

# College of Education

AT THE UNIVERSITY OF NEVADA, RENO

## Application Instructions for the Early Childhood Education Post-Baccalaureate Program

*Updated April 2020*

### **Recommended Deadlines**

- Fall semester – March 15
- Spring semester – October 15

### **Application Process**

Prospective students must apply to the University through [The Graduate School's online application platform](#). Please read these application instructions carefully and submit all supplemental materials listed below with your Graduate School application. Guidelines for preparing each of the supplemental materials are below. Please contact Dr. Jennifer Mortensen ([mortensen@unr.edu](mailto:mortensen@unr.edu)) with any questions.

### **Application Checklist**

- \_\_\_\_\_ [Graduate School online application](#)
- \_\_\_\_\_ Praxis CORE (or CBEST) score sheet
- \_\_\_\_\_ Candidate Professional Behaviors and Dispositions Form
- \_\_\_\_\_ Resume
- \_\_\_\_\_ Personal Essay
- \_\_\_\_\_ Letter(s) of Recommendation
- \_\_\_\_\_ Unofficial transcripts

## **Guidelines for Supplemental Application Materials**

### **1. Praxis CORE (or CBEST) Score Sheet**

Before applying, prospective students must pass the Praxis Core Academic Skills exam in three areas: Reading, Writing, and Mathematics. Please visit [ETS Praxis Nevada Testing Requirements](#) to learn more about the testing requirements and registration. Students must receive a passing score in all three areas: Reading (156), Writing (162), and Mathematics (150). **Upload a copy of your score sheet with your application in Attachments.**

Other Information:

- [Nevada Department of Education – Testing Requirements](#)
- The new Praxis Core test numbers are 5713 (Reading), 5723 (Writing), and 5733 (Mathematics)
- CBEST score sheets may be submitted as an alternative
- If you do not receive a passing score in one or more areas, please contact Dr. Mortensen.

### **2. Candidate Professional Behaviors and Dispositions Form**

Complete the Candidate Professional Behaviors and Dispositions Form at the end of this document. **Upload a copy of your form with your application in Attachments.**

### **3. Resume**

Prepare a professional resume that highlights your education background, professional/educational experiences with children, additional work experiences, and any other skills, interests, notable experiences, awards (e.g., Dean’s List), or community service. **Upload your resume with your applications in Resume.**

### **4. Personal Essay**

Compose a 3 to 5 page essay entitled, “Qualities That I Bring to the Teaching Profession”. This essay should be double-spaced with 1-inch margins and should use a 12-point font. The essay should address: 1) Amount and type of experience with children, 2) Beliefs about teaching and learning, 3) Strength of content-area knowledge (math, science, social studies, language arts). 4) Attitudes and beliefs related to student diversity (consider ethnicity, language, religion, learning styles, disabilities, etc.), and 5) Evidence of your dedication to continuous learning. **Upload your Personal Essay with your application in Statement of Purpose.**

### **5. Letter(s) of Recommendation**

Each applicant must submit at least one letter of recommendation. Letters should be solicited from an individual who has first-hand knowledge of the applicant’s work with children, preferably in a school or other instructional setting (e.g., a current or former employer, a former college instructor). ONLY if absolutely necessary, letters may also be solicited from a former school teacher or from other adults who have knowledge of the applicant’s character, experience with children, and/or potential as a future teacher. Do not request letters from relatives. **Enter your letter writer’s information with your application in Recommendation**

**Request. Be sure to notify the letter writer early so they can upload their letter by the application deadline.**

**6. Unofficial Transcripts**

Please upload your unofficial transcripts from your bachelor’s degree and any courses you have taken since graduation. **Upload your transcripts with your application in Attachments.**

**Candidate Professional Behaviors and Dispositions Form**

The College of Education at the University of Nevada, Reno has adopted a set of professional behaviors or dispositions that we feel are essential for prospective teachers. These dispositions (see self-rating scale) apply to the university setting, courses, practicum experiences, and the supervised internship and are assessed at different points during the teacher education program. Failure to demonstrate one or more of the dispositions may lead to an individualized plan for improvement and, in extreme cases, could lead to removal from the teacher preparation program.

The purpose of this self-evaluation is to have teacher candidates reflect on their own professional behavior and dispositions. Candidates are to use this form for their self-assessment, assigning ratings with explanations and signing it. This form is required as part of the application to the Integrated Elementary Teaching Program and as part of Portfolio I.

**Use the following rating scale for each item:**

1=Not acceptable 2=Needs more practice 3=Acceptable 4=Solid foundation 5=Highly accomplished

**Habits of Thinking and Action toward Own Learning are Appropriate....**

Score	Love of Learning & Strong Fund of Knowledge
	<b>Initiative</b> Teacher Candidate (TC) is independent and goes beyond minimum expectations.
	<b>Problem Solving</b> TC is an active and effective problem solver.
	<b>Commitment to Learning</b> TC is curious and interested in learning more about students and content areas. TC seeks out and takes advantage of opportunities for professional growth beyond the minimum expectations of what is required in classes.

Comments:

**Habits of Thinking and Action toward Reflective Practice are Appropriate....**

Score	Habits of Thinking and Action toward Reflective Practice are Appropriate....
	<b>Professional Ethics</b> The candidate adheres to standards of ethical conduct including academic honesty and confidentiality.
	<b>Collaboration</b> The candidate works effectively with professional colleagues and other adults.
	<b>Commitment to Teaching</b> The candidate values the profession of teaching. He or she exhibits a positive attitude toward schools, teaching, students, and parents.
	<b>Self-Reflection</b> TC reflects on and evaluates his or her own behavior and work. He or she is willing to consider multiple perspectives toward his or her own performance. The candidate is willing and able to recognize own strengths and weaknesses and develop potential solutions for the latter.
	<b>Professional Feedback</b> TC is receptive and responsive to professional feedback incorporating suggestions into practice.
	<b>Self Awareness</b> TC has a realistic sense of own strengths and weaknesses.

Comments:

**Habits of Thinking and Action toward Professional Conduct are Appropriate...**

Score	Disposition toward Professional Conduct
	<b>Professional Demeanor and Responsibility</b> The candidate is prompt, is not unnecessarily absent, notifies appropriate individuals when absence is necessary, completes assignments on time, and follows through on commitments.
	The candidate wears appropriate professional attire as established by the course instructor.
	The candidate is poised and professional in his or her demeanor.
	The candidate is flexible and is able to make adjustments to changing student needs and circumstances.
	<b>Emotional Maturity</b> The candidate responds to frustration and stress appropriately.

Comments:

**Habits of Thinking and Action toward Professional Conduct are Appropriate...**

Score	Disposition toward Students and Diversity
	<b>Student Focus</b> The candidate recognizes and respects students as valued and unique individuals.
	The candidate demonstrates the belief that all students have the right and ability to learn.
	<b>Commitment to Diversity</b> The candidate values multiple aspects of diversity. He or she respects children and adults of varied cultural backgrounds, ethnicities, religions, sexual identities, social classes, abilities, political beliefs, and disabilities.

Comments:

**By signing below, I acknowledge that I understand these professional dispositions and have rated myself accurately, to the best of my ability.**

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**Signature**

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**Date**