

## Information Packet: Alternative Master's Program (AMP)

Welcome to the Alternative Master's Program (AMP) at the School of Education (SOE), University of Alabama at Birmingham (UAB). The purpose of UAB's AMP is to guide prospective teachers in meeting the evolving needs of school-aged learners in today's rapidly changing society and to deliver cutting-edge instruction through a standards-based, inquiry-focused approach. Based on constructivism, this approach prepares educators to use state-of-the-art instructional strategies in their own classrooms. This program combines online support from Canvas with a variety of delivery formats.

### Program Name

At UAB, this initial certification program is called the Alternative Master's Program (AMP). The AMP is synonymous with "fifth-year program." Fifth-year means that certification candidates are starting a teacher certification program after having completed a four-year undergraduate (UG) program; it does not mean that they start and finish this program in one year. Some candidates are able to complete the AMP in 5 to 6 terms, i.e., about 2 years. However, other candidates have such extensive responsibilities (e.g., full time teaching positions) that they often need 3 years (or more) to finish the AMP.

### AMP Candidates

Candidates are current certification-seeking students in the SOE as well as prospective certification-seeking students. In this information packet, the words "candidate" and "student" might be used interchangeably. However, we usually reserve the word "student" to refer to P-12 learners being taught by our certification candidates.

### AMP Information Packet

The information in this packet corresponds to UAB policies and procedures in effect on the date of the packet. More recent versions of this packet take precedence over what is stated here. This packet also represents codes and regulations mandated by the Alabama State Department of Education (ALSDE). To provide schools with educators prepared to meet the changing needs of today's society, the ALSDE frequently updates its codes. Hence, UAB also periodically updates its certification checklists. If an updated certification checklist offers advantages to already-admitted candidates, they may request switching to a newer checklist.

### Driving and Parking

Information about driving and parking is provided at [www.uab.edu/education/home/about](http://www.uab.edu/education/home/about). Parking is a big challenge at UAB; it can take over 30 minutes to find a parking space. Come with time to look for parking and also with quarters to feed the parking meters.

### Table of Contents

	page
Requirements for Applying to the AMP at UAB	2
Admission as a Degree-Seeking Student	3
Test-Taking Tips and Non-degree Seeking Status	4
Professional Dispositions, Field Experiences, Diversity, edTPA,...	5
Student Teaching Internship	6
Applications and Deadlines	7
Tuition, <i>QuickLinks</i> , and Acronyms	8
Program Coordinators, Faculty Advisors, and "To-Do" List	9
Interest in Learning More About the AMP	10

## Requirements for Seeking Admission to AMP at UAB

### 1) Becoming Informed

- a) Read this information packet and mark questions that you may have. Reread the packet and look for answers to your questions.
- b) Visit the website for the Department of Curriculum and Instruction [www.uab.edu/education/ci](http://www.uab.edu/education/ci) and also other SOE sites.
- c) Find checklist at <https://www.uab.edu/education/home/graduate>. Click on area (e.g., Arts Education) and then Alternative Master's and subject. These checklists were approved by ALSDE for students admitted to UAB in current school year.
- d) For responses to your other questions, please contact the Program Director for your targeted teaching field:  
**Early Childhood Elementary/Elementary Education:** Ms. Carla Marchant (205-996-2553) [cmarch@uab.edu](mailto:cmarch@uab.edu)  
**Secondary Education** (math, science, English lang. arts, social sci.): Dr. Paulette Evans (205-975-7419) [pgevans@uab.edu](mailto:pgevans@uab.edu)  
**Special Education** (collaborative teacher, early childhood special educ.): Dr. Robin Ennis (205-975-6152) [rennis@uab.edu](mailto:rennis@uab.edu)  
**PK-12 certification** (art, music, ESL, French, Spanish): Dr. Susan Spezzini (205-934-8357) [spezzini@uab.edu](mailto:spezzini@uab.edu)  
**Physical Education:** Dr. Sandra Sims (205-996-2721) [sksim@uab.edu](mailto:sksim@uab.edu)

### 2) Cumulative, unrounded Grade Point Average (GPA) of 2.75 —GPA is set and regulated by the ALSDE; it is not negotiable.

- a) The ALSDE requires an unrounded cumulative GPA of 2.75 for admission to initial certification programs such as the AMP.
- b) Cumulative GPA of at least 2.75 on the transcript issuing a BA/BS degree (or 3.0 GPA on transcript issuing a graduate degree).
- c) Transcript with the GPA that provides eligibility for AMP admission must be from a regionally accredited college (e.g., SACS).
- d) If an undergraduate GPA is below 2.75 but above 2.5, the person can become eligible for admission to UAB's AMP by having a higher Praxis score determined by the ALSDE. [NOTE: GPA cannot be "raised" by taking additional courses after graduation.]
- e) Applicants with low GPA on UG transcript can become eligible for AMP by completing a non-certification MA with a 3.0 GPA.

### 3) Official Transcripts sent to the School of Education (SOE)

- a) Request official transcripts from all colleges attended (incl. dual enrollment), even if just one course is on another transcript.
- b) Have official transcripts from each college attended (except for UAB) emailed to [SOEtranscripts@uab.edu](mailto:SOEtranscripts@uab.edu)  
OR mailed to **SOE Office of Student Services (OSS)**, 1720 2<sup>nd</sup> Avenue South—EB 232; Birmingham, AL 35294-1250
- c) **International Transcripts:** *Course-by-course evaluation with GPA and also with awarding of degree (Basic, \$160+)*  
*Acceptable transcript evaluations: World Education Services [www.wes.org](http://www.wes.org)*
- d) **International Applicants:** *Meet all requirements at <https://www.uab.edu/global/international-students-and-scholars>*

### 4) Background Clearance with the ALSDE

- a) Register at [https://www.aps.gemalto.com/al/index\\_adeNew.htm](https://www.aps.gemalto.com/al/index_adeNew.htm). Under Registration (right column), click "Register Online."
- b) Select "admission to an educator preparation program" (or something similar to that).
- b) Pay online with debit or credit card, print receipt, and go to a place listed on the background clearance webpage.
- c) Have fingerprints done within 30 days. Within one or two weeks you will be able to access results online.
- d) Access ALSDE's background clearance (earlier and newly issued) <https://tcert.alsde.edu/Portal/Public/Pages/SearchCerts.aspx>

### 5) Exams required by the ALSDE for unconditional admission: SUBJECT TO CHANGE (valid on date of this packet)

- a) **Admission exam to UAB's AMP: Praxis Subject Assessment (formerly called Praxis II)** 800-772-9476  
→ *GRE and MAT are NOT required by UAB for admission to AMP, and the Core Skills test was recently eliminated.*
- b) **Preparation:** Read Praxis website, view videos, learn rules (e.g., valid photo ID, no jewelry, signed statement, locker), Free Study Companion, and purchase study guide for targeted exam <https://www.ets.org/praxis/prepare/materials/5732>
- c) **Testing sites in the Birmingham area:** **UAB** (936 19th Street South, B'ham) <https://www.uab.edu/testing/> Click *National Tests; Prometric* (601 Beacon Parkway West, Homewood); and **Jeff State Community College** (Carson Road, Center Point).
- d) **Registration:** <http://www.ets.org/praxis/register>. Your registration name must be **identical** to the name on your photo ID. Because dates fill quickly, you must register ASAP. Be sure to take exams at least one month before UAB's application deadline.
- e) **Score Reports:** When registering for these exams, request for score reports to be sent to UAB and to the ALSDE. After the test, a score usually appears on the screen. Though *unofficial*, this probably represents your official score. About 3 weeks after the test window closes, you can access your score online at the test registration website. Your score reports will not be mailed. Be sure to download and save electronic and paper copies for your own files. Fees are charged to reorder reports.

### 6) ETS Testing Dates for 2019-20: [https://www.ets.org/praxis/register/dates\\_centers/](https://www.ets.org/praxis/register/dates_centers/) (under Praxis Subject, click test name)

### 7) ALSDE's Test Codes and ALSDE Passing Scores: [https://www.ets.org/praxis/al/al\\_teacher\\_ed](https://www.ets.org/praxis/al/al_teacher_ed)

## Admission as a Degree-Seeking Student

- 1. Create Application Account/Portal with the Graduate School at: [www.uab.edu/graduate](http://www.uab.edu/graduate) (click Apply Now at center)**
  - a) Click on "Sign up" which is at the bottom of the screen below the "Sign in" button (*if first graduate application since 2017*)
  - b) Enter first name, last name and email address on the sign-up page, and click submit.
  - c) After you receive an email from the Graduate School, follow instructions and create your Application Portal password.
  - d) After this, go to the online application dashboard where you will now begin your application (and all future applications).
  - e) If you need help, please contact the Graduate School at 205-934-8227 or by emailing [gradschool@uab.edu](mailto:gradschool@uab.edu).
- 2. Select Master's degree.** After that, select your program from among the following options, always followed by Alternative MA program:

Arts Education-Alternative Master's Program: <b>Concentration:</b> visual arts or music (then select choral or instrumental) <i>Cert: grades P-12</i> Early Childhood/Elementary-Alternative Master's Prog.: <b>Concentration:</b> Early Childhood ( <i>cert: birth-g3</i> ) or Elementary ( <i>cert: grades K-6</i> ) English as a 2 <sup>nd</sup> Language-Alternative Master's Program: <b>Concentration:</b> ESL cert., ESL & French, ESL & Spanish ( <i>certification P-12</i> ) High School Education-Alternative Master's Program: ( <i>Although the UAB says High School Education certification is for grades 6-12.</i> ) <b>Concentration:</b> English, math, biology, chemistry, physics, gen. science, history, gen. social science, French (P-12), Spanish (P-12) Kinesiology-Alternative Master's Program: <b>Concentration:</b> Physical Education ( <i>Certification, grades P-12.</i> ) Special Education-Alternative Master's Prog.: <b>Concentration:</b> Collaborative Teacher ( <i>cert: P-12</i> ), Early Childhood Sp.Ed. ( <i>cert: birth-g3</i> )
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**Term:** e.g., Fall 2020, Spring 2021, Summer 2021, ... (*TERM will appear after you select a concentration.*)

**Admission Exams:** Select the exams that you have taken or plan to take (e.g., Praxis Subject).  
If you have already received your unofficial exam score reports, upload a PDF.

**Education Background:** Identify all community colleges, colleges, and universities that you have attended.

**Transcripts:** Expedite your application by uploading a PDF of your unofficial transcripts from all colleges attended (except for UAB)

**Personal Essay** (statement of purpose, academic interests, career goals, relevant background experience): Upload essay as a PDF.

**Resume/CV:** Update your resume or Curriculum Vitae (CV) and upload it as a PDF.

**References** (*waive right*): Include names and emails of three recommenders. UAB will automatically email the reference form to them.  
NOTE: Reference forms should **NOT** be completed by parents or close relatives, even if they have a different last name.

**In-state Residency:** If you believe you are a resident of Alabama, respond "yes" to **Do you claim to be a resident of Alabama?** Provide the following information: birth state, high school graduation state, dates resided in Alabama, address, and reason for relocating to Alabama. If you are classified as a non-resident and believe this is false, you can submit a residency reclassification form.

**Disciplinary and Criminal History:** Respond to all questions and provide explanations if needed.

**Application Fee:** \$50 (\$60 for int'l applicants). Pay online using a credit card or debit card. If you need help, contact the Graduate School.
- 3. 100% Complete** Once payment is submitted, you must go back to the application, sign electronically, and click SUBMIT button to send your application to the Graduate School. After your application is successfully submitted, you will receive a confirmation email.
4. Be sure to submit your application by the deadline for when you want to start. (NOTE: Official test scores can arrive a few days later.)  
**November 15** (admission to spring)      **April 15** (admission to summer)      **July 15** (admission to fall)
5. **International applicants:** Pass the TOEFL, the IELTS, or the Level 5 classes at INTO UAB's English Language Programs.  
Meet requirements for international students: <http://www.uab.edu/global/international-students-and-scholars>
6. **Interview:** When called for an interview, applicants should come professionally dressed (such as when doing a job interview).
7. **Application Status:** Check your application account periodically and/or contact the Graduate School, 205-934-8227, [gradschool@uab.edu](mailto:gradschool@uab.edu).
8. **Program Review:** After ALL materials arrive at the Graduate School, the application is reviewed by the targeted program in the SOE.
9. **Admission email:** After your application is processed, you will receive an email from the Graduate School with the subject line: "UAB Graduate School Admission Decision". This email prompts you to go to your application account and retrieve this letter, which includes the following:  
Your student number (letter "B" followed by 8 digits) *NOTE: You will need this number for identification purposes.*  
Your program (e.g., High school AMP, Elementary AMP) and, if applicable, your concentration (e.g., Math)  
Your status as an Alabama resident (with in-state tuition) or as a non-resident (with out-of-state tuition)
10. **BlazerID:** Follow the instructions in your admission letter with respect to processing a BlazerID (or reactivating your inactive BlazerID).  
Go to BlazerNet Central: <https://idm.uab.edu/bid/reg> and process your BlazerID (or reactivate a former BlazerID).  
Your BlazerID serves as your UAB email. Select 8 letters/digits that convey a professional image. (*Alias emails are available.*)  
You should check your UAB email regularly and must always use it in official communication with UAB.  
If you have linked your new UAB email to your home email, check frequently to make sure this connection is working properly.
11. **Faculty Advisor:** After being admitted as a degree-seeking student, you should contact your faculty advisor as listed on page 11.
12. **Financial Aid** (if needed): To be eligible for a student loan, graduate students must enroll in at least 5 graduate credit hours in a given semester.
13. **HEALTH:** All students (degree-seeking and non-degree seeking) must obtain medical clearance. After you are admitted, you will receive an email about obtaining medical clearance. It will have links to UAB's Student Health and Wellness (SHW) website and to the Patient Portal: <http://www.uab.edu/studenthealth/medical-clearance>. Links to these SHW webpages are also available on your BlazerNET account.  
You must meet the medical clearance deadline. If not, you will be blocked from registering for class.  
**Which immunizations do you need?** To find out, go to [Medical Clearance](#) and answer these questions:  
-When did/will you matriculate (begin classes) at UAB? **Summer term 2016 or later**      **Prior to summer term 2016**  
-Are you a clinical or non-clinical student? **Non-clinical (no patient contact)**      **Clinical (patient contact)**  
-Are all of your courses completely online? **Yes, all courses are completely online.**      **No, at least one class will be on campus.**  
-Are you a United States citizen? **Yes, I am a U.S. citizen.**      **No, I am not a U.S. citizen**

**Level 1 Immunization.** Most AMP students are classified as Level 1 immunization: **MMR** (Measles, Mumps, Rubella), **Tdap** (Tetanus, Diphtheria, Acellular Pertussis), **Varicella** (Chickenpox/Shingles); and **TB** (Tuberculosis) screening. Immunizations and TB screening are available at SHW (1714 Ninth Avenue South) for a fee. Make an appointment by calling 205-934-3581 or by accessing the Patient Portal at <http://www.uab.edu/studenthealth/services/immunizations-and-tb-tests>. If you have questions, contact [medclearance@uab.edu](mailto:medclearance@uab.edu)

**Submitting health records.** Click "Forms" on Patient Portal. Then click "Immunizations entry form" and "Add immunization record."  
Upload scanned documents as JPEG, JPG, PNG, or GIF. Or, fax forms to 205-996-7468.

## Test-Taking Tips

- 1) Free Webinars:** ETS offers free live webinars to help candidates succeed as they prepare for teacher licensure. These webinars offer in-depth information, examples of study plans, and the opportunity to ask questions. Topics include test overviews, free resources for test preparation, and tips for reducing test anxiety. Registration opens approximately two weeks prior to the webinar date, and we encourage candidates to participate and register early.
- 2) Study materials:** Students should study for a Praxis test by purchasing study materials, which can usually be purchased directly from by the Educational Testing Service. In fact, they are usually offered online after registering for the Praxis. Test preparation materials can also be bought at the UAB book store and other major book stores. Students are encouraged to take several practice tests (included in purchased test preparation materials) in a secluded area and by setting a timer for the allotted time. This website has excellent study materials: <https://www.mometrix.com/academy/praxis-test/>.
- 3) Disability Support:** If students have a disability, they should register with UAB's Disability Support Services (205) 934-4205. This takes time. So, if students plan to seek a disability designation at UAB, they must start this process at least 3 months before the test date. Once students have been designated by UAB's Student Disability Services as having a disability, they will be allowed to take the Praxis with accommodations. The exact accommodation depends on the type of disability.
- 4) Arriving on Time:** Test takers should arrive at the test center at least 30 minutes before the test is scheduled to start. Test-takers must be inside of the designated testing room before the time indicated on the instructions. For example, if test-takers are told to arrive by 10:30, this means that the door of the testing room closes at 10:30 and no one else is permitted to enter.
- 5) Default Response:** If test takers do not know the answer to a question, they should mark their default response rather than leaving it blank.

## Non-Degree Seeking Status

UAB Graduate School, 205-934-8227 [gradschool@uab.edu](mailto:gradschool@uab.edu)

*Applicants (secondary & K12 single subject) who do not meet degree-seeking application deadline and wish to start taking courses that semester.*

- 1. Instructions:** Read the instructions for non-degree seeking students at <http://www.uab.edu/graduate/nondegreestudents>
- 2. Non-degree application:** Submit a non-degree seeking application five business days before the start of the targeted term.
- 3. Degree choice:** After clicking "Start new application", respond to the four key questions as follows:
  - a. For which of the following are you applying? **Non-Degree Seeking**
  - b. Intended Program of Study: **Education Non-Degree**
  - c. Concentration: **Not Applicable – the selected program does not offer concentration options**
  - d. Term: Select the term when you would like to start as a non-degree seeking student.
- 4. Payment:** Pay \$40 online (debit card or credit card) and click SUBMIT.
- 5. Transcripts:** Non-Degree students must submit a copy of their transcript from a regionally accredited university showing that a bachelor's degree or higher has been awarded. This transcript may be unofficial, and must be uploaded within the application prior to submission. If you would like to submit an unofficial copy of your transcript after submission, please send it via email to [gradschool@uab.edu](mailto:gradschool@uab.edu). Your application cannot be processed until the Graduate School has received a copy of your transcript.
- 6. Acknowledgement of non-degree policies:** <https://www.uab.edu/graduate/students/current-students/academic-policies-progress/forms>
- 7. Fingerprints:** Follow instructions on page 2, step 4. You must have background clearance to do field experiences. The first field experience takes place in EDU 500, which you will take in your first semester.
- 8. Admissions:** Once you have completed your application by paying the fee and submitting a copy of your unofficial transcript showing a bachelor's degree or higher has been awarded from a regionally accredited university, the Graduate School will process your application within 1-3 business days. Once an admission decision has been rendered, you will be notified via email and will need to log back into the application dashboard to view your decision. You will find crucial information within your decision letter, such as a link to complete the Acknowledgement of Non-Degree Policies form, how to create your BlazerID if you do not already have one, and information regarding required overrides that must be issued to non-degree seeking students.
- 9. No financial aid:** When taking courses as a non-degree seeking student, you are NOT eligible for student loans.
- 10. After having degree-seeking status,** submit a form to change non-degree credits to degree-seeking credits for using towards your degree: <https://www.uab.edu/graduate/students/current-students/academic-policies-progress/forms>

# Professional Dispositions, Field Experiences, Diversity, edTPA, and more

## **1) Professional Dispositions**

Throughout the AMP, candidates must demonstrate a high level of professional dispositions worthy of the teaching profession. Inappropriate dispositions will result in being exited from the SOE. The first dispositions assessment usually takes place in your first semester. Subsequent disposition assessments take place until reaching the internship semester.

### **Good teacher candidates ...**

- display positive traits related to personality, motivation, decision making, communication, and critical thinking;
- have poise, use acceptable manners and mannerisms, are neat and appropriate in appearance, are personable, possess a sense of humor, are enthusiastic, and display personal energy, vitality, and good social skills;
- are able to clearly articulate their motives and rationale for entering the teaching profession;
- demonstrate the ability to make decisions in a rational and logical manner;
- clearly articulate or explain their ideas and speak clearly and correctly using standard English; and
- demonstrate the ability to think critically.

## **2) Field Experiences and Diversity**

Candidates must complete at least 150-220 clock hours of field experiences to be eligible for their student teaching internship. These field experiences, which are similar to labs and rotations in other professions, are an integral part of many AMP courses. The placements, which are arranged by the course instructor, provide candidates with experience working in diverse settings with respect to grade levels, rural/suburban/urban, socio-economic status, and special needs students.

## **3) edTPA: educator Teacher Performance Assessment**

The ALSDE requires edTPA as a final assessment for issuing teacher certification. UAB has a dedicated team and well-established curriculum to support all students through the edTPA process. As of the first semester, AMP candidates begin learning about edTPA. Candidates submit their edTPA portfolio during their student teaching internship.

## **4) Class Schedules and Registration**

Schedules are posted in October (spring term) and March (summer and fall terms). Candidates should register as soon as possible. However, before doing so, all candidates must consult with their faculty advisor. Schedules are subject to change. If courses do not have minimum enrollment, they will be canceled.

## **5) Duration: How long will it take to complete the AMP?**

There is no single answer. Much depends on your program and on the number of classes you take each semester. Full time students typically finish in 5 or 6 semesters (i.e., 2 years). Part-time students often take 3 years. UAB's limit is 5 years.

## **6) Employment: Is it possible to work full time while completing the program?**

The answer depends on your targeted teaching field, your work schedule, your goals, and the specific courses involved. Many courses require school-based field experiences that must be completed during the hours that public schools are in session. It is important to discuss your situation with your faculty adviser as early as possible in your program.

### ***Is it possible to work full time during the student teaching internship?***

Being a full-time teacher with the Interim Employment Certification (IEC) is the only employment permitted while student teaching. Because the internship is full time for 15 weeks and during regular public school hours, many students take a leave of absence from their non-teaching jobs (both part-time and full-time) to meet the internship requirements. It is important to decide very early in your program whether you will be able to meet this internship commitment.

## **7. Seeking Employment as a Teacher**

ALSDE <https://www.alsde.edu/sites/search/Pages/results.aspx?k=jobs> **School district websites** (link: *certified positions*).

**Education Career Fair** is sponsored each April by UAB's Career & Professional Development Services for students and alumni: <http://www.uab.edu/students/cpd/>

## Student Teaching Internship

1. In January prior to the year in which candidates anticipate doing student teaching, they **must**:
    - a. **Submit a Student Teaching Application** by January 31<sup>st</sup>, one term before the fall internship and one full year before the spring internship. When completing this application, candidates should follow instructions at: <https://www.uab.edu/education/studentteaching/home/student-teaching-application>.  
NOTE: For secondary education candidates, this is done as part of the EHS 530 Practicum course. All candidates must submit this application, even those with full time teaching positions.
    - b. **Update** their application immediately if the targeted semester or teaching employment has changed.
  2. Candidates must meet regularly with their advisor to make sure they stay on track for doing their student teaching as indicated in their student teaching application.
  3. Prior to starting their internship and repeatedly throughout their internship semester, candidates should read the Student Teaching **website and handbook** posted at <http://www.uab.edu/education/studentteaching>.
  4. Candidates must meet **ALSDE regulations** in effect at time of student teaching and/or employment as a hired intern.
  5. **In order to be eligible for this student teaching internship**, candidates **must** have . . .
    - a. been **unconditionally admitted** to the AMP which occurs upon admission to UAB's Graduate School,
    - b. **completed all courses** in the AMP (with the possible exception of one or two secondary content courses), and
    - c. **met all requirements** stipulated by OSS (EB 232) and the Office of Clinical Experiences (EB 213B).
  6. About four months before the start of the candidate's targeted internship semester, the Office of Student Services (OSS) conducts a student teaching **eligibility check** and then notifies the candidate of any missing items. As their internship approaches, candidates 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).
  7. Candidates must enroll in the internship course and also the corresponding internship seminar. They should select the number of credit hours listed on their certification checklist. The seminar guides interns with the edTPA process.
  8. Candidates must do their student teaching internship **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 formally observed about 4 or 5 times by a UAB supervisor. For K-12 subjects, one placement will be about 7½ weeks in an elementary school and another one about 7½ weeks in a secondary school. Candidates in K-12 teaching fields will be observed at least twice in each of these two settings.
  9. Another option for meeting this Student Teaching requirement is to be hired full time in a SACS-accredited school. If hired as a teacher, your employment should be **less than 50 miles** from UAB in order for the School of Education to provide on-site supervision of your student teaching internship. If your employment site is further than 50 miles away, you must consult as soon as possible with the Student Teacher Director, Ms. Vanessa Vega.
  10. Employment as a full-time teacher during the internship semester 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 in one or more elementary grades (K-6) and teaching the other half 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 at least one elementary grade level (e.g., 5<sup>th</sup> or 6<sup>th</sup> grade) and at least one secondary grade level (e.g., 7<sup>th</sup> grade or higher) 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 their internship course during either the Fall semester or the Spring semester of their employment year.
    - b. Interns can be employed as a full time teacher during the school year at either the elementary or secondary level and then placed as a student teacher at the other level for at least half 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. Such placements must be approved several months in advance by the advisor, the program director, and the student teacher director. NOTE: The summer option is usually only for ESL interns who teach during a lengthy English learner summer program.
- NOTE: Interns **must be employed with the IEC** and cannot teach any subject outside of their certification area.
11. All student teacher candidates (including those in hired positions) should visit the following website before and during their internship semester and keep themselves informed about any updates: [Student teaching internship](http://www.uab.edu/education)

# Applications and Deadlines

## 1) Application for Admission Graduate School (LHL G03) [www.uab.edu/graduate](http://www.uab.edu/graduate) click on **APPLY NOW**

Projected Term for Admission	Degree-Seeking Admission* (pages 2 and 3)
Summer (starts May and June)	April 15
Fall (starts late August)	July 15
Spring (starts early January)	November 15

\*Subject to change

## 2) Application for Student Teaching Internship EB 213 <http://www.uab.edu/education/studentteaching/>

Hired interns must also submit a student teaching application by the deadlines indicated below.

Failure to submit a student teaching application by the deadline will postpone student teaching by one semester.

Deadline for student teacher application	Anticipated Student Teaching
January 31, 2021	Fall 2021 or Spring 2022
→ January 31, 2022 ←	→ Fall 2022 or Spring 2023 ←

### Eligibility to be approved to student teach:

Eligibility for student teaching is posted at <http://www.uab.edu/education/studentteaching/>. As candidates are nearing completion of their coursework, they should check this website for any updates in the eligibility requirements.

## 3) Application for Degree. Graduate School's <http://www.uab.edu/graduate/online-forms>

Click on "Forms Used to Complete Graduate Study." Then scroll and click "Application for Degree – Master's and EdS".

SOE graduate students must submit their Application for Degree about **six months before they intend to graduate**.

Failure to do so will delay their graduation by at least one semester.

Anticipated Graduation	SOE Deadlines
Spring	November 1 <sup>st</sup>
Summer	April 1 <sup>st</sup>
Fall	July 1 <sup>st</sup>

### Information and instructions are provided at this website:

<https://www.uab.edu/education/home/students/important-deadlines-for-current-students>

SOE students must meet SOE deadlines and not the Graduate School's.

The School of Education (SOE) recommends students to UAB's Graduate School for graduating with a master's degree.

After approving the recommendation, the Graduate School awards the master's degree.

### Requirements:

Completion of degree program (based on the corresponding certification checklist) with GPA of 3.25 or higher

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

Satisfactory completion of key assessments - to be explained in EDU 500

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

## 4) Application for Certification Office of Student Services (OSS): EB 232 (Tel 205-934-7530)

During the student teaching semester, candidates receive detailed information about the certification application process.

Anticipated graduation	Due date for submitting to OSS
Spring	April 1 <sup>st</sup>
Summer	August 1 <sup>st</sup>
Fall	November 1 <sup>st</sup>

Basic information is provided at the bottom of this website:

<https://www.uab.edu/education/home/students/important-deadlines-for-current-students>

If students have specific questions regarding certification, they should contact Ms. Ekandrea Tarver [edtarver@uab.edu](mailto:edtarver@uab.edu)

The SOE recommends candidates to the ALSDE for alternative **Class A Teacher Certification** in the targeted teaching field. After approving the recommendation, the ALSDE issues the certification. This process may take several months. Certification eligibility expires if candidates do not submit application within 60 months of graduation,

### Requirements

- Completion of the certification checklist without substitutions
- Field experiences (as determined by the program) prior to the student teaching internship
- Student Teaching 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.

## **Tuition (2019-20)**

UAB homepage ([www.uab.edu](http://www.uab.edu)): Type "tuition" in Search box.

<https://www.uab.edu/students/paying-for-college/detailed-tuition-and-fees>

Face-to-Face classes	Each semester hour of coursework	Each 3-hour course
In-state residents	\$450	\$1,350
Out-of-state residents	\$1,066	\$3,198

  

Online courses	Each semester hour of coursework	Each 3-hour course
In-state & out-of-state	\$534	\$1,602

**Fees (2019-20):** The most common fees are as follows:

field supervision \$100, internship \$75, laboratory \$50;

payment plan \$25, late payment \$50, reinstatement \$50 - \$150; international \$100

## **QuickLinks**

SOE homepage ([www.uab.edu/education](http://www.uab.edu/education)): Go to top right corner and look under **GO**.

### **SOE Quicklinks**

**Class Schedule**  
**Faculty Directory**  
**Financial Aid** (*loans and TEACH grant*)  
**Graduate School** (*apply for admission*)  
**Scholarships**  
**Student Teaching**

### **UAB Quicklinks**

**Academic Calendar**  
**Ask IT** (*technology support*)  
**BlazerNET** (*registering and paying*)  
**Campus Map**  
**Email** (*accessing your email account*)  
**Emergency/B-Alert** (*bad weather*)

## **Acronyms**

<b>ALSDE</b>	Alabama State Department of Education
<b>C&amp;I</b>	Department of Curriculum & Instruction
<b>Class A</b>	ALSDE-issued Educator Certification at the master's level
<b>Class AA</b>	ALSDE-issued Educator Certification at the EdS level
<b>Class B</b>	ALSDE-issued Educator Certification at the undergraduate level
<b>CT</b>	Collaborative Teaching
<b>EB</b>	Education Building, 901 13 <sup>th</sup> Street South
<b>Ed.S.</b>	Educational Specialist (Classified by the ALSDE as a 6 <sup>th</sup> year program)
<b>ESL</b>	English as a Second Language
<b>GPA</b>	Grade Point Average
<b>GRE</b>	Graduate Record Exam
<b>HB</b>	Humanities Building (across 13 <sup>th</sup> Street from the Education Building)
<b>HHB</b>	Heritage Hall Building (corner of 14 <sup>th</sup> Street and University Boulevard)
<b>K-12</b>	From Kindergarten to Grade 12
<b>MAT</b>	Miller Analogies Test
<b>OSS</b>	Office of Student Services, EB 232
<b>P-12</b>	From Pre-School to Grade 12
<b>SOE</b>	School of Education
<b>UG</b>	Undergraduate
<b>UH</b>	University Hall



## Program Coordinators and Faculty Advisors

Faculty advisors/mentors are assigned by program area. AMP advisors are not listed on BlazerNET as is the case with UG advisors.

Art Education (P-12)	P-12 Prog. Director	Dr. Susan Spezzini	EB 101	934-8357	<a href="mailto:spezzini@uab.edu">spezzini@uab.edu</a>
	Art Education Advisor	Dr. Tommy Smith	EB 104	934-8089	<a href="mailto:tsmith@uab.edu">tsmith@uab.edu</a>
Early Childhood Education (P-3)		Ms. Carla Marchant	EB 120	996.2553	<a href="mailto:cmarch@uab.edu">cmarch@uab.edu</a>
Elementary Education (K-6)		Ms. Carla Marchant	EB 120	996.2553	<a href="mailto:cmarch@uab.edu">cmarch@uab.edu</a>
English as a Second Language (P-12)		Dr. Susan Spezzini	EB 101	934-8357	<a href="mailto:spezzini@uab.edu">spezzini@uab.edu</a>
Music Education (P-12)	P-12 Prog. Director	Dr. Susan Spezzini	EB 101	934-8357	<a href="mailto:spezzini@uab.edu">spezzini@uab.edu</a>
	Instrumental	Dr. Denise Gainey	HC 241	975-0558	<a href="mailto:dschmidt@uab.edu">dschmidt@uab.edu</a>
	Choral	Dr. Brian Kittredge	HC 246	975-2599	<a href="mailto:briank@uab.edu">briank@uab.edu</a>
Physical Education/Kinesiology (P-12)		Dr. Sandra Sims	EB 224	996-2721	<a href="mailto:sksim@uab.edu">sksim@uab.edu</a>
Secondary Education (6-12)	Prog. Director	Dr. Paulette Evans	HHB 210	975-7419	<a href="mailto:pgevans@uab.edu">pgevans@uab.edu</a>
	English Lg. Arts	Ms. Vanessa Vega	EB 213	934-8369	<a href="mailto:vevega@uab.edu">vevega@uab.edu</a>
	Social Science	Dr. Jeremiah Clabough	EB 112	996-7783	<a href="mailto:jclabou2@uab.edu">jclabou2@uab.edu</a>
	Mathematics	Dr. Tommy Smith	EB 104	934-8089	<a href="mailto:tsmith@uab.edu">tsmith@uab.edu</a>
	Science	Dr. Lee Meadows	EB 113	934-8371	<a href="mailto:lmeadows@uab.edu">lmeadows@uab.edu</a>
Special Education	Coordinator & Collaborative Teacher	Dr. Robin Ennis	EB 122	975-6152	<a href="mailto:rennis@uab.edu">rennis@uab.edu</a>
	Early Childhood Special Education	Dr. Jennifer Kilgo	EB 212	975-9613	<a href="mailto:jkilgo@uab.edu">jkilgo@uab.edu</a>
World Languages (P-12): French/Spanish		Dr. Susan Spezzini	EB 101	934-8357	<a href="mailto:spezzini@uab.edu">spezzini@uab.edu</a>

### “To-Do” List *(Summary of page 2)*

		Check off
1.	Read this AMP information packet (preferably twice), complete page 10, and send this signed page to your teaching field's program director listed on page 2. Keep this information packet for future reference.	—
2.	Look at your transcript from a regionally accredited college and make sure you have a 2.75 cumulative GPA unrounded for your undergraduate degree, or a 3.0 GPA for a graduate degree. Please note that your GPA cannot be raised by taking courses AFTER graduating. However, if your undergraduate GPA is at least 2.5, you can become eligible for seeking admission to the AMP by having a higher Praxis score as determined by the ALSDE.	—
3.	If your targeted program has UG course prerequisites, make plans to meet these requirements.	—
4.	Meet all admission requirements: a) Have your fingerprints taken <a href="https://www.aps.gemalto.com/al/index_adeNew.htm">https://www.aps.gemalto.com/al/index_adeNew.htm</a> . Your background clearance will post at the ALSDE teacher certification site: <a href="https://tcert.alsde.edu/Portal/Public/Pages/SearchCerts.aspx">https://tcert.alsde.edu/Portal/Public/Pages/SearchCerts.aspx</a> b) Order official transcripts from all colleges attended (even if just one course) and have them sent to the SOE's Office of Student Services at <a href="mailto:SOEtranscripts@uab.edu">SOEtranscripts@uab.edu</a>	— —
5.	Take the required admission test so that the score report is received at UAB, preferably before the application deadline. Access the updated information: <a href="https://www.ets.org/praxis/al/al_teacher_ed">https://www.ets.org/praxis/al/al_teacher_ed</a> (scroll to “tests required for specific areas”). Register for the Praxis subject test in your teaching field at <a href="http://www.ets.org/praxis/register">http://www.ets.org/praxis/register</a> and access your scores online	—
6.	If your teaching field is <b>science or mathematics</b> , contact CORD about the Noyce scholarship provided by CESAME ( <u>C</u> ollaboration for <u>E</u> xcellence in <u>S</u> cience <u>A</u> nd <u>M</u> ath <u>E</u> ducation): (205) 934-5171 <a href="mailto:ccord@uab.edu">ccord@uab.edu</a>	—

### Applying for Admission *(Summary of page 3)*

7.	Submit degree-seeking application at <a href="https://www.uab.edu/graduate/">https://www.uab.edu/graduate/</a> by clicking <b>APPLY NOW</b> at the far left by the deadline (Nov. 15 for spring, April 15 for summer, July 15 for fall): list 3 people as references and pay fee online.	—
8.	Periodically check status of application at <a href="#">Application webpage</a> . If needed, follow up with your references.	—
9.	After receiving your admission email from the Graduate School, do the following: a) Process a BlazerID at <a href="http://www.uab.edu/blazerid">www.uab.edu/blazerid</a> . If returning to UAB, you must reactivate your BlazerID. b) Follow all other instructions in the admission letter c) Obtain medical clearance: <a href="http://www.uab.edu/studenthealth/medical-clearance">http://www.uab.edu/studenthealth/medical-clearance</a>	— — —
10.	<b>Applicants who are non-native speakers of English</b> (regardless of citizenship): Take language exam, TOEFL or IELTS.	
11.	<b>International applicants</b> : Meet criteria at <a href="http://www.uab.edu/global/international-students-and-scholars">http://www.uab.edu/global/international-students-and-scholars</a>	

## I am interested in learning more about the AMP

English Language Arts - Mathematics – Science - Social Science - ESL - French - Spanish - Music (choral/instr.) - Visual Arts - Early Childhood - Elementary Educ. – Early Childhood Special Educ. - Collaborative Teacher (Special Educ.) - Physical Educ.

What do you want to teach? \_\_\_\_\_

Name: First & Middle \_\_\_\_\_ (preferred \_\_\_\_\_); Last \_\_\_\_\_ (former \_\_\_\_\_)

Date of Birth \_\_\_\_\_ Home email \_\_\_\_\_ Work email \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Work Phone \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ zip \_\_\_\_\_

Undergraduate degree: major \_\_\_\_\_ minor \_\_\_\_\_ college/univ. \_\_\_\_\_ year graduated \_\_\_\_\_

Graduate: degrees \_\_\_\_\_ major \_\_\_\_\_ minor \_\_\_\_\_ college/univ \_\_\_\_\_ year graduated \_\_\_\_\_

Former graduate courses, if any: \_\_\_\_\_

Current employment: \_\_\_\_\_

Experiences teaching or tutoring, if any: \_\_\_\_\_

### Read

I have read this AMP Information Packet am aware of the following:

- 1) Applicants should read and follow the stipulations in this AMP information packet and keep themselves informed regarding any changes.
- 2) All schedules, procedures, regulations, and test scores described in this AMP packet are **valid only up until the date on this packet**.
- 3) For information about other approaches to certification (e.g., emergency), candidates must contact the ALSDE and not a university.
- 4) Before registering for an exam, applicants should check the ALSDE website for current exam codes and scores.
- 5) Policies are established by the ALSDE, these policies are subject to change, and all candidates must abide by all such changes.
- 6) Admission application **MUST** be submitted to UAB by the deadline: it is usually OK for exam scores to arrive a few days after the deadline.
- 7) When communicating with UAB staff by email, candidates should use professional email etiquette, identify themselves, and provide some background. After obtaining a UAB email, they must check it frequently and always use it in official communication.
- 8) Candidates cannot take more than 12 credit hours with non-degree status.
- 9) AMP candidates must take all education courses on their certification checklist at UAB (**no substitutions**) and follow all procedures in effect during their program in order to be awarded a master's degree from UAB and alternative Class A teacher certification from the ALSDE.
- 10) If recommended by a course instructor or the program director, candidates must take an academic writing course: e.g., EEC 660 or GRD 727.
- 11) Candidates must demonstrate a high level of professional dispositions worthy of the teaching profession as documented in EDU 500, methods courses, and internship as well as throughout the rest of the program. Failure to do so will result in being exited from the SOE.
- 12) Candidates must maintain a 3.25 GPA. The Graduate School exits candidates after the second semester of academic probation (below 3.0).
- 13) Before the internship, candidates must successfully complete all field experiences (150-220 hours) in placements arranged by instructors.
- 14) Candidates must confer with their SOE faculty advisor or program director whenever they have questions concerning their program.
- 15) Advisors and program directors give advice but they are not responsible for a candidate's program or progress towards degree.
- 16) When doing their student teaching internship, candidates must adhere to the ALSDE policies and regulations in effect at that time (and not those in effect on the date of this information packet).
- 17) If AMP candidates are hired with the Interim Employment Certificate (IEC), they must teach almost the entire day in their teaching field for meeting requirements of the IEC. During their internship, they must be hired with an IEC and teach 100% of the day in their teaching field.
- 18) If candidates are in a P-12 field and hired with an IEC, their teaching position during internship must include both elementary and secondary with at least half a day at each level. If not, they must also student teach half a day for a semester or during an approved summer program.
- 19) Elementary Education candidates must maintain a 3.0 GPA in the **Pedagogy I** block to progress to **Pedagogy II**, and 3.0 in **Pedagogy II** block to progress to internship. Secondary Education candidates should also maintain a 3.0 GPA in their Methods I and II courses.
- 20) To do the internship, student teachers and hired interns **MUST** submit a **Student Teaching Application** by **January 30<sup>th</sup>** the year before and meet all requirements on their checklist and the student teaching website.
- 21) Candidates must submit their **Application for Degree** online at least **6 months before they plan to graduate**. Failure to do so will delay their graduation by at least one semester.
- 22) Candidates must submit an **Application for Certification** to the OSS in their final semester. Certification eligibility expires in 60 months.
- 23) To be eligible for certification upon graduating, candidates must have at least a 3.25 GPA on their degree-issuing transcript.
- 24) During their internship semester, applicants must pass all components on edTPA, a nationally-scored multi-faceted assessment, in order to be eligible for certification. If moving to another state, applicants must have earned scores on the edTPA and Praxis required by that state.
- 25) Upon discontinuing studies for more than a year, even with leave of absence, candidates must follow the program in effect upon re-entry.
- 26) To be admitted to the AMP, candidates must meet several criteria which include the following prerequisites:
- 27) Cumulative unrounded 2.75 GPA on degree-issuing undergraduate transcript from regionally-accredited college (or 3.0 for MA degree).
- 28) Fingerprints taken at one of the ALSDE's designated places and background clearance posted on the ALSDE certification portal.
- 29) Passing score on the Praxis subject assessment in the targeted teaching field as required by the ALSDE at the time of admission.
- 30) *International students & non-native English speakers:* Pass TOEFL, IELTS, or Level 5 at INTO-UAB's Academic English Program.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_