

California State University, East Bay

Graduate Reading Program Handbook

Reading and Literacy A-2./uc.4 Tm ec.4 Tm Au.4 Tm 7(t)

Welcome to the California State University, East Bay Graduate Reading Program! We are pleased to offer the Reading and Literacy Added Authorization (RLAA) and the Masters in Education, Option in Reading Instruction.

Cost of the Graduate Reading Program

Schedule: Summer classes begin in late June and continue through early August. All classes will be held at the designated site. The tentative course schedule for the year is as follows:

Summer	Fall	Winter	Spring
Reading and Literacy Added Authorization (RLAA)	Reading and Literacy Added Authorization (RLAA)	Reading and Literacy Added Authorization (RLAA)	Reading and Literacy Added Authorization (RLAA)

Summer Reading Clinic

TED 6253 Reading/Language Arts: Literacy Research and Methods II (Comprehension) and TED 6220 Reading/Language Arts: Focus on Diversity will be taught back-to-back in the summer. The summer field experiences are combined into a single experience. Clinic instruction is conducted with struggling students including English learners who come to campus for 90 minutes of tutoring in comprehension, once per week. Reading candidates complete their field experience with these students

Program Completion: Reading and Literacy Added Authorization (RLAA)

Candidates may apply for the state-issued Reading and Literacy Added Authorization (RLAA) upon completion of the first five Reading Certificate Added Authorization (RLAA) courses and verification of three years of teaching experience. The following is a list of the required courses:

TED 6230 Reading and Language Arts: Literacy Research and Methods 1 (4 units)

TED 6253 Reading and Language Arts: Literacy Research & Methods 2 (4 units)

TED 6220 Reading and Language Arts: Culture of Literacy: Focus on Diversity (4 units)

TED 6231 Reading and Language Arts: Literacy Assessment & Intervention 1 (4 units)

TED 6232 Reading and Language Arts: Literacy Assessment & Intervention 2 (4 units)

After completing the coursework, candidates submit a Verification of Experience Form, signed by their employer (last page of this handbook) to the Credential Student Service Center (CSSC). The CSSC recommends qualified candidates for the Reading and Literacy Added Authorization (RLAA).

Candidates with less than three years of teaching experience are welcome to enter the Reading and Literacy Added Authorization (RLAA) Program and complete the coursework. They may apply for the Reading and

Literacy Added Authorization (RLAA) once they have the required three years of classroom teaching experience.

Program Completion: MS in Education, Option in Reading Instruction

The following are CSU East Bay requirements for graduation with a MS degree:

1. Fulfill the University Writing Skills Requirement
2. Be Advanced to Candidacy
3. Complete at least 45 quarter units applicable to your degree
 - ◆ All units must be earned within the five calendar years immediately preceding the receipt of your degree. (Outdated units may be accepted for one additional year with the approval of your department and the Associate Vice President, Academic Programs and Graduate Studies. If not completed in the sixth year, currency in the subject matter of the outdated courses must be demonstrated. Courses older than seven years are only applied to the degree in exceptional circumstances.)
 - ◆ No more than 13 units can be completed when not in residence in your program (e.g., while at other schools, while an undergraduate with permission to take graduate courses, while pursuing an additional baccalaureate degree in "Unclassified Post-Baccalaureate" status, while enrolled in another graduate degree program (but not courses towards in that degree), or while enrolled in Continuing Education courses-including Open University courses). Ultimate decision to accept transfer units is granted at the University level (upon recommendation of the Department).
 - ◆ No lower division units can be counted

To File for Graduation, follow these steps:

1. Log in to [MyCSUEB](#) with your NetID and password. Under "Student Center," select the "Apply for Graduation" link and follow the prompts to select the degree and term for your graduation. Please refer to [Important Dates](#) to view the deadlines to file for graduation.
2. Contact your major and minor departments to initiate a graduation check form, which will be completed by the department and sent to the graduation evaluations office for further review.

NOTE: After you file for graduation, a \$50 graduation filing fee will be applied to your student account.

Writing Skills Tests (WST)

The Writing Skills Test consists of an analytic essay that requires you to demonstrate that you can think and write critically.

- WST Exemptions:
 - ◆ Students who have completed a CSU degree or have taken one of the following exams and received the appropriate score are exempt from having to satisfy the University Writing Skills Requirement. Please note, however, that California State University, East Bay's Admissions Office or Testing Office must receive an official score report and enter iex9 w 45.715 0 Td (e)Tj 0 Tw 5.279 0 Td [(x)-10(a)
 - ◆
 - ◆

- Please see the following website for more information about the WST:
<http://www20.csueastbay.edu/academic/colleges-and-departments/apgs/testing/tests/wst/information/index.html>

Appendix

The following Graduate Reading Program documents are included in the appendix:

1. Graduate Reading Program Department Application (all applicants)
2. Change of Graduate Status Form (recent CSU East Bay graduates only)
3. Five-Year Rule Waiver Petition (candidates who completed their credentials 5-7 years from the MS completion date)
4. Verification of Experience Form (form used to apply to CTC for Reading and Literacy Added Authorization (RLAA))



Please complete the following information:

The Graduate Reading Program begins the week of June 18, 2018 (Application window: February 1, 2018 – May 31, 2018)

All accepted candidates will be initially admitted to the MS Program – even if you are only completing the RLAA

Application for the following program:

‘ MS in Education, Option in Reading Instruction (Includes the Reading and Literacy Added Authorization - RLAA)

Credential completed at CSUEB

Credential Program GPA _____ Date of credential program completion _____

Credential completed at a different university

Name of the university where credential was completed _____

Credential Program GPA _____ Date of Credential Program Completion _____

Please PRINT the following information

Name _____ Net ID _____ SSN _____ - _____ - _____

Mailing Address _____ Apt # _____

City: _____ State: _____ Zip Code: _____

Contact Number: (____) _____ - _____ Email _____

REMINDER: In order to be considered for our program you must complete the entire application process.

Application Documents (In addition to this form)

- University Graduate Application & \$55 application fee (Recent CSUEB graduates complete a Change of Graduate Objective in lieu of a University Application)
- Statement of Purpose
- Three letters of Recommendation
- One set of all official transcripts from all schools including credential transcript; 2 sets of official bachelors degree-bearing transcript (one will be sent to Graduate Admissions and one will be retained in department file)
- A copy of a valid Multiple Subject or Single Subject Credential
- Official CBEST score report (and a copy of the report along with a self-addressed envelope if they want their official scores returned)

By signing this form, I affirm that I am a candidate in good standing and fully intend to complete all coursework for the Masters in Education program. I understand that any misrepresentation will result in being disqualified from the program. I must adhere to all criteria to maintain my status in the Masters program.

Signature: _____ Date: _____

Five-Year Rule* Waiver Petition Extension for Seventh and Final Year

Name: _____ NetID: _____

Address: _____ Major: _____

_____ Telephone: _____

FOR A SECOND EXTENSION THROUGH THE SEVENTH YEAR (no further extensions allowed)

Intended Quarter of Graduation: Fall ' Winter ' Spring ' Summer ' Year _____

List all courses which will be 5 or more years old at the end of that quarter and describe how currency was determined. If more than six courses are outdated, complete an additional form.

In addition, if the number of outdated units exceeds 16, describe how the currency of the entire degree was determined.

Course Prefix and Number	Units	Description of How Currency in Subject Matter was Determined

Entire Degree: _____

I request approval of this waiver: _____ Date: _____

Student's Signature

