

# Frequently Asked Questions (FAQ) SP16

## Not yet accepted to the Utah State Office of Education's (USOE) ARL program?

### **Q: Am I eligible for the ARL program?**

**A:** Eligibility is decided by the USOE. Visit the "Eligibility" and "Frequently Asked Questions" pages on the USOE ARL website for more information: [www.schools.utah.gov/cert/Alternative-Routes-to-Licensure.aspx](http://www.schools.utah.gov/cert/Alternative-Routes-to-Licensure.aspx). Though, as a general rule, for Elementary Education (K-6) and Special Education (K-12, mild/moderate), your bachelor's degree can be in any subject. But for Secondary Education (6-12) your bachelor's degree must be in the field you intend to teach, or you must take Content Knowledges (foundational, undergraduate courses in your "new" subject area).

### **Q: How do I apply to the USOE ARL program?**

**A:** Visit the USOE website (above) to download the paper application, then mail in completed application with the necessary supplemental documentation. They accept applications March 1 – July 31. They will issue you a Letter of Eligibility with which you will go find a job. The letter essentially states to school administrators that you are eligible to teach a specific subject at a specific license-level because you are going through ARL to earn your official license. Then you choose a college or university that cooperates with the USOE to offer the licensure coursework or you may choose to go the ABCTE route (contact the USOE for more information about ABCTE).

## Accepted to the USOE ARL program, but not hired as a teacher?

### **Q: Can I take classes before I am hired?**

**A:** Yes. However, there is risk. If one is not hired, it is not possible to earn a teaching license through USOE's ARL program or a master's degree from USU. Utah State University only offers coursework for Secondary Education and Special Education ARL programs. Contact Tayler Mountford ([tayler.mountford@usu.edu](mailto:tayler.mountford@usu.edu)) for Secondary Education information or Marilyn Likins ([marilyn@nrcpara.org](mailto:marilyn@nrcpara.org)) for Special Education information.

### **Q: Can I earn a master's degree without being hired?**

**A:** Although Utah State University allows eligible ARL students to use the USU pedagogy credits toward a Master's degree in Secondary Education (M.Ed.), students cannot earn the M.Ed. without being accepted to the USOE's ARL program and hired as a teacher in their subject area. However, students can take up to 12 graduate credits before being accepted to graduate school and being hired and still have those credits count toward the M.Ed.. Any graduate credits over 12 must be retaken once one has been admitted to graduate school. In other words, do not take more than 12 graduate credits until admission to the USOE ARL program and to USU's graduate school.

## Accepted to the USOE ARL program and hired as a teacher?

### **Q: When can I start?**

**A:** After speaking with Tayler Mountford ([tayler.mountford@usu.edu](mailto:tayler.mountford@usu.edu)) and turning in the necessary paperwork, you can apply to USU as non-matriculated student or directly to the graduate school. Contact Tayler for more in-depth information about admission to the University.

### **Q: How long does it take to complete licensure and/or the M.Ed.?**

**A:** Most students finish the usual 19-22 license credits within three semesters, though it does depend on how many Content Knowledge requirements are on the Professional Growth Plan issued by the USOE. Most students finish their M.Ed. within six semesters (36 credits total, this number includes the credits taken for licensure).

### **Q: What is a typical course load for an ARL student?**

**A:** We generally recommend students take no more than 3-6 credits in the fall and spring semesters—when teaching; and 9-15 credits in the summer semesters.

**Q: Where are ARL classes offered?**

**A:** Utah State University has campuses all over the state, all of which offer ARL licensing coursework via IVC (Interactive Video Conferencing) broadcast—a live audio/visual interaction with the instructor and all students around the state.

Visit: [www.regionalcampuses.usu.edu/locations](http://www.regionalcampuses.usu.edu/locations) to find the USU campus nearest you.

**Q: When are the classes held?**

**A:** Pedagogy courses at USU are held in the evenings (4:30 p.m. and later), Monday-Friday. Some Content Knowledge courses may be held during the day. Fall and spring semesters classes are 16 weeks. Fall: late August to mid-December; Spring: early January to late April). Summer semester classes may be in one of two 7-week sessions (early May to mid-June and late June to mid-August), one after the other, or a full-semester 14-week session (early May to mid-August).

**Q: Can I just take courses for licensure and not do the master's degree?**

**A:** Yes. Contact Tayler Mountford ([tayler.mountford@usu.edu](mailto:tayler.mountford@usu.edu)) for a list of course offerings and schedule.

**Q: What are the key deadlines?**

***USOE Deadlines***

- Applications are accepted annually during an open enrollment window: March 1 – July 31
- ARL students must make progress toward licensure every year and communicate their progress to the USOE.
- ARL students must complete licensure requirements within three years, an exact date is stated on the Professional Growth Plan.

***USU Deadlines***

- Students pursuing the M.Ed. must be accepted to graduate school before completing 12 credits.
- M.Ed. requirements must be completed within six years of “Graduate Student” status.