

## School of Education Admission Application

### Minors

The Department of Public Instruction defines a “minor” as a field of study in which a student completes an academic specialization as part of an approved program leading to licensure in addition to the major.

#### Minors in English a Second Language or a World Language

Those with an initial certification may add-on and receive certification in one or more of the following minors.

- English as a Second Language (393)
- World Languages
  - American Sign Language
  - Chinese (349)
  - French (355)
  - German (370)
  - Hebrew (356)
  - Italian (360)
  - Latin (350)
  - Russian (385)
  - Spanish (365)

#### Minors in Social Studies

Those with an initial certification in Broad Field Social Studies at the Early Adolescence through Adolescence level (grade 6 – 12) may add-on and receive certification in one or more of the following minors.

- Economics (710)
- Geography (715)
- History (725)
- Political Science (735)
- Psychology (740)
- Sociology (745)

#### Minors in Science

UWM graduates with an initial certification in Broad Field Science at the Early Adolescence through Adolescence level (grade 6 – 12) may add-on and receive certification in one or more of the following minors. Completion of the minor requirements will allow you to teach grades 6 through 12 in the content area.

- Biology (605)
- Chemistry (610)
- Earth and Space Science (635)
- Physics (625)

## Supplemental Licenses

In order to receive a license issued as a supplemental license, an individual must hold or be eligible to hold a teaching license. A supplemental certification will result in an additional certification at the same level as your initial license. Those seeking a supplemental certification must be in process of completing an initial certification or already have an initial certification. UWM offers the following supplemental certifications.

- Bilingual Education: Hmong (023)
- Bilingual Education: Lao (023)
- Bilingual Education: Spanish (023)

## Application Checklist

In order to obtain a minor or supplemental certification, you must apply and be accepted to an approved teacher certification program or already have an initial certification. The following documents are required for application if you already have a license.

<b>Initial Certification</b>	<b>Languages</b> Bilingual, ESL, World Languages	<b>Social Studies</b>	<b>Science</b>
Online Application to UWM	X	X	X
School of Education Admission Application signed by the appropriate faculty member	X	X	X
Official Transcripts	X	X	X
Official PRAXIS I Test Scores or Teaching License	X	X	X
Admission Essay	X	X	
Resume	X	X	

**Please keep a copy of all documents for your records.**

**Documents will not be returned to you.**

## Applying Online for Admission to UWM

The online application is required even if you have applied or attended UWM previously as an undergraduate, graduate, or University Special Student. You cannot be admitted to the program without first applying for admission to the University as a post baccalaureate teacher certification student.

## Instructions:

1. Go to: <http://apply.wisconsin.edu/>
2. Register as a new user
3. Fill in your information and save
4. Fill in name/DOB/e-mail address and save
5. Select Create a New Application in left hand column
6. **Applying to:** Select UW Milwaukee. Click next.
7. **US Citizenship Status:** Choose status. Click next.
8. **High School Information:** Choose already graduated. Click next.
9. **Post Secondary Education:** Choose what applies. Click next.
10. **Reason for applying:** Certification at the undergraduate level
11. **Applying as:** Post Baccalaureate Teacher Certification
12. **Intended Major or Field of Study:** Scroll to the section entitled "Education – Related Studies" and choose "Education Teacher Certification".
13. **Term:** If applying for admission to the math or science program, indicate summer. Everyone else should Indicate summer if applying during the January admission period or indicate spring if applying during the September admission period.
14. Move through the following sections answering the questions as appropriate: Personal Information, Address, High School Type and Exams, High School Graduation, Higher Education, Additional Information college Courses in Progress, Employment, Activities.
15. **Statements section:** Indicate "See School of Education application" for both Statement 1 and 2.
16. Move through the following sections answering questions as appropriate: Campus Specific, Residency for Tuition Determination, Residency Applicant, Residency Parent/Guardian, Residency, Continue to move through the application.
17. **Application Submission:** Check for errors, enter name and birthday. Click sign and submit the application.
18. **Fees:** Those applying to the Post Baccalaureate Teacher Certification Program are not required to pay a fee. Click skip payment.
19. **Application Completion:** Click "printable version" and the cover page with your School of Education application.
20. When complete, print the first page of the document and submit with the other documents required for application to the School of Education, Department of Curriculum and Instruction.

## Transcripts - Former or Current UWM Students

Use the simple instructions below to print your unofficial transcript through your PAWS account.

1. When logging into PAWS, your Student Center displays. Under the "Academics" heading, click on the drop down menu to "Other Academic", select the "Unofficial Transcript" option and click on the double arrow to the right of the menu.
2. Select the Transcript Type you want from the drop down menu. The Output Destination Type will always be e-mail. Click on the Submit Transcript Request button.

3. If your request for an unofficial transcript was submitted successfully, you'll see the message that says "Your request has been submitted. It has been sent to **yourePantherID@uwm.edu** as a PDF attachment. The sender's email address will be [destran@uwm.edu](mailto:destran@uwm.edu).
4. If your request was not submitted successfully, you'll receive a message indicating why not and letting you know what steps to take.

## Transcripts - Students from Other Universities

Include official transcripts from all institutions of higher education, technical colleges, schools, and programs. Each transcript must bear the institution's *official seal*. Unfortunately, we cannot accept photocopies of transcripts. If you attended UWM and transfer work from another institution is reflected on your UWM transcript, you only need to submit a UWM transcript.

## Praxis I Scores or Teaching License

Successful completion of the Praxis I test is required for admission to the School of Education. We strongly recommend a visit to the Educational Testing Service (ETS) website at [www.ets.org/praxis](http://www.ets.org/praxis) for more information about how to register for the test. A copy of your scores must be sent to UWM by ETS. Your scores will be sent only if you indicate UWM as a score recipient. The code for UWM is RA1473. Please note: It could take up to six weeks for UWM to receive your scores, depending on how you registered for the test (on-line vs. by phone or mail). If you are having difficulty passing one or more portions of the Praxis I, please contact an academic advisor to discuss your options.

If you are already licensed, you do not need to submit PRAXIS I scores. Instead, a copy of your teaching license should be submitted as part of your application.

## Admission Essay

In a separate typed document, discuss what experiences you have had that have influenced your decision to study education in a teacher certification program in a School of Education invested in improving and supporting urban education in the Milwaukee metropolitan area. Consider this essay an initial response to the reflections required as part of the Wisconsin Teacher Standards upon which your exit portfolio will be based. Please frame your essay in a way that the following issues contextualize your discussion:

- Relevant course work that informs your decision to certify in your area of interest.
- Relevant field (life) experiences, in and out of a school setting, that inform your decision to become an educator.
- An appreciation of the broad social issues that affect urban schools and their students.

- Concrete detail and rich language that describe your experience.

Note: There is no specified format for the essay other than to address the points listed above and to present your answer in a professional format (12 point font, double spaced and one-inch margins).

## Faculty Signature

Your application must be reviewed and signed by the program director prior to submission. An appointment with the program director should be made during the first week of the application period to ensure you meet the application deadline.

- Languages – Professor Sandra Pucci: (414) 229-6650 or [pucci@uwm.edu](mailto:pucci@uwm.edu)
- Science – Professor Craig Berg: (414) 229-4047 or [caberg@uwm.edu](mailto:caberg@uwm.edu)
- Social Studies – Professor Randy Goree: (414) 229-5658 or [rwg@uwm.edu](mailto:rwg@uwm.edu)

## Resume

Your resume should not exceed two pages and should include educational background, work experience, special talents/skills, and other relevant experience with children. Information about resume writing can be found at [www.currinsadvising.soe.uwm.edu](http://www.currinsadvising.soe.uwm.edu). Click on the link to Web Resources.

## Application Deadline

Each program has a different application deadline.

- Languages -September 30, 2009 for admission for spring 2010 admission
- Science - May 1, 2010 for admission for summer 2010 admission
- Social Studies – September 30, 2009 for admission for spring 2010 admission

All materials must be received **by 4:00 p.m.** on the deadline. Applications should be submitted to.

University of Wisconsin – Milwaukee  
Department of Curriculum and Instruction  
Advising Office  
Enderis 366  
PO Box 413  
2400 E. Hartford Avenue  
Milwaukee, WI 53201-0413

**For general questions or concerns, contact the Advising Office at:**

**Phone:** 414-229-4904 or **Email:** [currinsadvising@uwm.edu](mailto:currinsadvising@uwm.edu)



# School of Education Admission Application Supplemental or Minor Certification

Complete this application for admission for \_\_\_\_\_ (semester and year)

**REQUIRED BIOGRAPHICAL INFORMATION**

<i>Last Name</i>	<i>First</i>	<i>Middle Initial</i>	<i>Student I.D.</i>
<i>Mailing Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
<i>Home Telephone</i>	<i>Alternative Telephone</i>	<i>Preferred Email</i>	<b>Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female

**Do you have your initial license?**  
 No  
 Yes - If yes, indicate license \_\_\_\_\_ grades \_\_\_\_\_

**Have you applied to or are you currently enrolled in a UWM teacher certification program for your initial certification?**  
 No  
 Yes - If yes, indicate program \_\_\_\_\_

**PROGRAM OFFERINGS**

Indicate the certification(s) you are pursuing:

Bilingual Supplemental Certification  
 Indicate language:  Hmong  Lao  Spanish

English as a Second Language minor

Science minor  
 Indicate field of study:  Biology  Chemistry  Earth and Space Science  Physics

Social Studies minor  
 Indicate field of study:  Economics  Geography  History  Psychology  Political Science  Sociology

World Language minor  
 Indicate language:  
 American Sign Language  Chinese  French  German  Hebrew  Italian  Latin  Russian  Spanish

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**STUDENT SIGNATURE** **DATE**

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**FACULTY SIGNATURE** **DATE**

**Date Received** \_\_\_\_\_