

Saint Michael's College

TESOL Program Candidacy Form

- This form must be filed with the student's advisor *immediately* after 9 credits have been earned.
- List credit hours *consistently* as semester hours in completing this report.

Name: _____ Student ID# _____
Last First Middle

Program: MATESOL MATESOL Plus ENL Licensure MATESOL Plus ENL Endorsement
 Peace Corps Master's International Graduate Certificate

Expected Completion Date: _____

A. COURSES COMPLETED TO DATE OR IN PROGRESS:

Dept.	Course No.	Title	Grade	Credit

Total credits:

B. PROPOSED COURSES TO COMPLETE YOUR PROGRAM:

Dept.	Course No.	Title	Grade	Credit

Total credits:

C. TRANSFER OF CREDIT REQUEST: (Submit request to Admissions Committee and complete Transfer of Credit form.)

<i>Institution</i>	<i>Dept.</i>	<i>Course No.</i>	<i>Title</i>	<i>Grade</i>	<i>Credit</i>

Total credits to be transferred:

TOTAL Program credits: _____

D. CANDIDACY:

Advisor's Recommendation: _____

Advisor's Signature: _____ Date: _____

Director's Signature: _____ Date: _____

E. AMENDMENTS: (Attached request or additional notes.)

PROGRAM GUIDELINES

- Students may not take more than 12 credits during a 15-week semester without receiving written approval, and no more than 12 credits in all the summer sessions (that is, the Early, Regular, and Late sessions) including independent study credit.
- International students on a F-I visa (student visa) should be advised that taking fewer than 9 credits during a 15-week semester violates U.S. Immigration regulations in regard to full-time student status.
- All students should be advised that the expected minimal work load for each semester hour of credit includes class meeting, and 30 hours of assigned readings or other study assignments.
- Students may not transfer more than 6 credits from an outside department or institution. No transfer credit is allowed toward the Graduate Certificate. Transfer credit must be for graduate-level courses, must be within 7 years, and must be relevant to the Program.
- Students may not take more than 3 credits by independent study without written approval.
- An independent study course can not be approved until the student has selected an instructor who is willing to supervise the study, and has submitted an outline of study signed by the instructor, and the academic advisor.
- See the Graduate Programs catalog for a list of required and elective courses.



MATESOL Program
 One Winooski Park, Box 253
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