

PANHANDLE ALTERNATIVE CERTIFICATION FOR EDUCATORS

MASTER OF ARTS IN TEACHING

PACE/MAT 2012-2013

The PANHANDLE ALTERNATIVE CERTIFICATION FOR EDUCATORS/MASTER OF ARTS IN TEACHING (PACE/MAT) program is a university-based teacher certification program for individuals who have previously earned a bachelor's degree and want to make a career transition into the teaching profession. The program, which ultimately culminates in Texas educator certification and an advanced degree, begins with an intensive summer of online, graduate course work after which an eligible candidate can be employed as a teacher in a Texas school district.

CERTIFICATION AREAS

Elementary or Bilingual Elementary	
Early Childhood-Grade 6 (Generalist or Generalist/Bilingual)	Teach a variety of subjects, pre-kindergarten-Grade 6, in a regular or bilingual classroom
Middle School	
Grades 4-8	Teach a specific subject or subjects, Grades 4-8
High School	
Grades 6-12 or 8-12	Teach a specific subject or subjects, Grades 6-12 or 8-12
All-Level	
Grades EC-12	Teach a specific subject, pre-kindergarten through Grade 12
Special Education EC-12	Teach in a variety of special education settings, pre-kindergarten through Grade 12

PROGRAM OVERVIEW

Phase I: Priority Application period for the 2012-2013 cycle is January 1—March 1, 2012, and begins with submission of the [PACE application](#), \$50.00 fee, and [sealed certified transcripts](#). Candidates should complete the [online interview](#) immediately following submission of application. Transcripts will be evaluated, and those applicants who meet the minimum entry requirements will be notified. **Candidates should take the content Texas Examination of Educator Standards (TExES) exam prior to application/admission to the program, if possible, through the [Pre-Admission Content Testing system](#) (www.texas.ets.org).** **Passing the content exam is critical in determining a candidate's eligibility to seek a teaching position.**

Phase II: Conditional Admission begins during the spring semester with [application and admission to WT's Graduate School](#) and [mandatory program orientation](#) (April 20—21, 2012, Region 16 ESC, Amarillo) for those conditionally admitted and continues with seminar training and online course work during the 2012 May Intersession and Summer Sessions I and II (May 14—August 8, 2012).

Phase III: Full Admission is granted when the candidate has completed all admission requirements and summer training/course work, has submitted thirty (30) clock hours of field experience, and is eligible for internship or graduate clinical teaching. The one-year supervised internship is completed when the individual is hired as a teacher on a probationary certificate in a TEA-accredited public school or a TEA-recognized private school. Clinical teaching is a twelve-week, unpaid assignment working in the classroom of an experienced teacher in a TEA-accredited public school or a TEA-recognized private school.

ADMISSION REQUIREMENTS

Minimum Admission Requirements

The following requirements apply to all applicants:

- A bachelor's degree from a regionally-accredited institution of higher learning, and
- An overall grade point average (GPA) of at least 2.75 on a 4.0 scale on all college and/or university course work attempted or on the final 60 SCH of course work toward a bachelor's degree verified by sealed, certified transcripts from **every** college and/or university attended, and
- Basic skills in reading as demonstrated by a score of at least 260 on THEA (TASP) Reading test or a 98 on ACCUPLACER Reading test—**required even if the applicant is exempt for admission to WT** (call Education Services, 651-2341, for test information)

Applicants must also meet additional course work requirements specific to the content/grade level of the target certificate (see p. 3); however, additional course work requirements may be waived if the individual has passed the Texas Examination of Educator Standards (TExES) content test for the target certificate through the Pre-Admission Content Testing (PACT) system.

Transcript Requirements

Applicants must submit sealed, certified transcripts from every college and/or university attended. WT graduates need only to submit transcripts from colleges and/or universities attended after completion of a degree at WT.

Applicants currently enrolled to complete bachelor's degree requirements may be granted contingency admission pending May graduation. Those individuals should submit a letter of degree completion before the intersession class begins and must submit a transcript verifying the degree no later than May 31, 2012.

Applicants with degrees from universities outside the U.S. must also meet these requirements:

- Gain admission to WT's graduate school,
- Submit to the PACE program a course-by-course evaluation of their foreign transcripts done by an accredited foreign credential evaluation service, and
- Provide evidence of English language proficiency by verification that the primary language of instruction was English or by providing satisfactory scores on the TOEFL exam; see www.ets.org/toefl.

Classroom Observations/Field Experience Requirements

According to the Texas Administrative Code, thirty (30) clock hours of early field experience in an accredited school classroom are required prior to internship or clinical teaching. These must be completed with documentation submitted **no later than May 1, 2012**. Please download an *Observation Packet* from the [FORMS](#) folder on the alternative certification website. Follow the instructions to request a placement with Amarillo ISD or Canyon ISD or to arrange a placement with another district. If you want a placement with AISD or CISD, please make the placement request as early as possible in the spring semester.

Observation hours may be waived for those applicants currently employed as fulltime teachers or instructional aides and current substitute teachers. Waivers will be granted only with submission of a service record or employment record from a school district **no later than May 1, 2012**. Other K-12 school experience may be considered on a case-by-case basis if requested upon program application.

Upon completion of the field experience requirement, candidates must complete an online [Field Experience Reflection Survey](#); the link is on the PACE website, www.wtamu.edu/pace.

ADDITIONAL CONTENT COURSE WORK ADMISSION REQUIREMENTS

Content course work must be in semester-credit-hours (SCH) and must meet the minimum 2.75 GPA requirement.

Early Childhood – Grade 6 and Special Education EC-12*

Generalist or Bilingual Generalist EC-6 and Special Education EC-12	24 SCH in a combination of English, mathematics, science, and social studies course work with at least 3 SCH in each area
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Middle School (4-8) Subject Areas*

English Language Arts & Reading	18 SCH of English (6 advanced)
Mathematics	18 SCH of mathematics (6 advanced) including college algebra and college geometry
Science	18 SCH of life/physical/earth science (6 advanced)
Social Studies	18 SCH of social studies (6 advanced) including at least 12 SCH of history and 6 SCH in any combination of economics, geography, and political science
Generalist	requirements for all four content areas above, or pass the content exam (eligible for assignment to teach any of the of the four content areas, grades 4-8)

Secondary (6-12 or 8-12) and EC-12 Subject Areas*

6-12, 8-12, and EC-12 Subject Areas	24 SCH in one subject area (12 advanced) <i>See application for list of single-subject areas available.</i>
Mathematics/Physics	42 SCH total (18 advanced) in mathematics and physics, including 24 SCH in one area (12 advanced) and 18 SCH in the other area (6 advanced)
Physical Science	48 SCH total (18 advanced) in chemistry, physics, and mathematics, including 18 SCH (6 advanced) each in chemistry and physics, and 12 SCH of mathematics including Calculus 1 and 2
Science	48 SCH total (18 advanced) in biology, chemistry, physics, and geology, including 24 SCH in one area (12 advanced) and a minimum of 6 SCH in each of the other 3 areas
English Language Arts & Reading	30 SCH total in English, journalism, and speech, including 24 SCH in English (12 advanced) and a minimum of 3 SCH each in speech and journalism
Social Studies	48 SCH total (18 advanced) in history, political science, economics, and geography, including 24 SCH in history (12 advanced) and a minimum of 6 SCH in each of the other 3 areas
Business Education	48 SCH total (18 advanced) in business, including 24 SCH in one area (12 advanced) and 3 SCH in keyboarding

**Prior to full admission into the program, a degreed individual may take a Texas Examination of Educator Standards (TExES) certification exam through the [Pre-Admission Content Test \(PACT\) system](#). Upon submission of a passing score, content course work may be waived if all other admission requirements are met. Please take the appropriate TExES exam through the PACT system as early as possible in the application process. Refer to the list of certificate areas on the application (p. 7) for TExES exam numbers.*

REQUIRED PROFESSIONAL EDUCATION COURSE WORK

Professional education course work is required of all candidates; course work is offered online and completed during May intersession, summer, fall, and spring semesters following program admission. Required professional education course work for each certification area is listed below.*

EC-6 Generalist

- EDPD 6332: Theories and Practice in Classroom Management
- EDRD 6331: Reading Skills Instruction
- EDEL 6334: Integrated Language Arts/Social Studies Methods
- EDEL 6335: Integrated Mathematics/Science Methods
- EDPD 6331: Foundations and Psychological Principles of Education
- EDEC 5384: Curriculum and the Young Child

EC-6 Generalist/Bilingual

- EDPD 6332: Theories and Practice in Classroom Management
- EDRD 6331: Reading Skills Instruction
- EDPD 5363: Bilingual Teaching Methods
- EDPD 5378: Bilingual Language Development
- EDPD 6331: Foundations and Psychological Principles of Education
- EDEC 5384: Curriculum and the Young Child

4-8 Generalist and/or Content Areas

- EDPD 6332: Theories and Practice in Classroom Management
- EDRD 6331: Reading Skills Instruction
- EDEL 6334: Integrated Language Arts/Social Studies Methods
- EDEL 6335: Integrated Mathematics/Science Methods
- EDPD 6331: Foundations and Psychological Principles of Education
- EDRD 5306: Teaching Reading in Middle School

6-12, 8-12, and EC-12 Content Areas

- EDPD 6332: Theories and Practice in Classroom Management
- EDRD 6332: Reading in Content Areas
- EDSE 6333: Curriculum Planning and Delivery in Secondary Schools
- EPSY 6350: Exceptional Children in the Mainstream of Society
- EDPD 6331: Foundations and Psychological Principles of Education

EC-12 Special Education

- EDSP 6361: Survey of Exceptional Learners
- EDSP 6363: Programming for Students with Cognitive Disabilities
- EDSP 6365: Understanding Students with Learning Disabilities/Emotional Disturbances
- EDSP 6367: Advanced Curriculum Adaptation Techniques for Exceptional Learners
- EDPD 6331: Foundations and Psychological Principles of Education
- EDRD 5306: Teaching Reading in Middle School

**Additional courses are required for the clinical teaching option: EDPD 6398 and 6399. The class schedule for 2012-2013 will be posted on the [PACE website](#) as soon as available, but no later than the end of March.*

APPLICATION PROCESS / TIMELINE

During priority application, January 1—March 1, 2012...

- ❑ Take the appropriate TExES content exam through the PACT route at the earliest opportunity (prior to or as soon as possible following submission of application).
- ❑ Submit completed application, non-refundable application fee of \$50, and *sealed, certified* transcripts from every college and/or university attended excluding WT by mail or in person (see p. 6).
- ❑ Submit a request for field experience placement in Amarillo or Canyon ISD, or arrange a placement in another district.
- ❑ Upon conditional admission, apply for admission to WT's Graduate School (\$40 fee) for the Master of Arts in Teaching degree program.

No later than May 1, 2012...

- ❑ Submit THEA or ACCUPLACER Reading score (unless content TExES exam has been passed).
- ❑ Submit documentation of 30 clock hours of early field experience (classroom observations), and complete [*Field Experience Reflection*](#).
- ❑ Complete all program admission requirements.
- ❑ Take the TExES content exam through the PACT system if not yet passed.

PACE PROGRAM COST

Phase I: Priority Application (January 1—March 1)

- \$50 non-refundable program application fee

Phase II: Conditional Admission (April—August)

- \$40 non-refundable graduate school application fee
- THEA or ACCUPLACER Reading test fee (call Education Services, 651-2341, for information)
- \$120/certification exam*
- Approximately \$4100 for in-state tuition and fees**
- Textbooks and supplies (varied by course – estimate not provided)

Phase 3: Full Admission/Internship or Clinical Teaching (August—May)

- \$52 fee for a probationary certificate and \$42.25 for the criminal background check fee*
- \$9.95 fee for the digital fingerprinting service*
- Approximately \$1200-2100/semester for fall and spring tuition (3-6 hours course work, as required)**
- \$2700 internship fee paid monthly through school district payroll deduction (for those who secure teaching positions) or \$1200 clinical teaching fee plus tuition for 6 additional hours (available in the Spring 2013 semester if requested by October 1, 2012)
- Approximately \$1200-2100/semester for spring tuition (3-6 hours course work, as required)**
- \$120/ certification exam* (if testing requirements not complete)

Upon completion of all requirements

- \$77 fee for the Texas Standard Teaching Certificate*

**Certification exam registration fees, certificate application fees, and fingerprinting fees are set by the Texas Education Agency and are subject to change.*

***Course work will be completed at the graduate level. Out-of-state tuition rates are considerably higher. Residency status is determined by the Registrar's Office. Tuition and fees are established by the Texas legislature and are subject to change.*

WT Box 60208
Canyon, TX 79016-0001

Office of Alternative Certification
West Texas A&M University
2501 4th Avenue ♦ Old Main, Room 413

Phone: 806/651-2599 ♦ Fax: 806/651-3626

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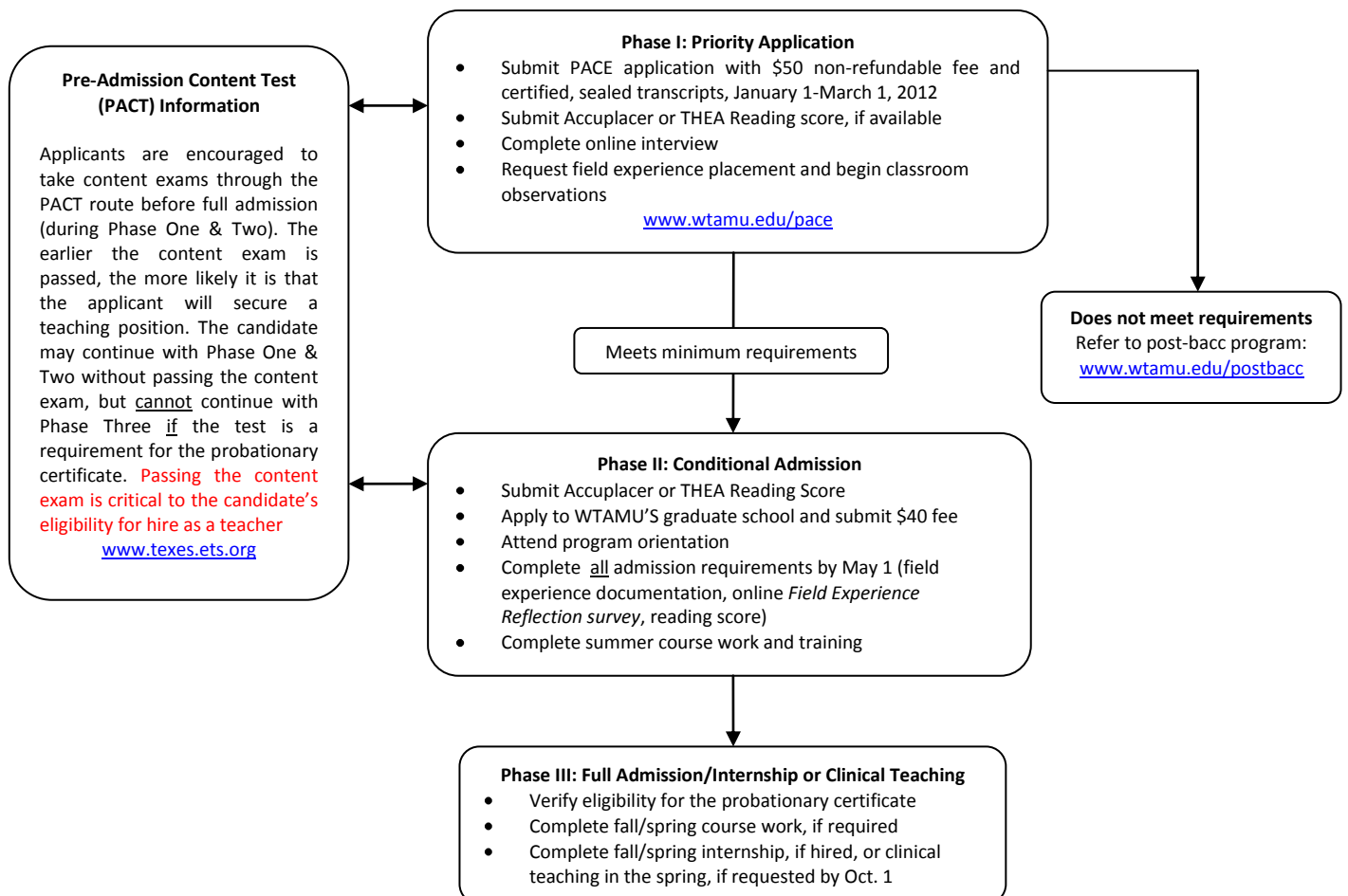
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PACE Step-by-Step Application/Admission Process



PANHANDLE ALTERNATIVE CERTIFICATION FOR EDUCATORS

PACE APPLICATION FOR ADMISSION

Priority application for the 2012-2013 cohort is January 1—March 1, 2012.

Circle the correct response as required; otherwise, please provide all information requested. For assistance, call 806/651-2599. Mail completed application, transcripts, and \$50.00 fee to WTAMU-PACE, WT Box 60208, Canyon, TX 79016-0001.

1. WT ID or SSN (Optional) _____ Date of Birth _____ Sex: M or F
(Providing your SSN is not required by a specific legal authority; however, it is used to ensure accurate matching of documents and timely processing.)

Name _____
LAST FIRST MI MAIDEN

Address _____ City _____ State _____ Zip _____

Phone: Home _____ Work _____ Cell _____

Email _____

- 2. Are you a citizen of the United States? Y or N
- 3. Do you have prior military experience? Y or N
- 4. Have you ever been charged with a felony or misdemeanor? Y or N
(If yes, please submit an explanation on a separate page and a complete copy of your criminal history. Additional documentation or information may be required.)
- 5. Have you previously made application to PACE? Y or N
 If yes, what year? _____
- 6. Have you participated in or made application to any other alternative certification program? Y or N
 If yes, what program? _____
(If you have participated in another ACP, you must provide a release from that program.)
- 7. Please circle the description that best fits your current situation:
 - a. Mid-career change
 - b. Paraprofessional (educational aide)
 - c. Recent college graduate

The following optional information is for report use only to provide statistical information requested by various state and federal agencies.

Ethnicity

Hispanic or Latino

Not Hispanic or Latino

Race

American Indian or Alaska Native

Asian

Black or African-American

Hawaiian or other Pacific Islander

White

8. Refer to the information packet (p. 3) for specific requirements regarding individual teaching areas and select **only one** of the certification areas offered. *(Content exam numbers in parenthesis; if not provided, please call the OAC.)*

Elementary Education, EC-6	Secondary Education, 6-12 or 8-12	All-Level Certification, EC-12
___ Generalist EC-6 (191) ___ Generalist+Bilingual EC-6 (191, 164)	___ Business Education 6-12 (176) ___ Chemistry 8-12 (140) ___ Computer Science 8-12 (141) ___ Dance 8-12 (179) ___ English Lang Arts & Rdg 8-12 (131) ___ History 8-12 (133) ___ Journalism 8-12 (156) ___ Life Science 8-12 (138) ___ Mathematics 8-12 (135) ___ Mathematics/Physics 8-12 (143) ___ Physical Science 8-12 (137) ___ Science 8-12 (136) ___ Social Studies 8-12 (132) ___ Speech 7-12 (129)	___ American Sign Language (184, 073) ___ Art (178) ___ Health (157) ___ LOTE-French (610) ___ LOTE-German (611) ___ LOTE-Latin (612) ___ LOTE-Spanish (613) ___ Music (177) ___ Physical Education (158) ___ Special Education (161) ___ Theatre (180)
Middle School Education, 4-8		
___ Generalist (111)* ___ English Language Arts & Reading (117) ___ Mathematics (115) ___ Science (116) ___ Social Studies (118) ___ Mathematics / Science (114) ___ Eng Lang Arts & Rdg /Soc St (113) *The generalist exam includes all 4 areas and may be preferred by school districts.		

9. List below **all** community colleges, colleges, and/or universities you have attended.

Institution	Dates Attended	Degree	Major/Minor

10. Are you currently enrolled? Y or N If so, where? _____
 (Please provide an unofficial transcript or class schedule showing the name of the college or university to verify current enrollment.)

11. Have you taken the THEA/TASP or ACCUPLACER Reading test? Y or N Date test was taken or will be taken: _____
An acceptable THEA (TASP) or ACCUPLACER Reading score is required for every applicant who has not passed the content TExES exam and must be submitted no later than May 1, 2012.

12. Please list prior teaching experience below, and submit Service Records from each district.

Subject/Grade	School District	City, State	Dates	Permit or Certificate

13. Are you willing to relocate in order to obtain an employing district? _____ If "No," what distance in miles (one-way) are you willing to commute daily to an employing district (circle one)?
 20 30 40 50 60+ miles

References: Character and work references are required for admission to PACE. You should notify the individuals you list below that they will be contacted by the PACE program. All responses will remain confidential.

14. Character References: List below three persons who are **not** former employers or relatives. **Complete information, including a current email address, is required.**

Name	Email Address	Telephone w/Area Code

15. Work References: Please list information related to your three (3) most recent work experiences, beginning with the most recent. **Complete information, including a current email address, is required.** Work supervisors will be contacted.

Supervisor: _____ Place of employment: _____

Email address: _____

Employment dates: _____ Circle One: Full Time or Part Time

Reason for leaving: _____ Date we may contact your employer: _____

Supervisor: _____ Place of employment: _____

Email address: _____

Employment dates: _____ Circle One: Full Time or Part Time

Reason for leaving: _____ Date we may contact your employer: _____

Supervisor: _____ Place of employment: _____

Email address: _____

Employment dates: _____ Circle One: Full Time or Part Time

Reason for leaving: _____ Date we may contact your employer: _____

ACKNOWLEDGEMENTS & AUTHORIZATIONS

By signing this application, you acknowledge the following:

- The contents of this application are true and correct to the best of your knowledge.
- You must meet both the screening requirements for admission to the PACE program and WTAMU as well as the screening requirements for employment in a district in which you serve your internship.
- A criminal background check including fingerprinting will be performed by the Texas Education Agency as part of your application for the Probationary Certificate.
- Satisfactory performance in the pre-internship course work is a prerequisite for beginning the internship.
- Meeting the entry requirements does not constitute a guarantee of admission, and preference may be given to individuals who apply for certification in areas for which a shortage exists.
- Admission to PACE is determined by a comprehensive evaluation of your application. Applicants meeting the minimum entry requirements will be evaluated for admission based on the following criteria:
 - Academic aptitude
 - Basic skills in reading
 - Quality of work experiences and character references
 - Proficiency in oral and written communication
 - Overall commitment and fitness to teach
- Applicants are evaluated by the PACE staff; admission decisions made by the PACE staff are final.
- Providing false or misleading information may constitute grounds for denial of admission or dismissal from the program.

I, _____ [printed name of applicant], certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of statements given including a criminal background check.

I, _____ [printed name of applicant], hereby authorize the above-listed references to provide information and/or opinions regarding my fitness as a candidate for the PACE Program and as a potential teacher. In full and complete consideration for references agreeing to respond on my behalf, I hereby forever waive any possible claims of liability against, and covenant not to sue, the references and West Texas A&M University for any claim or potential action which arise as a result of the requested submission. Furthermore, I hereby waive my right of access to any responses received from the references. I understand that I have the right to request and receive the names of all persons who provide such response, that such responses will be used solely for the purpose of determining my admission into the PACE Program, and that this waiver is not required as a condition for admission to, receipt of financial aid from, or receipt of any other services or benefits from West Texas A&M University.

I, _____ [printed name of applicant], hereby authorize the PACE Program to provide school districts and/or administrators with information and/or opinion regarding my fitness for employment. I hereby authorize the PACE Program to utilize and/or release any information contained in my student records as part of his/her response. I also authorize the PACE Program to include my name, address, and phone number in a database provided to school districts via mail and/or posted on a password-secured website.

In full and complete consideration for the PACE Program agreeing to respond on my behalf, I hereby forever waive any possible claims of liability against and covenant not to sue the PACE Program or West Texas A&M University, its officers or employees for any claim or cause of action which may arise as a result of the requested submission.

My signature indicates understanding and agreement with all of the above statements.

Signature of Applicant _____ Date _____

Mail completed application, transcripts, and \$50.00 fee to WTAMU-PACE, WT Box 60208, Canyon, TX 79016-0001.

With few exceptions, state law gives you the right to request, receive, review, and correct information about yourself collected by this form.