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Literacy Specialist K-12 Endorsement

Application for the Utah State Board of Education

Application Information

Name: _____ CACTUS ID # _____

E-mail: _____

Purpose

This endorsement is meant for certified teachers who are currently working as or are interested in becoming a literacy specialist, coordinator, or director at a school or district level. This endorsement can be attached to a current Utah Professional Educator License with an Elementary, Secondary, or Special Education area of concentration. This endorsement was drafted using the ILA Standards for a Literacy Specialist, Coordinator, or Supervisor (2018). All documentation for this endorsement must be kept for 2 years from the date of the application.

Select Endorsement Type: (Please check one)

- This application is for a Professional K-12 Literacy Specialist Endorsement.
- This application is for an Out of State Licensure Applicant.
- This application is for an Associate K-12 Literacy Specialist Endorsement. I have completed the following requirement(s):
- Earned a bachelor's or higher degree in the endorsement area
 - OR** Completed at least 2 of the 6 Requirement Areas for the endorsement

Instructions for Completing the Application:

- Complete the K-12 Literacy Specialist Endorsement Application by **filling in the table** demonstrating how you have completed at least one option for each of the 6 requirement areas.
- Email completed application and required documentation to licensing@schools.utah.gov. Attach documentation to the email (e.g., MIDAS Transcript, certificates) and submit necessary University transcripts.

PREREQUISITE REQUIREMENTS

In order to be eligible, to apply for this endorsement, a candidate must meet the following prerequisites: 5 years of K-12 classroom teaching experience, at least 50 hours of experience delivering professional learning in the K-12 setting to adult educators, and at least 1-year of Full-Time Employment in the Utah public education system (K-12). This form must be submitted for prerequisite approval:

https://docs.google.com/document/d/1r7CHQuriUQxl-QayZxZw4A7cbV9751gefzfrEKj0z_g/edit?usp=sharing

ENDORSEMENT REQUIREMENTS:

The K-12 Literacy Specialist Endorsement has the following 6 requirement areas:

- a) Foundational Knowledge
- b) Curriculum and Instruction
- c) Assessment and Evaluation
- d) Diversity and Equity
- e) Professional Learning and Leadership
- f) Practicum/Clinic Experiences

Each requirement may be earned by taking university courses, having a masters or doctorate degree in literacy, completing the Microcredential(s), certification or approved course, or work experience directly related to the requirement.

If Taking Utah-Based University Courses Approved by USBE:

1. University courses are reviewed and approved by agreement with USBE.
2. Applicants must earn a C or higher in the course(s) taken.

Endorsement Requirement Areas Checklist

For a list of approved evidence of competency options that meet the endorsement requirements, please visit:

https://docs.google.com/document/d/1OpNDFNJARFg4lnZvmJM7l_nXEMTbI94g/edit?usp=sharing&ouid=114178931724974589164&rtf=true&sd=true

Requirement Area (Aligned Area Competency hyperlink to more details below)	University Course <u>Evidence:</u> If this option is used the application must include a transcript for each course below	College Major or Minor Evidence: If this option is used the application must include a transcript with the Major or Minor is posted	Certificate or Approved Course <u>Evidence:</u> If this option is used the application must include a MIDAS Transcript or paper copy of the Certification	Experience Evidence: If this option is used the application must include proof of employment form filled out by Human Resources
Foundational Knowledge Competencies Competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____ <i>*Courses for this requirement area must be from 2020 or newer.</i>	Master's or Doctorate Degree in Literacy Year: _____ <input type="checkbox"/> Documentation included	(Choose one) LETRS 3rd Edition completion of units 1-8 (a passing score of 80% is required) Year: _____ <input type="checkbox"/> Documentation including online courses and in-person sessions LETRS 2nd Edition completion of units 1-7 and 9 Year: _____ <input type="checkbox"/> Documentation included Certified Academic Language Therapist (CALT) Year: _____ <input type="checkbox"/> Documentation Included Orton-Gillingham Certified Level Year: _____ <input type="checkbox"/> Documentation Included	(This cell is shaded gray in the original document)
Curriculum and Instruction Competencies Competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____	(This cell is shaded gray in the original document)	(This cell is shaded gray in the original document)	Experience as a district/charter- Level Literacy Specialist, Literacy Coordinator, or Literacy Coach Director, or Literacy Coach for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included

Requirement Area (Aligned Area Competency hyperlink to more details below)	University Course <u>Evidence:</u> If this option is used the application must include a transcript for each course below	College Major or Minor <u>Evidence:</u> If this option is used the application must include a transcript with the Major or Minor is posted	Certificate or Approved Course <u>Evidence:</u> If this option is used the application must include a MIDAS Transcript or paper copy of the Certification	Experience <u>Evidence:</u> If this option is used the application must include proof of employment form filled out by Human Resources
Assessment and Evaluation Competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____			Experience as a district/charter-level Literacy Coach, Specialist, Coordinator or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included Experience as a district/charter-level Assessment Coach, Specialist, Coordinator, or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included
Diversity and Equity Competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____			Experience as a district/charter-level Title 1 Coordinator/Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included
Professional Learning and Leadership Competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____			Experience as a district/charter-level Literacy Specialist, Coordinator, or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included
Practicum/Clinical Experience Competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____			Experience as a district/charter-level Literacy Specialist, Coordinator, or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included

Applicant's Signature

I, _____, certify that the information contained in this application is true.

- I have submitted any required documentation such as university transcripts, MIDAS transcripts, certificates, licenses, endorsements, and/or human resources form(s).
- I have submitted original transcripts. Please note that copies are not acceptable.
- OR** I have requested electronic transcripts to be sent directly from the university/college to transcripts@schools.utah.gov.

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- The application is complete and approved.
- The application is incomplete, but the applicant qualifies for an associate endorsement.

Applicant is qualified to by:

- Passed Praxis exam
- Bachelor's degree or higher
- # of Requirement Areas met

The application is incomplete and not approved for the following reason(s):

ENDORSEMENT SPECIALIST: _____

Date Reviewed and Returned to Licensing: _____