

Urban Education Fellows Program: Application Process

Step 1: Complete Application Packet/Deadline December 31st

- Application form
- Official College transcript
- One-page writing sample—indicate your interest in teaching children in urban schools
- 3 letters of recommendation
- Resume (include at least 3 most recent positions and all relevant community experiences)

Step 2: Attend Pre-Professional Skills Test (PPST/Praxis I) information session (OPTIONAL)

In January, one evening information session for the PPST/Praxis I will be offered. Applicants can reserve a space by calling 414-382-966 after 12/15. Individual test preparation sessions can also be scheduled by contacting the Academic Resource Center directly at 414-258-4810 ext. 291.

Mount Mary College
2900 N. Menomonee River Parkway
Library, Academic Resource Center
Milwaukee, WI 53222
(see online campus map at www.mtmary.edu)

Step 3: Earn a passing score on the Pre-Professional Skills Test (PPST/Praxis I)/Deadline February 28th

This is an Education Testing Service standardized test. Passing scores are required to be eligible for an interview. Check out the website at www.ets.org for details and Study Guides.

Step 4: Participate in a personal interview (February/March)

Applicants interview with the program director and program coaches.

Step 5: Attend a site visit (April)

Applicants participate in a half day visit at one of our partner schools. Applicants record classroom observations, conduct an activity with a small group of students, participate in group discussions, and complete a reflective questionnaire.

Step 6: Interview with school principal

Applicants will interview with school principals who are seeking Fellows for teaching positions from May through the end of summer school.

Pre-Professional Skills Test (PPST/Praxis I)

- When:** Deadline for completion: February 28
- Where:** On-line testing site: Prometric Testing/Park Crest Center (262-796-0836)
19435 West Capitol Drive, Suite L04 Brookfield, WI 53045
Hours: M-F 9:00 am-5:00 pm; some evenings until 7:00; Saturdays 9-4:00
- Practice Test/Study Guides:** Optional, but recommended (available at www.ets.org and local libraries, or for purchase at college and local bookstores)
- Subjects:** Reading, Math Writing (essay, requires word processing skills)
- Length of testing time:** Although each test session is set for 2 hours, the length of actual tests:
Math and Reading: 46 questions, 75 minutes (each)
Writing: 41 questions, 38 minutes
Essay: 1 question, 30 minutes
- Passing Score** Reading=175, Math=173, Writing =174
- YOUR Cost*:** \$80 one test/\$120 two tests/\$160 three tests
Combined test (all 3 one day) \$130

*Costs are subject to change and should be verified with the Prometric Testing Center

On-line testing site for the Pre-Professional Skills Test (PPST/Praxis I)

When you call to schedule your tests, you will be asked for a credit card number (VISA, Master Card or American Express). You receive the best price break by scheduling all three tests (reading, math, and writing) on the same day. However, you may choose to take these tests separately, though it will cost a little more. There is also a reschedule fee. Please note: If you cancel, you will only receive a partial refund of the cost per test.

Scores for the reading and math tests will be displayed immediately after you complete the tests.

WRITE DOWN YOUR SCORES AND IMMEDIATELY CALL THEM INTO THE URBAN EDUCATION FELLOWS PROGRAM OFFICE! (PHONE 414-382-9666) If no one is available to take your call, clearly record your name, address, reading score and math score.

Writing scores will not be given at the time of the test. All three official scores will be sent by ETS to the colleges and the UEFP. Program decisions are based upon the official scores.

When you log into the computer at the test site, indicate that you want your scores sent to ALL THREE:

Mount Mary College: Code #RA1490

Alverno College: Code #RA1012

UEFP: Code #RA1930