

# University of Hawai‘i at Mānoa

## College of Education

### Instructions for Completing the College of Education Application for Post Baccalaureate in Special Education (PB SPED) Program

**Fall 2008 and Spring 2009**

#### **Background Information:**

The College of Education Department of Special Education is offering a Post Baccalaureate Program which leads to eligibility for a license to teach in SPED. The admission requirements for this program are listed below. Please read carefully before completing your application. If you have any questions or concerns, call the Office of Student Academic Services (OSAS) at (808) 956-7849 or contact us via e-mail [osas@hawaii.edu](mailto:osas@hawaii.edu). Thank you for your interest in this program. We look forward to hearing from you.

#### **Admission Requirements:**

- Personal admissions interview with OSAS
- Bachelor degree from an accredited institution (any field)
- 2.75 cumulative grade point average (GPA)
- Evidence of successful completion of the PRAXIS PPST/C-PPST Test
- Minimum of 40 hours of documented current (within the past 5 years) group leadership involvement (field experiences) with students
- Successful completion of a personal admissions interview with the Department of Special Education

#### **Application Procedure:**

- Submit the COE application by March 1, 2008 for Fall 2008 admission and September 14, 2008 for Spring 2009 admission to:

College of Education, Office of Student Academic Services  
1776 University Avenue, Everly Hall, Room 126  
Honolulu, HI 96822

- Submit a University of Hawaii System Application Form (SAF) to UHM's Office of Admissions and Records (A&R) by March 1, 2008 for Fall 2008 admission and September 14, 2008 for Spring 2009 admission. A&R is located at the Queen Lili‘uokalani Center for Student Services, 2600 Campus Road, Room 001, Honolulu, HI 96822.
- Arrange to have official transcripts from **all** post-secondary institutions (except UH System) sent directly to A&R. **Official transcripts sent to A&R must be received by March 1, 2008 for Fall 2008 admission and by September 14, 2008 for Spring 2009 admission.**
- Arrange with ETS to have PRAXIS PPST/C-PPST scores sent directly to the University of Hawai‘i at Mānoa by March 1, 2008 for Fall 2008 admission and September 14, 2008 for Spring 2009 admission.

## **Personal Admissions Interview**

Personal Admissions Interviews will be conducted beginning April 2008 for Fall 2008 admission or October 2008 for Spring 2009 admission. **Applicants must schedule an appointment time for an interview by calling the Special Education Department at (808) 956-7956 between**

**March 26, 2007 and April 13, 2007 for Fall 2008 Admission  
September 24, 2007 and October 12, 2007 for Spring 2009 Admission**

**Only applicants who have successfully completed all admissions requirements will be able to schedule Personal Admissions Interviews.** If you are uncertain about the status of your application, you may call or visit OSAS.

Non-Oahu applicants are required to schedule a telephone interview. If you should need special accommodations for the personal admissions interview because of a disability, please contact the Special Education Department at (808) 956-7569 in advance to seek assistance.

**Please note, if admitted to the College of Education, you will be required to undergo fingerprinting and a criminal history background check, per Hawaii Department of Education (DOE) policy. Please contact OSAS for appropriate forms.**

**Stipends:** Stipends are available. Stipends require a 3-year commitment to serve as a special education teacher in the DOE.

**If you have any questions, please call the Office of Student Academic Services at (808) 956-7849 to speak to an academic advisor.**

**All documents must be received (not postmarked) by March 1, 2008 for Fall 2008 admission.**

**All documents must be received (not postmarked) by September 14, 2008 for Spring 2009 admission.**

The University of Hawai'i at Mānoa is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, age, religion, color, national origin, ancestry, disability, marital status, arrest and court record, sexual orientation, and veteran status. This policy covers admission and access to, and participation, treatment and employment in the University's programs, activities, and services. For more information on equal opportunity and affirmative action policies and complaint procedures, contact:

Students: Alan Yang, Dean of Students, 956-3290 (V/T)

Employees: Mie Watanabe, EEO/AA Director, 956-6423 (V/T), email: [eeo@hawaii.edu](mailto:eeo@hawaii.edu)

Disability Services: Ann Ito, KOKUA Program Director, 956-7511 (V/T),  
email: [kokua@hawaii.edu](mailto:kokua@hawaii.edu)

International Students: Linda Duckworth, International Student Services Director, 956-8613,  
email: [issmanoa@hawaii.edu](mailto:issmanoa@hawaii.edu)