

# **M.ED. in SPECIAL EDUCATION ASD CONCENTRATION (ENDORSEMENT)**

**Information and application packet**

**HUMAN DEVELOPMENT  
AND CHILD STUDIES**  
Pawley Hall  
2200 N. Squirrel Road  
Rochester, MI 48309-4401

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[oakland.edu/hdcs](http://oakland.edu/hdcs)

# Master of Education, Special Education

## Certificate in Autism Spectrum Disorder – Basic or Advanced (teaching endorsement)

*\*The **ASD certificate** offered through Oakland University meets all requirements for the ASD endorsement approved through the Michigan Department of Education.*

### Program Overview

The **M.Ed. in Special Education** focuses on the broader concepts of exceptionality - learning, instruction and development - with regard to special populations. Exploration of theory and research as well as advanced application in instruction and assessment with selected populations are integrated throughout. The **Certificate in Autism Spectrum Disorder** focuses on in-depth preparation for work in the field of autism. Students have the option to complete coursework for the certificate alone, or, with additional coursework, the M.Ed. in Special Education as well.

### Benefits

- ✓ Oakland has been a leader in autism education for nearly 30 years
- ✓ Convenient on and off-campus meeting locations, including online options
- ✓ On-ground program is designed around teachers' typical work schedules
- ✓ All certificate courses apply to the degree if completed within a 6-year time frame
- ✓ Applications will be accepted and eligible students admitted every term
- ✓ Program is eligible for financial aid
- ✓ Team of expert faculty and lecturers

### Program Options / Credits

- ✓ M.Ed. in Special Education - 44 credits (includes certificate/endorsement within the degree)
- ✓ Certificate only - "Advanced" (for those with a prior SE endorsement) - 19 credits
- ✓ Certificate only - "Basic" (for those not having a prior SE endorsement) - 27 credits

### Admissions Criteria

- ✓ Undergraduate or Graduate degree with minimum GPA of 3.0
- ✓ Hold or be eligible for valid Michigan elementary or secondary teaching certificate
- ✓ Potential for success in the program

### For Additional Information

- [oakland.edu/pd/ASDmultiple](http://oakland.edu/pd/ASDmultiple)
- [martino@oakland.edu](mailto:martino@oakland.edu)
- 248.370.4415



School of Education and Human Services

**Graduate Certificate: Special Education  
Autism Spectrum Disorder  
BASIC**

*This option requires an applicant to have valid Michigan teaching certification.*

*This ASD graduate certificate meets MDE requirements for the ASD teaching endorsement.*

**Foundation Courses** (up to 8 credits):

*may be required, depending on applicant's background*

**Required Courses:**

SE 559	3	Overview of Autism Spectrum Disorder
SE 527	3	Educational Procedures for Students with ASD
SE 578	3	Communication and Language Issues in ASD
SE 579	3	Behavioral and Social Issues in Students with ASD
SE 596	3	Collaboration & Consultation Skills: ASD
SE 502	4	Legal Issues in Special Education
SE 524	4	Assessment in Special Education
SE 591	4	Practicum: Autism Spectrum Disorder, K-12

**Total Credits = 27**

*Please consider that for purposes of financial aid:*

*~ half-time graduate status is 4 credits, and*

*~ full-time graduate status is 8 credits.*



School of Education and Human Services

**Graduate Certificate: Special Education  
Autism Spectrum Disorder  
ADVANCED**

*This option requires an applicant to hold **a prior special education endorsement** in Michigan.*

*This ASD graduate certificate meets MDE requirements for the ASD teaching endorsement.*

**Required Courses:**

SE 559	3	Overview of Autism Spectrum Disorder
SE 527	3	Educational Procedures for Students with ASD
SE 578	3	Communication and Language Issues in ASD
SE 579	3	Behavioral and Social Issues in Students with ASD
SE 596	3	Collaboration & Consultation Skills: ASD
SE 591	4	Practicum: Autism Spectrum Disorder K-12

**Total Credits = 19**

*Please consider that for purposes of financial aid:*

*~ half-time graduate status is 4 credits, and*

*~ full-time graduate status is 8 credits.*

## **Master of Education: Special Education with Autism Spectrum Disorder (Endorsement)**

### **Foundation Courses (up to 8 credits):**

*may be required, depending on applicant's background*

### **Core Requirements (25 credits):**

SE 503	4	Standards, Research and Practice in Special Education
SE 502	4	Legal Issues in Special Education
SE 524	4	Assessment in Special Education
SE 600	4	Quality of Life
SE 505	3	Community Engagement and Service*
Electives	6	Must have adviser approval

### **ASD Concentration (15 credits):**

SE 559	3	Overview of Autism Spectrum Disorder
SE 527	3	Educational Procedures for Students with ASD
SE 578	3	Communication and Language Issues in ASD
SE 579	3	Behavioral and Social Issues in Students with ASD
SE 596	3	Collaboration & Consultation Skills: ASD

### **Exit Options (4 credits):**

- A. SE 591                      4            Practicum: Autism Spectrum Disorder K-12
- OR**
- B. Electives   4            Must have adviser approval

**Total Credits = 44**

*Please consider that for purposes of financial aid:*

*~ half-time graduate status is 4 credits, and*

*~ full-time graduate status is 8 credits.*

*\* SE 505 may be taken in 1-credit increments*

# OAKLAND UNIVERSITY SEHS GRADUATE EDUCATION

## HOW TO APPLY

### Certificate in Autism, Basic or Advanced M.Ed. in Special Education

1. Request your **official college transcripts** from all universities you have attended, and have them sent directly to OU Graduate Admissions. This may take a while so it is best to do this first. These should not be sent to you, but to Graduate Admissions:

**Oakland University**  
**Office of Graduate Admissions**  
**520 O'Dowd Hall**  
**Rochester, MI 48309-4401**

2. Complete the online **Application for Graduate Admissions**, at:

<http://www.oakland.edu/grad/apply>

Select **ONLINE APPLICATION**, and follow the prompts. There will be a series of pull-down menus.

For **Application Type**, select either **Grad – Graduate Certificate**, or **Grad – Masters**.

- Select **Grad Certificate** if you want the ASD concentration only –  
For the **Planned Course of Study**, select
  - **Grad Cert in ASD** if you will be taking most of your courses face-to-face, or
  - **Grad Cert in ASD 50 – 100% online** if you will be taking most of your courses either partially online or online.
- Select **Grad – Masters** if you want the ASD concentration as well as the degree –
  - For the **Planned Course of Study**, select **M.Ed. in Special Education with Autism Spectrum Disorder**.

Fill out each field in the application.

**Note: It is important that you complete and “submit” this online application before sending anything else to Graduate Admissions. It is only after you’ve completed the online application that they have a place to immediately record receipt of other documents as they come in.**

3. Complete the **Supplemental Application** form, attached.
4. Complete and sign the **Felony/Misdemeanor Form**, attached.
5. A **Goal Statement** is required. See attached guidelines.
6. Make a copy of your **teaching certificate** – both front and back, showing any endorsements you may have earned.
7. **Scan and email items 3 through 6 to [gradadm@oakland.edu](mailto:gradadm@oakland.edu)**. If you prefer, you may send them in via US mail (see address below).
8. Ask two people who can attest to your professional competence to each complete a **Recommendation Form**. (You will fill out the top 1/3, sign it, and then give to them.) A separate letter of recommendation is NOT needed, nor desired. After completing the form, the recommender must sign it, place it in an envelope, seal the envelope and sign their name across the seal. This is what makes the recommendations "official". We suggest you mail the forms to Grad Admissions yourself, rather than rely on others to send them in. These cannot be emailed. Please mail or bring them to:

**Oakland University**  
**Office of Graduate Admissions**  
**520 O'Dowd Hall**  
**Rochester, MI 48309-4401**

***FYI: You may check the status of your application at any time using your application login at this link to SAIL: <http://www.oakland.edu/grad/status>.***

We hope these step-by-step instructions are helpful. If you have any questions about this process, please contact Andrea Lewis ([alewis@oakland.edu](mailto:alewis@oakland.edu)) or me for assistance.

Susan Martino  
Director of Program Development  
School of Education & Human Services  
Oakland University  
Rochester, MI 48309  
office: 248.370-4415

**Graduate Study Supplemental Application**  
**SCHOOL OF EDUCATION AND HUMAN SERVICES**  
**SUPPLEMENTAL APPLICATION**

**Oakland University**  
Graduate Admissions  
520 O'Dowd Hall  
Rochester, Michigan 48309-4475

Name \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Email \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Program to which you are applying \_\_\_\_\_

**Certification**

Valid Teaching Certificate(s) Held:

- ☐ Elementary Certificate ☐ Secondary Certificate  
☐ K-12 in \_\_\_\_\_

Type of Certificate Held:

- ☐ Permanent ☐ Continuing ☐ Professional ☐ Provisional

Endorsements Held:

- ☐ Early Childhood  
☐ Special Education (specify category) \_\_\_\_\_  
☐ Other \_\_\_\_\_

Teaching Certification Sought (please check all that apply):

- ☐ Professional ☐ Renewal ☐ Add Endorsement(s): \_\_\_\_\_

**Teaching Experience** (excluding substitute teaching)

Years	District	Grades
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Continued)



## Applicants for Post-Master Certificate in Educational Administration Only

### Administrative Experience:

Years	District	Title	Level

A master's degree or higher is required in order to receive the certificate. If you do not hold that level of degree, indicate if you presently are admitted to any of the following at Oakland University.

☐ M.Ed. in \_\_\_\_\_

☐ Degree anticipated \_\_\_\_\_, 20\_\_

### Felony/Misdemeanor Disclosure

This information is needed to comply with regulations established by the Michigan Department of Education; initial the appropriate blank. Attach a written explanation for any "yes" response.

1. Have you ever been convicted of any felony? Yes\_\_\_\_ No\_\_\_\_
2. Have you ever been convicted of any misdemeanor including any alcohol related traffic violations? Yes\_\_\_\_ No\_\_\_\_
3. Have you ever been convicted in Michigan or any other state or jurisdiction, whether upon a verdict or plea of guilty or upon a plea of nolo contendere (no contest), or received a suspended sentence for a crime or an attempt to commit a crime which is considered criminal sexual conduct? Yes\_\_\_\_ No\_\_\_\_
4. Did you ever receive a discharge from the Armed Forces of the United States, which was other than "Honorable"? Yes\_\_\_\_ No\_\_\_\_
5. Have you ever been denied admission to, or been removed from, a teacher education program at another college or university? Yes\_\_\_\_ No\_\_\_\_
6. Have disciplinary proceedings ever been initiated against your Michigan teaching credential or your teaching credential issued by any other jurisdiction? Yes\_\_\_\_ No\_\_\_\_
7. Have you ever had adverse action taken against any educator certificate/license in Michigan or any other jurisdiction that resulted in conditions being placed on the certificate by the department of education in order to maintain certificate validity? Yes\_\_\_\_ No\_\_\_\_
8. Have you ever had a teaching credential issued in Michigan or any other jurisdiction suspended, revoked, nullified, or otherwise invalidated? Yes\_\_\_\_ No\_\_\_\_

(Continued)

Please attach a written explanation for all “yes” responses. If you have answered “yes” to any of the above, you need to know that passing our program, student teaching and state certification tests does not guarantee certification or employment. Convictions are assessed and evaluated at the state level, including a review of the court documents. You will not be issued a 90 day dated letter by Oakland University and will need to wait for the state review and decision regarding certification.

Signature \_\_\_\_\_ Date \_\_\_\_\_

***Submission Instructions***

Complete the form in Adobe Acrobat • Click “File” • Click “Print” • In the “Printer” drop down box select “Adobe PDF” • Click the “Print” button • Choose the location to save the file on your computer • Click “Save” • E-mail form to [gradadm@oakland.edu](mailto:gradadm@oakland.edu)

**Don't forget to also complete your online [admissions application](#) if you haven't done so already.**

***Incomplete forms will delay the admissions process.***

## GOAL STATEMENT

Professional Statement ~ A statement **not to exceed** two typed, double-spaced pages (500 words) is required in which you:

- 1) trace your professional development in the field of education,
- 2) indicate the factors that influenced you to apply for the degree,
- 3) project your career goals and contributions to schooling/education that you hope to make upon completing the degree, and
- 4) indicate the personal qualities that you believe you will bring to the program.



Graduate Admissions  
160 North Foundation Hall  
Rochester, MI 48309-4401  
(248) 370-3167 (phone)  
(248) 370-4114 (fax)

Please type or print legibly.

## Recommendation for Graduate Admission

**This completed form must be submitted to Graduate Admissions in a sealed envelope with the signature of the recommender affixed across the back sealed flap.**

**NOTE:** Consult the section of the catalog that pertains to your field of study for instructions concerning the recommendation: e.g. any special type of information required, number of recommendations needed, who recommenders should be.

**This section to be completed by Applicant:**

Name of Applicant \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_

Field of Study \_\_\_\_\_

Under the provisions of the Family Educational Rights and Privacy Act of 1974, this applicant (if admitted and enrolled) will have access to the information provided below unless he/she has waived such access. Please sign if you waive your right of access to the information record below.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**This section to be completed by Recommender:**

Name of Recommender (please print) \_\_\_\_\_ Title \_\_\_\_\_

Institution \_\_\_\_\_ Department \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

1. How long and in what capacity have you known the applicant? \_\_\_\_\_

2. Please rate the applicant in comparison to others whom you have known at similar stages in their careers:

	Exceptional Upper 5%	Excellent Next 10%	Very Good Next 15%	Good Next 20%	Next 50%	No Basis for Judgment
Scholarly potential in indicated field of study						
Creativity & originality in indicated field of study						
Motivation and perseverance toward goals						
Judgment & maturity						
Ability to work with others						
Ability to work independently						
Ability to express thoughts in speech & writing						

3. Please circle the strength of your overall endorsement:

Highly Recommended

Recommended

Recommended with Reservations

Not Recommended

4. Please comment specifically in a separate letter or on the back of this form on the applicant's strengths and limitations for graduate study. Descriptions of significant actions, accomplishments, and personal qualities related to scholarly achievement are particularly helpful as is an assessment of the applicant's ability/potential for college teaching.

5. Recommender's Signature \_\_\_\_\_ Date \_\_\_\_\_



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Institution \_\_\_\_\_ Department \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

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2. Please rate the applicant in comparison to others whom you have known at similar stages in their careers:

	Exceptional Upper 5%	Excellent Next 10%	Very Good Next 15%	Good Next 20%	Next 50%	No Basis for Judgment
Scholarly potential in indicated field of study						
Creativity & originality in indicated field of study						
Motivation and perseverance toward goals						
Judgment & maturity						
Ability to work with others						
Ability to work independently						
Ability to express thoughts in speech & writing						

3. Please circle the strength of your overall endorsement:

Highly Recommended

Recommended

Recommended with Reservations

Not Recommended

4. Please comment specifically in a separate letter or on the back of this form on the applicant's strengths and limitations for graduate study. Descriptions of significant actions, accomplishments, and personal qualities related to scholarly achievement are particularly helpful as is an assessment of the applicant's ability/potential for college teaching.

5. Recommender's Signature \_\_\_\_\_ Date \_\_\_\_\_