

Welcome to the School of Education Secondary Teacher Education Preparation (STEP)

Admissions Phase I Application Survey. Thank you for your interest in applying to the School of Education STEP Program! This Program will prepare you to teach at the middle and high school level and is aligned with the grades 4-12 licensure range.

Upon completion of the application survey, 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 as this will result in an incomplete application.

The application survey closes at **4:00 pm on Friday, September 23, 2022**. Late surveys will not be accepted.

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.

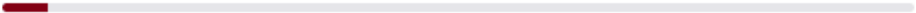
iPad purchase: Teacher candidates who are admitted to the School of Education are required to have an iPad that meets SOE specifications. Once you are admitted to SOE, you will be provided information on how to purchase an approved iPad through the SOE iPad order survey. **The fee for the iPad is financial aid eligible and will appear on the 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 (9th generation) is set by the vendor at **\$479**, 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.

Information on application requirements for the STEP programs can be found on the [STEP admissions webpage](#). Information on the competitive admissions process for Broadfield Social Studies can be found on the [BFSS admissions webpage](#).

Questions about the admissions process can be directed to the STEP Program Director, Dr. Jen Kosiak (jkosiak@uwlax.edu). Questions about your eligibility for admission should be directed to your academic advisor. Questions about using the survey can be directed to the School of Education office at 608-785-8134 or email soe@uwlax.edu.

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Enter the following demographic information about yourself (the applicant):

First Name	<input type="text"/>
Last Name	<input type="text"/>
email adress	<input type="text"/>
Please verify before submitting	<input type="text"/>
Academic Advisor	<input type="text"/>

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Select your education major.

- | | |
|---|--|
| <input type="checkbox"/> Biology - Science Education Emphasis (grades 4-12) | <input type="checkbox"/> Broadfield Social Studies Education (grades 4-12) |
| <input type="checkbox"/> Chemistry - Science Education Emphasis (grades 4-12) | <input type="checkbox"/> Broadfield Social Studies Education - History Concentration (grades 4-12) |
| <input type="checkbox"/> Physics - Science Education Emphasis (grades 4-12) | <input type="checkbox"/> Broadfield Social Studies Education - Political Science Concentration (grades 4-12) |
| <input type="checkbox"/> Mathematics Education (grades 4-12) | <input type="checkbox"/> Broadfield Social Studies Education - Sociology Concentration (grades 4-12) |
| <input type="checkbox"/> English Education (grades 4-12) | |

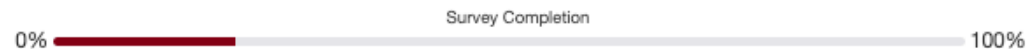
Optional: If you are enrolled as a post-baccalaureate student and completed a degree previously, please provide the following information:

Institution at which
your first Bachelor's
degree was
completed

Year degree was
awarded

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Admission to the STEP Program requires successful completion of the STEP program pre-application academic requirements. Please review these benchmarks below and check the appropriate box to indicate whether or not you have satisfied these requirements.

	Yes, I have satisfied this benchmark	Not yet satisfied
Benchmark 1: Complete ENG 110 or 112 with a grade of "C" or higher.	<input type="radio"/>	<input type="radio"/>
Benchmark 2: Complete a minimum of 40 earned credits (including transfer credits).	<input type="radio"/>	<input type="radio"/>
Benchmark 3: Complete or be concurrently enrolled in EDS 203 or EDS 206.	<input type="radio"/>	<input type="radio"/>

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

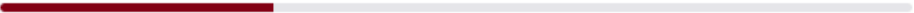
Note: If you do not meet the minimum GPA requirement for admission, you may request admission with a GPA waiver. Please refer to the [STEP Admission website](#) for details regarding the GPA waiver request process. Required materials should be uploaded later in this application survey.

Benchmark 4: Have attained a 2.75 combined cumulative grade point average.

My combined cumulative GPA is at least 2.75

My combined cumulative GPA is below 2.75

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During which semester do you plan to take Field I? Please choose the most appropriate option.

- ☐ Spring 2023
- ☐ Fall 2023
- ☐ After Fall 2023
- ☐ I Don't Know

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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

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Complete this reference section ONLY IF you are applying for admission with one of the following majors:

- Broadfield Social Studies Education (grade 4-12)
- Broadfield Social Studies Education (grade 4-12) - History Concentration
- Broadfield Social Studies Education (grade 4-12) - Political Science Concentration
- Broadfield Social Studies Education (grade 4-12) - Sociology Concentration

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.

Are you applying to the School of Education with a BFSS major (one of the four listed above)?

- ☐ Yes I am a BFSS major
- ☐ No I am not a BFSS major

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Please enter the information for BFSS Professional Reference #1

First Name

Last Name

Title

email address
Please verify and double-check the email address

Phone Number
(xxx-xxx-xxxx)

Please enter the information for BFSS Professional Reference #2

First Name

Last Name

Title

email address
Please verify and double-check the email address

Phone Number
(xxx-xxx-xxxx)

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Complete this section **ONLY IF you are requesting admission with a GPA waiver.**

Students who do not meet the minimum GPA requirement for admission (2.75 combined cumulative GPA) may request that the admissions committee grant a GPA admission waiver. This waiver request includes the following additional documents:

- Written personal statement of appeal 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 being appealed.

Upload your **Personal Statement of Appeal** 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 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 here. Please use the following naming convention for your file: **LastName_FirstName_GPA_Letter2**

Drop files or click here to upload

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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. 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 PK-12 setting, the School of Education and/or the Office of Field Experience reserve the right to deny admission into the teacher education program. 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 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 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.

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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.

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Thank you - Your Phase I application for admission to SOE in the STEP program is complete.

The admission committee will review your materials and may be in touch with you to schedule an interview. Not all students who apply will be selected for an interview. Admissions decisions will be released by the School of Education by the end of week 8 of the semester.

If you have any questions about the STEP Program, please contact the STEP Program Director:
Dr. Jenn Kosiak at jkosiak@uwlax.edu.

If you have any questions about using the survey, please contact the School of Education office
at soe@uwlax.edu or 608-785-8134.