



Library Media K-12 Endorsement (Retiring)

Application for the Utah State Board of Education

This endorsement may be attached to an Educator License with an Elementary, Secondary, or Special Education area of concentration. A person with an Educator License who completes the requirements for the Library Media endorsement will receive an endorsement indicating specialization in the area of Library Media K-12. Certified librarians are not required in Utah.

Application Information

Name _____ Date application submitted _____
Cactus ID _____ Email _____
District _____ School _____
Major _____ Minor _____
Home Address _____
Home Phone _____ Work Phone _____

Check One:

- This is an application for a Library Media Endorsement (contact – sara.wiebke@schools.utah.gov)
 This is an application for a State Approved Endorsement Plan (SAEP) for Library Media
(contact – licensing@schools.utah.gov)

There are three (3) ways to earn the Library Media Endorsement

1. Successful completion of an approved Utah institution of higher education program for library media endorsement matching the seven requirements (see page 2) and successful passage of Praxis II: Subject Assessment Test 5311.
2. Complete coursework equivalent to an approved program matching the seven requirements (see page 2) and successful passage of Praxis II: Subject Assessment Test 5311.
3. Have a master's degree in library science or instructional technology, with an emphasis on **school library media**, from an approved institution of higher education (see page 3) and successful passage of Praxis II: Subject Assessment Test 5311.

University and Professional Development Courses Approved by USBE

1. Courses are to be a minimum of three semester hours.
2. Courses are to be upper division or graduate level.
3. Courses are to be taken within five (5) years of the date of this application.
4. University courses are reviewed and approved by agreement with USBE.
5. Professional Development courses (e.g. those offered by as NUCC, SUTEC, etc.) must be pre-approved by USBE and entered in MIDAS.

Instructions for Completing the Application

1. For university courses, attach original transcripts (internet transcripts are not acceptable), *with the courses highlighted*. In some cases, the university course name on the transcript is non-specific, e.g. "Special Topics in Education," or "School Library Services." If this is the case, submit either a syllabus from the course or a letter from the instructor or department with the following information: date of course, content, activities, etc., verifying that the course meets the requirement.
2. For each of the seven required areas (see page 2), indicate the courses you have completed that satisfy each of the requirements. If the course name and number are not an exact match to those listed on the left (the pre-approved courses) check "other," and record in the box on the right the course you wish to substitute.

Put a check next to the course that appears on your transcript.

Complete the boxes only if course is not listed on the left.

1. Foundations of Library Media Programs

- ____ SUU LM 4190/6190 Managing a Media Center
- ____ USU INST 5000/6060 SLM Foundations and Information Management

Name of course _____
Date completed _____ # Hours _____
Sponsoring agency _____
Course description and transcript attached (y/n): ____

2. Library Media Center Administration

- ____ SUU LM 4190/6190 Managing a Media Center
- ____ USU INST 5040/6040 SLM Administration and Leadership

Name of course _____
Date completed _____ # Hours _____
Sponsoring agency _____
Course description and transcript attached (y/n): ____

3. Instructional Technology and Reference Skills

- ____ SUU LM 4160/6160 Library Computer & Reference Skills **and**
- ____ SUU LM 3170/6170 Technology for Library Media Teachers
- ____ USU INST 5030/6030 Information Access and Technology

Name of course _____
Date completed _____ # Hours _____
Sponsoring agency _____
Course description and transcript attached (y/n): ____

4. Informational Organization and Management

- ____ SUU LM 4200/6200 Library Technical Services
- ____ USU INST 5025/6025 SLM Programs and Instructional Design

Name of course _____
Date completed _____ #Hours _____
Sponsoring agency _____
Course description and transcript attached (y/n): ____

5. Collection Development

- ____ SUU LM 4200/6200 Library Technical Services **and**
- ____ SUU LM 4190/6190 Managing a Media Center
- ____ USU INST 5015/6015 Collection Development and Literature

Name of course _____
Date completed _____ #Hours _____
Sponsoring agency _____
Course description and transcript attached (y/n): ____

6. Children's OR Adolescent/Young Adult Literature (within last 5 years)

- ____ BYU EL ED 340 **or** Sec Ed 276 Children's and Young Adult Literature
- ____ SUU LM 3120 Children's Literature
- ____ SUU LM 6180 Utilization of Literature in the Classroom
- ____ UofU EDPS 6124 Children's Literature in Schools
- ____ EDPS 6125 Adolescent Literature
- ____ EDPS 6331 International Children's and Adolescent Literature
- ____ USU Course not required for students in the USU program
- ____ UVU EDEL 2330 Children's Literature **or** ENGL 4250 Adolescent Literature
- ____ WSU ENGL 3300 Children's Literature **or** ENGL 3310 Young Adult Literature
- ____ Westminister ENGL 383 Children's Literature **or** ENGL 384 Literature for Young Adults

Name of course _____
Date completed _____ #Hours _____
Sponsoring agency _____
Course description and transcript attached (y/n): ____
<i>Complete this box if "Other" is checked.</i>

7. Library Media Practicum in an Accredited School

- ____ SUU LM 3100/6100 School Library Media Foundations (1 credit) **and** LM 4890/6890 Practicum (2 credits) **OR** LM 4890/6890 Practicum (3 credits)
- ____ USU INST 5090/6090 School Library Media Administration Practicum

Name of course _____
Date completed _____ #Hours _____
Sponsoring agency _____
Course description and transcript attached (y/n): _
<i>Complete this box only if "Other" is checked.</i>

8. ____ Passing score on the Praxis II Subject Assessment 5311 test. Attach documentation.

Qualifying Master's Degree

Must have a Master's degree in Library Science or Instructional Technology, with an emphasis on school library media, from an approved institution of higher education **plus** complete a library media practicum in an accredited school or equivalent experience **and** experience or coursework in children's or adolescent/young adult literature within the last five years, **and** successful passage of Praxis II: Subject Assessment Test 5311.

Demonstrated Competency for One or More Requirements

In lieu of university and/or approved professional development courses, the applicant may apply for a waiver of one or more course requirements through demonstrated competency. Demonstrated competency will be approved under the direction of the USBE Library Media Specialist. To determine an applicant's knowledge of each individual course, the applicant may be asked to document activities, submit evidence of proficiency, and participate in an oral interview and/or formal observation under the direction of the USBE Library Media Specialist or designee/s. Applicants for demonstrated competency also must pass the Praxis II: Subject Assessment Test 5311.

State Approved Endorsement Program (SAEP)

1. An approved SAEP for Library Media allows the applicant to serve in a school library setting while working on the endorsement - meaning they are not yet highly qualified in Library Media and/or are employed in a school library media center.
2. The applicant has two years from the date the SAEP is approved to complete all requirements for the endorsement.
3. The applicant must have a minimum of nine hours toward the endorsement before applying for the SAEP.
4. The applicant must document the minimum of nine hours towards the endorsement on this application by attaching and highlighting transcript evidence.

For more information on SAEPs contact: Stephanie Ferris, stephanie.ferris@schools.utah.gov

Submitting the Application

1. Print and complete this Endorsement Application.
2. Attach original transcript(s) and/or MIDAS printouts *with the relevant courses highlighted*. If transcripts are sent to transcripts@schools.utah.gov directly from the institution, then highlighting is not necessary.
3. In order to be accepted, the application must include:
 - completed application,
 - highlighted original transcripts,
 - and Praxis scoring report sent to:

Utah State Board of Education Teaching and Learning – Endorsements

250 East 500 South
P.O. Box 144200
Salt Lake City, UT 84114-4200

For information on the status of your endorsement, please call (801) 538-7740.