

SOE Admission Application

Welcome to the School of Education Admission Application. Thank you for your interest in applying to the School of Education!

Upon completion, you will receive an email confirmation that you completed the survey. **Your survey is incomplete if you do not receive an email confirmation.** Please note that partially completed surveys will not be accepted. Please do not exit the survey by closing the survey tab. This will result in an incomplete application.

The application survey closes at 4:00 p.m. on Friday, September 20, 2024. Late applications will not be accepted except in extenuating circumstances – see the [SOE admissions webpage](#) for more information on how to request an exception.

Criminal Background Check: The WI Department of Public Instruction (DPI) requires that candidates for admission to a teacher education, administration, or pupil services program successfully pass a criminal background check (CBC) as one criterion for admission. By applying for admission to one of these programs, candidates agree to provide the necessary personal information to UWL in order to initiate their CBC, and to complete their portion of the process prior to the deadline specified in their admission letter. Teacher candidates are responsible for all costs associated with the criminal background checks. The current cost for a routine initial CBC is set by the vendor at **\$24**. Additional fees can apply for individuals who have lived in multiple states or countries, and the fee is subject to change at any time by the vendor. Admission decisions by programs are contingent upon a successful CBC clearance decision by the UWL Office of Field Experience.

iPad purchase: Teacher candidates who are admitted to the School of Education are required to have an iPad that meets SOE specifications. Once you are admitted to SOE, you will be provided information on how to purchase an approved iPad through the SOE iPad order survey. **The fee for the iPad is financial aid eligible and will appear on your tuition bill in the semester following admission to SOE.** Teacher candidates who purchase their own device outside of the SOE process and

without pre-approval do so at their own risk. Please contact SOE if you are seeking pre-approval for purchase of a device outside of this process. Currently, the cost for the latest version (10th generation) is set by the vendor at **\$569 (pre-tax)**, and may be higher depending on whether you select optional accessories. Please note that the cost is subject to change by the manufacturer/ vendor at any time.

Meeting the minimum admissions criteria is not a guarantee of admission. **Some programs are competitive, and resources limit the number of students who are admitted. Not all students who apply are admitted to the School of Education.**

Questions about the admissions process, criteria, or your eligibility for admission should be directed to your academic advisor. Questions about using the survey can be directed to Mackenzie Taylor at mtaylor2@uwlax.edu. Questions about the admission criteria should be directed to your admission committee chair:

- Art, World Language, and Music Education (AWLME) – Dr. Kim Morris (kmorris@uwlax.edu)
- Educational Studies (EDS) – Dr. Heather Linville (hlinville@uwlax.edu)
- Physical, Adapted, and School Health Education (PASHE) – Dr. Brock McMullen (bmcmullen@uwlax.edu)
- Secondary Teacher Education Preparation (STEP) – Dr. Matt Chedister (mchedister@uwlax.edu)

Do you wish to complete the survey now and apply for admission?

Yes, I have read the above statement and wish to proceed with the SOE Admission Application

No, I would like to continue the survey at a later time.

I acknowledge that admission to the School of Education includes participation in the iPad program.

Yes, I agree to participate.

No, I do not wish to participate and wish to speak to someone in the SOE office about my concerns.

Please enter the following information:

First Name

Last Name

Middle Initial

Student ID (Starts with 2, can be found in WINGS)

Complete UWL Email

Phone (XXX-XXX-XXXX)

Primary Academic Advisor

Please select your program area and major:

Program Area

Major

What semester do you plan to take Field I?

- Spring 2025
- Fall 2025
- Spring 2026
- Fall 2026
- Later than Fall 2026

Have you previously applied for admission to SOE?

- Yes
- No

Optional: If you are enrolled as a post-baccalaureate student and completed a degree previously, please provide the following information:

Institution at which your first Bachelor's degree was completed

Year degree was awarded

Students applying for admission to SOE in STEP programs must meet minimum admission requirements. Please indicate whether you have satisfied the following minimum course work requirements:

- completed ENG 110 or ENG 112 with a grade of "C" or better
- completed a minimum of 40 credits in which grade points have been earned (including transfer credits)
- completed or be concurrently enrolled in EDS 203 or EDS 206

Yes, I meet these minimum requirements

No, I do not meet these minimum requirements

Admission to STEP also requires a combined cumulative Grade Point Average of at least 2.75 (including transfer credits). The GPA listed on your current academic transcript must be used to satisfy the GPA requirement for admission.

Note: If you do not meet the minimum GPA requirement for admission, you may request admission with a GPA waiver. Please refer to the [STEP Admission website](#) for details regarding the GPA waiver request process. Required materials should be uploaded in this application survey.

My GPA is below 2.75 and I would like to request admission to SOE with a GPA waiver.

Yes

No

You must complete this section **if you are requesting admission to SOE with a GPA waiver. The following additional documents must be provided as part of this request:**

- Written personal statement identifying the reason(s) why the GPA requirement was not satisfied and why the committee should approve a waiver in this case.
- Two letters of support from faculty/staff or other professionals who can address the issue.

Upload your **GPA Waiver Request Personal Statement** here. Please use the following naming convention for your file:

LastName_FirstName_GPAwaiver

Drop files or click here to upload

Upload your first letter of support for your GPA waiver request here. Please use the following naming convention for your file:

LastName_FirstName_GPA_Letter1

Drop files or click here to upload

Upload your second letter of support for your GPA waiver request here. Please use the following naming convention for your file:

LastName_FirstName_GPA_Letter2

Drop files or click here to upload

Upload a copy of your **current resume**. For resume samples, visit [UWL Career Services](#). Please name the file prior to uploading it use the naming convention **lastname_firstname_resume**

Drop files or click here to upload

Upload an **unofficial UWL transcript from WINGS**. Please name the file prior to uploading it use the naming convention

Lastname_Firstname_Transcript

Drop files or click here to upload

Optional: Additional Transcript Upload If you have completed an undergraduate degree at another institution and would like to share your transcript from that undergraduate degree with the Admissions Committee, please upload the transcript from your completed undergraduate degree here using the following naming convention for your file:

LastName_FirstName_AdditionalTranscript

Drop files or click here to upload

Upload your **educational experience reflection paper** (a single document with two 1-page essays in response to [STEP reflection paper guidelines](#)). Please name the file prior to uploading it using the naming convention

Lastname_Firstname_ReflectionPaper

Drop files or click here to upload

Broadfield Social Studies majors (with or without concentration) only

BFSS majors must provide the contact information for two professional references. These references will be sent the STEP Teacher Candidate Recommendation Checklist which is designed to assess your qualifications for STEP admission. This is an automated process that is triggered once your application is submitted. As such, **please verify that the emails entered below are correct.**

Please enter the information for BFSS Professional Reference #1

| | |
|---|----------------------|
| First Name | <input type="text"/> |
| Last Name | <input type="text"/> |
| Title | <input type="text"/> |
| Email Address Please double-check | <input type="text"/> |
| Phone Number (xxx-xxx-xxxx) | <input type="text"/> |

Please enter the information for BFSS Professional Reference #2

| | |
|---|----------------------|
| First Name | <input type="text"/> |
| Last Name | <input type="text"/> |
| Title | <input type="text"/> |
| Email Address Please double-check | <input type="text"/> |
| Phone Number (xxx-xxx-xxxx) | <input type="text"/> |

I give permission for UW-La Crosse School of Education to share test scores and placement information with licensing agencies.

NOTE: If permission is not granted, the School of Education will be unable to provide information to the Wisconsin Department of Public Instruction or other state licensing agencies beyond initial Wisconsin endorsement.

Yes, please type your full legal name:

No

CRIMINAL BACKGROUND CHECK RELEASE FORM

I hereby authorize the University of Wisconsin-La Crosse, School of Education, and Office of Field Experience to obtain criminal records about me from any source. I also authorize the Office of Field Experience to provide such records to third parties for the purposes of evaluating my application for acceptance into the School of Education and my teacher education program, and for release to the UWL Youth Protection Officer and/or their designee for the purposes of compliance with UWL Youth Protection Policies on working with K-12 youth on campus. I also understand that I may need to provide such information again prior to field experience, internship and/or student teaching. If I have been charged with, convicted of, pleaded guilty or no contest to, or forfeited bail for any criminal conduct under law or ordinance, and the nature of the charge or conviction is incompatible with the responsibilities of working in a K-12 setting, the School of Education and/or the Office of Field Experience reserve the right to deny admission into the teacher education program. Further, if I have been charged with, convicted of, pleaded guilty or no contest to, or forfeited bail for any criminal conduct under law or ordinance, and the nature of the charge or conviction is

incompatible with the responsibilities of working with K-12 youth on campus as determined by the designated campus authority, UWL and/or the Youth Protection Officer reserves the right to deny participation in activities involving K-12 youth on campus. I hereby acknowledge that during the course of my program I shall notify the Office of Field Experience as soon as possible, but no later than the day after the event occurs, when I have been convicted of any crime or have been or are being investigated by any governmental agency for any act or offense. I further acknowledge that if I fail to abide by this, the University of Wisconsin-La Crosse, School of Education, and Office of Field Experience have the right to immediately terminate my participation in a field experience, internship, practicum or student teaching placement and/or request I meet with the Teacher Candidate Progress Review Committee. I hereby release such third parties and the Board of Regents of the University of Wisconsin System, its agents, employees, and officers, including the University of Wisconsin-La Crosse, School of Education, and Office of Field Experience from any liability that may arise from the disclosure of any information referenced by this form or from the University of Wisconsin-La Crosse, School of Education, and/or Office of Field Experience terminating me from an internship, practicum or student teaching placement as described in the immediately preceding paragraph or from any actions received by the Teacher Candidate Progress Review Committee. I hereby

also release such third parties and the Board of Regents of the University of Wisconsin System, its agents, employees, and officers, including the University of Wisconsin-La Crosse, School of Education, and Office of Field Experience from any liability that may arise from the disclosure of any information referenced by this form or from the University of Wisconsin-La Crosse, School of Education, and/or Office of Field Experience denying me participation in activities involving K-12 youth on campus. I understand that this form is in effect until my degree is completed at the University of Wisconsin-La Crosse, unless I revoke it in writing and provide such revocation to the Office of Field Experience. I further understand that if I choose to revoke this form, I may not be able to continue in my teacher preparation program.

If I do not grant the SOE permission to perform a criminal background check, I recognize that I will not be admitted to my teacher education program, which includes participation in professional coursework and clinical experience.

NOTE: Students who are scheduled to complete the online criminal background check will receive an email with instructions on how to do so within one month of receiving an admission letter to the School of Education and the aligned teacher education program.

I have read and understand the above authorization, acknowledgement, and release, and agree to the terms and conditions. *Please type your full legal name:*

I choose not to sign the release for a criminal background check. I understand that I will not be admitted to my teacher education program by selecting this option.

By signing this form, I testify that all application information provided to the School of Education on this application is true and accurate.

*Typing your name below will be the same as your signature.
Application will not be accepted without your signature.*