

Credential Office Newsletter

Online learning can feel overwhelming, tiring or discouraging. Here are ten helpful study tips for online learning to keep school engaging and leave you feeling successful:

Tip one is practice good time management. It is a good idea to plan your time well because working online can be filled with distractions. One way to manage your time is to try blocking out a specific amount of time for each task you know you will need to accomplish. Creating a "to-do" lists can also be helpful. These techniques can keep you on task and help you to avoid procrastination. When managing time be sure to dedicate time for breaks. Get up and stretch, go for a walk or do something that does not involve looking at a screen.

Tip two is create a study space. When you create a space that is organized, quiet and conducive to study you will be able to minimize distractions and do your best work. Plan to work near a window which provides natural lighting, add some plants or play some study music. Keep your space neat and organized. These things can help to create a peaceful and stimulating environment for study.

Tip three is create an effective routine. While this is similar to practicing good time management, it involves thinking about when you do your best work. It is important to plan a routine of work and breaks that you can stick to. Think about what time of day you do your best work. Planning regular meals, exercise and down time can help your day to move more quickly and be more pleasant.

Tip four is stay organized. Make a document (like a Symbaloo) at the beginning of each quarter with all your important links. Create a calendar, electronic or otherwise, to record important due dates and reminders. Keep your study space organized as well as your electronic files. This can help you save time and feel less stress.

Tip five is identify your learning objectives. It is important to set daily and weekly goals as well as goals for the quarter and the year. Try to apply what you are learning to your life or think about how what you are learning can be applied to your future career. This can help you create meaning for what you are doing.

Tip six is actively participate. It is important to engage with your professor and with other students in your class. Plan to participate with discussion boards. Read what other students post and post your own comments. Ask questions both of your professor and other students in the class. Staying connected with others in your course will make the course more interesting and will help you stay connected to the content.

Tip seven is think about the way you learn best. Not everyone is a visual learner. If you prefer to learn visually you may want to read notes, but if you prefer to learn in auditorily you might want to record a lecture and listen to it.

Tip eight is fully commit. It is important in an online course, as in any other course, to fully commit to the course. Use self-discipline. Realize you will have more productive and less productive days, but plan to fully commit yourself to the work required and do your best.

Tip nine is ask for help. When you encounter technical difficulties or don't understand content, ask! Others likely have the same questions you have. It is important to reach out to your professors and ask for what you need.

Tip ten is be kind to yourself. It is important to remember to go outside, keep a healthy balance and engage with your friends and family. Give yourself rewards like healthy snacks and time for you. And don't forget how important sleep is!

Save The Date!

- Classes Begin
9/14/18
- CAL TPA/TPE Orientation
9/17/2020
- Pre-Vespers
TBA
- Placement Seminar #1
10/14/2020
- Placement Seminar #2
10/21/2020
- Placement Seminar #3
10/28/2020
- Student Teaching Orientation
TBA
- CBEST Registration Date at PUC
10/30/2020
- CBEST Test Date at PUC
12/6/2020

PACIFIC UNION COLLEGE
EDUCATION DEPARTMENT

EDUCATION BUILDING/
WESTHALL

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CREDENTIAL OFFICE

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FOR INFORMATION ABOUT
THE EDUCATION DEPARTMENT
PROGRAMS CONTACT
THE CREDENTIAL OFFICE

TEACHINGCREDENTIALS
@PUC.EDU

FIRST YEAR TEACHERS

- Jeanette Quiroz-Hilltop Christian School
- Amira Paniagua-Pine Hills Adventist Academy
- Timothy Patten-Rio Lindo Adventist Academy
- * Hannah Decolongon and Kelly Kimura

are enrolled in graduate school at Loma Linda University.



Mission Statement:

The mission of the Pacific Union College Education Department is to offer an excellent and distinctive Christian education for the purpose of developing professional teachers. These teachers will demonstrate the skills and teaching strategies necessary to create a rigorous, stimulating, and caring classroom climate where learning takes place for all students.

DEGREES AND CERTIFICATION PROGRAMS OFFERED AT PUC

A.S. and B.S. in Early Childhood Education

B.S. Liberal Studies

Seventh-day Adventist BASIC certification programs for secondary and elementary

California PRELIMINARY certification programs for multiple and single subjects

Seventh-day Adventist PROFESSIONAL certification program

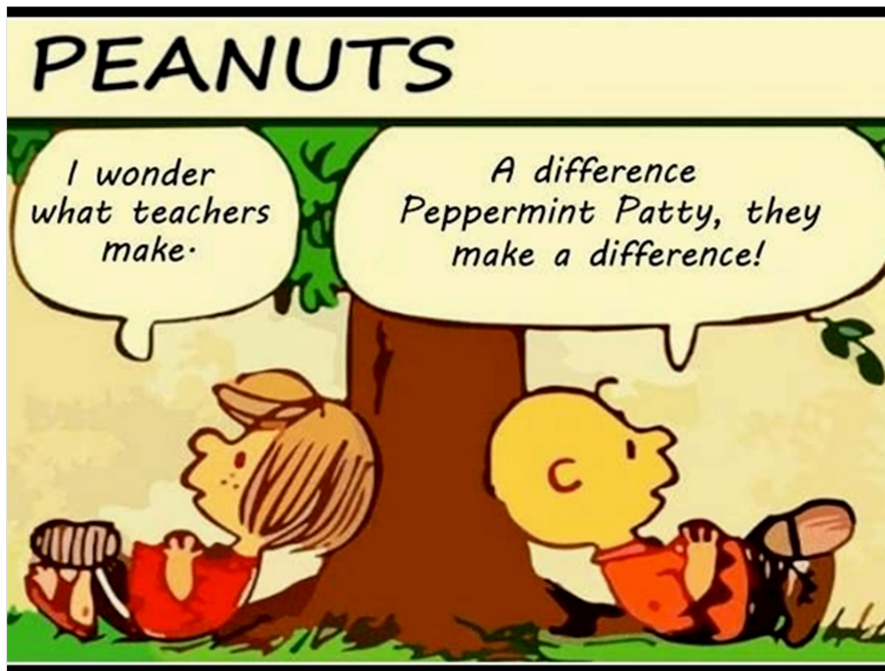
Master of Arts in Teaching Degree leading to elementary or secondary certification

Master of Education Degree for practicing teachers.

FALL STUDENT TEACHERS

- Jezarelle Kho–Willow Elementary School, grade K
- Gloria Luna–Napa Valley Language Academy, grade 2
- Mariah Sagehorn-Willow Elementary School, grade 5
- Justine Tabiolo-Willow Elementary School, grade TK
- Jennifer Terrones–VHM Christian School, grade 1&2
- Jordyn Washinger-Browns Valley Elem. School, grade 3
- Kyle Bullington-Hawaiian Mission Academy, P.E.
- Elijah Ewing-St. Helena High School, P.E.
- Kwuan Guerrero-Arts in Action Middle School, English
- Michele (Rafuse) Hipolito-American Canyon High School, Choir &Band





NEW CANDIDATES ADMITTED TO THE PUC CREDENTIAL PROGRAM THIS FALL

Undergraduate Multiple Subject Candidates

CJ De Pano

Jason Dubose

Joli Weber

Undergraduate Single Subject Candidates

Felicia Barnes

Wayne Engelstad

Master of Arts in Teaching

Rosetta Ussery

Julie Wallewein

Masters in Education

Maleah Merrills

Martin Reid



ADVENTIST MISSION SCHOLARSHIP

We have great news! If you are pursuing education at PUC you may qualify for the Adventist Mission Scholarship of \$1,000 per quarter up to a total of \$2,000 per year. If you are interested in applying please contact the Credential Analyst in the Education Department.

If you are an Adventist Mission Scholarship recipient, please pay attention to these important reminders and deadlines

2019-2020 Credential Candidate Recipients:

In order to maintain your scholarship you must be formally admitted to the credential program by June of this school year. This includes passing CBEST, obtaining a Certificate of Clearance, and submitting application materials

2020-2021 Credential Candidate Recipients:

You are required to have a short interview with the Credential Analyst and your education advisor before the end of Fall quarter 2020 to discuss the requirements for maintaining the scholarship. You must also take EDUC 101 and EDUC 101L this school year and pass both courses. Finally, you must submit a partial application for admission to the teacher education program by June 2021. Please contact the Credential Office with any questions!

IMPORTANT REMINDERS!

CERTIFICATE OF CLEARANCE

Completion of the LIVE SCAN FINGERPRINTING and issuance of a CERTIFICATE OF CLEARANCE verifying you do not have a criminal record are prerequisites to formal admission to the Teacher Preparation Program and participation in field experiences in K-12 classrooms.

Pick up the LiveScan& Certificate of Clearance Packet in the Education Department not an complete these important procedures.

CHECK YOUR EMAIL!

THE EDUCATION DEPARTMENT FACULTY AND STAFF COMMUNICATE WITH YOU USING YOUR PUC EMAIL ADDRESS. PLEASE CHECK IT REGULARLY AND OFTEN!



TESTING INFORMATION

CBEST

All applicants for admission to the Teacher Preparation Program must meet the Basic Skills Requirement. The CBEST exam is the most common option used by PUC candidates. It has three test sections, reading, writing, and math. CBEST is available as a paper-based test on campus five times a year and as a computer-based test off-campus on any date of your choice. CBEST may be repeated as many time as necessary to pass. A passing score report must be submitted to the Credential Office as part of the application for program admission.

CSET

CSET is a test in which candidates demonstrate that they are competent to teach in the content area of the credential they desire. Multiple Subject Candidates must take and pass the Multiple Subjects Exam. Single Subject Candidates must take and pass the exam that matches their degree subject. The CSET must be passed IN FULL at least one quarter prior to the quarter when you are scheduled to student teach. Applications to student teach will not be approved and a student teaching placement will not be made until a passing CSET score report is on file in the credential office. Candidates should plan to take the CSET during their junior year so that they have plenty of time to re-take the test before the deadline just in case they do not pass all sections of the test on the first attempt. The CSET is available only as a computer-based test off-campus at a Pearson Test Center at a location and date of your choice.

RICA

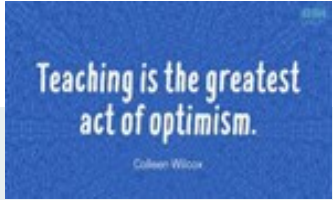
RICA is a test required of all candidates for elementary credentials. This test demonstrates the candidate's ability to teach reading appropriately at the elementary level. The RICA must be passed before recommendations will be made for SDA or CA credentials. It should be taken during the quarter of student teaching. RICA is available only as a computer-based test off-campus at a Pearson Test Center at a location and date of your choice. RICA may be repeated as many times as necessary to pass. Dr. Buller provides a RICA Preparation Session during EDUC 498 which is taken concurrently with student teaching.

Study Guides to help you prepare for these tests are available at the circulation desk in the college library. Information about the content of the test, passing scores, and the process of registration is available in the Education Department in the brochure rack in the lobby.



**When you pass CBEST, CSET,
and RICA you will receive a
passing score report from NES via email.**

**IMMEDIATELY forward this email the Credential
Analyst at teachingcredentials@puc.edu so that
your passing score can be recorded!**



Teaching is the greatest
act of optimism.

Colleen Wilcox

ORIENTATIONS, SEMINARS AND REVIEWS

RICA PREPARATION: Preparation for the RICA exam is provided by Dr. Buller for candidates who will take RICA this quarter at the conclusion of the student teaching experience. This review will take place during an EDUC 498-Student Teaching Seminar class period.

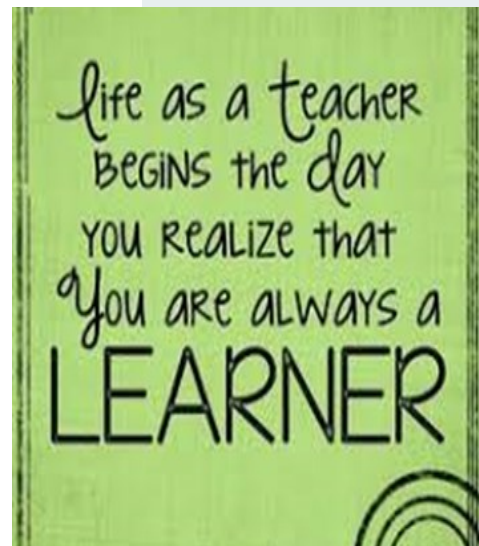
PLACEMENT SEMINARS: These special sessions are for all department candidates who will be ready to be hired into their first teaching position in the 2021-2022 school year. The seminars introduce candidates to the process of finding a job in both the SDA and public school systems, and prepares them for the Education Days Experience in February. By invitation only. Watch for announcements.

APPLICATION SESSION #1: This session is required of all candidates who have been formally admitted to the program who wish to complete Pre-Session Student Teaching and Full- Time Student Teaching during the 2021-2022 school year. The session provides candidates with information about the two experiences and provides the application materials needed to apply for each experience. By invitation only. Watch for further announce-

“Educating the mind without educating the heart is no education at all. “
Ellen G. White

HOW TO APPLY FOR ADMISSION TO THE TEACHER CREDENTIAL PROGRAM

- Complete one full quarter of college level coursework.
- Pass EDUC 101 (C- or better) and EDUC 101L (B- or better).
- Obtain and maintain a cumulative GPA of 2.75 (undergraduate) or 3.0 (graduate level).
- Meet the Basic Skills Requirement with passing scores for the CBEST, SAT or ACT.
- Complete a Live Scan and obtain a Certificate of Clearance from the CTC (background check)
- Submit a Complete Application.



Please stop by the Credential Office for application materials.