EHS 690	EFL 691
<b>ESL</b>		EESL 630 <sup>8</sup>	EESL 610, EESL 613, EESL 615 EESL 620, EESL 625, EEC 674	EESL 689	EESL 690
<b>Dual Certification</b>	ESL/French	EHS 611 <sup>6</sup> & EESL 630 <sup>8</sup>	EESL 610, EESL 613, EESL 615, EESL 620, EESL 625, 12 credit hours in French	EESL 689	EESL 690
	ESL/Spanish	EHS 611 <sup>6</sup> & EESL 630 <sup>8</sup>	EESL 610, EESL 613, EESL 615, EESL 620, EESL 625, 12 credit hours in Spanish	EESL 689	EESL 690

<sup>1</sup> On earlier checklists, students took EHS 571. This has been replaced by EDU 500.

<sup>2</sup> EHS 600 is not required for students pursuing dual certification (ESL/French and ESL/Spanish).

<sup>3</sup> On checklists for students admitted in 2012 (spring, summer, fall), EHS 556 and EHS 556 were for only one credit hour.

<sup>4</sup> On French and Spanish checklists for students admitted prior to spring 2012, the reading course was EDR 551 and students did not take EESL 610.

<sup>5</sup> In secondary teaching fields (English, math, science, social science), students are required to take the 600-level methods course during their internship semester. In French and Spanish, students must take EHS 611 after EESL 610 and before their internship semester.

<sup>6</sup> Only in the Fall term (*Because scheduling is subject to change, students must maintain ongoing contact with their SOE faculty advisors.*)

<sup>7</sup> Only in the Spring term (*Because scheduling is subject to change, students must maintain ongoing contact with their SOE faculty advisors.*)

<sup>8</sup> In both Fall and Spring (*Because scheduling is subject to change, students must maintain ongoing contact with their SOE faculty advisors.*)

<sup>9</sup> On earlier checklists, music students took EMU 690 instead of EHS 690. Although the prefixes are different, this is the same course.



## Content Area Courses in each Teaching Field

Before selecting content courses for a given teaching field, students must meet with their advisor and should follow his/her advice

Teaching Field		Content Area for the Teaching Field: ALSDE-approved courses at the 500-600 level <sup>1</sup> To meet requirements on their respective checklists, students must adhere to stipulations described below.
<b>SECONDARY (6-12)</b>		
<b>English Language Arts</b>		12 credit hours with 9 from English and 3 from another area: Theater: THR 520 or THR 562 (offered during alternating summers) English: 3 courses with an EH prefix selected in conjunction with SOE faculty advisor- recommended Grammar (EH552), Shakespeare(EH576), Writing (EH502,504,533), Multicultural Lit (EH592), YAL(EH519) <i>By combining prerequisite and teaching field courses, students must have taken a 3-hour course in each of 6 areas: grammar, Shakespeare, young adult literature, multicultural literature, writing, &amp; theater.</i> NOTE: With 18 hours of graduate EH courses, students are eligible to teach English at the community college level.
<b>Mathematics</b>		12 credit hours in math: Courses with an MA prefix selected in conjunction with SOE faculty advisor
<b>Science</b>	Biology	12 credit hours in biology: Courses with a BY prefix selected in conjunction with SOE faculty advisor
	Chemistry	12 credit hours in chemistry: Courses with a CH prefix selected in conjunction with SOE faculty advisor
	Physics	12 credit hours in physics Courses with a PH prefix selected in conjunction with SOE faculty advisor
	General	12 credit hours with courses from at least two areas (based on recommendations received from advisor) <sup>2</sup> : Biology: Courses with a BY prefix selected in conjunction with SOE faculty advisor Chemistry: Courses with a CH prefix selected in conjunction with SOE faculty advisor Physics: Courses with a PH prefix selected in conjunction with SOE faculty advisor
<b>Social Science</b>	History	12 credit hours in history: Courses with an HY prefix selected in conjunction with SOE faculty advisor
	General	12 credit hours with courses from at least two areas (based on recommendations received from advisor) <sup>2</sup> : History: Courses with an HY prefix selected in conjunction with SOE faculty advisor <u>Political science: Courses with a PSC prefix selected in conjunction with SOE faculty advisor</u> Anthropology: ANTH 605, 606, 607, 609, 655, 657, 660, 664, 675 Criminal justice: JS 540, 541, 544, 583, 601, 603 Economics: EC 520, EC 540 Psychology: PY 702, 703, 704, 705, 707, 708, 709 Public administration: MPA 601, 605, 662, 668 Sociology: SOC 716, 740, 755, 759, 760, 775, 778
<b>SINGLE-SUBJECT (K-12)</b>		
<b>Visual Arts</b>		12 credit hours in student's major field (painting, sculptor, printmaking, drawing, photography, ceramic sculptor, time-based media, graphic design, art history); and also 3 hours in studio art (for art history majors) or in art history (for majors other than in art history)
<b>Music: choral &amp; instrumental</b>		MU 615 and either MU 629 or MU 630 3 hours in music theory from among the following: MU 545, MU 548, MU 555, MU 558 3 hours in music history from among the following: MU 561, MU 564, MU 566 2 hours in applied music - MUP (student's chosen field: either voice or a specific instrument) 2 hours in music ensemble from among the following: MUP 520, MUP 535, MUP 536
<b>Foreign Languages</b>	French	EESL 610 <sup>34</sup> (first term—fall or spring) and 12 credit hours in French (FR). <i>Only one graduate French course is offered each academic term (fall and spring). These courses are usually on Thursday evenings. NOTE: Students cannot receive credit towards teacher certification for a 500-level French course that has the same title as a 400-level course or that meets concurrently with a corresponding 400-level course that they used towards their Class B certificate.</i>
	Spanish	EESL 610 <sup>34</sup> (first term—fall or spring) and 12 credit hours in Spanish (SPA) <i>Usually two graduate Spanish courses are offered each term (fall, spring, summer). NOTE: Students cannot receive credit towards teacher certification for a 500-level Spanish course that has the same title as a 400-level course or that meets concurrently with a 400-level course that they used towards Class B.</i>
<b>ESL</b>		EESL 610 <sup>34</sup> (first term—fall or spring), EESL 613 <sup>5</sup> (first term—summer), EESL 615 <sup>35</sup> , EESL 620 <sup>5</sup> , EESL 625 <sup>34</sup> , EEC 674 <sup>345</sup>
<b>Dual Certification:</b>	ESL/French	EESL 610 <sup>34</sup> (first term—fall or spring), EESL 613 <sup>5</sup> (first term—summer), EESL 615 <sup>35</sup> , EESL 620 <sup>5</sup> , EESL 625 <sup>34</sup> , and 12 credit hours in French (FR). <i>Same comment as above for French.</i>
	ESL/Spanish	EESL 610 <sup>34</sup> (first term—fall or spring), EESL 613 <sup>5</sup> (first term—summer), EESL 615 <sup>35</sup> , EESL 620 <sup>5</sup> , EESL 625 <sup>34</sup> , and 12 credit hours in Spanish (SPA). <i>Same comment as above for Spanish.</i>

<sup>1</sup> Some courses may have UG prerequisites. If students have not yet had the prerequisite UG courses, they must take them first.

<sup>2</sup> Before taking a graduate content course at another institution, students must receive SOE approval for transferring this course to UAB.

<sup>3</sup> Usually in the Fall term (scheduling is subject to change)

<sup>4</sup> Usually in the Spring term (scheduling is subject to change)

<sup>5</sup> Usually in the summer term (scheduling is subject to change)

## Recommended Course Map

This recommended course map is based on checklists for secondary teaching fields (6-12).

A similar course distribution should be followed by candidates in single-subject K-12 teaching fields.

Candidates should try to follow this course map as closely as possible. Candidates should consult with their advisors should they wish to proceed more slowly or quickly than what is outlined on this course map.

**All candidates must take EDU 500 and EHS 600 during their first term at UAB.**

*ESL and dual-certification candidates take EDU 500 and EESL 610 in their first term.*

	Students who start in Fall	Students who start in Spring	Students who start in Summer
<b>Fall</b>	<b>EDU 500</b> Education as a Profession <b>EHS 600*</b> Curriculum <b>Content course</b>		
<b>Spring</b>	<b>ECY 600*</b> Special Education <b>EHS 556</b> Classroom Management <b>Content course</b> <i>Student Teaching Application</i> <i>(by January 10<sup>th</sup> to EB 213)</i>	<b>EDU 500</b> Education as a Profession <b>EHS 600*</b> Curriculum <b>Content course</b> <i>Student Teaching Application</i> <i>(by January 10<sup>th</sup> to EB 213)</i>	
<b>Summer</b>	<b>EDR 551</b> Reading <b>EPR 511</b> Measurement <b>Content course</b>	<b>ECY 600*</b> Special Education <b>EHS 556</b> Classroom Management <b>EDR 551</b> Reading	<b>EDU 500</b> Education as a Profession <b>EHS 600*</b> Curriculum <b>Content course</b>
<b>Fall</b>	<b>500-level methods*</b> <b>Content course</b> <i>Application for Degree</i> <i>(by mid-semester to EB 100)</i>	<b>EPR 511</b> Measurement <b>500-level methods*</b> <b>Content course</b>	<b>ECY 600*</b> Special Education <b>500-level methods*</b> <b>Content course</b>
<b>Spring</b>	<b>600-level methods</b> <b>EHS 690</b> Seminar <b>EHS 691</b> Internship <i>Certification Application</i> <i>(by mid-semester to EB 100)</i>	<b>600-level methods</b> <b>EHS 690</b> Seminar <b>EHS 691</b> Internship <i>Application for Degree</i> <i>(by mid-semester to EB 100)</i>	<b>EPR 511</b> Measurement <b>EHS 556</b> Classroom Management <b>Content course</b> <i>Student Teaching Application</i> <i>(by January 10<sup>th</sup> to EB 213)</i>
<b>Summer</b>		<b>2 Content courses</b> <i>Certification Application</i> <i>(by mid-semester to EB 100)</i>	<b>EDR 551</b> Reading <b>Content course</b> <i>Application for Degree</i> <i>(by mid-semester to EB 100)</i>
<b>Fall</b>			<b>600-level methods</b> <b>EHS 690</b> Seminar <b>EHS 691</b> Internship <i>Certification Application</i> <i>(by mid-semester to EB 100)</i>

\*Field Experience: 50 hours in 500-level methods course, 40 hours in EHS 600, 30 hours in EDR 551, 20 hours in ECY 600, and 10 hours other.

### Projected Schedule for Methods Courses (subject to change)

**Fall:** EHS 565 (math), EHS 566 (English), EHS 567 (science), EHS 611 (foreign languages),  
EDA 583 and EDA 584 (art)

**Spring:** EHS 612 (English), EHS 615 (science), EHS 616 (math), EDA 680 (art)

**Fall and Spring:** EHS 568 (social science) and EHS 614 (social science)

## **Field Experiences Requirement**

All AMP candidates at UAB must complete at least 150 contact hours of field experience prior to doing internship:

**ALSDE Rule 290-3-3-.02(4)(f)2.** *Beginning with the first professional course, each candidate shall participate in extended field experiences with specific purposes and assessment. At a minimum, each candidate shall have participated in 150 contact hours (120 of these 150 hours shall be in increments of at least 3 hours each) prior to internship. The majority of field experiences must occur in a P-12 setting.*

**ALSDE Rule 290-3-3-.02(4)(f)3.** *At least half of the field experiences shall be in the candidate's teaching field and shall emphasize the application of content knowledge.*

In order to meet this ALSDE field experiences requirement, UAB requires AMP students to do the following:

**140 contact hours of field experiences in school settings (For students in K-12 teaching fields, at least 50 of these 140 hours must be at the elementary level and at least 50 hours must be at the secondary level):**

In most secondary and single-subject teaching fields, students will fulfill this requirement as follows:

During ECY 600: approximately 20 hours in setting(s) selected and/or approved by the instructor.

During EHS 600: approximately 40 hours in setting(s) selected and/or approved by the instructor.

During EDR 551/EESL 640: about 30 hours in setting(s) selected and/or approved by the instructor

During 500-level methods course: about 50 hours in setting(s) selected and/or approved by the instructor.

(Students in ESL, French, and Spanish do these hours in EESL 610, EESL 630 and/or EHS 611.)

### **10 contact hours of other experiences:**

Beginning with their first AMP course, candidates may start to accumulate field experiences by observing in schools and other educational institutions, tutoring students, assisting teachers and/or other school personnel, participating in education-related community events (e.g., volunteer teacher), substituting, working one-on-one with students in credit-recovery summer school classes, and/or being employed as an aide or teacher in a regionally accredited school.

*NOTE: If AMP candidates are employed full-time in a non-teaching job (Monday-Friday, 8:00-5:00), it will be very difficult (and perhaps impossible) for them to successfully fulfill this AMP field experiences requirement.*

### **Procedures for Documenting Field Experiences in Electronic Portfolio:**

- Teacher candidates are required to document their field experiences in all courses that require field hours in the following two ways:
  - First, the instructor will provide a field experience verification document, which must be signed by the clinical experience supervisor (e.g., the cooperating teacher). This verification document must be uploaded into the "Field Experiences" section of the electronic portfolio.
    - Sample field experience verification documents can be found in the Field Placement Forms section of this handbook.
  - Second, every teacher candidate enrolled in a course requiring field hours will be sent an online survey near the end of every semester. Once the survey has been submitted, the teacher candidate will receive an email containing a copy of the completed survey. The copy of the survey must be uploaded into the "Field Experiences" section of the electronic portfolio.
    - The online survey can also be accessed at:  
[https://uabcea.us2.qualtrics.com/SE/?SID=SV\\_a463hkw117amwxT](https://uabcea.us2.qualtrics.com/SE/?SID=SV_a463hkw117amwxT)
- If the course has been designated as one in which the teacher candidate must have the cooperating teacher complete a professional disposition form, the form entitled, "Field Evaluation – Assessment of Professional Dispositions" must be completed and uploaded into the Field Experience section of the electronic portfolio.
- For other types of field experiences, candidates may use the field experiences log and reflection page which are provided on the next two pages of this Information Packet.





<b>UAB</b> <b>School of Education</b>		<b>Reflection Page</b> These reflections are based on field experiences.	
Student's Name: _____		School: _____	
Supervising Teacher: _____		Date: _____	
<b>Observation #</b> _____		<b>Assignment:</b> _____	
<b>Activities/Observations</b> What did you see?		<b>Reflections/Opinions</b> What did you like? What did you learn? What would you change? Why?	

**Directions**

Post your completed reflection page on your online portfolio by the specified deadline for each semester.

## Graduation and Teacher Certification

### **Unconditional Admission**

All candidates for graduation and teacher certification must have been unconditionally admitted to AMP based on the criteria in effect at the time of their admission. Because of several changes mandated by the ALSDE, the unconditional admission of SOE's current AMP candidates varies slightly according to when they were admitted. NOTE: Students admitted (or readmitted) to the Graduate School after Fall 2012 were unconditionally admitted to the AMP at the time of their admission because of having passed the Praxis as an admission prerequisite.

### **Graduation with a Master's Degree**

Candidates are recommended by the School of Education (SOE) for graduating with a master's degree. The master's degree is approved and awarded by UAB's Graduate School.

### **Requirements**

Completion of the degree program (which is based on the corresponding certification checklist)

Master's degree GPA of at least 3.0

Electronic assessment portfolio (*TaskStream*) – *to be explained and started in the EDU 500 course*

Satisfactory completion of high stakes/key assessments - *to be explained and started in EDU 500*

Satisfactory professional dispositions throughout program - *to be explained and started in EDU 500*

Internship seminar and Internship course – *in conjunction with a full semester of student teaching*

### **Teacher Certification**

Candidates are recommended by the SOE for Class A Teacher Certification in the targeted teaching field.

(Class A represents certification at the master's level; Class B represents certification at the bachelor's level.)

Certification is approved and issued by the Alabama State Department of Education (ALSDE).

### **Requirements**

Completion of the certification checklist (without any course substitutions)

<http://www.uab.edu/soestudentservices/general-information/checklists>

150 contact hours of field experiences prior to student teaching <http://www.uab.edu/soestudentteaching/>

Student teaching (i.e., internship): 15 weeks fulltime in the teaching field of targeted certification area

Fulfillment of all criteria stipulated by the ALSDE in its teacher certification codes and regulations

Passing score on the Principles of Learning and Teaching (PLT) test to be eligible for student teaching:

The PLT is a new exam required by the ALSDE.

It is required of all teacher candidates who meet certification requirements after 8/31/13

**and** whose certification applications arrive at the ALSDE after 12/31/13.

Test numbers and passing scores are as follows:

PLT #0624 for teacher certification in Grades 7-12 (passing score = 153)

PLT #0622 for teacher certification in Grades K-6 (passing score = 145)

Students must pass the PLT in order to be eligible to do student teaching. They should take

the PLT the semester prior to student teaching but in sufficient time for their score to be used to determine their eligibility to student teach.

## **Internship** [www.uab.edu/soestudentteaching](http://www.uab.edu/soestudentteaching)

**Internship seminar:** EHS 690 or EESL 689

**Internship course:** EHS 691, EESL 690, EDA 690, or EMU 691

1. Candidates must meet ALSDE regulations in effect at the time of student teaching and/or employment with Special Alternative Certification (SAC).
  2. By mid-January prior to the academic year in which candidates anticipate doing student teaching, they **must**:
    - a. Meet with their faculty advisor to ensure eligibility for student teaching;
    - b. Submit a *Student Teaching Application* **in person** to the SOE's Clinical Placements office located in EB 213 (975-5777, [dhedge@uab.edu](mailto:dhedge@uab.edu)), during the entire month of January, one term prior to fall internship and two terms prior to spring internship, and
    - c. Update this application immediately if the targeted semester or projected employment has changed.
  3. After the Student Teaching application has been submitted, the Office of Student Services conducts a student teaching eligibility check and then notifies candidates of any missing items or ineligibility. As their internship approaches, candidates will receive specific details of student teaching obligations, such as mandatory attendance of all student teachers at orientation sessions for their respective internship term (either fall or spring).
  4. **In order to be eligible for student teaching**, candidates **must** have . . .
    - a. been unconditionally admitted to the SOE upon admission to UAB's Graduate School,
    - b. not taken more than 5 program courses prior to having been unconditionally admitted to AMP,
    - c. posted their 150-hour Field Experiences log on their electronic portfolio,
    - d. completed all courses in the AMP (with the possible exception of one course to be taken afterwards),
    - e. passed the Principles of Teaching and Learning (PLT) test—AECTP, and
    - f. carried out procedures stipulated by Offices of Student Services (EB 100) & Clinical Experiences (EB 213).
  5. Candidates **must** do their student teaching full-time for 15 weeks, which is almost the entire length of a school semester. They will be placed with cooperating teachers who are full-time teachers exclusively in the targeted teaching field, have taught within the targeted teaching field full-time for at least 3 years, and preferably hold Class A certification in this teaching field. Candidates will be observed approximately 3 times by a UAB supervisor. For K-12 subjects, one placement will be for 7½ weeks in an elementary school and another for 7½ weeks in a secondary school. Candidates in K-12 teaching fields will be observed at least twice in each of their two settings.
  6. Another option for meeting this Student Teaching requirement is to be employed full time in a SACS-accredited school. Such employment must be for teaching the entire day in the teaching field of the targeted certification area. For candidates in K-12 teaching fields, this can be done as follows:
    - a. Candidates in K-12 teaching fields need to be teaching approximately half the time (e.g., 2 periods a day) in one or more elementary grades (K-6) and teaching the other part of the time in one or more secondary grades (6-12), or vice versa. This can be done while employed at a middle school for teaching in at least one elementary grade level (e.g., 5<sup>th</sup> or 6<sup>th</sup> grade) and in at least one secondary grade level (e.g., 7<sup>th</sup> grade) or as an itinerant teacher at two or more schools (e.g., an elementary school and a high school). These hired interns will enroll in 9 semester hours of the internship in either the Fall semester or the Spring semester.
    - b. Employment as a full time teacher during the school year at either the elementary or secondary level and placement as a student teacher at the other level for at least 2 periods a day for a full semester (such as in art or music) or during a summer program in a public school that is at least 6 weeks long or the equivalent and where there are at least 15 students per class. (NOTE: This latter option is just for ESL.) Such placements must be approved far in advance by the advisor, program director, and student teaching director.
- NOTE: Interns are not allowed to teach any other subject outside of the area of their certification.
7. Candidates **must** enroll in a corresponding internship seminar concurrently with their internship course.

## Employment as a Teacher while in the AMP

The ALSDE offers several alternative approaches to certification for uncertified teaching candidates who are offered teaching positions in regional accredited schools. These approaches are as follows:

- a) **Special Alternative Certification (SAC):** The SAC approach allows schools to hire candidates who are unconditionally admitted to AMP. To do so, they will guide the prospective teaching candidates in submitting a SAC application to the ALSDE by September 30<sup>th</sup>. NOTE: Once you have been admitted to AMP, you should make sure that you will be hired with a SAC and not with any other type of certification.
- b) **Alternative Baccalaureate Certification (ABC):** The ABC approach allows schools to hire uncertified teaching candidates who have passed the Basic Skills test and the Praxis in the targeted teaching field and who hold a completed bachelor's degree in any major. NOTE: If you have been admitted to the AMP in a teaching field but are hired to teach in another field, you must immediately withdraw from the AMP and pursue the ABC in the field for which you have been hired. In your first year of teaching with an ABC, you must take 2 of 4 designated courses and then submit an application for your 2<sup>nd</sup> ABC through your school's HR office. In your second year of teaching, you must take the other 2 designated courses and submit an application for your 3<sup>rd</sup> ABC through your school's HR office. Upon completing your third year of teaching with an ABC, you will be eligible for a Class B teaching certificate and must submit the corresponding application through your school's HR office.
- c) **Emergency Certification.** This is the only emergency certificate offered by the ALSDE. This approach allows schools to hire uncertified teachers who have not been admitted to an AMP and who have not passed the Praxis in the targeted teaching field. It also allows schools to hire uncertified teachers after September 30<sup>th</sup>. A person can receive Emergency Certification only once in his/her lifetime and just for up to one year. NOTE: If you have been admitted to the AMP and are hired at the start of a school year, you should make sure that the school is processing a SAC on your behalf and **NOT** an Emergency Certificate.
- d) **Certification by Test (CBT).** The CBT approach allows teacher to become certified in additional teaching fields. After finishing your second year of full time teaching in any teaching field and upon passing the Praxis in another teaching field, you are eligible for Class B certification in this other teaching field. You should submit your CBT application directly to the ALSDE.

### Eligibility for a SAC

Your eligibility for a SAC is based on ALSDE codes in effect at the time at which you are hired. Because ALSDE codes change frequently, you should be proactive regarding your own SAC eligibility. To do so, you should regularly visit this website: <https://www.alsde.edu/html/sections/ContactForm.asp?section=66&footer=sections>). To be eligible, you **must**...

- Be unconditionally admitted to AMP in the teaching field for which you have been offered a teaching job (see p. 8).
- (Effective September 1, 2013) Obtain a passing score on the PLT exam for the intended grade level: #0624 for grades 7-12 (score 153) and #0622 for grades K-6 (score 145). Candidates in K-12 fields may take either of these exams.
- If in doubt, inquire about your eligibility for a SAC by contacting the ALSDE: 334-353-8567 or Tricia Wool [twool@alsde.edu](mailto:twool@alsde.edu);
- Have official transcripts from all colleges attended, including UAB, sent to the Director of the Office of Student Services, 1720 2nd Ave. South-EB 100, Birmingham AL 35294-1250.
- If possible, write "Eligible for Special Alternative Certificate" on the employment application;
- Submit the SAC application form (*This process must be initiated by the school system. The school administrator completes and signs the corresponding section on the goldenrod form. The hired intern brings the form to the SOE Office of Student Services (EB 100) where it is signed by UAB's Certification Officer and sent back to the school.*)
- Be sure that you will be assigned to teach in your certification teaching field 100% of the day (from bus duty to bus duty) while teaching with the SAC;
- After completing your first year of teaching with the SAC, visit your school system's HR office and submit an application to the ALSDE for your second SAC. After completing your second year of teaching with a SAC, again visit your HR office and submit an application to the ALSDE for your third SAC.
- Complete the AMP and graduate with a master's degree by the end of your third year of teaching.
- After completing your third year of employment with a SAC, submit an application for alternative Class A certification to the SOE Office of Student Services. After verifying this application, the SOE will forward your application to the ALSDE.

*NOTE: These regulations are open to interpretation by individual systems and subject to change as determined by the ALSDE. For example, some school systems simply will not consider an AMP student for a teaching position even though this potential teaching candidate is eligible for a SAC and thus is highly qualified.*

### Seeking Employment

UAB's Career and Professional Development Services sponsors an Education Career Fair each spring. Current students and recent graduates are encouraged to participate. Additional information is provided on the following website:

<https://www.myinterfase.com/uab/CareerFair/Detail/Tnphd0oxR2tGaVJIR0w3cFdxNk9sQUF2cGswNDlteVdqbjVmS3NGaW1OST0l>