



TO: Graduate Studies, Certification Officer for Teacher Preparation Programs

FROM: _____

Student Name Date

Address Email

SUBJECT: Request for Letter of Completion of the ESL Program

To obtain an ESL Pennsylvania Program Specialist Certificate, the candidate must receive a signed Letter of ESL Training Completion from a PDE approved program provider. This Letter of Completion will be issued when the candidate demonstrates that he or she has developed knowledge of the fundamental concepts and practice of ESL instruction and services. A valid Pennsylvania Instructional I or II certificate is required to be eligible for this program.

Current Instructional Certification held _____

ED 622: ESL: Teaching Multilingual and Multicultural Literacies
Semester/Grade _____

ED 623: ESL: Multilingual and Multicultural Assessments
Semester/Grade _____

ED 624: ESL: Understanding Language Learning
Semester/Grade _____

ED 625: ESL: Language, Diversity & Schooling
Semester/Grade _____

ED 629: Theory & Practice of TESOL
Semester/Grade _____

Approved transfer credit: _____
Course Institution date

Matriculation date: _____

I am enrolled in a Graduate Program: Master of Education Certification

NOTE: This form should be submitted to the Graduate Office in Taylor Hal 105 for processing. Please allow one week for the Letter of Training Completion to be generated and mailed to the student.