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Date Received:

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Literacy Specialist K-12 Endorsement

Application for the Utah State Board of Education

Applicant 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:

1. 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.
2. 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-QayZxZw4A7cbV9751qefzfrEKj0z_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. Courses are to be graduate level and at least 3 credits.
2. Courses are to be taken within six (6) years of the date of this application.
3. University courses are reviewed and approved by agreement with USBE.
4. 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://drive.google.com/file/d/1OpNDFNJarFg4InZvmJM7l_nXEMTbI94g/view?usp=sharing.

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	Microcredential Stack <u>Evidence:</u> If this option is used the application must include the PDF copy of the MIDAS Transcript for each stack listed below	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 humanresources
Foundational Knowledge competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____	Master's or Doctorate Degree in Literacy Year: _____ <input type="checkbox"/> Documentation included	TBD: K-12 Literacy Microcredential Stack or Bundle	<p style="text-align: center;"><i>(Choose one)</i></p> <p>LETRS 3rd Edition completion of units 1-8 Year: _____ <input type="checkbox"/> Documentation included</p> <p>LETRS 2nd Edition completion of units 1-7 and 9 Year: _____ <input type="checkbox"/> Documentation included</p> <p>Certified Academic Language Therapist (CALT) Year: _____ <input type="checkbox"/> Documentation Included</p> <p>Orton-Gillingham Certified Level Year: _____ <input type="checkbox"/> Documentation Included</p>	
Curriculum and Instruction competencies	Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____		TBD: K-12 Literacy Microcredential Stack or Bundle		Experience as a district/charter-Level Literacy Specialist, Literacy Coordinator, or Literacy Director, or Literacy Coach for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included

<p>Assessment and Evaluation competencies</p>	<p>Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____</p>		<p>TBD: K-12 Literacy Microcredential Stack or Bundle</p>		<p>Experience as a district-/charter-level Literacy Coach, Specialist, Coordinator, or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included</p>
					<p>Experience as a district-/charter-level Assessment Coach, Specialist, Coordinator, or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included</p>
<p>Diversity and Equity competencies</p>	<p>Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____</p>		<p>TBD: K-12 Literacy Microcredential Stack or Bundle</p>		<p>Experience as a district-/charter-level Title 1 Coordinator/Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included</p>
<p>Professional Learning and Leadership competencies</p>	<p>Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____</p>		<p>TBD: K-12 Literacy Microcredential Stack or Bundle</p>		<p>Experience as a district-/charter-level Literacy Specialist, Coordinator, or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included</p>
<p>Practicum/Clinical Experience competency</p>	<p>Name of Course University: _____ Course Code: _____ Year: _____ Grade: _____</p>		<p>TBD: K-12 Literacy Microcredential Stack or Bundle</p>		<p>Experience as a district-/charter-level Literacy Specialist, Coordinator, or Director for at least 3 years Years: _____ <input type="checkbox"/> Documentation Included</p>

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 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: _____