Spring 2020 Teacher Education Program Application  
Applications accepted in TEB 166 from 
January 27th-31st

This application is for students who plan to start TEP-restricted courses in fall 2020 or after. Incomplete applications will not be accepted. If you have questions about how to complete your application, contact our office (859-257-4112) and ask for assistance before the final due date. A complete TEP application consists of:

- **TEP application & Basic Information forms** (included in this packet). **Note:** Please print on regular paper. There is no need for heavier stock paper. Please also only print on one side of a page.

- **Character and Fitness Review** (included in this packet) – Additional documentation is required only for students who answer "yes" to a question on the form. You **must** submit additional materials to TEB 166 **prior to** submitting the TEP application. If you need to submit further documentation, please contact Christopher Reese in TEB 166.

- **Three completed recommendation forms** (blank forms are included in this packet) – Recommendation forms are required. All recommenders must fully complete the form included in this packet, including the ratings chart. The forms may be accompanied by an additional letter, but the additional letter is not required. One recommendation must be from a college instructor. Completed forms do not need to be in sealed envelopes.

- **Standards Sets Self-Assessment Worksheet**, including “College of Education Student Acknowledgement of Licensure Disclosure” (included in this packet)

- **Proof of having passed the PRAXIS Core** - PRAXIS Core scores are required for undergraduate students. Students must print off their score reports through the ETS website and include those scores in their TEP application. **NOTE:** When students register for the PRAXIS Core, scores must be sent to both to the Office of Academic Services and Teacher Certification (code: 1837) AND to the Educational Professional Standards Board of Kentucky (code: 7283).

- **Transcripts from all higher education institutions attended by student** – Current UK students should print an unofficial UK transcript from myUK for the application. If there are any schools listed on your UK transcript (including KCTCS schools and college work completed in high school), you must have a copy of the transcript from that school. (Although the # of credit hours appears on the UK transcript, the grades awarded from those courses are not listed). Only UK transcripts may be unofficial. Legible photocopies of official transcripts are acceptable. Please inquire in TEB 166 if a copy of the transcript is on file (before the deadline) and, if so, we will provide you a copy. **High School transcripts are NOT required**

- **Check or money order for $30.00 payable to the “University of Kentucky.”** **NOTE:** Cash and debit/credit cards not accepted.

Office of Program Documentation, Accountability, and Compliance, 166 Taylor Education Building (859) 257-4112 or (859) 257-7971, e-mail: clrees2@uky.edu.
Where to turn in TEP application: 166 Taylor Education Building, Office Hours: 8 a.m. – 4:00 p.m., Monday - Friday

Portfolio – Students in the Middle Level and IECE programs are required to turn in portfolio materials with their TEP application. All other majors should follow the portfolio guidelines specific to their program. Portfolio descriptions for some majors are available at the front desk of TEB 166. Questions about portfolios should be directed to the student’s academic advisor or program faculty chair.

NOTE: Any student applying in Art (Allan Richards), Music (Martina Vasil), Kinesiology/Health Promotion (Heather Erwin/Melody Noland), or Agriculture (Stacy Vincent) education MUST discuss their portfolios and applications with the program faculty prior to applying.

TEP Process:
• Filing a complete application and demonstrating that all standards are met.
• Being interviewed and recommended for admission by a program faculty. (You will receive an information page when you turn in your TEP application that outlines how and when you will be interviewed). The program faculty will have access to your application materials AND your admission portfolio.
• You will be notified about your admission status (accepted or denied) by letter from the College of Education. Refer to the information page (“What Happens Next”) for the date you can pick up your results letter.

Standards for Admission.Retention.Completion from UK Teacher Certification Programs:
• The standards for admission/retention/completion from UK teacher certification programs are listed in the UK Bulletin.
• Students who are admitted to a teacher certification program must adhere to the standards in order to be retained in and exit from the program. If a program faculty sets any conditions for a student which must be met in order to be retained, it is the student’s responsibility to notify 166 TEB that the conditions have been met.
• Violations of the Code of Ethics, as judged by the program faculty, may result in a student’s dismissal from the teacher certification program.

Student Teaching, Graduation, and Program Completion:
• Students must apply for student teaching through the Office of Clinical Practices and School Collaboration (104 Taylor Education Building) two semesters before student teaching is to begin. A $30.00 processing fee will be charged at the time of application. All student teaching placements are in Kentucky schools that are a part of the UK Field Network or overseas through the COST (Consortium for Overseas Student Teaching) program. To be eligible for student teaching, all teacher preparation courses must have been completed. In addition, a student must have been recommended for student teaching by the Program Faculty. Students enrolled in graduate level initial certification programs should review student teaching requirements with the program faculty chair.
• To receive a bachelor’s degree from UK, you must file a degree application online through myUK. Deadlines for degree applications are established by the UK Registrar’s Office. Graduate degrees are awarded by the UK Graduate School. Degree applications are available through myUK.
• The student’s UK transcript is used to verify the completion of a teacher certification program. Completion of degree programs will be noted on the transcript. Completion of non-degree, certificate-only graduate level teacher certification programs will be verified by comparing the final UK transcript with the student’s signed curriculum contract (approved program).
Name: ____________________________  UK Student ID #: ________________________________

Current Semester: _____________________  Anticipated Graduation Term:________________________

Have you previously applied to a UK Teacher Education Program?  Yes____  No____
If yes, what year? _____________      Which Program? _________________________________

Please indicate the program for which you are applying:

____ Elementary P-5    ____ Special Education P-12    ____ Career and Tech. Ed.
      Specify:
____ Middle Level 5-9    ____ Dual MSD/LBD, UG
      Specify:
          Single area (post-bachelor’s)
          English & Social Studies
          English & Mathematics
          English & Science
          Mathematics & Science
          Mathematics & Social Studies
          Science and Social Studies

____ Kinesiology and Health P-12    ____ STEM Education 8-12
      Specify:
          Kinesiology and Health Promotion
          Kinesiology Only
          Health Promotion Only

      Specify:
          Mathematics
          Biology
          Physics
          Chemistry
          Earth Science

____ Special Education Visual Imp. P-12

____ Fine Arts
      Specify:
          Art UG, P-12
          Music UG, P-12

____ Agriculture Ed.

Student Signature

In submitting my application to a teacher education program at the University of Kentucky, I understand that my application materials will be reviewed by members of the program faculty of my education program. I hereby grant permission to members of the program faculty to review whatever application materials they deem necessary.

In addition, I understand that meeting the minimum requirements for TEP does not guarantee acceptance into the program. The admission process is competitive; therefore, candidates must demonstrate excellence in a variety of areas. Among these are skills in working with students in educational environments, ability to be successful in cooperative groups, ability to communicate effectively, experience with school and community programs, and ability to engage in effective problem solving.

Signature ___________________________________________________________ Date ______________________
UK College of Education Teacher Education Program Application, Page 2

<table>
<thead>
<tr>
<th>Name</th>
<th>UK Student ID #</th>
</tr>
</thead>
</table>

1 **GPA:** Certification regulations and accreditation standards require all students enrolled in a Teacher Education Program to maintain at least a 2.75 grade point average at entrance and exit from the program. **NOTE:** If you have not earned a 2.75 GPA you **MUST** meet with your advisor prior to applying.

<table>
<thead>
<tr>
<th>Overall GPA</th>
<th>Total Completed Undergraduate Hours</th>
<th>Institution</th>
</tr>
</thead>
</table>

2 **Basic Skills Testing:** This requirement may be met with passing scores on the following exams. All scores have a 5-year maximum life. Indicate which test you have taken and include proof in your application:

- **Praxis Core** (Reading, 156; Writing, 162; and Mathematics, 150)
- **GRE** (May be used only by IECE Grad and LBD Grad program applicants) Applicants must have the following scores:
  - Quantitative: 143
  - Verbal: 150
  - Analytical Writing: 4

3 **Character and Fitness Review:** Kentucky state legislation requires all candidates to complete a character and fitness review. Any violations must be fully documented prior to submitting the TEP application.

**Please attach a completed, signed and dated Character and Fitness Review Form to your application.**

4 **Recommendations:** Forms & letters should be given directly to the student applicant for inclusion in TEP application. Please supply name and relationship to applicant for each recommendation.

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship to Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

5 **Transcripts:** Please indicate all institutions which you have attended and include a transcript from each.

<table>
<thead>
<tr>
<th>Institution Name</th>
<th>Years of Attendance</th>
<th>GPA</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6 **Self-Assessment:** Student will rate their competence on three standards sets. Rate yourself 1-4 based on your most current experience with students. Include completed pages in TEP application.

7 **Teaching Certificate (if applicable):** If you have previously earned a teaching certificate in Kentucky or another state, you must provide a copy of that certificate with your TEP application.

8 **Application Fee:** All applicants must submit a personal check or money order made out to “University of Kentucky” in the amount of $30.00.

9 **Portfolio:** Portfolios are required for each major. Portfolio descriptions for ELED, IECE, Middle School, and Special Ed are available at the front desk of TEB 166. All other majors should contact the TEP coordinator for their major for descriptions. Students in Art, Music, Kinesiology, Health Promotion, and Agriculture Education submit their portfolios directly to faculty. Students in these majors are still responsible for submitting their TEP application to TEB 166.
# College of Education Basic Information Form

University of Kentucky College of Education  
Office of Academic Services & Teacher Certification  
University of Kentucky, Lexington KY 40506-0001 (859) 257-7971

<table>
<thead>
<tr>
<th><strong>NAME:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Last __________________________, First __________________________, Middle __________________________</td>
<td></td>
</tr>
</tbody>
</table>

Name at Birth (if it has changed) __________________________, Suffix ___ Jr. ___ III ___ IV ___  

<table>
<thead>
<tr>
<th><strong>UK Student ID Number</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>SS Number:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>______ - ______ - ____</td>
<td></td>
</tr>
</tbody>
</table>

**BIRTHDATE:** ______ / ______ / ______  

**GENDER:** Male ____ Female ____

<table>
<thead>
<tr>
<th><strong>ADDRESSES:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local Mailing</strong></td>
<td><strong>Permanent</strong></td>
</tr>
<tr>
<td>City __________________________, State ______, Zip ______</td>
<td>City __________________________, State ______, Zip ______</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>PHONE:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local</strong></td>
<td><strong>Permanent</strong></td>
</tr>
<tr>
<td>( ) ____ - _______</td>
<td>( ) ____ - _______</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>E-Mail Address (example: <a href="mailto:clba222@uky.edu">clba222@uky.edu</a>)</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>UK E-mail Address __________________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Ethnicity</strong> (Circle only one, optional):</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian</td>
<td>Alaskan Native</td>
</tr>
<tr>
<td>Asian or Pacific Islander</td>
<td>Black, Non-Hispanic</td>
</tr>
<tr>
<td>Hispanic</td>
<td>Mexican American or Chicano</td>
</tr>
<tr>
<td>White, Non-Hispanic</td>
<td>Other</td>
</tr>
<tr>
<td>Citizenship Country** (Circle only one): USA or Other (Specify: _ )**</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>High School Information:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Did you receive a (circle one): US High School diploma OR a GED OR a Foreign diploma (name of country__________)?</td>
<td></td>
</tr>
<tr>
<td>If you received a high school diploma, please complete the following information:</td>
<td></td>
</tr>
<tr>
<td>Grad Year_______ High School __________________________, City and County __________________________</td>
<td></td>
</tr>
<tr>
<td>State _____</td>
<td></td>
</tr>
</tbody>
</table>
# Academic History

1. Please indicate all academic institutions you have attended **besides** the University of Kentucky.
2. Please indicate any **degrees** you have obtained **from** the University of Kentucky.

### Institution Name

<table>
<thead>
<tr>
<th>Institution Name</th>
<th>City</th>
<th>State</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Attendance From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hours Completed</th>
<th>GPA</th>
<th>Undergraduate</th>
<th>Graduate</th>
<th>Mixed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Did you complete a degree?  Yes  No

- If yes, what type?  Associate  Bachelor  Masters  Doctorate  Professional

Were you in a teacher certification program?  Yes, completed  Yes, not completed  No

Subject Areas:

- Major  Minor  Other
- Major  Minor  Other
- Major  Minor  Other

<table>
<thead>
<tr>
<th>Institution Name</th>
<th>City</th>
<th>State</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Attendance From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hours Completed</th>
<th>GPA</th>
<th>Undergraduate</th>
<th>Graduate</th>
<th>Mixed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Did you complete a degree?  Yes  No

- If yes, what type?  Associate  Bachelor  Masters  Doctorate  Professional

Were you in a teacher certification program?  Yes, completed  Yes, not completed  No

Subject Areas:

- Major  Minor  Other
- Major  Minor  Other
- Major  Minor  Other

Please list any additional institutions on a separate sheet of paper.
Character & Fitness Review Form

NAME: _______________________________ UK ID: _______________________________

Disclosure of Background Information

If you answer “yes” to any question below, you must contact Christopher Reese (257-4112, christopher.reese@uky.edu) and submit further documentation as outlined by Mr. Reese prior to submission of TEP application.

1. Have you ever had a professional certificate, license, credential, or any document issued for practice denied, suspended, revoked, or voluntarily surrendered? If you have had a professional certificate, license, credential, or any other document issued for practice initially denied by a licensing body, but later issued, you must answer “yes.”

2. Have you ever been suspended or discharged from any employment or military service because of allegations of misconduct?

3. Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of allegations of misconduct?

4. Is any action now pending against you for alleged misconduct in any school district, court, or before any educator licensing agency?

5. Have you ever been convicted of or entered a guilty plea, an “Alford” plea, or a plea of nolo contendere (no contest) to a felony or misdemeanor, even if adjudication of the sentence was withheld in Kentucky or any other state? For the purpose of this application, minor traffic violations should not be reported. Convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.

6. Do you have any criminal charges pending against you?

7. If you indicated “yes” to question #1 through #6, has the EPSB previously reviewed the information? -

______________________________
(Date of Review)

I declare that I understand the standard for personal and professional conduct expected of a professional educator in Kentucky. I further certify that I have read and examined the Professional Code of Ethics for Kentucky Certified School Personnel, 16 Kentucky Administrative Regulation 1:020, understand its provisions, and agree to abide by its terms during the course of my career as a professional educator.

SIGNATURE: _______________________________ DATE: __________________

I affirm and declare that all information given by me on this application is true, and correct, and complete to the best of my knowledge. I understand that any misrepresentation of facts, by omission or addition, may result in the denial or revocation of my teaching certificate. Further, I understand that KRS 161.120 provides that a teaching certificate may be revoked at any time upon determination that false information was presented toward obtaining a teaching certificate.

SIGNATURE: _______________________________ DATE: __________________
Kentucky School Personnel Code of Ethics
as Developed by
The Education Professional Standards Board

Preamble

In 1990, the General Assembly of the Commonwealth of Kentucky enacted landmark legislation for education reform throughout the state. As the Kentucky Education Reform Act is implemented across the state, the Education Professional Standards Board calls Kentucky’s educators to reaffirm their commitment to the highest ethical standards. In recognizing the magnitude of our responsibility to learners and to society, we offer this Code of Ethics which reflects and promotes the aspirations of our profession.

Section 1: Certified Personnel in the Commonwealth:

1. Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship, and safeguard the freedom to learn and to teach.
2. Shall believe in the worth and dignity of each human being and in educational opportunities for all.
3. Shall strive to uphold the responsibilities of the education profession, including the following obligations to students, to parents, and to the education profession:

   To Students
   1. Shall provide students with professional education services in a non-discriminatory manner and in consonance with accepted best practice known to the educator.
   2. Shall respect the constitutional rights of all students.
   3. Shall not deliberately suppress or distort subject matter for which the educator bears responsibility.
   4. Shall take reasonable measures to protect the health, safety, and emotional well-being of students.
   5. Shall not use professional relationships or authority with students for personal advantage.
   6. Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.
   7. Shall not knowingly make false or malicious statements about students or colleagues.
   8. Shall refrain from subjecting students to embarrassment or disparagement.
   9. Shall maintain a professional approach to personal relationships with students.

   To Parents
   1. Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student.
   2. Shall endeavor to understand community cultures and diverse home environments of students.
   3. Shall distinguish between personal views and the views of the employing educational agency.
   4. Shall not interfere in the exercise of political and citizenship rights and responsibilities of others.
   5. Shall not use institutional privileges for private gain, for the promotion of political candidates, or partisan political activities.
   6. Shall not accept gratuities, gifts, or favors that might impair or appear to impair professional judgment, nor offer any such to obtain special advantage.

   To The Education Profession
   1. Shall exemplify behaviors which maintain the dignity and integrity of the profession.
   2. Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities.
   3. Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law.
   4. Shall not use coercive means or give special treatment in order to influence professional decisions.
   5. Shall apply for, accept, offer, or assign a position or responsibility only on the basis of professional preparation and legal qualifications.
   6. Shall not knowingly falsify or misrepresent records of facts relating to his/her own qualifications or those of other professionals.

Note: This form should be kept by the student for reference. Do not include it with the application packet.
Recommendation for Admission to a UK Teacher Certification Program

Name __________________________ UK Student ID # ______________________

Recommendations should come from the following sources:
- College instructor (professor, TA, or GA) with whom you have had a class. **This Source is Required.**
- Former teacher, guidance counselor, or school administrator.
- Former or present employer.
- Individual who has supervised you in an activity dealing with children/youth.

The following is to be completed by the person writing the reference.

<table>
<thead>
<tr>
<th>PLEASE CHECK</th>
<th>Outstanding</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>Poor</th>
<th>Unknown</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Oral/Written Communication Skills</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Critical Thinking</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Ability to engage children/youth</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Creativity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Personal appearance in professional settings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Reliability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Cooperation/Collaboration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Motivation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Comments: Use additional sheets of paper if needed. Please put your name and applicant’s name on all additional sheets. It is not necessary to seal this recommendation. It will be part of the student’s file and therefore available to the student.

Name: __________________________ Phone: ( ) ____ - _________

Check One: ___ High School Teacher ___ College Instructor ___ School Employer

___ Guidance Counselor ___ Employer

___ Other (specify __________________________) ___

Your Organization: __________________________

Signature: __________________________ Date: ______________

Please return this form and any additional recommendation materials to the student.
Recommendation for Admission to a UK Teacher Certification Program

Academic Services & Teacher Certification  UK College of Education
166 Taylor Education Building, Lexington, KY  40506-0001 (859) 257-7971

Name __________________________  UK Student ID # ________________

Recommendations should come from the following sources:
• College instructor (professor, TA, or GA) with whom you have had a class.  This Source is Required.
• Former teacher, guidance counselor, or school administrator.
• Former or present employer.
• Individual who has supervised you in an activity dealing with children/youth.

The following is to be completed by the person writing the reference.

PLEASE CHECK

<table>
<thead>
<tr>
<th></th>
<th>Outstanding</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>Poor</th>
<th>Unknown</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Oral/Written Communication Skills</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Critical Thinking</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Ability to engage children/youth</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Creativity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Personal appearance in professional settings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Reliability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Cooperation/Collaboration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Motivation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Comments: Use additional sheets of paper if needed. Please put your name and applicant’s name on all additional sheets. It is not necessary to seal this recommendation. It will be part of the student’s file and therefore available to the student.

Name______________________________ Phone ( ) ______-_______

Check One:  ___ High School Teacher  ___ College Instructor  ___ School Employer
           ___ Guidance Counselor  ___ Employer
           ___ Other (specify __________________________)

Your Organization __________________________

Signature ___________________________ Date _______________

Please return this form and any additional recommendation materials to the student.
Recommendation for Admission to a UK Teacher Certification Program

Academic Services & Teacher Certification  UK College of Education
166 Taylor Education Building, Lexington, KY  40506-0001 (859) 257-7971

Name ____________________________________________  UK Student ID # __________________________________

Recommendations should come from the following sources:
- College instructor (professor, TA, or GA) with whom you have had a class.  This Source is Required.
- Former teacher, guidance counselor, or school administrator.
- Former or present employer.
- Individual who has supervised you in an activity dealing with children/youth.

The following is to be completed by the person writing the reference.

<table>
<thead>
<tr>
<th>PLEASE CHECK</th>
<th>Outstanding</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>Poor</th>
<th>Unknown</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Oral/Written Communication Skills</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Critical Thinking</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Ability to engage children/youth</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Creativity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Personal appearance in professional settings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Reliability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Cooperation/Collaboration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Motivation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Comments: Use additional sheets of paper if needed. Please put your name and applicant’s name on all additional sheets. It is not necessary to seal this recommendation. It will be part of the student’s file and therefore available to the student.

Name____________________________________ Phone ( ) _________

Check One:  ____ High School Teacher   ____College Instructor  ____School Employer

____ Guidance Counselor  ____Employer

____ Other (specify _________________________________)

Your Organization _______________________________________________________

Signature ___________________________________________________________ Date ______________________

Please return this form and any additional recommendation materials to the student.
Instructions:
This self-assessment must be completed and included with your TEP application. Students will rate how much they understand about a variety of education standards and concepts. Many items will be unfamiliar to students as they haven’t had exposure to the concepts in coursework yet. It is not unusual for a student to rate their understanding as a “1” on these concepts. This does not “count against” a student in terms of TEP admissibility. Nor do high self-ratings increase a student’s chance of being admitted. Answer the questions honestly.

When rating yourself on each standard, use the scoring code numbers found in the following self-assessment scoring code:

**Self-assessment scoring code:**

1. I have had no or very limited experience toward meeting the standard
2. I can show that I have made progress towards demonstrating competence with the standard
3. I can demonstrate competence with the standard
4. I can demonstrate competence with the standard beyond the majority of other students at this level

---

### Standard Set 1: Kentucky Teacher Performance Standards (KTPS)

- **KTPS 1:** The teacher shall understand how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and shall design and implement developmentally appropriate and challenging learning experiences.
- **KTPS 2:** The teacher shall use the understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
- **KTPS 3:** The teachers shall work with others to create environments that a.) support individuals and collaborative learning and b.) encourage positive social interaction, active engagement in learning and self-motivation
- **KTPS 4:** The teacher shall a.) understand the central concepts, tools of inquiry, and structures of the discipline he or she teaches, and b.) creates learning experiences that make these aspects of the discipline accessible and meaningful for learners to assure mastery of the content.
- **KTPS 5:** The teacher shall understand how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
- **KTPS 6:** The teacher shall understand and use multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the educator’s and learner’s decision making.
- **KTPS 7:** The teacher shall plan instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.
- **KTPS 8:** The teacher shall understand and use a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections and to build skills to apply knowledge in meaningful ways.
- **KTPS 9:** The teacher shall engage in ongoing professional learning, shall use evidence to continually evaluate his or her practice, particularly the effects of his or her choices and actions on others, such as learners, families, other professionals, and the community, and shall adapt practice to meet the needs of each learner.
- **KTPS 10:** The teacher shall seek appropriate leadership roles and opportunities to a.) take responsibility for student learning, b.) collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and c.) advance the profession.

___ FSD 1. Communicates appropriately and effectively. Communicates orally in formal presentations and with individuals in small groups, in informal settings, and uses nonverbal communication skills. Communicates in writing (reports, essays, letters, memos, emails)


___ FSD 3. Demonstrates ability to conceptualize key subject matter ideas and relationships. Correctly states key subject matter ideas. Explains key subject matter ideas. Tailors key subject matter ideas to diverse populations. Addresses misconceptions in key subject matter ideas. Identifies real life examples to enhance student learning.

___ FSD 4. Interacts appropriately and effectively with diverse groups of colleagues, administrators, students, and parent in educational settings. Demonstrates acceptable teacher behavior in diverse educational settings. Demonstrates adaptability in reflecting on self in relation to diverse groups.

___ FSD 5. Demonstrates a commitment to professional ethics and behavior. Demonstrates understanding of the Kentucky School Personnel Code of Ethics. Complies with all legal requirements required of teachers in a knowledgeable and timely manner. Demonstrates understanding of ethical issues related to own professional certification area.

Standard Set 3: College of Education Technology Standards (COET) Mark each standard with a self-assessment rating, 1-4

___ COET 1. Integrates media and technology into instruction

___ COET 2. Utilizes multiple technology applications to support student learning

___ COET 3. Selects appropriate technology to enhance instruction

___ COET 4. Integrates student use of technology into instruction

___ COET 5. Addresses special learning needs through technology

___ COET 6. Promotes ethical and legal use of technology disciplines

Twenty-First Century Skills: Mark each standard with a self-assessment rating, 1-4

___ Critical Thinking: problem solving, reasoning, analysis, interpretation, synthesizing information

___ Communication: oral and written, public speaking and presenting, listening

___ Creativity: artistry, curiosity, imagination, innovation, personal expression

___ Collaboration: leadership, teamwork, cooperation, facility in using virtual workspaces

Self-assessment scoring code:
4…..I can demonstrate competence with the standard beyond the majority of other students at this level
3.....I can demonstrate competence with the standard
2.....I can show that I have made progress towards demonstrating competence with the standard
1.....I have had no or very limited experience toward meeting the standard

All UK teacher education programs are standards based. Program faculties are required to rate each candidate on each standard in each of the three required standards sets at each of the three required continuous assessment review points. These are: at the point of admission to the program, at the point of retention in the program (typically at the time of applying for student teaching), and at the point of program completion (usually at the end of student teaching).

At each continuous assessment review point, candidates are expected to present evidence to the faculty about their ability to meet each standard in each standard set. Candidates will provide this evidence in their portfolio, during classes, and in interviews.

Candidates are expected to have reviewed the standards sets, and to have given thought to their ability to understand and demonstrate the standards. This self-assessment form will be used by your program faculty as a starting point in making an assessment on each standard in each standard set.
College of Education Student Acknowledgement of Licensure Disclosure

Educator preparation programs are designed to prepare students to pursue licensure in Kentucky. Out-of-state candidates who are certified teachers or initial certification candidates should be advised that the University of Kentucky cannot guarantee these programs will meet licensure, salary, advancement or other requirements in any other state or jurisdiction. The University of Kentucky is not approved by any other state board outside of Kentucky to provide licensure directly in that state.

All of our educator preparation programs at UK are nationally accredited, state approved, and lead to the appropriate certification in Kentucky. After completion of our approved programs, students will apply for a state-issued (Kentucky) educator license. In most cases, this will include a Kentucky educator license (certificate). The College of Education recommends obtaining a Kentucky license which can then be transferred to the state of choice by reciprocity in many cases. Please note that states may have additional requirements such as background checks, additional coursework, examinations, or experience requirements. Final decisions on licensure rests with the state licensure board upon individual application.

Instructions: Please read the following acknowledgment statements, sign in the signature box, and complete the information below.

1. I understand that a professional licensure or certification may be required to practice, advance, or specialize in the field my program prepares me for. This program meets the educational requirements in Kentucky and is approved by the Kentucky Education Professional Standards Board (EPSB).

2. I understand this program is intended to prepare students to pursue licensure in Kentucky. The University of Kentucky College of Education Teacher Preparation Programs are not approved by any other state board to directly prepare students for licensure in that state. While I may be able to apply for licensure as an out-of-state student, the state board will make the final determination for licensure. Thus, the University of Kentucky cannot determine whether our programs meet the educational requirements to lead to professional licensure, certification, or advancement in my state of current residence. I should contact my state board for possible licensure routes if I wish to pursue licensure in my state.

3. I understand that although the University of Kentucky works to update educational licensure requirements, it is recommended that I inquire with my state licensing board to learn about additional individual licensure requirements in my field of interest. Additional licensure requirements for individuals may include professional examinations, background checks, years of work experience, fingerprinting requirements, etc.

4. I understand that I may still enroll in this program, but the University of Kentucky must have evidence that I have been notified of this information before I begin the program.

5. I understand that I will not be able to enroll in classes at the University of Kentucky until this notification is signed, submitted, and received by UK Distance Learning.

6. I understand that licensing and authorization requirements vary by state and that relocating during the course of a program to another state could impact whether I can continue in the program and/or meet the eligibility requirements of that state. If I am considering relocating, I understand that I should contact my program to check for authorization and licensure eligibility requirements.

__________________________________________________________________________
Student’s Printed Name

__________________________________________________________________________
Name of Educator Preparation Program

__________________________________________________________________________
Student Signature

__________________________________________________________________________
Date

seeblue.
518 Margaret I King Bldg. | Lexington, KY 40506 | P: 859-218-6782 | E: distancelearning@uky.edu
An Equal Opportunity University