

MEMO

Date: 14 April 2005

To: Applicants for the Utah State University Mild/Moderate Special Education Distance Education 2007-2009 program.

From: Nancy Glomb Ph.D., Program Director
Becky Morgan M.S., Program Advisor

Re: Program Information and Requirements for Admission

Thank you so much for your interest in the USU Mild/Moderate Special Education Distance Education 2007-2009 Program. The program begins with the introductory professional education courses scheduled for Spring Semester 2007 and Summer Semester 2007. The special education major courses begin Fall Semester 2007.

Mild/Moderate Information/Website Guide

The program website can be found at <http://sped.usu.edu/mild> and includes information for prospective and current students about the program, advisement, distance education sites, financial assistance, faculty and staff, and more. Enclosed is a **blue** copy of a guide to the website that includes frequently asked questions and where to find answers on this site.

Special Education Program Planning Guide

If you have already applied to the program and submitted your transcripts, we have enclosed an analysis of your transcript(s) on a program planning guide. This guide will help you determine which courses you will still need to complete. If we have not received your transcripts, we have enclosed a blank program planning guide.

Applying for Admission to the Special Education Program

If you have not submitted an application to the program, please complete the one enclosed as soon as possible and mail it to Melanie Jones with a copy of your transcript; an address for Melanie can be located at the end of this memo. The deadline for applying for the 2007 program is October 1, 2006.

Applying to Utah State University

If you have not already done so, you must complete an official application to USU and pay the \$35 application fee. If you previously applied, you can reactivate your application by paying a \$10 fee. Applications are available at all USU Extension sites and on the web at <http://cc.usu.edu/~bob/apply-usu.html>.

Special Education Program/Teacher Education Admission Requirements

To be accepted into the program, you must complete the College of Education, Teacher Education admission requirements. A **green** copy of the admission checklist is enclosed, which includes the **minimum** requirements for acceptance. Requirements for graduation that should be completed before entrance into the program are listed under “Graduation Requirements.”

Speech and Hearing Screening

This screening is to test your speech and hearing abilities. You can complete this screening on campus, at your local school district, or with your doctor. Ask the person administering the exam to complete a form or memo indicating the results of your exam. Mail or fax the results to me.

Teacher Education Writing Exam

Information about the writing exam and sample prompts are on the website. The exam is administered in the YETC in the USU Education Building and at selected extension sites during the first five weeks of Fall and Spring Semesters (Summer Semesters may vary).

Computer Information Literacy (CIL) Competency Exam

The CIL exam can be taken at most USU Extension sites after you have been accepted to USU. You can also take certain USU computer courses to assist in completing the exam. Computer courses from other universities may fulfill this requirement.

Special Education Math Test

The Special Education Math Test consists of sixth grade curriculum and reflects some of the basic math skills and concepts you will need to teach students with mild/moderate disabilities. This test will be offered at your local USU Extension site during the first 5 weeks of each semester. Please contact your site/advisor to make an appointment to take the test. If you need to brush up on your math skills, find a copy of a sixth grade math text in one of the schools in your local community or look at the practice test and answer key on the program website under “Information for New Students”.

Graduation Requirements

In addition to the admission requirements, you must also complete the following courses to meet graduation requirements:

- **ENGL 2010** or its equivalent (“C” or higher grade)
- One (1) **Humanities** Breadth Course (“C” or higher grade)
- One (1) **Creative Arts** Breadth Course (“C” or higher grade)
- Two (2) 3000 level **Depth Courses** from separate categories (“C” or higher grade)
- Nine (9) **Elective** Credits
- Fifteen (15) **Teaching Support** courses (in one or two focus areas)
- **Diversity Requirement** (All students must take a course that addresses diversity to meet this requirement. Please contact me for a list of courses that may be used toward your diversity credit and that you may also apply toward other credit.)

All of these courses can be taken at a USU Extension site via USU Distance Education or at another college or university.

Thanks again for your interest. If you have questions, please contact the program advisor, Melanie Jones, by telephone at (435) 797-7575 (voicemail only) or by email at melaniej@cc.usu.edu. You can also send information to Melanie, including your application or transcript to USU SPED Department, Attn: Melanie Jones, 2865 Old Main Hill, Logan UT 84322-2865, or by fax to SPED Department, Attn: Melanie Jones (435) 797-3572.