Lone Star College
Alternative Teacher Certification Program
2012-13 Application Requirements

All applicants must meet the required standards established by the State Board of Educator Certification, and Lone Star College to be admitted into the Lone Star College Alternative Teacher Certification Program.

- A completed application form (including all requested documents)
- Payment receipt with LSC student ID number and $40.00 application fee (non-refundable)
- Official Transcripts from ALL colleges/universities attended. Please have transcripts sent to you and submit them with your application. Official transcripts must be received in a sealed envelope.
- Resume including all work and education experience. Please include any experience you have working with children.
- Three (3) professional references. Give the forms included in the Application Packet to your references and have them complete the form and fax or mail it to us. You can also have the reference complete the form and put it in a sealed envelope to submit with your application.
- Essay on the topic, Why You Want to Become a Teacher (1 page recommended)
- A qualifying exam is required of everyone. All students will be required to take and pass all parts of a qualifying exam prior to acceptance into the program. Scores must be within 5 years of acceptance into the program.
  - Passing scores must be received prior to acceptance into the program.
    - THEA: Reading: 240, Writing: 240, Math: 230 (Required if your degree is not from Texas)
    - SAT: combined 1500, minimum 500 per section
    - ACT: combined 23, minimum 19 per section
    - GRE: New scoring: Verbal 150, Quantitative 141 and Essay 4
- Previous scoring (450)

You have the option to choose which qualifying exam you would like to take, and you can take it at the college or university of your choice.

In order to meet admissions criteria for a certain certification area, students must either:

- Meet LSC coursework requirements based on transcript evaluation.
  (For example: Math 8-12 Certification will require at least 24 college credit hours in MATH with a grade of C or better.)
- Present passing scores for Pre Admissions Content Test (PACT). See www.texas.ets.org for more details on the PACT procedures.

ATTENTION STUDENTS WITH BACHELOR’S DEGREE FROM OUTSIDE THE UNITED STATES

International students must meet all aforementioned application requirements as well as:

- Submit a course by course equivalency assessment detailing a US Bachelor’s degree from a member of www.naces.org
- Submit passing score on TOEFL-iBT. Information about the TOEFL-iBT can be found at www.toeflgoanywhere.com.

If applicable: Please include a written explanation of a GPA under 2.5.
If applicable: Please include a written explanation of any criminal history.
Lone Star College
Alternative Teacher Certification Program
Application Form

Date Application Submitted __________
Date Information Session Attended __________

Name __________________________
Legal Last Name                      First Name                     Middle Name
Maiden Name and/or Other Names Used on Legal Documents

Address ____________________________________________
Apt # __________
City ___________________ State _______ Zip Code ________

Home Phone: (_____) __________________________
Alternate Phone: (_____) __________________________

E-mail Address ________________________________

Social Security Number ___________ - ___________ - ___________

Are you currently a US Citizen?      ☐ Yes ☐ No

Current Visa type: ___________________ Exp. Date: ________

Birth Date: _______/_________/_____
  MM   DD   YY

Identify ONE Content Area for your initial certification. Supplemental Certifications may be added if criteria is met.

**Elementary**  | **Middle School**  | **Secondary**
--- | --- | ---
☐ Generalist (EC-6)  | ☐ Generalist (4-8) **is highly recommended**  | ☐ Business Education (6-12)
☐ English Lang Arts & Reading (4-8)  | ☐ ELAR/Social Studies (4-8)  | ☐ Chemistry (8-12)
☐ Math (4-8)  | ☐ Math (4-8)  | ☐ Computer Science (8-12)
☐ Math/Phys Sci (4-8)  | ☐ Science (4-8)  | ☐ Dance (6-12)
☐ Social Studies (4-8)  | ☐ Social Studies (4-8)  | ☐ ELAR (8-12)

**All Levels**  | **Supplementals**
--- | ---
☐ Art (EC-12)  | ☐ Special Education Supplemental
☐ Health (EC-12)  | ☐ Bilingual Supplemental
☐ Music (EC-12)  | ☐ ESL Supplemental
☐ Physical Education (EC-12)  | ☐ Marketing Education (8-12)
☐ Technology Applications (EC-12)  | ☐ Math (8-12)
☐ Theatre (EC-12)  | ☐ Physical Science (8-12)

Have you ever applied to an Alternative Teacher Certification Program before?
☐ No ☐ Yes

Select your preferred route to certification:
☐ Internship (two semesters as “teacher of record” under employment contract with an accredited district for full teacher salary; you seek your own job)

☐ Clinical Teaching (one semester as non-contract, non-paid student teacher; you are placed by our program in a cooperating district/school in the area)

Please provide your birth date to verify whether there have been previous teaching permits.

OFFICE USE:
Student ID#: ___________
TEA ID#: ___________

ATCP Application—Page 1 of 4
Education:
Submit an official transcript from every college and university attended.

Highest Degree conferred _______/ ______/ ______ by ___________________ College/University
Month Day Year
Cumulative GPA: ______

Located City/State_____________________________ Major ____________________ Minor __________________

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<th>List All Colleges and Universities Attended</th>
<th>City/State</th>
<th>Dates Attended</th>
<th>Type of Degree Earned</th>
<th>Date Conferred</th>
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Resume:
Submit your professional resume including work history. It should demonstrate your experience in content knowledge, people skills, technology, education and experience working with children.

Professional References:
Three (3) professional reference forms are required. Please distribute forms to three (3) people who are able to evaluate your work experience. Your references can mail or fax these forms to our program.

In the space below, please list your references.

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<th>Name</th>
<th>Title</th>
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Essay:
Write a one page essay by responding to the following question in complete sentences and appropriate paragraphs. PLEASE PROOFREAD THOROUGHLY to ensure that proper grammar, spelling, and punctuation have been used. A typed document is preferred. Topic: Explain why you want to be a teacher.

Qualifying Exam:
The Qualifying Exam MUST be passed prior to acceptance into the Alternative Certification Program. Minimum scores are indicated in the shaded boxes for each exam. Submit your official score report. Scores must not be more than five years old.

Exams that count as a qualifying exam are: THEA, COMPASS, ACCUPLACER, SAT, ACT, or GRE. The applicant has the option to choose any of those exams. It is the applicant’s responsibility to include test scores with the program application.
Students with an International Degree

ATTENTION STUDENTS WITH BACHELOR’S DEGREE FROM OUTSIDE THE UNITED STATES

International students must meet all aforementioned application requirements as well as:

- Submit a course by course equivalency assessment detailing a US Bachelor’s degree. Transcript evaluations can be submitted by any of the members of www.naces.org
- Submit passing scores on TOEFL-iBT. Information about the TOEFL-iBT can be found at www.toeflgoanywhere.com.

Background:
Have you ever been convicted of a felony? □ No □ Yes—Please provide an explanation on a separate page. See the note in the box at the bottom of this page. You must pass a criminal background check in order to be a certified teacher in Texas.

Application Fee:
Please include an Application Fee payment form, as well as payment of the $40.00 non-refundable application fee.

Affirmation:
I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge. I also understand that entrance into the program based upon information contained in this application that later proves to be false or incomplete, and/or inappropriate professional behavior shall result in sufficient cause for immediate dismissal from the LSC Alternative Teacher Certification Program (ATCP). I understand that all application fees paid are non-refundable. I understand that acceptance into the ATCP does not guarantee employment by a school district. I hereby authorize LSC to release application information for employment purposes to local school districts; information will be released only in school district inquiries.

NOTE: The contents of this application are not intended to create any contractual or other legal rights and are designed solely as a guide for applicants to the Alternative Certification Program.

____________________________________________________
Legal Signature of Applicant    Date

The following voluntary information is for reporting purposes to provide statistical information requested by various state and federal agencies:

Ethnic Background:
☑ White (Non-Hispanic)  ☐ African American (Non-Hispanic)  ☐ Hispanic  ☐ Asian, Pacific Islander, Asian American  ☐ Native American or Alaskan Native  ☐ Other

Gender
☑ Male  ☐ Female

Please be aware of the following provisions of Texas law regarding requirements for employment as a Texas teacher:
19 TAC Chapter 249; §249.3 (20) “Good moral character- the virtues of a person as evidenced at a minimum, by his or her not having committed crimes relating directly to the duties and responsibilities of the education profession as described in §249.16(b) of this title (relating To Eligibility of Persons with Criminal Convictions for a Certificate under Articles 6252-13c and 6252-13d, Revised Civil Statutes) or acts involving moral turpitude.”
1. I understand that I must submit the application fee for my file to be reviewed by Lone Star College Alternative Teacher Certification Program. I understand that the submission of this application does not obligate Lone Star College in any way, and the application fee is non-refundable.

2. I certify that statements made by me in this application are true, complete, and correct to the best of my knowledge and belief. I understand that any false statements, misrepresentations, or omissions made by me on the application, or in the application process shall be grounds for refusal to be admitted to the Alternative Teacher Certification Program at Lone Star College.

3. I understand that the State Board of Educator Certification (SBEC) will complete fingerprinting and a criminal background check before issuing a teaching certificate.

4. I authorize Lone Star College to investigate, through whatever means deemed appropriate by the college, any information included in this application, and the facts resulting from the investigation unless otherwise noted. Lone Star College is also authorized to use any information obtained by this investigations to determine by suitability for entrance into the Alternative Teacher Certification Program. I release Lone Star College from any liability connection with the investigator.

5. I understand that meeting the eligibility requirements does not guarantee me an interview or acceptance into the Alternative Teacher Certification Program.

6. I agree to abide by all Lone Star College testing and assessment requirements. I agree to abide by the policies, procedures, rules, and regulations of the Alternative Teacher Certification Program at Lone Star College.

7. I agree to pay for each course at the time of registration, before the start date of the course. I understand that tuition and fees are subject to change and are non-refundable. I understand that there will be no tuition refund if I am unable to complete the training requirements. Students must officially withdraw before class begins in order to receive a refund. Otherwise, no refund will be given.

8. I authorize Lone Star College to release application information for group admissions interviews and employment purposes to school districts.

9. By applying to and registering for courses at Lone Star College, I agree to abide by the Student Discipline Policy and Student Rights and Responsibilities regulations published in the Lone Star College Catalog and the Student Handbook.

10. Pre-Admissions Content Testing (PACT) is no longer an option when I receive the letter of acceptance into the Alternative Teacher Certification Program. I acknowledge that the PACT option of testing no longer applies to me when I receive the letter of acceptance into the program.

11. I acknowledge that I must complete all aspects of the Alternative Teacher Certification Program and receive my standard certificate in three years or I will need to reapply to the program and follow the guidelines of the program at that time.

I understand and agree to the above items.

Signature: ______________________ Date: ____________________
PLEASE COMPLETE THIS PROFESSIONAL RECOMMENDATION FOR:

Candidate’s Name ___________________________________________ Please Return by: _____________________

The above applicant has selected you as a source of recommendation. We would appreciate your comments as to the applicant’s qualifications. NOTE: When this recommendation is received in the ATCP office, it is held strictly confidential and not revealed to the above named applicant.

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Reference Contact Information

Name ____________________________________________________________
Position ________________________________________________________
Company _________________________________________________________
Telephone ______________________________________________________
Address _________________________________________________________
City/State/Zip _________________________________________________
Signature ______________________________________________________

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Reference Contact Information

Name __________________________________________
Position _________________________________________
Company _________________________________________
Telephone _______________________________________
Address _________________________________________
City/State/Zip ___________________________________
Signature _______________________________________

Please return this recommendation in a sealed envelope to the applicant.
Alternative Teacher Certification Program
Application for Assessment Test

- You must have an LSCS Student ID to take any of the Qualifying Exams for ATCP admission
- If you do not have a Student ID, you need to be quick admitted by the CE front desk staff
- Take this completed form with your payment to the Business Office on the campus where you are taking the test.
- PHOTO ID is required to test

(Please Print)

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Student ID# ____________________________  Phone: ( ) ____________________________

Date: __________________ Advisor: __________________

                          Ext. __________________

☐ Conferred degree obtained within the state of Texas

☐ Compass
☐ All Parts $29
☐ or
☐ Reading Skills: $10
☐ Writing Skills: $10
☐ Mathematics Skills: $10
☐ E-Write Essay: $10

(Writing Skills & Essay taken together: $10)

☐ Accuplacer
☐ All Parts $29
☐ or
☐ Reading Skills: $10
☐ Writing Skills: $10
☐ Mathematics Skills: $10
☐ WritePlacer Essay: $10

(Sentence Skills & Essay taken together: $10)

☐ Conferred degree obtained from US College outside of Texas

☐ International Degree

☐ THEA
☐ $29 payable day of testing
   Date: ________
   Time: ________
   Room: ________

☐ THEA
☐ $29 payable day of testing
   Date: ________
   Time: ________
   Room: ________

☐ TOEFL  http://ets.org/toefl/

- No cell phones, electronic devices, refreshments, or children are permitted in the testing rooms.
- Make childcare arrangements, as appropriate, before coming to test. Do not leave children unattended.

                      www.thea.nesinc.com/practice.htm
Student: _____________________________ ID: __________________ Phone: __________________

Content Area: __________________________________________ Email: __________________

## Requirements

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<tr>
<th>Requirement</th>
<th>Completed</th>
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<td>Program Admission – Letter Of Acceptance (LOA)</td>
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<td>Field Experiences – 30 Hours with Reflections</td>
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<td>ATCPC 7000062 PPR EC-12</td>
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<td>ATCPC ____________ Test Preparation/Review $ 106</td>
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<td>Passed SBEC # 160 PPR EC-12 TExES Exam</td>
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### Coursework (2 required):

- ATCPC 7000086 Generalist OR
- ATCPC 7000081 Creating Successful Classrooms
- ATCPC 7000027 Components of Special Ed.

| Requirement                                                                 | Completed | Semester/Date | Grade | Hours |
| ATCPC 7000086 Generalist OR                                                  |           |               |       |       |
| ATCPC 7000081 Creating Successful Classrooms                                | 48        | 48            |       |
| ATCPC 7000027 Components of Special Ed.                                     |           |               |       |
| Passed # _____ TExES Content Exam                                            |           |               |       |

### Requirements - Internship $ 937.50 X 2 Completed

- ATCPC 7000065 Internship I
  - 32 hours online
- ATCPC 7000066 Internship II
  - 32 hours online

Two semesters paid internship of 180 days

### Requirements - Clinical Teaching $ 926 Completed

- ATCPC 7000026 Clinical Teaching 12 weeks/60 days
  - 24 hours pre-service
  - 24 hours online
  - 14 hours post-service

### Total Training Hours 305 303

### Advising Notes:

These costs are for LSC-ATCP coursework. There are additional TEA costs AND a $ 500 payment to the internship mentor.
Alternative Teacher Certification Program
Application Fee

NOTE: DO NOT SEND CASH OR CHECK TO THE ATCP OFFICE, ALL FEES SHOULD BE HANDLED BY THE CE Cashier/BUSINESS OFFICE

Non-AR Payment Worksheet

Candidate Name: ____________________________________________

LSCS Student-ID: ________________________________

Alternative Teacher Certification Program
Application Fee $ 40

☐ 400-265-002100 LSC-CyFair
☐ 400-262-002100 LSC-Kingwood
☐ 400-264-002100 LSC-Montgomery
☐ 400-261-002100 LSC-North Harris
☐ 400-268-002100 LSC-Tomball/University Park

Business Office Use Only: THIS FORM IS TO BE KEPT ON FILE.

Date: ____________________________ Receipt Number: ____________________________

Session Number: ____________________________ Amount Paid: ____________________________