



Undergraduate Program Handbook

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The undergraduate ESE program is a limited access, single entry point program. That is, students begin the sequence of ESE courses in the fall semester of their junior year and complete the program at the end of the spring semester of their senior year (5 semesters). **Accordingly, undergraduate ESE courses are offered once a year. If you do not follow the sequence of ESE courses listed, you will fall behind by at least one entire year.**

Getting Programmed

Three conditions must be met before you will be accepted into the College of Education:

1. Present passing scores on all sections of the CLAST or, if exempt from the CLAST, present passing scores on all sections of the **General Knowledge (GK) test**,
2. **have a GPA of 2.5 or higher**, and
3. receive an official letter of acceptance from the College of Education.

Once these conditions have been met, you will be assigned an advisor in the Department of Exceptional Student Education who will officially develop your Program of Study. At that time you and your advisor will review the courses, discuss field experiences, and develop a projected sequence of courses for you.

YOU MUST BE PROGRAMMED PRIOR TO REGISTERING FOR THE SPRING SEMESTER OF YOUR JUNIOR YEAR, OR YOU WILL NOT BE ALLOWED TO TAKE THE SPRING SEQUENCE OF ESE COURSES. It is your responsibility to contact your assigned advisor to set up an appointment to be programmed. You and your advisor will complete a program form that includes the specific courses you will need to graduate. After final approval, a copy of the program is given to you, another is kept on file in the ESE Department, and another is sent to the Office of Academic and Student Services. This is your contract with the ESE Department. **To graduate, your transcript must show grades of "C" or above in all Education courses included on the program. You also must maintain an overall GPA of 2.5 and meet other professional development requirements.**

At the time of programming you will be asked to disclose whether you have ever been convicted of a misdemeanor, felony, or any criminal or civil offense other than a minor traffic violation, or whether you have been found guilty of personal conduct which could reduce your effectiveness as a teacher. This disclosure does not automatically exclude you from the program; however, it is essential to disclose and discuss possible effects on your ability to complete the degree program. Failure to disclose this information will be considered disruptive conduct as defined in the FAU Student Handbook.

<http://www.floridastudentfinancialaid.org/>. See Florida Public School Employee Programs for details. A toll free number is also available, 1-888-827-2004.

Additional information regarding financial aid is available at Teach in Florida Financial Services at: <http://www.teachinflorida.com/jobcenter/financeservices.asp>

Students are strongly encouraged to meet with an FAU Financial Aid Advisor to get more help in securing loans, grants and scholarships to help finance their bachelor's program.

Program Requirements

General Education requirements typically are met in lower division courses and determined upon admittance to the College of Education. In addition, a **minimum** of 66 hours of FAU coursework is needed to fulfill University, College of Education, Teacher Certification and ESE Department requirements. **Many of these courses must be taken in a specific sequence**; therefore it is very important that you familiarize yourself with the program and stay in touch with your advisor. In general, the program consists of requirements within the following College of Education departments: Instructional Technology and Research, Teacher Education, and Exceptional Student Education.

Before you enter the programmed ESE bachelor's degree sequence, you must complete:

- EDF 2005: Introduction to Education;
- EDG 2701: Teaching Diverse Populations;
- EME 2040: Introduction to Educational Technology; and
- Lower division core courses or complete an AA for Education transfer at the community college.

Once you begin your programmed ESE bachelor's degree sequence, you will enroll in Professional Education Courses (taken by all FAU teacher education students) and courses specific to ESE. The following Program of Study shows the basic list of courses and the course sequence.

Recent changes in teaching certification standards require that ESE teachers in Florida become "Highly Qualified" by adding a subject area certification beyond their ESE certification. For teachers planning to teach elementary aged students with disabilities, certification in Elementary Education is appropriate. For middle or secondary ESE teachers, the Middle Grades Integrated Curriculum certification, or certification in a Secondary content area (e.g., Biology, Math) is preferred. While students can earn these additional certifications by taking a Subject Area test on the FTCE, others might wish to take additional courses prior to passing the exam. If you wish to take additional coursework in Elementary Education, your transcript will be evaluated on a course-by-course basis. Typically, the following courses are appropriate for Elementary Education. **However, these requirements are subject to change, so you should contact the Office of Academic and Student Services (OASS) at FAU** or the Teacher Certification Office of the Department of Education in Tallahassee at 1-800-445-6739 or on the web at www.fldoe.org for current certification requirements.

ARE 4313	Art: Elementary School I	2 credits
MUE 4110	Music: Elementary School I	2 credits
SCE 4350	Principles and Methods: Science	3 credits
SSE 4150	Social Studies: Elementary & Middle School	3 credits
PET 4720	Physical Education in the Elementary School	2 credits

ESE teachers who wish to teach regular academic courses in middle or high schools will also require individual transcript evaluations.

Practicum and Student Teaching

During the fall semester of your senior year, you will enroll in two ESE courses and a field-based practicum. The practicum requires a minimum of 9 hours a week, 3 days a week in a school setting. This field experience, combined with your ESE coursework will prepare you for student teaching. Practicum is only offered during the fall semester.

Student teaching in ESE is offered only in the Spring semester. Applications are available on-line at <http://www.coe.fau.edu/OASS/TO%20DELETE/studteach%20.htm>. Specific due dates are outlined in the College of Education section of the University Catalog. Your student teaching application must be reviewed, approved, and signed by your advisor prior to the submission deadline. It is your responsibility to make an appointment with your advisor well in advance of the due date to allow the advisor sufficient time to review your application for correctness and content, and request changes as necessary before signing it. You should be aware that each school district has additional requirements and associated fees for background checks, fingerprinting, drug screens, etc. These requirements are listed on line at <http://www.coe.fau.edu/OASS/field.htm> and are your responsibility to complete.

Critical Assignments and Florida Educator Accomplished Practices

The Florida Department of Education has identified a set of Accomplished Practices that must be mastered in order to continue in the ESE Bachelor's Degree Program. The twelve Educator Accomplish Practices are part of the accreditation process for all Colleges of Education in Florida. Each Accomplished Practice is connected to a critical assignment in the ESE course sequence, and these critical assignments are identified in syllabi of ESE courses.

ESE Department Policy on CRITICAL ASSIGNMENT(S)

Students must earn a **minimum grade of 73%** of the points allotted for the Critical Assignment to receive a passing grade of C or better in this course. In other words, a student cannot pass the course with a C or better without successfully completing the Critical Assignment.

Remediation policy:

- **If a student is passing the course with a C or better**, but has failed to pass the Critical Assignment with a minimum of 73% of the possible points, the student will receive an "INC" in the course until the Critical Assignment is successfully redone (only one attempt allowed). The conditions and time frame for the resubmission of the assignment will be determined by the instructor. However, the second attempt must be completed within one semester. **Upon successful completion of the resubmitted assignment**, the "INC" will be changed to a grade for the course and the student may continue in the ESE sequence of courses. The original points earned for the initial attempt at the Critical Assignment will be used to calculate the final grade in the course. **If the resubmitted Critical Assignment is not successfully passed**, the grade for the course will be C- or below based upon the total points earned.
- **If a student is not passing the course with a grade of C or better**, and has failed to pass the Critical Assignment with a minimum of 73% of the possible points, the student will not be allowed to resubmit the Critical Assignment. The student will need to repeat the course and the Critical Assignment.

Florida Teacher's Certification Exam (FTCE) and General Knowledge Test

Students in the ESE program are required to take and pass the Professional Education and Subject Area exams **before being cleared for graduation**. The Professional Education test measures basic educational knowledge, theory, and practice. The Subject Area test that is required prior to graduation is specific to the ESE program and measures knowledge of theory and practice related to teaching students with disabilities. The Department also *strongly encourages* students to take and pass the

invaluable in finding a job at the end of your program, and for maintaining your FAU files.

Boca	561-297-3533	SU 220
Davie	954-2361214	OF 38 I
Jupiter	561-799-8671	SR 110

Students can also find out about job opportunities by keeping in touch with the ESE Department, as many schools with openings for teachers contact our Department.

Student Council for Exceptional Children (SCEC)

A student chapter of the Council for Exceptional Children, the professional organization for special educators, exists at FAU. Information on joining this organization can be obtained from the Department and will be disseminated in your classes. All students are encouraged to become involved in this organization and its activities.

For additional information contact the Dr. Dukes on the Boca Raton campus at 561-297-1081 or Dr. Forgan on the MacArthur Campus at 561-799-8636.

Florida Atlantic University
Department of Exceptional Student Education
Exceptional Student Education Bachelor's Degree Program
(Effective 11/07)

Name:		Z Number:	
Address:		FAU email:	
Phone (work):	Phone (home):	Date Programmed:	

Professional Education Courses:			
Number	Title	Credits	Completed on:
EDF 3610	Education in a Multicultural Society	3	
EDF 3430	Educational Measurement and Evaluation	3	
EDF 3210	Applied Learning Theory	3	
EME 4810	Applied Educational Technology	3	
LAE 4353	Language Arts and Literature: Birth -8	3	
MAE 4350	Principles & Methods: K-9 School Math	3	
RED 4552	Reading: Diagnosis & Remediation (Field work)	3	
TSL 4080	Intro to Theories & Practices of TESOL	3	
TSL 4081	TESOL Issues and Practices (Field work)	3	

Exceptional Student Education Courses:			
Number	Title	Credits	Completed on:
EEX 2010	Survey of Exceptionalities Note: 20 hours of field work in a school is required	3	
EEX 4050	Overview of Individuals Served in VE Programs Note: 15 hours of field work in a school is required	4	
EEX 4101	Language and Speech Disorders Note: 20 hours of field work in a school is required	3	
EEX 4221	Assessment of Exceptional Students	3	
EEX 4250	Reading Instruction in Special Education	3	
EEX 4601	Behavior Change Strategies	3	
EEX 4604*	Classroom Management	3	
EEX 4066*	Educational Programming: VE Programs	4	
EEX 4843	Practicum Methods of Teaching: VE Programs *Practicum must accompany EEX 4066 and EEX 4604 Note: 9-10 hours per week of field work is required	3	
EEX 4946	Student Teaching: ESE (8-12)	10	

University Deficiencies:

College of Education Deficiencies:

- 1) Have you ever been convicted of a misdemeanor, felony or any civil or criminal offense other than a minor traffic violation, or have you been found guilty of personal conduct which would reduce your effectiveness as a teacher? Failure to disclose this information will result in dismissal from the program.
 No _____ Yes _____ Signature: _____
- 2) I have received a copy of the ESE Undergraduate Program Handbook and will read it to obtain general information about the undergraduate program. (Initial here) _____
- 3) Satisfactory completion of the Educator's Accomplished Practices (AP) and Florida ESOL competencies are part of the FAU program. AP activities are identified in course syllabi and your responsibility for completion is described. (Initial here) _____
- 4) Students must pass the FTCE professional and subject area tests before completing the undergraduate Program. (Initial here) _____

Student: _____ Advisor: _____ Date: _____

Chairperson: _____ Date: _____ OASS: _____ Date: _____