

NON-DEGREE ENDORSEMENT PROGRAM IN ESL
Leading to NJ English as a Second Language Certification
Revised April, 2020

- I. PROGRAM DESCRIPTION:** The English as a Second Language non-degree endorsement program is designed for individuals who possess a New Jersey Standard Instructional Certificate or Certificate of Eligibility with Advanced Standing (CEAS) in a content field or elementary education and who wish to become certified to teach English as a Second Language. Candidates holding a New Jersey Certificate of Eligibility (CE) in English as a Second Language and who are employed as a teacher and enrolled in an alternate route educator preparation program may also apply. Candidates with a CE must successfully complete both their 15-credit program and alternate route program prior to being recommended for the ESL endorsement. Candidates will be recommended for the ESL endorsement upon completion of the 15-credit program. All 15 credits in the endorsement program must be completed at Rutgers University. No transfer credits will be accepted.

The program does not lead to a degree and is usually completed exclusively through online courses. If students are interested in taking an endorsement course offered on the New Brunswick campus, they must obtain special permission from the instructor.

Students admitted to this non-degree program may apply to the *Ed.M. in Language Education with Endorsement in ESL* program prior to completing 12 credits and, upon acceptance, may complete both the certificate and the Master's degree. It is essential to apply early because taking the courses does not guarantee acceptance to the Master's program.

Applicants interested in obtaining their initial teaching certification must apply to the *Ed.M. certification program in English as a Second Language* rather than this program.

- II. APPLICATION DEADLINES:** No applications can be admitted less than two weeks before the beginning of the semester in which the program would be started. Applications must be submitted and complete at least two weeks before the beginning of the semester.
- III. APPLICATION REQUIREMENTS:** To be considered for admission to the program, applicants must provide all of the following:
1. Photocopy or electronic copy of a New Jersey Standard Instructional Certificate or a Certificate of Eligibility with Advanced Standing (CEAS). Applicants who hold a Certificate of Eligibility (CE) must provide a letter of employment from their school district and proof of enrollment in an alternate route educator preparation program.
 2. A personal statement that briefly describes an experience with English language learners and bilingual students and explains why the applicant wishes to enroll in our non-degree ESL program.
 3. One letter of recommendation.
 4. Official undergraduate transcripts. Applicants must hold a bachelor's degree from a regionally accredited college or university. Applicants are not usually admitted with a GPA less than 3.00 in their most recent degree.
 5. Passing scores on the Oral Proficiency Interview and a Written Proficiency Test in English.
(Any test scores submitted must be less than five years old. Scores must be official, not self-reported.)

Only complete applications will be reviewed.

IV. HOW TO APPLY:

Current Rutgers University Students: All applicants who are **currently** enrolled in a program at Rutgers University and wish to begin the endorsement program while continuing their current program should contact the GSE Office of Student and Academic Services (OSAS) at academic.services@gse.rutgers.edu.

Non-Rutgers University Students: Applicants who are **not currently** enrolled in a program at Rutgers University apply online at the Graduate Admissions website: <http://gradstudy.rutgers.edu/>

1. Click on "Create Account or Login" and follow the instructions given.
2. Under "Start an application today!", click **Apply Now**
[Application Selection](#)
3. For "Level of Application", select **Graduate**
4. For "Applicant Type", select **Certificate**
5. Continue filling out the application, following the on-screen instructions.
[Program of Study](#)
6. Under "Program Information", make sure **Certificate** is selected for "Applicant Type"
7. For "Area of Study", select **Education**
8. For "Location/Instructional Method", select **New Brunswick**
9. For "Program Selection", select **Education - English as a Second Language Certification (Endorsement) New Brunswick**
10. Complete the rest of the application by providing the requested information.
11. Supporting materials should be submitted online. Materials that must be mailed should be addressed to:
Office of Graduate and Professional Admissions, Rutgers, The State University of New Jersey, Proctor Hall, Suite 308, 65 Davidson Road, Piscataway, NJ 08854, U.S.A.
12. Enter payment information for the non-refundable application fee.
13. Submit your application.

Applicants are responsible for reviewing and confirming that they meet program requirements **before** the application is submitted. Rutgers Graduate School of Education **WILL NOT** refund the application fee if an applicant is not accepted.

When the entire application process is complete, students simply register for the courses in the program as described on the program handouts and on the GSE website gse.rutgers.edu. It is the responsibility of the student to enroll in all of the required courses through Rutgers University. **No program requirements may be met at any other institution.** Students are expected to maintain a "B" or better average as a non-degree student. Accepted students will have 5 years to complete the program.

After completing all of the required courses in the program, students should contact the Office of Academic Services at the GSE to notify them and to secure an application for the state endorsement. GSE personnel will then forward the completed application to Trenton along with a recommendation that the certification be awarded.

V. PROFESSIONAL EDUCATION REQUIREMENTS:

Students who are pursuing a master's degree with initial certification while also working towards this endorsement program must register for on-campus sections of all required GSE courses (excluding 05:300:350) unless otherwise approved by GSE program faculty.

	Course Number	Course Name	Credits	
			Grad	Total
Historical and Cultural Backgrounds of Emerging Bilinguals	05:300:433 or 15:253:523	Language and Culture	3	3
Theoretical Foundations of Language Development	05:300:430 or 15:253:520	Principles of Language Learning: Second and World Language Acquisition	3	3
Language and Linguistics	05:300:434 or 15:253:530	Foundations of Language	3	3
Culturally Sustaining Language Pedagogy and Practice	15:253:510	Language Learning in Content Areas*	3	6
	15:253:539	Methods for Teaching and Assessing English Language Learners**	3	
Total Credits			15	15

* Students who have successfully taken both 05:300:452 and 453 as part of a 5-year or post-baccalaureate initial certification program at the GSE may substitute those courses for 15:253:510. **Only** students who took these courses as part of a GSE initial certification program may make the substitution.
 **This course may have a clinical assignment requiring participation in a school setting. For those in online programs, clinical placements will be determined in conjunction with your instructor.

VI. LINGUISTIC AND CULTURAL LEARNING EXPERIENCES

All students must provide evidence of a second/foreign language or cultural experience such as:

- Experience living in a second cultural setting
- Completion of one or more foreign language courses (minimum 3 credits)
- Acquisition of a second/foreign language (in a non-traditional setting)

VII. PORTFOLIO: Students will archive artifacts from various GSE courses via an online instructional and evaluation system as directed by faculty. Details of this portfolio are specified in the *Student Policy and Procedures Handbook*.

VIII. HIB TRAINING: All candidates for certification must complete pre-service training in the prevention of harassment, intimidation, and bullying (HIB).

IX. COMPREHENSIVE EXAMINATION: No comprehensive examination is required.

X. PROGRAM FACULTY:

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