

# EDUCATOR

## STUDENT ADMISSIONS GUIDE

### Table of Contents

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Welcome to Educator!	3
Homepage	4
Opening an Application	5
Application Steps	7
I. Declare Pre-Major	7
II. Entrance Form	7
III. Academic & Test History	8
IV. Fingerprinting & Background Check	9
V. Academic Advisement & Graduation Plan	10
VI. Exploratory Experience	11
VII. Consent Forms	13
Exclusive Sections	15
I. Orientation	15
II. Course Enrollment	16
III. Request for Admission	16
IV. Who I am as a Musician	17
V. Who I am as a Person	18
VI. Who I am as an Academic Student	18

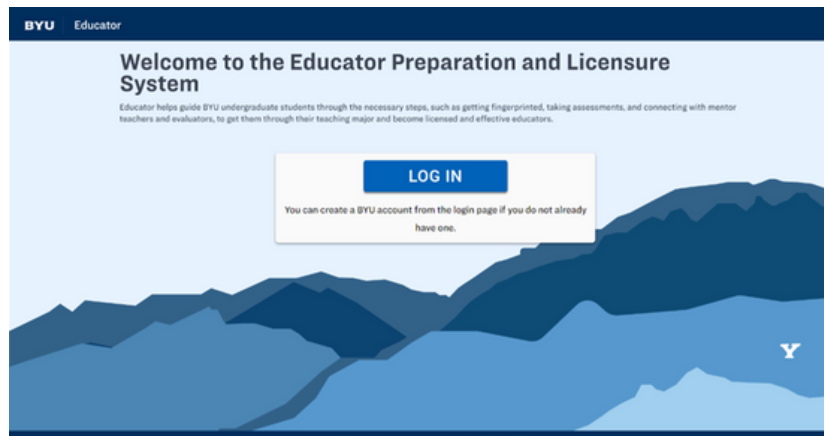
# Table of Contents Continued

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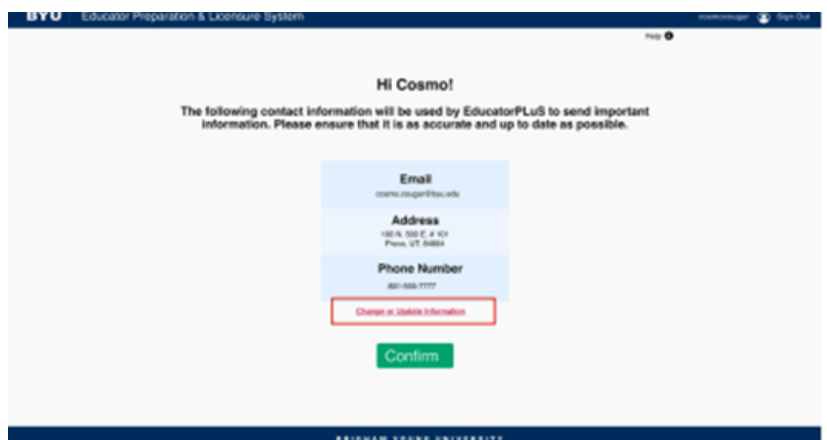
VII. Who I am as an Aspiring Public School Teacher	19
VIII. Letters of Recommendation	20
IX. Welcome Letter	20
X. Teaching Video	21
XI. Writing Sample	21
XII. Transcript	22
XIII. CPSE 203 - Autobiography	23
FAQ's	24

# WELCOME TO EDUCATOR!

To begin with the application process, first, log into your BYU account by clicking on the “Log in” button at [educator.byu.edu](https://educator.byu.edu).



Once you have logged in to the Educator website, please check your personal information to make sure it is up to date. If everything is correct, click "Confirm". If you need to update your information, select "Change or Update Information".

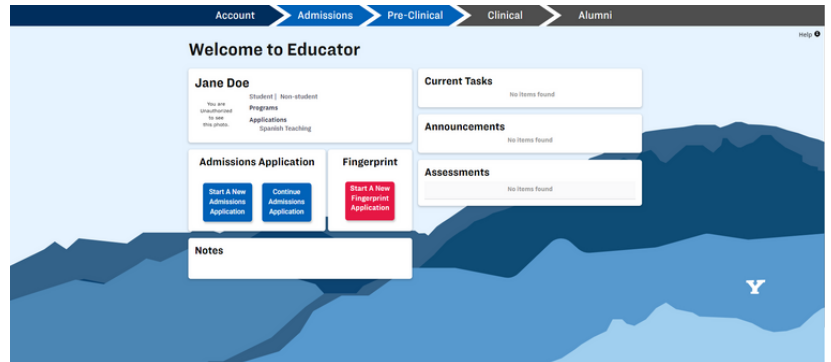


Next, please confirm that you have read the consent forms necessary to operate on Educator, including your Electronic Release of Information and your FERPA form. Check each box, then click "Next".



# HOMEPAGE

On your homepage, you will find several useful items. On the left is a profile box listing your name and major information. Also on the left, you can start a new major application or continue a current one. Next, you can start a fingerprint application from the homepage if you do not have a current background check.



On the right side of the screen, there is a current tasks box where pending tasks needing to be completed are hyperlinked. There is also an announcements tab where periodic announcements are sent out by the EPP staff. Below that is a copy of all evaluations filled out on your behalf, either by you or others. You can download your evaluations in the Assessments box as well.

## OPENING AN APPLICATION

Select a major or minor application.

Please note that you can have a teaching major without a teaching minor, but you cannot have a teaching minor without a teaching major.

If you have a pre-major already, a pop-up will appear on the screen. If you wish to start an application for this major, select “yes”. If you wish to start a different application, select “No, I want a different application”.

If your program has multiple sub-sections, a box will appear labeled “Choose a subject”. When you click that box, scroll through all available options, and select your desired program. Then click “Submit”.

The screenshot shows a navigation bar with five items: Account, Admissions, Pre-Clinical, Clinical, and Alumni. Below the bar, the heading 'Choose an Application Type:' is followed by two buttons: 'MAJOR APPLICATION' and 'MINOR APPLICATION'. To the right of these buttons is a yellow box titled 'Application Information' containing two lines of text: '-You may start multiple major applications, but you may only have one submitted application at a time.' and '-You may start a minor application any time, but you may only submit it after you have been accepted into a teaching major.'

The screenshot shows the same navigation bar as the previous image. Below it, the heading 'Choose an Application Type:' is followed by two buttons: 'MAJOR APPLICATION' and 'MINOR APPLICATION'. Below these buttons is the heading 'Choose a Program:' followed by three buttons: 'ELEMENTARY EDUCATION', 'SECONDARY EDUCATION', and 'SPECIAL EDUCATION'. Below these buttons is another button: 'EARLY CHILDHOOD EDUCATION'. Below that is the heading 'Choose a Subject:' followed by a dropdown menu showing 'Spanish Teaching'. At the bottom right is a blue button labeled 'SUBMIT'.

Now, you are in the admissions application checklist. Here you will see each task on the application that needs to be completed in order to submit your application.

If a task is awaiting approval by someone or something else, it will appear in **yellow**. This means it is pending approval.

Once a task has been completed, it will appear **green** in the checklist. This means all work for this task has been finished.

If the checkmark on a task appears **purple** but the box around it is green, it means the task has been waived and it is considered complete.

## Admissions Requirements

Use this checklist to keep track of what you have done and what you still need to do in order to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

Fall 2023

<input type="radio"/>	Declare Pre-major >	Due: 8/15/2023
<input type="radio"/>	Entrance Form >	Due: 8/15/2023
<input type="radio"/>	Academic & Test History >	Due: 8/15/2023
<input type="radio"/>	Fingerprinting & Background Check >	Due: 8/15/2023
<input type="radio"/>	Academic Advisement & Graduation Plan >	Due: 8/15/2023
<input type="radio"/>	Exploratory Experience   EL ED 200 >	Due: 8/15/2023
<input type="radio"/>	Consent Forms >	Due: 8/15/2023
<input type="radio"/>	Orientation >	Due: 8/15/2023

## Music Ed: K-12 General Music Admissions Application Checklist

Use this checklist to keep track of what you have done and what you still need to do to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

<input type="radio"/>	Declare Pre-Major >	Due: 8/15/2019
<input type="radio"/>	Entrance Form >	Due: 8/15/2019
<input type="radio"/>	Academic & Test History >	Due: 8/15/2019
	Course Completion MUSIC 276 >	Due: 8/15/2019 Pending

Admissions > Music Ed: K-12 General Music

Help

## Music Ed: K-12 General Music Admissions Application Checklist

Use this checklist to keep track of what you have done and what you still need to do to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

<input type="radio"/>	Declare Pre-Major >	Due: 8/15/2019
<input type="radio"/>	Entrance Form >	Due: 8/15/2019
<input type="radio"/>	Academic & Test History >	Due: 8/15/2019
	Course Completion MUSIC 276 >	Completed

## Music Ed: K-12 General Music Admissions Application Checklist

Use this checklist to keep track of what you have done and what you still need to do to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

<input type="radio"/>	Declare Pre-Major >	Due: 8/15/2019
<input type="radio"/>	Entrance Form >	Due: 8/15/2019
<input type="radio"/>	Academic & Test History >	Due: 8/15/2019
	Course Completion MUSIC 276 >	Completed

# APPLICATION STEPS

## DECLARE PRE-MAJOR

To declare your pre-major, go to myMap on byu.edu and open a major application, or meet with an academic advisor. It may take a few days for the pre-major to show up as completed on your Educator application.

The screenshot shows the 'myMap' application interface. On the left is a 'Profile' sidebar with an 'Update' button and status indicators for 'Academic Standing' (Good) and 'Account Status' (NO). The main area is titled 'Academic Programs' and contains a table with columns for 'ID', 'STARTED', 'ADVISMENT', and 'STATUS'. The 'Pre-Major' is listed as 'Family Life (BIS)'. A red box highlights a 'Change Major Request?' link in the bottom right corner of the table.

## ENTRANCE FORM

To complete the “Entrance Form” task, click on the drop-down arrow near that requirement and click on “Start Entrance Form”.

The screenshot shows a checklist titled 'Spanish Teaching Admissions Requirements'. It lists three items: 'Welcome Letter', 'Declare Pre-major', and 'Entrance Form'. The 'Entrance Form' item is selected with a checkmark. Below the checklist, a red box highlights a button labeled 'START ENTRANCE FORM'.

Check your personal information. If necessary, edit items that have changed, then check the box “I confirm that this information is correct”. Then, fill out the demographic questions below and press “Save”.

The screenshot shows the 'Entrance Form' page. It includes a section for 'Please Confirm your information' with fields for First Name, Last Name, Mailing Address, Phone Number, and Email Address. Below this is a checkbox labeled 'I confirm that this information is correct'. Further down are 'Demographic Questions (Required for Submission)' with dropdown menus for zip code and education level. A red box highlights the 'I confirm that this information is correct' checkbox, and another red box highlights the 'SAVE' button at the bottom right.

## ACADEMIC & TEST HISTORY

Click on the drop-down arrow on the title and press “Start Academic & Test History”.

Account Admissions Pre-Clinical Clinical Alumni

Admissions > Spanish Teaching Requirements

### Spanish Teaching Admissions Requirements

Use this checklist to keep track of what you have done and what you still need to do in order to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

Fall 2023

- ☐ Welcome Letter > Due: 10/31/2023
- ☐ Declare Pre-major > Due: 10/31/2023
- ☐ Entrance Form > Due: 10/31/2023
- ☒ Academic & Test History Due: 10/31/2023

Confirm your total GPA and your ACT/SAT/PRAISE test scores.  
To view the needed averages to be considered for this program, visit [app.bry.edu](#) > Policies > Policies > BryU Policies

**START ACADEMIC & TEST HISTORY**

In this section, please confirm your GPA and ACT/SAT test scores history. Don't forget to check the boxes confirming that your GPA and test scores are accurate. You can still submit this section if you don't have all of the necessary tests, but it will not mark as complete until you have taken them all.

Account Admissions Pre-Clinical Clinical Alumni

Admissions > Spanish Teaching Requirements > Academic & Test History

### Academic and Test History

Please confirm that your GPA and ACT/SAT test scores are accurate.

**Total GPA**

☒ I confirm that my GPA is correct

If you believe your GPA is incorrect, please contact the Records Office 801-422-4504, [records@bry.edu](#)

**Test History**

Subject	Score	Exam Date
Math	ACT	
Reading	ACT	
Math	ACT	
Reading	ACT	
Writing	PRAISE	

**All Scores from 800-400 (Admit only)**

**VIEW AND RESPONSE**

REA	WR	WR	Date taken	Essay1	Essay2	Essay3

**Unsubmitted scores test scores are correct**

To get a score for the Writing section, you must take the Praxis Core writing exam (2222). You must register for the exam at least 48 hours prior to taking it. BryU will cover the cost of this exam if you did not complete the writing exam when taking the ACT or SAT. In order for BryU to cover the cost of this exam, you must receive a registration number from the Educational Measurement Center. You can contact them by phone at 801-422-3425, by email at [educationmeasurement@bry.edu](#), or in person at 500 WICKAR. (Please note that BryU is not able to reimburse you for a score that you paid for.) To view the needed averages to be considered for this program, visit [app.bry.edu](#) > Policies > Policies > BryU Policies

**RETURN TO APPLICATION** **Submit**

If you would like to view the scores needed to be accepted into your program, please click [here](#).



# FINGERPRINTING & BACKGROUND CHECK

To begin your fingerprint application and background check, click on the drop-down arrow on that requirement, then select "Start Fingerprinting & Background Check"

Account Admissions Pre-Clinical Clinical Alumni

Admissions > Chemistry Education Requirements

## Chemistry Education Admissions Requirements

Use this checklist to keep track of what you have done and what you still need to do in order to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

Congratulations! Your teaching application has been reviewed, and you have been accepted into the Chemistry Education program! Your pre-clinical checklist is available by clicking the "Pre-Clinical" link near the top of the screen.

Fall 2023

<input type="radio"/> Declare Pre-major >	Due: 8/15/2023
<input type="radio"/> Entrance Form >	Due: 8/15/2023
<input type="radio"/> Academic & Test History >	Due: 8/15/2023
<input checked="" type="radio"/> Fingerprinting & Background Check	Due: 8/15/2023

Complete the fingerprinting in the McKay Advisement Office (350 MCKB, open M-F, 8 a.m.-5 p.m.)  
Estimated time to complete: 20 minutes  
Information needed to complete: authorization card, photo (ID, Social Security Card (can be a picture of it))

**START FINGERPRINTING & BACKGROUND CHECK**

First, register with the Utah State Board of Education. There are detailed instructions for how to complete this under the first list item.

Account Admissions Pre-Clinical Clinical Alumni

Admissions > Elementary Education Requirements > Fingerprinting & Background Check

## Fingerprint & Background Check

Please read the following instructions carefully. Fingerprinting is required as a part of your pre-major program.

- 1. Register with the Utah State Board of Education (USBE)**
  - Go to the Utah Schools Information Management System (USIMS) webpage <https://usims.schools.utah.gov>
  - Login or create an account
  - Verify & complete all account set up requirements
  - Click Criminal Background Review
    - Agree to FBI Privacy Act statement
    - Agree to Utah Consent to Background Check
    - Click on link for Fingerprinting Instructions.
      - Applicants who are in the state of Utah need to bring the information listed to a LiveScan site for fingerprinting (350 MCKB is recommended)
      - Out-of-state applicants will follow the instructions listed.
      - For questions, call 801-538-7500
  - BYU students will be billed \$10 in their financial center for the fingerprint processing service after being fingerprinted.

Next, click "Start Fingerprint Application" button. Fill out all of the required sections, check your billing authorization, sign the document, then click submit. Please note that you must do this in one sitting or all your information previously filled in will not be saved.

Account Admissions Pre-Clinical Clinical Alumni

## Fingerprint Application

Personal Information

Name Information

Billing Authorization

Background Approval

**Submit**

For the final step in this application, come by the Education Advisement Center (EAC) at 350 MCKB during office hours with no appointment required.

Bring the items outlined on the third task's list. Fingerprinting is processed entirely by the EAC, so if you have any questions about your fingerprinting status or application, please reach out to them at [fingerprinting@byu.edu](mailto:fingerprinting@byu.edu) or 801-422-3427.

### 3. Complete Fingerprint LiveScan

After the above steps are all completed, come to the Education Advisement Center at 350 MCKB anytime during office hours. No appointment needed.

Bring:

1. LiveScan authorization form or the following information (USBE only):

- Agency Code
  - RFP/Statute
  - Type of Background
  - CACTUS ID#
- Photo ID (Student ID or government-issued)
  - Your U.S. Social Security card, picture of card, or verification of BYU employment

Fees:

- BYU Student - \$10 charged to financial center
- BYU faculty/admin/staff - No charge
- Non-BYU - \$20 payable at <https://commerce.cashnet.com/webfb>. Payment can be made prior to or during your visit. Verification of payment required for fingerprinting.

Fingerprinting instructions for USBE can be found here: <https://usims.schools.utah.gov/criminal-background-review/fingerprint-instructions>. If you have any questions or issues, contact us at [fingerprinting@byu.edu](mailto:fingerprinting@byu.edu) or 801-422-3427.

## ACADEMIC ADVISEMENT & GRADUATION PLAN

To upload your graduation plan, click on the drop-down arrow on the task, then select "Start Academic Advisement & Graduation Plan".


In this section, students are required to meet with their advisors and upload their graduation plan. For this step, please schedule a meeting with your program's academic advisor, then create a graduation plan and upload it into Educator. Your page will look like the first photo until you have met with your advisor, then it will look like the second photo.

### Admissions Requirements

Use this checklist to keep track of what you have done and what you still need to do in order to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

Congratulations! Your teaching application has been reviewed, and you have been accepted into the Chemistry Education program! Your pre-clinical checklist is available by clicking the "Pre-Clinical" link near the top of the screen.

Fall 2023

<input type="radio"/>	Declare Pre-major >	Due: 8/15/2023
<input type="radio"/>	Entrance Form >	Due: 8/15/2023
<input type="radio"/>	Academic & Test History >	Due: 8/15/2023
<input type="radio"/>	Fingerprinting & Background Check >	Due: 8/15/2023
<input type="radio"/>	Academic Advisement & Graduation Plan 	Due: 8/15/2023

Meet with your academic advisor. Upload your graduation plan that you created or that your advisor helped you create.  
Estimated time to complete: 30 minutes

[START ACADEMIC ADVISEMENT & GRADUATION PLAN](#)

Account > Admissions > Pre-Clinical > Clinical > Alumni

Admissions >> Academic Advisement & Graduation Plan

### Academic Advisement & Graduation Plan

Please meet with your adviser as needed. They can help you adjust or understand your graduation plan, add minors, and direct you to answers for any questions you may have about your major or college experience.

You have not uploaded a file. Please speak with a program administrator to have them upload one or to get the rights to upload.

Account > Admissions > Pre-Clinical > Clinical > Alumni

Admissions >> Academic Advisement & Graduation Plan

### Academic Advisement & Graduation Plan

Please meet with your adviser as needed. They can help you adjust or understand your graduation plan, add minors, and direct you to answers for any questions you may have about your major or college experience.

You have not uploaded a file yet. Do so below.

[UPLOAD](#)

## EXPLORATORY EXPERIENCE

Each major has an introductory course you are required to take called an exploratory experience on Educator. Once you have enrolled in the course, you will be required to fill out two assessments at the end of the semester or term.

After the add/drop deadline, your evaluation will be assigned out. You will be expected to complete an Educational Dispositional Assessment (EDA) and a Utah Teacher Education Student Survey (UTESSE). Your instructor will also be required to fill out an EDA in your behalf.

<input type="radio"/>	Fingerprinting & Background Check >	Due: 10/31/2023
<input type="radio"/>	Academic Advisement & Graduation Plan >	Due: 10/31/2023
<input type="radio"/>	Exploratory Experience   FLANG 276 v	Due: 10/31/2023
Evaluations will be assigned after the add-drop deadline. (Note: the Instructor EDA is not required for Application Submission)		
No Items found		

<input type="radio"/>	Academic Advisement & Graduation Plan >	Due: 8/1/2023
<input checked="" type="radio"/>	Exploratory Experience   CPSE 203 v	Due: 8/1/2023 In Progress
Evaluations will be assigned after the add-drop deadline. (Note: the Instructor EDA is not required for Application Submission)		
<input type="radio"/>	Educational Dispositional Assessment (v1) [Self]	
<input checked="" type="radio"/>	Educational Dispositional Assessment (v1) [Instructor]	In Progress
<input type="radio"/>	Utah Teacher Education Student Survey	

## COMPLETING THE EDA

To complete this assessment, click on "Educational Dispositional Assessment [Self]" in the Exploratory Experience drop-down menu.

<input type="radio"/>	Academic Advisement & Graduation Plan >	Due: 8/1/2023
<input checked="" type="radio"/>	Exploratory Experience   CPSE 203 v	Due: 8/1/2023 In Progress
Evaluations will be assigned after the add-drop deadline. (Note: the Instructor EDA is not required for Application Submission)		
<input type="radio"/>	Educational Dispositional Assessment (v1) [Self]	
<input checked="" type="radio"/>	Educational Dispositional Assessment (v1) [Instructor]	In Progress
<input type="radio"/>	Utah Teacher Education Student Survey	

The EDA consists of 27 questions all based on a Likert-Scale. There is a total of 54 points possible, and a passing score is 43 points or 80 percent. To complete this assessment, click on the drop-down arrow near each indicator and click directly over the response that you feel best represents your disposition during your exploratory course.

When you have selected an answer for every question, click "Submit Answers" at the bottom of the page.

### Educational Dispositional Assessment

The EDA is a disposition measurement tool designed by Almerico, Johnston, and Wilson at the Educational Dispositional Assessment Consultants, LLC. The EDA is designed to help faculty evaluate teacher candidates by measuring nine dispositions over twenty-seven items. The EDA uses a three-point scale ranging from "Needs Improvement" to "Meets Expectations" to score candidates on the various items. The EDA is widely accepted as a measurement tool and is supported by CAEP. BYU is currently moving to adopt the EDA as designed by the authors.

**Candidate**  
 Name: \_\_\_\_\_  
 Semester: Winter 2023

**Evaluator**  
 Name: \_\_\_\_\_  
 Type: Self  
 Course: CPSE 203

**Score**  
 Points: 0 / 54  
 Passing Score: 43 (80%)  
 Status: **Incomplete**

**Signatures**  
 Program Coordinator: \_\_\_\_\_  
 Candidate: \_\_\_\_\_

#### Dispositions and Indicators

Demonstrates effective oral communication skills 0 / 6 ☒

	Needs Improvement (0)	Developing (1)	Meets Expectations (2)
Question 1	Does not consistently demonstrate professional oral communication skills as evidenced by making major errors in language, grammar, and word choice	Demonstrates professional oral communication skills as evidenced by using appropriate language, grammar, and word choice for the learning environment, yet makes some common and noticeable errors	Demonstrates strong professional oral communication skills as evidenced by using appropriate language, grammar, and word choice for the learning environment

Demonstrates self-regulated learner behaviors/takes initiative 2 / 4 ☐

Exhibits the social and emotional intelligence to promote personal and educational goals/stability 5 / 6 ☐

	Needs Improvement (0)	Developing (1)	Meets Expectations (2)
Question 25	Demonstrates immaturity and lack of self-regulation as evidenced by overreacting to sensitive issues	Demonstrates level of maturity to self-regulate after initial response is one of overreaction to sensitive issues	Demonstrates appropriate maturity and self-regulation as evidenced by remaining calm when discussing sensitive issues
Question 26	Does not demonstrate perseverance and resilience (grit) as evidenced by giving up easily	Demonstrates perseverance and resilience (grit) most of the time	Demonstrates perseverance and resilience (grit) as evidenced by tenacious and determined ability to persist through tough situations
Question 27	Demonstrates insensitivity to feelings of others as evidenced by a lack of compassion and empathetic social awareness	Demonstrates sensitivity to feelings of others most of the time	Demonstrates sensitivity to feelings of others as evidenced by compassionate and empathetic social awareness

Comments: \_\_\_\_\_

**SUBMIT ANSWERS**

## COMPLETING THE UTESS

To complete this assessment, click on "Utah Teacher Education Student Survey" in the Exploratory Experience drop-down menu.

☒
**Fingerprinting & Background Check**
>

Completed

☐
**Academic Advisement & Graduation Plan**
>

Due: 8/1/2023

☒
**Exploratory Experience | CPSE 203**
>

Due: 8/1/2023  
In Progress

Evaluations will be assigned after the add-drop deadline. (Note: the instructor EDA is not required for Application Submission)

☐
 Educational Dispositional Assessment (v1) [Self]

In Progress

☐
 Educational Dispositional Assessment (v1) [Instructor]

In Progress

☐
**Utah Teacher Education Student Survey**

There is only a completion score on the UTESS, which consists of three different sections: UTESS abilities, Program Satisfaction, and UTESS Knowledge. Responses to all three sections are to be based solely off your experiences in the exploratory course. To complete this survey, select the most correct answer in your opinion. Oftentimes students forget to select a bubble here, which will cause them to receive a validation error. Make sure you select all of the answers.

When you have selected an answer for every question and completed the short answer prompts, click "Submit Answers" at the bottom of the page.

Account

Admissions

Pre-Clinical

Clinical

Alumni

Admissions > Spanish Teaching Requirements > Utah Teacher Education Student Survey

Utah Teacher Education Student Survey

Prepared by Utah Teacher Education Assessment & Accreditation Council (UTEAAC).

The Utah Teacher Education Student Survey (UTESSE) is an evaluation designed to measure a teacher candidate's confidence and preparation in the classroom throughout their collegiate experience. The UTESSE is a self-assessment that students perform upon admission to their program, after graduation, and within their first and third years of teaching. The UTESSE is designed to show growth over time and is aligned with UETS. The UTESSE is measured on a four-point scale ranging from "Not at All" to "Exceptionally."

UTESSE Abilities

Based on the courses and experiences within your teacher preparation program (including your major, minor, and education courses), how well can you do the following:

	Not at All (0)	Minimally (1)	Effectively (2)	Exceptionally (3)
Advocate to meet the needs of all learners.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stay informed of current educational policy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reflect on the effectiveness of instruction to identify areas of strength and challenges.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

UTESSE Knowledge

Based on the courses and experiences within your teacher preparation program (including your major, minor, and education courses), how extensive is your understanding of...

	None (0)	Very Little (1)	Sufficient (2)	Comprehensive (3)
Federal and state laws, State Board of Education rules, and policies pertaining to teaching (R277-530).	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Actions that adversely affect a teacher's ability to carry out the responsibilities of the profession, including role model responsibilities (R277-515).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
The need for maintaining confidentiality regarding student records and collegial consultations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
The need for maintaining accurate student records.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Submit Answers

## CONSENT FORMS

To complete your consent forms, click on the drop-down arrow and select "Start Consent Forms".

☐

Fingerprinting & Background Check >

Due: 8/15/2023

☐

Academic Advisement & Graduation Plan >

Due: 8/15/2023

☐

Exploratory Experience | PHY S 276 >

Due: 8/15/2023

☐

Consent Forms ☒

Due: 8/15/2023

Review all the consent forms and check the boxes if you agree to the terms and conditions. You must sign the consent forms to submit the application.

Start Consent Forms

## Consent Forms

### CONTACT INFORMATION STATEMENT

As a condition for entering the Elementary Education major and the BYU Educator Preparation Program, I understand that I am responsible for updating my personal and contact information (e.g., name change, current mailing address, email) with the Brigham Young University registrar and Records Office.

I understand that I am responsible for staying current on program information, and I accept any consequences that result if I fail to maintain current personal and contact information.

☐

I have read, understand, and agree to adhere to the Contact Information statement above.

### TEACHING MINOR STATEMENT

As a consideration for entering the Elementary Education major and the BYU Educator Preparation Program, I understand that although a teaching minor in another subject is not required, it is strongly recommended. Teaching opportunities in public schools may be significantly reduced if a candidate does not have a second teaching subject provided by a teaching minor. I understand that I must be accepted into a teaching major program before I can declare a teaching minor and that if I change to a non-teaching major, I must change to a non-teaching minor or drop the minor altogether.

☐

I have read, understand, and agree to adhere to the Teaching Minor statement above.

### EMPLOYER DATA CONSENT STATEMENT

I hereby authorize my past, current, or future employer(s) to respond to inquiries, surveys, or other requests from Brigham Young University, BYU Educator Preparation Program, and/or Elementary Education major program (collectively known as BYU) to provide answers to questions, documents, or other instruments relating to my employment or professional performance during my tenure with such employer. This authority is granted on the condition of assurance from BYU that any data received by BYU will be used for research, accreditation, program self-study, and state or federal reporting requirements only and will be aggregated and not reported individually or in a manner that would identify me personally. This authorization will expire ten (10) years following my date of graduation or fifteen (15) years following the date of this instrument, whichever occurs first.

☐

I have read, understand, and agree to adhere to the Employer Data Consent statement above.

### PRACTICUM, STUDENT TEACHING, AND INTERNSHIP FIELD EXPERIENCES STATISTICS

### BYU POLICIES INCLUDING THE HONOR CODE STATEMENT

As a condition for entering the Chemistry Education major and the BYU Educator Preparation Program, I agree to adhere to all applicable Brigham Young University, BYU Educator Preparation Program, and Chemistry Education major program policies and procedures. I agree to follow the University Honor Code, which includes (1) the Academic Honesty Policy, (2) the Dress and Grooming Standards, (3) the Residential Living Standards, and (4) the Continuing Student Ecclesiastical Endorsement.

☒

I have read, understand, and agree to adhere to the Brigham Young University policies and procedures including the Honor Code statement above.

### UTAH ADMINISTRATIVE CODE STATEMENT

As a condition of entering the Chemistry Education major and the BYU Educator Preparation Program, I agree to adhere to Utah Administrative Code R277-515 Utah Educator Standards (Utah Teacher Code of Conduct) and R277-530 Utah Effective Teaching and Educational Leadership Standards.

☒

I have read, understand, and agree to adhere to the Utah Administrative Code statement above.

[RETURN TO APPLICATION](#)
[SUBMIT](#)

In this section, please carefully read each statement before checking each box.

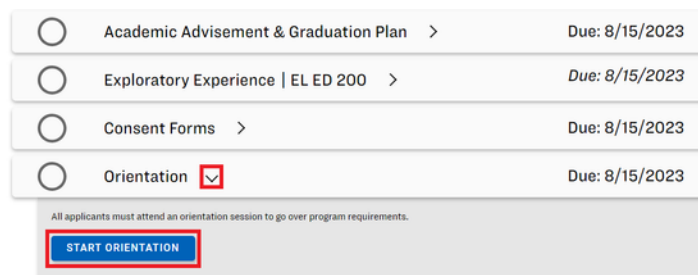
Once you have consented to each statement, press the “Submit” button.

## EXCLUSIVE SECTIONS

Of the programs that BYU offers through Educator, some require extra application tasks to be accepted, usually due to being a limited enrollment program. We will go over exclusive sections you may see in your application, as well as which programs have these additional tasks.

## ORIENTATION

Orientations are only required for Early Childhood Education and Elementary Education majors. To complete this requirement, click on the drop-down arrow and click "Start Orientation".



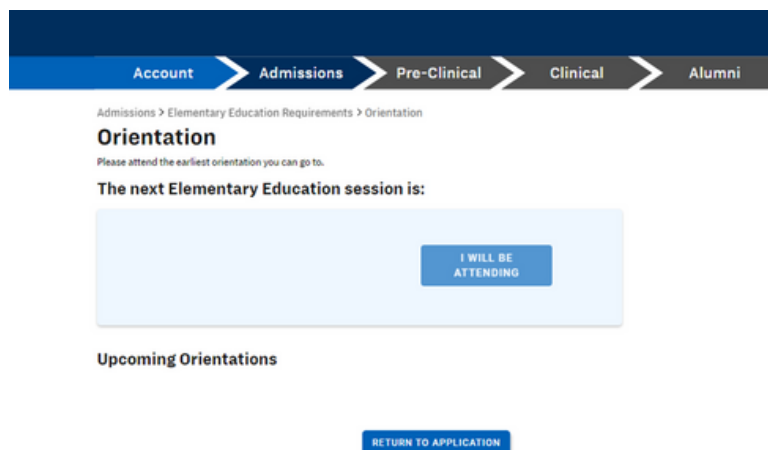
A screenshot of a list of application requirements. Each item has a radio button, a title with a drop-down arrow, and a due date. The 'Orientation' item is checked with a red checkmark. Below the list is a note and a 'START ORIENTATION' button.

Requirement	Due Date
<input type="radio"/> Academic Advisement & Graduation Plan >	Due: 8/15/2023
<input type="radio"/> Exploratory Experience   EL ED 200 >	Due: 8/15/2023
<input type="radio"/> Consent Forms >	Due: 8/15/2023
<input checked="" type="radio"/> Orientation	Due: 8/15/2023

All applicants must attend an orientation session to go over program requirements.

[START ORIENTATION](#)

In this section, you will receive any information about upcoming orientations. We recommend you attend the earliest orientation you can go to so you will have enough time to complete your application before the deadline.



A screenshot of the 'Orientation' page in the application system. It shows a breadcrumb trail, the page title, a note about attending the earliest session, a button to mark attendance, and a section for upcoming orientations with a return button.

Account > Admissions > Pre-Clinical > Clinical > Alumni

Admissions > Elementary Education Requirements > Orientation

### Orientation

Please attend the earliest orientation you can go to.

The next Elementary Education session is:

[I WILL BE ATTENDING](#)

Upcoming Orientations

[RETURN TO APPLICATION](#)

If there are no current or upcoming orientations available, just click "I will be attending" and the requirement will mark off as complete.



## COURSE ENROLLMENT

Course enrollment is required for nearly every secondary education program (ie. Spanish, Music, etc.). The only thing necessary to complete this requirement is to enroll in and complete your exploratory course.

## REQUEST FOR ADMISSION

Pages 16- 19 contain items that are only found in Music Education applications. In order to complete this section, click on the drop-down arrow on this requirement, then click "Start Request for Admission".

Once there, please fill out the boxes with the required information to complete this section. This part of the application will take approximately 15 - 20 minutes to finish.

Admissions > Spanish Teaching Requirements

### Spanish Teaching

#### Admissions Requirements

Use this checklist to keep track of what you have done and what you still need to do in order to apply. You can complete the steps in any order, but all of the steps must be completed before you can submit your application. Some steps, such as the fingerprinting, take longer to complete, so plan accordingly.

Fall 2023

<input checked="" type="checkbox"/>	Welcome Letter >	Completed
<input type="checkbox"/>	Declare Pre-major >	Due: 10/31/2023
<input type="checkbox"/>	Entrance Form >	Due: 10/31/2023
<input type="checkbox"/>	Academic & Test History >	Due: 10/31/2023
<input type="checkbox"/>	Fingerprinting & Background Check >	Due: 10/31/2023
<input type="checkbox"/>	Academic Advisement & Graduation Plan >	Due: 10/31/2023
<input type="checkbox"/>	Exploratory Experience   FLANG 276 >	Due: 10/31/2023
<input type="checkbox"/>	Consent Forms >	Due: 10/31/2023
<input type="checkbox"/>	Course Enrollment >	Due: 10/31/2023

<input checked="" type="checkbox"/>	Exploratory Experience   MUSIC 176 >	Completed
<input type="checkbox"/>	Consent Forms >	Due: 9/3/2022
<input type="checkbox"/>	Request for Admission <input checked="" type="checkbox"/>	Due: 9/3/2022

No instructions at this time.

[START REQUEST FOR ADMISSION](#)

Jazz Chorus/Swing Choir (High School, BYU, Other College)

Chamber Choir (High School, BYU, Other College)

Musical Theater (High School, BYU, Other College)

Solo/Ensemble Festival (High School, BYU, Other College) + Highest Grade Received

All-State Band (High School, BYU, Other College)

All-State Orchestra (High School, BYU, Other College)

All-State Choir (High School, BYU, Other College)

Music Theory Class (High School, BYU, Other College)



Once you have filled everything out, click the "Submit" button at the end.

#### Music Solos

List up to five of your most significant solos performed in a music festival or public venue.

4. Venue	Selection
<input type="text"/>	
2. Venue	Selection
<input type="text"/>	
1. Venue	Selection
<input type="text"/>	
5. Venue	Selection
<input type="text"/>	
3. Venue	Selection
<input type="text"/>	

SUBMIT ANSWERS

## WHO I AM AS A MUSICIAN

In this section, you will upload a three to six minute video featuring two excerpts of contrasting pieces that showcase your abilities as an musician. Please note that the video cannot be more than 1.4 GB. To complete this requirement, click on the drop-down arrow, then select "Start Who I am as a Musician".

Read the paragraph for more information, then when you have finished your video, upload your video using the "Upload" button.



Who I am as a Musician ☒

Due: 9/3/2022

Upload a brief video recording of you soloing on your major instrument. You should include two pieces of contrasting styles to show as wide a range of your abilities as possible. Your performance should primarily feature your classical skills since these are the primary types of skills addressed in formal music education settings. Edit your video such that it is at least 3 minutes long, but no longer than 6 minutes overall. (File Size Limit: 1.4Gb)

START WHO I AM AS A MUSICIAN



Who I am as a Person >

Due: 9/3/2022



Who I am as an Academic Student >

Due: 9/3/2022

### Who I am as a Musician

Upload a brief video recording of you soloing on your major instrument. You should include two pieces of contrasting styles to show as a wide range of your abilities as possible. Your performance should primarily feature your classical skills since these are the primary types of skills addressed in formal music education settings. Edit your video such that it is at least 3 minutes long, but no longer than 6 minutes overall. Please upload your video in the MP4 file format.

You have not uploaded a file yet. Do so below.

UPLOAD

## WHO I AM AS A PERSON

To complete this requirement, click on the drop-down arrow. Then, click "Start Who I am as a Person".

	Request for Admission >	Due: 9/3/2022 In Progress
<input type="radio"/>	Who I am as a Musician >	Due: 9/3/2022
<input type="radio"/>	Who I am as a Person	Due: 9/3/2022

Upload a two to three-page PDF document that portrays who you are as a person. Help us get to know you (i.e., your non-musical interests talents, hobbies, etc.)? Feel free to include pictures, awards, portions of articles, products of your endeavors, and so forth.

**START WHO I AM AS A PERSON**

Here you will upload a two to three-page PDF document. For more details, please read the instructions from this part of the application. When you are finished, click the "Upload" button.

### Who I am as a Person

Upload a two to three-page PDF document that portrays who you are as a person. Help us get to know you (i.e., your non-musical interests talents, hobbies, etc.)? Feel free to include pictures, awards, portions of articles, products of your endeavors, and so forth.

You have not uploaded a file yet. Do so below.

**UPLOAD**

## WHO I AM AS AN ACADEMIC STUDENT

To complete this requirement, click on the drop-down arrow. Then, click "Start Who I am as an Academic Student".

<input type="radio"/>	Who I am as an Academic Student	Due: 9/3/2022
-----------------------	---------------------------------	---------------

Present an analysis and discussion of your motivation to teach. Why would you want to teach classroom music as a career, and why do you feel you would be compatible with this profession? Between 1000 and 1200 words.

**START WHO I AM AS AN ACADEMIC STUDENT**

<input type="radio"/>	Who I am as an Aspiring Public School Teacher >	Due: 9/3/2022
<input type="radio"/>	Letters of Recommendation >	Due: 9/3/2022
	Course Enrollment >	Completed

In this section, you will present an essay with an analysis and discussion of your motivation to teach music as a career. It should contain between 1000 and 1200 words. The entire rubric is in this section; please make sure to go over it. Once you finish the essay, please click on the "Submit Answers" button.

#### Overall Effect

The essay effectively leaves a clear and lasting understanding of the writer's positions and the reasons for those positions. The points in the essay make an impression on the reader.

- E. Not effective
- D. Points weakly made
- C. Moderately effective
- B. Effective
- A. Especially effective, impression made

You have used 0 out of 1,200 allowed words.

**SUBMIT ANSWERS**

## WHO I AM AS AN ASPIRING PUBLIC SCHOOL TEACHER

To complete this requirement, click on the drop-down arrow. Then, click "Start Who I am as an Aspiring Public School Teacher".

Here you will upload 9-11 unedited minutes of you teaching a musical concept to a small group of people. The rubric, as well as suggestions for the musical concept you may teach, are all located under this assignment. To finish this section, click the "upload" button and insert your video onto Educator as an MP4 file.

☐
Who I am as an Aspiring Public School Teacher
☒
Due: 9/3/2022

Upload a brief video recording of yourself teaching a musical concept and/or skill to a group of at least 4 students. The recording should include between 9 and 11 minutes of continual, unedited "footage". Please upload your video in MP4 file format below. (File Size Limit: 1.4Gb)

**START WHO I AM AS AN ASPIRING PUBLIC SCHOOL TEACHER**

☐
Letters of Recommendation
>
Due: 9/3/2022

☒
Course Enrollment
>
Completed

#### Musical elements

Melody (motive, sequence, contour, conjunct/disjunct)  
Harmony (progressions, voicing, harmonic rhythm, cadences, consonance/dissonance)  
Rhythm (motive, intensity, patterns, augmentation/diminution, tempo)  
Structure (form large/small-scale, phrase, climax)  
Timbre/Texture (color, range, density)  
Context (historical/cultural)

You have not uploaded a file yet. Do so below.

**UPLOAD**

## LETTERS OF RECOMMENDATION

Letters of Recommendation are only required on the Music and French Education applications. To complete this requirement, click on the drop-down arrow, then select "Start Letters of Recommendation".

Here, you will fill in the names and email addresses of two people, preferably professionals in the field of education. Family recommendations are not allowed. Once you submit the email addresses, your recommenders will receive an email with a link to complete the recommendation online.

The screenshot shows a progress bar with two items. The first item, 'Who I am as an Aspiring Public School Teacher', is marked as 'Completed' with a green checkmark. The second item, 'Letters of Recommendation', is marked with a red square containing a white downward arrow, indicating it is the next step. Below this, a text box explains that recommendations should be provided by professionals and provides instructions on how to submit them. A red box highlights the 'START LETTERS OF RECOMMENDATION' button.

Who I am as an Aspiring Public School Teacher > Due: 9/3/2022

Letters of Recommendation ▾ Due: 9/3/2022

Letters of recommendation should be provided by professionals (e.g. educators) who can attest to your character as well as your experience. Submit email addresses for individuals who are willing to complete a recommendation for you. They will receive an email with a link to complete the recommendation online. All recommendations should be complete by the application deadline.

START LETTERS OF RECOMMENDATION

Course Enrollment > Completed

The screenshot shows a form for adding recommenders. It has two identical sections. Each section starts with two radio button options: 'I waive my right of access to this report.' and 'I do not waive my right of access to this report.'. Below these are three input fields: 'Recommender's full name', 'Recommender's email address', and 'Confirm recommender's email'. At the bottom, there are two buttons: 'RETURN TO APPLICATION' and 'SUBMIT', with the latter highlighted by a red box.

☐ I waive my right of access to this report.  
☐ I do not waive my right of access to this report.

Recommender's full name

Recommender's email address

Confirm recommender's email

☐ I waive my right of access to this report.  
☐ I do not waive my right of access to this report.

Recommender's full name

Recommender's email address

Confirm recommender's email

RETURN TO APPLICATION SUBMIT

## WELCOME LETTER

The Welcome Letter requirement is only for Spanish Teaching majors. To complete this section, click on the section's title to find the "Start Welcome Letter" button. Once you do that, please read all the information shown in the screen, which will show you all the requirements expected of you to join the Spanish teaching program. Once you have read it, the requirement will mark as complete.

The screenshot shows a progress bar with two items. The first item, 'Declare Pre-major', is marked as 'Completed' with a green checkmark. The second item, 'Entrance Form', is marked with a red square containing a white checkmark, indicating it is the next step. Below this, a text box asks the user to confirm their personal information and answer three demographic questions. A red box highlights the 'START ENTRANCE FORM' button.

Declare Pre-major > Completed

Entrance Form ✓ Due: 8/31/2020

Confirm your personal information and answer three demographic questions.

START ENTRANCE FORM

## TEACHING VIDEO

The Teaching Video is only required for the Spanish Education major. To complete this section, click on the drop-down arrow, then click "Start Teaching Video".

You will film a ten minute video of yourself teaching in Spanish and post it to YouTube. Make sure it is public so that your reviewer can view the video, then copy and paste the link into the box that asks for the YouTube URL. Click "Submit" and you're done!

<input type="radio"/>	Consent Forms >	Due: 8/31/2020
<input checked="" type="radio"/>	Course Enrollment >	Completed
<input type="radio"/>	Teaching Video <input checked="" type="checkbox"/>	Due: 8/31/2020

Please upload a video of you teaching Spanish to youtube following the guidelines provided, and upload it here.

[START TEACHING VIDEO](#)

### Teaching Video

Film yourself teaching a short Spanish lesson and upload the video to YouTube. The lesson should be approximately 10 minutes long, taught in Spanish, and should address a beginning topic such as the following:

- Thematic Vocabulary
- Cultural Topics
- Simple Grammar

You may make your video in any classroom setting, and you may use friends or family as "students".  
If you need help uploading a video to YouTube, click [here](#)

YouTube URL

[SUBMIT](#)

## WRITING SAMPLE

The Writing Sample requirement is only for Spanish Education majors. This is a sample of your ability to write in the Spanish language, and is to be completed in the Education Computer Lab so plan accordingly. To begin, click on the drop-down arrow, then "Start Writing Sample".

<input type="radio"/>	Course Enrollment >	Due: 10/31/2023
<input type="radio"/>	Teaching Video >	Due: 10/31/2023
<input type="radio"/>	Writing Sample <input checked="" type="checkbox"/>	Due: 10/31/2023

1) The purpose of the controlled writing sample is to: "demonstrate your ability to write spontaneously in Spanish" share your thoughts about the teaching profession 2) Complete the controlled writing sample on Learning Suite in your FLANG 278 class. 3) You have 1 hour to generate the writing sample. 4) You may use a hard-copy dictionary while you create your writing sample. Please do not use any other resources. 5) Upload a PDF of your completed writing sample to Educator.

[START WRITING SAMPLE](#)

This section must be completed in the Education Computer Lab, 180 CKB, and it takes approximately one hour.

Further instructions are inside the assignment. Once you have completed the sample, it will check off as completed.

## TRANSCRIPT

This requirement is only for those applying to Special Education, either the Mild/Moderate emphasis or the Severe. To begin this requirement, click on the drop-down arrow, then select "Start Transcript".

Follow the instructions on the assignment to download your current transcript and upload it as PDF. If you are a transfer student, upload your transcript from your previous university as well.

Option + 1: types and upside-down exclamation mark ( ¡ ).  
Option + Shift + 7: Types an upside-down question mark ( ¿ ).

é: Alt + 0223  
(Caps: 0201)  
í: Alt + 0237  
(Caps: 0206)  
ó: Alt + 0243  
(Caps: 0211)  
ú: Alt + 0250  
(Caps: 0218)

ï: Alt + 0161  
¿: Alt + 0191

Please use the space below to practice using accents and special keys.


When you have logged into a computer at 180 MCKB, and are completely prepared to begin the writing sample, press the start button below.

RETURN TO APPLICATION

START

☐ Consent Forms >

Due: 8/1/2023

☐ Transcript 

Due: 8/1/2023

If you are a transfer student and you have not sent your most recent transcript to BYU, please send your most recent transcript to BYU, the upload your transcript from the university/college from which you are transferring. Contact your university/college student services for help/questions on doing this.

START TRANSCRIPT

☐ CPSE 203 - Exploratory Experience >

Due: 8/1/2023

### Transcript

Please follow the following directions to upload your current transcript.

Go to [mymap.byu.edu](https://mymap.byu.edu)

Sign in with your Net ID if you haven't already

In the "Tools" section on the left-hand side of your screen, select "My Progress Report"

Download this document as a PDF file (click on the down arrow that appears when you hover over the document and save as transcript.pdf)

Upload the file below

If you are a transfer student and you have not sent your most recent transcript to BYU, please send your most recent transcript to BYU, the upload your transcript from the university/college from which you are transferring. Contact your university/college student services for help/questions on doing this.


You have not uploaded a file yet. Do so below.

UPLOAD

## CPSE 203 - AUTOBIOGRAPHY

This requirement is only for those applying to Special Education, either the Mild/Moderate or Severe emphasis. To begin this requirement, click on the drop-down arrow, then select "Start CPSE 203 - Autobiography".

From here, you will respond to three prompts about what is pushing you to pursue a career in Special Education. Once you have finished responding, click "Submit Answers".

<input type="radio"/>	Consent Forms >	Due: 8/1/2023
<input type="radio"/>	Transcript >	Due: 8/1/2023
<input checked="" type="radio"/>	CPSE 203 - Autobiography 	Due: 8/1/2023

No instructions at this time.

[START CPSE 203 - AUTOBIOGRAPHY](#)

2. Did this experience involve working with students who were culturally, socioeconomically, or linguistically diverse? If not, have you had other experiences with diverse students in other experiences?

3. Describe what contributed to your decision to become a Special Educator. Chronicle the history leading up to your decision and explain how both formal and informal teaching experiences (e.g. school, church, mission, coaching, tutoring, leadership, or volunteer work) influenced you.

[SUBMIT ANSWERS](#)

### QUESTION

My application due date is past, can I still submit my application?

### ANSWER

Yes you can still submit, just not for the cohort you were originally planning on. If you have missed the deadline, please reach out to our office at 801-422-1190 and we will change your application to the next upcoming cohort.

### QUESTION

What test scores do I need to get in order to be accepted to my program?

### ANSWER

Please see page eight of this document or visit our website at <https://epp.byu.edu/byu-epp-admission-test-scores-policy>. The linked page contains all of the GPA and test score prerequisites.

### QUESTION

I completed my fingerprinting application, but it isn't checking off on Educator. How do I get it to mark as completed?

### ANSWER

Please contact the Education Advisement Center (EAC) at 801-422-3426. All fingerprint applications go through this office, so if it hasn't checked off, you will need to check with them to see why.