

April 25, 2019

Education Office

717-262-2009
Warfield 302
M-F: 8 am – 4 pm
Marian: mstrait@wilson.edu

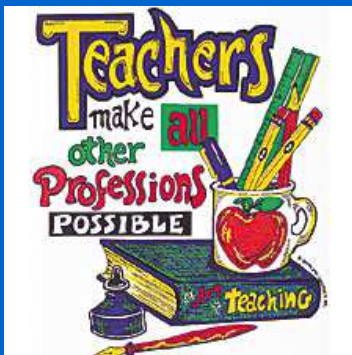
Academic Advisors

Dr. Theresa Hoover
A to C TIP & All TIP/TOP Dual
Certification Students
theresa.hoover@wilson.edu
Warfield310

Dr. Daniela DiGregorio
D to M TIP Students
daniela.digregorio@wilson.edu
Warfield 303

Mrs. Beth Byers
N to Z TIP Students, All FLIP &
TOP students & All Field Exp.
Portfolios
beth.byers@wilson.edu
Warfield 302

Dr. Lynn Newman
All Undergraduate Students
lnewman@wilson.edu
Warfield 308



Important Updates

- **Spring 2020** Pre-practicum (EDU/SPE 348) and Practicum (student teaching) applications are posted under the Ed. Program Forms page. Make sure you submit the application that matches your Education program. Must submit a resume using the appropriate template – also posted on the Forms page. **Due date is September 4, 2019 (no exceptions) – feel free to submit before summer break!** Students may NOT register for Spring 2020 student teaching or pre-practicum until after we receive ALL applications and submit a list to Registrar in the fall.
- Each year we mail local schools/districts an **anticipated vacancies** letter. We ask them to list potential openings in the certifications we offer at Wilson. We email the spreadsheet to those students graduating/completing first. Now we have posted the list on the Ed. Program Forms page, bottom. Keep an eye on it for updates – list “new” positions on the bottom of spreadsheet
- **State Testing:** Make sure that scores will be sent to PDE & Wilson College!
 - Harrisburg is the closest PA **ETS/Praxis** testing site and if you go to a PA testing site, scores are automatically sent to PDE. If you chose to go to a Maryland testing site, the scores will go to Maryland Dept. of Education. **Believe you can send to 4 other recipients when registering. You will want to select Wilson and PDE!** If you don't, you will then have to pay ETS an additional fee to have them sent to PDE.
 - Not sure if **PECT** allows you to select PDE or if it is automatically sent. However, PECT has a Chambersburg testing site, among others. Strongly recommend that you take PECT tests at a PA testing site!
 - For **ACTFL**, believe the scores are not automatically sent to any Dept. of Education. If possible, select PDE. If not, you will need to contact ACTFL to have them sent to PDE.
- Education Department communications, including the Newsletter, will be sent to your Wilson account. **Please make sure you are checking and deleting emails – in your Wilson account!** New TCP students, you will be mailed your email information once you have enrolled in a Wilson course.

Undergraduates Only Updates

- **Academic Planning Time for summer 19, Fall 19, and spring 20!** Schedule a meeting with Dr. Newman NOW! It is so important to start planning your academic courses sooner rather than later.
- **Attention December 2019 and May 2020 student graduates:** If you are planning to graduate in one of those times, please make sure that you have completed and submitted your graduation application into the Registrar's office **before the end of the spring 2019 semester.**

Useful Websites

E-Campus (course texts):
www.ecampus.com/wilson

TIMS: www.pa-tims.com

PRAXIS: www.ets.org/praxis

PECT: www.pa.nesinc.com

Portal, TCP/EDU page, Library,
etc.: <http://my.wilson.edu>

Education Division
Twitter
@wilsoncollteach

- Reminder, undergraduate students (traditional/ADP) must complete **dispositions for official acceptance**. Please look over guidelines and form that is posted under the Ed. Program Forms button. **When requesting a professor complete, do so near the end of the semester and hand him/her the form.**
- **If you have passed or plan to take MAT103 (or higher) and PSY or MAT 115 (an education requirement), please contact Dr. Newman ASAP.** These two courses may count for the Mathematics component of the Basic Skills Assessment testing.
- **Basic Skills Assessment:** Should you need to take any of the three tests, it is recommended that you take the PAPA math and Core reading and writing.

TCP Only Updates

- **PK-4 & Dual/PK-4 students only:** The CLEP test Natural Sciences has been approved to count for PHY 112 and BIO 110. This does not apply to any other certifications.
- Reminder, students provisionally accepted (TIP/TOP) must complete **dispositions for official acceptance**.
 - ❖ For those who admitted/readmitted Fall 2018 and beyond, the student must request dispositions from their first two Education courses with two different professors.
 - ❖ Those enrolled prior to Fall 2018, your dispositions should be from EDU 206 and EDU 215 (automatically completed). However, if you have received transfer credit for those classes, student must ask another Education course professor to complete.
 - ❖ Please look over the Official Acceptance Requirements Evaluation Checklist that you were given at interview.
 - ❖ Guidelines and form posted under the Ed. Program Forms button.
 - ❖ **When requesting a professor complete, do so near the end of the semester/course and hand him/her the form.**
- **Field Experience Portfolio Reminder:** Observation hours required in our Education courses **may not** count towards the portfolio.

TCP Students & Off-Campus Courses

- Click on the Ed. Program Forms button to find the TIP/TOP off-campus approval form. **Please note**– it requires one signature (which can be done via email approval) plus your own prior to submitting to Registrar for her and the Dean's approval. **You must also submit a rationale for taking this course off-campus.** Failure to follow the procedure may result in a refusal of transfer of credits and you will have to submit an appeal to the Act Pro Committee. There is still the transfer fee of \$110 per approved off-campus course.
- In lieu of Advisor signature, email approval is accepted. Attach/include the email approval to/with the form. Finally, submit the form with all signatures/email approval, course description and rationale to the Registrar (registrar@wilson.edu).
- **Off-campus courses must be APPROVED prior to enrolling in an off-campus course, using the TIP/TOP off-campus approval form. This means you must wait for the approval/denial from the Dean!**
- **Reminder:** If you submit an off-campus approval form for spring 2018, the form is only good for that class during that semester. Form must ultimately match the official transcript that arrives. Once you have completed approved off-campus courses, **please have official transcripts sent directly to the Education/TCP Office.**

2019-2020 Course Registration!



Course Schedule & Registration

To view the Summer 2019 through Spring 2020 Course Schedule: Go to <http://my.wilson.edu> and click Students. Course Search located on the left side menu. You can also find the course schedule in the Portal. **To search for courses in Colleague you must enter a minimum of TWO parameters in the Search for Selections window.**

Course Registration

Detailed information is under the Registrar's "tab" on **Portal**. You will be able to register following the posted schedule. **ALL TCP students** will call Registrar to enroll (262-2007); **no online registration for TCP**. You cannot access the Portal until you enroll in your first course.

Priority Registration begins in April for the entire upcoming academic year!

- **Returning** UG/ADP please see the portal for exact date you may register
- **Returning** TCP begins April 10

Summer I 2019:

April 23-May 12 Open Registration for **ALL** students (**New TCP**)

Summer II 2019:

April 23-June 30 Open Registration for **ALL** students (**New TCP**)

Fall 2019 & Spring 2020:

April 23-Aug 18 Open Registration for F19, **ALL** students (**NEW TCP**)
Nov 4-Jan 19 Open Registration for SP20, **ALL** students (**NEW TCP**)

J-term 2019:

April 1 -Nov 3 Returning students – Priority registration (see portal)
Nov 4- Dec 15 Open Registration for **ALL** students

Late Registration, Add/Drop information, bill due dates also posted on the Portal.

From Financial Aid Office

- **Financial Aid Office is now located in the Student Services Center in Lenfest Commons.**
- Students who are receiving financial aid, or who want to have financial aid processed for off-campus course enrollment, must provide the following information to the Financial Aid Office each semester that they take off-campus courses:
 - Written approval from your advisor and signed by the Academic Dean,
 - Copy of student bill
 - Copy of student registration
 - Name and contact information of the person in the Financial Aid Office at the visiting school (other than HACC, Shippensburg University or HCC) who is authorized to sign a Consortium Agreement with Wilson College.

(Note: A Consortium Agreement identifies you as a Wilson College student and by signing; the visiting school agrees that they will not process federal financial aid for you.)

Payment for off-campus courses is the responsibility of the student and payment must be made according to the visiting school's schedule. **WILSON COLLEGE WILL**

"Education is not preparation for life; education is life itself."

John Dewey



NOT MAKE PAYMENT TO THE VISITING SCHOOL ON YOUR BEHALF. Financial aid funds will be credited to your student account on our regular disbursement schedule dates. Once any outstanding balance at Wilson College is satisfied, any remaining funds will be issued to you by the Business Office.

- For those of you with federal loans or planning to take federal loans, please note there is a **Teacher Loan Forgiveness program**. Contact Financial Aid for more details. <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/teacher#teacher-loan-forgiveness>
- File your **2019-20 FAFSA** now for next academic year at <https://fafsa.gov>. The income information used on the FAFSA is the 2017 income. You need to enroll in at least 6 credits to be eligible for financial aid. Contact the Financial Aid Office with any questions that you might have at finaid@wilson.edu. The **2018-19 FAFSA** will be used for Fall 2018, Spring 2019 and Summer 2019 financial aid.
- **SUMMER 2019 FINANCIAL AID:** Students who want a loan processed for summer classes should complete the Summer 2019 application found on the portal under Financial Aid forms. At least 6 credits must be taken sometime during the summer to be eligible for a student loan. No more than \$12,500 may be borrowed during the entire year (fall-spring-summer). Contact finaid@wilson.edu with any questions.

High Impact Training—F19 student teachers

Below are the dates for the High Impact Training. **This is required for F19 students who are planning to student teach in a CAIU school district, at your cost (\$90).**

To see the names of the school districts in the CAIU go to:

http://www.caiu.org/Schools_and_Districts/schools-and-locations/member-districts. To view training information: <http://www.caiu.org/professional-development>. Registration is available on 48CARATS on the CAIU website www.caiu.org (**email Marian for step-by-step registration**).

The intermediate unit has made some significant changes to the High Impact Strategies for Student Teachers workshops required by our member districts.

- All face-to-face **sessions are a single day**.
- Mandated reporter is a requirement of all public and private schools. **Students will be responsible for completing this requirement online before training session.** There are several websites that offer this at no charge. Ed. Office has posted one of these websites on the Ed. Program Forms page, clearance section. **Students are asked to print the certificate or other proof of completion of Mandated Reporter Training and bring it with them to the face-to-face session.**
- Much of the content will be online and we have included technology tools for student engagement in the presentation. **Students are asked to bring a laptop or tablet with you to the session.** If they do not have a laptop, we can provide one for the day.
- The session will begin at 8:30 sharp. **We ask students to arrive by 8:15 to register and log in to our Wi Fi.**

All sessions will be held at the Capital Area Intermediate Unit Enola Offices. For GPS, the address is 55 Miller St. Summerdale, PA. Lunch is not provided. Participants are encouraged to pack their lunch.

Need to complete BEFORE first day of student teaching!

Spring/summer 2019

May 14, 2019 (old cost of \$75)
August 15, 2019

Clearances

- **Should complete before enrolling in first Education course.** Clearances expire a year from the date on each clearance and should be renewed ANNUALLY. The Education Department must be able to access your FBI record directly (provide UEID number). **ALL must be current for Marian to request observation hours. ALL must be current for Pre-Practicum & Practicum. Use the [links](#) under the Ed. Program Forms button.** Any questions – please email Marian.
- **Be prepared to update your TB annually too! Must be current for Marian to request observation hours. Must be current for Pre-Practicum & Practicum.**
- **TB Test Option:** Visit Summit Occupational Health to receive test. Do not need an appointment and cost is around \$20. You return to Summit and they will read at no additional cost.

Academic Calendar

| Spring 2019 | |
|-------------------|----------------------------|
| Classes End | Friday, May 10 |
| Final Exam Period | Monday - Friday, May 13-16 |
| Final Grades Due | Tuesday, May 21, noon |
| Commencement | Sunday, May 19 |

Upcoming TCP Information Sessions

May 1
June 12
July 9
August 5

Warfield Hall, 6:00PM

May 23
June 24
July 25

Via Zoom, 6:00 PM

Observation Hours Procedure

Read Entire Procedure Carefully: Important Information!

DEADLINE HAS PASSED -- to request an observation

DO NOT CONTACT any of the following school districts! They require Marian to schedule observation hours EVERY SEMESTER: Big Spring, Camp Hill, Carlisle, Central Dauphin, Conewago Valley, Cumberland Valley, Eastern York, Gettysburg, Greencastle-Antrim, Hershey (Derry Township), Littlestown, Mechanicsburg, Milton Hershey, Palmyra High School, Shippensburg (including Grace B. Luhrs), Tuscarora, Waynesboro, and Wilson College Child Care. **Deadline to submit an observation request at these districts has passed.**

Observations at Wilson College Child Care: Please note that you may observe Monday through Friday, between the hours of 9:00 a.m. and 11:30 a.m. or 3:00 p.m. to 5:00 p.m. Please submit the online Observation Hours Request form– do not contact the Child Care. Clearances must be current. **Please submit the online Observation Hours Request form (posted on the Ed. Program Forms page; look under Education Department Forms section).** **May still request observations here.**

For districts/schools not listed above, students are responsible for arranging their classroom observations. Due to school districts having different procedures for observations, **do NOT contact individual teachers for observations.** Always start with the school building office for specific information regarding observation procedures.

****Any district, whether the student arranges the observation or Wilson, may ask to see current clearances and TB. If you are arranging, please inquire if you need to bring anything! **Wilson recommends that you always bring your clearances to the observation.****

Fall Workshops

Register now to secure your seat.



Workshops

| Fall 2019 Education Workshops | | | | |
|-------------------------------|----------|---------------|--------------|--------------------------------------|
| EVENT | DATE | TIME | LOCATION | REGISTRATION & PAYMENT DEADLINE!!!! |
| Physical Education | 9/14/19 | 8:30A-3:30P | Laird Hall | 9/6/19 |
| Music | 9/21/19 | 8:30A-3:30P | Warfield 101 | 9/13/19 |
| Ethics | 10/5/19 | 8:30 A-12:30P | SC room 237 | 9/27/19 <i>25 seats available</i> |
| Technology | 11/16/19 | 8:30A-3:30P | Warfield 111 | 11/8/19 <i>19 seats available</i> |

Register on-line only! "Online Workshop Registration Form" link can be found on the Ed. Program Forms page. Fill out the form and select the appropriate workshop – submit. Can also find the link on the Event Calendar on the TCP/EDU main page (go to appropriate date).

Workshop payment of \$100, **due prior to workshop**, is to be mailed/delivered to Wilson College, Education Department, 1015 Philadelphia Ave, Chambersburg, PA 17201. **NO COST** for the Code of Conduct & Ethics workshop. **Please make checks payable to Wilson College and include workshop name in memo section of check.** Students may be able to use financial aid to cover the cost – contact financial aid!

Reminder: Code of Conduct Workshop must be completed for official acceptance. Other workshops must be completed **BEFORE** student teaching and most are offered once a year! Also, it is recommended that you do not take any workshop, except Code of Conduct, until you have completed EDU 206.

Opportunities

- **See the Anticipated Vacancies list posted on Ed. Program Forms and Resources page.**

Graduate Education Programs

Master of Education

Master of Educational Technology

Master of Special Education (with or without certification)

Autism Endorsement

Master of Mass Customized Learning

Master in TESOL (with or without ESL certification)

Go to www.wilson.edu/gradededucation

TIP Education Course Rotation

| Course | Fall Semester | Spring Semester | Summer Sessions |
|-------------|---------------------|---------------------------------|-----------------------|
| EDU 140 | ONLINE | Not offered in spring | Not offered in summer |
| EDU 204 | ONLINE | On campus T & Th – day class | ONLINE |
| EDU 206 | On campus | On campus | ONLINE |
| EDU 207 | On campus | Not offered in spring | Not offered in summer |
| EDU 215 | On campus | On campus | ONLINE |
| EDU 238 | Not offered in fall | On campus | Not offered in summer |
| EDU 312/512 | On campus | On campus | Not offered in summer |
| EDU 341/541 | On campus | On Campus | Not offered in summer |
| EDU 332/522 | On campus | Not offered in spring | Not offered in summer |
| EDU 333 | Not offered in fall | On campus | Not offered in summer |
| EDU 336 | Not offered in fall | On campus | Not offered in summer |
| EDU 337 | Not offered in fall | On campus | Not offered in summer |
| EDU 338 | On campus | Not offered in spring | Not offered in summer |
| EDU 339/539 | On campus | Not offered in spring | Not offered in summer |
| EDU 343/543 | Not offered in fall | On campus | Not offered in summer |
| EDU 345 | ONLINE | Not offered in spring | Not offered in summer |
| SPE 216 | Not offered in fall | On campus | Not offered in summer |
| SPE 217 | On Campus | Not offered in spring | Not offered in summer |
| SPE 329/529 | Not offered in fall | On campus | Not offered in summer |
| SPE334/534 | Not offered in fall | Spring II online | Not offered in summer |
| SPE 338 | On Campus | Not offered in spring | Not offered in summer |
| SPE 339 | Most likely ONLINE | Not offered in spring | Not offered in summer |
| SPE 340 | On Campus | Not offered in spring | Not offered in summer |
| SPE346/546 | Fall II online | Not offered in spring | Not offered in summer |

FYI: The above is the updated TIP rotation; however, it is subject to change. Courses may be cancelled due to low enrollment. **Chart is provided to help you in your course planning.**

TOP and FLIP students, refer to your transcript evaluation and handbook for course rotation. Recently admitted TIP – rotation is now in your handbook.

Continued on next page!

**2019
PHILADELPHIA CHARTER SCHOOL
EDUCATORS JOB FAIR**

**WE ARE
HIRING**

MAY 7, 2019

FRANKLIN TOWNE CHARTER HIGH SCHOOL
5301 TACONY STREET, PHILADELPHIA, PA 19137

INCLUDES:

- 25+ HIGH PERFORMING CHARTER SCHOOLS!
- ON THE SPOT HIRING!
- IMMEDIATE INTERVIEWS
- COMPETITIVE SALARIES
- HEALTH BENEFITS
- SAFE WORKING ENVIRONMENTS

NO PRIOR APPLICATION OR SIGN UP NECESSARY!
REMEMBER TO BRING YOUR RESUME!

PLEASE EMAIL PHILLYCHARTERJOBFAIR@GMAIL.COM WITH ANY QUESTIONS

FOR A FULL LIST OF
PARTICIPATING SCHOOLS, VISIT
OUR FACEBOOK PAGE!

PHILADELPHIA CHARTER SCHOOL EDUCATORS JOB FAIR

FAIR
**4PM
TO
8PM**

**FREE
TO
ALL!**

Continued on next page!

**WILSON
COLLEGE**

Sell Your Books & Return Your Rentals

Tuesday, May 14

10AM - 6PM

Wednesday, May 15

9AM - 4PM

Lenfest Commons Lobby

Virtual Bookstore

Questions? 1-877-284-6744 or bookstore@ecampus.com

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