Information Sessions for prospective MA applicants: **Thursdays 4:00-4:45 pm**
MA Info Sessions take place in Room 100 in the Education Building (EB 100)
Please confirm attendance (RSVP) by emailing Dr. Spezzini: spezzini@uab.edu
August 9, 2017

Information Packet
Master of Arts in Education and Class A Teacher Certification

Welcome to the MA program in UAB’s Department of Curriculum and Instruction. The first purpose of this program is to guide educators in meeting the evolving needs of learners within today’s rapidly changing society. This program’s second purpose is to deliver cutting-edge instruction through a standards-based, inquiry-focused approach based on constructivism that prepares educators to use state-of-the-art instructional strategies in their own classrooms. Its third purpose is to ensure that a quality program is available to educators unable to come to campus during traditional class hours. This program is unique in how it combines online support from Canvas with a variety of delivery formats: totally online platforms, blended (online & face-to-face evenings), and flexible summer programming.

- Faculty Advisors/Mentors
- Requirements for Seeking Admission
- Admission as a Degree-Seeking Student
- Non-Degree Status and Test Taking Tips
- Teaching Fields that lead to Class A Certification
  - Early Childhood Education
  - Elementary Education
  - Reading Specialist
  - School Psychometry
  - Special Education (CT & ECSE)
  - Secondary (ELA, math, science, social science) & Art
  - ESL, French, Spanish, & Music (Choral & Instrumental)
- QuickLinks and Application Deadlines
- Acronyms and “To Do”
- MA Info Session Participants

Driving and parking information is provided under the ABOUT tab at www.uab.edu/education.

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).

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, candidates may request switching to the updated checklist.

Candidates must submit their certification application to UAB’s Office of Student Services within 60 months of having graduated. Failure to do so will result in no longer being eligible for obtaining Class A certification in this teaching field from the ALSDE.

Dr. Tonya Perry, Chair
Dept. of Curriculum & Instruction
205-934-5371, tperry@uab.edu
Faculty Advisors/Mentors of MA Candidates

Faculty advisors/mentors are assigned by program area.

**ELEMENTARY EDUCATION and EARLY CHILDHOOD EDUCATION**

<table>
<thead>
<tr>
<th>Name</th>
<th>Office</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Charles Calhoun</td>
<td>EB 116</td>
<td>934-8093</td>
<td><a href="mailto:ecalhoun@uab.edu">ecalhoun@uab.edu</a></td>
</tr>
<tr>
<td>Dr. Lois Christensen</td>
<td>EB 109</td>
<td>934-8362</td>
<td><a href="mailto:lchrist@uab.edu">lchrist@uab.edu</a></td>
</tr>
<tr>
<td>Dr. Kay Emfinger</td>
<td>EB 100</td>
<td>934-7003</td>
<td><a href="mailto:emfinger@uab.edu">emfinger@uab.edu</a></td>
</tr>
<tr>
<td>Dr. Grace Jepkemboi</td>
<td>EB 116</td>
<td>934-6674</td>
<td><a href="mailto:memo@uab.edu">memo@uab.edu</a></td>
</tr>
<tr>
<td>Dr. Jennifer Ponder</td>
<td>EB 121</td>
<td>975-6150</td>
<td><a href="mailto:jponder@uab.edu">jponder@uab.edu</a></td>
</tr>
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**SPECIALIST**

<table>
<thead>
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<th>Name</th>
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<tbody>
<tr>
<td>Reading Specialist (K-12)</td>
<td>Dr. Jennifer Summerlin</td>
<td>EB 110B</td>
<td>996-3540</td>
<td><a href="mailto:jsummerl@uab.edu">jsummerl@uab.edu</a></td>
</tr>
<tr>
<td>School Psychometry (certification only)</td>
<td>Dr. Stephanie Corcoran</td>
<td>EB 107</td>
<td>996-8804</td>
<td><a href="mailto:corcoran@uab.edu">corcoran@uab.edu</a></td>
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**SPECIAL EDUCATION**

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<tr>
<td>Collaborative Teacher (K-12)</td>
<td>Dr. Diane Pevsner</td>
<td>EB 122</td>
<td>975-5351</td>
<td><a href="mailto:dpevsner@uab.edu">dpevsner@uab.edu</a></td>
</tr>
<tr>
<td>Early Childhood Special Educ.(birth-grade 3)</td>
<td>Dr. Jennifer Kilgo</td>
<td>EB 212</td>
<td>975-9613</td>
<td><a href="mailto:jkilgo@uab.edu">jkilgo@uab.edu</a></td>
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**SECONDARY EDUCATION & ESL**

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<tr>
<td>English Language Arts (6-12)</td>
<td>Dr. Sharonica Nelson</td>
<td>EB 110A</td>
<td>934-5878</td>
<td><a href="mailto:snelson1@uab.edu">snelson1@uab.edu</a></td>
</tr>
<tr>
<td>Mathematics (6-12)</td>
<td>Dr. Tommy Smith</td>
<td>EB 104</td>
<td>934-8089</td>
<td><a href="mailto:tsmith@uab.edu">tsmith@uab.edu</a></td>
</tr>
<tr>
<td>Science (6-12)</td>
<td>Dr. Lee Meadows</td>
<td>HHB 210</td>
<td>934-8371</td>
<td><a href="mailto:lmeadows@uab.edu">lmeadows@uab.edu</a></td>
</tr>
<tr>
<td>Social Science (6-12)</td>
<td>Dr. Jeremiah Clabough</td>
<td>EB 112</td>
<td>934-8364</td>
<td><a href="mailto:jclabou2@uab.edu">jclabou2@uab.edu</a></td>
</tr>
<tr>
<td>English as a Second Language (P-12)</td>
<td>Dr. Josie Prado</td>
<td>EB 111</td>
<td>975-5045</td>
<td><a href="mailto:jprado@uab.edu">jprado@uab.edu</a></td>
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**COLLEGE OF ARTS AND SCIENCES**

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<tr>
<td>Music</td>
<td>Dr. Denise Gainey</td>
<td>HC 241</td>
<td>975-0558</td>
<td><a href="mailto:dschmidt@uab.edu">dschmidt@uab.edu</a></td>
</tr>
<tr>
<td></td>
<td>Dr. Brian Kittredge</td>
<td>HC 246</td>
<td>975-2599</td>
<td><a href="mailto:briank@uab.edu">briank@uab.edu</a></td>
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<tr>
<td>Visual Arts</td>
<td>Art: Dr. Doug Baulos</td>
<td>HB 113</td>
<td>934-2492</td>
<td><a href="mailto:dbaulos@uab.edu">dbaulos@uab.edu</a></td>
</tr>
<tr>
<td></td>
<td>Edu: Dr. Tommy Smith</td>
<td>EB 104</td>
<td>934-8089</td>
<td><a href="mailto:tsmith@uab.edu">tsmith@uab.edu</a></td>
</tr>
<tr>
<td>French and Spanish</td>
<td>Dr. Krista Chambless</td>
<td>HB 405A</td>
<td>934-1828</td>
<td><a href="mailto:kristachambless@uab.edu">kristachambless@uab.edu</a></td>
</tr>
</tbody>
</table>

Requirements for Seeking Admission to UAB’s Traditional MA Program

1) **Becoming Informed**
   a) Attend an MA information session: Thursdays, 4:00-4:45 in EB 100
   ➔ Confirm your attendance (RSVP) by emailing Dr. Spezzini (spezzini@uab.edu), who facilitates these sessions.
   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) For information purposes, you may wish to look at the Program of Study Checklists: [www.uab.edu/education/checklists](http://www.uab.edu/education/checklists)
   ➔ Click on Traditional Master’s in the left column, scroll down on right, and click on a program area/teaching field.
   These checklists were approved by the ALSDE for students admitted to UAB in the 2017-18 school year.
   **NOTE:** Candidates must follow the checklists in effect for the semester in which they are admitted.

2) **Class B certification in the same teaching field from the ALSDE**
   Class B certification must be valid when seeking admission to the traditional MA and a Class A program

3) **Official Transcripts**
   a) Request official transcripts from all colleges attended, even if you took just one course and it appears on another transcript.
   b) Have official transcripts from each college attended (except for UAB) emailed to SOEtranscripts@uab.edu OR mailed to SOE Office of Student Services (OSS), 1720 2nd Avenue South—EB 232; Birmingham, AL 35294-1250

4) **Admission Exams:** Miller Analogies Test (MAT) or the Graduate Record Exam (GRE)
   Miller Analogies Test (scaled score 388 = raw score 35): [http://www.uab.edu/testing/institutional-tests/mat](http://www.uab.edu/testing/institutional-tests/mat)
   or Graduate Record Exam (score of 290 current or 850 former): [http://www.ets.org/gre](http://www.ets.org/gre)
   **NOTE:** If you have a passing score from several years ago, scan your score report and send it to Dr. Perry at tperry@uab.edu.

5) **Candidates must...**
   a) Take a Special Education course (ECY 600) if they have not yet had such a course.
   b) Complete their master’s program within 5 years of completing their first course.
   c) Submit certification application within 60 months of having graduated in order to remain eligible for certification.

6) **Application account on Graduate School's website:** [www.uab.edu/graduate](http://www.uab.edu/graduate) ➔ click on hand/finger icon at far left
   a) Create an application account by clicking “Sign up” at bottom of webpage (if this is your first graduate application since 4/19/17).
   b) As your username, use an email address that you never used in submitting an admission application to UAB (even before 4/17).
   c) Create a password to access your application account for all future admission applications to UAB’s Graduate School.
Test-Taking Tips

1) 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.

2) If test takers do not know the answer to a question, we recommend that they should “simply mark C”. Test takers should not be concerned about marking C numerous times. “Simply marking C” works well since the passing score on the MAT corresponds to correctly marking only 35% of questions. NOTE: This approach will not work as well when a higher score is required. This approach also does not work on other types of exams such as Advanced Placement or Nursing Boards; it depends on the test.

3) Of the questions to which test takers "simply mark C", about 25% will be correct. For example, if they "simply mark C" on 40 questions, about 10 will be correct. For some test takers, this is the difference between passing and not passing.

4) If test takers are slow readers, they should not get bogged down with trying to understand complicated questions. Many of the MAT questions are like puzzles that take a long time to figure out; other questions might be very confusing. When test takers see a seemingly unsolvable puzzle or confusing question, they should not even attempt to read it. Instead, they should “simply mark C” and go on to the next question. If they have time left at the end, they can come back to questions where they had “simply marked C.”

5) Test takers should wear a watch with clear numbers on it when taking a paper-based test (time appears on the screen for computer-based testing). Test takers cannot rely on their cell phone for telling time because they are not allowed to bring cell phones into the testing room. Moreover, test takers cannot rely on the wall clock because sometimes it is not easily visible. Test takers should write down the time when they start the test and write down when the test is supposed to end. One minute before the end, they should “simply mark C” on all the remaining questions. That way, if they run out of time, they will have responded to all of the questions.

Preparing for the MAT

6) Students can access a limited amount of test preparation materials online at the MAT website. They can also purchase a test preparation book at the UAB book stores as well as at major book stores in shopping malls. When doing so, be sure the materials say MAT (and not GMAT when is for business administration).

7) An excellent way to prepare for the MAT is by taking several practice tests (included in the online and purchased test preparation materials) in a secluded area and by setting a timer for the allotted time.

8) 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 probably be allowed to take the MAT with accommodations, such as extra time. The exact accommodation depends on the type of disability.

9) By following these test taking strategies and study tips, students are usually able to do better on the MAT. The important thing is to prepare well, go into the testing room with confidence, and implement test-taking strategies before and during the test.

Non-Degree Seeking Status

UAB Graduate School, 205-934-8227 gradschool@uab.edu

1. **Instructions:** Read the instructions for non-degree seeking students at [http://www.uab.edu/graduate/nondegreestudents](http://www.uab.edu/graduate/nondegreestudents)

2. **Non-degree application:** Go to graduate admission application account that you created on UAB’s Graduate School website (page 2, item 6) and submit a non-degree seeking application by the deadline: August 25 for admission to Fall 2017, January 5 for Spring 2018 and June 22 for Summer 2018 B term (probably May 3 for the full summer term and June 1 for the Summer A term).

3. **Education:** When prompted, select Non-Degree and perhaps also Education, Teacher Certification, or something similar.

4. **Payment:** Pay $40 online (debit card or credit card) and click SUBMIT. NOTE: Mailing a check will greatly delay this process.

5. **Transcripts:** Follow instructions on page 2, item 3.

6. **Non degree Acknowledgement Form:** After your application and transcripts are received by the Graduate School, you will receive an email with this form on which you acknowledge that you know how only 12 credit hours taken with non-degree status can be used towards a degree. You will need to print this form, sign it, scan it, and return it as an email attachment.

7. **BlazerID:** After returning your non-degree acknowledgement form, you will receive an email from the Graduate School with the admission decision. Follow the instructions in this email, create (or reactivate) your BlazerID, and register for class.

8. **Overrides:** Because of your non-degree seeking status, you will need overrides to register for MA courses. You can request a degree level override for education courses by emailing your program director: provide your student ID number (“B” plus 8 digits) and the course number (e.g. EDC 655) you wish to take. Content courses (e.g., biology) require overrides from their respective departments, which are usually in the College of Arts and Sciences. For this, you should provide the CRN.

9. **No financial aid:** During the terms in which you take courses as non-degree seeking, you are NOT eligible for student loans.

10. **Change Non-Degree Seeking Credit to Degree-Seeking Credit:** Submit this form after you earn degree-seeking status.
# Admission as a Degree-Seeking Student

1. Go to the graduate admission account application that you created on UAB’s Graduate School website (page 2, item 6) and create a degree-seeking application. Information from your graduate application account will pre-populate your admission application. Submit your degree-seeking application by the deadline for your targeted admission semester. Exam scores can arrive a few days after the deadline. 

   - **Nov. 15** (admission to spring)
   - **April 15** (admission to summer)
   - **July 15** (admission to fall)

2. **Click on Master of Arts in Education (MAEd):** Select your program from among the following MA options:

<table>
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<tr>
<th>Program</th>
<th>Concentration</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>Arts Education</td>
<td>music-choral, music-instrumental, visual arts (Certification, grades P-12.)</td>
<td></td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Not Applicable (Certification, from birth to grade 3)</td>
<td></td>
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<tr>
<td>Elementary Education</td>
<td>Not Applicable (Certification, grades K-6.)</td>
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</tr>
<tr>
<td>English as a 2nd Language</td>
<td>ESL cert., ESL &amp; French, ESL &amp; Spanish (Certification P-12)</td>
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<tr>
<td>High School Education</td>
<td>(Although the UAB says High School Educ., certification is for grades 6-12.)</td>
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<tr>
<td>Kinesiology</td>
<td>English, math, biology, chemistry, physics, gen. science, history, gen. social science, French (P-12), Spanish (P-12)</td>
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</tr>
<tr>
<td>Reading Specialist</td>
<td>Not Applicable (Certification, grades K-12.)</td>
<td></td>
</tr>
<tr>
<td>School Psychology</td>
<td>Not Applicable (Certification, grades K-12.)</td>
<td></td>
</tr>
<tr>
<td>Special Education</td>
<td>Collaborative Teacher, Early Childhood Special Education (Certification, grades P-12)</td>
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**Term:** Spring 2018, Summer 2018, Fall 2018 (Options for TERM appear only after you have selected a concentration.)

**Admission Exam:** Select the exams that you have taken or plan to take, i.e., MAT or GRE.

**If you can’t find your college, type “Unknown School” and then type its entire name.**

**Transcripts:** Expedite your application by uploading a PDF of your unofficial transcripts from all colleges attended (except for UAB). If you have already received your unofficial exam score reports, expedite your application by uploading a PDF.

**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:** Include names and emails of three recommenders. UAB will automatically email them the reference forms.

**In-state Residency:** Do you claim to be a resident of Alabama? YES NO

- Birth state, Dates resided in Alabama, High school graduation state, High School (type a few letters and select your high school), Currently residing in Alabama, Reason for being in Alabama (education, employment, personal), Home address, Current address

**Disciplinary and Criminal History:** several questions

**Application Fee:** $50 ($60 for int’l applicants). It is highly recommended that this fee be paid online with a credit card or debit card.

**100% Complete - Review, Electronic Signature, and Final Submit Button:** These steps are required to submit your application.

**International applicants:** Meet requirements for international students: [http://www.uab.edu/global/international-students-and-scholars](http://www.uab.edu/global/international-students-and-scholars)

3. **Application Status:** Check your application account periodically and/or contact the Graduate School, 205-934-8227, gradschool@uab.edu.

4. **Program Review:** After all materials arrive at the Graduate School, the application is reviewed by the targeted program in the SOE.

5. **Processing:** After all materials have arrived, it usually takes from 2 to 10 weeks for an application to be fully processed (goal = ASAP). You will receive an email notification of your application’s status.

6. **Admission Email:** After your application has been processed, you will receive an email from the Graduate School with the subject line: “UAB Graduate School Admission Decision”. This email will prompt you to go to your application account and retrieve your letter:

   - Your student number (letter “B” followed by 8 digits) NOTE: You will need this number for identification purposes.
   - Your program (e.g., High school MA, Elementary MA) 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)

7. **BlazerID:** Follow the instructions in your admission letter with respect to processing a BlazerID (or reactivating your inactive BlazerID).

   - Go to BlazerNet Central: [www.uab.edu/blazerid](http://www.uab.edu/blazerid) and immediately process your BlazerID (or reactivate a former BlazerID).

   - Your BlazerID serves as your UAB email. Select 8 letters/digits that convey a professional image.

   - If you have linked your new UAB email to your home email, check frequently to make sure this connection is working properly.

8. **Faculty Advisor:** After being admitted as a degree-seeking student, you should contact your faculty advisor as listed on page 2.

9. **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](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 (e.g., Aug. 1, 2017 for Fall admission). If not, you will be blocked from registering for class. If you are already registered but don’t submit all required records by the medical clearance deadline, your classes might get canceled.

**Which immunizations do you need?**

- **Summer term 2016 or later**
  - Non-clinical (no patient contact)
  - Clinical (patient contact)

- **Prior to summer term 2016**
  - Yes, all courses are completed online.
  - No, at least one class will be on campus.

**Level 1 Immunization:** Most MA students are required to take Level 1 immunization which consists of the following: MMR (Measles, Mumps, Rubella), TdP (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](http://www.uab.edu/studenthealth/services/immunizations-and-tb-tests)

**Submitting health records for students who start after Summer 2016.** Click “Forms” on Patient Portal. Then click “Immunizations entry form” and “Add immunization record.” Upload scanned documents as JPEG, JPG, PNG, or GIF. Or, instead, you can fax your immunization records to 205-996-7468. If you complete these requirements, your immunization status will be reflected on your student profile in BlazerNET and on the Patient Portal under the “Immunizations” tab. If you have questions, contact medclearance@uab.edu.
Teaching Fields at UAB that lead to Class A Certification
ECY 600 Introduction to Exceptional Learners - Required if not previously completed

Program of Study Checklists: [www.uab.edu/education/checklists](http://www.uab.edu/education/checklists)

**Elementary Education**
Prerequisite: Valid Class B in Elementary Education

**Early Childhood Education (ECE)**
Prerequisite: Valid Class B in Early Childhood Education

**Reading Specialist**
Prerequisites: Valid Class B in Elementary Education or Early Childhood
SUP EXP showing 2 full years of teaching experience

**School Psychometry**
Prerequisite: Valid Class B and SUP EXP showing 2 full years of teaching experience

**Special Education**
Prerequisite: Valid Class B in any teaching field

- Collaborative Teacher (CT)
- Early Childhood Special Education (ECSE)

**Secondary Education and Visual Arts**
Prerequisite: Class B in Secondary Teaching Field

- English Language Arts, Mathematics, Science, Social Science, Visual Arts

Projected Timeline based on a student’s first semester in the MA program

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<th>Plan B (4 terms)</th>
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<td>Fall 2017</td>
<td>EHS 651</td>
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<tr>
<td>Spring 2018</td>
<td>EDC 706 &amp; Methods EHS 612/614/615/616</td>
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<tr>
<td>Spring 2019</td>
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<td>Methods EHS 612/614/615/616</td>
<td>EDC 706 &amp; Methods EHS 612/614/615/616</td>
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<td>Summer 2018</td>
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<td>EHS 651 &amp; either EPR 688, EDF 600 or 602</td>
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<td>EDC 706 &amp; a content course</td>
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<table>
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<th>Plan B (4 terms)</th>
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<tbody>
<tr>
<td>Summer 2018</td>
<td>EDC 655 &amp; a content course</td>
<td>EDC 655 &amp; 2 content courses</td>
</tr>
<tr>
<td>Fall 2018</td>
<td>EHS 651 &amp; either EPR 688, EDF 600 or 602</td>
<td>EHS 651 &amp; either EPR 688, EDF 600 or EDF 602</td>
</tr>
<tr>
<td>Spring 2019</td>
<td>EDC 706 &amp; Methods EHS 612/614/615/616</td>
<td>EDC 706 &amp; Methods EHS 612/614/615/616</td>
</tr>
<tr>
<td>Summer 2019</td>
<td>Two content courses</td>
<td>2 content courses &amp; another course</td>
</tr>
<tr>
<td>Fall 2019</td>
<td>EPR 688, EDF 600/602, and/or another course</td>
<td></td>
</tr>
</tbody>
</table>

Program Courses for Music, ESL, French, and Spanish are provided on the following page.
# Content Courses: English, Math, Science, Social Science, and Visual Arts

<table>
<thead>
<tr>
<th>Department: Curriculum and Instruction</th>
<th>page 6</th>
<th>MA Information Packet (MA)</th>
<th>August 9, 2017</th>
</tr>
</thead>
</table>

## Content Courses: English, Math, Science, Social Science, and Visual Arts

### 30-33 credit hours

Program courses were provided on the preceding page.

### ALSDE-approved courses at the 500-600 level in each of the Teaching Fields (TF)

1. You should meet with your advisor before selecting content courses in your teaching field (TF).
2. You must adhere to stipulations listed below in order to meet requirements on your checklist.

### English Language Arts

12 graduate credit hours with 9 hours from English & 3 hours from another area

**English:** 3 courses with an EH prefix selected in conjunction with SOE faculty advisor.

**Theatre:** THR 520 or THR 562 (offered during alternating summers)

### Mathematics

12 credit hours in math: Courses with an MA prefix selected in conjunction with SOE faculty advisor

### Science

<table>
<thead>
<tr>
<th>Field</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>12 credit hours in biology: Courses with BY prefix selected in conjunction with SOE faculty advisor</td>
</tr>
<tr>
<td>Chemistry</td>
<td>12 credit hours in chemistry: Courses with CH prefix selected in conjunction with SOE faculty advisor</td>
</tr>
<tr>
<td>Physics</td>
<td>12 credit hours in physics: Courses with PH prefix selected in conjunction with SOE faculty advisor</td>
</tr>
</tbody>
</table>

### General

12 graduate credit hours with courses\(^2\) from at least 2 areas, selected in conjunction with SOE faculty advisor:

- **Biology:** Courses with a BY prefix
- **Chemistry:** Courses with a CH prefix
- **Geology/Earth Science:** ES 609

### Social Science

12 graduate credit hours in history: Courses with an HY prefix selected in conjunction with SOE faculty advisor

### Visual Arts

9 credit hours of advisor-approved courses in major fields of art (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)

### Content Courses and Program Courses

#### Music (31-34 hours)

- **Choral & Instrumental**
  - **Music:** MU 521, MU 531, MU 532/533, MU 562/563, MU 615
  - Music Ensemble (2 hours: MUP 520, 535, 536)
  - Music Theory (3 hours: MU 545, 548, 555, 558)
  - Music History (3 hours: MU 561, 564, 566)
  - Applied Music (2 hours: MUP 540, 550, 560, 570, 580, 590)

- **Education:** Education (6 hours: EPR 688 or EDF 600/602, or other)

#### ESL (33-36 hours)

- **EESL 610** (first term—fall or spring), EESL 612, EESL 613 (first term—summer), EESL 615, EESL 625, EESL 630, EESL 640, EESL 650, EESL 660, EESL 690, EEC 674/4 (or another) and an elective\(^3\)

#### Foreign Languages

12 credit hours in French (FR), EHS 611, EESL 610 (first or second term), EESL 625, EESL 640, a practicum course or field study course\(^4\), and an elective\(^5\)

**French**

- **One graduate French course is offered each term (fall & spring). Since these courses might conflict with other courses, candidates may consider studying abroad for a summer.**

**ESL:** EESL 601/2, EESL 612, EESL 613 (first term), EESL 615, EESL 625, EESL 630, EESL 640, EESL 650, EESL 660, EESL 690, EHS 611, and 12 credit hours in French (FR). **Same comment as above for French**

#### Dual Certification

12 credit hours in Spanish (SPA), EHS 611, EESL 610 (first or second term), EESL 625, EESL 640, a practicum course or field study course\(^4\), and an elective\(^5\)

**Spanish**

- **12 graduate Spanish courses are offered in fall and spring, and one course in the summer. 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 corresponding 400-level course that they used towards their Class B certificate.**

**ESL/French**

- EESL 610 (first term—fall or spring), EESL 611, EESL 613 (first term), EESL 615, EESL 625, EESL 630, EESL 640, EESL 660, EESL 690, EHS 611, and 12 credit hours in French (FR). **Same comment as above for French**

- **ESL/SPANISH**

1. Some courses may have UG prerequisites. If candidates have not yet had the prerequisite UG courses, they must first take those prerequisites.

2. Before taking a graduate content course at another institution, candidates must first receive SOE approval.

### Notes

- **NOTE:** If you have already completed graduate courses in your Teaching Field (TF) and did not use them towards another graduate degree, you might be able to use some of these TF courses (e.g., biology) towards traditional A Teacher certification issued by the ALSDE. This does not apply to education courses taken at another institution. Since each applicant’s situation is different, individual approval must be sought. After submitting your application to UAB, you must send corresponding transcripts and course syllabi electronically to Dr. Spezzini and the faculty advisor for your TF (p. 2). The advisor selects potential TF courses and sends selected courses to Ms. Tashara Walker (twalker@uab.edu), Director of the SOE Office of Student Services. If a course prefix differs from the TF prefix (i.e., a science course has a PT prefix) and the course has not been approved previously by ALSDE, Ms. Walker submits a request to the ALSDE for approval/denial. **NOTE:** After completing an MA and 18 graduate hours in a single teaching field (not a comprehensive field such as English Language Arts), you will be eligible to teach that subject in a community college.
QuickLinks: Click on [www.uab.edu/education](http://www.uab.edu/education) and look in the top right corner, under SEARCH.

### Education Quicklinks
- Dept. of Curriculum & Instruction
- Class Schedule
- Financial Aid
- Graduate School (applications & much more)
- Office of Clinical Experiences (internship)
- Office of Student Services/OSS (applications)
- Scholarship Opportunities
- Sterne Library
- Task Stream
- Tuition and Fees

### UAB Quicklinks
- Academic Calendar
- Apply (seeking admission)
- Ask IT (technology problems)
- BlazerExpress (bus system)
- Blazerexpress (registering, paying, etc.)
- Campus Map
- Canvas (online course access)
- Directory (names and contact info)
- Email (accessing your email account)
- Emergency/B-Alert (bad weather)

**EXAMPLES:**
- Registering & Paying (UAB QuickLinks: Academic Calendar & BlazerNet); Tuition & Fees (Education QuickLinks: Tuition & Fees)

<table>
<thead>
<tr>
<th>2017-18 Graduate</th>
<th>Each semester hour of coursework</th>
<th>Each 3-hour course</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-state residents</td>
<td>$437</td>
<td>$1,311</td>
</tr>
<tr>
<td>Out-of-state residents</td>
<td>$995</td>
<td>$2,985</td>
</tr>
</tbody>
</table>

**Fees:** online $150, field supervision $100, internship $75, laboratory $50; late payment $50, payment plan $25, reinstatement $50 - $150

### Application Deadlines

1) **Application(s) for Admission**

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

   **Projected Term for Admission**
   - Spring 2018 (starts January 8th)
   - Summer 2018 (starts 5/7, 6/4 & 6/25)
   - Fall 2018 (starts August 27th)

   **Degree-Seeking Admission** (Explained on pages 2 and 3)
   - November 15, 2017
   - April 15, 2018
   - July 15, 2018

   **Subject to change:** Updates will be posted at **Graduate School Deadlines**

2) **Application for Degree**

   Graduate School’s [Application for Degree](http://www.uab.edu/education/studentservices/home/application-for-degree)

   SOE graduate students must submit their Application for Degree to the SOE Office of Student Services (Suite 232) about six months before they intend to graduate. Failure to do so will delay their graduation by at least one semester.

<table>
<thead>
<tr>
<th>Anticipated Graduation</th>
<th>SOE Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2018</td>
<td>November 1, 2017</td>
</tr>
<tr>
<td>Summer 2018</td>
<td>April 1, 2018</td>
</tr>
<tr>
<td>Fall 2018</td>
<td>July 1, 2018</td>
</tr>
</tbody>
</table>

   **Information and instructions are provided at this website:**
   [http://www.uab.edu/education/studentservices/home/application-for-degree](http://www.uab.edu/education/studentservices/home/application-for-degree)

   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.

3) **Application for Certification**

   Office of Student Services: EB 232

<table>
<thead>
<tr>
<th>Anticipated Graduation</th>
<th>Due Date for Preferential Processing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2018</td>
<td>April 1, 2018</td>
</tr>
<tr>
<td>Summer 2018</td>
<td>August 1, 2018</td>
</tr>
<tr>
<td>Fall 2018</td>
<td>November 1, 2018</td>
</tr>
</tbody>
</table>

   **Basic information is provided at this website:**
   [http://www.uab.edu/education/studentservices/home/teacher-certification](http://www.uab.edu/education/studentservices/home/teacher-certification)

   **NOTE:** If candidates do not submit their certification application within 60 months (5 years) of having graduated, they will no longer be eligible for Class A certification.
Acronyms

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

“To-Do”

1. Participate in an MA information session: Thursdays, 4:00-4:45 pm, in EB 100.
   a) Receive information packet (After session, read entire packet & keep it handy for reference.).
   b) To review info session, read “I am aware of” statements (p. 9), complete page, sign it, and give it to facilitator.

2. Meet all admission requirements:
   a) Have a valid Alabama Class B certificate in the area required for your targeted Class A program
   b) Order official transcripts from all colleges attended (even if just one course) and sent to UAB School of Education’s Office of Student Services (SOEtranscripts@uab.edu)

3. Obtain a passing score on either the MAT (388+) or GRE (290+ current or 850+ former) prior to the deadline for submitting an application for admission. Detailed information about these exams is provided at these websites: http://www.uab.edu/testing/institutional-tests/mat and http://www.ets.org/gre. NOTE: An acceptable alternative is to have registered to take the MAT or GRE by the application deadline. However, although you will not yet have received your test score, you must submit your admission application to the Graduate School by the deadline. If you have a passing score report from several years ago, you may request a waiver of the 5-year limit by sending an email to Dr. Perry at tperry@uab.edu

4. Take ECY 600 Intro to Exceptional Learners if not already taken as an UG and if this course wasn’t used towards completion of your earlier degree (e.g., ECY 300 in UG program)

5. Submit degree-seeking application by the deadline (Nov. 15 for spring, April 15 for summer, July 15 for fall), list 3 people as references, complete program-specific requirement, & pay $50 preferably online.

6. After receiving admission email, process or reactivate your BlazerID https://idm.blazernet.uab.edu/bid/reg


8. Register for class and pay tuition by deadline

9. Applicants who are non-native speakers of English (regardless of citizenship): Take TOEFL exam.

10. International applicants  Meet criteria at http://www.uab.edu/global/international-students-and-scholars

Location for using GPS: 900 14th Street South, Birmingham, AL • Education Building (EB) Room 100

August 9, 2017

Department: Curriculum and Instruction
School of Education (SOE) • University of Alabama at Birmingham (UAB)
MA Info Session Attendee

Names: First & Middle ___________________________(preferred______); Last_____________________(former______)

Name on Teaching Certificate_________________________ Date of Birth ____________________________

I am interested in obtaining an MAEd and Class A certification in the following teaching fields (please circle):

Elementary - Early Childhood – Secondary Math – Secondary Science – Sec. Social Science - Sec. English Language Arts

Special Education: Collaborative Teacher – Early Childhood Special Education

Home email__________________________ Work email__________________________________________

Home Phone______________________ Cell__________________________ Work Phone____________________________

Undergraduate degree: major____________ minor_________ college/univ____________________________________ year graduated_____

Graduate: degree____ major____________ minor_________ college/univ____________________________________ year graduated_____

Certification: Class B (bachelor’s level) ____________________________

For certification purposes, where and when did you take an introductory course to special education? _______________________

Current Employment as a Teacher: _________________________________

Former Employment as a Teacher: _________________________________

Total years of full time teaching in an accredited school: ______________________________

Prerequisites:

Valid Class B Teacher Certification from the ALSDE in the area required by the targeted Class A certification

Passing score on the MAT (388+) or GRE (290+ current or 850+ former)

Non-native speakers of English: take the TOEFL test

International students: Take TOEFL or IELTS, apply to UAB’s ELI www.uab.edu/eli, & pass Level 5 after arriving at UAB

I am aware of the following:

1) Applicants should read and follow the stipulations in this information packet and keep themselves informed regarding any changes.
2) All regulations described in this information packet are valid only up until the date on this packet.
3) Policies are established by the ALSDE, these policies are subject to change, and all candidates must abide by all such changes.
4) Candidates must submit their admission applications to UAB’s Graduate School by the deadline. However, it is usually OK for exam scores to arrive a few days after the deadline.
5) When communicating with UAB faculty and staff by email, candidates should always use professional email etiquette, should fully identify themselves, and should also provide some background information.
6) After candidates have obtained a UAB email, they must check it frequently and always use it in official communication.
7) Candidates must take all of the education courses on their certification checklist (no substitutions) and follow all procedures to earn an MA degree from UAB and also Class A certification from the Alabama State Department of Education (ALSDE).
8) If recommended by a course instructor or the program director, candidates must take GRD 727 Academic Writing.
9) Candidates must always demonstrate a high level of professional dispositions worthy of the teaching profession. Failure to do so will result in being exited by the SOE.
10) Candidates must maintain a 3.25 GPA in order to continue from semester to semester and also to be eligible for earning a master’s degree and Class A certification. The Graduate School exits candidates following the second semester of academic probation (lower than 3.0).
11) Candidates must confer with their SOE faculty advisor or with their program director whenever they have questions concerning their program. Advisors and program directors give advice but that they are not responsible for a candidate’s program or degree.
12) Candidates must submit an Application for Degree to the program director and/or to the SOE Office of Student Services about 7 months before their anticipated graduation. Failure to do so may delay their graduation by a full semester.
13) Candidates must submit an Application for Certification to the Office of Student Services during their final semester. If this application is not submitted within 60 months of graduation, candidates lose their eligibility for Class A certification.
14) After the MA degree has been posted on their transcript, candidates should submit a request to UAB for an official transcript to be sent to their school system in order to become reclassified in a new salary bracket. This salary reclassification will be finalized after the school receives official notification of the Class A certificate.
15) Upon discontinuing studies for more than a year, even with leave of absence, candidates must follow the program in effect upon re-entry.

Attendee’s Signature: ____________________________ Date ____________________________