

## College Transcript Review Request for ESOL Equivalency

Teacher Name: \_\_\_\_\_ ID Number: \_\_\_\_\_ Current School Site: \_\_\_\_\_

To have your college transcripts reviewed for ESOL equivalency:

- 1 – Obtain an **Official** copy of your transcripts
- 2 – Attach a DETAILED course description from your college for ALL the courses you want reviewed
- 3 – Send your transcripts and this completed form to the Office of Professional Development

List the college courses (Number and Name) you want evaluated for ESOL Equivalency:

College/University Name: \_\_\_\_\_

Course: \_\_\_\_\_

Course: \_\_\_\_\_

Course: \_\_\_\_\_

Course: \_\_\_\_\_

**\*\*Please allow two weeks for processing \*\***

Date Received: \_\_\_\_\_

Approved for Credit: \_\_\_\_\_ Not Approved for Credit: \_\_\_\_\_

Identified Match for Course(s) if Approved:

- |   |              |
|---|--------------|
| 1. Methods of Teaching ESOL (60 inservice pts)                    | Match: _____ |
| 2. ESOL Curriculum and Materials Dvpmt (60 inservice pts)         | Match: _____ |
| 3. Language and Literacy (Applied Linguistics) (60 inservice pts) | Match: _____ |
| 4. Cross-Cultural Communication (60 inservice pts)                | Match: _____ |
| 5. ESOL Testing and Evaluation (Assessment) (60 inservice pts)    | Match: _____ |

Coordinator of Professional Development Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Electronic copy to go in PD file along with a copy of the official transcript showing earned credit for the course.

\*Original copy to go in the teachers personnel file