COLLEGE OF
EDUCATION

Master's Certification (MCERT) Program

Admissions Handbook

Teachers change lives,
and so can you.

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Contacts

University of Maryland, College Park (UM)
College of Education
Department of Teaching and Learning, Policy and Leadership (TLPL)

MCERT Program Website: www.education.umd.edu/MCERT

Admissions, advising and transcript review:

Office of Student Services

1204 Benjamin Building
Tel: (301) 405-2364
Email: ed-advising@umd.edu

Admissions and general MCERT program information:
Kay Moon
Coordinator of MCERT Program
2311 Benjamin Building
Tel: (301) 405-4448
Email: kmoon@umd.edu

Application deadlines:
Please note: applications must be complete on the dates listed:

1) November 1 (Priority Deadline) and March 1 (Final Deadline), prior to June of planned year of entry
2) International Applicants: November 1, prior to June of planned year of entry
3) Social Studies Applicants: November 1 (Priority Deadline), prior to June of planned year of entry to allow for pre-requisite content courses as needed. After November 1, applications will be considered only when seats are available.

Financial Aid deadline:
The priority deadline for the Free Application for Federal Student Aid (FAFSA) is February 15 of each year. Visit: www.fafsa.ed.gov.

Greetings Prospective MCERTers;

We at the University of Maryland, College of Education are delighted that you are considering becoming a teacher through our Master's Certification (MCERT) Program. Teaching is a wonderfully complex and rewarding enterprise, and the UMCP MCERT Program provides teacher candidates with the opportunity to gain an abundance of experience in transforming their content-area expertise into engaging pedagogy for school-aged children and adolescents. To consider MCERT, is to consider giving oneself the opportunity to acquire the foundation from which one can become an excellent teacher.

The MCERT Program has a long and rich tradition as an intensive graduate teacher-preparation program. Over the course of 13 months, MCERT students complete 30 credits of graduate coursework and a year-long, 12-credit internship. Our students graduate with a Master's degree from a nationally ranked public university and eligibility for Maryland-state certification.

What sets the MCERT Program apart from other teacher preparation programs in the area is the program's commitment to preparing students to work effectively with diverse students, to attend closely to student thinking, and to be empowered decision-makers in the classroom.

As the flagship state university in Maryland, the graduates of the MCERT program primarily serve the public school classrooms in the counties immediately surrounding Washington, D.C, including Prince George's, Montgomery, Howard, Frederick, and Anne Arundel. Though that is where many of graduates choose to teach, we have several graduates across the United States and who are teaching in other countries. Furthermore, as graduates from the MCERT program, all teacher candidates are well-prepared to consider continued educational opportunities at the University of Maryland, including our Doctoral programs.

Please use this MCERT Admissions Handbook as a resource in considering as well as in applying to the UM MCERT Program. I look forward to meeting many of you when you come to campus and interview with us, and to meeting the next cohort of MCERTers at our opening reception next June.

Cordially,

Ebony Terrell Shockley, Ph.D.
Director, MCERT Program

What is MCERT?

The Master's Certification Program (MCERT) is a graduate-level teacher preparation program that leads to elementary, middle school, secondary or preK-12 teacher certification and a Master of Education (M.Ed.). Content area specializations include: Art, Elementary Education, English, World Languages (Chinese, French, German, Italian, Latin, Russian, Spanish), Mathematics, Physical Education, Science (Agricultural Education, Biology, Chemistry, Earth Science, Physics), Social Studies, and TESOL (Teaching English to Speakers of Other Languages) and Middle School Math and Science.

The 13-months, 42-credit program is an **intensive, full-time** experience that integrates both theory and practice in a school-based program. Interns will be engaged in learning and teaching activities at a school site during the weekdays. In addition, interns will attend pedagogy and education courses on two nights a week as well as some Saturdays. The demands of this compact, intensive experience preclude MCERT interns from employment or graduate assistantships during the internship year. The MCERT program is offered only on an intensive full-time basis; there is no part-time option, and though we do offer some online coursework, we do not offer a distance-learning program.

Program Advantages

1) Graduate-Level Degree Program

The Department of Curriculum and Instruction (EDCI) at the University of Maryland College of Education is ranked 14th in the nation by *U.S. News & World Report*. The MCERT courses are taught by high-caliber faculty and school practitioners, and provide in-depth opportunities to connect content and pedagogy. All MCERT students participate in a year-long inquiry project (in lieu of a thesis) which culminates in the writing of a graduate seminar paper. In addition, all MCERT interns produce a teaching portfolio (in lieu of master's comprehensive examinations) which is presented at the end of the program.

2) Intensive Mentored Internships

Throughout the entire internship year – from the first day of school in August until June – MCERT interns are placed in PreK-12 classrooms with experienced certified teachers who will serve as the intern's mentor. The Internships serve as "learning laboratories" where interns can practice the ideas and concepts they are studying in their professional teaching courses and learn the essentials of classroom management, instructional planning, responsive teaching, and the ongoing assessment of student learning. In addition, all graduate interns receive support during the school year from a university-based supervisor, and a subject-based coordinator who are experienced educators in the area of the intern's certification field.

3) Personalized and Supportive Learning

Teacher candidates are organized into content area cohort groups. These groups work closely with faculty and site coordinators, take classes together, and provide an ongoing peer-support network for interactive learning and support through a bi-monthly internship seminar.

4) School Partnerships

MCERT was created in 1985 and has grown over the last thirty years to encompass partnerships with four neighboring school districts: Montgomery, Prince George's, Howard and Anne Arundel counties. School and university faculty join together in developing the program curriculum, supervising internships, teaching courses, and advising students. MCERT interns study in PDS (Professional Development School) sites across these three districts. We currently have over 25 school partner sites in Anne Arundel, Howard, Montgomery, and Prince George's Counties.

5) Professional Accreditation

The College Education is fully accredited by Council for the Accreditation of Educator Preparation (CAEP), and our programs are approved by the State of Maryland. MCERT provides all necessary requirements for Maryland State Certification, combining coursework with internship (student teaching). Internships are in partner schools in Anne Arundel, Howard, Montgomery, and Prince George's Counties. Upon successful completion of the program, interns are recommended to the Maryland State Department of Education for licensure. Maryland has reciprocity with other states and US territories.

6) Location

The University of Maryland's reputation and location near Washington, D.C. provides students with a wealth of opportunities to work in diverse school districts, collaborate with educational association, and engage in important, practical research.

7) Conceptual Framework

The College of Education requires that all graduates demonstrate these four core proficiencies:

   a. Candidates demonstrate competency in their knowledge of subject matter, curriculum, pedagogy, and content knowledge.

   b. Candidates demonstrate understanding of learners and their social and cultural contexts with a global perspective and intentional sensitivity to other cultures.

   c. Candidates practice evidence-based decision-making through the use of assessment as well as the critical interpretation of research and inquiry in order to improve educational practice.

    d. Candidates competently integrate technology in instruction to support student learning and develop data-driven solutions for instructional and school improvement.

These proficiencies ensure that our graduates will be ready to embrace their responsibilities for advancing the learning and development of their PK-16 students, advocating for students in the school districts and classrooms where they work, and leading others towards the same goals.

Program Overview

The MCERT Program begins each year in early June and runs through the end of June the following year. Students are inducted into the program with a program orientation in early June. Classes begin in the first summer session during the first week in June, and run Monday through Friday for nine consecutive weeks until early August. During the Summer Session I and II, students complete 12 graduate credits, and the program may arrange some time for students to serve as volunteers in the local PreK-12 summer school programs.

After the summer semester, students transition into their year-long internships at a selected school site, which begins mid-August. District teacher training workshops and/or the professional duty days are required of our interns by our partner districts. Fall semester MCERT classes begin in late August, and are scheduled to align with the MCERT internship requirements. Classes take place on two nights a week, and one to two Saturdays a month. Classes and internship continue through the winter interim semester, and the university holds a series of job search workshops in the fall and mid-late January. Spring semester courses begin in late January and continue until mid-May. Students remain in their internship until the close of the PreK-12 school year, generally the second week in June.

The final course required by the program, the "capstone" course, is scheduled from mid-May to early July. The capstone course is designed to provide MCERT students with an opportunity to look back at their year as an apprentice teacher, and to look ahead to their first year as a full-time certified public school teacher. Students complete their seminar papers and complete their teaching portfolios by mid-June. While a culminating program celebration is held in late June, MCERT students officially graduate in late August and they are encouraged to participate in the University of Maryland's December Commencement ceremony.

Internships

The MCERT internship is a single-site, full-year internship; the exceptions are Art, Physical Education, TESOL and World Languages (PreK-12 programs). Internship placements will be made in one of four counties: Anne Arundel (AACPS), Prince George's (PGCPS), Howard (HCPSS), or Montgomery (MCPS).
While we will take your geographical preferences and commuting distances into consideration, we *cannot guarantee* a placement location based on your requests. Final assignments are established according to the availability of mentor teachers, the intern's certification choice, and the equity of the commute for all cohort members.

Interns are expected to be at school the entire day and to participate as staff members in a variety of school-activities, but they are formally assigned apprentice teaching duties for no more than ½ of the school day. Secondary certification interns apprentice for the entire school year under the direct supervision of a mentor teacher who remains as the teacher of record throughout the year.

PreK-12 Dual Internship Placements

Since Art, Physical Education, TESOL and World Languages are PreK-12 certification areas, the field experience for MCERT Art, Physical Education, TESOL and World Languages students includes dual internship placements in both an elementary and a secondary school.

The field experience for MCERT TESOL students consists of two semester-long internships: one at the elementary and one at the secondary level. Students are placed with mentors at each level who will be able to guide them in the process of becoming effective ESOL teachers for English learners of a variety of ages, educational backgrounds, and proficiency levels.

Coursework

In addition to the year-long teaching internship, students take classes on two nights a week as well as some Saturdays. For administrative reasons, most MCERT classes are not held on the University of Maryland campus in College Park. We have used the following satellite locations in the past:

- Universities at Shady Grove in Rockville (MCPS)
- Laurel College Center (PGCPS)
- Selected partner school sites in the counties

Important Note:
Given the wide-ranging selection of PDS internship sites and the location of classes, it is strongly advised that students have a car available to them during the course of the MCERT program. Even though we will try to keep your commute to a minimum, a fair amount of driving will be required to participate in this program.

Teacher Certification Options

Because the program is so closely geared to meet the Maryland State Department of Education (MSDE) teacher certification requirements, each intern pursues a course of study suited to his or her certification or content area. Each applicant must therefore apply to the program with a specific certification goal in mind, selected from the following:

Elementary level: grades 1-6

- General Education

Middle School level: grades 4-9
- Science
- Mathematics

Secondary level: grades 7-12

- English
- Mathematics
- Science: Agricultural Education, Biology, Chemistry, Earth Science, Physics
- Social Studies

PreK-12 level: grades Pre-K-12
- Art
- Physical Education
- TESOL
- World Languages: Chinese, French, German, Italian, Latin, Russian, Spanish

MCERT coursework connects closely with work in the classroom. Therefore, education courses taken prior to the beginning of the internship year **may not be** substituted for MCERT courses.

Credits by Semester

The MCERT program is 42 credits. It is broken down over the course of 4 semesters for registration and financial aid purposes.

Elementary Education
Summer I and II- 12 credits
Fall- 14 credits
Spring- 12 credits
Summer I- 4 credits

Secondary Education
Summer I and II- 12 credits
Fall- 12 credits
Spring- 12 credits
Summer I- 6 credits

PreK-12 Education
Summer I and II- 12 credits
Fall- 12 credits
Spring- 12 credits
Summer I- 6 credits
**Note- TESOL students may need to include 6 co-requisite credits

Admission

Admission Criteria

There is no "typical" MCERT student. Individuals come to MCERT from a wide variety of backgrounds and with a broad array of life experiences. Our previous students have graduated from UMD or other institutions, changed careers, or entered this program after years out of the workforce and educational environment.

Successful teaching incorporates three types of competencies:

      a. knowledge of what to teach (academic knowledge),

      b. knowledge of how to teach (professional skills),

      c. knowledge of the learner (professional skills).

The MCERT program is designed so that prospective students enter the program having already become competent in their knowledge of their subject matter and have completed the state required *academic* courses relevant to their field.

However, because the MCERT program is intended to provide students with opportunities to acquire all *professional* requirements for certification, no formal teaching experience is needed before entering the program. On the other hand, it is **essential** that candidates have had experience working directly with children or adolescents, such as camp counseling, coaching, and tutoring. This work should be in the appropriate age group of what you want to teach.

Admission to MCERT is selective. The faculty review committee uses the following three criteria to evaluate applications:

1) Academic Preparation

Applicants must be able to show excellence in the completion of an undergraduate degree in an appropriate academic discipline. We are looking for students with a minimum GPA of 3.0[1] on a 4.0 scale from their baccalaureate degree.

Moreover, applicants must have completed the required academic content for the intended certification area. However, the completion of the requirements can still be in progress at the time of the application. (See Course Prerequisites)

2) Relevant Experience with Children and/or Young Adults

In addition to the course requirements, it is critical that applicants have some experience working with children in the appropriate age group as evidence that they are prepared to make an informed commitment to the teaching profession. Appropriate activities can include coaching, mentoring, tutoring, volunteering or substitute teaching in a local school, or other relevant experiences.

3) Professional Potential

The MCERT program is looking for candidates who demonstrate the following:
• A learner-centered educational philosophy
• Self-knowledge, maturity, and sensitivity toward others
• Ability to adapt to, and learn from, new and challenging situations
• Written and oral communication skills

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[1] Applicants who do not meet the 3.0 GPA requirement but are in the range of 2.8-2.99 or have successfully completed a graduate degree, are still encouraged to apply as applicants are evaluated based on a combination of grades, professional experiences, and outlook on teaching.

Course Prerequisites

Upon completion of the following course prerequisites, official transcripts must be submitted to Enrollment Services Office (ESO):

> University of Maryland, College Park
> Enrollment Service Operations
> Application for Graduate Admission
> Room 0130 Mitchell Building
> College Park, MD 20742

<u>Elementary Education</u>

Bachelor's degree from an accredited four year institution with course in Sciences, English language and literature, Social Sciences, and the following Math classes-

- ✓ College-level **Algebra**
- ✓ College-level **Geometry**
- ✓ College-level **Statistics** (any stats class will fulfill the requirement)

**Please note- Calculus is not a substitution for these classes

Courses can be taken at any 2-year or 4-year accredited college or university.
For example:
a) University of Maryland, College Park
   Math 110=Algebra, Math 213 = Geometry, Math 214 = Statistics
b) Anne Arundel Community College
   MAT 222 = Geometry
c) Carroll Community College
   MATH 111 = Geometry
d) Howard Community College
   Math 128 = Geometry; Math 138 = Probability/ Statistics
e) Montgomery College
   MA 131 = Geometry, MA 132 = Probability/ Statistics
f) Northern Virginia Community College
   Math 250 = Geometry
g) Prince George's Community College
   MAT 106 = Geometry; MAT 116 = Probability/ Statistics
h) National University
   MTH 311, MTH 417 = Geometry
i) UMUC: University of Maryland University College
   STAT 200 = Statistics

Please note that students must earn at least a "C" in their Mathematics prerequisites.

Middle School Education

Mathematics
- ✓ Numbers and Operations
- ✓ Geometry
- ✓ Probability/Statistics
- ✓ Algebra
- ✓ Reasoning, Justification, Proof

Science
- ✓ Biology
- ✓ Chemistry
- ✓ Physics
- ✓ Earth Science or Space Science
- ✓ Math or Science Elective

Secondary Education

English (at least 36 credits in English. You can use some communication/language/theater classes, but the focus is on Literature)
- ✓ Literacy Criticism/ Critical Theory
- ✓ American and British Literature (evidence in both)
- ✓ World Literature
- ✓ Advanced Writing (beyond freshman level)
- ✓ Shakespeare
- ✓ English Language/Linguistics
- ✓ English/Communication/Theater/ Media Electives
- ✓ Women/ Minority Literature
- ✓ Speech and Rhetoric

Social Studies
- ✓ Area of Concentration (History, Geography, Political Science)
- ✓ 2 History (including U.S. History)
- ✓ 2 Geography Courses
- ✓ 2 Political Science Courses
- ✓ 2 Economics Courses
- ✓ 1 Sociology/Anthropology that covers culture
- ✓ 1 Psychology

Mathematics
- ✓ Calculus I
- ✓ Calculus II
- ✓ Calculus III
- ✓ Linear Algebra
- ✓ Euclidean and Non Euclidean Geometrics
- ✓ Adv. Calculus I
- ✓ Theory/Logic
- ✓ Algebraic Structure/Abstract Algebra
- ✓ Differential Equations
- ✓ Upper Level Math Elective

- ✓ Applied Probability and Statistics/Probability Theory
- ✓ Computer Programming

Biology
- ✓ Principles of Biology I
- ✓ Principles of Biology II
- ✓ Principles of Genetics
- ✓ Biological Diversity Course
- ✓ General Chemistry I
- ✓ General Chemistry II
- ✓ Organic Chemistry I
- ✓ Organic Chemistry II
- ✓ Calculus I
- ✓ Calculus II
- ✓ Physics I
- ✓ Physics II
- ✓ Advanced Program Specialization Courses:
- - Cell Biology & Genetics
- - Ecology & Evolution
- - General Biology
- - Microbiology
- - Physiology & Neurobiology

Chemistry
- ✓ General and Analytical Chemistry
- ✓ General and Inorganic Chemistry
- ✓ Principles of Organic Chem I
- ✓ Principles of Organic Chem II
- ✓ Inorganic & Analytical Chemistry Lab
- ✓ Physical Chemistry I
- ✓ Physical Chemistry II
- ✓ Physical Chemistry Laboratory I
- ✓ Inorganic Chemistry
- ✓ Prof Issues in Chemistry & Biochemistry
- ✓ Instrumental Methods of Analysis
- ✓ Physical Chemistry Laboratory II
- ✓ Principles of Biology I
- ✓ Principles of Physics I
- ✓ Principles of Physics II
- ✓ Calculus I
- ✓ Calculus II

Physics
- ✓ Introductory Physics: Mechanics and Relativity
- ✓ Introductory Physics: Fields
- ✓ Introductory Physics: Waves
- ✓ Experimental Physics I: Mechanics, Heat & Fields
- ✓ Experimental Physics II: Electricity and Magnetism
- ✓ Physics Laboratory Introduction
- ✓ Intermediate Electricity and Magnetism
- ✓ Intermediate Theoretical Methods
- ✓ PHYS Quantum Physics or Principles or Modern Physics
- ✓ Calculus I
- ✓ Calculus II
- ✓ Linear Algebra
- ✓ Calculus III
- ✓ Differential Equations

PreK-12 Education

Art (Portfolio Required)
- ✓ Drawing (3 classes)
- ✓ Art Theory
- ✓ Art 2D Fundamentals
- ✓ Art 3D Fundamentals
- ✓ Printmaking
- ✓ Ceramics
- ✓ Painting (2 classes)
- ✓ Other Visual Art Areas
- ✓ Art History (4 classes)

Physical Education
- ✓ Exercise Physiology
- ✓ Biomechanics
- ✓ Motor Learning
- ✓ Motor Development (knowledge of acquisition of motor skills)
- ✓ Psychology of Sport and Physical Activity
- ✓ Diversity and Cultural Competence
- ✓ Activity Course- 3 sports and 2 physical activities

Dance (BA in Dance or related area required)
Dance practice (36 cr) and Dance History and Theory (12cr) including:
- ✓ Dev. Movement/ Somatics/ Kinesiology 6 cr.
- ✓ Movement Analysis 3 cr.
- ✓ Dance History 3 cr.
- ✓ Improvisation 3 cr.
- ✓ Choreography/Composition 6 cr.
- ✓ Modern Dance Technique 9 cr.
- ✓ World Dance Forms 3 cr.
- ✓ Ballet, Jazz, Tap or other forms 6 cr.
- ✓ Dance practice coursework in any of the above 6 cr

World Languages (if you are fluent but do not have the classes, please contact an advisor)
- ✓ Reading and Writing in WL
- ✓ Advanced Grammar and Composition I (Grammar and Comp)
- ✓ Advanced Grammar and Comp II (Advanced Composition)
- ✓ Advanced Conversation I
- ✓ Linguistics I
- ✓ Linguistics II
- ✓ Phonetics
- ✓ 2 Literature classes
- ✓ 2 Civilization classes
- ✓ 2 Upper Level FL Literature classes

TESOL*
- ✓ EDCI 432/630: Foundations of Second Language Education
- ✓ EDCI 437/635: English Grammar for TESOL

*If TESOL classes cannot be completed prior to program they can be added into the program sequence.

If you have questions about course prerequisites, please contact:

Office of Student Services
1204 Benjamin Building
Tel: (301) 405-2364
Email: ed-advising@umd.edu

Application

Application Deadlines

Please note: applications must be <u>complete</u> on the dates listed:

1) November 1 (Priority Deadline) and March 1 (Final Deadline), prior to June of planned year of entry
2) International Applicants: November 1, prior to June of planned year of entry
3) Social Studies Applicants: November 1, (Priority Deadline) prior to June of planned year of entry to allow for pre-requisite content courses as needed. After November 1, applications will be considered only when seats are available.

It is imperative for each applicant to begin the application process early enough for all transcripts and supplemental materials to be processed through Enrollment Service Operation (ESO) by November 1. Each applicant can view the status of their application online, so it is therefore the applicant's responsibility to keep track of their status and to make sure their application is complete on time. However, during peak application season it can take up to 15 business days for materials to be scanned by ESO for departmental review. Please keep this delay in mind before you contact us about missing application materials.

Applications that are incomplete will not be viewed for consideration until all materials are received. If an application is submitted in November but is not complete, it will then be reconsidered in March. Application packages that are submitted by March 1 but are not complete, will not be considered.

Application Process

The initial step in applying to the program is to have your transcript evaluated by our Advising Office (secondary, K-12, and middle school only). We strongly recommend that you do this right away, to allow time for consideration of your application. If you are interested in Secondary Education, Middle School or PreK-12, please indicate which content area you would like to teach.

Elementary Education
If you are interested in Elementary Education, you will need to do the following:
- Complete a college-level Statistics course (from any discipline; for example, Psychology or Business Statistics, Research Methods, etc.)
- Complete a college-level Geometry course
- Complete a college-level Algebra course
- Please note that both Math courses need to be completed with a "C" or better

Middle School, Secondary and PreK-12 Education
If you are interested in Secondary Education, you will need to do the following:
- Send your unofficial transcripts as an email attachment to ed-advising@umd.edu
- Indicate your content area of interest
- Send your contact information

When analyzing applicant transcripts for completion of required academic content, UM faculty will apply the course prerequisites previously listed. If applicants are missing credits, they will be informed prior to the interview and will be asked to complete the coursework prior to the start of the program. You can still apply to the program with missing classes as long as there is a completion plan.

For questions regarding advising and transcript review please contact:

Office of Student Services
1204 Benjamin Building
Tel: (301) 405-3848
Email: ed-advising@umd.edu

Note: Preliminary transcript reviews can take 2-3 weeks to complete. Due to the required credential review by the Graduate School, we do not provide preliminary transcript reviews for international transcripts.

Once you have had your transcript reviewed you can apply for admission by going to the UM Graduate School's website
at http://www.gradschool.umd.edu/admissions/application-process/step-step-guide-applying

Application Interview

All complete MCERT application folders will be reviewed by the MCERT Coordinator and passed on to the content-area units for more in-depth review. All candidates who meet the program qualifications in terms of content-area preparation, undergraduate GPA, passing Praxis Core scores, and overall suitability for the program, will be interviewed by members of the College and MCERT faculty.

Interviews will be scheduled in December and January for November 1st applicants, and in March for March 1st applicants. November 1st applicants will be notified of the department's admission decision in mid-February; March 1st applicants will be notified of the department's admissions decision in April.

Candidates for Art will be expected to bring a portfolio to their MCERT admission interview. All MCERT candidates are encouraged to provide a copy of their resume to the interview team.

Application Materials

It is the applicants' responsibility to make sure that all application materials have been acquired from the appropriate people and submitted to the correct persons or departments. Please note that insufficient documentation and/or failure to adhere to deadlines will delay or hinder your application from being processed. It is highly recommended that you periodically verify that your application materials have been received. Once a complete application has been forwarded to the MCERT Office, candidates deemed eligible will be interviewed.

Application Materials:
1) UM Application Fee
   a. the non-refundable application fee is $75 (subject to change)
   b. Payments must be made online at the time of application in order for your application to be "submitted."

2) UM Application for Admission to Graduate School http://www.gradschool.umd.edu/welcome/apply_now.html\

The MCERT Program is housed in the *Education Department of Curriculum and Instruction (EDCI)*. **Please make certain to select the correct program and term for which you are applying. This will ensure your application is reviewed by the appropriate program admission review committee.**

- **Term applying for**: Summer I (MCERT ONLY beings in the summer)
- Fall term (IMCP ONLY begins in fall).
- **Program of Study**: Curriculum and Instruction (EDCI)
- **Degree**: M.Ed./Cert
- **Area of Interest 1**: Select, *Maryland Master's Certification program (MCERT)*
  or
  Integrated Masters Certification Program (Off-Campus/1yr) (IMCP)
- **Area of Interest 2**: Choose the content area you would like to teach (Ex: Elementary or Math or English, etc.)**. (NOTE:** *This must be selected as this determines who reviews your application. If not selected, the processing of your application may be* <u>*delayed*</u>)

Statement of Purpose: Upload your Statement of Purpose (goal statement). **This statement of purpose including goals, experiences and education interests must be uploaded into the online application.

Upload Requirements: Upload your CV/resume, Statement of Purpose, Basic Skills Test exam scores and transcript(s) to the online application. If you are currently attending UMD, upload an unofficial transcript. (NOTE: All uploaded transcripts are considered <u>unofficial</u>. If accepted into the graduate program, official transcripts will be required per the graduate school by the end of the first semester of enrollment.)

Note: You must upload all required documents before your application will be considered as complete/submitted.

3) Official Transcripts

Official Transcripts are required from ALL colleges or universities attended (with the only exceptions being UM and study abroad). This is applicable even if classes are listed on another transcript. However, a transcript is not required if you took less than 6 credits at the institution, *unless* the coursework is applicable to course prerequisites. ***Official transcripts must be sent directly from those institutions or submitted in a sealed envelope to:***

> University of Maryland, College Park
> Enrollment Services Operations (ESO)
> Application for Graduate Admission
> Room 0130 Mitchell Building
> College Park, MD 20742

(Please do not send official transcripts to the College of Education).

4) Basic Skills Test Scores

All applicants must take one of the following exams and meet the required Maryland Department of Education (MSDE) cut-off scores. If taking the Praxis CORE exam you must pass each of the three individual sections. We will not grant conditional or provisional admissions for applicants pending successful completion of the praxis exam. An applicant must pass all three sections to be offered admission to MCERT. However, we will review an applicants' file for admission if they have passed at least 2 out of 3 of the Praxis sections.

Praxis Core	Test Code	MD Score
Reading (sr - 85 min.) and	5712	156
Writing (sr & cr - 100 min.) and	5722	162
Mathematics (sr - 85 min.)	5732	150
Praxis I: PPST/CPPST Prior to September 1, 2014 Reading Writing Mathematics	5710 5720 5730	177 173 177
SAT (prior to April,1995) (math and verbal)	-	1000
SAT (after April, 1995) (math and verbal or math and critical reading)	-	1100
GRE (prior to September 1, 2011) (math and verbal)	-	1000
GRE (taken as of September 1, 2011) (math and verbal)	-	297
ACT	-	24

5) TOEFL Official Scores

The TOEFL scores are required for applicants whose first language is not English. The requirement is waived for students who earned their bachelor's at an English-speaking university. TEOFL scores must be sent directly from the testing agency ETS to UMD (Recipient Code: **5814)**.

6) OPI Scores

Advanced Low is required by July (**for students applying for World Languages program**).

7) Three Letters of Recommendation

The 3 letters of recommendation should reflect the applicant's academic ability to succeed in graduate study and/or potential as a professional teacher. The letters should address your character and your organizational abilities. At least one should be from a faculty member familiar with your academic work. In addition, one letter of recommendation is required to speak about your past experience working with children or young adults. If you are no longer in touch with a professor, you should get another letter from someone who is familiar with your work with kids. Letters from friends and family members are not appropriate.

8) Statement of Purpose

Please use the listed prompts, not the questions on the Graduate School application:

For Elementary Candidates ONLY. Submit a 1,000-2,000 word essay that addresses the following prompts:
- What it means to be a good teacher to all students
- What one needs to know and be able to do to become a good teacher
- What I need to learn to be a good teacher

For Secondary and PK-12 Candidates. Submit a 1,000-2,000 word essay that describes your understanding of the role of the public school teacher. Limit your discussion to a specific academic discipline that you are interested in teaching. Be sure to address the following:
- What a good teacher knows and is able to do
- What teaching a diverse population means to you
- Specific experiences you have had that give you the foundation to become such a teacher
- What you hope to learn from this program in order to become such a teacher
- Your academic, professional, and extracurricular experiences that led to your decision to apply

For Chinese Education Candidates ONLY.
Relevant Experience in Chinese Language, Linguistics, Literature, Culture, or History outside of your Undergraduate Courses.

Have you had any work experiences or life experiences with Chinese language, linguistics, literature, culture, or history outside of your undergraduate courses? Examples: teaching Chinese to native English speakers in China using an approved curriculum, working in a Chinese history museum, serving as cultural tour guide in China. In some cases, such experience might substitute for certain required undergraduate courses in Chinese language, linguistics, literature, culture or history for admission purposes. Please write about ANY experiences you have had in these areas outside of

your undergraduate courses. For each relevant experience, (a) tell us what you did, (b) what you learned from it, (c) the dates (beginning and ending), (d) the name and place of the institution, and (e) anything else you think we should know about your relevant experience in Chinese language, linguistics, literature, culture, or history outside of your undergraduate courses. Please use additional pages if necessary.

9) Resume
Please upload your most current resume that includes your academic, professional and volunteer experience. This should **also** include experience working with children and young adults. This can be an extra page added on, but it is important that we can see your experience with kids. It's okay to include information that otherwise would not go on a professional resume. We will evaluate previous experience based on the following

1. Show experience working with children and/or youth in the age group you are interested in teaching.
2. Show experience working in a tutoring, coaching, or other instructional setting with children and/or youth.
3. Show experience working with children and/ or youth who are individuals with disabilities, from non-dominant ethnic and cultural communities, non-native speakers of English, or immigrant families.

For questions regarding the application requirements, criteria, and essay question contact:

Kay Moon
Coordinator of MCERT Program
2311 Benjamin Building
Tel: (301) 405-4448
Email: kmoon@umd.edu

Basic Skills Exam Information

It is strongly recommended you plan ahead to take one of the basic skills exams. Be aware of test dates and registration dates, and visit www.ets.org/praxis for additional information.

Self-Report scores
In order to meet the program application deadlines, you may self-report your passing individual (not composite) scores by uploading a copy of your basic skill test into the application.

Praxis II

The first part of Praxis II, content knowledge, must be passed prior to the beginning of the program in early June. Any student who has not passed Praxis II content knowledge must ask for an exception to policy with the understanding that we cannot guarantee that your request will be granted.

The second part of Praxis II, pedagogy, is not required for admission or beginning of the MCERT Program. Admitted students will take the pedagogy part in November after they have completed a number of pedagogy courses during the summer and fall semester. To see exam dates, please go to: www.ets.org/praxis.

Praxis Test Codes

In order to help you register for the right Praxis II tests, you can find the specific test numbers, titles and passing scores below.

LICENSURE AREA	TEST REQUIRED	TEST CODE	MD SCORE
Art	Art: Content and Analysis	5135	161
Biology	Biology: Content Knowledge Principles of Learning and Teaching: Grades 7-12 (Pedagogy)	5235 5624	150 157
Chemistry	Chemistry: Content Knowledge Principles of Learning and Teaching: Grades 7-12 (Pedagogy)	5245 5624	153 157
Chinese Mandarin	Chinese (Mandarin) World Languages: Pedagogy	5665 5841	165 158
Earth/Space Science	Earth/Science: Content Knowledge Principles of Learning and Teaching: Grades 7-12 (Pedagogy)	5571 5624	152 157
Elementary Education	Elementary Education: Instructional Practice and Applications Principles of Learning and Teaching: Grades K-6 (Pedagogy)	5019 5622	155 160
English	English Language, Arts Content: and Analysis Principles of Learning and Teaching: Grades 7-12 (Pedagogy)	5039 5624	168 157
ESOL	English to Speakers of Other Languages	5361	149
French	World Languages: French World Languages: Pedagogy	5174 5841	162 158
German	World Languages: German World Languages: Pedagogy	5183 5841	163 158

Latin	Latin World Languages: Pedagogy	5601 5841	152 158
Mathematics	Mathematics: Content Knowledge Principles of Learning and Teaching: Grades 7-12 (Pedagogy)	5161 5624	160 157
Physics	Physics: Content Knowledge Principles of Learning and Teaching: Grades 7-12 (Pedagogy)	5265 5624	143 157
Physical Education	Physical Education: Content and Design	5095	169
Social Studies	Social Studies: Content and Interpretation Principles of Learning and Teaching: Grades 7-12 (Pedagogy)	5086 5624	153 157
Spanish	World Language: Spanish World Languages: Pedagogy	5195 5841	168 158
Middle School Mathematics	Middle School: Mathematics Principles of Learning and Teaching:5-9 (Pedagogy)	5169 5623	165 160
Middle School Science	Middle School: Science Principles of Learning and Teaching:5-9 (Pedagogy)	5440 5623	150 160

Application Process for International Students

In general, the application process is the same as for domestic students (see above). For more information regarding the international application process, visit the International Student & Scholar Services (ISSS) website at http://globalmaryland.umd.edu/offices/international-students-scholar-services/graduate-admissions

The International Students & Scholar Services (ISSS) assists the University in evaluating international applicants for admission by reviewing their international academic credentials, English language certification, financial certification and by processing visa documentation. International applicants cannot be admitted without the review of this documentation and approval of ISSS.

The following materials should be uploaded into the ISSS ITERP system, https://iterp.umd.edu/istart/controllers/start/start.cfm

1) International Academic Credential Review

The Graduate Admissions Office and the Academic Department must receive the complete application and official records/mark sheets in the original language with literal

English translations by the appropriate international deadline date. Translations should not be interpretive and actual names of all degrees, diplomas, and certificates must appear in the translation. Official copies must be submitted for review with your application. Send one complete set of transcripts reflecting all undergraduate and graduate work completed or in progress. Only applicants who have completed the full sequence of preparatory studies and examinations equivalent to a U.S. bachelor's degree from an approved institution, and who have met the University of Maryland College Park admissions criteria, will be considered.

2) Financial Certification

International applicants applying for admission to the Graduate School at the University of Maryland College Park must certify sufficient funds (exclusive of travel funds) to cover university fees, books, supplies, tuition and living expenses for themselves and for their dependents (if applicable). Funds can be demonstrated in the form of personal funds, parental or sponsor funds, government support, an assistantship at UM or any other official sources of income. Please follow the guidelines provided at the ISSS website.

3) English Proficiency

All students at the University of Maryland are expected to read, write and speak English fluently. International students must demonstrate a proficiency in the English language by taking the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or the Pearson's PTE language exam. Qualifying scores are 100 or higher for TOEFL, 7 or higher for IELTS and 68 or higher for PTE, with the necessary sectional requirements met. The TOEFL is administered by the Educational Testing Service (ETS) at numerous locations throughout the world.

4) Visa Verification

On the Graduate School application, prospective students are requested to note the type of visa they currently hold or will need to study at the University. In addition, if you are a current holder of a visa or Permanent Resident card, you must submit copies of that visa or Permanent Resident Card. Students who require an F or J visa to study at the University of Maryland College Park will receive the I-20 or DS2019, respectively, with their acceptance packages.

Program Costs

The amounts in the chart reflect the tuition and fees of 2016-17 AY. If admitted, you will begin the MCERT program in June 2017 and the tuition and fee rates will be higher than the rates presented in this chart.

Program Costs	Summer 2016	Fall 2016	Spring 2017	Summer 2017	Total
Tuition	12 credits x $641/credit =$7,692	12~14 credits x $641/credit =$7,692~$8,974	12 credits x $641/credit =$7,692	4~6 credits x $641*/credit =$2,564~$3,846* *Amount will increase	**$26,922**
Internship fee		$375	$375		$750
Technology fee		$132	$132		$264
Fingerprinting fee	$100-120 (varied by county)				$100-120
Fee for Praxis II Pedagogy		$140-150			$140-150
MSDE certification processing fee				$10	$10
LiveText		$113			$113
USG Parking fee	$99				$99
				Total:	Approx. $28,600
Plus, books, transportation, health insurance and other living costs to consider					

Additional Programs

<u>Certification Only Option</u>

This program is designed for prospective teachers who already have an advanced degree (MA or PhD) and are seeking Maryland State certification. It is offered only at the secondary level and it is not available in the Elementary, Physical Education and TESOL program. The Certification Only option follows the same schedule and application process as MCERT. These interns do not complete one of the diversity courses, the research component or the capstone component of the MCERT program. To learn more, contact Kay Moon at kmoon@umd.edu.

<u>Teaching English to Speakers of Other Languages (TESOL)</u>

The campus-based Master's of Education degree in TESOL with Maryland K-12 ESOL Certification is designed for students who have earned a bachelor's degree in any subject matter and wish to become certified as teachers of English to speakers of other languages in elementary, middle and high schools in Maryland. This degree consists of 42 credits: 36 hours of coursework and 6 hours of field experience. This program can be done on part-time basis. All classes are scheduled in the afternoons and evenings to accommodate those working full-time.

To learn more about TESOL, visit: www.education.umd.edu/EDCI/SecondLandEd

Financial Aid & Scholarships

Financial Aid

The priority deadline for the Free Application for Federal Student Aid (FAFSA) is February 15. For detailed information see: http://www.fafsa.ed.gov.
For questions regarding Financial Aid, please contact the UMD Financial Aid Office at: http://www.financialaid.umd.edu, T. 301-314-900.

Scholarships and Grants

Knowles Science Teaching Foundation Fellowships

KSTF Teaching Fellowships are awarded to young men and women who have received a bachelor's or advanced degree in *science, engineering or mathematics* and are *committed to teaching high school science and/or mathematics* in U.S. schools. The fellowship supports recipients professionally and financially through a teacher preparation program.
- Fellowship provides the following: tuition assistance, monthly stipend, instructional support, school-site mentor, room, board and travel expenses for summer professional development and fellows' meetings, membership in a professional organization.
- Fellowships are renewable for 5 years
- For more information see: www.kstf.org

TEACH Grants

Through the College Cost Reduction and Access Act of 2007, Congress created the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program that provides grants of up to $4,000 per year to students who intend to teach in a public or private elementary or secondary school that serves students from low-income families.
- Expected availability for math, science, foreign language, bilingual education and other high need areas.
- Provided through the Department of Education
- Must have at least a 3.25 GPA
- Graduate student scholarships available for up to $8000
- Must teach in a high-need school in a high-need field for a minimum of 4 years within eight years after finishing the program
- For more information and to apply
- see: http://studentaid.ed.gov/PORTALSWebApp/students/english/TEACH
- .jsp

Teacher Loan Forgiveness Program:

After you have been employed as a full-time teacher for five consecutive, complete academic years at a school that is considered "low-income" according to certain criteria for funding under Title I of the Elementary and Secondary Education Act, you may be eligible for teacher loan forgiveness.

- You must not have had an outstanding balance on a Federal Family Education Loan Program (FFELP) or Federal Direct Loan Program (FDLP) loan as of October 1, 1998, or on the date you obtained a FFELP or FDLP loan after October 1, 1998.
- The loan for which you are seeking forgiveness must have been made before the end of the fifth year of your qualifying teaching service.
- You may not receive more than a total of $5,000 ($17,500 for certain highly qualified secondary math and science teachers, and elementary and secondary special education teachers) in loan forgiveness for outstanding principal and accrued interest for the same teaching service under both the FFELP and the FDLP.
- For more information see:
  http://www.tgslc.org/borrowers/teachers/eligible.cfm

US Department of Education

- Transition to Teaching Program: provides five-year grants to state and local educational agencies, or for-profit organizations, non- profit organizations, or institutions of higher education collaborating with state or local educational agencies
  - Program participants are placed to teach in high-need schools and districts
  - For more information see:
    http://www.ed.gov/programs/transitionteach/index.html
- Perkins Loans: provide low-interest loans to help needy students finance the costs of postsecondary education. Borrowers who undertake certain public, military, or teaching service employment are eligible to have all or part of their loans canceled.
  - For more information see:
    http://www.ed/gov/programs/fpl/index.html
- Grants- do not have to be repaid. Click the link below to learn more about grant programs available for eligible students pursuing a postsecondary education.
  - http://studentaid.ed.gov/PORTALSWebApp/students/english/grants.jsp

COE Scholarships

The College of Education offers $1,000 scholarship awards to deserving students. Criteria, details, and applications are available online at: http://www.education.umd.edu/studentinfo/undergraduate_info/scholarships.html

Housing

On-Campus:

You can request graduate housing on campus in a *residence hall*, but priority is given to undergraduate students. If you apply, you will be put on a waitlist and if a space is available you will be notified:
http://www.resnet.umd.edu/housing/graduate.html

Off-Campus:

Graduate Hills and Graduate Gardens are two all-graduate student apartment communities on University property. They are owned by the University of Maryland and managed on the University's behalf by a property management company. A separate application and leasing process applies to these apartment communities.

The Off-Campus Housing (OCH) staff will assist you in searching for various housing options and making well-informed decisions, just visit www.och.umd.edu or call T. (301) 314-3645.

Health Insurance

All MCERT students are eligible for University Health Insurance which is UnitedHealthCare for Students. For more information, please visit: www.firststudent.com and select University of Maryland, College Park.

Immunization

Students need to complete the Immunization Form and return it to the Health Center. The form and address are available at this
link: http://www.health.umd.edu/clinicalservices/allergimmuntravel/immunizations
*Students have 1 semester to complete this requirement.
**Immunization forms from previous colleges are also acceptable.
(IMCP student do not need to fill out the Immunization form again since the Health Center already has their forms from their undergraduate studies).