

APPEL 2015 Application Checklist

Applications accepted February 23- June 5, 2015 (NEW)

Application Qualifications

You must meet all qualifications prior to making application to the program.
Call with questions: 501-682-5535

Degree and GPA Qualifications:

Applicants must meet these minimum requirements at the time of application.

Applicants must:

- Hold at least a four-year degree
- Demonstrate a minimum 2.70 GPA at graduation, or
- Demonstrate a GPA of 2.90 in the last 60 hours of coursework completed
- GPA waiver is available, if qualified. Contact Ann.Crosser@arkansas.gov

Testing Qualifications:

It is required that certain Praxis exams are completed, meeting the state minimum required cut score, in advance of making application to the program. For testing details go to www.ets.org, click Praxis and choose Arkansas under State Requirements and choose Test Requirements. When registering report scores to ADE (7031) and choose the APPEL (7032) as the preparation program.

Applicants must:

- Take and pass all three parts (Reading, Writing and Math) of Praxis CORE

Exception: If any part of Praxis I: PPST was taken and passed prior to 9/1/14, these scores are acceptable for APPEL 2015. An applicant may choose to continue taking the part(s) of Praxis I: PPST not previously passed OR may choose to take that part(s) of the new, Praxis CORE exam(s).

Exception: Applicants who have taken and met the ADE required cut score on the GRE, LSAT or MCAT may substitute equivalent graduate-level exam scores in lieu of Praxis CORE. It is not required for applicants to hold an advanced degree in order to substitute these exams. **The following scores may not be over ten (10) years old.**

| Post-Baccalaureate Programs | | | | |
|-----------------------------|-----------------------|-------------------------|-------------------------------------|------------------------------------|
| GRE (after 2012) | GRE (before 2012) | LSAT ¹ | MCAT (before 2013 ²) | MCAT (after 2013 ³) |
| (Verbal) 142 | (Verbal) 370 | Minimum Score of 149 | Minimum Average Score of 8.5L | Minimum Average Score of 8.5 |
| (Quantitative) 142 | (Quantitative) 370 | | | |
| (Writing) 3.5 | (Writing) 3.5 | | | |

¹Reading Comprehension, Analytical Reasoning, Logical Reasoning

²Physical Sciences, Verbal Reasoning, Biological Sciences, and Writing

³Physical Sciences, Verbal Reasoning, and Biological Sciences

Testing Qualifications, Continued:

Applicants must:

- Take and pass the Praxis II: Content Area exam(s) for the specific subject area(s) and grade level for which a license is being sought
- If seeking licensure in Middle Childhood 4-8 take and pass **at least two** of the four available Praxis II Middle School content exams

For testing details go to www.ets.org, click Praxis and choose Arkansas under State Requirements and choose Test Requirements.

The Principles of Learning and Teaching (PLT) and/or Pedagogy exams are not required in advance of application.

Applicants for APPEL may take any Praxis II exam(s) in any area(s) for which a license is being sought and for which the program licenses.

ALWAYS make sure that registration for a test is for the specific exam required for Arkansas licensure.

Keep in mind that Praxis II exams are based on a college/university program of study in that particular discipline.

It is advised that applicants seek out information and preparation materials on each test from the ETS website in the Store when registering for exams.

Areas for APPEL Teaching License:

The APPEL program licenses for the following subject areas/grade levels:

| | |
|---|--|
| Agricultural Science Technology 7-12 Art K-12 Business Technology 4-12 Computer Science 7-12 Drama 7-12 Drama/Speech K-12 English 7-12 Family & Consumer Science 7-12 French K-12 German K-12 Industrial Technology 7-12 Japanese K-12 Journalism 7-12 Latin K-12 Life Science 7-12 Earth Science 7-12 Mandarin Chinese K-12 Marketing Technology 7-12 | Mathematics 7-12 Middle Childhood English 4-8 Middle Childhood Mathematics 4-8 Middle Childhood Social Studies 4-8 Middle Childhood Science 4-8 Music Instrumental or Vocal K-12 Physical Science 7-12 Physical Education/Health K-12 Physics/Mathematics 7-12 Social Studies 7-12 Spanish K-12 Speech 7-12 *Coaching Endorsement 7-12 *ESL Endorsement K-12 * Certain Technical Permits |
|---|--|

Other conditions for endorsement areas/technical permits must be met as well. Contact the APPEL office at 501-682-5535 for details.

Background Check Qualifications:

At the time of application all applicants must submit proof of starting the process for the required background checks.

For details go to <http://www.arkansased.org> click Educator Licensure, and click Background Check Requirements.

The following are required to report as cleared in the ADE system prior to any license being issued.

- State,
- Federal
- DHS Child Maltreatment Central Registry

IMPORTANT NOTE:

Additional Required Coursework:

Every participant in APPEL will be required to finish certain courses while working to complete the program for final licensure.

Previously it was required that those applying to APPEL to teach in the areas of Middle Childhood 4-8 or secondary, Social Studies 7-12 take or be currently enrolled in Arkansas History and/or Teaching Reading courses in advance of application.

However, that requirement has now changed. Those applying for licensure as follows must still complete the courses, but will now have the duration of the APPEL program to meet the requirement. The coursework must be finished with a final transcript submitted to APPEL for the final, Standard license to be issued upon completion.

For any Middle Childhood 4-8 subject area (math, science, English, Social Studies)

- Arkansas History- 3 hr. college/university course or 45 hrs. AR IDEAS (free)
- Teaching Reading- 6 hrs. college/university courses
- Disciplinary Literacy- 3 hr. college/university course OR 45 hrs. AR IDEAS (free)

For secondary, Social Studies 7-12

- Arkansas History- 3 hr. college/university course or 45 hrs. AR IDEAS (free)
- Disciplinary Literacy- 3 hr. college/university course OR 45 hrs. AR IDEAS (free)

For all other areas of licensure

- Disciplinary Literacy- 3 hr. college/university course OR 45 hrs. AR IDEAS (free)

If courses are completed at the time of application, then the requirement is met. If not, then after acceptance to the program the applicant will be provided with detailed information regarding the required coursework, including information on how to register an account with AR IDEAS.

Document Requirements

Make a copy of all items for your records

Transcripts

- Applicants must submit official transcripts from each college/university attended including the transcript showing the degree(s) conferred and the transcript(s) for the additional required coursework.**
 - Transcripts for application should be mailed directly to the applicant and the applicant should include the sealed transcripts in the application packet.
 - Transcripts for additional required coursework can be mailed directly to APPEL from the college/university.
 - All transcripts are acceptable via an online method (i.e., E-Script or SPEEDE server). The transcript is requested by the applicant to be sent from the college/university directly to the APPEL Program Advisor by email at ann.crosser@arkansas.gov or ADE-LIC if sending through SPEEDE.

Praxis Scores

Praxis scores are usually reported to ADE and uploaded to the AELS system.

However, there are times when scores do not upload. Applicants should always save a copy of the online score report or print the score report. ETS makes the score report available through the online account for 45 days.

- Applicants should submit printed (from secure ETS account) a passing score report(s) for the Praxis: CORE OR Praxis I: PPST (if taken prior to 9/1/14) exams with the application packet.
- Applicants should submit printed (from secure ETS account) a passing score report(s) for the Praxis II: Content Area(s) exam(s).

Background Checks

- Applicants must submit a photocopy of forms, or receipt of payment, or other paperwork given by the Education Service Cooperative or school district as proof of background checks being in process.** All three must clear for any applicant to be eligible for a teaching license in Arkansas.
 - Applicants can obtain the proper forms for the background checks through their local school district administrative offices or can submit the State and Federal checks electronically at their local Education Service Cooperative or can request the background check packet be mailed.
 - Call ADE at 501-682-4342 to request a packet.
 - The original notarized form and completed fingerprint card, plus the processing fees are to be mailed directly to the Arkansas State Police.
 - The original notarized DHS Central Registry form and the processing fee is to be mailed directly to DHS per the instructions on the form.

Online Application

Eligibility will not be considered until all documents and application are received in the APPEL office. Incomplete submissions will not be accepted.

- Complete the APPEL Online Application** at www.arkansased.org search APPEL and find the APPEL Webpage, click APPEL Online Application link under Related Files (bottom right column)
- Print a copy of the completed application for your records (do not include in packet)
- Submit the APPEL Online Application
- Mail the documents, postmarked on or before June 5, 2015 (NEW), to:

APPEL 2015

4 Capitol Mall, Room 107-B

Little Rock, AR 72201

Post-Application

APPEL administrators will review the documents and the application and inform the applicant of their acceptance status.

Within 7-10 business days of receipt of all documents and application, approved applicants will:

- Receive an email with a username and password to the APPEL ATLAS account to access the APPEL acceptance letter and Employment Eligibility Form.
- Receive a second email with the TENTATIVE site assignment showing where participants will attend summer (in June) and monthly (one per month) APPEL modules.
- Information about the site and the names of the APPEL Site Facilitators. Applicants will meet the facilitators and pick up detailed information about the site on orientation day.
- Details about the APPEL Orientation meeting held in Little Rock and how to register for orientation.

Denied applicants will:

- Receive a Letter of Deficiency (via email) outlining the reasons(s) for non-acceptance. Admission to APPEL is dependent on completion of the deficiencies listed. ALL deficient materials are due in the APPEL office NO LATER THAN June 5, 2015 (NEW) in order to meet admission requirements and be accepted to the program.

Arkansas Professional Pathway to Educator Licensure (APPEL)

2015 APPEL Program Overview

APPEL is an alternate-route teacher licensure program for those who hold at least a bachelor's degree in an area other than Education and want to become an educator in Arkansas. The APPEL Program is:

- A two-year program consisting of three weeks of instruction each summer and eight monthly modules each school year.
- For 2015-2016, the summer module dates are June 15-July 3, 2015. Monthly module dates are September 2015-April 2016.
- The summer and four monthly modules are delivered at a regional site, in a face-to-face classroom setting. Summer modules are Monday-Friday, 8:00am-4:00pm daily.
- The four face-to-face monthly modules are on a Saturday in that month, 8:00am-4:00pm. The remaining four monthly modules are delivered in an online format.
- The cost of the program for those accepted in 2015 is \$1200 per year.
- APPEL orientation is being held June 12, 2015 in Little Rock.
- The program fee is due in full, via the online application, after orientation.
- The program fee is accepted up to the first day of class on June 15, 2015. A receipt showing payment in full must be submitted to the facilitator on day one in order to begin instruction.
- All applicants must meet certain minimum requirements to be accepted to APPEL. Please see the following information regarding qualifications and document requirements.