

Professional Year Admission into Undergraduate Teacher Education Application Checklist

Application Deadlines: February 15 for students starting their professional year in the fall
October 1 for students starting their professional year in the spring.

DIRECTIONS: Please use this checklist to help you gather and prepare all the materials needed for the application. All applications are submitted **ONLINE** at the following link with the exception of the recommendation forms listed in #5.

ONLINE APPLICATION LINK: <http://bit.ly/profyear>

- ____ 1. Minimum 3.0 cumulative CU Denver GPA (IMPORTANT NOTE: Candidates with a cumulative GPA of 2.75-2.99 will be considered for provisional admission based on the overall strength of other required admission criteria).
- ____ 2. One unofficial copy of your CU-Denver Transcript
- ____ 3. A copy of your Advising Form completed with your undergraduate academic advisor indicating all courses prior to the professional admission year are completed or currently enrolled (for students applying for a fall start, it can also indicate courses you will enroll in the summer prior to the fall start semester). Any courses that are not part of the professional year must be completed prior to starting the professional year or special permission must be obtained with the academic advisor in collaboration with teacher education administration. Please contact your advisor to set up an appointment to complete your form. For students pursuing secondary education licensure, please have your advising form completed by your CLAS Advisor and faculty major advisor first and then by your SEHD Advisor .
- ____ 4. Praxis: **NEW: Secondary & K-12 licensure areas (Math, Science, Social Studies, English/Language Arts, and Foreign Language) are no longer required to complete the Praxis per clarification of rules from the Colorado Department of Education (CDE).** You will be able to demonstrate content competency for your initial license endorsement area by successfully completing your major. **Per CDE rules, only candidates in ECE, Elementary, and SPED are currently required to complete Praxis exams as part of their initial licensure program. Please access this document with all the details about your praxis exam requirements: <https://bit.ly/praxis-UCD> .**

Although we do not require that you have passed prior to applying for professional year admission, we expect all Elementary, SPED, & ECE candidates to identify a date as part of your application process to register for and take the appropriate National Praxis Subject Assessment exam specific to your licensure area. Each of these licensure areas have multiple exams they must take and pass. We ***strongly encourage students to attend PRAXIS workshops*** hosted by the SEHD Success Center—look for dates and more information on the SEHD Success Center Canvas shell. We have many free study resources, opportunities to join a study group, and your Success Coach can help you develop an individualized study plan and provide additional support.

Follow these steps to register and take Praxis:

- a. Go to <https://www.ets.org/praxis/co/test-takers/plan-your-test/licensure-requirements.html> for more information on up to date exams information, minimum passing scores, registration, & testing deadlines. If you need a disability or language accommodation (e.g. extra time) you will need to get the required paperwork from the following offices on campus PRIOR to registering with Praxis. Please allow 4-8 weeks of additional time to secure these accommodations.
 - Disability Resource Services (for disability): disabilityresources@ucdenver.edu
 - SEHD Success Center (for language accommodations): sehdsuccesscenter@ucdenver.edu
- b. List University of Colorado Denver as the recipient institution when registering for the exam.
- c. When you receive your passing scores, **keep a copy for your records**. Save the PDF to a safe file (this is something you will need as you apply for teaching positions and your future Colorado Teaching License). Failure to do so will cost you. Testing agencies charge up to \$50.00 to resend score reports.
- d. Email a copy of your passing scores to officeofpartnerships@ucdenver.edu

- ___5. Two Teacher Education Recommendation Forms. One must be completed by an Education Faculty member from a course you had or someone in your Major. Recommendation forms are found online at this link: https://ucdenverdata.formstack.com/forms/sehd_te_ranking_form. **It is your responsibility to send the link to the person you are asking to recommend you.** They complete the form online and once submitted it will go directly our SEHD Admissions Office. Make sure your recommender knows to complete the recommendation form no later than the application deadline.
- ___6. Professional resume that lists your education & related professional experiences from the start of undergraduate work to present. Include dates & field experiences working with children/youth.
- ___7. Three essay questions: Please address the following questions. Your response for each question should be approximately 400-800 words each. You are encouraged to completed, edit and spell/grammar check your essay in MS Word/Google Docs and copy and paste into the text boxes on the application.
- 1) Please discuss what it means to you to teach in a diverse context (ethnic, racial, socioeconomic, gender, sexual orientation, linguistic, cultural, religious, neurodiversity, special education, etc.). Why are you drawn to a program that focuses on equity and social justice?
 - 2) CU Denver considers your prior experience with children and youth to be an important factor in admissions decisions. Please discuss you past and/or current experiences in working with children and youth (whether form or informal) and how those experiences have come to influence your decision to become a teacher who teaches in diverse contexts.
 - 3) CU Denver looks for evidence of a candidate’s critical thinking skills, the ability to see issues from multiple perspectives, and the ability to present clear and concise ideas and analysis. Drawing on your personal life experience, please discuss items a-d below:
 - a. Identify what you consider to be a major educational issue.
 - b. Why do you consider this issue to be important?
 - c. What are various perspectives/points of view on this issue? [This should demonstrate that you can think about an issue from a perspective that you might not currently hold.]
 - d. What do you see as the major impact of this issue on students, families and/or educators?
- ___8. BAMA Selection: If you are pursuing the BAMA option, please be sure to make your program selection in the application. Details about the BAMA option are included in the online application and in an attachment to the PY Application email. You can also see more information on our website at <https://education.ucdenver.edu/academics/undergraduate/teacher-education/ba-to-ma>
- ___9. Early Undergraduate Field Experience: You will list where you completed your early field experiences (e.g. EDHD 1930, 2930, 3930, etc). Also, end of semester evaluations you received while you were in your early field experiences will be provided by the Office of Partnerships directly to the SEHD Office of Admissions to be included with your application.

IMPORTANT INFORMATION ABOUT REQUIRED ADMISSION INTERVIEW

Wednesday, March 4, 2023
Online via Zoom
4pm-6:30pm

All applicants will also be invited to a required interview where you will engage in small group and individual interview tasks with other applicants and our university and professional development school faculty. You will also complete a written task. You will be sent more details the week prior to the interview including articles that you will need to read and reference in the interview tasks as well as directions for preparing a brief 3-minute presentation about yourself.