



June 5, 2014

Ana-Claudia Magana  
758 Ocala Ave  
La Puente, CA 91744

STUDENT ID: A00359076

Dear Ana-Claudia,

Congratulations! I am pleased to offer you **conditional acceptance** to the Master in Teaching (MiT) Program at The Evergreen State College, starting September 29, 2014. We are delighted that you want to become a teacher and serve your community. You have been accepted as a candidate seeking an endorsement in **English Language Arts**.

Based on the decision of the admission committee, your admission is **conditional pending completion** of the following requirements:

- **Official passing WEST E for English Language Arts**
- **Third letter of recommendation from Jane McKie**
- **Official University of Edinburgh transcript with official credit evaluation from approved member of NACES**
- **Official set of CBEST scores**
- **Adolescent literature course**
- **Speech or debate course or verified training in public speaking**
- **Grammar for Teachers course**
- **Ten or more hours of observations in public high school English classroom(s).**

If you have questions about these conditional requirements, please contact Maggie Foran, the MiT Certification and Advising Officer, at [foranm@evergreen.edu](mailto:foranm@evergreen.edu) or (360) 867-6559.

The rest of this lengthy letter contains detailed information you will need to **read carefully, act upon, and save for future reference**.

To hold your place in the MiT class beginning September 2014, you will need to do the following **within 30 days of the date of this letter**.

- 1) Inform the Office of Admissions, in writing, of your decision to accept or decline this offer of admission at: Admissions Office, The Evergreen State College, Olympia, WA 98505-0002
- 2) Submit a non-refundable \$100 tuition deposit either through your [my.evergreen.edu](http://my.evergreen.edu) account or along with the enclosed tuition deposit form. Your deposit will be applied toward tuition for Fall Quarter, 2014. If your deposit is not received within 30 days of the date of this letter, this offer of admission expires and your place in the MiT program may be given to another applicant.

Please note you must have the third letter of recommendation, documentation of observation hours, NACES evaluation and official CBEST and WEST E scores into the Office of Admissions by September 15, 2014. Of your remaining conditional requirements no more than 8 credits can be left to do as of that date, and any remaining credits at that time will be completed summer 2015. All additional conditional requirements listed above must be completed by August 21, 2015.

To document any coursework you take between the time you applied to the program and the start of the program, you must send an official transcript(s) to the Office of Admissions by November 1, 2014. Finally, if you take coursework during summer 2015 at an institution other than Evergreen, you must send an official transcript to the Office of Admissions documenting that coursework by November 1, 2015.

A required orientation session will be held, tentatively on Saturday, September 20, 9 am – 4 pm at Evergreen's Olympia campus, and the program begins September 29, 2014. Please make arrangements in your life to have sufficient time to complete all assigned readings, papers and projects for the full 16 graduate level credits each quarter. All credits must be earned each quarter to advance in the program - incompletes or partial credit is grounds for not being allowed to continue.

State education codes require that teacher candidates must have fingerprint and Washington State Patrol and FBI background check clearance before we can place you in schools. Therefore, make plans to be fingerprinted in August or early September 2014 and bring proof of current fingerprints (receipt from where fingerprints were done) to orientation. The most convenient, fastest, and reliable way to be fingerprinted is at one of the state's Educational Service District offices with the two closest locations to Olympia at ESD 113 in Tumwater and ESD 121 in Renton. See <http://www.evergreen.edu/mit/forms.htm> for details. Fingerprints are valid for two years and must be current at all times in MiT. If you already have current fingerprints on file with the Office of the Superintendent of Public Instruction, please contact MiT field placement officer Loren Petty at [pettyl@evergreen.edu](mailto:pettyl@evergreen.edu) so he can verify.

Please review the required forms which will be completed at orientation, found at: <http://www.evergreen.edu/mit/forms.htm>, especially the Character and Fitness supplement form 4020B. If you have any yes answers in Section II questions 3-11, Section III or Section IV, please contact MiT field placement officer Loren Petty at [pettyl@evergreen.edu](mailto:pettyl@evergreen.edu) in August to discuss how to obtain a clearance letter in time to begin field experiences in classrooms in October.

If you are interested in applying for financial aid, you are encouraged to do so as soon as possible. Information about financial aid can be found at <http://www.evergreen.edu/financialaid>.

Over the coming months you will be receiving information about orientation and registration by email. Please set up your Evergreen email and my.evergreen.edu account as soon as possible so you do not miss any correspondence from college offices, including notification of your financial aid award. In addition, make plans now to ensure you have reliable transportation you can use to attend field placements and student teaching sites in a timely manner wherever you are assigned within a 40 mile radius of our campus.

Finally, the state of Washington has passed legislation that requires people in teacher education programs take and pass the Washington **Teacher Performance Assessment (edTPA)** during student teaching in for certification. The fee is \$300.

Again, my sincere and warmest congratulations on your acceptance into the Evergreen MiT program. We look forward to meeting and working with you.

Dr. Sherry Walton, Director  
Master in Teaching Program