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Alternative Route to Teacher Licensure (ARL) Getting Started in Utah State University's ARL M.Ed. Program 6/26/2008

1. For information regarding Utah State Office of Education's (USOE) ARL Program visit:
<http://www.schools.utah.gov/cert/apt/>
2. Apply to USOE for a Letter of Eligibility (March 1 through July 31)
 - a. Online application <http://www.schools.utah.gov/cert/apt/ARL/altapplication.pdf>
3. For information on USU's ARL M.Ed. Program
 - a. contact David Vernon
 - i. david.vernon@usu.edu
 - ii. Office: 801-646-5570
 - iii. Cell: 801-597-0640
 - b. Visit our website: <http://saltlake.usu.edu/htm/arl>
4. Contact David Vernon, USU's ARL Program Coordinator, to start admission process to USU's ARL M.Ed. Program. You must meet the criteria below to be accepted into USU's ARL M.Ed. Program.
 - a. ARL Agreement of Understanding signed
 - b. Letter of Eligibility from USOE (copy)
 - c. Letter of recommendation from administrator with verification of employment in approved area
 - d. Professional Growth Plan from USOE (copy)
 - e. Graduate School admission
5. You can take classes before being hired, but speak with David Vernon first and sign the ARL Agreement of Understanding. At that point, David will let you know where to register for classes. It is imperative that **no more than 12 credits are taken before being accepted into Graduate School**. The Graduate School will only count 12 credits toward your degree prior to acceptance to Graduate School.
 - a. Check out USU's M.Ed. Program of Study:
 - i. <http://saltlake.usu.edu/files/uploads/ARL%20Program%20of%20Study%20june%2011%202008.pdf>
6. Apply to USU's Graduate Program **once you have been hired** in your approved area.
 - a. Complete online application to the School of Graduate Studies <http://www.usu.edu/graduateschool/apply/> (fee).
 - i. Application must be completed and fee must be paid before any material is sent to the Graduate School.
 - b. Take either Miller Analogy Test (MAT) or GRE.
 - i. Must score above the 40th percentile.
 - c. Send official transcripts to Graduate School.
 - i. Requires 3.0 for last 60 credit hours.
 - d. Contact 3 people that will write you a letter of recommendation.
 - i. Preferably instructors that can address your academic ability and potential for success in graduate school.
 - ii. Recommender names and e-mail addresses are required on the online application.
 - e. You must apply and be accepted to graduate school BEFORE you take 12 credits!
7. The following is a list of items you can start working on to expedite the process:
 - a. While you can **only be accepted to graduate school when hired**, it is important to get the process started. Study for and take the MAT or GRE and get everything ready to apply to graduate school.
 - b. Substitute teach and start networking to find potential job offers.
 - c. Study for Praxis Test in your content area.