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Dear Applicant:

Thank you for your interest in AUSL's Urban Teacher Residency program! The AUSL residency program is designed for both individuals who do not have previous education training as well as for those who are already certified to teach in Illinois and want to benefit from AUSL's special preparation to teach in Chicago's underserved communities. The program is a full-time commitment, beginning in June 2010 and ending in June 2011. When you complete the residency training year, you will have a Master's degree and be eligible to be employed as a teacher in one of AUSL's Turnaround schools or in another high-need CPS school.

Eligibility: Applicants without previous teaching certification; M.A.T. Program

If you do not have a teaching certificate, or have a substitute certificate only, your track in the AUSL residency program will be with our university partner National-Louis University, where you will earn a Master of Arts in Teaching (MAT). Previous teaching experience is not required. Our program will prepare you for a successful start to your teaching career.

Based on your interests and academic background, decide whether you will seek Illinois Type 03 certification for Elementary education (grades K-9) or Type 09 certification for Secondary education (grades 6-12, including certification for a designated content area).

For residents on the M.A.T. track, AUSL offers Secondary residency training in these content areas: English Language Arts, Foreign Language (Spanish only), Mathematics, Science, and Social Science (to teach History).

AUSL will also offer training leading to an endorsement to teach Art, Music, or Physical Education (PE) at either the Elementary or Secondary level. See the Elementary and Secondary attachments for more information.

Elementary applicants must:

- Have earned a Bachelor's degree from an accredited institution by June 2010, with a GPA of 2.5 or better on the latest 60 semester hours of course work.
- Complete AUSL's online application, supplying all requested supporting documentation by the deadlines for the selected application cycle.
- Pass the Illinois Basic Skills Test, and the Elementary/Middle Grades Content Area Test (test 110); you must have scores in by May 2010.
- Meet the Illinois General Education Requirements for a M.A.T.



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Secondary applicants must:

- Have earned a Bachelor's degree from an accredited institution by June 2009, with a GPA of 2.5 or better on the latest 60 semester hours of course work.
- Select one of the content areas offered in AUSL's program: English Language Arts, Mathematics, Science, Spanish, or Social Science.
- Complete AUSL's online application and supply all requested supporting documentation by the deadlines for the application cycle you select.
- Pass the Illinois Basic Skills Test, and the Secondary Content Area test that corresponds with your academic experience and the subject you want to teach.
- Meet the Illinois State Education Requirements for the content area you wish to teach

Eligibility: Applicants with previous Illinois teaching certification; M.Ed. program

If you already have an Illinois teaching certificate (or will have one by June 2010), your track in the AUSL residency program will be with National-Louis University, where you will earn a M.Ed. in Urban Education. AUSL welcomes previously certified teachers into our program. Our program is designed to build on, not repeat, your previous training. Note that the M.Ed. degree is not preparation for administrative Type 75 certification.

AUSL offers residency training for all teachers with previous Type 03 - Elementary certification. For teachers with Type 09 - Secondary certification, AUSL offers residency programs in these content areas: English Language Arts, Foreign Language (Spanish only), Mathematics, Science, and Social Science (including History). Previously certified teachers on the M.Ed. track may also select a residency leading to an endorsement in Special Education, Art, Music, or Physical Education.

If you have a teaching certificate, but it is not from Illinois, contact the Illinois State Board of Education to discuss how to transfer your current certification to Illinois.

All applicants, whether previously certified or not, must also submit a Free Application for Federal Student Aid (FAFSA) after January 1, 2010 via www.studentaid.ed.gov. You will work directly with the Financial Aid offices of your applicable university partner to apply for financial assistance with university tuition costs. *National-Louis University FAFSA school code is 001733.*



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Admissions timetable and review cycles

AUSL's admissions process involves: a review of your application (including transcript and test results); a first interview; and a half-day selection day second interview. Key dates for each review cycle are listed in the table below. We encourage you to apply early, since the class size is limited.

Admissions Process Timeline	First Deadline	Second Deadline	Third Deadline	Fourth Deadline
Submit Complete online application	Oct 15, 2009	Dec 15, 2009	Feb15, 2010	April 1, 2010
Submit all supplemental documentation postmarked by:	Oct 31, 2009	Dec 31, 2009	Feb 28, 2009	April 15, 2009
If possible, attend an Information Session by:	Nov 1 , 2009	Jan 1, 2010	March 1, 2010	May 1, 2010
Notification of application status by:	Nov 15, 2009	Jan 15, 2010	March 15, 2010	May 3, 2010
Date by which to call if application status is not received:	Nov 23, 2009	Jan 25, 2010	March 29, 2010	May 10, 2010
For those invited, notification of first interview by:	Dec 1, 2009	Feb 1, 2010	April 1, 2010	May 15, 2010
For those invited, notification of half-day second interview by:	Dec 15, 2009	February 15, 2010	April 15, 2010	June 1, 2010
Notification of FINAL acceptance status:	One to two weeks after half-day second interview			
Apply for 2010-2011FAFSA:	As soon as possible after January 1, 2010			

Admission Policies:

Application and testing fees. AUSL does not charge an application fee. However, applicants are responsible for all other fees and expenses necessary to complete their applications, including test registration fees, fees for obtaining transcripts, and any fees or expenses involved in testing or course work to meet academic requirements.

Nondiscrimination. AUSL is committed to a policy of equal treatment and opportunity in every aspect of its relations with applicants, residents, and staff members, without regard to race, color, ethnicity, religion, gender, sexual orientation, national origin, disability, age, marital status, military status, pregnancy, or parenthood.

Criminal Records/Proceedings. AUSL Residents are expected to submit to any and all background checks required by the Chicago Public Schools (CPS). AUSL



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reserves the right to deny admission to or dismiss any Resident who has been involved in a criminal proceeding, regardless of the outcome.

Falsification or Misrepresentation. Falsification or misrepresentation on the application, in supporting materials, or during AUSL interviews is grounds for non-admission or dismissal.

Eligibility to work in Chicago Public Schools (CPS). AUSL graduates are expected to be employed in CPS schools for four years following their residency program year. Therefore, Residents must meet the following CPS employment requirements:

- Document eligibility for U.S. employment, including photo identification and proof of U.S. citizenship or permanent residency.
- Pass an examination to verify good health and freedom from tuberculosis
- Authorize CPS to conduct a criminal background check
- Be a resident of the City of Chicago, which is a requirement for all employees of the Board of Education. Residents are not required to live in Chicago during their residency training year, but must reside in the City of Chicago when it is time to begin employment as a teacher for the 2011-12 school year.

Supporting Documents Checklist

After submitting a complete application, please submit all supplemental documentation. Use the checklist below to help you gather all of the supporting documentation you will need to send to us to complete your file. If you are not previously certified, go to <http://ausl-chicago.org/train-test.html> to print and complete either the Elementary or the Secondary transcript analysis forms. Complete and gather your supporting documents (please send them all together) and mail to AUSL, postmarked by:

- October 31, 2009 for review cycle 1
- December 31, 2009 for review cycle 2
- February 28, 2010 for review cycle 3
- April 15, 2010 for review cycle 4 (final deadline).

Applicants not previously certified as teachers should send the following supporting documents:

___ One official, sealed copy of your transcript(s) from each undergraduate and graduate institution attended. Be sure your name appears on the outside of the sealed transcript envelope (write your name on it if necessary).



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___ Completed elementary OR applicable secondary transcript analysis form.
Download form at <http://ausl-chicago.org/train-test.html>

___ Copies of your state test registrations confirmation emails showing the tests you will be taking and the dates for each.

___ Copies of your official score reports from your state tests. Test registrations for state tests will serve as placeholders for official test scores. Send as you receive them.

___ If necessary, documentation of course work or testing undertaken to complete academic requirements. Send as you receive them.

Previously certified applicants should send the following supporting documents:

___ One official, sealed copy of your transcript(s) from each undergraduate and graduate institution attended. Be sure your name appears on the outside of the sealed transcript envelope (write your name on it if necessary).

___ Copy of your teaching certificate/endorsements. If your certification is from out of state, submit a copy of your current, out of state certificate, providing documentation that you are working on transferring your certificate to Illinois.

Mail all transcripts and supporting documents to:

**Academy of Urban School Leadership
Attn: Admissions
P.O. BOX 34990
Chicago, IL 60634**

If you have questions, contact AUSL Admissions at 773-534-0129. Our fax number is 773-283-0903 if you need to fax anything to us during the process.