

Frequently Asked Questions

Admission Questions:

1. Do I need to apply through Weber State University's Admissions Office?
 - The only reason you would need to apply to WSU through the Admissions Office before applying for the GCT program is if you need to take any courses, such as endorsement courses, before starting into the GCT program. Contact the Admissions Office at (801) 626-6050 with any additional questions about applying to WSU.
2. Which program do I need to apply to for teacher licensing, the GCT or the M.Ed.?
 - You need to apply to the GCT program if you intend to gain licensure in a K-12 school. You may go on and complete the master's degree by transferring into the M.Ed. program after you complete the GCT. If you do not intend to license, you need to apply to the M.Ed. program.
3. If I don't gain admittance for the semester I applied to, do I need to reapply?
 - No, your application can roll over into the next semester if you request it to do so. All we need to do is change your intended start date.
4. What do I do if my GPA doesn't meet the minimum required GPA for admittance into the GCT program?
 - The current state required GPA is 2.75. If you do not meet the cumulative GPA of 2.75 we cannot accept you into the program. However, you have the option to improve your GPA by taking additional courses. The following is the link to a Cumulative GPA calculator that will help you determine how many additional classes you will need to take to get your current GPA up to or over the required 2.75: <https://www.weber.edu/ssc/gpacumulative.html>
5. What are the admission application deadline dates?
 - May 15 is for fall, September 15 is for spring, and January 15 is for summer. Please allow transcripts and recommendations at least 2 weeks to be received and processed by the M.Ed./GCT office.
6. Does it matter who I use as references in my application? What if I don't currently have any professional references?
 - We highly recommend at least two professional references; however, if you don't currently have any professional references we recommend parents whom you may work with in the community (youth groups, coaching, etc.)
7. What if my application does not allow me to choose my intended enrollment date?
 - Just use the latest enrollment date offered and the administrative assistant will change it to the current start date before submitting your application to the Admissions Office.
8. Has the M.Ed. Office received all my documentation for the application deadline date?
 - You should be able to log back into your application and a pop-up window will appear that will tell you what documentation you are still missing, if any. If you don't get a pop-up window check your internet settings to allow the pop-ups on our website. If you are still unsure what you are missing, feel free to contact the administrative assistant.
9. What happens if all my admission documentation is not received by the application deadline date?

- Your application and documentation will be forwarded to the following semester for acceptance. **Be sure to request documentation well in advance to allow for processing time.
10. Can I apply to the GCT program if I have not yet graduated with my bachelor's degree?
- Yes, you can apply anytime. However, we must have some form of verification of a completed bachelor's degree program before we can accept you. This can be in the form of an official transcript with a bachelor's degree posted, a letter of completion from the program department, or a letter of completion from the university. For WSU students, we can accept a completed program of study verification through CatTracks.

Background Checks:

1. Can I provide a background clearance processed by some other agency (Police Department, local school district, other employer, etc.)?
 - Background checks must be initiated on the Utah State Board of Education website at the following link: <https://secure.utah.gov/elr/ebc/welcome.html>. Any background checks not initiated on this web link will not be considered by the USBE.

Changing Program of Study:

1. What if I want to change licensing tracks within the GCT program?
 - Contact either the administrative assistant or the GCT Director to learn what requirements will change or be added to your program of study.
2. Can I change my program of study from the GCT to M.Ed. even if I didn't complete the GCT program?
 - You will need to contact the administrative assistant to change your program of study. Some of the requirements will change and you may be required to meet some additional admission requirements.

Course Requirements:

1. Does a secondary license require an endorsement area?
 - The State Board of Education requires that all secondary students complete content courses in their endorsement area of their choice. The courses are listed on the endorsement applications found at the following website: <https://schools.utah.gov/curr/licensing/educatorendorsements>; these courses are required to be complete before you can register for student teaching.
2. How do I know if the courses I have taken will meet the required endorsement coursework?
 - Most departments across campus can help you determine if the course you are questioning will meet the required course the state is asking for. Contact the department and ask for the teacher licensing adviser. If still in question, contact the professor that taught the course you took and have them write a brief letter stating that they believe the course would fulfill the required content. You may also get a letter from the university if you are unable to reach the professor. We can accept either.
3. Where can I find a list of required courses?

- The following link provides course requirements for elementary, secondary, and special education licensing tracks: <https://www.weber.edu/med/graduatecertificate.html>
4. How is the best way to plan out my schedule for the courses required in my licensure track?
 - None of the classes have prerequisites so you can take any of the classes at the times that work best with your schedule. We do offer an anticipated schedule which will tell you which courses are offered which semesters and it can be found at the following link: <https://www.weber.edu/wsuiimages/med/MED%20Documents/Anticipated-ScheduleforMED-sp17tof18.pdf>
 5. What if I want to take courses before being accepted?
 - The Utah State Board of Education has held us to a policy that says we cannot allow students to take courses before being accepted. There is no exception to this policy.

Financial Aid/Tuition:

1. How much is the tuition cost for the M.Ed. program?
 - The following is the link for the M.Ed. Tuition and Fees Table: <https://www.weber.edu/WSUImages/bursar/18-19%20Mstr%20CJ.pdf>
2. Can I apply for financial aid even though the M.Ed. is a graduate program?
 - Yes, financial aid is offered for post-bacc students as well as undergrad students.

Graduation:

1. Can I apply to graduate from the Graduate Certificate in Teaching program?
 - Yes, look for the major called Secondary Teaching, Elementary Teaching, or Special Education Teaching.
2. How long do I have to complete the GCT/M.Ed. programs?
 - You have 6 years from the semester you start until you complete the program.

Licensing:

1. Why do the GCT?
 - The advantage of going through the GCT program is that you can earn graduate level credits. These same credits apply towards the Master of Education in Curriculum & Instruction program here at WSU. The credits also work towards a lane change in your employment once you have your teacher's license. Upon completion of the GCT program you will also have a Level I license that will transfer from state-to-state.
2. What kinds of licensing programs do you offer?
 - We offer teacher licensing in elementary and secondary as well as some k-12 licenses including special education.

Praxis Exam:

1. Which Praxis exam do I need to register for?
 - ETS is the testing agency that offers the Praxis; you can register for the Praxis on www.ets.org. However, the following link will provide the exam codes for elementary and secondary endorsement areas: <https://www.ets.org/praxis/ut/requirements>

Elementary and Special Education students need to take exam 5001, which is a four subcategory exam including English/Language Arts (5002), Math (5003), Social Studies (5004), and Science (5005). You can take them separately if you choose to by registering for them separately.

Secondary students use the exam code for the content area they are working towards. The exam code can be found on the endorsement application. You can find the endorsement applications at the following link:

<https://schools.utah.gov/curr/licensing/educatorendorsements>.

2. When is the deadline date for providing the Praxis Score Report?
 - The Praxis Score Report is not due until you plan on registering for student teaching.
3. Is WSU a testing center for the Praxis?
 - Yes, WSU does offer the Praxis. The Student Center has a testing center on the second floor where the Praxis is offered.
4. What additional support does WSU offer to study for the Praxis?
 - The ETS website has test preparation materials you can purchase. You can order these materials at the following link:
http://store.ets.org/store/ets/en_US/DisplayCategoryProductListPage/ThemeID.12805600/categoryID.3552300. WSU offers a course in the undergraduate Teacher Education program specifically to assist with the Elementary Praxis II exam. It is offered first and second block both fall and spring semesters. Register for EDUC 2920 during open registration times.

Registration:

1. What do I do if I can't register for the practicum and/or student teaching courses because they are full?
 - The courses are not full; they are closed to registration. Each of these courses have an application process that must be completed before being granted permission to register. The application for the practicum can be emailed to you if you contact the department administrative assistant. Please submit the application at least one month before your intended start date. The student teaching application can be found at the following link: https://www.weber.edu/teachered/student_teaching.html. Please pay close attention to the deadline dates listed on this website. They are typically months in advance of your intended start date.
2. Does the GCT program offer online courses?
 - We offer face-to-face, hybrid and online courses
3. When does registration open?
 - The following is the link to the Registration Office website:
<https://www.weber.edu/Registration/> This website lists the dates registration opens as well as course catalogs and course descriptions. If you have further questions, please feel free to contact the Registration Office.
4. What is my registration appointment?
 - Your registration appointment can be found in your eWeber portal. This is the date at which you can begin registering for classes even if registration opened at an earlier date.

Scholarships:

1. Does the Graduate Certificate in Teaching program offer scholarships?
 - The Graduate Certificate in Teaching program does offer scholarships. Scholarships are awarded towards the end of spring semester for the upcoming academic year and are academic based. To apply, complete the FAFSA and the scholarship application found in your eWeber portal. This will put you into the pool of applicants to receive an award.
2. What is the PRIME program?
 - The PRIME program is a government funded scholarship for special education students only. One of the requirements to be eligible for that program is to be currently employed in a special education classroom. The following is the PRIME Program website for further information: https://weber.edu/teachered/PRIME_Program.html.

Transcripts/Transfer Credits:

1. How many credits can I transfer in from outside programs?
 - You can transfer in up to 9 credits from any other programs, but they must be 6000 level courses to be accepted.
2. If WSU already has my transcripts do I need to send them again to the M.Ed. Office?
 - No, the administrative assistant has access to your student records and can verify your coursework. However, if any of the transcripts from outside WSU have additional courses you have taken since you originally sent it to WSU you will need to request it again. The address you need to send it to is Master of Education, 1351 Edvalson St., Dept. 1306, Ogden, UT 84408.
3. Do I need to request transcripts from every college/university I have ever attended?
 - Yes, we must receive every transcript so we can provide documentation for completed coursework when recommending you to the Utah State Board of Education for licensing.
4. Do my transcripts need to be mailed directly to the M.Ed. Office or can they go directly to the Admissions Office?
 - We highly recommend sending your transcripts to the M.Ed. Office because it speeds up the process considerably. However, it is not always possible to provide a different address than the Admissions Office and if that is the case go ahead and send them to the address provided.
5. How many of my GCT credits will transfer into the M.Ed.?
 - The credits that transfer into the M.Ed. program from the GCT is dependent on the licensure track you are enrolled in. The elementary licensing track will transfer all 14 electives and 5 credits towards the core classes. You will have a total of 17 credits left to complete the M.Ed. program. The secondary licensing track will transfer 10 elective credits and 7 credits in the core classes. You will have a total of 19 credits left to complete the M.Ed. program. The Special Education licensing track will fulfill all 14 elective credits and 3 of the core classes. You will have 19 credits left to complete the M.Ed. program. ****Plan on a minimum of 4 semesters to complete the M.Ed. program because of the prerequisite courses needed for the master's degree.**