

Learning Disabilities Teacher Consultant

**Non Degree
Endorsement Eligibility Program**

**New Jersey City University
2039 Kennedy Boulevard
Jersey City, NJ 07305**

Learning Disabilities Teacher Consultant Endorsement Eligibility (24 credit Non Degree Program)

This 24-credit LDTC non-degree endorsement eligibility program (**Clusters II and III**) is for teachers who are already certified to teach Special Education or an allied field in New Jersey and have had at least two years of successful teaching experience under a Standard Certificate. A copy of the Standard certificate must be submitted to the Office of Graduate Studies when applying for the LDTC endorsement. A Master's Degree in Special Education or an allied field from an accredited university is required. (See complete requirements below.)

NOTE: Entry to the Program is competitive. Completion of this non-degree program requires field experiences, two 50-hour practicums, and satisfactory completion of key assessments.

Contact Information

For information about the program, contact Professor Helen A. Friedland at hfriedland@njcu.edu. For additional information about the application process, contact Dr. Allan Futernick at afuternick@njcu.edu

Application Requirements

Applicants for the LDTC Endorsement Eligibility program must submit both of the following applications:

1. Graduate Admissions Application
2. LDTC Endorsement Eligibility Program Application

Application Deadline

Both applications above, and all supporting documents specified below, must be submitted to the Office of Graduate Studies, Hepburn Hall, Room 206 no later than **February 15th** of each year.

Because the LDTC Endorsement eligibility program is limited to a maximum of 15 candidates a year, prospective students are urged to complete the application process and submit their credentials well in advance of that deadline.

Acceptance into the program is contingent on the final recommendation of a Graduate Committee. Applicants who choose to submit their professional portfolio must provide it to the Department of Special Education, Education and Professional Studies Building, Room 350 one week prior to the scheduled appointment.

Upon review by the Graduate Committee of all application material received by the February 15th deadline, prospective candidates will be designated from among the applicants and may be scheduled for an interview with the Graduate Committee.

Final notification of candidate selection will take place on or about May 1. Successful candidates will normally be admitted to the program for the fall semester each year. Applicants who have not met all requirements in Cluster I may be required to complete Cluster I courses in Summer Session I and/or II at New Jersey City University.

Admission/Documentation Requirements

Applicants for the LDTC Endorsement eligibility program must meet the following department requirements and submit the specified documentation items along with their applications:

1. Have completed a NCATE- or TEAC-accredited master's program in Special Education or an allied field, such as School Psychology or Reading, with a minimum grade point average of 3.25 out of a possible 4.0.
 - **Documentation:** Official graduate and undergraduate transcripts from all schools attended (except NJCU).

NOTE: Applicants with degrees from out-of-state universities must have their credentials evaluated by the New Jersey Department of Education prior to admission to this program, and must submit an official copy of the evaluation along with their application.
2. Hold a standard teaching certificate.
 - **Documentation:** Copy of standard teaching certificate.
3. Have completed two years of successful teaching.
 - **Documentation:** A letter from the Human Resources department of the applicant's school district (on official school stationery) indicating the certificate of record, the date on which service began under that certificate, current assignment, and future employment.
4. Submit two letters of recommendation from professionals who can describe the applicant's potential for advanced study, knowledge of teaching and learning, ability to promote student learning, teaching skills, student achievement, and relationships with students, parents, colleagues and administrators.
 - **Documentation:** One letter must be from the principal, and the other from a vice principal or supervisor of instruction. Letters must be on official school stationery and in sealed envelopes.
5. Submit a personal essay in which the applicant describes interest in becoming a Learning Disabilities Teacher Consultant, relevant study, experiences and philosophy of Special Education.
 - **Documentation:** A well-written statement of three to four pages in length, double-spaced.
6. Schedule a personal interview.
 - **Documentation:**
Candidates will be notified by the Department of Special Education of the date and time of the meeting.

NOTE: The following are required for all successful applicants:

- Access to a Windows or Macintosh computer.
- Access to the Internet using Netscape 6.0 or higher.

NOTE: Once accepted into this program, candidates are required to take all courses in Clusters II and III at NJCU.

Maintenance of Matriculation, Cumulative Grade Point Average Requirements, and Completion Requirements

Students must maintain a Cumulative Grade Point Average of 3.25 out of 4.0, and must complete the sequence of courses as described below.

Key assessments are embedded in Special Education courses in this program. Students must satisfactorily complete key assessments that are aligned with CEC Standards and NJCU COE Reflective Urban Practitioner Conceptual Framework. Assessments require candidates to demonstrate consultative, diagnostic and instructional skills. Students are also required to demonstrate their skills in field experiences.

Candidates will have field experiences in most courses culminating in two practicums in the final year. The practicum provides opportunities for candidates to apply their knowledge and skills under the supervision of a university professor and an appropriately experienced LDTC **identified by the candidate**. In most cases the practicum is completed while the candidate continues teaching.

Program Course Requirements

Cluster II: LDTC Core Requirements (12 credits)
(Courses may be taken only with department permission.)

Code	Title	Credits
SPEC 670	Remediation of Basic Skills	3
SPEC 672	Physiological and Psychological Learning Factors in the Education of Children with Disabilities	3
SPEC 702	Cognition, Motivation and Instructional Practice	3
SPEC 697	Diagnosis of Children with Disabilities	3

Cluster III: Clinical Core Requirements (12 credits)
(Courses may be taken only after completion of Clusters I and II, and with department permission.)

Code	Title	Credits
SPEC 673	Functioning on the Child Study Team	3
SPEC 674	Interpersonal and Consultation Techniques	3
SPEC 698	Practicum in Individual Appraisal and Remediation of Exceptional Children I	3
SPEC 699	Practicum in Individual Appraisal and Remediation of Exceptional Children II	3

Application for Admission to Graduate Studies

Note: Deadline Date for Filing

Fall — August 1, Spring — December 1, Summer — May 1

APPLICATION FEE - \$55.00*
 (*Waived for NJCU Graduate Degree Alumni)



Office of Graduate Studies
 New Jersey City University
 2039 Kennedy Boulevard
 Jersey City, New Jersey 07305-1597
 Toll-free: 1-877-NJCUGRAD
 grad_dept@njcu.edu

LDTC APPLICANT

Application will not be processed unless all questions are answered.

Personal Data

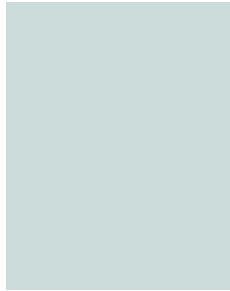
Please print clearly using a black ball point pen. See page 19 for definition of terms.

Social Security Number				Date of Birth: month day year			Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Name (as it appears on your social security card)								
Last		First		Middle		Previous Name (if any)		
Permanent Address								
Street and Number			City		State	Zip	County	
Current Address (if different than permanent)								
Street and Number			City		State	Zip	Until what date?	
Work Phone Number () ()		Home Phone Number () ()			Current e-mail			
Race: Please mark one box to indicate the race/ethnic group which best applies to you. (Optional) Information is voluntary, kept confidential, and refusal to provide this information will not subject you, the applicant, to any adverse treatment.								
<input type="checkbox"/> Hispanic	<input type="checkbox"/> White	<input type="checkbox"/> African-American	<input type="checkbox"/> American Indian	<input type="checkbox"/> Asian	<input type="checkbox"/> Puerto Rican	<input type="checkbox"/> Other		
Citizenship: <input type="checkbox"/> US Citizen <input type="checkbox"/> Non-Immigrant (student/visitor) <input type="checkbox"/> Permanent Resident						Place of Birth: (state/county)		
Are you a NJ resident? If so, when did you establish continuous residency? month / year						Are you eligible for veterans educational benefits?		
<input type="checkbox"/> Yes	<input type="checkbox"/> No					<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Visa/Permit Data

For International Students

International Student Filing Deadline: April 15

Country of present citizenship	What is your native language?	 PHOTO Please write name on back of photo	
Number of years you studied English	Where?		
Type of Visa you plan to attain			
What will be the source of your financial support while you study in the United States?			
Monthly \$ _____	Semesterly \$ _____		Yearly \$ _____
Name, address and telephone of a person living in the United States who knows you			
Your relationship to that person			
What are your plans after completion of your proposed studies in the United States?			

Academic Information

LDC CERTIFICATION ELIGIBILITY

Name and Location of Institutions:

List in chronological order (most recent first) all colleges, universities (including NJCU) and professional/technical schools attended for an undergraduate or graduate degree or classes (even if you did not receive a degree). Arrange for the Registrar of each institution attended (except NJCU), to send two official copies of all transcripts to the Office of Graduate Studies at NJCU.

Name and Location of Institution	Note: An official transcript from all institutions listed must be submitted to the Office of Graduate Studies before application can be processed.	Dates of Attendance Month/Year to Month/Year	Name of all degrees received or expected (e.g. B.A., B.S., M.A., Ph.D.)

Professional References

Name and addresses of two academic/professional references:

Employment Information

(list current or most recent first)

Employer	Address	Position or Job Title	Dates of Employment

Applicant's Signature

The statements made in this application are accurate and complete to the best of my knowledge. If I attend NJCU, I agree to comply with the rules and regulations of the University. Failure to provide full documentation or falsification of credentials may result in cancellation of admission to the University.

Signature

Date

For Official Use Only

EMPL ID _____

Last School Attended:	Graduation Date	Degree	Cum. GPA
Program Action	Admit Type		
Comments			
Academic Level	Authorized Signature		



New Jersey City University
Office of Graduate Studies

**Application for Admission
Learning Disabilities Teacher Consultant (LDTc) Program
Non Degree
(Deadline: February 15)**

Name _____

Address _____

Telephone Number _____ Social Security # _____

I hereby APPLY FOR ADMISSION in the Learning Disabilities Teacher Consultant Program.
I have submitted the required forms and documents as checked below.

Applicant's Signature Date

Please return this application to the Office of Graduate Studies, Hepburn Hall 206.

Applicant must place a check in front of each item submitted to the Graduate Office.

- _____ 1. **Formal** Application for Admission
- _____ 2. **Official** Completed Undergraduate Transcript
- _____ 3. **Official** Completed Graduate Transcript
- _____ 4. Letter from Human Resources Department
- _____ 5. Two Letters of Recommendation (principal and supervisor)
- _____ 6. A copy of the Standard Teaching Certificate in _____
- _____ 7. Personal Essay

All courses in Clusters II and III must be taken at NJCU. Once accepted into the program, all courses must be taken at NJCU.

FOR OFFICE USE ONLY. DO NOT WRITE BELOW THIS LINE

Undergraduate Cumulative Average _____
Graduate Cumulative Average _____
Letter from Human Resources _____
Two letters of recommendation _____
Copy of Standard Teaching Certificate _____
Personal Essay _____

REVIEWED BY _____ Date _____
Director of Graduate Studies

APPROVED BY _____ Date _____
Chairperson of Special Education /Coordinator of LDTc Program