

Qualifying Masters Degree

Have a Masters degree in Library Science or Instructional Technology, with an emphasis on school library media, from an approved institution of higher education **plus** complete a library media practicum in an accredited school or equivalent experience **and** experience or coursework in children's or adolescent/young adult literature within the last five years, **and** successful passage of Praxis II: Subject Assessment Test 5311.

Demonstrated Competency for One or More Requirements

In lieu of university and/or approved professional development courses, the applicant may apply for a waiver of one or more course requirements through demonstrated competency. Demonstrated competency will be approved under the direction of the USBE Library Media Specialist. To determine an applicant's knowledge of each individual course, the applicant may be asked to document activities, submit evidence of proficiency, and participate in an oral interview and/or formal observation under the direction of the USBE Library Media Specialist or designee/s. Applicants for demonstrated competency also must pass the Praxis II: Subject Assessment Test 5311.

State Approved Endorsement Program (SAEP)

1. An approved SAEP for Library Media allows the applicant to serve in a school library setting while working on the endorsement - meaning they are not yet highly qualified in Library Media and/or are employed in a school library media center.
2. The applicant has two years from the date the SAEP is approved to complete all requirements for the endorsement.
3. The applicant must have a minimum of nine hours toward the endorsement before applying for the SAEP.
4. The applicant must document the minimum of nine hours towards the endorsement on this application by attaching and highlighting transcript evidence.

Submitting the Application

1. Print and complete this Endorsement Application.
2. Attach original transcript(s) and/or OnTrack printouts *with the relevant courses highlighted*.
3. Internet transcripts are **not** acceptable.
4. Transcripts may be submitted directly from the University to transcripts@schools.utah.gov. Only transcripts emailed directly from the University will be accepted.
5. In order to be accepted, the application must include:
 - completed application,
 - highlighted transcripts, to:

Utah State Board of Education

Teaching and Learning – Endorsements

250 East 500 South

P.O. Box 144200

Salt Lake City, UT 84114-4200

For more information contact:

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