UWM prepares teachers for students who are Deaf/Hard of Hearing (D/HH) served in school settings, pre-kindergarten through grade 12. Individuals who are not Wisconsin residents can complete certification coursework at the graduate level in D/HH, or can complete D/HH Certification coursework and a Master’s Degree in Exceptional Education. If you are from outside of Wisconsin, you must have special education certification in your state of residence to apply.

Upon successful completion of this two-year online program, you can:
- Apply the specialized D/HH coursework toward certification in your home state
  o Individuals outside of Wisconsin generally apply completed coursework towards certification requirements in the state in which they wish to teach. While UWM’s program meets the requirements for most states, individuals must work with their state education agency to identify what is required for D/HH certification in their preferred licensure state.
- Earn Wisconsin certification in D/HH by completing all required coursework and meeting Wisconsin’s state certification requirements (ACT 31, Praxis II, summer student teaching experience in Milwaukee, WI, professional teaching portfolio).
- Receive a Master’s Degree in Exceptional Education by completing 12-15 additional credits of Core Master’s coursework (available online).

Online Program available to Individuals outside of Wisconsin

As a distance education program:
- a) All coursework (excluding sign language) is offered online;
- b) Teaching Experiences during the academic year can be arranged and supervised in the students’ geographic area (one required summer teaching experience in Milwaukee for individuals seeking Wisconsin licensure);
- c) Students have access to program advisement from their geographic area.

There are key face-to-face meetings in Milwaukee that will be scheduled for orientation and special workshops. Students who are within driving distance may elect to attend. We will use internet video conferencing for students for whom driving is not feasible.

Application/Admissions Process for this Program

Any applicants to the program need to submit all required materials for an application to the Exceptional Education Department Special Education Post-Baccalaureate Teacher Certification programs (see the Application Packet at: https://pantherfile.uwm.edu/groups/uwm/SOE/docs/ex-ed-post-bacc-admissions/Post-Bac-Application-Packet.pdf). Deadlines for application to the D/HH program are listed in the application packet.

One step in the application process requires an online application to the University of Wisconsin-Milwaukee. The steps for this process are on page 5 of the application packet.
The choice you make for step 9, however, may differ based upon your background and your goals in the D/HH program. Use the following guide:

<table>
<thead>
<tr>
<th>With certification in some area of special education and you want only to take teacher education coursework in D/HH certification area:</th>
<th>For step 9 of the process, apply as Graduate non-degree (graduate courses taken as visitor, guest, certificate, certification or personal/professional enrichment) in Exceptional Education.</th>
</tr>
</thead>
<tbody>
<tr>
<td>With certification in some area of special education and you want to take teacher education coursework in D/HH certification area, and a Masters Degree:</td>
<td>For step 9 of the process, click Graduate degree (Master, Doctoral) in Exceptional Education.</td>
</tr>
</tbody>
</table>

You will need to pay any application fees for either graduate application. Your application will be reviewed and upon submission of a complete application an admission interview will be scheduled. There is no formal appeal process for individuals who are not accepted into the Certification or Certification plus Master’s Degree Program.

**Advisement**

Upon acceptance into the D/HH Master’s Program, you will be assigned a faculty advisor (Dr. Amy Otis-Wilborn) and an academic advisor. A Program of Study will be developed laying out courses, required teaching experiences, and identifying specific requirements that must be met to complete the Master’s Program and the D/HH teacher education coursework.

If you are planning on seeking certification in another state, you will need to check with the Department of Education in that state to find out about licensure requirements and the specific procedures for applying for a license. At the end of this handbook, there is a list and descriptions of D/HH certification courses which can be shared with your state’s teacher licensing offices.

If you are planning on seeking certification in Wisconsin, the additional requirements are: PRAXIS II, Act 31, and summer teaching experience. (See Appendix B for information)

An on-site and/or web-based group orientation/advisement session will be scheduled each semester to provide general program information and advising to students who are in the program. This orientation provides an opportunity for students to meet faculty and other students in the program. Additionally, students can use this opportunity to meet with the faculty advisor to plan the Master’s project. Dates for these orientation sessions will be emailed to students in the program.

**Required Technology**

Technology plays an important role in this online Master’s Program. Specifically, technology will be used to deliver course instruction, support, and supervise teaching experiences, advisement, and on-going communication between instructors and students, and students in each cohort.
In order to participate in the D/HH Program, you must have access to the following technology:

- Computer with the following system requirements:

<table>
<thead>
<tr>
<th>Component</th>
<th>Required</th>
<th>Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating System</td>
<td>• Windows XP, Vista, Windows 7</td>
<td>• Windows 7</td>
</tr>
<tr>
<td></td>
<td>• Mac OS X</td>
<td>• Mac OS X v10.7 (Lion)</td>
</tr>
<tr>
<td>Video:</td>
<td>• SVGA monitor</td>
<td>• Resolution of 1024 x 768 or</td>
</tr>
<tr>
<td></td>
<td>• Minimum resolution of 1024 x 600</td>
<td>greater</td>
</tr>
<tr>
<td>Internet Speed</td>
<td>• 56K modem</td>
<td>• 56K, DSL or Cable modem</td>
</tr>
</tbody>
</table>

Conduct a Systems Check by going to this website: [https://uwm.courses.wisconsin.edu/d2l/systemCheck](https://uwm.courses.wisconsin.edu/d2l/systemCheck)

- Recommended Browsers:
  - *All Browsers Must Enable Javascript*

<table>
<thead>
<tr>
<th>OS</th>
<th>Compatible Browsers</th>
<th>Recommended Browser</th>
</tr>
</thead>
<tbody>
<tr>
<td>Windows</td>
<td>• Internet Explorer 9</td>
<td>• Internet Explorer 9</td>
</tr>
<tr>
<td></td>
<td>• Internet Explorer 8</td>
<td>• Firefox (newest)</td>
</tr>
<tr>
<td></td>
<td>• Firefox (newest)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Chrome (newest)</td>
<td></td>
</tr>
<tr>
<td>Mac OS X</td>
<td>• Safari 5.1</td>
<td>• Firefox (newest)</td>
</tr>
<tr>
<td></td>
<td>• Safari 5.0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Safari 4.0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Firefox (newest)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Chrome (newest)</td>
<td></td>
</tr>
<tr>
<td>Tablet support for Desktop Web</td>
<td>Browsers under investigation (not officially supported)</td>
<td>• Firefox (newest)</td>
</tr>
<tr>
<td></td>
<td>• Android (newest)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• iPad Safari (newest)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Playbook Browser (newest)</td>
<td></td>
</tr>
<tr>
<td>Mobile web</td>
<td>• iOS 3 to newest (Safari)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Android 1.5 to newest</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Blackberry 6</td>
<td></td>
</tr>
</tbody>
</table>

Additionally, you will want to have access to the Internet at a speed that facilitates video. Check with your Internet provider to make sure that you have a plan with adequate speed. It is also possible to identify public Wi-Fi areas that have appropriate speed such as the public library and community colleges and universities.
Other technology students will need for the program:

- **Digital Video Camera**
  You may use whatever device you have available – iPad, iPhone, or a handheld camera that you have and are familiar with. If you do not have a camera, small video cameras are available. An example of one that we have used in the program is the EZ Small Wonder Digital camcorder with 1.5 inch flip-out display. You will need a MicroSD memory card to expand memory (up to 16GB).

- **Webcam**
  **Logitech QuickCam® Pro 9000™**
  - Autofocus system
  - Built-in microphone with RightSound™ Technology
  - Video capture up to 1600 x 1200 pixels
  - Frame rate up to 30 frames per second
  - PC compatible (Windows® 2000, Windows® XP, Windows Vista™)
  - QuickCam® Software CD, included


- **Microphone/Headset**
  **Logitech ClearChat Pro USB™**
  - Noise-canceling microphone
  - USB, plug-and-play connection
  - 8 feet cable length
  - PC compatible (Windows® XP, Windows Vista™)
  - Mac compatible (Mac OS® X 10.2.8 or later)

  Purchase from Amazon.com: [http://amzn.to/1rohNAQ](http://amzn.to/1rohNAQ)

- **File Conversion Software:** In using video and uploading to share with others (e.g., teaching experience supervisors), you may find that you will need to convert your video to a different format (avi or wmv). There are many free conversion programs online. If you are using Youtube for sharing video, the conversion is automatic.

**Enrolling for Graduate Courses**

Once you have been officially accepted into the graduate program you can check your admission status, enroll for classes, and pay your fees online through PAWS (Panther Access to Web Services - [https://paws.uwm.edu](https://paws.uwm.edu)). As part of your application to UWM you will receive a letter that contains your ePanther ID. You will need to activate your ePanther ID online at: [https://www-ssl.uwm.edu/uits/ePanther/aa/](https://www-ssl.uwm.edu/uits/ePanther/aa/).

As a non-Wisconsin resident, you will enroll in course sections with the “special course fee” – you will be paying in-state graduate tuition.
**Program of Study**
The D/HH program begins in the summer. There is a general sequence of courses that builds knowledge and skills, one semester to the next.

**Additional Master’s Requirements**

For students seeking a Master’s degree in addition to the teacher education coursework in D/HH, to apply toward certification in their own state or in Wisconsin, there are additional Master’s program requirements.

- EXCEDUC 715 – Issues and Trends
- EXCEDUC 815 – Capstone Course in Special Education
- EXCEDUC 770 Research in Special Education
- Multicultural Master’s Core Course approved by a graduate faculty advisor
- Master’s Thesis Project

Each student in the graduate program is required to complete a Master’s Thesis Project that develops understanding of research, the research process, and an in-depth knowledge in the focus area of study (in this Master’s program it is Deaf/Hard of Hearing). The Thesis Project is completed under the direction of a graduate faculty advisor. Students enroll for 3 credits in EXCEDUC 890. The chart below describes the Thesis Project.

<table>
<thead>
<tr>
<th>Descriptor</th>
<th>Master’s Thesis Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advisor</td>
<td>You work with your faculty advisor.</td>
</tr>
<tr>
<td>Copies</td>
<td>Submit 1 copy to the Department; and 1 copy to your Advisor</td>
</tr>
<tr>
<td>Contribution to the Field</td>
<td>Original scholarly work that contributes new and valuable information to the field of Exceptional Education. The topic should be consistent with one's focus area.</td>
</tr>
<tr>
<td>Style</td>
<td>APA</td>
</tr>
<tr>
<td>Presentation</td>
<td>A session for Master’s presentations is scheduled at the end of each semester, including summer. The session is attended by students who have completed their projects/theses, their advisors, and others interested. Students do a brief presentation (7-10 minutes). This is followed by a question and answer session (about 10 minutes). Copies of the Thesis Project are circulated during the presentation. Arrangements for presentation will be made for out-of-area students.</td>
</tr>
</tbody>
</table>

The Thesis Project is expected to be an original, scholarly work that contributes new knowledge or unique thinking to the field of exceptional education. In some cases, students will need to seek approval from the University’s Internal Review Board IRB. See http://www.uwm.edu/Dept/EHSRM/IRB/ for more information. Your faculty advisor will assist you in this process. All students present their Thesis Projects upon completion to faculty and other graduate students.

**Graduation Requirements**
The department will review fulfillment of requirements prior to graduation:

- Completion of minimum 30 credits
- Minimum GPA of 3.0 out of 4.0
- No Incomplete, Not Reported, or In Progress notations on student record
**Tuition & Financial Aid**

Non-resident students seeking the Master’s plus D/HH Certification are eligible to pay in-state graduate tuition. Non-resident students seeking only D/HH Certification also pay in-state graduate tuition for certification courses. Enroll in graduate courses with the “special course fee.” If you have any questions or need a “permission number” to enroll, please contact Cindy Pharm at cpharm@uwm.edu.

The special course fees for non-resident students in Spring 2014 are as follows:

<table>
<thead>
<tr>
<th># of Credits</th>
<th>Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1,022.81</td>
</tr>
<tr>
<td>2</td>
<td>1,704.97</td>
</tr>
<tr>
<td>3</td>
<td>2,387.13</td>
</tr>
<tr>
<td>4</td>
<td>3,069.29</td>
</tr>
<tr>
<td>5</td>
<td>3,751.45</td>
</tr>
<tr>
<td>6</td>
<td>4,433.61</td>
</tr>
<tr>
<td>7</td>
<td>5,115.77</td>
</tr>
<tr>
<td>8+</td>
<td>5,797.91</td>
</tr>
</tbody>
</table>

Financial aid options for Deaf and Hard of Hearing (D/HH) program students:

- School of Education scholarships (for WI students): [http://uwm.edu/education/academics/resources/scholarships/](http://uwm.edu/education/academics/resources/scholarships/)
## Online Master’s and Certification in Deaf and Hard of Hearing (D/HH) Course Sequence:

<table>
<thead>
<tr>
<th>YEAR</th>
<th>SUMMER I</th>
<th>FALL I</th>
<th>SPRING I</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SUMMER II</td>
<td>FALL II</td>
<td>SPRING II</td>
</tr>
<tr>
<td></td>
<td>SUMMER III</td>
<td>NOTES</td>
<td></td>
</tr>
</tbody>
</table>

### SUMMER I
- (3) *EXCEDUC 655 Introduction to Education for D/HH
- ( ) ASL Course needed to meet requirements
- (3) *EXCEDUC 562 Hearing Science
- (3) *EXCEDUC 715 Issues and Trends
- (1) *EXCEDUC 472/772 Teaching Experience I (no grad credit)

**Notes:** Check your state requirements. If seeking WI licensure
- ACT 31 Seminar (complete at any point in the program)
- Praxis II (all students are required to pass this test before their final teaching experience)

### FALL I
- (3) *EXCEDUC 772 Field Exper. D/HH
- (3) *EXCEDUC 563 Speech, Speechreading, & Listening
- (1) *EXCEDUC 533 Assessment & Monitoring In D/HH

### SPRING I
- (3) *EXCEDUC 772 Field Exper. D/HH
- ( ) Notes: Portfolio review

### YEAR II
- (3) EXCEDUC 564 Communication Practicum in D/HH; Teaching Experience (in Milwaukee for WI Certification)
- (3) *EXCEDUC 565 School Subjects

**Notes:**
- Complete any ASL coursework needed to meet requirements

### SUMMER II
- (3) EXCEDUC 772 Field Exp. D/HH
- (3) *EXCEDUC 559 Language D/HH
- (3) *EXCEDUC 815 Capstone Course in Special Education

### FALL II
- (3) *EXCEDUC 770 Research in Special Education

**Notes:**
- Portfolio review

### SPRING II
- (3) *EXCEDUC 890 Thesis Project

**Notes: Courses in the program may be modified based upon an individual’s focus age/grade level**

### SUMMER III
- (3) *EXCEDUC 890 Thesis Project

**Additional Requirements:**

**GPA Requirements:** must earn a “C” or better in all courses with a 2.75 cumulative GPA required upon completion of program

**Praxis II:** the Middle School: Content Knowledge test must be completed successfully prior to final teaching experience

**ACT 31:** study of Wisconsin’s American Indian history, culture, and tribal sovereignty satisfies Human Relations Requirement

(10.2014)
Appendix A

Wisconsin Certification Course Requirements and Descriptions

Out-of-state students who enter the D/HH online certification program with certification in special education can complete the following courses and will be recommended for a Wisconsin 805 License – Deaf/Hard of Hearing, pre-K through Grade 12. In addition to coursework, students complete a teaching portfolio and must be evaluated as “proficient” on all of the Wisconsin Teaching Standards to be recommended to WI for certification in D/HH.

Courses:

1. **EXCEDUC 655** (Summer) *Introduction to Education of Individuals Who are Deaf and Hard of Hearing* (3 units; U/G): Overview of educational programs and policies for pre K-12 students who are deaf and hard of hearing.

2. **EXCEDUC 562** (Fall) *Hearing Science* (3 units; U/G): Overview of physical and psycho-physical concepts of hearing science, speech mechanism, audiological evaluation and implications for the educational context.

3. **EXCEDUC 559** (Fall) *Communication in the Classroom: Deaf/Hard of Hearing* (3 units; U/G): Linguistic analysis and curriculum planning for facilitating the development of communication in students who are deaf or hard of hearing.

4. **EXCEDUC 563** (Spring) *Speechreading/Auditory Rehabilitation* (3 units; U/G): Techniques for teaching speech, speechreading, listening, and auditory training for children who are deaf or hard of hearing.

5. **EXCEDUC 565** (Summer II) *Techniques of Teaching School Subjects to Individuals w/Hearing Impairments* (3 units; U/G): Methods of teaching social studies, science, and mathematics as related to the language needs of students with hearing impairments and academic deficiencies – focus is on literacy development.


Teaching Experiences:

1. **EXCEDUC 586** (Fall) *Teaching Experience I*. 3 cr. U. Field experience with focus on understanding regular curriculum framework and experience teaching small groups. *As well, for on-the-job-students, focus on start-up and initiating teaching role and responsibilities. Cr/no cr only.*

2. **EXCEDUC 587** (Spring) *Teaching Experience II*. 3-12 cr. U. Placement with exceptional education teacher. Focus on small group instruction, understanding teaching responsibilities and collaboration. On-the-job option available through application.

3. **EXCEDUC 564** (Summer) *Communication Methods Practicum* (3 units; U/G): Field experience with individuals with hearing impairments in schools. Emphasis on spoken and sign language development.
4. **EXCEDUC 588/772** (Fall or Spring) **Teaching Experience III** (3-12 units; U):
Placement with exceptional education teacher. Full teaching responsibility is assumed. On-the-job option available through special application.

**Appendix B**

**Additional Requirements for Wisconsin Certification**

- **Sign Language Requirements**
Students must have proof of successful completion of ASL I-IV or equivalent or ASLPI score of 2+ to complete the program and be recommended for certification. Please note that **sign language and pre-requisite courses are not available online.** ASL I and II are often available through classes offered by a local community college or community organization. ASL III and IV are offered in some communities but are more difficult to find. UWM offers ASL III and IV during the academic year and summer school, on campus.

- **Teaching Experiences**
Fieldwork with children who are Deaf/Hard of Hearing is required when taking courses in the certification focus. At the beginning of your program, you will work with your faculty advisor to identify a child(ren) within a school or home setting with whom you can complete your teaching experiences. A description of the kind of work you will be doing with a child that can be shared with the parent and/or the classroom will be provided for each course. If you plan to work with a child in a school setting, the UWM’s Field Experience coordinator will need to make initial contact with the school.

A final supervised teaching experience of 18 weeks, full-time teaching is required. The experience can be completed in your geographic area. If you are hired to teach and obtain an emergency license, you may complete your final teaching experience in this setting, on-the-job. This experience will be supervised using distance technologies (Internet, video, email, telephone, etc.). However, there will be an attempt to arrange one on-site observation/evaluation. As part of the supervision process, all students will submit:

- **at least** four formal video-teaching samples for feedback and evaluation,
- post multiple short video samples for review and reflection
- lesson plans (short term and long term);
- examples of assessment and monitoring of student learning;
- examples of collaborative work with other professionals;
- sample of IEP development and work with parents/guardians;
- observation(s) by supervisor and/or supervising teacher.

A key part of Teaching Experiences is the development of an online Teaching Journal/Blog. This journal is developed in Teaching Experience I with continued development until the end of Teaching Experience III. Videos, lesson plans, reflections and other artifacts will be posted to the blog on a regular basis. Specific instructions and blog requirements are assigned for each Teaching Experience.

NOTE: You will need to pass the WI state required PRAXIS II test for Middle School Content Knowledge (0146) **prior to** beginning your final, 18-week teaching experience.
- **Praxis II Teaching Licensure in Deaf/Hard of Hearing**
  To obtain licensure in the area of Deaf/Hard of Hearing in Wisconsin, you must receive a passing score (146) on the Middle School Content PRAXIS II test. You will need to take and pass this test prior to enrolling in your final teaching experience. If you have taken and passed this test for your special education license, you must provide proof that you have met this requirement. If you were licensed prior to 2003 when this requirement was established, you will need to take and pass this test prior to enrolling in your final teaching experience. Provide UWM’s school code RA1473 when registering for the test so that your official test scores are sent directly to UWM. Please see UWM’s website for information on how to sign up for the Praxis II ([http://www4.uwm.edu/soe/student_services/oas/praxis_information/](http://www4.uwm.edu/soe/student_services/oas/praxis_information/))

**Professional Teaching Portfolio**
To obtain licensure in the area of Deaf/Hard of Hearing in Wisconsin, students must demonstrate general knowledge and skills identified in the Wisconsin Teaching Standards as well as knowledge and skills that are unique and required of teachers in the area of Deaf/Hard of Hearing. This portfolio is required by the state for certification in D/HH. Additionally, the portfolio serves as part of the Professional Development Plan that can be used as evidence of meeting requirements on Master Teacher licensure status in Wisconsin. A Portfolio Handbook provides more detailed information on this requirement.

In 2014, Wisconsin will require students to complete a portfolio through EdTPA (Teacher Portfolio Assessment). More information will be shared as the implementation date nears.

Other information for WI educators on Professional Development:
- WI teaching Standards: [c](http://dpi.wi.gov/tepdl/pdp.html)