

2011 Special Education Undergraduate Licensure Program Application Packet

Application Deadline for Spring Quarter Admission: October 31 (any calendar year)

The undergraduate Special Education major is designed to grant teacher licensure for the state of Ohio upon the successful completion of the Bachelor of Science degree. Since the Spring Quarter of 2005, all students admitted to the major are on track to graduate with licensure in the undergraduate program.

The Special Education program admits students to the undergraduate major once per year, during Spring Quarter. Most students apply to the program during Autumn Quarter of their sophomore year, though students who are beyond sophomore status are also eligible to apply. Students admitted to the program begin taking the prescribed curriculum during Spring Quarter. Regardless of student status when admitted (e.g. whether you are considered a sophomore, junior, or senior by the University in terms of earned school hours), completion of the degree and program requirements will take two (2) additional years.

After being admitted to the Special Education major, students may select from three (3) distinct licensure curricula:

- **Mild/Moderate Intervention Specialist (K-12)**
- **Moderate/Intensive Intervention Specialist (K-12)**
- **Early Childhood Intervention Specialist (Pre K-Grade 3)**

Students may graduate with only one of the three licenses and may choose that curriculum after being admitted to the major.

Requirements for Admission

1. Completion of 60 quarter hours with a cumulative grade point average of 2.75* or higher
2. Completion of the following courses with a grade of B- or higher:
 - English 110.01
 - Math 105
 - EDU PAES 271 w/289.01 (FEPP)
 - EDU PAES 251 Introduction to Special Education
3. Documentation of experience with individuals with special needs
4. Three letters of recommendation
5. Successful interview with Special Education faculty (late January)

*State requirement to be eligible for student teaching



Undergraduate Major in Special Education Application for Admission

Application Deadline for Spring Quarter Admission: October 31 (any calendar year)

Today's Date	Quarter of Application	SP 2012 _____
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Personal Information		
Last Name	First Name	Middle (or MI)
Last 4 digits of SSN:		OSU E-mail Address
Local Address		Local Phone

Academic Information		
College of Enrollment (check one)	Current Academic Level	Transfer Student?
<ul style="list-style-type: none"> • EHE • EXP • Other _____ 	<ul style="list-style-type: none"> • Freshman (Rank 1) • Sophomore (Rank 2) • Junior or beyond (Rank 3+) 	No Yes*
		List Previous Colleges/Universities
		* Transfer students must submit a transcript(s) from previous institutions
Cumulative GPA:	Total Hours:	

Application Checklist	
Application <ul style="list-style-type: none"> • Letter of Intent • Record of Work/Volunteer Experience • Ohio State advising report • Three letters of recommendation • Completion of 60 quarter hours with a cumulative GPA of at least 2.75 • Background Check completed • Completion of the following courses with B- or higher: <ul style="list-style-type: none"> ○ English 110.01 ○ Math 105 ○ PAES 271 w/289.01 (FEFP) ○ PAES 251 (Intro to Special Education) 	Submit Application to Office of Student & Alumni Services School of PAES Undergraduate Special Education Application A100 PAES Building 305 W. 17th Avenue Columbus, OH 43210-1224 OR College of Education and Human Ecology Undergraduate Student Services 201 Campbell Hall 1787 Neil Avenue Columbus, OH 43210

***A successful interview with the Special Education faculty will also be required for admission to the major

Record of Work/Volunteer Experience

Name:		Last 4 digits of SSN:		
Student ID:		OSU Email:		
Date:	<i>Record work and volunteer experiences below:</i>			
Employer/Agency/Program (include address & phone number)	Nature of Job or Work	Supervisor's Name and/or Title	Hours worked per week	Start and End Dates (Month and Year)

This form may be duplicated if additional room is needed

Undergraduate Licensure Program Frequently Asked Questions

What should be included in my letter of Intent?

Your letter of intent should state your desire to be considered for the undergraduate program and why you seek a career in special education. Explain why you believe you have the personal characteristics, competencies, and motivations required to be a successful teacher. Your letter of intent should be typewritten and no longer than two pages in length.

Whom should I ask to write the letters of recommendation of my behalf?

Choose people who can attest to and give evidence of your ability and/or potential in one or more of these areas: interpersonal skills, work habits, academic eligibility, teaching and relating to children, and motivation to pursue special education as a career. One letter should be from your cooperating teacher in Exploring Helping Relationships: Teaching/Learning (EDU PAES 271 and 289.01). One letter should be from a university faculty member. The remaining letter may be written by employers, and persons who have supervised your work (whether volunteer or paid) with children and/or adults. Letters from family and friends are not helpful. Letters of recommendation should be written on official letterhead of the school, agency or business where the letter writer is employed.

How do I obtain and submit an OSU advising report and/or official transcripts of previous college or university work?

Applicants are required to provide a transcript showing grades for all college or university academic work on or before the application deadline. For coursework completed at Ohio State, an OSU advising report is acceptable. The applicant should submit transcripts from universities other than OSU with the remaining application materials to the PAES Office of Student and Alumni Services. Submit all application materials at one time, including transcripts and advising reports.

Visit: <http://buckeyelink.osu.edu> to print off your advising report.

How many students are accepted to the program?

Approximately 30 students are admitted to the program each year.

Will every applicant be interviewed?

Not necessarily. Applicants who do not meet the minimum entry requirements for the program may not be interviewed. A letter will be sent to all applicants by the end of the second week of Winter Quarter indicating whether or not an interview has been scheduled.

Should I bring anything to the interview?

Be sure to bring the grade report you received from the University for the courses that you will have completed during Autumn Quarter.

Who will interview me and what questions will I be asked?

Interview teams consist of special education faculty and graduate students. You will be asked to tell about yourself, to talk about your experiences in classrooms, and to describe your personal and career goals. The interview also provides the opportunity to ask any questions you may have about the program, the curriculum, or the field of special education.

What does the faculty consider in making the admission decisions?

The Special Education faculty considers each of the following factors in selecting students with the strongest application for admission:

- Overall academic record as a college student: CPHR(cumulative point hour ratio) ranking
- Grades in Introduction to Special Education (EDU PAES 251), Math 105, and English 110.01
- Interview and letter of intent
- Three letters of recommendation
- Past experience working with children and/or adults with special needs
- Past experience working with children and/or adults in a teaching capacity

If interviewed, when and how will I find out if I have been accepted to the program?

Notices of acceptance are normally mailed within one week of the interview date, in time to enable the students who are admitted to the program to enroll in the appropriate coursework for Spring quarter.