



**MASTER OF ARTS IN TEACHING (MAT)  
Program Application Form for 2012-2013**

**Application Deadline: March 1, 2012**

*The last test scores accepted will be from the April 2012 tests;  
however, those who submit passing test scores by the March 1 application deadline will receive priority placement.*

1. Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

E-Mail \_\_\_\_\_ SS# \_\_\_\_\_

2. Check the MAT Program for which you are applying:

\_\_\_\_\_ MAT Elementary (Grades K-6)  
Placement during program in Grades 4-6 at an Elementary School  
Placement during program in Grades K-3 at an Elementary School

\_\_\_\_\_ MAT High School/Middle School  
Placement during program in Grades 7-8 at a Middle School  
Placement during program in Grades 9-12 at a High School  
Placement for Art, Music, PE/Health K-12 (K-6 / 7-8 / 9-12)

3. BA or BS Degree Information:

A. Institution: \_\_\_\_\_ Year Graduated \_\_\_\_\_

Major: \_\_\_\_\_ Minor(s): \_\_\_\_\_

B. List all colleges and universities attended:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Transcripts (official or unofficial) must be submitted with this application.  
Unofficial transcripts will be accepted for admission into the MAT Program and for program planning.  
Official transcripts will be required for admission into EOU's graduate program.

C. Grade point average (GPA) requirement:

You are expected to meet the overall GPA requirement of 3.0 in one of the three ways listed on the next page.  
Please list your GPA in the way in which you meet this requirement.

**List GPA**

- 1) Overall undergraduate GPA of 3.0 \_\_\_\_\_ or
- 2) Upper division/graduate GPA of 3.0 \_\_\_\_\_ or
- 3) Last 60 hours (quarter) GPA of 3.0 \_\_\_\_\_

4. You must have a minimum of 30 hours of experience in a public/private school before beginning the program. A Verification Form is provided to document this experience. Please provide all of the requested information on the form.

If you have not completed 30 hours of public/private school experience, please explain how you will fulfill this requirement before the program begins. However, you do not have to complete this requirement before submitting your application.

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- 5. Complete the attached **Character Questions** checklist and **submit all required documents** with this application.
- 6. Complete and attach the Verification Form and Teacher recommendation letter.
- 7. Complete and attach the Letter of Introduction, Resume, References, and Diversity Essay.
- 8. Complete and attach the Placement Request Form.
- 9. Complete and attach the Elementary or Secondary Application Form.
- 10. Complete and submit the Eastern Oregon University Admissions Application as a graduate student to our admissions Office. **Please remember that official transcripts are required.** The admissions address is listed on the application.

*I have read the admissions information, and I understand the conditions and rules of the MAT Program. The information I have provided above is an accurate representation of my current status. I understand that if any of the above information is incorrect, it may jeopardize my admission status or placement location.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Before submitting your application, questions may be addressed to:

Kristin Johnson – MAT Pre-Admissions Advisor  
(541) 962-3529 or [Kristin.Johnson@eou.edu](mailto:Kristin.Johnson@eou.edu)

Send all completed MAT program application materials and all EOU Graduate Admission application to:

Janet Frye – MAT Office Coordinator & Graduate Admissions  
College of Education – ZH 261  
One University Blvd.  
La Grande, OR 97850  
(541) 962-3772 or [jfrye@eou.edu](mailto:jfrye@eou.edu)

After submitting your application, questions may be addressed to:

Frank Bushakra – MAT Admissions Coordinator  
(541) 962-3380 or [bushakf@eou.edu](mailto:bushakf@eou.edu)

# Teacher Standards and Practices Commission



465 Commercial St NE  
Salem, OR 97301  
Voice (503) 378-3586

Email: Contact.TSPC@State.OR.US  
Web Site: Oregon.gov/TSPC

## ***Instructions For Answering Character Questions***

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1. You must read each question very carefully and provide either a “yes” or a “no” answer. When in doubt, answer “yes” and explain why you think the answer might be a “yes.” Each answer is carefully reviewed. If you do not need to answer “yes”, on future applications, you will be notified.
2. If you answer “no” to all questions and your fingerprint report or your criminal background check reveals that you have not disclosed a conviction or a possible conviction, this will be considered a false statement and may result in an investigation. If you are asked to explain why you did not disclose, your answer will be reviewed to determine if it is reasonable in light of the facts. **A false statement on the application is grounds for denial or revocation of an Oregon Educator License.**
3. Explain your answers fully, in complete sentences. Typed answers are preferred; please do not write your answer on scrap paper. This is a professional application and your responses are kept as part of your permanent licensure file. Do not minimize your explanations. Incomplete responses may be a basis for denying your application and will delay the processing of your licensure application. **Sign and date** your explanation.
4. An arrest can happen without “going to jail.” In Oregon and in many other states, arrests are not erased from your record. If you have recently been arrested and are scheduled to appear in court in the future, you must report this arrest and your scheduled court date.
5. Do not assume that a conviction or arrest has “gone away.” (This includes expungements and dismissals.) Even if you have been advised that your record has been expunged or dismissed, do not assume that this definitely happened. Instead, it is your responsibility to obtain the court documents that confirm final action.
6. If you answer "no" to questions 8, 9 or 10 based upon an arrest or conviction that was subsequently dismissed, expunged, set aside or sealed, you must personally verify with the court directly involved that the corresponding judgment was properly entered by the court. It is your responsibility to report incidents accurately. An erroneous statement, even upon advice of an attorney, that a conviction has been dismissed, expunged, set aside or sealed, may be deemed a false statement.
7. If you answer "yes" to questions 8, 9 or 10, **a certified true copy of the court’s final disposition, if available, must accompany the first application on which the events are being reported** in order for the application to be considered complete. Obtain copies of all court records of any conviction. If a court record is unavailable, then you must get verification from the court that the record has been destroyed. (Even if records are destroyed, they may show up on a state or FBI report.)
8. If you give a false statement, it may be grounds for the state to deny your license or deny your right to be placed in a practicum and could possibly result in a permanent disciplinary record. Answering with “I forgot” or “I was told it would not be on my record” is not an acceptable answer.
9. Even if you think an incident was insignificant and therefore do not report it, this decision could permanently affect your ability to obtain an educator’s license in Oregon.
10. Serious events include but are not limited to:
  - a. Shoplifting
  - b. Criminal Trespassing
  - c. Driving under the Influence (DUI)
  - d. Driving While Suspended
  - e. Domestic Restraining Orders
  - f. Criminal Neglect
  - g. Any Drug Conviction
  - h. Assault convictions or judgments
  - i. Abuse convictions
  - j. Criminal convictions for misdemeanors and felonies
11. Generally, your response to the character questions will be treated as confidential unless the Attorney General determines that it must be turned over as a public record.

## Character Questions

Please read all character questions carefully, as questions were recently amended.

Carefully read the "Instructions for Answering Character Questions" before answering.

You *must* answer either "yes" or "no" to each of the following questions; any other response will result in your application being considered incomplete. All "yes" answers must be *fully* explained in writing on a separate piece of paper and the explanations must be signed and dated by you.

1. Have you ever left any educational or school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review or investigation of alleged misconduct? Have you ever left educational or school-related employment when you had reason to believe an investigation for misconduct was underway or imminent?	1.
2. Are you currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of professional standards of conduct by either an employer or a licensure agency?	2.
3. Have you ever been placed on leave by your employer for any alleged misconduct?	3.
4. Have you ever had any adverse action taken on a <i>professional</i> certificate, license or charter school registration? Have you ever been placed on probationary status for alleged misconduct while holding a professional license, certificate, registration, or credential?	4.
5. Have you ever been denied any professional license for which you applied or granted a professional license on a conditional or probationary basis for any alleged misconduct?	5.
6. Have you ever surrendered a professional license of any kind before its expiration?	6.
7. Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure?	7.
8. Have you ever been convicted or been granted a diversion or conditional discharge by any court for any: (a) Felony; or (b) Misdemeanor; or (c) Major traffic violation including but not limited to: driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while your license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident?	8.
9. Have you ever been arrested or cited for any offense listed in section (8) above which is still pending in the courts? This includes any diversion, conditional discharge or postponed adjudication that has not been dismissed by the courts at the time this application is signed.	9.
10. Have you ever had any civil judgment or other court order, including but not limited to a restraining order, entered against you resulting from allegations of abuse, assault, battery, harassment, intimidation, neglect, stalking, or other threatening behavior toward other persons?	10.

Check here if you provided an explanation for any "yes" answer with a prior application.

### Your Signature and the Date

I hereby certify that the information submitted on or relating to this form is true and correct and grant the Commission permission to check civil or criminal records to verify any statement made on this application. The Commission may deny or revoke permission for student teaching or final practicum upon evidence that I knowingly made any false statements on this form. I also grant the Commission permission to release any information related to these character questions to the institution supervising my practicum, internship and/or student teaching.

\_\_\_\_\_  
Signature of the Applicant\*

\_\_\_\_\_  
Date\*

\*This application must be signed and dated within 60 days prior to the date the application is received by TSPC.



## Letter, Resume, References, and Essay

*Note: The letter and resume will be sent to cooperating schools and districts. Therefore, the writing should be professional in scope with proper grammar, punctuation, spelling, and word choice.*

### Letter of Introduction

Write a letter of introduction to a school district. Some districts or schools may require this process, so the College of Education will have this on file. This will be a generic letter, directed to "To Whom It May Concern" since placements are not established at this point in time. The letter should include:

- a. An introduction of yourself
- b. An explanation of why you want to teach, including why you want to student teach in Oregon.
- c. A very general statement about your qualifications and background in your content area.

### Resume

Please provide a one-page professional resume, which highlights your Career Objectives, Education, Professional Experience, and Other Activities.

### References

Please provide a minimum of three references, **with a letter of reference from one of the persons listed:**

- Professor or teacher
- Someone who has seen you teach
- Supervisor
- Co-worker
- Friend or acquaintance who can provide a character reference

#### Reference 1

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone number: \_\_\_\_\_

Alt. phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

#### Reference 2

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone number: \_\_\_\_\_

Alt. phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

#### Reference 3:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone number: \_\_\_\_\_

Alt. phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

### Diversity Essay

**Please respond to the following prompt by submitting a one to two page, typed, double spaced essay.**

Classrooms today are filled with students of diverse backgrounds, varied ability levels and wide ranges of experiences. Discuss any personal attributes you bring to the program that can enrich the teaching pool to meet the needs of students of diverse backgrounds. Highlight any special skills, knowledge or experience you have had that would contribute to meeting the needs of the changing demographics of K-12 students. Examples of such attributes or skills may include, but are not limited to, being from a group underrepresented in teaching, interest or expertise in a field where there is a teaching shortage, expertise in more than one language, or having diverse cultural experiences. Weave into your essay descriptions of experiences that you have had that have helped prepare you to understand diversity.

*The MAT admissions committee reserves the right to request a personal interview with the MAT program applicant, if further information is needed.*



2012-2013 MAT Placement Request Form

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Phone Number(s) \_\_\_\_\_ Cell # \_\_\_\_\_

Please indicate below your placement level with an X

\_\_\_\_\_ Elementary (K-6) or \_\_\_\_\_ Middle / High School –Area(s) of Endorsement: 1) \_\_\_\_\_ 2) \_\_\_\_\_

Approved Placement Locations: Placements are made in the counties east of the Cascade Mountains, which are:

- Baker \_\_\_\_\_ Crook \_\_\_\_\_ Gilliam \_\_\_\_\_ Grant \_\_\_\_\_ Harney \_\_\_\_\_ Hood River \_\_\_\_\_
Jefferson \_\_\_\_\_ Lake \_\_\_\_\_ Malheur \_\_\_\_\_ Morrow \_\_\_\_\_ Sherman \_\_\_\_\_ Umatilla \_\_\_\_\_ Union \_\_\_\_\_
Wasco \_\_\_\_\_ Wallowa \_\_\_\_\_ Wheeler \_\_\_\_\_

Limited placements may be made in the Estacada, Oregon Trail, West Linn-Wilsonville, North Clackamas school districts and in Deschutes County.

All placements are made in Oregon unless permission is granted and a waiver obtained for districts in southwestern Idaho and districts in Washington bordering Oregon. If requesting an out-of-state placement, please indicate desired school district. DO NOT contact the schools, principals, or teachers. EOU teacher education programs require participation in various practica, student teaching placements in public schools. Such placements are arranged by EOU in cooperation with local school districts. These placements are a professional courtesy extended to EOU by local school districts. The assigned placement may require students to travel/relocate out of La Grande. Accommodation and travel to the assigned placement is the responsibility of the student. Please Note: Placements are made according to availability of cooperating teachers in specific areas of instruction in the preferred counties.

My preferences for my placement assignment in a public school are in the following counties: Please list and rank your top three counties where you would like to be placed. Please do not identify a specific school or town.

ACCEPTABLE CHOICES:

\_\_\_\_\_ First Choice \_\_\_\_\_ Second Choice \_\_\_\_\_ Third Choice

☐ Please check this box if you have ANY relatives working in the above choices. If so, please list who and where they are working.

\_\_\_\_\_
\_\_\_\_\_

Attach a statement, indicating anything we may need to know regarding information, limitations and/or conditions relating to your placement.

I understand that the above placement requests CANNOT be guaranteed. Please initial \_\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Eastern Oregon University  
MAT Secondary (7-12) Application Form**

**2012-2013 Cohort**

The following four (4) items are required to complete your application to the Secondary MAT Program:

1. Complete the MAT Program Admission Application Packet (Steps 1-10).
2. Identify the endorsement you are seeking.

At the secondary level, you must identify an endorsement area from the "Available Endorsement Areas" listed below. A major or the equivalent is necessary academic preparation to seek endorsement. **Note:** Your transcripts will be evaluated to determine if your academic preparation adequately matches your identified endorsement areas.

*Available Endorsement Areas:* Agricultural, Art, Biology, Chemistry, Business, German, Health, Integrated Science, Language Arts, Mathematics, Music, Physical Education, Physics, Social Studies, and Spanish.

For those students seeking dual endorsements, the available endorsements include all of those above plus the following two options: Drama and Basic Mathematics.

**First Endorsement:** \_\_\_\_\_

**Second Endorsement (if applicable):** \_\_\_\_\_

If you are requesting multiple endorsements, please contact an adviser (Kristin Johnson, 541-962-3529). Anyone requesting multiple endorsements must have passed both content area exams by the testing deadline.

**3. Test Requirements:**

The following tests are required for admission into the Secondary MAT Program:

- A. Basic Skills Test: **EAS (Preferred)** or **CBEST** or **Praxis I (PPST)**

**EAS** web site: [www.orela.nesinc.com](http://www.orela.nesinc.com)  
**CBEST** web site: [www.cbest.nesinc.com](http://www.cbest.nesinc.com)  
**Praxis** web site: [www.ets.org/praxis/](http://www.ets.org/praxis/)

Passing Score Requirements:

**EAS** Reading 220\_\_\_\_\_ Writing 220\_\_\_\_\_ Math 220\_\_\_\_\_

**CBEST** Reading 37\_\_\_\_\_ Writing 37\_\_\_\_\_ Math 37\_\_\_\_\_ Composite 123\_\_\_\_\_

**Praxis I (PPST)** Reading 174\_\_\_\_\_ Writing 171\_\_\_\_\_ Math 175\_\_\_\_\_

**Date Taken or Scheduled** \_\_\_\_\_

The last accepted Basic Skills test date is **April 2012**.

- B. Content Area Test: **NES or Praxis II**

See provided chart to determine which test is required in your subject area.

**NES:** web site: <http://www.nestest.com/>  
**Praxis:** web site: <http://www.ets.org/praxis/>

**Date Taken or Scheduled** \_\_\_\_\_

The last accepted Praxis II or ORELA-NES test date is **April 2012**.

C. Test of Academic Subject Competency: **ORELA-Multiple Subjects Exam (MSE)**

For Middle Level endorsement, you will need to pass the ORELA-MSE.

**ORELA**

web site: [www.orela.nesinc.com](http://www.orela.nesinc.com)

Passing Score Requirements:

**ORELA** Multiple Subject Subtest # 1 Test Code # 001 Passing Score 240 \_\_\_\_\_

Multiple Subject Subtest # 2 Test Code # 002 Passing Score 240 \_\_\_\_\_

**Date Taken or Scheduled** \_\_\_\_\_

The last accepted ORELA-MSE test date is **April 2013**.

**Please Note:** You must send a **photocopy** of all official test score reports

National Evaluation Series™ (NES®)

Tests Required	Passing Scores		Tests Required	Passing Scores
Art Test	230		Physics	232
Biology	220		Physical Education	224
Business Education	234		Social Science	237
Chemistry	220		Spanish	226
English Language Arts	236		Middle Grades English Language Arts	222
General Science - TSPC Has not set passing scores yet (Aug 2011)	TBA		Middle Grades General Science	228
Health	240		Middle Grades Mathematics *	225
Mathematics	225		Middle Grades Social Science	227
Music	220			

The Praxis Series

Test	Test #	Passing Score
Agriculture	0900	590

No Praxis or NES test is required for an endorsement in Drama; however, Drama endorsements must be accompanied by some other endorsement. Call for current information regarding any specialized endorsement.

**4. Complete the EOU Application for Graduate Admission.**

To complete the admission process, please access the following website to obtain a PDF hard copy of the graduate admission application: <http://www.eou.edu/admit/documents/gradapp.pdf>

For further information regarding the Application for Graduate Admission, please contact:

Janet Frye, Graduate Admissions

(541) 962-3772

[graduateadmission@eou.edu](mailto:graduateadmission@eou.edu)

Send completed EOU Graduate Admissions Application. Also, send Official Transcripts, once your Bachelor's Degree has been awarded, to:

**Eastern Oregon University**  
**Graduate Admissions – ZH 252**  
**One University Blvd.**

**La Grande, OR 97850**