

TCSJ Program Application

1. PERSONAL INFORMATION

First Name: _____ Middle: _____ Last: _____

Maiden or Prior Last Name: _____

Address (street/apt/unit): _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Work Email: _____ Home Email: _____

Birthdate: _____ SSN#: _____

Gender: Male Female **U.S. Citizen:** Yes No **Veteran:** Yes No

Ethnic Origin:

Hispanic/Latino of any race American Indian or Alaska Native Asian Black or African American
 Native Hawaiian or Other Pacific Islander White (Non-Hispanic) Two or more races Decline to State

Employment District: _____ School: _____

Grade/Subject: _____ Other: _____

Are you currently enrolled in the IMPACT Program? Yes No

Are you a graduate of the IMPACT Program? Yes No

How did you hear about our program (check): District / School LinkedIn Facebook
 Recruitment Event TCSJ Student/Alumni A Colleague:
 TCSJ Website Other (briefly explain): _____

Did you attend a TCSJ Informational Meeting (check): YES NO

2. PROGRAM CHOICES *Which program are you applying for?*

- M.Ed. Early Education
- M.Ed. Educational Inquiry
- M.Ed. STEM - Science, Technology, Engineering and Math
- M.Ed. STEM - Science, Technology, Engineering and Math w/Mathematics Instructional Added Authorization
- M.Ed. Special Education
- M.Ed. Educational Leadership and School Development
- M.Ed. Educational Leadership and School Development w/Administrative Services Credential
- Administrative Services Credential without Masters
- Teacher Induction

To begin: (enter year) _____

_____ Summer _____ Fall _____ Spring

APPLICANT FIRST AND LAST NAME: _____

3.

Education Colleges and/or Universities Attended:

Name of Institution	Dates of Attendance	Major	Degree	Overall GPA

Attach separate sheet if needed.

Credentials:

Type	Name of Institution or Credential Program	Overall GPA

I certify that the information given in this application is complete and accurate. I understand that making false and fraudulent statements within this application could result in denial of admission, disciplinary action, and invalidation of units or credentials and/or degrees earned. Should there be any change in the substance of the information I have given here, I will immediately notify the Graduate Studies Department.

Signature: _____

Date: _____

Teachers College of San Joaquin
P.O. Box 213030 Stockton, CA 95213-9030
Office: (209) 953-2114 – Fax: (209) 468-9124
www.teacherscollegesj.edu

APPLICANT FIRST AND LAST NAME: _____

Application Check List

Master's Degree Program applicants must submit the following items:

- Application**
- Letter of Candidate Introduction:** (No more than 2 pages) this letter is your opportunity to introduce yourself to the selection committee. What qualities do you possess that make you a good candidate for Teachers College of San Joaquin graduate school? What set of experiences do you bring to this work? How can you contribute to meeting our mission? In short, why do you want to be a part of this program?
- Official Transcripts-**Official Transcripts must be attached for all institutions listed on page 2. Bachelor's degree required.
- Two Recommendation Forms** (within application)
 - Candidates must submit the completed recommendation forms in sealed, signed envelope.
 - One recommendation must be completed by the applicant's current employer.
 - I understand that these recommendations are confidential and will not be available to me.
- Emergency Contact Form** (within application)
- Acceptable Use Policy and Computer Use Agreement Form** (within application)
- Audio/Photo/Video Media Release Form** (within application)
- \$50 Non-Refundable Application Fee:** *A \$50.00 check made payable to SJCOE. Cash/credit/debit will be accepted only if paid in person. Application fee waived for IMPACT Candidates.*

Administrative Services Credential applicants must submit the *above and below items*:

- District Approval Form**
- Verification of Experience:** Must be on the district or employing agency letterhead and signed by either the superintendent, assistant superintendent, director of personnel, director of human resources or HR designee verifying at least five years* of experience. (Applicants may need to secure more than one verification of experience letter to meet the five-year experience requirement.)

A \$200 Non-refundable cohort enrollment deposit is due at advisement for Administrative Services Credential candidates. Upon successful completion of the program, the cohort enrollment deposit will be applied to the candidate's current tuition obligation.

Teacher Induction applicants must submit the *below items only*:

- Application**
- Emergency Contact Form** (within application)
- Acceptable Use Policy and Computer Use Agreement Form** (within application)
- Audio/Photo/Video Media Release Form** (within application)

TCSJ Mission

To develop a workforce of teachers and school leaders who are comfortable with collaboration, understand the need to prepare students for both work and higher education and have the skills to develop, implement and sustain innovative educational ideas.

TCSJ exemplifies the notion of learning opportunities that are rigorous, provide relevance, are relationship-driven and incorporate reflection for professional growth.

APPLICANT FIRST AND LAST NAME: _____

Thank you for taking the time to assist us with selecting the best possible candidates for Teachers College of San Joaquin. Please complete this form, place in a sealed envelope with your signature across the seal and return to the applicant to include with his/her TCSJ application. Your responses will be kept confidential.

Recommendation Form

<i>This Candidate...</i>	Extraordinary	Good	Fair	Doubtful	Needs Development	No Basis for Judgment
	Top 5%	Top 15%	Top 40%			
Demonstrates professional ethics and integrity						
Demonstrates emotional maturity						
Articulates beliefs in a respectful, professional manner						
Respects diversity						
Collaborates						
Is able to self-monitor participation in group discussions						
Is able to question current assumptions						
Is comfortable with opinions different than his/her own						
Is committed to innovative teaching and learning						
Has the organizational skills needed to complete more than one task at a time						
Has the education and experience to succeed in a rigorous graduate school						
Demonstrates leadership						
Is persistent; finishes what is started						
Could be described as a problem-solver						
Is able to communicate ideas in writing						
Is a self-starter						

Please use the space below to elaborate on any of the ratings provided above or for any additional comments you would like to make regarding this candidate's potential for success in the TCSJ Graduate School of Education.

Signature

Date

Printed Name & Title

Daytime Phone

I am the applicant's current employer.

APPLICANT FIRST AND LAST NAME: _____

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Recommendation Form

<i>This Candidate...</i>	Extraordinary Top 5%	Good Top 15%	Fair Top 40%	Doubtful	Needs Development	No Basis for Judgment
Demonstrates professional ethics and integrity						
Demonstrates emotional maturity						
Articulates beliefs in a respectful, professional manner						
Respects diversity						
Collaborates						
Is able to self-monitor participation in group discussions						
Is able to question current assumptions						
Is comfortable with opinions different than his/her own						
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Has the education and experience to succeed in a rigorous graduate school						
Demonstrates leadership						
Is persistent; finishes what is started						
Could be described as a problem-solver						
Is able to communicate ideas in writing						
Is a self-starter						

Please use the space below to elaborate on any of the ratings provided above or for any additional comments you would like to make regarding this candidate's potential for success in the TCSJ Graduate School of Education.

Signature

Date

Printed Name & Title

Daytime Phone

I am the applicant's current employer.

Emergency Contact Form

Candidate Personal Information:

First Name: _____ Middle: _____ Last: _____

Last 4 SSN: _____

Contact #1

Name: _____ Relationship: _____

Cell Phone (including area code): _____

Home Phone (including area code): _____

Work Phone (including area code): _____

Contact #2

Name: _____ Relationship: _____

Cell Phone (including area code): _____

Home Phone (including area code): _____

Work Phone (including area code): _____

Contact #3

Name: _____ Relationship: _____

Cell Phone (including area code): _____

Home Phone (including area code): _____

Work Phone (including area code): _____

Teachers College of San Joaquin

CANDIDATE ACCEPTABLE USE POLICY AND COMPUTER USE AGREEMENT

TERMS AND CONDITIONS FOR USE OF COMPUTER RESOURCES

The Teachers College of San Joaquin and the San Joaquin County Office of Education - Data Processing Joint Powers Authority, hereinafter referred to as the “College”, authorizes candidates enrolled in the College to use technology owned or otherwise provided by the College as necessary for instructional purposes. The use of College technology is a privilege permitted at the College's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Policy and Computer Use Agreement. The College reserves the right to suspend access at any time, without notice, for any reason.

The College expects all candidates to use technology responsibly in order to avoid potential problems and liability. The College may place reasonable restrictions on the sites, material, and/or information that candidates may access through the system.

The College makes no guarantee that the functions or services provided by or through the College will be without defect. In addition, the College is not responsible for financial obligations arising from unauthorized use of the system.

Each candidate who is authorized to use College technology shall sign this Acceptable Use Policy and Computer Use Agreement as an indication that they have read and understand the agreement.

Definitions

College technology includes, but is not limited to, computers, the College's computer network including servers and wireless computer networking technology (Wi-Fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through College-owned or personally owned equipment or devices.

Personally Owned Devices

If a candidate uses a personally owned device to access College technology, he/she shall abide by all applicable Board policies, administrative regulations, and this Acceptable Use Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

The College is not responsible for any loss or damage incurred by a candidate as a result of his/her personal use of College technology or use of personal devices.

Candidate Obligations and Responsibilities

Candidates are expected to use College technology safely, responsibly, and for educational purposes only. The candidate in whose name College technology is issued is responsible for its proper use at all times. Candidates shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have

been assigned. It is the candidate's responsibility to ensure that proper media authorization (e.g. pictures, video) has been received for TK-12th grade students under the age of 18, if appropriate.

Candidates are prohibited from using College technology for improper purposes, including, but not limited to, use of College technology to:

1. Access, post, display, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive
2. Bully, harass, intimidate, or threaten other candidates, staff, or other individuals ("cyberbullying")
3. Disclose, use, or disseminate personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another candidate, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person
4. Infringe on copyright, license, trademark, patent, or other intellectual property rights
5. Intentionally disrupt or harm College technology or other College operations (such as destroying College equipment, placing a virus on College computers, adding or removing a computer program without permission from a teacher or other College personnel, changing settings on shared computers)
6. Install unauthorized software
7. "Hack" into the system to manipulate data of the College or other users
8. Engage in or promote any practice that is unethical or violates any law or Board policy, administrative regulation, or College practice

Privacy

Since the use of College technology is intended for educational purposes, candidates shall not have any expectation of privacy in any use of College technology.

The College reserves the right to monitor and record all use of College technology, including, but not limited to, access to the Internet or social media, communications sent or received from College technology, or other uses. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Candidates should be aware that, in most instances, their use of College technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any College technology are the sole property of the College. The creation or use of a password by a candidate on College technology does not create a reasonable expectation of privacy.

Reporting

If a candidate becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of College technology, he/she shall immediately report such information to the teacher or other College personnel.

Consequences for Violation

Violations of the law, Board policy, or this agreement may result in revocation of a candidate's access to College technology and/or discipline, up to and including dismissal from the program. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.

CANDIDATE ACCEPTABLE USE POLICY AND COMPUTER USE AGREEMENT

I have received, read, understand, and agree to abide by this Candidate Acceptable Use Policy and Computer Use Agreement, candidate Discipline Board policy, and other applicable laws and College policies and regulations governing the use of College technology. I understand that there is no expectation of privacy when using College technology. I further understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Furthermore, if I am an SJCOE employee, I will not use a non-SJCOE issued email accounts, including those issued by TCSJ, for conducting SJCOE business unless the Superintendent authorizes such use.

Candidate [PRINT NAME]

Signature

Date

Cohort

AUDIO/PHOTO/VIDEO MEDIA RELEASE FORM

I _____ (first and last name) grant permission to the Teachers College of San Joaquin and the San Joaquin County Office of Education and its agents or employees to use photographs and/or video and audio taken of me. These images may be used in promotional, educational and documentary materials such as Flyers/Posters, Grant Applications, Video Documentaries, Social Media, Publication/Online Video Segments and both printed and online newsletters. Furthermore, I authorize the use of my image, likeness, and voice for all program materials, and any other purposes in connection with the program deemed appropriate and necessary by the Teachers College of San Joaquin and the San Joaquin County Office of Education.

I hereby agree to release, defend, and hold harmless the Teachers College of San Joaquin and the San Joaquin County Office of Education and its agents or employees, including any firm publishing and/or distributing the finished product in whole or in part, whether on paper, via electronic media, or on Websites, from any claim, damages, or liability arising from or related to the use of the photographs/video, including but not limited to any misuse, distortion, blurring, alteration, optical illusion, or use in composite form, either intentionally or otherwise, that may occur or be produced in taking, processing, reduction, or production of the finished product, its publication, or distribution.

I am 18 years of age or older and have read this release before signing below, fully understanding the contents, meaning, and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing, and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Name (please print): _____

Signature: _____ Date: _____