

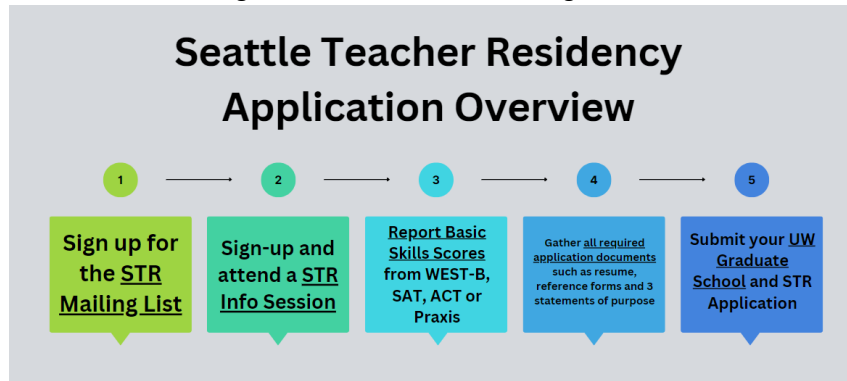


\*Information in this document is current as of 4/5/23\*

## Seattle Teacher Residency Cohort 12 Application Guidelines and Checklist

**Deadline: December 15, 2023**

File Reviews by UW/STR Staff: January 2024 - February 2024  
 Interview Day: February 15, 2024\*  
 Admission Offers: Mid-March 2024  
 Program Timeline: June 2024 - August 2025



Got more questions? See the [STR FAQ page!](#)

STEP 1: GATHER ALL REQUIRED UW DOCUMENTS	
<b>Bachelor's Degree</b>	Your 4-year bachelor's degree (or equivalent) must be conferred by the time the program begins in late June 2024.
<b>Legal Work Authorization</b>	Be legally authorized to work in the United States. Seattle Public Schools does not sponsor work or study visas, and therefore, all STR applicants will need to hold legal work authorization.
<b>GPA of 3.0</b>	Applicants who do not meet the GPA threshold may still apply to the program and their application would be considered, but the program must submit an admission petition to the Dean of the Graduate School before an offer is made.
<b>Unofficial transcripts</b>	Unofficial transcripts <b>from all schools attended</b> should be uploaded in UW's Graduate School online application portal. If admitted to the STR program, official transcripts will be required.
<b>Reported Basic Skills Scores (WEST-B or equivalent)</b>	<p>All Washington teacher candidates are <b>required</b> to take a basic skills assessment in reading, writing, and math called the <a href="#">WEST-B</a> exam. <b>You must take this exam and have scores to report before you submit your application in December.</b> Upload official or unofficial score reports directly to the online UW Graduate application portal. If you upload your score report on your own in your application, you do not need to send WEST-B scores to UW.</p> <p><b>Equivalent Basic Skills Scores:</b> ACT, SAT, PRAXIS I, and <a href="#">some other tests</a> may also serve as a substitute for the WEST-B exam. You may ask your previous college, high school or College Board/ACT to retrieve your scores. They might also be found on high school or college transcripts. <b>If you use the ACT, SAT or Praxis I exams, your scores must show reading, writing and math scores.</b> If they do not show scores in all 3 subjects, you will need to take the WEST-B exam.</p> <p>SAT/ACT scores prior to 2005 do not have a writing test that meets the basic skills requirement; if you have older scores, these can be used for reading and/or math. <b>You'll still need to take the WEST-B writing subtest in order to complete the basic skills assessment.</b> You can sign-up for the WEST-B writing test only <a href="#">here</a>.</p> <p>Sign-up for the WEST-B <a href="#">here</a>. WEST-B Test vouchers are available by emailing <a href="mailto:crystal@alliance4ed.org">crystal@alliance4ed.org</a>.</p>



**STEP 2: CREATE A PROFESSIONAL RESUME**

<b>Completed Professional Resume</b>	<p>Your professional resume should include work, education, awards, organizations or any volunteer experience - especially with children or serving and supporting marginalized communities.</p> <p>Ensure that you have dates, location and descriptors of what you accomplished. Active verbs are helpful!</p>	<p><b>Please use the templates and examples provided to guide you!</b></p> <p><a href="#">Template for Resume</a> <a href="#">Resume Examples</a></p> <p>SAVE AS EXAMPLE: CrystalVisperas_Resume</p>
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**STEP 3: GATHER 3 PROFESSIONAL REFERENCES FORMS**

<b>3 Completed Reference Forms</b>	<p>You should ask 3 different references to complete your reference forms. Select references who can speak to your professional career and personal values as it relates to teaching in Seattle Public Schools.</p> <p>Once your recommender has completed their reference form, your recommender should directly email the document to <a href="mailto:crystal@alliance4ed.org">crystal@alliance4ed.org</a> before the application deadline.</p> <p>Crystal will email the recommender and applicant as confirmation of the completed document.</p> <p>A few tips:</p> <ul style="list-style-type: none"> <li>• Ensure that you tell your reference it is NOT a letter of recommendation.</li> <li>• Please <b>do not</b> choose a personal friend or family member.</li> <li>• Anticipate that your reference form may need more time to complete the form! Ask well ahead of the application deadline in December.</li> <li>• If you are working with students in a school, please ask an administrator or lead teacher to complete a reference form for you!</li> </ul>	<p><b>With the templates below, click file → download → Microsoft Document as this will be an editable version for your recommender.</b></p> <ul style="list-style-type: none"> <li>• <a href="#">FirstNameLastName_Reference1LastNa meofRecommender</a></li> <li>• <a href="#">FirstNameLastName_Reference2LastNa meofRecommender</a></li> <li>• <a href="#">FirstNameLastName_Reference3LastNa meofRecommender</a></li> </ul> <p><b>Send your recommender the editable Word version. Once complete, they will email Crystal!</b></p> <p>SAVE AS EXAMPLE: CrystalVisperas_Reference1Canty</p>
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**STEP 4: WRITE 3 STATEMENTS OF PURPOSE**

<b>3 Completed Statements of Purpose</b>	<p>Your statements of purpose include responding to 3 different section prompts. Each document template corresponds to the 3 different prompts.</p> <p>A few tips:</p> <ul style="list-style-type: none"> <li>• We recommend that documents are submitted to the portal in PDF format.</li> <li>• Please respond in essay format (include paragraphs when needed).</li> <li>• Double-space with 12 font size. Consider using fonts such as Times New Roman.</li> <li>• Completed essays should be clear, concise, and free of grammatical errors in order to demonstrate your writing proficiency.</li> </ul>	<p><b>With the templates below, click file → download → Microsoft Document as this will be an editable copy for you.</b></p> <p><a href="#">FirstNameLastName_Section1</a> <a href="#">FirstNameLastName_Section2</a> <a href="#">FirstNameLastName_Section3</a></p> <p>SAVE AS EXAMPLE: CrystalVisperas_Section1</p>
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**STEP 5: FINISH YOUR UW GRAD SCHOOL APPLICATION ONLINE AND SUBMIT!**

<b>Completed UW Graduate School Application</b>	<p>Navigate to <a href="https://grad.uw.edu/admissions/apply-now/">https://grad.uw.edu/admissions/apply-now/</a> → <b>Select Graduate</b> → <b>Education - Seattle (MIT - Teacher Education - Elementary Seattle Teacher Residency → Summer 2023)</b>. In case you want to preview the application online, <a href="#">here</a> is a sample STR Application on the UW application portal. Note: the sample is from 2022.</p> <p>You will download all your materials from Steps 1-4 in the UW Grad Application portal. <b>Here's a VIDEO to walk you through step-by-step how to complete the UW STR Application. Please watch!!!</b></p> <p>The Grad School non-refundable application fee is \$85. The last step before you complete your application is to either pay the \$85 application fee or ask for a <a href="#">waiver</a>. <b>If you plan to request an application waiver, please do so at least 7 days before the application deadline as it takes a few days for the waiver to be finalized.</b></p>
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Got more questions? Email [crystal@alliance4ed.org](mailto:crystal@alliance4ed.org)

### **Prior Experience in Classrooms**

While it is not a requirement to have experience working with children in a K - 5th grade setting, Seattle Teacher Residency program **strongly** suggests having prior experience in the classroom prior to applying. These opportunities help an applicant be more competitive in the admissions and selection process. Please ask Crystal about opportunities to work with students or in a school setting!

### **Classroom Observation or Prerequisite Coursework**

The Seattle Teacher Residency program **does not** have required classroom observation hours or prerequisite coursework requirements; however, these opportunities often help an applicant be more competitive in the admissions and selection process.

### **Options for Mathematic Prerequisite Courses**

For those who might want to take a mathematics course before applying to the STR program, there are several course offerings. These courses **are not required** but might help depending on your comfortability with math. Classes may vary each year. Please email Michael Nielsen [mnielsen@uw.edu](mailto:mnielsen@uw.edu) with other course listings you may find for approval before registering.

- [University of Washington - Seattle](#) EDUC 170 Mathematics for Elementary School Teachers
- [University of Washington - Bothell](#) B EDUC 170
- [Bellevue College](#) - Prerequisite: Placement by assessment, or MATH 099 with a C or better. MATH 131 Math for Elementary Education
- [Cascadia College](#) - Prerequisite(s): Completion of MATH 085 with a grade of 2.0 or higher or placement into MATH 107; and completion of ENGL 90 with a grade of 2.0 or higher or placement by testing into ENGL 096 (formerly ENGL 100) MATH 131 Math for Elementary Education
- [Green River Community College](#) – Prerequisite: MATH 097 with a grade of 2.5 or higher; or appropriate placement test score; or high school transcript evaluation; or instructor's permission. MATH 171 Math for Elementary Education
- [Highline Community College](#) - Prerequisite: MMT Algebra Core 77 or Math 91 with a 2.0 Note: Prerequisite: COMPASS algebra 71 or MATH 091 with 2.0 min. MATH 180 Number Theory for Teacher
- [Pierce College](#) Prerequisite: MATH 096 or MATH 098 or equivalent with a grade of at least 2.0 or satisfactory placement test score and eligible for ENGL& 101 and READ 101 MATH 131 Math for Elementary Education 1
- [South Puget Sound Community College](#) – Prerequisite: MATH 099 with a “C” or better or appropriate math placement test score AND eligible for ENGL& 101 MATH 131 Math for Elementary Education
- [South Seattle College](#) – Prerequisite: MATH 098 with a 2.0 or higher MATH 131 Math for Elementary Education (online option available)
- [Tacoma Community College](#) - MATH 95 with a minimum grade of C or equivalent and ENGL/ 95 with a minimum grade of C or equivalent MATH 131 Math for Elementary Education
- [Yakima Valley Community College](#) - Prerequisite: MATH 093, MATH 094, or MATH 095 with a grade of C or better. MATH 131 – Math for Elementary Education 1



**Summer 2024 Program Calendar**

Daily attendance during summer is mandatory and personal days (for weddings, travel, vacations, etc.) are unfortunately not allowed during this initial quarter. Summer Quarter 2024 for STR Cohort 12 starts in late June 2024 and runs through the middle of August 2025 (before your first year of teaching). Plan on daily attendance from 8am-5pm Monday through Friday. Residents then have a short break in August before returning to prepare for the start of the school year. **All summer calendar dates are tentative and may be modified due to factors (inclement weather, final 2024-2025 school year calendar board approval, COVID, etc.) extending the Seattle Public Schools’ school year.**

**Teacher Certification and Endorsement Exams**

<p><b>ALL PATHWAYS (including General Education and Special Education):</b> If you are admitted as a resident in STR, there are scores you will need to report in order to become a certified teacher in Washington and to complete the STR program. There are testing vouchers for this exam if you have a financial need. Please email <a href="mailto:crystal@alliance4ed.org">crystal@alliance4ed.org</a> if you need a testing voucher.</p>	
<p><b>NES Elementary Education Tests (102/103)*</b></p>	<p>All residents must take <a href="#">NES Elementary Education subtests I and II</a> (tests 102 and 103) to receive teacher certification. Subtest 1 covers Reading, Language Arts and Social Studies. Subtest 2 covers Mathematics, Science, PE, Health, Art and Music.</p> <p>Seattle Teacher Residency asks that all new residents take Subtest I and II <b>before</b> the start of the program in June 2024. Passing the NES Subtest 1 and 2 are requirements for teacher certification and endorsement.</p>

<p><b>GENERAL EDUCATION PATHWAY ONLY:</b> Once you choose the General Education pathway, there are scores you will need to report for your second endorsement. Most residents take these exams after the Spring Quarter thru Second Summer Quarter (during instruction of second endorsement). There are vouchers for this exam if you have a financial need. Please email <a href="mailto:crystal@alliance4ed.org">crystal@alliance4ed.org</a> if you need a testing voucher.</p>	
<b>Pathway</b>	<b>WEST Endorsement Test</b>
<p><b>General Education + English Language Learners (ELL) Pathway</b></p>	<p><a href="#">WEST-E English Language Learners (test 051)</a></p>
<p><b>General Education + Special Education (SPED) Pathway</b></p>	<p><a href="#">WEST-E Special Education (test 070)</a></p>

**\*If you are a Special Education pathway, your second endorsement will be Elementary Education. This NES test should already have been completed and passed. See above for details.**