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The Alternate Route program is a non-traditional teacher preparation program designed for aspiring teachers who have not completed a formal teacher preparation program at an accredited college or university, but wish to obtain the necessary training to become a NJ certified teacher. As a partner in the New Jersey Provisional Teacher Program, Rutgers University—Center for Effective School Practices (Rutgers—CESP) works with the New Jersey Department of Education to offer 200 hours of formal instruction to alternate route provisional teachers seeking standard certificates for elementary (K-5), ESL, N-12 subject area and career and technology. The Rutgers—CESP regional training center, coordinates essential pedagogy classes in Newark, Hackensack, Paterson and Somerset, accommodating a variety of novice teachers, some of whom are career changers seeking greater job satisfaction and others who are recent college graduates seeking to make a difference through teaching.

To meet the diverse needs of our teaching candidates, Rutgers—CESP recruits a cadre of outstanding course instructors who have a wealth of educational expertise, classroom and administrative experiences, and repertoire of teaching and management strategies that any developing teaching candidate would treasure. In addition to the minimum requirements for an advanced education degree and 3-5 years of teaching experience, each course instructor has extensive classroom and administrative experience and can offer helpful, practical feedback on issues germane to both teaching and navigating the alternate route program requirements.

The curriculum for the Alternate Route Training is driven by the New Jersey Professional Teacher Standards and includes a survey of curriculum and assessments, student characteristics and learning styles, theories of motivation, classroom management and organization, and an introduction to current education industry leaders and vocabulary common to educators. Further, the curriculum is supplemented by the facilitated experiences of the regional training center faculty, who in some instances team-teach sessions to offer as broad a perspective possible given the various placement assignments of the teaching candidates.

Classes are held in 4 hour sessions one evening per week and in 8 hour sessions on designated Saturdays. The teaching format for the classes is a lecture/seminar style with the provisional teachers taking on some responsibility in class discussions as the course instructor guides the class through its examination of the pedagogical topics. The classes are also held in a blended learning format where technology is leveraged for candidates' flexibility in completing course objectives or continued engagement during snow days or unforeseen scheduling challenges.

To ensure that instruction is meeting its intended targets, teaching candidates are assessed through a combination of special projects, written assignments, class participation, and demonstration lessons. Guided by the instructor, teaching candidates collaborate on the preparation of scoring rubrics for assignments and, thereby stake a claim in their own development and accountability measures. Achievement ratings are outstanding, satisfactory, and unsatisfactory and are awarded according to one's performance in assessment areas.
STEP 1:
APPLY FOR A CERTIFICATE OF ELIGIBILITY (CE)
Requirements:
- Bachelor's Degree
- 2.75 GPA Minimum
- Passing Score on Praxis II Exam for license you seek
- Completion of 24 Hour Pre-Service Teaching Program (Rutgers University—CESP is among the service providers for this requirement. Inquire at 732.564.9100)
- Optional completion of 45 Hour Literacy and 45 Hour Math Programs (CE not required to enroll. Rutgers University—CESP is among the service providers.)

STEP 2:
OBTAIN YOUR CE

STEP 3:
BEGIN YOUR JOB SEARCH
Your Certificate of Eligibility (CE) enables you to begin your job search. Securing a teaching position is required for enrollment in the 200 hours of formal instruction—Phase I, Phase II or Phase III. Teaching candidates MAY NOT enroll themselves in these courses. ONLY A DISTRICT/CHARTER SCHOOL may enroll candidates in these courses through the provisional teacher training program registration process.

STEP 4:
START TEACHING!

STEP 5:
- TAKE PHASE I, PHASE II AND PHASE III
- COMPLETE 34 WEEKS OF MENTORED TEACHING
- OBTAIN THREE (3) SATISFACTORY SUMMATIVE EVALUATIONS FROM YOUR PRINCIPAL/SUPERVISOR

Once your district/chartor school enrolls you in the provisional teacher training program, you will be assigned to a regional training center of your choice.

STEP 6:
Complete an Oath of Allegiance/Verification of Accuracy Form
http://www.nj.gov/education/educators/license/forms/Verify.pdf

STEP 7:
RECEIVE YOUR STANDARD TEACHING LICENSE!
Alternate Route Provisional Teacher Training Phase I (ALT09)  
$580

You MUST have a Provisional Teaching License and a teaching position to enroll in this course.

This course provides 80 hours of instruction and is delivered in a blended learning environment that involves both in-person and online instruction. The curriculum is designed to help Alternate Route Candidates develop teacher competencies in the following areas:

- Assessment
- Content Knowledge
- Ethical Practice
- Leadership and Collaboration
- Learning Differences
- Learning Environment
- Planning for Instruction
- Instructional Strategies
- Professional Development

You may take Phases I, II, and III in any order.

Alternate Route Provisional Teacher Training Accelerated Phase I (ALT11)  
$580

You MUST have a Provisional Teaching License and a teaching position to enroll in this course.

This course provides 80 hours of instruction and is delivered in a blended learning environment that involves both in-person and online instruction. The curriculum is designed to help Alternate Route Candidates develop teacher competencies in the following areas:

- Assessment
- Content Knowledge
- Ethical Practice
- Leadership and Collaboration
- Learning Differences
- Learning Environment
- Planning for Instruction
- Instructional Strategies
- Professional Development

You may take Phases I, II, and III in any order.

NOTE: This course is equivalent to course ALT09 (Alternate Route Provisional Teacher Training Phase I.) The only difference is that the 80 hours of instruction in this course are scheduled to take place over a shorter period of time and are usually scheduled to take place later in the school year.
Alternate Route Provisional Teacher Training Phase II (ALT06)
$435

You MUST have a Provisional Teaching License and a teaching position to enroll in this course.

This course provides 60 hours of instruction and is delivered in a blended learning environment that involves both in-person and online instruction. The curriculum is designed to help Alternate Route Candidates develop teacher competencies in the following areas:

- Assessment
- Instructional Strategies
- Learner Development
- Planning for Instruction

You may take Phases I, II, and III in any order.

Alternate Route Provisional Teacher Training Phase III (ALT07)
$435

You MUST have a Provisional Teaching License and a teaching position to enroll in this course.

This course provides 60 hours of instruction and is delivered in a blended learning environment that involves both in-person and online instruction. The curriculum is designed to help Alternate Route Candidates develop teacher competencies in the following areas:

- Assessment
- Learning Environment
- Learning Differences
- Leadership and Collaboration

You may take Phases I, II, and III in any order.
24-Hour Online Pre-Service Course (ALT03)
$200

This course satisfies the requirement by the New Jersey Department of Education for prospective K-12 teachers applying for their Certificate of Eligibility. The primary goal of the program is to provide the prospective teacher with an overview of the teaching profession, featuring classroom management, lesson planning, and job search strategies.

The course is delivered online and also requires a four-hour classroom observation in the student's intended area of endorsement.

The course launches with a podcast and requires you to participate in facilitated online discussions, and complete independent assignments using the Rutgers Sakai Communication Service to which all participants are subscribed prior to the start of class.

You DO NOT need a Certificate of Eligibility or a teaching position to enroll in this course.

Sample learning modules include:

- NJ Professional Teaching Standards
- Teacher Development, Effectiveness & Impact
- Lesson Planning
- Classroom Legal Issues
- Survey of Instructional and Engagement Strategies

This course also requires candidates to draft a resume and cover letter suitable for the teaching profession.

P-3 Online Pre-Service Course (ALT01)
$200

This course satisfies the requirement by the New Jersey Department of Education for prospective early childhood teachers applying for their P-3 Certificate of Eligibility. The primary goal of the program is to provide the prospective early childhood teachers with an overview of the teaching profession, featuring classroom management, lesson planning, and developmentally appropriate teaching practices.

The course is delivered online and also requires a four-hour classroom observation in a preschool or K-3 setting.

The course launches with a podcast and requires you to participate in facilitated online discussions, and complete independent assignments using the Rutgers Sakai Communication Service to which all participants are subscribed prior to the start of class.

You DO NOT need a Certificate of Eligibility or a teaching position to enroll in this course. Sample learning modules include:

- Preschool Teaching and Learning Standards
- Introduction to Early Literacy
- Lesson Planning and Design
- Understanding Developmentally Appropriate Curriculum
- Parental Engagement and Communication
- Early Childhood Assessment
45-Hour Online Literacy Course (ALT02)
$325

In addition to the 200 hours of formal instruction required of alternate route teachers, novice K-5 alternate route teachers hired as of October 31, 2009 must complete an additional 90 hours of instruction in a department-approved program. Of these 90 hours, 45 are in the teaching of mathematics at the K-5 level and 45 are in the teaching of language arts literacy at the K-5 level.

This course fulfills the language arts literacy requirement and is delivered exclusively online. The course launches with a podcast and requires you to listen to additional podcasts, participate in facilitated online discussions, and complete independent assignments using the Rutgers Sakai Communication Service to which all participants are subscribed prior to the start of class.

You DO NOT need a Certificate of Eligibility or a teaching position to enroll in this course.

The learning modules include:

- An Exploration of Literacy
- Improving Literacy for Primary, Adolescent and English Language Learners
- Reading Comprehension and the Art of Questioning
- 6+1 Writing Traits
- Creating a Culture of Writing
- Common Core State Standards for Literacy

45-Hour Online Math Course (ALT10)
$325

In addition to the 200 hours of formal instruction required of alternate route teachers, novice K-5 alternate route teachers hired as of October 31, 2009 must complete an additional 90 hours of instruction in a department-approved program. Of these 90 hours, 45 are in the teaching of mathematics at the K-5 level and 45 are in the teaching of language arts literacy at the K-5 level.

This course fulfills the mathematics requirement and is delivered exclusively online. The course launches with a podcast and requires you to listen to additional podcasts, participate in facilitated online discussions, and complete independent assignments using the Rutgers Sakai Communication Service to which all participants are subscribed prior to the start of class.

You DO NOT need a Certificate of Eligibility or a teaching position to enroll in this course.

The learning modules include:

- Math Anxiety
- Principle and Standards for Teaching Math
- Data and Probability
- Mathematical Thinking and Reasoning
- A Global Look at Math
### 80-Hour Phase I (ALT09-224)

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80–Hour Phase I (ALT09–225)

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Phase II (ALT06–225)

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Phase III (ALT07–225)

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## 2015–2016
### 200-HOUR CLASS OFFERINGS
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### 80-Hour Phase I (ALT09–226)

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<td>Thursday: June 23</td>
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</table>
### 2015–2016
#### 200–HOUR CLASS OFFERINGS
##### MERCER SITE

#### 80–Hour Phase I (ALT09–227)
- Friday: September 25, 2015 – 5:30pm - 9:30pm
- Friday: October 02, 2015 – 5:30pm - 9:30pm
- Friday: October 09, 2015 – 5:30pm - 9:30pm
- Friday: October 16, 2015 – 5:30pm - 9:30pm
- Saturday: October 17, 2015 – 8:30am - 4:30pm
- Friday: October 23, 2015 – 5:30pm - 9:30pm
- Friday: October 30, 2015 – 5:30pm - 9:30pm
- Saturday: October 31, 2015 – 8:30am - 4:30pm
- Friday: November 6, 2015 – 5:30pm - 9:30pm
- Friday: November 13, 2015 – 5:30pm - 9:30pm
- Friday: November 20, 2015 – 5:30pm - 9:30pm
- Saturday: November 21, 2015 – 8:30am - 4:30pm
- Friday: December 04, 2015 – 5:30pm - 9:30pm
- Friday: December 11, 2015 – 5:30pm - 9:30pm
- Saturday: December 12, 2015 – 8:30am - 4:30pm
- Friday: December 18, 2015 – 5:30pm - 9:30pm

#### Phase II (ALT06–227)
- Friday: January 08, 2016 – 5:30pm - 9:30pm
- Friday: January 15, 2016 – 5:30pm - 9:30pm
- Friday: January 22, 2016 – 5:30pm - 9:30pm
- Saturday: January 23, 2016 – 8:30am - 4:30pm
- Friday: January 29, 2016 – 5:30pm - 9:30pm
- Friday: February 05, 2016 – 5:30pm - 9:30pm
- Friday: February 12, 2016 – 5:30pm - 9:30pm
- Friday: February 19, 2016 – 5:30pm - 9:30pm
- Saturday: February 20, 2016 – 8:30am - 4:30pm
- Friday: February 26, 2016 – 5:30pm - 9:30pm
- Friday: March 04, 2016 – 5:30pm - 9:30pm
- Saturday: March 05, 2016 – 8:30am - 4:30pm

#### Phase III (ALT07–227)
- Friday: March 11, 2016 – 5:30pm - 9:30pm
- Friday: March 18, 2016 – 5:30pm - 9:30pm
- Saturday: March 19, 2016 – 8:30am - 4:30pm
- Saturday: April 09, 2016 – 8:30am - 4:30pm
- Friday: April 15, 2016 – 5:30pm - 9:30pm
- Saturday: April 16, 2016 – 8:30am - 4:30pm
- Friday: April 22, 2016 – 5:30pm - 9:30pm
- Friday: April 29, 2016 – 5:30pm - 9:30pm
- Saturday: April 30, 2016 – 8:30am - 4:30pm
- Friday: May 06, 2016 – 5:30pm - 9:30pm
- Friday: May 13, 2016 – 5:30pm - 9:30pm
- Saturday: May 14, 2016 – 8:30am - 4:30pm

#### Accelerated Phase I (ALT11–227)
- Tuesday: May 17, 2016 – 5:30pm - 9:45pm
- Friday: May 20, 2016 – 5:30pm - 9:45pm
- Saturday: May 21, 2016 – 8:30am - 4:30pm
- Tuesday: May 24, 2016 – 5:30pm - 9:45pm
- Friday: May 27, 2016 – 5:30pm - 9:45pm
- Tuesday: May 31, 2016 – 5:30pm - 9:45pm
- Friday: June 03, 2016 – 5:30pm - 9:45pm
- Saturday: June 04, 2016 – 8:30am - 4:30pm
- Tuesday: June 07, 2016 – 5:30pm - 9:45pm
- Friday: June 10, 2016 – 5:30pm - 9:45pm
- Saturday: June 11, 2016 – 8:30am - 4:30pm
- Tuesday: June 14, 2016 – 5:30pm - 9:45pm
- Friday: June 17, 2016 – 5:30pm - 9:45pm
- Saturday: June 18, 2016 – 8:30am - 4:30pm
- Tuesday: June 21, 2016 – 5:30pm - 9:45pm
- Friday: June 24, 2016 – 5:30pm - 10:00pm
2015–2016
200–Hour Class Offerings
Newark Site

80–Hour Phase I (ALT09–228)
Saturday September 19, 2015 – 8:30am - 12:30pm
Wednesday: November 11, 2015 – 4:00pm - 8:00pm
Wednesday: September 30, 2015 – 4:00pm - 8:00pm
Wednesday: November 18, 2015 – 4:00pm - 8:00pm
Wednesday: October 07, 2015 – 4:00pm - 8:00pm
Saturday: November 21, 2015 – 8:30am - 4:30pm
Wednesday: October 14, 2015 – 4:00pm - 8:00pm
Wednesday: December 02, 2015 – 4:00pm - 8:00pm
Saturday: October 17, 2015 – 8:30am - 4:30pm
Wednesday: December 09, 2015 – 4:00pm - 8:00pm
Wednesday: October 21, 2015 – 4:00pm - 8:00pm
Saturday: December 12, 2015 – 8:30am - 4:30pm
Wednesday: October 28, 2015 – 4:00pm - 8:00pm
Wednesday: December 16, 2015 – 4:00pm - 8:00pm
Saturday: October 31, 2015 – 8:30am - 4:30pm
Saturday: November 04, 2015 – 4:00pm - 8:00pm

Phase II (ALT06–228)
Wednesday: January 06, 2016 – 4:00pm - 8:00pm
Wednesday: February 17, 2016 – 4:00pm - 8:00pm
Wednesday: January 13, 2016 – 4:00pm - 8:00pm
Saturday: February 20, 2016 – 8:30am - 4:30pm
Wednesday: January 20, 2016 – 4:00pm - 8:00pm
Wednesday: February 24, 2016 – 4:00pm - 8:00pm
Saturday: January 23, 2016 – 8:30am - 4:30pm
Wednesday: March 02, 2016 – 4:00pm - 8:00pm
Wednesday: January 27, 2016 – 4:00pm - 8:00pm
Saturday: March 05, 2016 – 8:30am - 4:30pm
Wednesday: February 03, 2016 – 4:00pm - 8:00pm

Phase III (ALT07–228)
Wednesday: March 09 2016 – 4:00pm - 8:00pm
Wednesday: April 20, 2016 – 4:00pm - 8:00pm
Wednesday: March 16, 2016 – 4:00pm - 8:00pm
Saturday: April 27, 2016 – 4:00pm - 8:00pm
Saturday: March 19, 2016 – 8:30am - 4:30pm
Saturday: April 30, 2016 – 8:30am - 4:30pm
Saturday: April 09, 2016 – 8:30am - 4:30pm
Wednesday: May 04, 2016 – 4:00pm - 8:00pm
Wednesday: April 13, 2016 – 4:00pm - 8:00pm
Wednesday: May 11, 2016 – 4:00pm - 8:00pm
Saturday: April 16, 2016 – 8:30am - 4:30pm
Saturday: May 14, 2016 – 8:30am - 4:30pm

Accelerated Phase I (ALT11–228)
Tuesday: May 17, 2016 – 4:00pm - 8:00pm
Tuesday: June 07, 2016 – 4:00pm - 8:00pm
Thursday: May 19, 2016 – 4:00pm - 8:00pm
Thursday: June 09, 2016 – 4:00pm - 8:00pm
Saturday: May 21, 2016 – 8:30am - 4:30pm
Saturday: June 11, 2016 – 8:30am - 4:30pm
Tuesday: May 24, 2016 – 4:00pm - 8:00pm
Tuesday: June 14, 2016 – 4:00pm - 8:00pm
Thursday: May 26, 2016 – 4:00pm - 8:00pm
Thursday: June 16, 2016 – 4:00pm - 8:00pm
Tuesday: May 31, 2016 – 4:00pm - 8:00pm
Saturday: June 18, 2016 – 8:30am - 4:30pm
Thursday: June 2, 2016 – 4:00pm - 8:00pm
Tuesday: June 21, 2016 – 4:00pm - 8:00pm
Saturday: June 04, 2016 – 8:30am - 4:30pm
Thursday: June 23, 2016 – 4:00pm - 8:00pm
### 80-Hour Phase I (ALT09–229)

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<tr>
<th>Date</th>
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### Phase II (ALT06–229)

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<td>Thursday, January 7, 2016</td>
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<td>Thursday, February 25, 2016</td>
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### Phase III (ALT07–229)

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### Accelerated Phase I (ALT11–229)

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<td>Saturday, June 18, 2016</td>
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<td>Saturday, June 4, 2016</td>
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<td>Thursday, June 23, 2016</td>
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80–Hour Phase I (ALT09–230)
Saturday: September 19, 2015 – 8:30am – 12:30pm
Wednesday: September 30, 2015 – 4:00pm – 8:00pm
Wednesday: October 07, 2015 – 4:00pm – 8:00pm
Wednesday: October 14, 2015 – 4:00pm – 8:00pm
Saturday: October 17, 2015 – 8:30am – 4:30pm
Wednesday: October 21, 2015 – 4:00pm – 8:00pm
Wednesday: October 28, 2015 – 4:00pm – 8:00pm
Saturday: October 31, 2015 – 8:30am – 4:30pm
Wednesday: November 04, 2015 – 4:00pm – 8:00pm

Phase II (ALT06–230)
Wednesday: January 06, 2016 – 4:00pm – 8:00pm
Wednesday: January 13, 2016 – 4:00pm – 8:00pm
Wednesday: January 20, 2016 – 4:00pm – 8:00pm
Saturday: January 23, 2016 – 8:30am – 4:30pm
Wednesday: January 27, 2016 – 4:00pm – 8:00pm
Wednesday: February 03, 2016 – 4:00pm – 8:00pm
Wednesday: February 10, 2016 – 4:00pm – 8:00pm

Phase III (ALT07–230)
Wednesday: March 09, 2016 – 4:00pm – 8:00pm
Wednesday: March 16, 2016 – 4:00pm – 8:00pm
Saturday: March 19, 2016 – 8:30am – 4:30pm
Saturday: April 09, 2016 – 8:30am – 4:30pm
Wednesday: April 13, 2016 – 4:00pm – 8:00pm
Saturday: April 16, 2016 – 8:30am – 4:30pm

Accelerated Phase I (ALT11–230)
Tuesday: May 17, 2016 – 4:00pm – 8:00pm
Thursday: May 19, 2016 – 4:00pm – 8:00pm
Saturday: May 21, 2016 – 8:30am – 4:30pm
Tuesday: May 24, 2016 – 4:00pm – 8:00pm
Thursday: May 26, 2016 – 4:00pm – 8:00pm
Tuesday: May 31, 2016 – 4:00pm – 8:00pm
Thursday: June 02, 2016 – 4:00pm – 8:00pm
Saturday: June 04, 2016 – 8:30am – 4:30pm
Tuesday: June 07, 2016 – 4:00pm – 8:00pm
Thursday: June 09, 2016 – 4:00pm – 8:00pm
Saturday: June 11, 2016 – 8:30am – 4:30pm
Tuesday: June 14, 2016 – 4:00pm – 8:00pm
Thursday: June 16, 2016 – 4:00pm – 8:00pm
Saturday: June 18, 2016 – 8:30am – 4:30pm
Tuesday: June 21, 2016 – 4:00pm – 8:00pm
Thursday: June 23, 2016 – 4:00pm – 8:00pm
2015-2016
24-HOUR PRE-SERVICE OFFERINGS
ONLINE COURSE

July 2015 Class (ALT03-233)
Saturday, July 11, 2015 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, July 15, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, July 22, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, August 1, 2015 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 08/01/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

August 2015 Class (ALT03-234)
Saturday, August 8, 2015 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, August 12, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, August 19, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, August 29, 2015 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 08/29/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

September 2015 Class (ALT03-235)
Saturday, September 5, 2015 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, September 9, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, September 16, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, September 26, 2015 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 09/26/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

October 2015 Class (ALT03-236)
Saturday, October 3, 2015 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, October 7, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, October 14, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, October 24, 2015 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 10/24/15) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

November 2015 Class (ALT03-237)
Saturday, November 7, 2015 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, November 11, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, November 18, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, November 28, 2015 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 11/28/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

December 2015 Class (ALT03-238)
Saturday, December 5, 2015 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, December 9, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, December 16, 2015 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, December 26, 2016 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 12/22/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.
January 2016 Class (ALT03-239)
Saturday, January 9, 2016 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, January 13, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, January 20, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, January 30, 2016 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 01/30/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

February 2016 Class (ALT03-240)
Saturday, February 6, 2016 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, February 10, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, February 17, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, February 27, 2016 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 02/27/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

March 2016 Class (ALT03-241)
Saturday, March 5, 2016 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, March 9, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, March 16, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, March 26, 2016 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 03/26/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

April 2016 Class (ALT03-242)
Saturday, April 2, 2016 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, April 6, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, April 13, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, April 23, 2016 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 04/23/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

May 2016 Class (ALT03-243)
Saturday, May 7, 2016 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, May 11, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, May 18, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, May 28, 2016 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 05/28/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

June 2016 Class (ALT03-244)
Saturday, June 4, 2016 - 8:30am-3:30pm (Podcast with Asynchronous Independent Work Session)
Wednesday, June 8, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Wednesday, June 15, 2016 - 5:30pm-8:30pm (Asynchronous Independent Work Session)
Saturday, June 25, 2016 - 8:30am-3:30pm (Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 06/25/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.
**July 2015 Class (ALT02–222)**

Sunday: July 6, 2015 – 6:30pm -8:30pm (Podcast with Asynchronous Work Session)
Monday: July 7, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Wednesday: July 9, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Thursday: July 10, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Saturday: July 12, 2015 – 8:30am - 4:30pm (Asynchronous independent session)
Monday: July 14, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Wednesday: July 16, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Thursday: July 17, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Saturday: July 19, 2015—8:30am – 4:30pm (Asynchronous independent session)

**August 2015 Class (ALT02–223)**

Sunday: August 3, 2015 – 6:30pm -8:30pm (Podcast with Asynchronous Work Session)
Monday: August 4, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Wednesday: August 6, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Thursday: August 7, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Saturday: August 9, 2015 – 8:30am - 4:30pm (Asynchronous independent session)
Monday: August 11, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Wednesday: August 13, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Thursday: August 14, 2015 – 4:00pm – 8:30pm (Asynchronous independent session)
Saturday: August 16, 2015—8:30am – 4:30pm (Asynchronous independent session)
**October/November 2015 Class (ALT02–224)**

Monday: October 26, 2015 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: October 27, 2015 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: October 31, 2015 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: November 2, 2015 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Tuesday: November 3, 2015 - 4:00pm- 8:30pm (Asynchronous Independent Work Session)
Monday: November 9, 2015 - 4:00pm -8:30pm (Asynchronous Independent Work Session)
Tuesday: November 10, 2015 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: November 14, 2015 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: November 16, 2015 4:00pm – 8:30pm (Asynchronous Independent Work Session)

**February 2016 Class (ALT02–225)**

Monday: February 1, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: February 2, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: February 6, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: February 8, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Tuesday: February 9, 2016 - 4:00pm- 8:30pm (Asynchronous Independent Work Session)
Monday: February 15, 2016 - 4:00pm -8:30pm (Asynchronous Independent Work Session)
Tuesday: February 16, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: February 20, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: February 22, 2016 4:00pm – 8:30pm (Asynchronous Independent Work Session)
2015 - 2016
45-HOUR LITERACY OFFERINGS (CONTINUED)
ONLINE COURSE

➤ April 2016 Class (ALT02–226)

Monday: April 4, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: April 5, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: April 9, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: April 11, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Tuesday: April 12, 2016 - 4:00pm- 8:30pm (Asynchronous Independent Work Session)
Monday: April 18, 2016 - 4:00pm -8:30pm (Asynchronous Independent Work Session)
Tuesday: April 19, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: April 23, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: April 25, 2016 4:00pm – 8:30pm (Asynchronous Independent Work Session)

➤ May/June 2016 Class (ALT02–227)

Sunday: May 29, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Monday: June 6, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Wednesday: June 8, 2016 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Thursday: June 9, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: June 11, 2016 -8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: June 13, 2016 - 4:00pm- 8:30pm (Asynchronous Independent Work Session)
Wednesday: June 15, 2016 - 4:00pm -8:30pm (Asynchronous Independent Work Session)
Thursday: June 16, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: June 18, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
July 2016 Class (ALT02–228)

Sunday: July 10, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Monday: July 11, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Wednesday: July 13, 2016 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Thursday: July 14, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: July 16, 2016 - 8:30am - 4:30pm (Asynchronous Independent Work Session)
Monday: July 18, 2016 - 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Wednesday: July 20, 2016 - 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Thursday: July 21, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: July 23, 2016 - 8:30am - 4:30pm (Asynchronous Independent Work Session)

August 2016 Class (ALT02–229)

Sunday: August 7, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Monday: August 8, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Wednesday: August 10, 2016 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Thursday: August 11, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: August 13, 2016 - 8:30am - 4:30pm (Asynchronous Independent Work Session)
Monday: August 15, 2016 - 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Wednesday: August 17, 2016 - 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Thursday: August 18, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: August 20, 2016 - 8:30am - 4:30pm (Asynchronous Independent Work Session)
2015 - 2016
45-HOUR MATH OFFERINGS
ONLINE COURSE

July 2015 Class (ALT10–221)

Sunday: July 20, 2015 – 6:30pm-8:30pm (Podcast with Asynchronous Independent Work Session)
Monday: July 21, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Wednesday: July 23, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Thursday: July 24, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Saturday: July 26, 2015 – 8:30am-4:30pm (Asynchronous Independent Work Session)
Monday: July 28, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Wednesday: July 30, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Thursday: July 31, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Saturday: August 02, 2015 – 8:30am-4:30pm (Asynchronous Independent Work Session)

August 2015 Class (ALT10–222)

Sunday: August 17, 2015 – 6:30pm-8:30pm (Podcast with Asynchronous Independent Work Session)
Monday: August 18, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Wednesday: August 20, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Thursday: August 21, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Saturday: August 23, 2015 – 8:30am-4:30pm (Asynchronous Independent Work Session)
Monday: August 25, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Wednesday: August 27, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Thursday: August 28, 2015 – 4:00pm-8:30pm (Asynchronous Independent Work Session)
Saturday: August 30, 2015 – 8:30am-4:30pm (Asynchronous Independent Work Session)
November/December 2015 Class (ALT10–223)

Monday: November 23, 2015 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: November 24, 2015 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: November 28, 2015 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: November 30, 2015 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Tuesday: December 1, 2015 - 4:00pm- 8:30pm (Asynchronous Independent Work Session)
Monday: December 7, 2015 - 4:00pm -8:30pm (Asynchronous Independent Work Session)
Tuesday: December 8, 2015 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: December 12, 2015 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: December 14, 2015 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

March 2016 Class (ALT10–224)

Monday: March 7, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: March 8, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: March 12, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: March 14, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Tuesday: March 15, 2016 - 4:00pm- 8:30pm (Asynchronous Independent Work Session)
Monday: March 21, 2016 - 4:00pm -8:30pm (Asynchronous Independent Work Session)
Tuesday: March 22, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: March 26, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
Monday: March 28, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
May 2016 Class (ALT10–225)

Monday: May 2, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: May 3, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: May 7, 2016 - 8:30am - 4:30pm (Asynchronous Independent Work Session)
Monday: May 9, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Tuesday: May 10, 2016 - 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Monday: May 16, 2016 - 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Tuesday: May 17, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: May 21, 2016 - 8:30am - 4:30pm (Asynchronous Independent Work Session)
Monday: May 23, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

June 2016 Class (ALT10–225)

Sunday: June 12, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)
Monday: June 13, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Wednesday: June 15, 2016 – 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Friday: June 17, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Saturday: June 18, 2016 – 8:30am - 4:30pm (Asynchronous Independent Work Session)
Monday: June 20, 2016 - 4:00pm - 8:30pm (Asynchronous Independent Work Session)
Wednesday: June 22, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Thursday: June 23, 2016 – 4:00pm – 8:30pm (Asynchronous Independent Work Session)
Monday: June 27, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)
**July 2016 Class (ALT10–227)**

Sunday: July 17, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)

Monday: July 18, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Wednesday: July 20, 2016 - 4:00pm -8:30pm (Asynchronous Independent Work Session)

Friday: July 22, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Saturday: July 23, 2016 – 8:30am – 4:30 pm (Asynchronous Independent Work Session)

Monday: July 25, 2016 - 4:00pm -8:30pm (Asynchronous Independent Work Session)

Wednesday: July 27, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Thursday: July 28, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Saturday: July 30, 2016 – 8:30am – 4:30pm (Asynchronous Independent Work Session)

---

**August 2016 Class (ALT10–228)**

Sunday: August 14, 2016 - 6:30pm – 8:30pm (Podcast with Asynchronous Independent Work Session)

Monday: August 15, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Wednesday: August 17, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Thursday: August 18, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Saturday: August 20, 2016 -8:30am- 4:30pm (Asynchronous Independent Work Session)

Monday: August 22, 2016 - 4:00pm- 8:30pm (Asynchronous Independent Work Session)

Wednesday: August 24, 2016 - 4:00pm -8:30pm (Asynchronous Independent Work Session)

Thursday: August 25, 2016 - 4:00pm – 8:30pm (Asynchronous Independent Work Session)

Saturday: August 27, 2016 - 8:30am- 4:30pm (Asynchronous Independent Work Session)
2015-2016
P-3 PRE-SERVICE OFFERINGS
ONLINE COURSE

Summer 2015 Class (ALT01-202)
Saturday: June 27, 2015 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: July 11, 2015 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: July 14, 2015 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: July 21, 2015 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: August 1, 2015 -8:30am- 12:30pm (Podcast with Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 08/01/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

Fall 2015 Class (ALT01-203)
Saturday: September 26, 2015 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: October 3, 2015 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: October 6, 2015 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: October 13, 2015 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: October 24, 2015 -8:30am- 12:30pm (Podcast with Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 10/24/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

Winter 2016 Class (ALT01-204)
Saturday: February 27, 2016 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: March 5, 2016 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: March 8, 2016 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: March 15, 2016 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: March 26, 2016 -8:30am- 12:30pm (Podcast with Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 03/26/15.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

Spring 2016 Class (ALT01-205)
Saturday: April 30, 2016 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: May 7, 2016 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: May 10, 2016 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: May 17, 2016 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: May 28, 2016 -8:30am- 12:30pm (Podcast with Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 05/28/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.

Summer 2016 Class (ALT01-206)
Saturday: June 27, 2016 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: July 9, 2016 - 8:30am - 3:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: July 12, 2016 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Tuesday: July 19, 2016 -4:30pm- 8:30pm (Podcast with Asynchronous Independent Work Session)
Saturday: August 6, 2016 -8:30am- 12:30pm (Podcast with Asynchronous Independent Work Session)

*4 HOUR CLASSROOM OBSERVATION REQUIRED TO COMPLETE 24 HOURS (Prior to 08/06/16.) Begin Scheduling your observation immediately. Use the letter and observation form in the appendix. Please contact us with any questions.
FREQUENTLY ASKED QUESTIONS

Q. What is the process to receive a Certificate of Eligibility?
   A. Please see “Certification 101” on page 5.

Q. What classes can I take without a job?
   A. You can take the 24-Hour Pre-Service class, the 45-Hour Math class, and the 45-Hour Literacy class, all of which are offered completely online, without having a teaching job. All other classes require a Certificate of Eligibility AND a contractual teaching position.

Q. Which classes are offered online?
   A. At present, the 24-Hour Pre-Service class, the 45-Hour Math class, and the 45-Hour Literacy class are all offered exclusively online.

Q. Which classes require in-person attendance?
   A. The classes in our 200-Hour Series (Phase I, Phase II, Phase III, and Accelerated Phase I) all require attendance at the scheduled locations and times.

Q. Do I need to purchase any books or materials?
   A. No, all the resources you will need will be provided to you at the start of the class.

Q. What is the format for the 24-Hour Pre-Service class?
   A. It is offered completely online. At no time are you required to attend a class in-person. You will also be required to complete a 4-hour classroom observation. (See next question.)

Q. What does the 4-Hour classroom observation entail? Do I need to observe an actual classroom setting?
   A. It is preferred that you complete an onsite observation in a classroom in the subject matter you intend to teach; however the instructor will provide an online video for those who do not have access to a classroom, especially during the Summer sessions.
Q. Do I need to be technologically savvy to take an online class?

No, all you need is a computer, basic internet service, and a Web browser, plus the ability to upload documents. We assure you, it’s really that simple.

Q. What is Sakai?

A. Sakai is our “online classroom.” It is the Web-based course management system we use to run our online classes. This is how instructors will provide the syllabus, course materials, and assignments to students. It provides students with a way to interact with their instructor and each other, ask questions, and submit completed assignments.

Q. Do I need to be online during the hours posted in order to get credit for an online class?

A. No, the class is operated asynchronously. You can log on at any time once the class begins. However, there are set deadlines for completing class assignments.

Q. I am a Sabbath observer, therefore I cannot attend Saturday classes, is there another time I can make this up?

A. The instructors for both our online and in-person classes will make flexible accommodations for people with religious obligations.

Q. Will there be a grade given for the class?

A. There are no “traditional” grades. For the 24-Hour Pre-Service class, you will receive a certificate of completion for satisfactory work. For all other classes, you will receive a Regional Training Center Report with a rating of either “unsatisfactory”, “satisfactory”, or “outstanding.”
<table>
<thead>
<tr>
<th>Location</th>
<th>Site Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridgewater</td>
<td>Somerset Vocational and Technical High School</td>
<td>14 Vogt Drive, Bridgewater, NJ 08807</td>
<td>(908) 526-8900 x7361</td>
</tr>
<tr>
<td>Camden</td>
<td>Rutgers Camden— Paul Robeson Library</td>
<td>300 N. 4th Street, Camden, NJ 08102</td>
<td>(856) 225-6033</td>
</tr>
<tr>
<td>Hackensack</td>
<td>Hackensack Middle School</td>
<td>360 Union Street, Hackensack, NJ 07601</td>
<td>(201) 646-7842</td>
</tr>
<tr>
<td>Mercer</td>
<td>Rutgers ECO Complex</td>
<td>1200 Florence Columbus Rd, Bordentown, NJ 08505</td>
<td>(609) 499-3600</td>
</tr>
<tr>
<td>Newark</td>
<td>Discovery Charter School</td>
<td>240 Halsey Street, Newark, NJ 07102</td>
<td>(973) 623-0222</td>
</tr>
<tr>
<td>Paterson</td>
<td>John F. Kennedy High School</td>
<td>61 Preakness Avenue, Paterson, NJ 07522</td>
<td>(973) 321-0500</td>
</tr>
<tr>
<td>Rockaway</td>
<td>Morris Knolls High School</td>
<td>50 Knolls Drive, Rockaway, NJ 07866</td>
<td>(973) 664-2209</td>
</tr>
</tbody>
</table>
Appendix
PRE-SERVICE CLASSROOM OBSERVATION LETTER

TO: Principal/Director  
FROM: Heather R. Ngoma, Director  
       Alternate Route Training Program  
       Rutgers University—Center for Effective School Practices  
RE: Pre-service Candidate Observation

Rutgers University—Center for Effective School Practices is an approved provider for The Introduction to Teaching P-3 and 24 Hour Pre-service Program for Alternate Route Teaching Candidates now required by the New Jersey Department of Education.

In addition to completing coursework, candidates are required to observe for 4 hours in a classroom that matches their intended Certificate of Eligibility. Elementary candidates must observe literacy and content areas in an elementary school. Middle and secondary candidates must observe several classes in the four-hour time period in their intended content area.

Pre-service candidates are asked to apply knowledge acquired through the course while observing the student-teacher relationship in the classroom. Candidates must document the experience using a classroom observation protocol provided by the Center.

Candidates must also have their observation forms signed by designated school personnel to verify the completion of the observation.

It is our hope that you will work with us to help our alternate route pre-service candidates complete this important part of the program by permitting the observation opportunity.

Thank you for your anticipated support. If you have questions, please feel free to contact our office at 732.564.9100.
Teaching Candidate: ______________________________________________________

Cohort Date: ____________________________________________________________

To help you learn more about the teaching profession, you are required to conduct a 4 hour classroom observation as part of your pre-service teaching program. This is a self-coordinated experience which must take place prior to the final meeting day of your course. For your convenience, we have provided you a guide for your observation and will facilitate group classroom observation experiences for you during our class meetings.

When you schedule your observation, please consider the following:
  o Notify the teacher you are visiting at least 72 hours prior to your visit.
  o Your visit should last a minimum of 4 hours.
  o Obtain the signature of the teacher visited on the form.
  o On the form, obtain the signature of the teacher visited.
  o Thank the teacher after the visit through personal contact or memo.
  o Through personal contact or memo, thank the teacher after the visit.
  o Return signed form to your Regional Training Center instructor.

Date of Visit: ________________  Type of Class Visited: _______________________

Time Arrived: ________________  Time Departed: _________________________

1. What are students DOING? (Receiving information, applying skills, practicing newly acquired skills, time on task?)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

2. What are students PRODUCING?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

3. What interactions are going on between teacher/student and/or student/student?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
4. How are students REWARDED OR RECOGNIZED by the teacher and/or other students?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

5. What provisions are being made for STUDENTS WITH SPECIAL NEEDS?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

6. How, if at all, does the teacher demonstrate attainment of the New Jersey Professional Teaching Standards?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

7. What did you learn from this experience?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Cooperating Teacher’s Name: ________________________________

School: ____________________________________________________

Signature /Date: ____________________________________________
Teaching Candidate: ____________________________________________________________

Cohort Date: ________________________________________________________________

To help you learn more about the teaching profession, you are required to conduct a 4 hour classroom observation as part of your pre-service teaching program. This is a self-coordinated experience which must take place prior to the final meeting day of your course. For your convenience, we have provided you a guide for your observation and will facilitate group classroom observation experiences for you during our class meetings.

When you schedule your observation, please consider the following:

- Notify the teacher you are visiting at least 72 hours prior to your visit.
- Your visit should last a minimum of 4 hours.
- Obtain the signature of the teacher visited on the form.
- On the form, obtain the signature of the teacher visited.
- Thank the teacher after the visit through personal contact or memo.
- Through personal contact or memo, thank the teacher after the visit.
- Return signed form to your Regional Training Center instructor.

Date of Visit: ________________ Type of Class Visited: __________________________

Time Arrived: ________________ Time Departed: _____________________________

1. How is the room organized? Is it cheerful and inviting? Is it divided into different areas? Are materials within the children’s reach? Is children’s work displayed and at the child’s eye level?

____________________________________________________________________________________________

____________________________________________________________________________________________

____________________________________________________________________________________________

2. What are students DOING? Are they playing or exploring freely? Singing? Listening to a story?

____________________________________________________________________________________________

____________________________________________________________________________________________

____________________________________________________________________________________________

3. What interactions are going on between teacher/student? Do teachers appear fully engaged? Are they talking with students? Bending to student’s level?

____________________________________________________________________________________________

____________________________________________________________________________________________

____________________________________________________________________________________________
4. How are students REWARDED OR RECOGNIZED by the teacher and/or other students?
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

5. What provisions are being made for STUDENTS WITH SPECIAL NEEDS?
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

6. How, if at all, does the teacher demonstrate attention to the Preschool Teaching and Learning Standards and/or the Common Core State Standards?
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

7. What did you learn from this experience?
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
REGISTRATION POLICIES

Payment Policy:

• Payments are due on or before your first day of class. If payment is not received by the 3rd class meeting, a late fee of $50.00 will be assessed.

• All returned checks will be assessed a $25.00 fee and the subsequent payment must be received in the form of a money order.

• If a check or money order payment is made by someone other than the Alternate Route candidate, be sure to include the candidate’s name on the check.

• Please make all checks and money orders payable to Rutgers University.

• All enrolled candidates must pay course fees, regardless of licensing negotiations or appeals status with the state licensing entities. CESP is not responsible for refunding fees to candidates who experience misguidance related to licensing from other sources.

Method of Payment:

There are three methods of payment for our Regional Training Center:

• You may register online with credit or debit card at http://ce-catalog.rutgers.edu/search.cfm. Enter “Alternate Route” in the keyword box to search for your desired course.

• You may mail a Registration Form, along with a check or money order to the CESP office at the address below. Please indicate which site you are attending on your check or money order, but do not include your social security number.

• You may bring a completed Registration Form and payment (cash, check, or money order) in person to the CESP office during regular business hours.

• We cannot accept credit card payments in-person.

Registration Deadline:

• The deadline for online registration for the Pre-Service, 45-hour Math, and 45-hour Literacy courses is two business days prior to the start of the course. After that, you must register in person at the CESP office during regular business hours.

• The deadline for online registration for the Phase I, Phase II, Phase III, and Accelerated Phase I courses is the first day of the course. After that, you must pay a $50 late registration fee.

Cancellation Policy:

• We will issue a full refund if we need to cancel a course.

Refund Policy:

• A full refund will be issued for written cancellations received at least 10 business days prior to the course start date.

• A partial refund, less $25.00, will be issued for written cancellations received less than 10 business days prior to the course start date.

• Refunds or credits will not be offered once the course has begun.

Contact Information:

Mail: Alternate Route
Rutgers University—CESP
80 Cottontail Lane; Suite 410
Somerset, NJ 08873

Phone: 732-564-9100
Fax: 732-564-9099
Email: alroute@gse.rutgers.edu
Register Online

http://ce-catalog.rutgers.edu/search.cfm

Enter “Alternate Route” in Keyword Box.
No other information is needed.

Find Your Course.

Click “SEARCH”.

Click “Registration Available.”
ALTERNATE ROUTE REGISTRATION
AND PAYMENT FORM (Rev 09-09-14)

First Name: ______________________ Last Name: ______________________

Position: ______________________ Subject Area: ______________________ Grade Level: ______

School: ______________________ District: ______________________

Home Address: ______________________ Cell Phone: ______________________

City: ______________________ State: ______ Zip: __________

Work Address: ______________________ Work Phone: ______________________

City: ______________________ State: ______ Zip: __________

Email: ______________________ School Fax: ______________________

Payment Policy:

• Payments are due on or before your first day of class. If payment is not received by the 3rd class meeting, a late fee of $50.00 will be assessed.

• All returned checks will be assessed a $25.00 fee and the subsequent payment must be received in the form of a money order.

• If a check or money order payment is made by someone other than the Alternate Route candidate, be sure to include the candidate’s name on the check.

• Please make all checks and money orders payable to Rutgers University.

• All enrolled candidates must pay course fees, regardless of licensing negotiations or appeals status with the state licensing entities. CESP is not responsible for refunding fees to candidates who experience misguidance related to licensing from other sources.

Method of Payment: There are three methods of payment for our Regional Training Center.

1. You may register online with credit or debit card at http://ce-catalog.rutgers.edu/search.cfm

2. You may send a check or money order to the CESP office via mail. Indicate which site you are attending on your check or money order, but do not include your social security number.

3. You may pay in person at the CESP office during regular business hours using cash, check, or money order.

Payment Type: ☐ Check ☐ Money Order ☐ Credit Card (online only)

Site: ☐ Bridgewater ☐ Hackensack ☐ Newark ☐ Paterson ☐ Mercer ☐ Camden ☐ Rockaway ☐ Online

Payment for (check all that apply): ☐ 80-hour Phase I ($580) ☐ Phase II ($435) ☐ Phase III ($435) ☐ P-3 Pre-Service ($200)

☐ 24-hour Pre-Service ($200) ☐ 45-hour Math ($325) ☐ 45-hour Literacy ($325)

Please identify the course start date(s): ______________________

Please return this completed form along with your payment to:

Alternate Route ♦ Rutgers University—CESP ♦ 80 Cottontail Lane, Suite 410 ♦ Somerset, NJ 08873

Office Use Only

Entered By: ______________________ Invoice Number: ______________________ Date Received: ______________________