



Education and Learning Trust

Student Resource Packet for Elementary School Program, Utica

The NYSUT Education and Learning Trust and Touro College jointly offer a Master's degree program in Elementary School Education & Special Ed., Childhood Grades 1-6 (36 cr.). The program is designed for part-time study and typically requires two years to complete. Program graduates are eligible for the Childhood Education 1-6 certificate and the Special Education 1-6 certificate.

The first eighteen credit hours are completed through the NYSUT Education & Learning Trust (ELT) at the Trust's current tuition rate. ELT semester course offerings can be found at <http://eltweb.nysut.org/iqweb/Visitor/ConEdCourseSearch.asp>.

Students must provide proof of immunization to the college at the beginning of the program. Information about the required documentation is available at <http://www.touro.edu/registrar/immunization.asp>.

Students then complete the remaining credit hours for the master's degree through the Graduate School of Education & Psychology, Touro College at the current discounted Touro College tuition rate. Touro College course offerings can be found at <http://www.touro.edu/general/gsep.asp>. These courses are offered online.

Students must complete a Touro College Application form with accompanying documents at the beginning of their program of study. Please visit <http://www.touro.edu/edgrad/Admissions.asp> to obtain the Application form and review application directions. Specific admission requirements for this program can be found at <http://www.touro.edu/general/gsep.asp> by clicking on "Admission Requirements".

NYSUT members should send the completed application to:

Touro College
Graduate School of Education and Psychology
43 West 23rd Street
New York, NY 10010
Att: Dr. Ronald Lehrer

ELEMENTARY SCHOOL EDUCATION & SPECIAL EDUCATION – 36 credits

General Pedagogical Core – offered through ELT

- ❑ EdSe 600 History and Philosophy of Education & Special Education
- ❑ SpEd 602 Introduction to Special Education
- ❑ EdPs 620 Child Development and Learning in Cultural Context
- ❑ EdSE 640 Assessment of Individual Differences
- ❑ EdSE 650 Educational Technology
- ❑ EdSE 694 Field Experience in Elementary Education and Special Education

Specific Pedagogical Courses – offered by Touro College

- ❑ EdSE 603 Teaching Mathematics, Science and Technology
- ❑ EdSE 604 Teaching Social Studies and the Arts
- ❑ EdSE 665 Basic Reading Instruction
- ❑ SpEd 667¹ Diagnosis and Remediation of Reading Disabilities
- ❑ SpEd 670 Curriculum Development and Classroom Management
- ❑ SpEd 695 Practicum in Elem. & Special Education

¹Must complete EDSE 665, Basic Reading, prior to taking this course

Specific Program Admission Requirements, Childhood:

1. Completion of a baccalaureate degree or its equivalent from an accredited academic institution, with liberal arts and sciences courses in the following areas:
 - English Composition
 - Literature
 - Social Science
 - Two semesters of a language other than English
 - Computer Literacy
 - Science
 - History
 - Mathematics
 - Speech
 - Arts

Students who do not meet the major and liberal arts and sciences requirements may be permitted to complete the requirements while they are doing their graduate studies.
2. Undergraduate transcripts(s) and a minimum undergraduate grade point average of 3.0 (on a 4-point scale)
3. Application for admission to the Graduate Division of the School of Education and Psychology.
4. A brief interview by a faculty committee (may be required).
5. Three letters of reference from employers and/or professors.

Field Experience, Elementary Education:

The college requires students to complete specific assignments for course EDSE 694: Field Experience in Elementary Education and Special Education. The packet of assignments can be obtained by contacting the Regional Coordinator of the program in your area:

Kathy Chester in Utica: 315-797-5574.

It is strongly recommended that students document these hours as they progress through the first half of the program. Students should register for this course in the semester in which completed assignments and documented hours are submitted to the Regional Coordinator for evaluation. This is normally the semester prior to beginning the Specific Pedagogical Core sequence of courses.

Certified teachers and certified teaching assistants must complete a minimum of 75 hours in the grade range opposite their current teaching assignment (ranges are grades 1-3, grades 4-6) and with a certified teacher in the certificate area sought. For example:

- provisionally certified elementary teacher or initially certified childhood education teacher currently teaching grade 5 would need to complete 25 hours in a grade 1-3 classroom and 50 hours with a certified special education teacher (inclusion class or resource room setting, grades 1-6);
- provisionally certified special education teacher (K-12) or initially certified special education teacher (early childhood, middle childhood, or adolescence levels) would need to complete 75 hours including both grade ranges in non-special education classrooms;
- provisionally certified secondary teacher or initially certified adolescence education teacher currently teaching in grades 7-12 would need to complete 25 hours including both grade ranges and 50 hours with a certified special education teacher (inclusion class or resource room setting, grades 1-6);

For all of the above examples, individuals would complete the remaining hours specified in the college's "Student Guide to Field Experience and Practicum: Field Experience Grades 1-6" in their current classroom assignment.

Individuals who are not certified must complete all hours as specified in the college's "Student Guide to Field Experience and Practicum: Field Experience Grades 1-6".

Practicum/Seminar, Elementary Education:

The college requires students to complete specific assignments for course EDSE 695: Practicum in Elementary Education and Special Education. Students register for this course online by visiting the college's web site at www.touro.edu.

Please contact Dr. Ronald Lehrer at ronaldl@touro.edu or Dr. Jeffrey Dicker at jdicker@touro.edu for specific practicum requirements.

Students register for the practicum in their final semester of study.

Requests for Transfer Credit

Students who have completed graduate course work at other institutions prior to beginning the program should include a written request for a transfer credit evaluation with the application for admission.

Students who are already enrolled in the program and seek to transfer course work into the program should contact the program chair, Dr. Ronald Lehrer at ronaldl@touro.edu.

To Register for Touro College Online Courses

Go to the college's web site at <http://www.touro.edu/general/gsep.asp> and click on the link, Graduate School Online. Then click on the Registration tab and follow the directions for "Non-matriculated Students".

Candidate Grade Reports and Official Transcripts

Students in the program can obtain student copies of their course grades by visiting the Touro College web site at www.touro.edu. You will need your Touro College ID number to complete this process. Students can view their ELT course history by visiting the Trust's web site at <https://eltweb.nysut.org/iqweb/secure/logon.asp>.

To obtain an official transcript, please follow the instructions at <http://www.touro.edu/general/transcripts.asp>. On the transcript request form, please specify the courses from the most recent semester that should be included on your transcript.

Questions regarding Touro College grade reports and transcript issues should be directed to Jenise Hernandez, Office of the Registrar, Graduate School of Education and Psychology at 212-463-0400, extension 291.

Program Completion and Graduation

Please submit your completed Application for Graduation (ask your regional coordinator for this form) in the semester prior to the semester in which you plan to graduate. For example, if you plan on finishing in the fall semester you should submit the completed form and required fee in the summer. Submit your graduation paperwork to:

Touro College
School of Education and Psychology
43 West 23rd Street
New York, NY 10010
Att: Dr. Ronald Lehrer

Applying for Certification

At the end of your final semester of study, submit your application for certification (contact Jenise Hernandez for an application form) to Dr. Lehrer's attention at:

Touro College
School of Education and Psychology
43 West 23rd Street
New York, NY 10010

Once all grades are posted and the college has verified that you have completed all program requirements, the college will forward your application to the State Education Department, Office of Teaching Initiatives. This is normally 1-2 months **AFTER** your official date of graduation.

While the college can recommend you for certification by verifying that you have completed a registered graduate program, you are responsible for all other certification requirements, such as Teacher Certification Examinations (NYSTCE) and work experience verification.

Questions regarding teacher certification requirements should be directed to your regional BOCES. You can access information regarding the NYS Teacher Certification Examinations and BOCES Regional Certification Offices at this web site:

<http://www.highered.nysed.gov/tcert/certificate/regionalcenters.htm>

You may also contact David Marhafer at NYSUT with certification questions at (800) 342-9810, ext. 6522.

The NYS Education Department's Office of Teaching Initiatives is responsible for teacher certification in New York State. Information regarding the certification process can be found at their web site:

www.highered.nysed.gov/tcert