

Dear ETEP Applicant:

Congratulations – you have been accepted into the Educational Technology Endorsement Program (ETEP)! One of the primary goals of ETEP, a program offered by UEN in cooperation with the University of Utah, is to help teachers enhance the educational experience of Utah students by increasing higher-level thinking, communication, and collaboration skills using inquiry-based learning and technology-integrated environments. To accomplish this, the program incorporates several elements, described below.

ETEP Components:

The Educational Technology Endorsement Program consists of four components:

- 1) University of Utah coursework (9 credits / 3 graduate courses)
- 2) Technology Pedagogy coursework (6 credits)
- 3) Enhanced Software & Hardware Skills coursework (3 credits)
- 4) An electronic portfolio demonstrating competency in the NETS standards.

ETEP participants pay standard graduate tuition for University courses; all other courses are offered for free by UEN. We encourage you to track your progress and keep good records as you proceed through your coursework.

Included in your acceptance packet is a checklist outlining the ETEP registration process. Please review the registration process and resolve any questions before proceeding. Note that the first University of Utah course in the ETEP series, *ED PS 6445 – Leadership in Instructional Design*, is offered every Fall Semester. **Your application for admission to the University as a non-matriculated (non-degree-seeking) student is due to University Admissions by April 1 (Fall Courses), November 1 (Spring Courses) or March 15 (Summer Courses).** If for some reason you do not maintain continuous enrollment at the University of Utah, you will need to re-apply before registering for additional courses. The application form can be printed off or completed online by visiting <http://www.sa.utah.edu/admiss/> and clicking on the “Applications” link under the “Non-matriculated” menu.

Credit:

USOE credit will be awarded upon completion of each workshop unless special arrangements are made with Vickie Arnold (see contact information below). Credit for UEN courses is also available from Southern Utah University at a cost of \$15/credit.

The University of Utah will issue credit for University courses.



Electronic Portfolio:

A final requirement of the Educational Technology endorsement is to submit a portfolio aligned with the National Educational Technology Standards (NETS). To assist you in doing this, the classes in the academy align with the NETS. In addition, UEN is providing you with a USB drive on which to save your class materials and projects. The USB drive also contains a portfolio template to help you organize and develop a working portfolio which can be used during your quarterly sponsor meetings.

When creating projects throughout the program, you are expected to incorporate higher level thinking skills. Whenever possible, find ways to captivate students' attention while requiring them to analyze, synthesize and/or evaluate information; engage in in-depth discussion; and master research skills. In the capstone course, *ED PS 6446 – Classroom Integration of Educational Technology*, you will create a final presentation portfolio which you will submit to complete your Educational Technology endorsement requirements.

Upon completion of the Educational Technology Endorsement Program coursework, participants will submit their presentation portfolio, University of Utah transcript, Educational Technology endorsement application, and a \$35 application fee to UEN, who will send a letter of completion along with the endorsement application and fee to Rick Gaisford, Educational Technology Specialist at the Utah State Office of Education. USOE will then issue the Educational Technology endorsement.

I look forward to your participation in the Educational Technology Endorsement Program and hope you have a great experience! Please let me know if, along the way, you have any questions or concerns.

Sincerely,

Nate Southerland
Adult Education Specialist
Utah Education Network
Educational Technology Endorsement Program Coordinator
nate@uen.org / 801-581-4194

Send all paperwork and assignments to:

Educational Technology Endorsement Program
c/o Vickie Arnold, UEN
205 Milton Bennion Hall
1705 E Campus Center Dr
Salt Lake City, UT 84112
varnold@media.utah.edu
801-585-9038 / FAX 801-585-9040