Elementary Teacher Education Undergraduate Program 2022-2023 Academic Year
Urban Institute for Teacher Education
College of Education

Program information is subject to change without notice.
For the most up-to-date information, please contact the Urban Institute for Teacher Education.
Updated 8/30/2022

Elementary Education and Teacher Licensure
The Elementary Teacher Education Program at the Urban Institute for Teacher Education (UITE) at the University of Utah is designed to effectively prepare teacher candidates to work with students across various age and ability levels, and from diverse cultural, linguistic and socioeconomic backgrounds.

Upon successful completion of the program, the Praxis Performance Assessment for Teachers (PPAT), Foundations of Reading Assessment, and the Praxis II Elementary Education Content Knowledge Exam (5001), graduates are recommended to the Utah State Board of Education (USBE) through the UITE receive their K-8 Utah Professional Teaching License. The University of Utah's Elementary licensure program prepares teachers for grades K-6 as part of a K-8 licensure recommendation to the USBE. Individuals who complete endorsement specialization requirements such as advanced emphases in mathematics are able to teach in K-8 classrooms. Please contact the UITE advisor for information on endorsement course work. Students have the option of also earning their ESL Endorsement by completing a few additional courses and the Praxis II English to Speakers of Other Languages Exam (5362).

Admission to the Elementary Teacher Education Program
Students may be admitted at any time during their Bachelor's degree program. The earlier a student is admitted to the program, the more flexibility he or she has within the program and the more benefits they receive from faculty mentoring and advising. Admitted students are also eligible for more scholarship and financial aid opportunities. However, due to the competitive nature of the program, meeting minimum admission standards does not guarantee acceptance into the Elementary Teacher Education Program.

Bachelor's Degree Requirements
To graduate with a Bachelor's of Science or Arts degree in Elementary Education, students must complete University of Utah requirements (General Education and Bachelor's Degree courses) in addition to Elementary Teacher Education major and program requirements. Many courses within the teacher education program can be used to fulfill general education and Bachelor's degree requirements. Please see the course list on pages 2, 3 and 4, or meet with the Elementary Education Advisor to review program and graduation requirements.

Contact information

<table>
<thead>
<tr>
<th>UITE Advisor</th>
<th>Urban Institute for Teacher Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sara Hatch Southwick</td>
<td>1721 Campus Center Drive,</td>
</tr>
<tr>
<td>801-581-6818</td>
<td>#2260 Salt Lake City, UT 84112</td>
</tr>
<tr>
<td><a href="mailto:sara.hatch@utah.edu">sara.hatch@utah.edu</a></td>
<td>801-581-7158 (tel)</td>
</tr>
<tr>
<td><a href="https://uite.utah.edu">https://uite.utah.edu</a></td>
<td><a href="http://www.uite.utah.edu">www.uite.utah.edu</a></td>
</tr>
<tr>
<td>Students/advising/</td>
<td></td>
</tr>
<tr>
<td>I721 Campus Center Drive, SAEC 2264</td>
<td></td>
</tr>
</tbody>
</table>

Packet Contents
Program Courses, pages 2-4
Year 4/Final Year Information, page 4-5
Program Policies, page 5-6
Admissions, pages 6-9
Resources and Information, page 10
Elementary Teacher Education Program Courses and Requirements

<table>
<thead>
<tr>
<th>General Education Requirements</th>
<th>Bachelor’s Degree Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Institutions (AI) HIST 1700 or POLS 1110 recommended</td>
<td>Upper-Division Communication/Writing (CW) EDPS 5005</td>
</tr>
<tr>
<td>Writing (WR2)</td>
<td>Diversity (DV) Ethnic Studies Course</td>
</tr>
<tr>
<td>Math (QA) MATH 1050 or Math 2000 (see Advisor for details)</td>
<td>Upper-Division International (IR) EDPS 4331</td>
</tr>
<tr>
<td>Statistics/Logic (QB) MATH 4010</td>
<td>Bachelor of Science Program automatically fulfills BS Requirement</td>
</tr>
<tr>
<td>Fine Arts (FF) Integrating Fine Arts Pre-requisite Course</td>
<td>Upper-Division Quantitative Intensive (QI) MATH 4010^</td>
</tr>
<tr>
<td>Fine Arts (FF) Integrating Fine Arts 2015 Courses</td>
<td>Upper-Division Quantitative Intensive (QI) MATH 4020 OR</td>
</tr>
<tr>
<td>Physical/Life Science (SF)</td>
<td>Bachelor of Arts^ Must complete all BS requirements in addition to:</td>
</tr>
<tr>
<td>Physical/Life Science (SF) or Applied Science (AS) Recommended Science courses: ASTR 1050, ATMOS 1010, 1020, BIOL 1010, 1030, GEO 1010, 1030, 1040, 3030, 3300, CHEM 1110, PHYS 1100, 1110, SCI 210</td>
<td>4th Semester Language Requirement (2020)</td>
</tr>
<tr>
<td>Social and Behavioral Science (BF) EDPS 2030</td>
<td>122 Semester Hours</td>
</tr>
<tr>
<td>Social and Behavioral Science (BF) Child Development</td>
<td>40 Upper-Division Semester Hours</td>
</tr>
<tr>
<td>Humanities (HF)</td>
<td>Residency Hours Requirement</td>
</tr>
<tr>
<td>X Humanities (HF) requirements will automatically be satisfied by successfully completing coursework for the Elementary Teacher Education Program</td>
<td>Minimum 2.0 Cumulative GPA^</td>
</tr>
</tbody>
</table>

^Completing the language requirement for a Bachelor of Arts Degree does not replace required math courses. Students must still complete Math 4010 and 4020.

^All courses used for the Elementary Education Program must be completed a grade of “B-” or better beginning fall 2020 and a grade of “C” or better prior to fall 2020, regardless of University grading standards for General Education and Bachelor’s Degree Requirements.

Professional Education Core Courses

**Years 1 and 2:** Students should begin Years 1 and 2 coursework while completing general education requirements

- EDU 1010 Introduction to Teaching (3) - Course has a 20 hour field practicum component. Course is prerequisite to Year 3 Courses.
  - Background check required prior to enrolling in the course. Go to [https://uite.utah.edu/students/background-check/](https://uite.utah.edu/students/background-check/) for procedures and enrollment information. Please go to: [https://uite.utah.edu/students/permissioncodes/](https://uite.utah.edu/students/permissioncodes/) to request a permission code for the course.

- EDU 5200 Teacher Language Awareness (3) - Course has a 16 hour field practicum component; course is prerequisite to ECS 5643.
  - Course is only offered fall/spring. Online only. Please go to: [https://uite.utah.edu/students/permissioncodes/](https://uite.utah.edu/students/permissioncodes/) to request a permission code for the course.

- EDPS 2030 Research and Inquiry in Education (3)

- EDPS 2110 Learning and Development (3)

- EDPS 2140 Using Technology in Diverse Elementary Classrooms (2) Course is prerequisite to Year 3 Courses.

- MATH 4010 Mathematics for Elementary School Teachers 1 (4) - Course has a 6 hour field component; has a pre-requisite of MATH 1010 with a grade of B- or better OR Math 1050/2000 with a C or better; fulfills QB and QI. Please see advisor for Math route details.

- SP ED 2011 Inclusive Early Childhood and Elementary Classrooms (3)

- SP ED 5021 Principles of Assessment & Data-Based Decision Making (3) Course is prerequisite to ECS 5645

- Home, School Community Relations Choose 1 (online only)

- FCS 2180 Family, School and Community Connections (3)

- ECS 3709 Building Family-School Partnerships for Youth Success (3)

- Integrating Arts Course Choose 1

- EDU 5300 Integrating Art Curriculum in K-6 Urban Schools (3) (course only offered spring)

- FCS 2640 Integrated Curriculum Methods (3) (course only offered fall/spring)

- One Child Development Course—Choose 1 (Course fulfills BF requirement):

  - FCS 1500 Lifespan Human Development (3)

  - FCS 3215 Beginnings: Development During Infancy & Childhood (3)

  - EDPS 3720 Child Development and Learning: Understanding Children Birth to Grade 6 (3) (recommended)

---

1 Math courses used as prerequisites expire after two years. Students have one year to take Math 4020 after they have taken Math 4010. Students should see the Math Placement videos to help them determine what Math course they should first enroll in. [http://www.math.utah.edu/undergraduate/placement.php](http://www.math.utah.edu/undergraduate/placement.php) For more information regarding Math Sequence Options, please see the Elementary Education Academic Advisor. To register for Math courses, go to [www.math.utah.edu](http://www.math.utah.edu) and complete the Permission Code Request form.
**One Ethnic Studies Course**—Choose 1 (Course fulfills DV requirement Course is prerequisite to ECS 2150):

- ETHNC 2550 African American Experience (3)
- ETHNC 2560 Chicana/o & Latino/a Experiences (3)
- ETHNC 2570 American Indian Experience (3)
- ETHNC 2580 Asian American Experiences (3) - Also fulfills BF
- ETHNC 2590 Pacific Islander American Experiences (3)
- FCS 3290 Race, Ethnicity and Family Diversity (4)
- LEAP Program (See academic advisor for correct course).

**One Multicultural Education Course**—Choose 1 (Course is prerequisite to ECS 5645, and an Ethnic Studies prerequisite):

- ECS 2150 Introduction to Multicultural Education – Course has an 18 hour field practicum component.
- ECS 5634 Foundations of Bilingual Bicultural Education for Linguistically Diverse Students - Course has an 18 hour field practicum component. Course is only offered in spring.

**One Integrating Fine Arts Course**—Choose 1 (Prerequisite and 3015 courses fulfill FF requirements. 3015 course is prerequisite to FA 4000)*, Students should note that 3015 courses are only offered once a year.

- ART 3015 Materials and Methods of Art (3) - Course is fall only. Course has a suggested prerequisite of ART 1015.
- DANC 3015 Materials and Methods of Dance (3) - Course is summer only. Course has a suggested prerequisite of DANC 1023 or DANC 1075. For more information concerning the times of this class, please see the Elementary Advisor.
- MUSC 3015 Creative Connections in Music (3) - Course is spring only. Course has a suggested prerequisite of MUSC 1015.
- THEA 3015 Materials and Methods in Theatre (3) - Course is fall only. Course has a prerequisite of THEA 1033.
- ART 3530 Art Education in Elementary and Secondary Schools (3) - Course is fall/spring. This course does not have a prerequisite and does not fulfill a Fine Arts Gen Ed requirement. Only take this course if you are unable to enroll in one of the above 3015 courses.

**Year 3:** Students may begin Year 3 coursework during Years 1 and 2 as prerequisites have been fulfilled.

**ED PS 4331** International Children's and Adolescent Literature (3) - Fulfills IR

**ED PS 5315** Reading Methods I: K-6 Foundational Skills, Phonics, Word Study & Fluency (3) - Course has a prerequisite of EDU 1010.

**EDU 5316** Basic Intervention for Primary Grade Readers (1) – Course is to be taken concurrently or after with ED PS 5315; has a 25 hour field practicum component, fall/spring only. *See summer option below. Please go to https://uutah.edu/student/permissioncodes/ to request a permission code for the course.

**ED PS 5321** Reading Methods II: K-6 Vocabulary and Comprehension Instruction (3) – Course has a prerequisite of EDU 5315. Course offered spring, summer only.

**EDU 5321** Basic Intervention for Upper Elementary Grade Readers (1) – Course is to be taken concurrently or after with ED PS 5321; has a 25 hour field practicum; has a prerequisite of EDU 5316, course is offered fall/spring only. *See summer option below. Please go to https://uutah.edu/student/permissioncodes/ to request a permission code for the course.

**ED PS 5005** Writing Instruction and Assessment K-6 (3) – Course fulfills CW

**EDU 5375** Science Methods (3)

**ECS 5645** Assessment of Linguistically Diverse Populations (3) – Course has prerequisites of ECS 2150 or ECS 5634, EDU 5200 and SP ED 5021. Please go to https://ecs.utah.edu/ to request a permission code for the course. All prerequisites must be completed with passing grades to take the course.

**FA 4000** Integrating the Arts into Academic Learning (3) – Course has a prerequisite of Integrating Fine Arts. Course is only offered spring. Please go to https://uutah.edu/student/permissioncodes/ to request a permission code for the course.

**ECS 5647** Instructional Methods for Linguistically Diverse Populations (3) – Course has a 15 hour field practicum component; has the same prerequisites as ECS 5645. Should be taken concurrently or after ECS 5645. Course is only offered fall/spring. Optional for Elementary Education program, but required for the ESL endorsement. Please go to https://ecs.utah.edu/ to request a permission code for the course. All prerequisites must be completed with passing grades to take the course.

*Summer options for EDU 5316 and EDU 5321 can be found at: https://uurc.utah.edu/Registration/index.php. Please your contact your Academic Advisor for course information.
Licensure Program Courses

All Education courses must be completed with a grade of “B-” or better beginning fall 2020.

Year 4/Final Year: Students must be admitted to the Elementary Teacher Education Program, be in good academic standing, and have completed Years 1, 2, and 3 coursework before beginning Year 4/Final Year coursework. Please see pages 4-6 for more information regarding Year 4/Final Year. *Please see attached last sheet with licensure tracks/pathways.

Year 4/Final Year Program and Licensure Information

Licensure Cohort: For the final year of the program, students are assigned to a cohort: a group of students, University of Utah faculty, and public school faculty who remain together throughout a two-semester, field-based sequence. Once assigned, students move through the program with the same cohort in a prescribed sequence of courses. The cohort organization has been adopted to provide support, trust, collegiality, and challenge, and to encourage continuous feedback and evaluation.

Student Teaching: Student teaching assignments are located in a group of specially selected schools in which teacher candidates observe and practice teaching methods. Once in schools, students teach under the supervision of a cooperating classroom teacher and a university supervisor from the Urban Institute for Teacher Education. Student teaching placements are arranged by College of Education faculty in consultation with personnel from public school districts.

Elementary Intern Experience: The Internship program within the Elementary Licensure program is a full-year experience in which the student is hired by a pre-selected school district to be the teacher of record in the classroom. Interns complete EDU 5201, EDU 5360 and EDU 5380 the summer prior to the licensure year. During fall semester, Interns are enrolled in EDU 5310 and EDU 5390 as well as their teacher contract hours. Spring semester is the same as the Student Teaching program in addition to their teacher contract hours. Intern placements are contingent on meeting minimum Internship requirements, school availability and school district interview outcome.

Fall Schedule: Student Teacher candidates will be placed in the schools two days a week and will be on campus three days a week during Fall semester. Fall Semester also includes responsibilities during the first few weeks of the public school year prior to the beginning of Fall Semester at the University. Interns will follow their teacher contract hours and meet as required by the internship program.

Spring Schedule: Spring Semester will require a full-day (approximately 7:30am – 4:00pm), five-days-a-week time commitment from students as they complete their student teaching. Teacher candidates will student teach full time for 10 to 12 weeks under the guidance of the cooperating classroom teacher and will return to campus for three weeks of full-time closing activities and assignments. In addition, EDU 5391 Professional Development will be held one night a week. Interns will follow their teacher contract hours and meet as required by the internship program.

Orientation: There will be a mandatory orientation held during the spring semester prior to starting the Year 4/Final Year of the program. This orientation provides students an opportunity to meet their assigned faculty cohort leader, meet the
students within the same cohort, ask questions, and become familiar with Final Year requirements.

Praxis II Elementary Education Multiple Subjects Exam: Students must take the Praxis II Elementary Education Multiple Subjects Exam (#5001) in order to receive licensure recommendation from UITE. A passing score on each subtest is required. All subtests are required to be passed prior to beginning the licensure year.

Praxis II English to Speakers of Other Languages Exam: Students must take the Praxis II English to Speakers of Other Languages Exam (#5362) in order to receive the ESL endorsement (the ESL endorsement is not required for the program). It is recommended that students take this test before or during their student teaching.

Praxis Performance Assessment for Teachers (PPAT)
Teacher Candidates at the University of Utah are expected to comply with Utah State Board of Education requirements for performance assessment. The University of Utah uses the Praxis Performance Assessment for Teachers (PPAT) as a criterion for licensure recommendations. Please see https://www.ets.org/ppa/test-takers/teachers/about as well as program handbooks for more information.

Foundations of Reading Assessment
Early Childhood and Elementary Teacher Candidates at the University of Utah are expected to comply with the Utah State Board of Education’s literacy preparation requirements. The USBE will require all students to pass the Foundations of Reading Assessment to be eligible for licensure recommendation. Teacher Candidates will receive an email from the USBE with testing information including registration, dates and test result information. It is encouraged that Teacher Candidates complete the Assessment in fall semester of the licensure year. Teacher Candidates must ensure that the UITE receives their full test results to be recommended for licensure. More information about the Foundations of Reading Assessment can be found online here: https://www.ut.nesinc.com/Home.aspx.

Licensure Information
Following completion of all course, program, and degree requirements, students will be recommended for their Utah Professional Teaching License by the Urban Institute for Teacher Education at the University of Utah. In order to be a considered for recommendation, candidates must have completed the following:

- **Bachelor's Degree.** Degrees will post approximately one month after graduation.
- **Praxis II Exams.** Scores from Praxis II tests need to be submitted to the Elementary Advisor prior to recommendation. Please note that Praxis scores are not sent to the University by the testing company and students are responsible for sending their scores to the advisor. Note that the full three page score report with passing scores from all tests and subtests is required for licensure.
- **Application Form.** An application form and materials must be completed by the student and submitted to the Urban Institute for Teacher Education.
- **Educators Ethics Review and Quiz.** Students must take the online quiz prior to receiving their license. The Educators Ethics Review and Quiz can be found on your USIMS account.
- **Current Background Check.** Students must have completed and cleared a background check with the Utah State Board of Education. Background checks through the USBE are good for five years. If clearance has expired prior to recommendation, the student must renew the background check.

Students will work with the Elementary Education Advisor during spring semester of Year 4 to submit appropriate paperwork to be recommended for their K-6 Utah Professional Teaching License.

**Elementary Teacher Education Program Policies**

**Background Check:** In order to participate in any field-based course in the licensure program, students must pass a State and Federal background check and have the results sent to the Utah State Board of Education. Background checks expire after 5 years, and may need to be renewed during your program and in order to be recommended for your teaching license. To complete the background check, students should go to: https://uite.utah.edu/students/background-check/

**Satisfactory Performance and Academic Progress:** Each instructor will expect satisfactory performance in your coursework. The overall quality of your work, as well as your progress toward completing the program, will be monitored each semester.

**Minimum GPA:** Once admitted to the Elementary Education Program, a student must maintain at least a 3.0 term-by-term
GPA. If a student fails to maintain the 3.0 term GPA requirement, he/she will be placed on scholastic probation and may not register for any Licensure Program Courses (Year 4/Final Year).

**Minimum Grades:** All Education courses and prerequisites must be completed with a grade of “B-” or better beginning fall 2020. Math and courses taken prior to fall 2020 must be completed with a grade of “C” or better. Education courses and prerequisites in which the student receives below the minimum grade must be repeated for a higher grade. In cases where program courses are used for General Education and/or Bachelor’s Degree requirements, students must adhere to the program grade policy of receiving a “C” or better, and not the University of Utah grade standard.

All program courses must be taken for a letter grade and not taken under the University’s “Credit/No Credit” option. The only exceptions to this policy are courses designated by the department as Credit/No Credit. This includes only the following program courses: EDU 5316, EDU 5321, EDU 5390, EDU 5395, and EDU 5201.

**Repeating a Course:** Courses in the Elementary Education Program may only be repeated once.

**Transfer/Equivalent Courses:** For approval of transfer/equivalent courses to meet the requirements for the Elementary Education program, students must make a formal request by submitting syllabi or course descriptions of their transfer/equivalent courses and unofficial transcripts to the Elementary Education Advisor. Acceptance of transfer/equivalent courses is the discretion of the Urban Institute for Teacher Education. Please note that Licensure Program Courses during Year 4/Final Year will not be accepted from transfer schools.

**Time Limit on Courses:** Due to developments in the research on teaching, learning, and classroom practices, the standards for teacher licensure as set by the Utah State Board of Education are constantly changing. As such, program courses that are five (5) years or older may not be accepted if a student is not continuously enrolled in program coursework at least during Fall and Spring semesters. Expired courses will not be counted toward the requirements needed to complete the program.

**Substitute Courses:** The Urban Institute for Teacher Education reserves the right to substitute courses to fulfill program requirements.

**Licensure Program Courses:** All coursework in Years 1, 2, and 3 of the Elementary Teacher Education Program must be completed prior to starting Licensure Program Courses (Year 4/Final Year).

**Course Offerings:** Courses are not guaranteed to be offered every semester. Students are advised to meet with the Education Advisor of the Urban Institute for Teacher Education to know the most current course offerings.

**Scholarships and Financial Aid:** The College of Education offers annual scholarships available to available to both admitted and non-admitted elementary education students. Scholarship applications are available online at: [http://education.utah.edu/students/financial-aid.php](http://education.utah.edu/students/financial-aid.php), and are to be returned to the College of Education Dean’s Office by the scholarships deadline. Federal and state financial assistance is also available to students. Please contact the Financial Aid office at 801-581-6211 or [http://financialaid.utah.edu](http://financialaid.utah.edu) for more information. Students who are admitted to the program are eligible for more scholarship and financial aid opportunities.

**Student Code:** A letter indicating possible violations of the student code and appropriate student responses will be placed in the student’s file.

**Criminal Conviction:** Continuation in the program and receiving teacher licensure may be denied by the State of Utah due to previous criminal conviction. Please contact the Associate Dean for Professional Education of the College of Education before proceeding with your teacher education if you have questions about your status. The Utah Professional Practices Advisory Committee, c/o Executive Secretary, State Board of Education, 250 East 500 South, Salt Lake City, UT 84111, will review all such cases.

**Elementary Teacher Education Program Admission Process**

Students must complete an application and be admitted to the Elementary Teacher Education Program to complete the bachelor's degree and licensure requirements. Students may be admitted at any time during their bachelor's degree program once they have been admitted to the University of Utah and completed one semester of coursework at the University of Utah. However, students must be admitted prior to February 1st of the fall semester of their Year 4/Final Year.
Admission Deadlines

February 1st: All students beginning their Year 4/Final Year Fall semester must submit their admissions application by February 1st of that same calendar year. For example, a student planning to begin their final year Fall 2023 must submit their admissions application by February 1, 2023.

Early Admission: Students may apply for admission into the program at any time after they have been accepted to and have begun classes at the University of Utah. Students are encouraged to apply early. Early admittance may give more opportunity for Financial Aid benefits.

Admission Requirements

To be considered for admission into the Elementary Teacher Education Program, applicants must meet all of the following criteria:

- **Matriculated Status**: Students must be admitted as a degree seeking student at the University of Utah prior to being accepted into the Elementary Teacher Education Program.
- **GPA Requirements**: Applicants must maintain a cumulative 3.0 GPA upon admissions.
- **Completed Online Application Documents**: Applications that are incomplete or missing materials will not be reviewed for admissions. Application materials are listed below.

Application Checklist and Materials

Application Checklist

- Completed Online Application for Admission to the Elementary Teacher Education Program
- Statement of Professional Purpose
- Three Letters of Recommendation
  - Teaching and Working with the Youth
  - Academic Performance
  - Professional Attributes
- Current and official transcript from the University of Utah
- Current and official transcripts from all other colleges and universities previously attended
- PRAXIS II: Elementary Multiple Subjects Test (Full three page Score Report, including all subtest scores)
- Screenshot of USIMS account displaying UBSE Background Check Clearance.

Application Materials

Application: Applications for admission can be found at https://uite.utah.edu/students/admissions/. Students should note all admissions materials are due at time of application submission.

1. **Statement of Professional Purpose**: Submit a statement informing the Admissions Committee of your strengths as a candidate in the teacher education program in the Urban Institute for Teacher Education at the University of Utah. Essays should be approximately two pages in length and may be double-spaced. Your essay will be evaluated on its content as well as your ability to convey your ideas in formal academic language using standard writing conventions. Use the following rubric to assist in writing your statement.

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>INADEQUATE</th>
<th>ADEQUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illustrate your commitment and passion to the teaching profession.</td>
<td>The writer does not provide an illustration of a commitment to teaching based on relevant past experiences working with youth and future goals for teaching in K-12 schools. The statement does not convey the writer’s passion to teaching profession.</td>
<td>The writer provides an illustration of a commitment to teaching based on relevant past experiences working with youth and future goals for teaching in K-12 schools. The statement adequately conveys the writer’s passion to teaching profession.</td>
</tr>
</tbody>
</table>
Discuss your commitment to the mission of the Urban Institute for Teacher Education (UISTE) with regard to diversity and multicultural education.
The writer does not provide sufficient evidence of a commitment to the mission of the UITE and to issues related to diversity, including but not limited to language, culture, ability and does not address why the writer is committed to this mission.
The writer provides sufficient evidence of a clear commitment to the mission of the Urban Institute of Teacher Education and to issues related to diversity in its varied forms, including but not limited to language, culture, and ability and addresses why the writer is committed to this mission.

Demonstrate your ability to think deeply about and analyze contemporary educational issues.
The writer does not provide evidence that the writer can think deeply about contemporary educational issues that affect youth in today's society.
The writer provides clear evidence that the writer can think deeply about contemporary educational issues that affect youth in today's society.

Attend to the overall organization and flow of your statement and clarity of your writing.
The writer's statement is generally unclear and/or not succinct and/or may be rambling and/or meaning is hidden and/or paragraphs poorly structured. No structure is used to convey ideas.
The writer's statement is clear and succinct, and paragraphs are well organized. Meaning is clear to readers. The writer uses an appropriate structure to convey ideas.

Attend to standard conventions of writing, including spelling, usage, punctuation and grammar.
The writer does not use standard conventions of writing or makes many errors in spelling, usage, punctuation or grammar. The writing piece does not look presentable.
The writer uses all standard conventions of writing with few or no errors in spelling, usage, punctuation and grammar. The writing piece looks presentable.

Use formal academic language rather than colloquial or informal conversation.
The writer uses conversational and/or colloquial language—use of contractions (isn't, doesn't, shouldn't); and informal vocabulary terms such as “and so,” “like,” “get,” “very,” “of course,” “a lot,” “lots,” “good,” “really,” “kind of.”
The writer addresses the Admissions Committee and uses formal academic language throughout the statement.

2. Letters of Recommendation: Three (3) letters of recommendation are required to be included in the admissions application. Letters should be written by individuals who know the applicant on a professional and/or academic level, and who have insight into the educational experiences, intellectual abilities, and professional temperament of the applicant. Letters should not be more than one year old from the time of submission of application. Note: Family, friends, and religious advisors are considered inappropriate references. Submit a letter in each of the following areas:

- Teaching and Working with the Youth: This letter is to be written by a professional, certified educator who has supervised and/or observed the applicant while interacting with children in an academic setting (e.g., a cooperating public school teacher in whose classroom the applicant has observed during EDU 1010).
- Academic Performance: This letter should be written by a university or college instructor who can write knowledgeably about the applicant’s intellectual performance and ability as a scholar. University of Utah instructors are preferred as writers for students who have completed at least one semester at the University of Utah.
- Professional Attributes: This letter is a character reference that speaks to the applicant’s reliability, initiative, organization, communication skills, and contributions to a group working situation. The letter may be written by a past or current employer or any additional university or college instructor.

Please complete the Reference Identification form found on the admissions website: [https://uite.utah.edu/students/admissions/](https://uite.utah.edu/students/admissions/). This form is only to be completed once, either before you complete your UITE Admissions application or as you are completing the Admissions application. Students should enter the email address that the Recommender uses most frequently. Students using a University of Utah employee such as a faculty member should use the email address for that person. The UITE email address should not be used to have a letter submitted. An email is then generated and sent to the Recommender with a form and a space to upload their letter. Once a form and letter is submitted, the student will receive an email informing them that the Recommender submitted
it. Students will not receive a copy of the letter of recommendation.

3. **Current and Official Transcript from the University of Utah**: Transcripts should be ordered from a student’s CIS page and sent to yourself electronically. Students should then upload the transcript with their application.

**Current and Official Transcripts from all other Universities and Colleges Previously Attended**: If available, students should request transcripts electronically and have them emailed to the students email address and then uploaded with a student’s application. If electronic transcripts are unavailable at a student’s institution, a student should request that the transcript is mailed to the UIITE and UIITE staff will upload it on your behalf. Mailed transcripts need to be sealed with an official school stamp. Students should request transcripts from every school from which they have received credit, including foreign or correspondence schools, no matter how long ago the credit was earned. This also includes any concurrent enrollment courses a student may have completed as a high school student. Concurrent enrollment transcripts must be from the university or college, high school transcripts will not be accepted. The UIITE does not have access to transcripts submitted to the Admissions Office. A Summary of Transfer Credit will not be accepted.

4. **PRAXIS Test Scores**: All applicants must submit Praxis II-Elementary Multiple Subjects 5001 test scores. Students should plan on taking the Praxis II test at least four months prior to submitting their application for admission. It is recommended that students plan to take the test no later than the December prior to their application deadline to ensure that they receive the scores and are able upload the scores to their application. Students should note the Praxis II subtests must all be passed prior to beginning their licensure year.

Applicants can register for the Praxis II Test at [www.ets.org](http://www.ets.org). The test is computer based. Passing scores the Praxis II: Reading 157, Math 157, Social Studies 155, and Science 159. Scores will be received by the student 3-6 weeks after testing. Applicants need to upload the full three-page score report for each test and all subtests to their UIITE application as the University of Utah will not receive scores from ETS. The full score report is only available on the ETS website for about 45 days after test scores have posted.

5. **Proof of Background Check and Fingerprinting Completion**: A background check and fingerprinting must be completed and cleared through the Utah State Board of Education. Applicants need to include proof that they have initiated and completed this process ([USBE USIMS Screenshot](https://uite.utah.edu/students/background-check/)), with their application. The screen shot should include License Information, Home and Checklist information. See Background Check Coordinator for questions.

To initiate the background check and fingerprinting process, please complete the following steps found at our website: [https://uite.utah.edu/students/background-check/](https://uite.utah.edu/students/background-check/). To ensure that the background check is completed fully and completely, it is strongly encouraged that applicants follow the steps listed on the website.

Steps include:
1. Follow the directions found at: [https://uite.utah.edu/students/background-check/](https://uite.utah.edu/students/background-check/).
2. Select the “Live Scan” method for fingerprinting when scheduling your appointment after completing your Step One requirements.
3. Print off the Fingerprint Instructions on your USIMS account.

Your Unique Prints Fingerprinting (YUP) locations. YUP locations can be found here: [https://www.yupfingerprinting.com/](https://www.yupfingerprinting.com/)

YUP is the recommended location for physical fingerprinting. We strongly encourage students to complete this at YUP. School District offices do not always complete the full USBE check and may not forward the check to the USBE.

**BCI – Bureau of Criminal Identification**

3888 West 5400 South, Salt Lake City, Utah 84118, 801-965-4445. Hours:

Monday – Friday 8 am to 5pm.

Your results will not be sent to USBE if you do not take your fingerprint instructions pages with you to BCI or YUP locations.

A fee of $15 will be paid at the BCI to complete your Live Scan fingerprinting. YUP may have fees of their own. Please save your receipt.

An email notification from the Utah State Board of Education will be sent to you and to the College of Education when you have cleared the background check and the process is complete. Please keep this email for your records. You must submit the USIMS screen shot for your background check verification. You must clear the background check in order to
complete the licensure program.

Please be aware that background checks and fingerprints are valid for five years. If a student’s clearance has expired prior to completion of the program and licensure recommendation, they will need to renew their background check and fingerprints. Also, if anything occurs during the course of the program to render a student’s background check invalid, the student will be pulled from the program and will not be allowed to continue.

Admission Policies
Submitting Applications: Applicants are asked to submit all application materials to the UITE online at https://uite.utah.edu/students/admissions/.

Incomplete Applications: The Urban Institute for Teacher Education is not responsible for any materials missing from application files. Complete files will be reviewed by the admissions committee. Incomplete files are not guaranteed review.

Notification of Acceptance: Applicants will be notified by umail of acceptance or denial approximately six weeks after the application has been submitted.

Nondiscrimination Policy: The University of Utah is fully committed to policies of nondiscrimination and equal opportunity, and vigorously pursues affirmative action in all programs, activities, and employment with regard to race, color, national origin, sex, age, and status as a person with a disability. Religion, sexual orientation, and status as a disabled veteran or veteran of the Vietnam era also are protected under nondiscrimination and equal opportunity employment policies. The University seeks to provide equal access to its programs, services, and activities for people with disabilities. Reasonable prior notice is needed to arrange accommodations. Evidence of practices not consistent with these policies should be reported to the Office of Equal Opportunity and Affirmative Action, 801-581-8365 (voice or TDD). Upon request, this information is available in alternative formats, such as cassette, Braille, or large print.

Resources

University of Utah
U of U Main - www.utah.edu College of Education,
Dean's Office
Review Sorenson Arts and Education Complex,
Rm 3202, 801-581-8221
www.education.utah.edu
Admissions Office
Student Services Building, Room 105801-581-6211
www.admissions.utah.edu
Financial Aid and Scholarships Office Student Services
Building, Room 250 801-581-7281
www.financialaid.utah.edu

Tuition - www.fbs.admin.utah.edu/income

Transcript Office –
www.registrar.utah.edu/transcripts/transcript-online.php

Permission Codes for Education and other program classes: EDU 1010, 5200, 5316, 5321. Math 4010, 4020, FA 4000, ECS and SPED
https://uite.utah.edu/students/permissioncodes/

Background Check, Educators Ethics Review
https://uite.utah.edu/students/background-check/

Career Services – www.careers.utah.edu

Utah State Board of Education
USBE Main - www.schools.utah.gov
USIMS- https://usims.schools.utah.gov/

Praxis I and II
For test information, registration, study guides and practice tests: www.ets.org

Tuition - www.fbs.admin.utah.edu/income

Transcript Office –
www.registrar.utah.edu/transcripts/transcript-online.php

Permission Codes for Education and other program classes: EDU 1010, 5200, 5316, 5321. Math 4010, 4020, FA 4000, ECS and SPED
https://uite.utah.edu/students/permissioncodes/

Background Check, Educators Ethics Review
https://uite.utah.edu/students/background-check/

Career Services – www.careers.utah.edu