

New Program Code     Replace Program Code    Date: \_\_\_\_\_

**REQUESTOR CONTACT INFORMATION**

Name \_\_\_\_\_ Campus \_\_\_\_\_  
 Title \_\_\_\_\_ Email \_\_\_\_\_  
 Office/Dept \_\_\_\_\_ Phone \_\_\_\_\_

**NEW PROGRAM CODE TO CREATE**

Institution \_\_\_\_\_ Campus \_\_\_\_\_  
 Level \_\_\_\_\_ Effective Term \_\_\_\_\_

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) _____	_____	<input type="checkbox"/> See Banner form STV_COLL
Department	(4) _____	_____	<input type="checkbox"/> See Banner form STV_DEPT
Degree/Certificate	(6) _____	_____	<input type="checkbox"/> See Banner form STV_DEGC
Major	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR
Concentration	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR
Minor	(4) _____	_____	<input type="checkbox"/> See Banner form STV_MAJR

If a similar major/concentration code exists in Banner, please list the code: \_\_\_\_\_

Justification to warrant a new major/concentration code similar to an existing major/concentration code:  
 \_\_\_\_\_

Is this major/concentration code being used the same way at the other UH campuses?     Yes     No

Should this program be available for applicants to select as their planned course of study on the online application? *If yes, student may select the code as their only program of study.*     Yes     No

**RULES PERTAINING TO FINANCIAL AID AND 150% DIRECT SUBSIDIZED LOAN LIMIT LEGISLATION**

Is 50% or greater of the classes in this program offered at a location other than the Home Campus?     Yes     No

Is this program/major/certificate financial aid eligible?     Yes     No

Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)?  
 See <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>     Yes     No

**Program Length**

*In academic years; decimals are acceptable. The length of the program should match what is published by the campus in any online and/or written publication.*

Special Program Designations     A     B     N     P     T     U

*See Special Program Designations Code Definitions on IRAO Program Code Request webpage*

Required Terms of Enrollment:     Fall     Spring     Summer     Extended

**EXISTING PROGRAM CODE TO REPLACE, IF APPLICABLE**

Program Code _____	Program Description _____
Institution _____	Campus _____
College _____	Department _____
Level _____	
Are current students "grandfathered" under the program code? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Should the old program code be available for use in Banner? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Effective</b> <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> <b>, old program code will no longer be available to admit or recruit students.</b>	
<small>Term (ie. Fall 2020)</small>	
<i>This will turn off the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules.</i>	
<b>Effective</b> <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;"></span> <b>, old program code will no longer be available to award degree to students.</b>	
<small>Term (ie. Fall 2020)</small>	
<i>This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules.</i>	

**ATTACHMENTS**

**BOR Approved:** Sole-credential Certificate, Associate, Bachelor and Graduate Degrees, and sole credential certificates

- BOR Meeting Minutes & Supporting Documents  Curriculum

**Chancellor Approved:** Concentrations, Certificates and Associate in Technical Studies (ATS) Degree

- Memo from Chancellor to notify Vice President for Academic Planning and Policy regarding program action.  
 Curriculum

<p><b>CERTIFICATES ONLY: Please check one (1) statement.</b> This certificate is a...</p> <p><input type="checkbox"/> BOR approved certificate. BOR Meeting/Approval Date: _____</p> <p><input type="checkbox"/> Chancellor approved within an authorized BOR program. BOR Program: _____</p> <p><input type="checkbox"/> Chancellor approved CO in accordance with UHCCP 5.203, Section IV.B.10.</p>
---

**VERIFICATIONS**

*By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.*

<p><b>Registrar</b> (Print Name)</p> <p>_____</p>	<p><b>Financial Aid Officer</b> (Print Name)</p> <p>_____</p>	<p><b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b> Tammi Oyadomari-Chun</p> <p>_____</p>
Signature	Date	Signature
Signature	Date	Signature
Date	Date	Date

**ADDITIONAL COMMENTS**



UNIVERSITY  
of HAWAII  
MĀNOA

**MEMORANDUM**

July 21, 2022

TO: Laura Lyons  
Interim Vice Provost for Academic Excellence

FROM: Nathan M. Murata *Nathan Murata* Edits approved: 9/21/22: *NM*  
Dean

SUBJECT: Modification to the Post-Baccalaureate Certificate in ~~Teacher Elementary~~ Education (PBCT~~EE~~) ~~Elementary~~ program, ~~Elementary track to add the~~ Multilingual Learner (MLL) concentration from 31-credits to 34-credits content courses for ~~teacher licensure pathway~~

**SPECIFIC ACTION REQUESTED:**

It is requested that the Interim Vice Provost for Academic Affairs approve the change from 31-credits to 34-credits for the Post- Baccalaureate Certificate in ~~Teacher Elementary~~ Education (PBCT~~EE~~) ~~Elementary~~, Multilingual Learner (MLL) concentration. ~~track modification a three semester, 31 credit program to a 34 credit program.~~

**REQUESTED EFFECTIVE TERM:**

**ADDITIONAL COST:**

There are no additional costs associated with this request.

**RATIONALE/PURPOSE OF PROPOSED CHANGE(S):**

In an effort for the College of Education to meet the high demand for highly qualified K-6 MLL licensed teachers in Hawai'i, we have proposed this modification to allow teacher candidates to graduate with a dual license in both elementary (gr. K-6) and MLL education. This will allow them to enter into the workforce fully certified. The proposed modification will allow for alternate pathways toward teacher licensing.

**DETAILED LIST OF CHANGE(S):**

1. The total number of program course credits will be modified from 31 to 34 credits to be completed in three semesters, with an addition of ITE 328: Responsive Pedagogy for Multilingual Learners (3 credits). All other courses will remain the same.
2. The number of prerequisite courses will increase to include SLS 302 and ITE 327.
3. The admissions/application process will take place in the fall semester with an October 1 deadline, for a spring program start versus our current spring admissions and fall start.

**DETAILED LIST OF CONSULTATION WITH IMPACTED PROGRAMS:**

There is no impact to other programs.

**ACTION RECOMMENDED:**

~~It is recommended that the Interim Vice Provost for Academic Affairs approve the Post-Baccalaureate Certificate in Teacher Education (PBCTE) Elementary track modification a three-semester, 31-credit program to a 34-credit program.~~

REPLACE WITH:

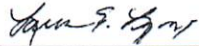
It is recommended that the Interim Vice Provost for Academic Affairs approve the change from 31-credits to 34-credits for the Post-Baccalaureate Certificate in Elementary Education program, Multilingual Learner (MLL) concentration.

**ATTACHMENTS:**

1. Current PBCTE Elementary 2-year Academic Plan
2. Proposed PBCTE Elementary/MLL 2-year Academic Plan
3. Current PBCTE Elementary Program Sheet
4. Proposed PBCTE Elementary/MLL Program Sheet

All reference to PBCTE  
change to PBCEE

**APPROVED/DISAPPROVED:**



L E L 9 / 2 8 / 2 2

September 14, 2022

Laura Lyons  
Interim Vice Provost for Academic Excellence

Date

# University of Hawai‘i at Mānoa – Academic Plan 2022-2023

## College of Education

PBCEE

### Post-Baccalaureate Certificate in ~~Teacher Education~~ – Elementary Education (~~PBCTE-Elementary~~)

This is a sample academic plan. Students should meet with an academic advisor prior to registration to formulate their own plan.

Year 1		Year 2	
<b>Summer or Fall</b>		<b>Fall</b>	
<b>Submit Application in August</b>		ITE 402	2
<b>Prerequisite:</b>		ITE 404H	3
<b>SPED 304</b>	3	ITE 404I	3
		SPED 444	3
Credits	3	Credits	11
<b>Spring</b>		<b>Spring</b>	
ITE 402	2	ITE 404B	3
ITE 404D	3	ITE 405	6
ITE 404G	3		
ITE 404N	3		
Credits	11	Credits	9
<b>Summer</b>		<b>Summer</b>	
Credits	0	Credits	0
<b>Total Credits</b>	<b>11</b>	<b>Total Credits</b>	<b>31</b>

#### Notes:

Admission Requirements: Bachelor's Degree from a UHM recognized institution; minimum cumulative GPA: 2.75; 40 hours of documented experience; interview.

Minimum grade of C (not C-) or better is required in all courses.

Required for Graduation: 2.75 cumulative GPA.

Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.

Please see a COE OSAS advisor for the latest information.

# University of Hawai‘i at Mānoa – Academic Plan 2023-2024

## College of Education

### Post-Baccalaureate Certificate in ~~Teacher~~ Education - Elementary Education & Multilingual Learning (PBCFE-Elementary/MLL)

This is a sample academic plan. Students should meet with an academic advisor prior to registration to formulate their own plan.

Year 1		Year 2	
Summer or Fall		Fall	
<b>Submit Application in August</b>		ITE 402	2
<b>Prerequisites:</b>		ITE 404H	3
ITE 327*	3	ITE 404I	3
SLS 302*	3	SPED 444	3
SPED 304	3	<b>** Must pass the TESOL PRAXIS before student teaching</b>	
Credits	9	Credits	11
Spring		Spring	
ITE 328*	3	ITE 404B	3
ITE 402	2	ITE 405	6
ITE 404D	3		
ITE 404G	3		
ITE 404N	3		
Credits	14	Credits	9
Summer		Summer	
Credits	0	Credits	0
<b>Total Credits</b>	<b>14</b>	<b>Total Credits</b>	<b>34</b>

#### Notes:

Admission Requirements: Bachelor's Degree from a UHM recognized institution; minimum cumulative GPA: 2.75; 40 hours of documented experience; interview.

Minimum grade of C (not C-) or better is required in all courses. Required for Graduation: 2.75 cumulative GPA.

Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.

\*The Multilingual Learning Program courses are waived for applicants who have satisfied the HTSB TESOL requirement before admission into the program.

Otherwise, the Multilingual Learning Program is an additional 9 credits.

Please see a COE OSAS advisor for the latest information.

**University of Hawai'i at Mānoa**  
**College of Education Program Sheet 2022-2023**  
**Post-Baccalaureate Certificate in Elementary Education**  
**Admissions: Selective Process: Application**  
**Min. Total Credits: 31 credits**

College Requirements
<b>Admission Requirements</b>
<ul style="list-style-type: none"> <li>• Spring admission only</li> <li>• Submit an application to the College of Education no later than the following:               <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul>               Apply: <a href="https://makalei.coe.hawaii.edu">https://makalei.coe.hawaii.edu</a> </li> <li>• Submit an application to the University of Hawai'i at Mānoa no later than the following:               <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul>               Apply: <a href="https://manoa.hawaii.edu/admissions/">https://manoa.hawaii.edu/admissions/</a> <ul style="list-style-type: none"> <li>○ Pay non-refundable \$70 Application Fee</li> <li>○ Submit official non-UH transcript(s) reflecting conferral of bachelor's degree and any graduate level coursework</li> </ul> </li> <li>• Bachelor's degree from an accredited and UHM-recognized four-year institution of higher education</li> <li>• 2.75 cumulative GPA</li> <li>• 40 hours of documented current group leadership involvement with elementary-aged youth (grade K to 6) within the last five years</li> <li>• Personal admissions interview</li> </ul>
<b>Prerequisite (3 credits)</b>
Minimum grade of C (not C-) or better is required
<input type="checkbox"/> SPED 304
<b>Major Requirements</b>
<b>Program (31 credits)</b>
Minimum grade of C (not C-) or better is required in all courses
<input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 404B <input type="checkbox"/> ITE 404D <input type="checkbox"/> ITE 404G <input type="checkbox"/> ITE 404H <input type="checkbox"/> ITE 404I <input type="checkbox"/> ITE 404N <input type="checkbox"/> ITE 405 <input type="checkbox"/> SPED 444
<i>Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.</i>
<b>Required Graduation Grade Point Averages</b>
<ul style="list-style-type: none"> <li>• 2.75 cumulative GPA or higher</li> </ul>



*This program sheet was prepared to provide information and does not constitute a contract. Meet regularly with your College of Education advisor to ensure you are on track with your requirements.*

Notes	
College of Education, Office of Student Academic Services:	Everly 126; (808) 956-7915; <a href="mailto:osas@hawaii.edu">osas@hawaii.edu</a> ; <a href="http://coe.hawaii.edu">coe.hawaii.edu</a>
Director:	Denise Nakaoka; Everly 126; (808) 956-4274; <a href="mailto:nakaoka@hawaii.edu">nakaoka@hawaii.edu</a>
Associate Director:	Denise Abara; Everly 126; (808) 956-5192; <a href="mailto:dabara@hawaii.edu">dabara@hawaii.edu</a>
Education Faculty Advisors:	Alyssa Kapaona; Everly 126; (808) 956-4269; <a href="mailto:akapaona@hawaii.edu">akapaona@hawaii.edu</a> Jolene Muneno; Everly 126; (808) 956-4268; <a href="mailto:jmuneno@hawaii.edu">jmuneno@hawaii.edu</a>
Pu'uhonua: Hale for Native Hawaiian Student Support,	<a href="mailto:puuhonua@hawaii.edu">puuhonua@hawaii.edu</a>
Puahia: First Year & Transfer Student Support,	<a href="mailto:puahia@hawaii.edu">puahia@hawaii.edu</a>
Tinalak: Filipino Student Support,	<a href="mailto:tinalak@hawaii.edu">tinalak@hawaii.edu</a>

**University of Hawai‘i at Mānoa**  
**College of Education Program Sheet 2023-2024**  
**Post-Baccalaureate Certificate in Elementary Education & Multilingual Learning**  
**Admissions: Selective Process: Application**  
**Min. Total Credits: 34 credits**

<b>College Requirements</b>
<b>Admission Requirements</b>
<ul style="list-style-type: none"> <li>• Spring admission only</li> <li>• Submit an application to the College of Education no later than the following: <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul> Apply: <a href="https://makalei.coe.hawaii.edu">https://makalei.coe.hawaii.edu</a> </li> <li>• Submit an application to the University of Hawai‘i at Mānoa no later than the following: <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul> Apply: <a href="https://manoa.hawaii.edu/admissions/">https://manoa.hawaii.edu/admissions/</a> <ul style="list-style-type: none"> <li>○ Pay non-refundable \$70 Application Fee</li> <li>○ Submit official non-UH transcript(s) reflecting conferral of bachelor’s degree and any graduate level coursework</li> </ul> </li> <li>• Bachelor’s degree from an accredited and UHM-recognized four-year institution of higher education</li> <li>• 2.75 cumulative GPA</li> <li>• 40 hours of documented current group leadership involvement with elementary-aged youth (grade K to 6) within the last five years</li> <li>• Personal admissions interview</li> </ul>
<b>Prerequisite (9 credits)</b>
Minimum grade of C (not C-) or better is required
<input type="checkbox"/> ITE 327* <input type="checkbox"/> SLS 302* <input type="checkbox"/> SPED 304
<i>*The Multilingual Learning Program courses are waived for applicants who have satisfied the HTSB TESOL requirement before admission into the program.</i>
<b>Major Requirements</b>
Minimum grade of C (not C-) or better is required in all courses
<b>Elementary Education Program (31 credits)</b>
<input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 404B <input type="checkbox"/> ITE 404D <input type="checkbox"/> ITE 404G <input type="checkbox"/> ITE 404H <input type="checkbox"/> ITE 404I <input type="checkbox"/> ITE 404N <input type="checkbox"/> ITE 405 <input type="checkbox"/> SPED 444
<b>Multilingual Learning Program* (3 credits)</b>
<input type="checkbox"/> ITE 328*
<i>*The Multilingual Learning Program courses are waived for applicants who have satisfied the HTSB TESOL requirement before admission into the program.</i>
<i>Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.</i>
<b>Required Graduation Grade Point Averages</b>
<ul style="list-style-type: none"> <li>• 2.75 cumulative GPA or higher</li> </ul>



*This program sheet was prepared to provide information and does not constitute a contract. Meet regularly with your College of Education advisor to ensure you are on track with your requirements.*

<b>Notes</b>	
College of Education, Office of Student Academic Services: Everly 126; (808) 956-7915; osas@hawaii.edu; coe.hawaii.edu	
Director:	Denise Nakaoka; Everly 126; (808) 956-4274; nakaoka@hawaii.edu
Associate Director:	Denise Abara; Everly 126; (808) 956-5192; dabara@hawaii.edu
Education Faculty Advisors:	Alyssa Kapaona; Everly 126; (808) 956-4269; akapaona@hawaii.edu Jolene Muneno; Everly 126; (808) 956-4268; jsmuneno@hawaii.edu
Pu‘uhonua: Hale for Native Hawaiian Student Support, puuhonua@hawaii.edu	
Puahia: First Year & Transfer Student Support, puahia@hawaii.edu	
Tinalak: Filipino Student Support, tinalak@hawaii.edu	





UNIVERSITY  
of HAWAII°  
MĀNOA

**MEMORANDUM**

July 21, 2022

TO: Laura Lyons  
Interim Vice Provost for Academic Excellence

FROM: Nathan M. Murata *Nathan M. Murata*  
Dean

SUBJECT: Modification to the Post-Baccalaureate Certificate in Teacher Education (PBCTE) Elementary track to add the Multilingual Learner (MLL) content courses for teacher licensure pathway

**SPECIFIC ACTION REQUESTED:**

It is requested that the Interim Vice Provost for Academic Affairs approve the Post- Baccalaureate Certificate in Teacher Education (PBCTE) Elementary track modification a three-semester, 31-credit program to a 34-credit program.

**REQUESTED EFFECTIVE TERM:**

Fall 2023

**ADDITIONAL COST:**

There are no additional costs associated with this request.

**RATIONALE/PURPOSE OF PROPOSED CHANGE(S):**

In an effort for the College of Education to meet the high demand for highly qualified K-6 MLL licensed teachers in Hawai'i, we have proposed this modification to allow teacher candidates to graduate with a dual license in both elementary (gr. K-6) and MLL education. This will allow them to enter into the workforce fully certified. The proposed modification will allow for alternate pathways toward teacher licensing.

**DETAILED LIST OF CHANGE(S):**

1. The total number of program course credits will be modified from 31 to 34 credits to be completed in three semesters, with an addition of ITE 328: Responsive Pedagogy for Multilingual Learners (3 credits). All other courses will remain the same.
2. The number of prerequisite courses will increase to include SLS 302 and ITE 327.
3. The admissions/application process will take place in the fall semester with an October 1 deadline, for a spring program start versus our current spring admissions and fall start.

Laura Lyons  
Page 2  
July 21, 2022

**DETAILED LIST OF CONSULTATION WITH IMPACTED PROGRAMS:**

There is no impact to other programs.

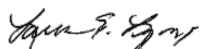
**ACTION RECOMMENDED:**

It is recommended that the Interim Vice Provost for Academic Affairs approve the Post-Baccalaureate Certificate in Teacher Education (PBCTE) Elementary track modification a three-semester, 31-credit program to a 34-credit program.

**ATTACHMENTS:**

1. Current PBCTE Elementary 2-year Academic Plan
2. Proposed PBCTE Elementary/MLL 2-year Academic Plan
3. Current PBCTE Elementary Program Sheet
4. Proposed PBCTE Elementary/MLL Program Sheet

**APPROVED/DISAPPROVED:**



Laura Lyons  
Interim Vice Provost for Academic Excellence

September 14, 2022

Date

# University of Hawai‘i at Mānoa – Academic Plan 2022-2023

## College of Education

### Post-Baccalaureate Certificate in Teacher Education - Elementary Education (PBCTE-Elementary)

This is a sample academic plan. Students should meet with an academic advisor prior to registration to formulate their own plan.

Year 1		Year 2	
<b>Summer or Fall</b>		<b>Fall</b>	
Submit Application in August		ITE 402	2
Prerequisite:		ITE 404H	3
SPED 304	3	ITE 404I	3
		SPED 444	3
Credits	3	Credits	11
<b>Spring</b>		<b>Spring</b>	
ITE 402	2	ITE 404B	3
ITE 404D	3	ITE 405	6
ITE 404G	3		
ITE 404N	3		
Credits	11	Credits	9
<b>Summer</b>		<b>Summer</b>	
Credits	0	Credits	0
<b>Total Credits</b>	<b>11</b>	<b>Total Credits</b>	<b>31</b>

#### Notes:

Admission Requirements: Bachelor's Degree from a UHM recognized institution; minimum cumulative GPA: 2.75; 40 hours of documented experience; interview.

Minimum grade of C (not C-) or better is required in all courses.

Required for Graduation: 2.75 cumulative GPA.

Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.

Please see a COE OSAS advisor for the latest information.

# University of Hawai‘i at Mānoa – Academic Plan 2023-2024

## College of Education

### Post-Baccalaureate Certificate in Teacher Education - Elementary Education & Multilingual Learning (PBCTE-Elementary/MLL)

This is a sample academic plan. Students should meet with an academic advisor prior to registration to formulate their own plan.

Year 1		Year 2	
<b>Summer or Fall</b>		<b>Fall</b>	
<b>Submit Application in August</b>		ITE 402	2
<b>Prerequisites:</b>		ITE 404H	3
ITE 327*	3	ITE 404I	3
SLS 302*	3	SPED 444	3
SPED 304	3	<b>** Must pass the TESOL PRAXIS before student teaching</b>	
Credits	9	Credits	11
<b>Spring</b>		<b>Spring</b>	
ITE 328*	3	ITE 404B	3
ITE 402	2	ITE 405	6
ITE 404D	3		
ITE 404G	3		
ITE 404N	3		
Credits	14	Credits	9
<b>Summer</b>		<b>Summer</b>	
Credits	0	Credits	0
<b>Total Credits</b>	<b>14</b>	<b>Total Credits</b>	<b>34</b>

#### Notes:

Admission Requirements: Bachelor's Degree from a UHM recognized institution; minimum cumulative GPA: 2.75; 40 hours of documented experience; interview.

Minimum grade of C (not C-) or better is required in all courses. Required for Graduation: 2.75 cumulative GPA.

Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.

\*The Multilingual Learning Program courses are waived for applicants who have satisfied the HTSB TESOL requirement before admission into the program.

Otherwise, the Multilingual Learning Program is an additional 9 credits.

Please see a COE OSAS advisor for the latest information.

**University of Hawai‘i at Mānoa**  
**College of Education Program Sheet 2022-2023**  
**Post-Baccalaureate Certificate in Elementary Education**  
**Admissions: Selective Process: Application**  
**Min. Total Credits: 31 credits**

<b>College Requirements</b>
<b>Admission Requirements</b>
<ul style="list-style-type: none"> <li>• Spring admission only</li> <li>• Submit an application to the College of Education no later than the following: <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul> Apply: <a href="https://makalei.coe.hawaii.edu">https://makalei.coe.hawaii.edu</a> </li> <li>• Submit an application to the University of Hawai‘i at Mānoa no later than the following: <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul> Apply: <a href="https://manoa.hawaii.edu/admissions/">https://manoa.hawaii.edu/admissions/</a> <ul style="list-style-type: none"> <li>○ Pay non-refundable \$70 Application Fee</li> <li>○ Submit official non-UH transcript(s) reflecting conferral of bachelor’s degree and any graduate level coursework</li> </ul> </li> <li>• Bachelor’s degree from an accredited and UHM-recognized four-year institution of higher education</li> <li>• 2.75 cumulative GPA</li> <li>• 40 hours of documented current group leadership involvement with elementary-aged youth (grade K to 6) within the last five years</li> <li>• Personal admissions interview</li> </ul>
<b>Prerequisite (3 credits)</b>
Minimum grade of C (not C-) or better is required
<input type="checkbox"/> SPED 304
<b>Major Requirements</b>
<b>Program (31 credits)</b>
Minimum grade of C (not C-) or better is required in all courses
<input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 404B <input type="checkbox"/> ITE 404D <input type="checkbox"/> ITE 404G <input type="checkbox"/> ITE 404H <input type="checkbox"/> ITE 404I <input type="checkbox"/> ITE 404N <input type="checkbox"/> ITE 405 <input type="checkbox"/> SPED 444
<i>Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.</i>
<b>Required Graduation Grade Point Averages</b>
<ul style="list-style-type: none"> <li>• 2.75 cumulative GPA or higher</li> </ul>



*This program sheet was prepared to provide information and does not constitute a contract. Meet regularly with your College of Education advisor to ensure you are on track with your requirements.*

<b>Notes</b>	
College of Education, Office of Student Academic Services: Everly 126; (808) 956-7915; osas@hawaii.edu; coe.hawaii.edu	
Director:	Denise Nakaoka; Everly 126; (808) 956-4274; nakaoka@hawaii.edu
Associate Director:	Denise Abara; Everly 126; (808) 956-5192; dabara@hawaii.edu
Education Faculty Advisors:	Alyssa Kapaona; Everly 126; (808) 956-4269; akapaona@hawaii.edu Jolene Muneno; Everly 126; (808) 956-4268; jsmuneno@hawaii.edu
Pu‘uhonua: Hale for Native Hawaiian Student Support, puuhonua@hawaii.edu	
Puahia: First Year & Transfer Student Support, puahia@hawaii.edu	
Tinalak: Filipino Student Support, tinalak@hawaii.edu	

**University of Hawai‘i at Mānoa**  
**College of Education Program Sheet 2023-2024**  
**Post-Baccalaureate Certificate in Elementary Education & Multilingual Learning**  
**Admissions: Selective Process: Application**  
**Min. Total Credits: 34 credits**

<b>College Requirements</b>
<b>Admission Requirements</b>
<ul style="list-style-type: none"> <li>• Spring admission only</li> <li>• Submit an application to the College of Education no later than the following: <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul> Apply: <a href="https://makalei.coe.hawaii.edu">https://makalei.coe.hawaii.edu</a> </li> <li>• Submit an application to the University of Hawai‘i at Mānoa no later than the following: <ul style="list-style-type: none"> <li>○ <b>October 1</b> for spring semester (September 1 priority deadline)</li> </ul> Apply: <a href="https://manoa.hawaii.edu/admissions/">https://manoa.hawaii.edu/admissions/</a> <ul style="list-style-type: none"> <li>○ Pay non-refundable \$70 Application Fee</li> <li>○ Submit official non-UH transcript(s) reflecting conferral of bachelor’s degree and any graduate level coursework</li> </ul> </li> <li>• Bachelor’s degree from an accredited and UHM-recognized four-year institution of higher education</li> <li>• 2.75 cumulative GPA</li> <li>• 40 hours of documented current group leadership involvement with elementary-aged youth (grade K to 6) within the last five years</li> <li>• Personal admissions interview</li> </ul>
<b>Prerequisite (9 credits)</b>
Minimum grade of C (not C-) or better is required
<input type="checkbox"/> ITE 327* <input type="checkbox"/> SLS 302* <input type="checkbox"/> SPED 304
<i>*The Multilingual Learning Program courses are waived for applicants who have satisfied the HTSB TESOL requirement before admission into the program.</i>
<b>Major Requirements</b>
Minimum grade of C (not C-) or better is required in all courses
<b>Elementary Education Program (31 credits)</b>
<input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 402 <input type="checkbox"/> ITE 404B <input type="checkbox"/> ITE 404D <input type="checkbox"/> ITE 404G <input type="checkbox"/> ITE 404H <input type="checkbox"/> ITE 404I <input type="checkbox"/> ITE 404N <input type="checkbox"/> ITE 405 <input type="checkbox"/> SPED 444
<b>Multilingual Learning Program* (3 credits)</b>
<input type="checkbox"/> ITE 328*
<i>*The Multilingual Learning Program courses are waived for applicants who have satisfied the HTSB TESOL requirement before admission into the program.</i>
<i>Content knowledge verification must meet one of the HTSB-approved options in order to submit a Student Teaching Application.</i>
<b>Required Graduation Grade Point Averages</b>
<ul style="list-style-type: none"> <li>• 2.75 cumulative GPA or higher</li> </ul>

*This program sheet was prepared to provide information and does not constitute a contract. Meet regularly with your College of Education advisor to ensure you are on track with your requirements.*

<b>Notes</b>	
College of Education, Office of Student Academic Services: Everly 126; (808) 956-7915; osas@hawaii.edu; coe.hawaii.edu	
Director:	Denise Nakaoka; Everly 126; (808) 956-4274; nakaoka@hawaii.edu
Associate Director:	Denise Abara; Everly 126; (808) 956-5192; dabara@hawaii.edu
Education Faculty Advisors:	Alyssa Kapaona; Everly 126; (808) 956-4269; akapaona@hawaii.edu Jolene Muneno; Everly 126; (808) 956-4268; jsmuneno@hawaii.edu
Pu‘uhonua: Hale for Native Hawaiian Student Support, puuhonua@hawaii.edu	
Puahia: First Year & Transfer Student Support, puahia@hawaii.edu	
Tinalak: Filipino Student Support, tinalak@hawaii.edu	