

Secondary Education for Equity & Diversity (SEED)

Alternative Route to Teacher Certification

Pre-Application Checklist for Program Eligibility

<i>Last Name:</i>	<i>First Name:</i>	<i>DOB:</i>
<i>Address:</i>		
<i>Day Phone:</i>	<i>e-Mail:</i>	
<i>Current Position:</i>		

PROGRAM ENTRANCE REQUIREMENTS:

- Bachelor’s Degree from Accredited Institution: _____
- International transcripts; if degree is from out-of-country then send to Extended Ed for review
- International credentials verified by Maggie Barklind and/or Admissions: _____
- Major program of Study: _____ ; Minor: _____
- Minimum college grade point average of 2.75 overall or for the most recent 45 credits (exceptions may be made for those with extenuating circumstances with written rationale).
- Meet the West-B Basic Skills requirement. Candidates may substitute a passing score on one or more sections of the SAT or ACT for the equivalent passing scores on the WEST-B:

Subject	WEST-B	SAT <small>Prior to 3-1-16</small>	SAT <small>After 3-1-16</small>	ACT <small>Prior to 9/1/2015</small>	ACT <small>Effective 9/1/2015</small>
Math	PASS	515	530	22	22
Reading	PASS	500	27	22	22
Writing	PASS	490	28	8	23

- Complete content area WEST E or NES test for the field in which candidate is seeking secondary certification: <https://wce.wvu.edu/cert/content-test-resource-site> . For world languages, content test will be the ACTFL Oral and Written test in your language focus.
- Employed paraeducator, emergency licensed teacher or experienced youth worker
 - Provide a letter of recommendation from an employer who can speak to your successful experience working with youth.
 - If employed by a school district for at least one year we will seek a signed copy of the District Authorization form. Alert your principal or supervisor that you are applying for this program.
- Fingerprinted/Background-check on file with school district or complete with Woodring (by 7-1).
- Meet Character Fitness Requirements and Complete Form with Application.

Notes:

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Next Steps:

WWU Application for Admission for Alternative Route to Teacher Certification

Submit the following no later than April 1, 2017:

- WWU Application for Admission for Alternative Route to Teacher Certification
- \$55 Application Fee (can be waived)
- Official transcripts* from all colleges and universities that you have ever attended

* If you've earned credit outside of the U.S. or Canada, then an official *foreign credit evaluation* may be required in addition to the official transcripts for WWU admission consideration - a list of acceptable organizations is available at www.naces.org.

SEED: Secondary Education for Equity and Diversity Program Application

Submit the following materials by April 1st, 2017:

- SEED Application
- Official transcripts sent to WWU Admissions directly from colleges and universities
- Resume
- 3 Short Compositions
- Letter of Recommendation from employer re: youth work

○ Program Interviews to be held the first 2 weeks of April 2017.

○ All tests must be completed by April 16 (scores reported by early may) Conditional Loan Scholarship of \$8000 consideration.

Before you are admitted to Western.....

Students may be eligible for financial aid in the form of state-need grants, scholarships or loans. Hence it's important to spend time on the following:

- Create a FSA ID (Federal Student Aid Identification), you don't already have one: fsaid.ed.gov.
- [Follow the Financial Aid Checklist](#)

File the 2017-2018 FAFSA at <http://www.fafsa.ed.gov>. Submit your FAFSA as soon as possible to assure timely processing for eligibility. Before submitting the FAFSA be sure you included the [WWU federal school code on the FAFSA: 003802](#). View our [FAFSA Tips](#) page on our website other helpful information. You can apply for aid after the priority deadline, but applying before offers the best level of priority consideration for financial aid opportunities.

- You can estimate your 2016 income for purposes of submitting the FAFSA
- **FAFSA should be submitted right away** to assure the best opportunity for grants/scholarships

○ Search for *additional* Scholarships:

- Create your profile on the Washington Student Achievement Council's website: <http://www.thewashboard.org/login.aspx>
- Search *Private Scholarships* for WWU students at <http://www.finaid.wvu.edu/scholarships>
- Search local organizations and businesses (including banks and credit unions) for scholarships
- Be aware of scholarship application deadlines

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Information for students who attended a **Washington State Community College:**

Students who have attended *Washington State community colleges* are encouraged to have their transcripts sent electronically. These electronic transcripts will enable Admissions to process the application more efficiently and expedite the awarding of transfer credit.

Information for students who attended **international colleges/universities:**

For pre-screening review, send transcripts to Maggie Barklind at Maggie.barklind@wwu.edu

WWU Admissions will require official transcripts from ***all*** colleges/universities attended – even if international. Unfortunately this can take time, so it's important that students order official international transcripts ***right away***, and have them **sent directly to:**

Western Washington University

Office of Admissions, MS-9009

516 High Street

Bellingham, WA 98225 - 9009

Note: *If the student has had a name change since they attended the international institution, then it's useful to reference that on the request form that is enclosed with the transcript.*

If any courses/credits from an international university are to be applied toward a program of study at Western then the student *may* need to have their degree evaluated by an international evaluation service; a credential evaluation from any NACES member credential evaluation service will be accepted by Western. We can better advise you on this once we have reviewed your materials.