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## Evaluation and Application Procedures

Please complete the following procedures in order to become admitted to UTC:

- **Complete application for evaluation of credentials.**

Go to [www.utc.edu/CE](http://www.utc.edu/CE)

Click on Distance Learning and then on Occupational Licensure

- **Complete UTC application online and submit \$25 application fee.**

For those **with** a Bachelors degree

Go to: [www.utc.edu/gradstudies/](http://www.utc.edu/gradstudies/)

For those **without** Bachelors degree

Go to: [www.utc.edu/Admissions/](http://www.utc.edu/Admissions/)

- **Have complete set of official transcripts sent to UTC .**

For registration or if you have questions concerning the application process, please contact:

Tonya Pace  
423-425-5305 or  
[Tonya-Pace@utc.edu](mailto:Tonya-Pace@utc.edu)

If you have questions regarding evaluation of credentials, please contact:

Meg Farrell  
423-425-4022  
[Margaret-Farrell@utc.edu](mailto:Margaret-Farrell@utc.edu)

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**UTC**

Continuing Education  
*A Division of Metropolitan College*  
Dept 5255  
615 McCallie Avenue  
Chattanooga, TN 37403



# Occupational Teacher Certification Program

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## UTC

Continuing Education  
*A Division of Metropolitan  
College*

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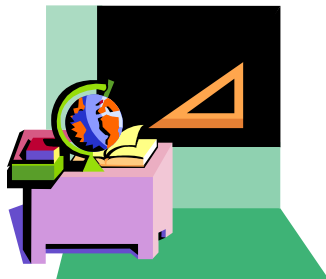
The College of Education and  
Applied Professional Studies



# Occupational Teacher Certification Program

In order to apply for an Occupational Education License you must complete a teacher preparation program designed to meet the knowledge and skills of occupation teachers (up to 18 hours). These courses must be completed within the first three years of employment (at least 6-semester hours must be completed in the first year of teaching).

UTC has developed 18 hours of coursework to satisfy the requirements for this licensure in an online format. These courses are offered two courses per semester with all 18 hours available for completion within one calendar year. The courses along with their descriptions are listed as follows:



## **Technology and Learning EDUC 417**

This survey course in technology will extend student knowledge of word processing, spreadsheets, databases, communications software, edutainment software, and the Internet through in class, hands-on assignments. Projects will be individually geared to the needs of the audience.

## **Designing Instruction and Evaluation in the Occupational Classroom EDUC 499R-A**

This course includes formulating and evaluation appropriate affective and cognitive objectives. Lesson planning and a wide range of teaching strategies will be examined. Each student will be required to demonstrate proficiency in a variety of component teaching skills including a self developed teaching unit.

## **Teaching in the Diverse Occupational Classroom EDUC 499R-B**

Study of diversity that may be found within a classroom in the United States and the significance of this diversity for classroom teaching and learning. Explores variations in ability and exceptionality, socioeconomic class, race and ethnicity, gender, religion, and language. Emphasizes strategies for managing and instructing diverse populations in educational settings.

## **Teaching Reading in the Secondary School EDUC 321**

Integrating reading skills and teaching strategies with the teaching of content area subjects.

## **Survey of Exceptional Learners EDUC 400**

An overview of exceptional children and youth and the philosophy of inclusion. Emphasis on individual differences among students with particular attention to students with special needs. The interrelated roles of regular and special education teachers and related professionals in adapting instruction to meet special needs will be addressed.

## **Education in the United States EDUC 201**

Organization and historical development of education in the United States, philosophical concepts and their influences on contemporary education

**The courses will be offered in an online format in the following one year rotation:**

<b>Summer</b>	EDUC 417	EDUC 499R-A
<b>Fall</b>	EDUC 499R-B	EDUC 321
<b>Spring</b>	EDUC 201	EDUC 400

*Note: Alternate courses may meet requirements; candidates should consult with the advisor.*

Visit our website at [www.utc.edu/CE](http://www.utc.edu/CE)