



# Special Education Initial Teacher Licensure (SEITL) Undergraduate Program

*Application Form*

## **2021-2023 Cohort**

**Final Deadline: September 13, 2021**

**La Grande Main Campus**

Kylie Evans  
541-962-3623  
krevans@eou.edu

Dear Special Education Initial Teacher Licensure (SEITL) Undergraduate Program Applicant,

Thank you for your interest in the SEITL undergraduate program at Eastern Oregon University! The SEITL undergraduate program is a 75-credit, comprehensive two-year program that combines coursework in core study areas and structured in-person clinical practices and student teaching field placements. The mission of the program is to prepare qualified, informed, and dynamic special educators to work in 21<sup>st</sup> century schools. Because of the program's excellence, many students apply for admission each year. The application process requires that you produce multiple sources of evidence that, collectively, document your eligibility for admission. To be competitive in this process, you must be fully aware of the qualifications and procedures that will help you present yourself as a qualified candidate.

### **Admission Decisions:**

Application materials will be reviewed following the August 1 submission deadline. Applicants will receive a letter at their application email, informing them of the next steps in the process. Those not meeting eligibility requirements will be advised about what additional steps may be necessary to become eligible.

Becoming a teacher requires a serious commitment; thus, the process is meant to introduce candidates to high standards and to ensure quality in the teacher candidates for the SEITL undergraduate program. For success, work with the La Grande Site contact person, read the admissions packet materials thoroughly, adhere to all the requirements, prepare your documents carefully, and meet all the deadlines.

Please contact the SEITL undergraduate program coordinator, Dr. Jerred Jolin at (541) 962-3537, with any program questions.

Sincerely,

SEITL Undergraduate Program Admissions Committee

### **To be eligible to apply for admission, you must meet the following criteria:**

1. Junior standing (90-134 completed credits) by fall term of the year in which you are applying **OR** if transferring in with an AAOT or equivalent, must earn the AAOT degree by June 30, prior to the fall starting date.
2. Minimum cumulative GPA of 3.0 – *If your GPA is below 3.0, provide a letter with the application detailing the factors that contributed to this*
3. AA Content Area Pathway or MDST pre-program coursework must be satisfied with C- or better, prior to program start.

*4a) Consideration may be given on a case-by-case basis and approved by program Chair. Any outstanding pre-program coursework (if applicable) must be obtained outside of program, which may lead to a delayed graduation date.*

### **To establish eligibility:**

Submit all required information to the College of Education Office by August 1, 2021 **to meet the final deadline**. Detailed directions for each admission requirement is provided below.

## Application Requirements

1. **EOU Admission:** If you are not already an admitted student at Eastern Oregon University, submit an application for university admission to the EOU Office of Admissions, **prior to submitting the program application.** Applications are located on the web at <http://www.eou.edu/admissions/>. *Official transcripts from all of the colleges and universities you have attended are required for full admission to EOU.*
2. **Program Application Form:** Fill out the SEITL undergraduate program application in its entirety; incomplete applications will not be accepted. Should any of your contact information change during the admission process, notify Kylie Evans (541-962-3623 or [krevans@eou.edu](mailto:krevans@eou.edu)).
3. **Essay Question:** Please provide a response to the essay question below and attach your response in a Word document. When completed, the essay, including the prompt, should be no more than two pages total, double-spaced.

- a. Essay Prompt

*Why should a society provide a "free and appropriate" education to students with disabilities who will not be able to achieve academic or other skills at the same level as students without disabilities?*

4. **Professional Resume:** Please provide a one-page **professional** resume, which highlights your career objectives, education, professional experience, and other activities. Some districts or schools may require this during the placement process; The College of Education will have this on file and may distribute it for placement purposes. By signing the acknowledgement at the end of this application, you give your permission to the College of Education to distribute your resume for placement purposes.
5. **Transcripts:** For admission to the SEITL Program, you must obtain and provide unofficial transcripts from ALL colleges and universities you have attended, to verify that you meet the minimum cumulative 3.0 GPA requirement. **To successfully apply for admission to EOU, official transcripts are required and should be sent to the EOU Admissions Office in addition to your application for admission.**
6. **Program Check Sheet:** Submit an updated and current [Multidisciplinary Studies \(MDST\) check sheet](#) --OR-- [AA Transfer Content Area Pathway check sheet](#), which can be found online. You must have grades of "C-" or better in all required coursework. *If transferring to EOU with an AAOT or equivalent, the degree must be awarded by June 30, 2021 and shall be verified by means of the official transcript. No exceptions will be made, unless otherwise approved by the College of Education Chair.*
7. **References:** Please provide two (2) professional references, whom support your admission to the SEITL Program. Your references' formal recommendation will be submitted by means of an official Google form, provided below.
  - a. It is preferred that at least one reference is from an educator who has seen you interact with youth, within the last two (2) years. If you have not had an opportunity to interact with youth under the supervision of an educator, please select another individual that qualifies as an acceptable reference, from the list below. Please share the provided link to your references for completion:  
<https://forms.gle/UgkzN43LPEjXQxdG7>
    - i. Acceptable professional references:
      - Educator who has seen you interact with youth (preferred)
      - Professor or teacher
      - Supervisor
      - Coach

8. **Character Questions:** Please complete and sign the character question form (provided within this packet). Answer all questions truthfully. If you answer “**Yes**” to any question, you must provide a **personal written statement of the incident, which is signed and dated by you**. We will work with EOU’s licensure officer and TSPC to determine your eligibility for program admission. *This document is for our records only. You will be required to provide additional information to TSPC including official court documents as requested, and, if applicable.*
- If you answer “**Yes**” to any of the character questions, please review this link,  
[https://drive.google.com/file/d/1IFz-qX34vIC5Kl0pydijwd98u\\_V8Bvd/view?usp=sharing](https://drive.google.com/file/d/1IFz-qX34vIC5Kl0pydijwd98u_V8Bvd/view?usp=sharing).
9. **Fingerprint Clearance:** Must be completed prior to entering any classroom with children. It is the applicant’s responsibility to provide all information and documentation to TSPC when completing fingerprint requirements.

You will need to follow and abide by TSPC’s fingerprinting requirements. Click on the link below, for fingerprinting quick tips and instructions on how to complete this requirement.

<https://drive.google.com/file/d/1nPQb4QkEuzf8z8SQoQzcDg5rSGkajAoF/view?usp=sharing>

When you have collected all of the required items, please seal them in a manila envelope in the order listed above and return to the site contact listed below. You may also hand deliver them to the College of Education main office in Zabel Hall 255.

**EOU La Grande  
College of Education  
Attn: Kylie Evans  
One University Blvd.  
La Grande, OR, 97580**

Mailed materials must be *RECEIVED* by the Eastern Oregon University College of Education main office by August 1, 2021.

### **Interviews**

After the preliminary review of applications, potential candidates who have been selected for the next stage of program admission will be required to interview with the Program Admission Committee in a group setting. Interviews will be conducted face-to-face or over video conference. You will be contacted by the program coordinator to schedule an interview if you are selected to move forward in the admission process.

## CHARACTER QUESTIONS

Please carefully read the “Instructions for Answering Character Questions” before answering. You must answer either “yes” or “no” to each of the following questions; any other response will result in your application being considered incomplete. **All “yes” answers must be fully explained in writing on a separate piece of paper and the explanation(s) must be signed and dated by you.**

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? Have you ever left educational or school-related employment when you had reason to believe an investigation for misconduct was underway or imminent?	1.
2. Are you currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of professional standards of conduct by either an employer or a licensure agency?	2.
3. Have you ever been placed on leave by your employer for any alleged misconduct?	3.
4. Have you ever had any adverse action taken on a professional certificate, license or charter school registration? Have you ever been placed on probationary status for alleged misconduct while holding a professional license, certificate, registration, or credential?	4.
5. Have you ever been denied any professional license for which you applied or granted a professional license on a conditional or probationary basis for any alleged misconduct?	5.
6. Have you ever surrendered a professional license of any kind before its expiration?	6.
7. Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure?	7.
8. Have you ever been convicted or been granted a diversion or conditional discharge by any court for any: (a) Felony; or (b) Misdemeanor; or (c) Major traffic violation including but not limited to: 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?	8.
9. Have you ever been arrested or cited for any offense listed in section (8) above which is still pending in the courts? This includes any diversion, conditional discharge or postponed adjudication that has not been dismissed by the courts at the time this application is signed.	9.
10. Have you ever had any civil judgment or other court order, including but not limited to a restraining order, entered against you resulting from allegations of abuse, assault, battery, harassment, intimidation, neglect, stalking, or other threatening behavior toward other persons?	10.

Check here if you provided an explanation for any “yes” answer with a prior application and received a specific response from the commission. Please know that any new incident that occurred since your last application requires that you answer “yes” and include a full written explanation, along with applicable court documents.

**Under penalty of false swearing, I declare that the information in this application is true, correct, and complete. Providing false information on an application is grounds for the Commission to deny or revoke permission for student teaching or final practicum. I grant the Commission permission to check civil or criminal records to verify any statement made on this application and to release any information related to these character questions to educational institutions with which I am associated.**

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*\*This information will become part of the candidate’s non-confidential file. The candidate may request access to this information even if it is sent directly to the College.*

**APPLICATION**  
**2021-2023 SEITL Cohort**

EOU's College of Education must receive your completed application and submission documents no later than 5:00 P.M. (PST) on the date below to be considered.

**Final Deadline: August 1, 2021**

First \_\_\_\_\_ Middle \_\_\_\_\_  
Last \_\_\_\_\_

SSN # \_\_\_\_\_ EOU ID \_\_\_\_\_ Date of Birth \_\_\_\_\_ -  
\_\_\_\_/\_\_\_\_/\_\_\_\_

**Permanent Address:**

\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Cell Phone \_\_\_\_\_ Alt. Phone \_\_\_\_\_

EOU E-mail \_\_\_\_\_ Personal E-Mail \_\_\_\_\_

**Gender**      Male                  Female                  Prefer not to respond

**Do you have a Bachelor's Degree?**    Yes    No      *If "Yes", please contact Application Submission Contact, Kylie Evans.*

**Are you in the Oregon Teacher Pathway (OTP) Program?**    Yes      No

**Transfer Coursework: Please indicate all institution(s) in which you received college-credit from:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Are you an EOU student athlete?**    Yes    No    *If yes, please indicate sport(s):* \_\_\_\_\_

**Are you applying to be, or are you currently a Resident Assistant (RA) in the Residence Life RA Program?**    Yes    No

**Ethnic/Racial Identification** (circle any that pertain):      Hispanic/Latino      American Indian or Alaskan Native  
Asian      Black/African American      Native Hawaiian/Pacific Islander      Multi-racial      White/European American  
Not Specified/Other: \_\_\_\_\_

**Application Checklist – Have you verified and completed each of the following?**

- Fully admitted to Eastern Oregon University & have sent all transcript(s) in for processing & articulation
- Completed program application
- Essay question response
- Professional resume
- Copy of all transcripts to-date
- MDST check sheet –or- AA Content Area Pathway check sheet
- References – two (2) completed Google recommendation forms, submitted by each reference
- Character questions
- Fingerprint clearance (must be cleared by September 27, 2021)

**Candidate acknowledgement:**

I have read the admissions packet and I understand the conditions and rules of the SEITL Program. The information that I have supplied above is an accurate representation of my status. I understand that if any of the above information is incorrect that it may jeopardize my admission status. Additionally, by signing this acknowledgement, I give my permission to the College of Education to distribute my professional resume for placement purposes.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**\*Attention! All education students are required to be up-to-date on immunization requirements. Please visit <https://www.eou.edu/health/immunizations/> for more details.**