

# Broward County Reading Endorsement Add-On Program

## Plan of Study Checklist

### Virtual University Track

Name: \_\_\_\_\_ Personnel Number: \_\_\_\_\_  
 Complete School Name: \_\_\_\_\_  
 Current Job Assignment: grade: \_\_\_\_\_ subject: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 Phone: (day) \_\_\_\_\_ (evening) \_\_\_\_\_  
 Email Address: \_\_\_\_\_

<b>Virtual University Courses Selected to Fulfill Competencies</b>			
<b>Competency 1: Foundations in Language and Cognition (60 PTS)</b>	<b>Check when course is completed</b>	<b>Online Course end date</b>	<b>BET/BE Numbers</b>
Foundations of Reading Online Course			
<b>Competency 2: Foundations of Research-Based Practices (60 PTS)</b>	<b>Check when course is completed</b>	<b>Online Course end date</b>	<b>BET/BE Numbers</b>
Advanced Reading Processes Online Course			
<b>Competency 3: Foundations of Assessment (60 PTS)</b>	<b>Check when course is completed</b>	<b>Online Course end date</b>	<b>BET/BE Numbers</b>
Facilitating Assessment Issues Online Course			
<b>Competency 4: Foundations of Differentiation (30 PTS)</b>	<b>Check when course is completed</b>	<b>Online Course end date</b>	<b>BET/BE Numbers</b>
Reading in the Content Area Online Course			
<b>Competency 5: Application of Differentiated Instruction (30 PTS)</b>	<b>Check when course is completed</b>	<b>Online Course end date</b>	<b>BET/BE Numbers</b>
Assessment and Instructional Intervention Online Course			

<b>Competency 6: Practicum (60 PTS)</b>	<b>Observer initials</b>	<b>Observation dates</b>	<b>BET/BE Numbers*</b> * Completed by Secondary Reading Department upon review/approval.
Reading Coach Observation			
Reading Coach Observation			
Administrator Observation			
Administrator Observation			

For Competency 6: Practicum, please follow the procedures as follows:

- 1) Complete your Practicum using the **Practicum Protocols** provided in the Reading Endorsement Conference in CAB and on the Virtual University website.
- 2) After completing all four of the Practicum Protocols satisfactorily, you will pony the following to **Terri Coyle – KCW-12<sup>th</sup> floor**:
  - Your four completed Practicum Protocols
  - Your Plan of Study Sheet (all completed courses documented – no signatures on this document until you have completed all requirements!)  
and
  - Your most current SAP Inservice Report with reading endorsement courses highlighted.

FYI: We will close out the comp. 6 Practicum courses monthly. Your documents will be ponied back to you after review/registration. We will post the BE info. on your Plan of Study Sheet for you. We will also complete the appraisals for you for Competency 6.

Upon completion of all competencies, send signed original Plan of Study Checklist along with your inservice record (highlight selected courses for reading endorsement) to the **Certification office at KCW-1<sup>st</sup> floor**. In addition, complete the application for Add-On Endorsement and include applicable fee of \$75 (money order only). All forms can be downloaded from the Reading Endorsement Conference in CAB, from the Virtual University website, or on the Core Curriculum webpage. Keep copies of all documents in your course portfolio.

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

Reading Coach Signature \_\_\_\_\_ Date \_\_\_\_\_

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