Submit the following forms and documents to Rio Salado College (RSC), Student Services Program Admissions, 2323 W. 14th Street, Tempe, Arizona 85281. All materials must be submitted as noted below. Any packet of information that is incomplete will be determined “unacceptable” and not considered as meeting requirements for acceptance or admission to the Teacher Education Programs. Students with incomplete application packets are responsible for resubmitting it to the Selected Teacher Education Program if consideration for admission is still desired.

Note: Once a student is accepted into the Teacher Education Program, student must contact Admissions and Records at (480) 517-8540 to register for all coursework two weeks prior to the start date. Registration is not available through http://my.maricopa.edu

Financial Aid: If you applied for or received Financial Aid, you must contact Academic Advising. You may be required to fill out a Max Time Frame (MTF) based on your current student status. This information will be forwarded for approval to Financial Aid (10 – 15 day process) prior to submitting your formal application along with your Certification Admission Plan (CAP) form. Your CAP form must be a reflection of your approved enrollment state date for courses. Financial Aid will communicate with you in your “Student Center” in “MyMaricopa.edu” “listed under” “To Do List”.

Application to the Rio Salado/NCU Bachelor of Education, Educator Preparation Program must include the following.

☐ Application for Admission: NCU pathway students must have a cumulative GPA of 2.0 in academic core courses.
   Submit a completed typed or printed application form.

☐ Certification Admission Plan (CAP): Refer to Step 10 in “Get Started” on RSC Teacher Education website for the form.

☐ Biographical Information Sheet: Submit completed form.

☐ Two Letters of Recommendation: Submit two confidential letters, individually in sealed envelopes, using the forms provided. They must be professional letters of reference, excluding letters written by family members.

☐ Fingerprinting and/or Background Check:
   A. Arizona Resident:
      • Arizona residents are required to submit an IVP Fingerprint card. This card is obtained through the Department of Public Safety, by selecting category Teacher/Other. This may take up to 1-5 weeks. Upon receipt of your card, RSC requires one enlarged copy of the front and back of your IVP Fingerprint Clearance Card in this packet. Please include your full student ID number on each copy. If the back of the card is not included, your submission will be incomplete and will not be processed; thus requiring resubmission. The clearance must be valid for the duration of your program.

      • If the name on your (IVP) card appears differently than the name you are registered for Rio Salado College courses, you will need to include appropriate documentation showing this name change (i.e. Marriage Certificate).

   B. Out of State Resident
      • Out of state residents must submit the fingerprint/background check verification form. The form can be located at www.riosalado.edu/documents/outofstateform.pdf. The clearance must be valid for the duration of your program. All in-state and out-of-state students must provide a valid (IVP) fingerprint clearance card issued by the Arizona Department of Public Safety when applying for an Arizona teaching certificate.

You will be required to submit a copy of your Driver’s License to Admissions and Records upon registration.
Name: ____________________________________ Stud. ID# _____________ Date: _____________

- Please verify that your state has a reciprocal teaching license agreement with the Arizona Department of Education. If you choose not to obtain an Arizona Teaching License, please sign the following acknowledgement:
  
  I choose not to obtain an Arizona fingerprint license to obtain an Arizona Teaching License.
  
  ____________________________________________________     _____________
  Signature      Date

Please answer the following Questions:

- Transcript Verification:
  
  Did you request a transcript evaluation for prior coursework? Select One: Yes___ No___

- Official Transcripts:
  
  A. All non- Rio Salado College or Maricopa County Community College District official colleges/universities transcripts must be sent directly to the RSC Admissions and Records Office from the participating institution.
  Rio Salado College Admissions and Records
  Attn: Teacher Certification
  2323 W. 14th Street
  Tempe, AZ 85281
  
  B. Please request that the institution include a current name and student identification number.
  
  C. It is the students’ responsibility to confirm the receipt and evaluation of all transcripts with RSC Program Admissions and Records Office.
  
  D. Transcripts submitted with your application will not be accepted.

NCU Pathway Teacher Education Program: Circle and complete your program preference.

A. Elementary
B. Secondary  ____________________________ (Specify Secondary Content)
C. Special Education: Mild to Moderate

- Teacher Education Academic Assessment Test (ACCUPLACER): Student must take all five (5) subtests of the Accuplacer to be accepted in the Teacher Education Program regardless of transfer course work.

The following are exception:

1) If the student met the EDU cut scores from the Accuplacer for General Education placement, and it is within three years of applying, the student does not need to retest for those areas.

2) You may take the Accuplacer a total of three times after completion of General Education coursework in order to meet the passing scores.

3) If you do not meet the required scores, you will be required to retake the remedial coursework prior to submitting the EDU Program Application.

ACCUPLACER SCORES: Please list each Accuplacer subtest scores for Reading Comprehension, Sentence Skills, WritePlacer, Arithmetic, and Elementary Algebra.

<table>
<thead>
<tr>
<th></th>
<th>Reading Comprehension</th>
<th>Sentence Skills</th>
<th>WritePlacer</th>
<th>Arithmetic</th>
<th>Elementary Algebra</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Score</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Passing Score</td>
<td>78</td>
<td>87</td>
<td>5</td>
<td>86</td>
<td>*44</td>
</tr>
</tbody>
</table>

* If you plan on teaching grades 6-12 Math, Science, or Business you must achieve an Elementary Algebra score of 88 or higher.
List any remediation course(s):

If you choose remediation courses, they must be within one year of EDU Program Application submission, or departmental approval.

Course: __________________ Grade: _____ College: __________________________________________

Course: __________________ Grade: _____ College: __________________________________________

Course: __________________ Grade: _____ College: __________________________________________

☐ I give permission for Rio Salado College to share my personal information with districts, schools, etc., as required for placement requests and/or job opportunities. Select one: Yes__ No___

☐ I have read and understand the EDU Code of Ethics: Students must exhibit professional behavior before admission and throughout the program with Rio Salado staff as well as in field experiences in order to successfully enter or complete the teacher preparation program. Initials _________________

☐ I have read and understand the Response to Intervention: (RTI) is a process of determining appropriate support, academic or behavioral interventions to supplement the curriculum and meet the needs of all learners.
http://www.riosalado.edu/programs/education/rti/Pages/default.aspx

***I understand that after completing Level I coursework there is an additional Formal Application into Level II, this includes submitting a Student Teacher Application and submitting passing AEPA/NES state Subject Knowledge exams scores. In all Level I coursework an overall GPA must be 3.0 or to formally apply for Level II coursework. ***

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NAME (Print)            DATE            STUDENT I.D #

• Formal Admissions for Level II Course: Student must maintain a overall 3.0 or better in Teacher Education coursework for Formal Admissions into Level II courses.

FOR COLLEGE EDUCATION USE ONLY:

Committee Action: _________________________________

Approve _________________________________ Disapprove _________________________________

Chairperson’s signature: _________________________________ Date: __________________________
Haberman Online Start Teacher Pre-screening Test Instructions

As part of the application process, every pre-service teacher candidate must complete the Haberman Online Star Teacher Pre-screening Test. The Haberman Pre-Screener is an aptitude test which allows Rio Salado College to identify candidates with the POTENTIAL to become excellent teachers and develop a professional plan to make sure they reach that potential. If you have any questions, please do not hesitate to contact 480-517-8140. Please follow these simple steps:

Welcome to the Star Teacher Pre-Screener.

In order to take the Star Teacher Pre-Screener you will need to “Create an Account” and request access to take the Star Teacher Pre-Screener. To begin, please go to http://www.starteacheronline.com.

1. Familiarize yourself with how the Star Teacher Pre-Screener will work.
   a. Click on the “How Do I …” Link.
   b. Click on the “Launch” link next to the phrase “Create an Account.”
      i. This is an automated tutorial of what you will need to do to create an account and how to request access to take the Star Teacher Pre-Screener.
      ii. Once you have watched the demonstration please create an account and request access to take the Star Teacher Pre-Screener.

   a. Follow the Steps marked by a red circle with the Step Number in it. Complete all Fields.
      i. You have two (2) minutes to complete this form before it will time out.
      ii. Your Password must be a minimum of 7 characters.
      iii. Your Security Question can be anything that you want.
      iv. Enter the Security Code shown.
      v. Click on the “Create User” button.
      vi. Click on the “Continue” button to complete creating your account.

3. To take the Star Teacher Pre-Screener.
   a. Complete the “My Information” section.
   b. Enter the Rio Salado College pass code: 54321.
   c. Because you may not have a student ID, please use your social security #.
   d. Click the “Submit Information” button to submit your information.
      i. Once you have submitted your information you are now ready to Request Access to take the Star Teacher Pre-Screener.
   e. Click on the “My Haberman” link.

4. To request access to take the Star Teacher Pre-Screener.
   (Please Note: The Star Teacher Pre-Screener must be completed in one sitting.)
   a. Select “Rio Salado College” from the drop down menu under the Select Institution.
   b. Click the “Request Access” button.
   c. Enter the Pass Code 54321. Click the “Request Access” link.

If you have a question or any difficulties taking the Star Teacher Pre-Screener, check the Frequently Asked Questions link first and if you don’t find the answer to your questions, please contact 480-517-8140.
Please print and complete entire application.

1. Name (Last, First, Middle) and Former Last Name (s) (if any): ________________________________
   Date of Birth: ___________________________ Student I.D. #: ________________________________
   Last four digits of your Social Security Number: ________________________________

2. Address: (Number, Street, Apartment) __________________________________________________________________________________________
   (City, State, Zip) ____________________________________________________________________________

3. Telephone: (include area code) ___________________________ E-mail: ________________________________

4. LIST ALL SCHOOLS AND EDUCATIONAL PROGRAMS ATTENDED BEYOND HIGH SCHOOL

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Location (city, state)</th>
<th>Dates attended from/to</th>
<th>Degree (if any) (year, major)</th>
<th>Currently enrolled (number of credits)</th>
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State your cumulative GPA ____________ must be 2.0 or higher.

A.R.S. Section 13-3716 requires applicants to give notice of conviction of, admission of committing, or pending trial for any of the following offenses: sexual abuse of a minor, incest, first or second degree murder, sexual assault, exploitation of a minor, commercial sexual exploitation of a minor, aggravated or armed robbery, a dangerous crime against children as defined in A.R.S. Section 13-604.01, sexual conduct with a minor, molestation of a child, or exploitation of minors involving drug offenses. Have you been convicted of, admitted committing, or are you awaiting trial for any of the above listed dangerous crimes against children?

Yes _____ No _____
(If yes, please give details on a separate sheet, signed, dated and notarized.)

Have you been convicted of, admitted committing, or are you awaiting trial for a felony? Yes ___ No ___
(If yes, please give details on a separate sheet, signed, dated and notarized.)

Is English your native language? Yes ___ No ___ Native language: ________________________________
BIOGRAPHICAL INFORMATION

Name: ____________________________________ Stud. ID# _____________ Date: ________________

Please check one: Elementary 1-8 ___ Secondary 6-12 ___ Special Education K-12___

Please discuss the following: 1) Explain what appeals most and least to you about teaching. 2) Describe your understanding of a teacher’s responsibilities. 3) Discuss your greatest strength as a future educator. 4) Discuss your grade level teaching preference and why. 5) Explain the career path you have pursued since earning your high school diploma.

Please be as thorough as possible without being too expansive. Use additional pages if necessary. Please sign and date your biographical information.

Signature: ______________________________________________________________________ Date: _____________
Name: ____________________________________ Stud. ID# _____________ Date: ____________

SCHOOL EXPERIENCE: Include pre-school and K-12.

<table>
<thead>
<tr>
<th>District Address, Street, City, State</th>
<th>Name</th>
<th>Assignment/Subject</th>
<th>Grade</th>
<th>Dates of Employment</th>
<th>Full Time (Yes/No)</th>
<th>Reason for Leaving</th>
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EXPERIENCE WITH CHILDREN OTHER THAN FORMAL SCHOOL EXPERIENCE:

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<th>Dates (From/To)</th>
<th>Firm or Employer/Address</th>
<th>Position or Title</th>
<th>Full Time (Yes/No)</th>
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Confidential Letter of Recommendation
(You must have two letters.)

Student’s Name: ____________________________ Date: ________________

The above mentioned student is applying for admission into the Rio Salado College Teacher Education Programs. As part of the process, he/she has requested that you complete this letter of recommendation. They must be professional letters of reference; letters written by family members will not be considered. **Please keep in mind that we will be evaluating this individual’s potential as a teacher.**

Please indicate the strengths you believe the teacher candidate possesses that will help him/her become a teacher.

Please indicate possible concerns you have about this student becoming a teacher.
Student’s Name: _____________________________ Date __________________

On a scale from 0-5 please rate this individual in the following areas and add comments as to why you rated this individual in the following areas.
5=exceptional; 4 = Above Average; 3= Average, 2= Poor 1=very poor; 0=don’t know

__ 1. Verbal skills
__ 2. Social adjustment
__ 3. Dependability
__ 4. Written communications skills
__ 5. Oral communication skills
__ 6. Overall ability

Other comments or narrative:

How long have you known this individual? ______ In what capacity? __________________________

Position or Title: ___________________________ Print Name: _____________________________

Agency: ____________________________ Signature: ____________________________
Contact number: ___________________________ Date: ______________________________

Place in a sealed envelope and mark:
CONFIDENTIAL
Rio Salado Teacher Education Programs
Recommendation Letter for ____________________________

Please return Letter of Recommendation to prospective student who will include the envelope in his or her formal application packet.
Confidential Letter of Recommendation
(You must have two letters.)

Student’s Name: ____________________________ Date: ______________

The above mentioned student is applying for admission into the Rio Salado College Teacher Education Programs. As part of the process, he/she has requested that you complete this letter of recommendation. They must be professional letters of reference; letters written by family members will not be considered. **Please keep in mind that we will be evaluating this individual’s potential as a teacher.**

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Position or Title:____________________________ Print Name: _______________________________

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Contact number: ________________

Date: __________________

Place in a sealed envelope and mark:

CONFIDENTIAL
Rio Salado Teacher Education Programs
Recommendation Letter for __________________________

Please return Letter of Recommendation to prospective student who will include the envelope in his or her formal application packet.
FERPA
Educator Preparation Programs
Release of Information Form

Main Campus: 2323 W. 14th Street, Tempe, AZ 85281 | Phone: (480) 517-8580 | Toll Free (800) 729-1197
Fax: (480) 377-4712

STUDENT NAME: ___________________________ STUDENT I.D. # ___________________________

The Educator Preparation Program at Rio Salado College (RSC) is built around multiple internal and external partnerships; all collaborating and participating towards a single goal of ensuring individual student success in the program. Therefore, it is imperative that RSC share applicable information about your coursework/progress with partners in order to comprehensively support program completion. These partners may include but are not limited to the Arizona Department of Education, local education organizations and approved partner higher educational institutions.

By completing this form you are granting RSC permission to discuss/report your status with other designees as appropriate for your chosen program.

I have read and understand the Educator Preparation Program Code of Ethics: Students must exhibit professional behavior before admission and throughout the program with Rio Salado staff as well as in field experiences in order to successfully enter or complete the teacher preparation program.

I authorize Rio Salado College to share with any school district, charter, school, sponsorship, or affiliated school and/or the State Department of Education information associated with my education record (i.e. field experience or student teaching) that will assist with completion in the Teacher Education Programs.

______________________________
Signature of Student

______________________________
Date

Return form to:
Student Services Program Admissions
2323 W. 14th Street
Tempe, AZ 85281
FAX: (480) 377-4712