

Master of Arts in Education—English as a Second Language
leads to Alabama Class A Teacher Certification in ESL, P-12

Application Procedures and Admission Guidelines: pages

Pre-Requisite: Class B Teacher Certification (in any teaching field) from Alabama State Department of Education (ALSDE)

Co-Requisite: Concurrently teach English learners in own classroom (e.g., elementary, secondary, special education, or ESL).

ONLINE Courses (each for 3 credit hours)	Internship Hours?	Projected	Prerequisites (Co-Req)
EESL 610 Second Language Acquisition	<i>yes</i>	<i>Fall/Spring</i>	none
EESL 612 Curriculum, Programs, Policies	<i>yes</i>	<i>Summer</i>	none
EESL 613 Teaching ESL in a Multicultural Society	<i>no</i>	<i>Summer</i>	none
EESL 615 Grammar and Linguistics for ESL teachers	<i>no</i>	<i>Fall/Summer</i>	EESL 610
EESL 625 Phonology for Second Language Teachers	<i>yes</i>	<i>Fall/Spring</i>	EESL 610
EESL 630 Methods and Materials for Teaching ESL	<i>yes</i>	<i>Fall/Spring</i>	EESL 610
EESL 640 Teaching New Languages thru Reading & Writing	<i>yes</i>	<i>Summer</i>	EESL 610
EESL 660 Effective Teaching and Learning	<i>yes</i>	<i>Fall/Spring</i>	EESL 610, 612, 630
EESL 690 Internship in second/foreign languages, P-12 <i>teach for two weeks in EL summer program (see p. 3)</i>	<i>yes</i>	<i>Summer</i>	21 credit hours in degree program
Elective Advisor-approved education graduate course [3 hours]	<i>no</i>	<i>Fall/Spr/Sum</i>	none

Elective:

- a) If students did not take **special education** during their UG program in Alabama (before 1985), their elective must be ECY 600. Students with out-of-state UG degrees must usually take ECY 600. Upon being admitted to the MAEd/ESL with degree-seeking status, students receive an electronic copy of the SOE’s recommendation form. This form stipulates if they need to take a special education course. If so, they take ECY 600 as their elective.
- b) If students have already taken ECY 300 or the equivalence, they may select any 3-hour graduate course in education as their elective. If recommended by course instructors, students must take an academic writing course (e.g., GRD 727).

Dual Certification (not online): Through an MAEd/ESL program of 42 credit hours, candidates may pursue two certifications simultaneously—ESL and either French or Spanish. To do so, they must first hold valid Class B certification from the ALSDE in either French or Spanish and have passed the Praxis in that field. Upon seeking admission, they must apply to a dual-certification option, either ESL/Spanish or ESL/French. Instead of an elective, dual certification students take 12 graduate credit hours in either French or Spanish and, also, EFL 611 *Advanced Methods World Languages*. EFL 611 is offered in spring of odd-numbered years.

Distance Delivery: Although the ESL courses are always taught online, the Spanish and French courses are taught face-to-face (F2F) and require physical presence. To facilitate access to F2F classes, dual-cert candidates should live within driving distance of UAB.

Students must take all courses on the ALSDE-approved MAE/ESL checklist: www.uab.edu/education/checklists
Under **Graduate**, click Master’s and scroll down to ESL. Then click on ESL cert., French/ESL, or Spanish/ESL

Courses must be taken in the 5-year period before graduation. Substitutions are not allowed.

Program Completion: 30 credit hours
Praxis #5362 ESOL (score of 155): before or during internship semester

NOTE: Teachers pursuing ALSDE’s Certification by Test (CBT) route in ESL are welcome to take courses as non-degree seeking students. However, all prerequisites for any given course must first be met.

Traditional MAEd/ESL: ONLINE

Projected Course Map *(subject to change)*

For more information about ESL programs and courses: www.uab.edu/esl

Program Director and Advisor: Dr. Josephine Prado, jprado@uab.edu, 205-975-5045

Possible Plan	Starting Summer 2024	Starting Fall 2024	Starting Spring 2025
Semester	2 courses per term in order to be eligible for financial aid	2 courses per term in order to be eligible for financial aid	2 courses per term in order to be eligible for financial aid
Summer 2024	EESL 612 Curriculum, Programs, Policies EESL 613 Multicultural Society (42 internship hours)		
Fall 2024	EESL 615 Grammar & Linguistics EESL 610 Second Lang. Acquisition (90 internship hours in own classroom)	EESL 615 Grammar & Linguistics EESL 610 Second Lang. Acquisition (90 internship hours in own classroom)	
Spring 2025	EESL 625 Phonology EESL 630 Methods (90+ internship hours in own classroom) <i>ESOL Praxis #5362</i>	EESL 625 Phonology EESL 630 Methods (90+ internship hours in own classroom)	EESL 610 Second Language Acquisition (90+ internship hours in own classroom) Elective Course*
Summer 2025	EESL 640 Reading/Writing EESL 690 Internship (40+ internship hours) <i>Application for Degree (deadline: July 1st)</i>	EESL 612 Curriculum, Programs, Policies EESL 640 Reading/Writing (40+ internship hours)	EESL 612 Curriculum, Programs, Policies EESL 640 Reading/Writing (40+ internship hours)
Fall 2025	Elective Course* EESL 660 Effective Teaching/Learning (90+ internship hours in own classroom) <i>Application for Certification</i> GRADUATION	EESL 660 Effective Teaching/Learning (90+ internship hours in own classroom)	EESL 615 Grammar & Linguistics EESL 630 Methods (90+ internship hours in own classroom)
Spring 2026		Elective Course* <i>ESOL Praxis #5362</i> <i>Application for Degree (deadline: Apr. 1st)</i>	EESL 660 Effective Teaching/Learning EESL 625 Phonology (90+ internship hours in own classroom) <i>ESOL Praxis #5362</i> <i>Application for Degree (deadline: April 1st)</i>
Summer 2026		EESL 613 Multicultural Society EESL 690 Internship (40 internship hours) <i>Application for Certification</i> GRADUATION	EESL 613 Multicultural Society EESL 690 Internship (40 internship hours) <i>Application for Certification</i> GRADUATION

***Elective:**

- If students did not take a special education course as undergraduates in Alabama, their Elective must be ECY 600 *Introduction to Exceptional Learner*.
- If a special education course taken as an UG is acceptable by the ALSDE, students may select any 3-hour graduate course in education as their program elective.
- Students should consult with their advisor as to the most appropriate course to take as an Elective. Depending on course offerings in the corresponding year, courses often suggested as electives are as follows: EESL 670 Engaging Families and Communities, EESL 617 Teaching English in a Global Context.

Internship Requirements for Traditional Master’s Program in ESL

300 clock hours with part at the ECE/elementary level and part at middle/secondary

Distribution of Internship Hours for Elementary Teachers during MAEd/ESL Courses*

Projected Plan for	Clock Hours**			Course Assignments, Activities, and Possible Sites
	ECE/Elem	Middle/Sec	either	
EESL 610 <i>Second Language Acquisition</i>	90			ELs in own class: Teaching ELs in classroom, prep, evening, or Sat.
EESL 612 <i>Curric/Program</i>			12	3 days visiting EL summer programs, bus duty to bus duty
EESL 625 <i>Phonology</i>			5	Pronunciation teaching project
EESL 630 <i>ESL Methods</i>	90			ELs in own class: Teaching unit in classroom, prep, after school, Sat.
EESL 640 <i>Reading/Wtg</i>			8	Tutoring struggling EL reader in literacy development
			22	Teaching ELs in a summer program
EESL 660 <i>Eff. Tchg/Lrng</i>	90			ELs in own class: Assessing ELs in classroom, prep, after school, Sat.
EESL 690 <i>Internship</i>		40		Teaching during a 2-week EL summer program
	§	§	§	Completing an Internship Portfolio (starting 2 semesters earlier)
Total = 300+ hours	270	43	47	

* *Secondary teachers will follow a similar plan but with elementary and secondary inverted.*

** *6th grade (which includes rising 6th graders) can count as either elementary or secondary.*

EESL 690 Internship in ESL, P-12

Summer enrollment in EESL 690 for 3 credit hours

Prerequisites for starting the internship:

Completed 7 of the following 8 courses (or be concurrently enrolled in the 7th course):

EESL 610, 612, 613, 615, 625, 630, 640, and 660.

Passed (or be registered for) the ESOL Praxis #5362.

Internship Application:

Due March 15th prior to summer of intended internship

Submit to Dr. Josephine Prado, jprado@uab.edu

Internship Seminars – online (required as part of EESL 690)

Interns MUST participate in these internship seminars. Full participation is obligatory.

Internship Teaching (required as part of EESL 690)

Interns must teach ESL for 8 to 10 consecutive days at a UAB-affiliated summer program for ELs (usually in June or July and close to where a candidate lives). Teaching schedule will depend on the structure of a school district’s summer program. Failure to teach for 8–10 consecutive days at the designated summer program site will cause the internship to be postponed until the following summer. During these 8–10 days of teaching, each intern will be observed teaching three sheltered lessons, twice by a UAB supervisor and once by another intern. Each intern will also do one observation of a fellow intern teaching a sheltered lesson. Interns will document their internship teaching by preparing and submitting a sheltered internship portfolio.

MAEd for Dual Certification: ESL/French and ESL/Spanish

This dual-certification option is NOT an online program.

Graduate French and Spanish courses are offered in Fall and Spring, weekly in the evenings (5:00-7:30 pm). These courses are always taught face-to-face and require physical presence. Dual-certification candidates should live close enough to drive to UAB's campus. Graduate French and Spanish courses are not offered in summer. If candidates would like to progress more quickly than, they can consult with their advisor about taking French or Spanish courses at another institution and transferring them to UAB.

→ *EFL 611 Advanced World Language Methods* is offered on a 2-year rotation, in Spring of odd-numbered years.

Projected Course Map (tentative plan)

	Starting in Summer 2024	Starting in Fall 2024	Starting in Spring 2024
<i>Semester</i>	2 courses per term in order to be eligible for financial aid	2 courses per term in order to be eligible for financial aid	2 courses per term in order to be eligible for financial aid
<i>Summer 2024</i>	EESL 612 Curriculum, Programs, Policies (30+ internship hours) EESL 613 Multicultural Society		
<i>Fall 2024</i>	1 st FREN/SPAN 500-level course EESL 610 Second Lang. Acquisition (90+ internship hours in own classroom)	1 st FREN/SPAN 500-level course EESL 610 Second Lang. Acquisition (90+ internship hours in own classroom)	
<i>Spring 2025</i>	2 nd FREN/SPAN 500-level course EESL 630 Methods for Teaching ESL (90+ internship hours in own classroom)	2 nd FREN/SPAN 500-level course EESL 630 Methods for Teaching ESL (90+ internship hours in own classroom)	1 st FREN/SPAN 500-level course EESL 610 Second Language Acquisition (90+ internship hours in own classroom)
<i>Summer 2025</i>	EESL 615 Grammar & Linguistics EESL 640 Reading/Writing (40 internship hours)	EESL 612 Curriculum, Programs, Policies EESL 640 Reading/Writing (40 internship hours)	EESL 612 Curriculum, Programs, Policies EESL 640 Reading/Writing (40 internship hours)
<i>Fall 2025</i>	3 rd FREN/SPAN 500-level course EESL 660 Effective Teaching/Learning (90+ internship hours in own classroom)	3 rd FREN/SPAN 500-level course EESL 660 Effective Teaching/Learning (90+ internship hours in own classroom)	2 nd FREN/SPAN 500-level course EESL 630 Methods for Teaching ESL (90+ internship hours in own classroom)
<i>Spring 2026</i>	EFL 611 Adv. Methods: World Languages* (30+ internship hours in own classroom) EESL 625 Phonology <i>ESOL Praxis #5362</i>	EFL 611 Adv. Methods: World Languages* (30+ internship hours in own classroom) EESL 625 Phonology <i>ESOL Praxis #5362</i>	EFL 611 Adv. Methods: World Languages* EESL 660 Effective Teaching/Learning (90+ internship hours in own classroom) <i>ESOL Praxis #5362</i>
<i>Summer 2026</i>	EESL 690 Internship (40 internship hours in ESL) <i>Application for Degree (deadline: July 1st)</i>	EESL 613 Multicultural Society EESL 690 Internship (40 internship hours in ESL) <i>Application for Degree (deadline: July 1st)</i>	EESL 613 Multicultural Society EESL 690 Internship (40 internship hours in ESL)
<i>Fall 2026</i>	4 th FREN/SPAN 500-level course <i>App. for Certification (Nov. 1st)</i> GRADUATION	4 th FREN/SPAN 500-level course EESL 615 Grammar & Linguistics <i>Application for Certification (Nov. 1st)</i> GRADUATION	3 rd FREN/SPAN 500-level course EESL 615 Grammar & Linguistics <i>Application for Degree (deadline: Nov. 1st)</i>
<i>Spring 2027</i>			EESL 625 Phonology 4 th FREN/SPAN 500-level course <i>Application for Certification (Apr. 1st)</i> GRADUATION

*EFL 611 is offered only in Spring of odd-numbered years.

Master of Arts in Education

Welcome to the Master of Arts in Education (MAEd) degree program in the Department of Curriculum and Instruction (C&I) in UAB’s School of Education (SOE). The first purpose of this master’s degree program is to guide educators in meeting the evolving needs of learners in today’s rapidly changing society. Their second purpose is to deliver cutting-edge instruction through a standards-based, inquiry-focused approach for preparing educators to use state-of-the-art instructional strategies. The third purpose is to ensure that a quality program is available to educators regardless of where they live.

Certification Checklist. go to <https://www.uab.edu/education/home/graduate>. Click on ESL to access current program checklist. Updated checklists were approved in 2022 and will soon be posted.

Location. The SOE is housed in the Education-Engineering Complex (EEC) at 1150 Tenth Avenue South. From this location, the SOE is close to two public elementary schools (Glen Iris and EPIC) and, also, within easy walking distance of street parking (free and metered).

Driving and Parking. <https://www.uab.edu/education/home/about/location-directions-parking>. If coming to campus, it is best to come with time to look for parking.

Candidate/Student. The words *candidate* and *student* are used in this packet. The word *candidate* refers to current and prospective students in the SOE. The word *student* usually refers to learners in instructional settings who are being taught by SOE candidates.

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MAEd: The following information corresponds to UAB policies and procedures in effect on the date of this packet. For MAEd programs, this information also corresponds to codes and regulations mandated by the Alabama State Department of Education (ALSDE). Updated versions of this packet will take precedence over what is stated here. Such updates are usually in response to changes in ALSDE codes. The ALSDE periodically updates its codes to provide Alabama schools with educators prepared to meet the changing needs of today’s society. NOTE: If an updated program checklist offers more advantages to already-admitted students, candidates may request switching to the updated checklist.

Admission as a Degree-Seeking Student

1. **Create Application Account/Portal with the Graduate School:** www.uab.edu/graduate (click Apply Now, green top right)
 - a) Click on “Sign up” which is at the bottom of the screen below the “Sign in” button (*if first graduate application since 2017*)
 - b) Enter first name, last name and email address on the sign-up page, and click submit.
 - c) After you receive an email from the Graduate School, follow instructions and create your Application Portal password.
 - d) After this, go to the online application dashboard where you will now begin your application (and all future applications).
 - e) If you need help, please contact the Graduate School at 205-934-8227 or by emailing gradschool@uab.edu.

2. **Click Master’s degree.** From among the program options, select your **program** and then select your **concentration**:

English as a 2nd Language - **Concentration:** ESL cert., ESL/French, ESL/Spanish

Term: e.g., Summer 2024, Fall 2024, Spring 2025, Summer 2025 ... (*TERM will appear after you select a concentration.*)

Education Background: Identify all community colleges, colleges, and universities that you have attended.

Transcripts: Expedite your application by uploading a PDF of your unofficial transcripts from all colleges attended (except for UAB). Have official transcripts from each college attended (except for UAB) emailed to SOEtranscripts@uab.edu (OR mailed to **SOE Office of Student Services (OSS)**, 1720 2nd Avenue South—EEC 311; Birmingham, AL 35294-4460)

Personal Essay (statement of purpose, academic interests, career goals, relevant background experience): Upload essay as a PDF.

Resume/CV: Update your resume or Curriculum Vitae (CV), save as PDF, and upload.

References (*waive right*): Include names and emails of three recommenders. UAB will automatically email them the reference form.

In-state Residency: If you believe you are a resident of Alabama, respond “yes” to **Do you claim to be a resident of Alabama?** Provide the following information: birth state, high school graduation state, dates resided in Alabama, address, and reason for relocating to Alabama. If you are classified as a non-resident and feel this is in error, you can submit a residency reclassification form.

Disciplinary and Criminal History: Respond to all questions and provide explanations if needed.

Application Fee: \$50 (\$60 for int’l applicants). Pay online using a credit card or debit card. If you need help, contact the Graduate School.

3. **100% Complete** Once payment is submitted, you must go back to the application, sign electronically, and click SUBMIT button to send your application to the Graduate School. After your application is successfully submitted, you will receive a confirmation email.

4. Be sure to submit your application by the deadline for when you want to start. (NOTE: Official test scores can arrive a few days later.)

April 15 (admission to summer)	July 15 (admission to fall)	November 15 (admission to spring)
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5. **International applicants:** Pass the TOEFL, the IELTS, or the Level 5 classes at INTO UAB’s English Language Programs. Meet requirements for international students: <http://www.uab.edu/global/international-students-and-scholars>

6. **Interview:** When called for a Zoom interview, applicants should be professionally dressed (such as when doing a job interview).

7. **Application Status:** Check your application account periodically and/or contact the Graduate School, 205-934-8227, gradschool@uab.edu.

8. **Program Review:** After ALL materials arrive at the Graduate School, the application is reviewed by the targeted program in the SOE. This program review usually takes from 2 to 6 weeks for an application to be fully processed (goal = ASAP).

9. **Admission email:** After your application has been processed, you will receive an email from the Graduate School with the subject line: “UAB Graduate School Admission Decision”. This email will prompt you to go to your application account and retrieve your letter:
 - Your student number (letter “B” followed by 8 digits) *NOTE: You will need this number for identification purposes.*
 - Your program (e.g., MAEd) and, if applicable, your concentration (e.g., Math)
 - Your status as an Alabama resident (with in-state tuition) or as a non-resident (with out-of-state tuition)

10. **BlazerID:** Follow the instructions in your admission letter with respect to processing a BlazerID (or reactivating your inactive BlazerID). Go to BlazerNet Central: www.uab.edu/blazerid and immediately process your BlazerID. This serves as your UAB email. You should check your UAB email regularly and must always use it in official communication with UAB. If you have linked your new UAB email to your home email, check frequently to make sure this connection is working properly.

11. **Faculty Advisor:** After being admitted as a degree-seeking student, you should contact your faculty advisor (Dr. Josephine Prado).

12. **Financial Aid** (if needed): To be eligible for a student loan, graduate students must enroll in at least 5 graduate credit hours in a given semester.

13. **HEALTH:** All non-online students (degree-seeking and non-degree seeking) must obtain medical clearance. After you are admitted, you will receive an email about obtaining medical clearance. It will have links to UAB’s Student Health and Wellness (SHW) website and to the Patient Portal: <http://www.uab.edu/studenthealth/medical-clearance>. Links to these SHW webpages are also available on your BlazerNET account. If you are pursuing the ESL-only master’s, all courses are online, and therefore you won’t need medical clearance. However, if you are pursuing the ESL/Spanish or ESL/French options, you must meet the medical clearance deadline. If not, you will be blocked from registering for class.

Which immunizations do you need? To find out, go to [Medical Clearance](#) and answer these questions:

-When did/will you matriculate (begin classes) at UAB?	<u>Summer term 2016 or later</u>	<u>Prior to summer term 2016</u>
-Are you a clinical or non-clinical student?	<u>Non-clinical (no patient contact)</u>	<u>Clinical (patient contact)</u>
-Are all of your courses completely online?	<u>Yes, all courses are completely online.</u>	<u>No, at least one class will be on campus.</u>
-Are you a United States citizen?	<u>Yes, I am a U.S. citizen.</u>	<u>No, I am not a U.S. citizen</u>

Level 1 Immunization. Most MAEd students are classified as Level 1 immunization: **MMR** (Measles, Mumps, Rubella), **Tdap** (Tetanus, Diphtheria, Acellular Pertussis), **Varicella** (Chickenpox/Shingles); and **TB** (Tuberculosis) screening. Immunizations and TB screening are available at SHW (1714 Ninth Avenue South) for a fee. Make an appointment by calling 205-934-3581 or by accessing the Patient Portal at <http://www.uab.edu/studenthealth/services/immunizations-and-tb-tests>. Any questions, contact medclearance@uab.edu

Submitting records (patient portal). Click *Forms, Immunizations Entry, Add Record*. Upload documents as JPEG, JPG, PNG, or GIF.

Non-Degree Seeking Status

UAB Graduate School, 205-934-8227 gradschool@uab.edu

Applicants who do not meet degree-seeking application deadline and wish to start taking courses that semester.

- Instructions:** Read the instructions for non-degree seeking students at <http://www.uab.edu/graduate/nondegreestudents>
- Non-degree application:** Submit a non-degree seeking application five business days before the start of the targeted term.
- Degree choice:** After clicking “Start new application”, respond to the four key questions as follows:
 - For which of the following are you applying? **Non-Degree Seeking**
 - Intended Program of Study: **Education Non-Degree**
 - Concentration: **Not Applicable – the selected program does not offer concentration options**
 - Term: Select the term that you are interested in registering for as a non-degree seeking student.
- Payment:** Pay \$40 online (debit card or credit card) and click SUBMIT.
- Transcripts:** Non-Degree students must submit a copy of their transcript from a regionally accredited university showing that a bachelor’s degree or higher has been awarded. This transcript may be unofficial and can be uploaded within the application prior to submission. If you would like to submit an unofficial copy of your transcript after submission, please send it via email to gradschool@uab.edu. Your application cannot be processed until the Graduate School has received a copy of your transcript. If you submit an official transcript for non-degree seeking admission, this transcript can later be used for degree-seeking admission.
- Admissions:** Once you have completed your application by paying the fee and submitting a transcript showing that a bachelor’s degree or higher has been awarded from a regionally accredited university, the Graduate School will process your application within 1-3 business days. After an admissions decision has been rendered, you will be notified via email and will need to log back into the application dashboard to view your decision. You will find crucial information within your decision letter, such as a link to complete the Acknowledgement of Non-Degree Policies form, how to process your BlazerID if you do not already have one, and information regarding required overrides that must be issued to non-degree seeking students.
- No financial aid:** During the terms in which you take courses as non-degree seeking, you are NOT eligible for student loans.
- After you earn degree-seeking status, submit the form **Change non-degree seeking credit to degree-seeking credit**. You can find this form at <https://www.uab.edu/graduate/students/current-students/academic-policies-progress/forms>

Application Deadlines

1) Application for Degree-seeking Admission Graduate School www.uab.edu/graduate click on **APPLY NOW**

Projected Term for Admission	Degree-Seeking Admission*
Summer (3 terms starting May, early June, & late June)	April 15 th
Fall (starts late August)	July 15 th
Spring (starts early January)	November 15 th

*Subject to change: Updates will be posted at [Graduate School Deadlines](#)

2) Application for Degree. Graduate School’s <http://www.uab.edu/graduate/online-forms>

Click on “Forms Used to Complete Graduate Study.” Then scroll and click “Application for Degree – Master’s and EdS”.

SOE graduate students must submit their Application for Degree about **seven months before they intend to graduate**. Failure to do so will delay their graduation by at least one semester.

Anticipated Graduation	SOE Deadlines
Spring	November 1 st
Summer	April 1 st
Fall	July 1 st

Information and instructions are provided at this website:

<https://www.uab.edu/education/home/students/important-deadlines-for-current-students>

SOE students must meet SOE deadlines and not the Graduate School’s.

The School of Education (SOE) recommends students to UAB’s Graduate School for graduating with a master’s degree. After approving the recommendation, the Graduate School awards the degree.

3) Application for Certification: Office of Student Services: EEC 311

Students receive detailed information regarding certification application processing during the student teaching semester.

Anticipated graduation	Due date for submitting to OSS
Spring	April 1 st
Summer	August 1 st
Fall	November 1 st

Basic information is provided at the bottom of this website:

<https://www.uab.edu/education/home/students/important-deadlines-for-current-students>

If students have specific questions regarding certification, they should contact Ms. Tashara Walker twalker@uab.edu

The SOE recommends candidates to the ALSDE for **Class A Teacher Certification** in the targeted teaching field. After approving the recommendation, the ALSDE issues the certification. This process may take several months. Certification eligibility expires if candidates do not submit application within 60 months of graduation!

Tuition (2023-24)

UAB homepage (www.uab.edu): Type “tuition” in Search box.

<https://www.uab.edu/students/paying-for-college/detailed-tuition-and-fees>

Face-to-Face classes	Each semester hour of coursework	Each 3-hour course
In-state residents	\$468	\$1,404
Out-of-state residents	\$1,142	\$3,426

Online courses	Each semester hour of coursework	Each 3-hour course
In-state & out-of-state	\$555	\$1,665

Fees (2023-24): The most common fees are as follows:

field supervision \$100, internship \$75, lab (clinical) \$50; graduation \$60; transcript \$10; payment plan \$25, late payment \$50, reinstatement \$50 - \$150

Links to Important Information

Academic Calendar: <https://www.uab.edu/students/academics/academic-calendar>

Technology support: askIT@uab.edu

Class Schedule: google UAB class schedule

Class Registration and Tuition Payment: google UAB BlazerNET

Financial Aid: <https://studentaid.gov/understand-aid/types/grants/teach>

SOE Scholarships: <https://www.uab.edu/education/home/students/school-of-education-scholarships>

SOE Student website: <https://www.uab.edu/education/home/students>

“To-Do”

1.	Read this information packet and keep it handy for reference.	___
2.	Contact your program coordinator (faculty advisor) and schedule an appointment. Complete page 9 of this packet and give it to your faculty advisor.	___ ___
3.	Meet all admission requirements: a) Order official transcripts from all colleges attended (even if just one course) and sent to UAB School of Education’s Office of Student Services (SOEtranscripts@uab.edu) b) Have valid Alabama Class B certificate in any teaching field	___ ___
4.	Take ECY 600 <i>Intro to Exceptional Learners</i> if not already taken as an UG and if this course wasn’t used towards completion of your earlier degree (e.g., ECY 300 in UG program)	___
5.	Submit degree-seeking application by the deadline (Nov. 15 for spring, April 15 for summer, July 15 for fall), list 3 people as references, complete program-specific requirement, pay online, request transcripts, submit test score, and click final submit button.	
6.	After receiving admission email, process or reactivate your BlazerID https://idm.blazernet.uab.edu/bid/reg	___
7.	Obtain medical clearance by middle of first semester (for ESL/Spanish and ESL/French)	___
8.	Register for class and pay tuition by deadline	___

I am interested in learning more about the ESL master's

Names: First & Middle _____ (preferred _____); Last _____ (former _____)

Date of Birth _____ Home email _____ Work email _____

Home Phone _____ Cell _____ Work Phone _____

Home Address _____ City _____ State _____ zip _____

Undergraduate degree: major _____ minor _____ college/univ. _____ year graduated _____

Graduate: degree _____ major _____ minor _____ college/univ. _____ year graduated _____

Current Employment: _____

Former Employment: _____

MAEd: Class B Certification (bachelor's level) _____ Name on Certification _____

Where and when did you take an introductory course to special education? _____

Total years of full-time teaching in an accredited school: _____

Prerequisite:

Valid Class B Teacher Certification from the ALSDE in any teaching field

I am aware of the following:

- 1) Applicants should read and follow the stipulations in this information packet and keep themselves informed regarding any changes.
- 2) All regulations described in this information packet **are valid only up until the date** on this packet.
- 3) Policies are established by UAB and ALSDE, these policies are subject to change, and candidates must abide by all such changes.
- 4) Candidates must submit their admission applications to UAB's Graduate School by the deadline. However, it is usually OK for exam scores to arrive a few days after the deadline.
- 5) When communicating with UAB faculty and staff by email, candidates should always use professional email etiquette, should fully identify themselves, and should also provide some background information.
- 6) After candidates have obtained a UAB email, they must check it frequently and always use it in official communication.
- 7) Candidates must take all of the education courses on their program checklist (no substitutions) and follow all procedures to earn a master's degree from UAB and, for an MAEd, to earn Class A certification from the ALSDE.
- 8) If recommended by a course instructor or the program director, candidates must take GRD 727 Academic Writing.
- 9) Candidates must always demonstrate a high level of professional dispositions worthy of the teaching profession. Failure to do so will result in being exited by the SOE.
- 10) Candidates must maintain 3.25 GPA to progress from semester to semester and be eligible for a master's degree and for Class A certification. The Graduate School exits candidates following the second semester of academic probation (lower than 3.0).
- 11) Candidates must confer with their SOE faculty advisor or with their program director whenever they have questions concerning their program. Advisors and program directors give advice but that they are not responsible for a candidate's program or degree.
- 12) Candidates must submit an Application for Degree about 7 months before their anticipated graduation. Failure to do so may delay their graduation by a full semester.
- 13) Upon discontinuing studies for more than a year, candidates must follow program in effect upon re-entry.
- 14) Candidates must submit an Application for Certification to the Office of Student Services during their final semester. If this application is not submitted within 60 months of graduation, candidates lose their eligibility for Class A certification.
- 15) After the master's degree has been posted on their transcript, candidates should submit a request to UAB for an official transcript to be sent to their school system in order to become reclassified in a new salary bracket. This salary reclassification will be finalized after the school receives official notification of the Class A certificate.

Signature: _____

Date _____