

Utah State Office of Education  
**Frequently Asked Questions (FAQs) regarding the Utah  
Reading Endorsements 1 and 2**

1. Q. May I apply for a Reading Endorsement before I have an educator license in Utah?  
A. No. You must have a license *before* you apply for any endorsement.
  
2. Q. Who grants the Reading Endorsements, the University or the state?  
A. All educator licensing, including endorsements, are managed and granted by the Utah State Office of Education. Universities provide coursework to satisfy the requirements, but do not grant the licenses and endorsements.
  
3. Q. What are the requirements for the Reading Endorsements?  
A. The requirements are listed in detail on the applications, which are found at [http://www.schools.utah.gov/curr/lang\\_art/elem/endorsements.htm](http://www.schools.utah.gov/curr/lang_art/elem/endorsements.htm). To help ensure that the reading knowledge of applicants is as current as possible, these requirements/courses must meet the following criteria:
  1. Level 1: Participants must be currently teaching or have teaching experience beyond student teaching to enroll in the courses. Level 2: Participants must be currently teaching or engaged in a school/district education position.
  2. Courses are to be a minimum of three semester hours.
  3. Courses are to be graduate level.
  4. Courses are to be taken within eight years of the date of this application. Classes older than eight years will not be accepted.
  5. Online courses are accepted if they are aligned to the requirements.
  6. University courses are reviewed and approved by agreement with USOE.
  7. Professional Development courses (e.g. those offered by NUCC, CITES, SUTEC, etc.) must be pre-approved by USOE and entered in OnTrack (see <http://www.schools.utah.gov/cert/DOCS/Other/About-OnTrack.aspx>.)
  8. Transcripts submitted as evidence of courses taken must be official transcripts.
  
4. Q. Has the state provided alternative ways to earn the reading endorsements?  
A. Yes. There are two ways to earn the reading endorsements.
  1. Successful completion of university or other approved professional development courses matching the seven requirements (see Page 2 on the applications). This is by far the most common.
  2. In lieu of university and/or approved professional development courses, the applicant may apply for an endorsement through demonstrated competency for up to two courses. Demonstrated competency must be verified for each course individually. Demonstrated competency will be approved under the direction of the USOE Content Area Specialist.
  
5. Q. Is there an Elementary AND a Secondary Reading Endorsement?  
A. No. There is a Reading Endorsement 1 and a Reading Endorsement 2. These endorsements may be attached to licenses with Elementary, Secondary, or K-12 Special Education areas of concentration. Teachers may, however, focus their endorsement on a specific level by taking alternative courses to satisfy two different requirements: Requirement 4, Understanding and Supporting Early Literacy, may be satisfied by taking an Adolescent Literacy course; Requirement 7, Instruction with Children's Literature and Informational Text, may be satisfied by taking an Adolescent Literature course. If a

teacher takes the secondary-focused alternative courses for Requirements 4 and 7, it does not, however, become a “Secondary” Reading Endorsement.

6. Q. Can a teacher with a secondary area of concentration license and a Reading Endorsement 1 teach small groups, pull-out, or push-in groups in an elementary school?  
A. No.
7. Q. Can a teacher with an elementary area of concentration license and a Reading Endorsement 1 or 2 teach reading classes in grades 9-12?  
A. No.
8. Q. Can a teacher with a Reading Endorsement 1 or 2, but whose only license is the K-12 Special Education area of concentration (no elementary or secondary area of concentration license) teach small groups, pull-out, or push-in groups in an elementary school?  
A. A teacher with only a K-12 Special Education license may not be the teacher of record, but may provide Tier 2 instruction under the direct supervision of a highly qualified teacher, generally the classroom teacher. The teacher may not deliver primary instruction to students, and must provide services in a push-in model only.
9. Q. Does having a reading endorsement from another state automatically give me one in Utah?  
A. No. All persons applying for reading endorsements must meet the requirements of the Utah Reading Endorsements. There are no reciprocal agreements between states, as their requirements often differ so greatly. Having some kind of reading endorsement or specialty in another state does not automatically grant you a reading endorsement in Utah. The application will be reviewed to determine whether the seven requirements for Reading Endorsement 1 or the three requirements for Reading Endorsement 2 have been satisfied.
10. Q. What do I do if the course name on my transcript is a generic title (e.g. “Special Topics in Education,” but is, in fact, one of the courses required for the Endorsement (e.g. Foundations of Literacy, Content Area Literacy Instruction, etc.)?  
A. For various reasons, usually in the case of extension-type courses, sometimes universities list courses on the transcript with these generic titles. This leaves USOE unable to determine if the requirement has been met by simply examining the transcript. If the course was offered by a university in Utah, the applicant should submit a letter from the university department, on letterhead, indicating the actual course title and content.
11. Q. I am applying for a reading endorsement from out-of-state. Titles of the courses I have taken do not match those described in the application, but I think I’ve covered the same content. How do I proceed with the application?  
A. If you plan to use courses taken at universities outside of Utah to satisfy the requirements, often the course titles do not match those described in the application. If this is the case, you must submit copies of course syllabi, name of text used, etc. to verify the course content of those courses. Occasionally the course description from the university catalog is helpful.
12. Q. How are out-of-state applications for Reading Endorsements evaluated?  
A. The same criteria are applied to out-of-state applications as in-state applications—seven requirements for the Level 1 and three for the Level 2, three credit-hour courses, graduate level courses, etc. (see the applications posted on the web). Transcripts are evaluated to verify that these requirements are met. If the courses are not an obvious match to the requirements, the applicant

will be asked to submit syllabi demonstrating that the course in question covered the content of the specific requirement.

13. Q. Does a Reading Recovery Endorsement satisfy any of the seven requirements for a Reading Endorsement Level 1?
- A. No. Reading recovery does not meet the full course requirements of any of the Level 1 courses.
14. Q. I contacted USOE with a question about a particular requirement, and we made an agreement as a result of that conversation. When submitting my application, how do I communicate to USOE any prior agreements?
- A. Given the passage of time (often these go back years) and the change in USOE staff, it is the responsibility of the applicant to submit documentation of anything out of the ordinary about the application. If, for example, you have contacted USOE regarding your endorsement, and believe there are any special circumstances, you must attach to your application a copy of the email or letter from USOE that outlines and approves those circumstances as meeting specific requirements. USOE may answer general questions upon inquiry, but any binding agreements will be placed in an e-mail or letter to the applicant and must be attached to the applicant's endorsement application.
15. Q. There are two requirements for the Reading Endorsement 1 that were previously part of the requirements for the Reading Endorsement 2: Requirement 4 (Understanding and Supporting Early Literacy) and Requirement 5 (Reading Comprehension Instruction). If I have a Reading Endorsement 1 which was issued during the time those requirements were in the Reading Endorsement 2, and wish to apply for the Reading Endorsement 2 now, what do I do about those two requirements?
- A. If the Reading Endorsement 1 was issued when those two requirements were in the Reading Endorsement 2, these requirements are considered part of the Reading Endorsement 2 for that applicant.
16. Q. Do I have to pass the Praxis Reading Specialist test to receive my Reading Endorsement 1?
- A. Passing the Praxis Reading Specialist test will be required as of July of 2010.
17. Q. If I pass the Praxis Reading Specialist test, do I automatically satisfy the requirements for Reading Endorsement 1?
- A. No. The seven requirements must each be met as described in the application. There is no provision to earn either endorsement (1 or 2) by passing a test. The Utah endorsements require rigorous graduate courses for *practicing* teachers.
18. Q. May I ask the Language Arts Specialist for an informal review of my courses before I pay the fee and submit the application, just to make sure I'm on track?
- A. No. We experience all kinds of confusion and misunderstandings when this is done. It sounds friendly, but it very often ends up with confusion, and sometimes hard feelings, as those informal reviews are often remembered differently or not at all by one of the parties.