## **Graduate Advising: Dept. of Special Education**

## **Graduate Practica Waivers**

The State of Indiana currently permits waivers of graduate practica for licensed teachers who are adding a special education license to their existing license. To qualify for consideration for a waiver, a candidate MUST have been TEACHER OF RECORD/SERVICE for a minimum of 1 years with students in the licensing area (e.g., Mild Interventions, Intense Interventions, etc.). If a candidate possesses this experience, then they must submit the following materials for review in portfolio format: **NOTE- Confidentiality must be maintained for all student documents.** 

- 1. Three examples of lesson plans. Please use the format you use in your school. There is flexibility here on style.
- Three sample IEPs. Please use the format you use in your school ISTART7 printouts are fine. Please remove students' names and other identifying information.
- 3. A letter of support from your building administrator or program director that documents the three years of teaching experience per the above and that also indicates that your performance has been satisfactory. This letter must address specific Council for Exceptional Children Standards. Also, your administrator must complete the Disposition Assessment Instrument which is attached.
- 4. Your reflection statements for each Council for Exceptional Children Standards. The standards are available at www.bsu.edu/spced/graduate.
- 5. Evidence of student learning in your classroom including pre/post-testing, parent support letters, etc.
- 6. Processing time for a waiver is about TWO weeks. There is no deadline other than your timeline for completing your license.
- 7. Remember, there is no fee for waivers AND NO CREDIT TOWARD A DEGREE. Waivers only meeting licensing requirements.

These material should be sent to: Dr. John Merbler, Dept. of Special Education, Ball State University, Muncie, IN. 47306.

NOTE: Graduate credit is NOT given for waived practica.