

**APPLICATION for FORMAL ADMISSION into
The ELEMENTARY EDUCATION DEGREE PROGRAM
School of Education, Southern Oregon University**

Return completed application to: School of Education - Southern Oregon University (SOU)
1250 Siskiyou Blvd., Ashland, OR 97520

Date: _____

Term and Year of Application: _____

Last Name	First Name	Middle Initial	Former Name
Current Mailing Address - Number and Street			E-mail address
City	State	Zip Code	Home Phone
Social Security Number (optional)		Date of Birth	Gender(Male/Female)
SOU Student ID #			Cell Phone

ENTRY REQUIREMENTS:

- _____ Copy of the University Studies Requirements Review Form
- _____ Cumulative GPA (minimum 2.75 required), submit an updated transcript (unofficial is ok)
- _____ Character Question Form (attached)
- _____ Release of Information Form (Attached)
- _____ Description of Experience Working with Young People Form (attached), two experiences required
- _____ Response to Essay Question (attached)
- _____ Two credits of practicum (e.g. ED 209 or ED 253 or other equivalents (SOU))
- _____ Checklist for Formal Admission into the Four Year Elementary Education with Licensure Program Form
- _____ Letters of Recommendation (forms attached):

Provide at least **two** Letters of Recommendation from **supervisors** documenting successful experiences working with groups of children or adolescents in organized programs offered by social agencies. **Experiences in formal classroom setting or public schools are preferred.** These may be sent under separate cover. List the supervisors' names below. (Your supervisor may not be a relative.)

	1	2
Names of supervisors:	_____	_____
Types of experiences:	_____	_____
Practicum hours:	_____	_____
Place:	_____	_____

CHARACTER QUESTIONS

As part of the application process for admission to the Southern Oregon University (SOU) Elementary Education Licensure Program, you must answer the following set of character questions. Answer each character question with a "YES" or "NO" in the blank to the left of the question. *If the answer is "YES" to questions #8-11, attach a certified true copy of the court record to this report.* Explain fully on a separate sheet of paper any "YES" answers to questions.

- ____ 1. Have you ever left any educational or school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review or investigation of alleged misconduct or alleged violation of professional standards of conduct or when you had reason to believe such investigation was imminent?
- ____ 2. Are you currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of professional standards of conduct?
- ____ 3. Have you ever failed to complete a contract for educational services in any educational or school related position, or for any alleged misconduct or alleged violation of professional standards of conduct been placed on leave by your employer or left such employment prior to the end of the contract term?
- ____ 4. Have you ever had a professional certificate, credential or license (of any kind) revoked or suspended or have you ever been placed on probationary status for any alleged misconduct or alleged violation of professional standards of conduct?
- ____ 5. Have you ever been denied a professional license for which you applied or granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct?
- ____ 6. Have you ever surrendered a professional license of any kind before its expiration?
- ____ 7. Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure?
- ____ 8. Have you ever been convicted or been granted conditional discharge by any court for: (a) any felony; (b) misdemeanor; or (c) any major traffic violation, such as: driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while your license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident?
- ____ 9. Have you ever been arrested or cited for any offense listed in question 8 above which is still pending in the court:
- ____ 10. Have you ever entered a plea of guilty or No Contest relative to any charge for an offense listed in question 8?
- ____ 11. Have you ever had any civil judgment or other court order entered against you resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking, or other threatening behavior toward other persons?

Applicant's signature (required): _____

Date: _____

RELEASE OF INFORMATION FORM

As part of the application process for admission to the teacher education program at Southern Oregon University (SOU), I hereby authorize SOU to request, and those receiving this request, to release all information and records regarding disciplinary or behavioral matters or any information or records that might reflect on my potential as a teacher. This may include, but is not limited to, contacting:

- 1) The Dean of Students at any institutions of higher education that I have attended
- 2) Professors or instructors whom I have had
- 3) State agencies with whom I have been involved
- 4) Previous employers
- 5) Individuals cited as references in my application

I understand that SOU will use this information only as part of the application process for the teacher education program and that this permission to release information will expire when the application process has been completed. I further agree that the SOU School of Education has permission to reproduce this release form and send it with all requests for information.

In consideration of this consent, I hereby release the above parties from any and all liability arising therefrom.

Please print your full name here: _____

Your social security number: _____

Your signature: _____ Date: _____

**Witness: _____ Date: _____

*****Please make sure you have someone witness this form! The Witness can be anyone of your choice. The School of Education does not have to witness the signature.***

CANDIDATE'S RESPONSE TO ESSAY QUESTION

In the space below, compose, **in your own handwriting**, a one page essay response to the following questions:

Tell us about your strong desire and commitment to becoming a teacher. What are your professional goals? What did you learn from your two practicum experiences?

Essay (Continue on reverse side if necessary. Must be handwritten.)

**SOUTHERN OREGON UNIVERSITY
SCHOOL OF EDUCATION
Letter of Recommendation**

TO THE APPLICANT: The Federal Family Educational Rights and Privacy Act of 1974 and its amendments guarantee enrolled students the right to see their letter of recommendation unless they explicitly waive that right. Indicate below what your wishes are in this regard:

- I **do NOT** waive my right to inspect the contents of this recommendation.
- I **DO** waive my right to inspect the contents of this recommendation (in which case, please provide the referrer with a stamped envelope addressed to Southern Oregon University as indicated in the lower right hand corner of this form).

Print full name _____

Address _____

Signature: _____ Date: _____

TO THE REFERRER: This is a Letter of Recommendation regarding a candidate's teaching potential for admission to the Elementary Education Program. The above named person who is applying for admission to the Elementary Education Program at Southern Oregon University, has given your name as a reference. Please assess the candidate's performance as a **prospective teacher** and return this form to the candidate for inclusion in his/her application. If the applicant has waived the right to inspect the recommendation, the recommendation should be returned directly to the address listed in the lower right hand corner.

The entrance requirements to the **ELEMENTARY EDUCATION PROGRAM** require that the candidate provide us with at least **two** Letters of Recommendation from **supervisors** documenting successful experiences working with groups of children or adolescents in organized programs offered by social agencies. **Experiences in Public Schools are preferred.** List the supervisors' names below. (Your supervisor may not be a relative.)

PLEASE DESCRIBE THE SITUATION IN WHICH YOU WERE ABLE TO SUPERVISE OR OBSERVE THE CANDIDATE'S WORK WITH CHILDREN. Include the length of time the candidate was under your supervision. _____

PLEASE CHECK THE COLUMN THAT APPLIES TO YOUR ASSESSMENT OF THE APPLICANT IN THE CATEGORIES LISTED BELOW:	Unusually High	Above Average	Average	Below Average	Unusually Low	No Basis for Judgment
Demonstration of Content Knowledge						
Breadth of Knowledge						
Enthusiasm for Teaching						
Sense of Responsibility						
Expressive Ability: Oral						
Expressive Ability: Written						
Flexibility						
Initiative						
Ability to Work with Other Adults						
Emotional Maturity						
Potential as a Teacher						

PLEASE INCLUDE ADDITIONAL COMMENTS ABOUT THE APPLICANT ON THE BACK.

DO YOU RECOMMEND THIS PERSON FOR ADMISSION TO A TEACHER EDUCATION PROGRAM? YES NO

Name (Please Print): _____
 Position: _____
 At: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Signature: _____ Date: _____

Please return this recommendation to:
 Southern Oregon University
 School of Education
 1250 Siskiyou Blvd
 Ashland OR 97520
 (541) 552-6936

**SOUTHERN OREGON UNIVERSITY
SCHOOL OF EDUCATION
Letter of Recommendation**

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 Print full name

 Address

 Signature: _____ Date: _____

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Expressive Ability: Written						
Flexibility						
Initiative						
Ability to Work with Other Adults						
Emotional Maturity						
Potential as a Teacher						

PLEASE INCLUDE ADDITIONAL COMMENTS ABOUT THE APPLICANT ON THE BACK.

DO YOU RECOMMEND THIS PERSON FOR ADMISSION TO A TEACHER EDUCATION PROGRAM? _____

___ YES ___ NO

Name (Please Print): _____
 Position: _____
 At: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Signature: _____ Date: _____

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 School of Education
 1250 Siskiyou Blvd
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