# Abraham S. Fischler College of Education and School of Criminal Justice
## NOVA SOUTHEASTERN UNIVERSITY | NSU Florida

## The Applied Professional Experience Application

**SUBMIT completed Application and Student Transaction Form to:**
**fceadvise@nova.edu**
**Abraham S. Fischler College of Education**
**and School of Criminal Justice**
**3301 College Ave**
**Ft. Lauderdale, FL 33314**

*READ the entire application form CAREFULLY*

You are eligible to apply for an Applied Professional Experience course if you have met the following requirements:

- Program requirements prior to registration:
  - Students enrolled in all programs except TESOL and CSE – must complete CUR 0526
  - Students should check their program of study for specific prerequisites for their 0699/0697 course
  - Have a minimum of 3.0 GPA
  - Complete and sign the NSU Student Enrollment Agreement (SEA)
- Credit hour requirements:
  - Complete 24 credit hours prior to LANG 0699 & TSOL 0699
  - Complete 27 credit hours prior to CSE 0699, ELE 0699 & ESE 0699
  - Complete 33 credit hours prior to MAT 0697 & SCI 0699

**Program requirements are available at: http://education.nova.edu/graduate/index.html**

➢ Submit a completed & signed application, with the **Student Transaction Form** only during the registration period for the session in which you wish to be enrolled---and at least two weeks prior to the beginning of that session. https://education.nova.edu/Resources/uploads/app/28/files/PDF/student_transaction.pdf.
Check the schedule at http://education.nova.edu/students/currentstudents/course-schedule.html for session dates.

## Directions for Requesting a Field Placement or Security Clearance

For specific questions about field placements and security clearance, please contact Jodi Miller: jmiller2@nova.edu
**Placements take time to coordinate, so start the process as soon as possible.**

**Office of Placement Services resource pages:**

http://education.nova.edu/students/current-students/gtep/office-of-placement-services.html

http://education.nova.edu/students/current-students/gtep/how-to-geta-field-placement.html

**Please complete this checklist before submitting this application:**

___I understand that incomplete applications, including those without an administrator's signature and/or those without a completed and signed Student Transaction Form and/or proof of security clearance, *will not be processed*. Applications *will not be accepted* after registration has closed. If your application is not approved, you must submit a **new** application for a subsequent session.

___I understand that the time required to complete the assignments for the Applied Professional Experience must be beyond those required of you as an employee during the normal working day. It is recognized that some of the experiences may need to take place during the workday; however, these activities must be approved in advance by your immediate supervisor. Assignments may require time to be spent in other teachers' classrooms.

Please contact your **Academic Advisor (fceadvise@nova.edu)** if you have any questions about the application process or requirements.

<h1 style="text-align:center;color:blue;">Applied Professional Experience Application</h1>

**Name (Ms. /Mr.)** _____ **Date Submitted**_____

**Current Occupation:** _____ NSU# **N**_____

**Address**_____
        **Street**                                         **City**         **State**       **Zip**

**Cell Phone**_____ **Work Phone**_____

**NSU E-mail Address**_____**@nova.edu**

**Location where course requirements will be completed: School Name** _____

**School Address**_____
          **Street**                                      **City**                **State**     **Zip**

**Principal's Name**_____ **School phone:** _____

**Principal's Signature**_____ **Date:** _____
hereby grants permission for this NSU student to implement the activities outlined in the course syllabus at this school.

**<span style="color:blue;">Place a check in front of (or highlight) your specialization/program:</span>**

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___Computer Science Education (CSE 0699)<br>
___Elementary Education (ELE 0699)<br>
___Exceptional Student Education (ESE 0699)<br>
___Math Education (MAT 0697)

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___Science Education (SCI 0699)<br>
___ Spanish Language Education (LANG 0699)<br>
___Teaching English to Speakers of Other<br>
     Languages (TSOL 0699)

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**Please sign and include this page when you submit your application to [fceadvise@nova.edu](mailto:fceadvise@nova.edu)**

I am submitting the completed items listed below:
- ➢ Applied Professional Experience application form (2 pages)
- ➢ [Student Transaction Form](#)
- ➢ Copy of my security clearance badge or letter

**I have read and understand all information on this application.**

_____        _____
      **(student signature required)**                                    **(date)**

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For FCE Advising Office Use Only:

o Approved<br>
o Denied<br>
o Student Notified

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Notes: _____<br>
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