Application for Fall 2017 Admission

FAMILY AND HUMAN SERVICES MAJOR
EARLY CHILDHOOD EMPHASIS

APPLICATIONS ACCEPTED
UNTIL May 1, 2017

Hand-deliver to 341 HEDCO,
or mail your application to:
Family and Human Services
  Attn: FHS-ECE
  5251 University of Oregon
  Eugene, OR 97403-5251

For additional information please contact:
FHS-ECE Coordinator, Kathy Moxley-South – (541) 346-5143, kmoxley@uoregon.edu
Pre-FHS Academic Advisor, Christi Boyter – (541) 346-2476, cboyter@uoregon.edu
FHS-ECE Student Services Coordinator, Lesley Yates-Pollard – (541) 346-0909, lesleyyp@uoregon.edu

http://education.uoregon.edu/program/family-and-human-services
We are pleased you have decided to apply to the Early Childhood Emphasis area of the Family and Human Services major (FHS/ECE). We are looking for individuals who want to continue their professional development in early childhood education/human service settings. Admission will be granted to students who (a) have completed a University of Oregon admissions application, (b) have at least 2 years of professional experience working with at-risk children or the equivalent, and (c) met all other admission requirements.

Please read and follow the instructions throughout this packet carefully to ensure that your application is complete at the time of submission. Complete applications will gain review priority. It is your responsibility to make sure the application is complete by the deadline. Completed applications may be turned in before the deadline.

All Applicants Must Submit the Following:

1. A completed and signed application packet (pp. 3-13).

2. A Statement of Professional Goals and Purpose describing your interests in and future plans for working with children, youth, adults, and families in early childhood education/human services agencies (p. 6).

Recommendations: Use the forms starting on page 8. Your recommender should also provide a letter.

3. One form of support addressing your previous work experience in early childhood settings. The letter must be a reference from your employer/supervisor and address your skills and potential for future work in early childhood education and/or human services. Additionally, the letter should also state how your employer will support you as an employee working towards a degree. We will not accept letters from friends or family members. If you are not currently working in the field of early childhood, please submit a letter of support from a previous employer or volunteer supervisor that can speak to your work with young children.

4. One letter of recommendation from a current or past faculty member or supervisor at your community college or university. We recommend that you have your letters sent to you and include the letter, still sealed, with your application (p. 7).

Admission Process

(a) Complete and submit all application materials on or before May 1, 2017 at 5:00 PM.

(b) The Student Services Coordinator will contact you to schedule and interview*. Not all applicants will be granted an interview.

(c) Participate in an interview on or before May 8, 2017.

(d) A letter of conditional acceptance to the program or notification of denial will be sent by email by May 10, 2017. Final acceptance into the program is conditional on maintaining a 2.5 GPA, successful completion of prerequisite courses, passing an FBI criminal background check and UO conduct check, and meeting other program requirements as indicated (e.g., turning in required forms).**

(e) IMPORTANT: Admission to FHS-ECE is NOT the same as admission to the University of Oregon. If you are accepted to the FHS-ECE and you are not already a UO student, you must also apply for formal admission to the University. The UO Application can be found on the Office of Admissions website: [http://admissions.uoregon.edu/apply/](http://admissions.uoregon.edu/apply/). The deadline for transfer students applying for fall term is May 15, 2017.
*Interviews: In this interview, we (a) assess your communication skills; (b) provide you with an opportunity to demonstrate your strengths in a way different from the written file; (c) assess the match between you and the FHS major; and (d) to allow you to meet faculty and ask questions.

**Criminal Background Check and UO Conduct Check**

(f) If you are conditionally accepted into the FHS major, you will be required to pass a new FBI background check. This background check must be **completed by August 18, 2017**. For more information, contact the FHS Field Study Coordinator at (541) 346-1570. (b) After your interview, a letter of acceptance to the program or notification of denial will be sent by email.
FHS-ECE Application

APPLICATION FOR ADMISSION TO
THE FAMILY AND HUMAN SERVICES MAJOR – EARLY CHILDHOOD EMPHASIS

Date: ____________________

Please complete the following activities. All additional documentation (transcripts, letters, professional statement) should be attached to the application or included in a large envelope.

☐ Apply to the University of Oregon
☐ Completed and signed application packet (pp. 3-13)
☐ Official undergraduate transcripts (p. 4)
☐ Statement of Professional Goals and Purpose (p. 7)
☐ 2 letters of recommendation. One from your current supervisor in early childhood and the other needs to be an academic letter of recommendation. (p. 9)

PERSONAL INFORMATION

Legal Name __________________________________________________________

Last Name ____________ First Name ___________ Middle Initial __________

Birth Date (optional) _________________________________________________

UO Student ID ____________________________

I am a transfer student. I don’t have a UO ID yet ☐

Address __________________________________________________________

____________________________________________________________________

Phone Number ______________________________________________________

Is this number a cell phone? Yes No Please indicate if you are willing to receive text messages from FHS faculty/staff: Yes No

E-mail Address ______________________________________________________

How and when did you learn about the FHS major?

____________________________________________________________________

What is your current major? PreFHS_______ Other___________
TRANSCRIPTS

List all community colleges and universities you have attended or are currently attending and include official transcripts in your application packet.

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Years Attended</th>
<th>Degree</th>
<th>Official Transcript Included</th>
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TRANSFER CREDIT INFORMATION

The UO accepts college-level academic course work from regionally accredited two- or four-year colleges and universities. Credits from colleges outside the United States are evaluated individually.

The links below assist you in determining transfer course equivalencies for other colleges and universities and how transfer credits can be used to meet degree requirements at the UO.

Transfer Course Equivalencies and Individual Course Lookup: [http://registrar.uoregon.edu/current_students/transfer-articulation](http://registrar.uoregon.edu/current_students/transfer-articulation)

Associate of Arts Oregon Transfer (AAOT) Degree

When you complete an Associate of Arts Oregon transfer (AAOT) degree or an Associate of Science Oregon transfer (ASOT) degree in business at an [Oregon community college](https://www.registrar.uoregon.edu/current_students), you will have completed your writing and group requirements before coming to the UO.

DEGREE AUDIT INFORMATION

Applicants to the FHS-ECE must demonstrate satisfactory progress toward completion of general university graduation requirements. Please provide the requested information below:

Written English:

a) WR 121 or equivalent ____________
b) WR 122 or 123 or equivalent ____________

Intended Degree Objective (please choose one):

- [ ] Bachelor of Arts (B.A.)
- [ ] Bachelor of Science (B.S.)
- [ ] Bachelor of Education (B.Ed.)

Group Requirements: For a B.A. or B.S. degree you need 15-16 credits in each of Group I, II and III with no more than three courses with the same subject code to satisfy the group requirements. All courses must be 3 or more credits. For a B.Ed. degree you need 12 credits in each of Group I, II and III with no more than two courses with the same subject code to satisfy the group requirements. If you are completing an AA Oregon Transfer (AAOT) from a Community College you may write ‘AAOT’ in each of the three group areas below as the AAOT satisfies the group requirements for the UO. List number of completed credits to date next to each group listed below.

Group I: Arts & Letters ____________ Group II: Social Science ____________ Group III: Science ____________

General Education Requirements: For more information about General Education requirements at the UO, go to: [http://registrar.uoregon.edu/current_students/bachelors_degree_requirements](http://registrar.uoregon.edu/current_students/bachelors_degree_requirements)
**WORK EXPERIENCE**
List in reverse chronological order (most recent first) only the experiences that have prepared you for work in early childhood education in the past 10 years. A requirement for admission includes relevant professional experiences working with at-risk children, for example, a child abuse prevention program, Relief Nursery, or Head Start. Unsupervised work such as babysitting will not count towards the minimum 2 years of experience, however, you may still be considered for admission with further requirements. You may attach additional sheets as necessary. **Incomplete entries or entries without date ranges and number of hours worked cannot be counted and will not be included in your file review. A resume may not be submitted in lieu of this section.**

**PAID EXPERIENCE:**

<table>
<thead>
<tr>
<th>Agency Name, City, State:</th>
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<tr>
<td>Dates of Employment: From (month/year)</td>
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<tr>
<td>Average number of hours worked each week _____ X Months worked= Total hours worked: ________</td>
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<tr>
<td>Job Title:</td>
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<tr>
<td>Responsibilities related to Head Start, early childhood, and/or human services (please be specific):</td>
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<td>Supervisor:</td>
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<td>Supervisor:</td>
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</table>
**VOLUNTEER EXPERIENCE**
To assess your commitment to the field, please list in reverse chronological order (most recent first) only the volunteer experiences that have prepared you for work with children and families. For example, volunteering at a church preschool, the Boys and Girls Club, a local reading program for children, or a homeless shelter for families.

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<td>Dates of Volunteerism: From (month/year)</td>
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STATEMENT OF PROFESSIONAL GOALS AND PURPOSE
FOR STUDYING FAMILY AND HUMAN SERVICES

The FHS/ECE Admissions Committee is interested in your professional goals and interests. Please describe your reasons for seeking admission to FHS-ECE at the University of Oregon.

Your written essay should include information about these areas:
(a) Professional goals and interests (what do you hope to learn, what career goals do you have, how will this program meet your goals?)
(b) Background experience with children, youth, adults, and families in early childhood or human service settings. Be specific. What do you most enjoy about your work? What challenges have you faced in your work with children and families?

Please attach your statement on separate paper. Your statement should reflect your commitment to the field of early childhood and families. Organization, grammar, and spelling are important, as we will be assessing your writing abilities. Please limit your professional statement to two double-spaced pages. Statements must be typed.

LETTER OF RECOMMENDATION 1 (employer/supervisor in early childhood)

List the name and title of the individual you have asked to write a letter in support of your application. Include the letter in your application packet. The letter must be a reference from your current employer/supervisor who can address your skills and potential for future work in early childhood education/human services. If you are not currently working in the field of early childhood, the letter should come from a previous employer or supervisor that can speak to your work with young children. The letter should also state how your employer will support you as an employee working towards a degree (i.e. flexible time, technology support, study space). Additionally, ask your employer/supervisor to complete the attached form (see pages 8-9).

Employer/Supervisor Reference: ________________________________

LETTER OF RECOMMENDATION 2 (academic)

List the name and title of the individual you have asked to write a letter in support of your application. Include the letter in your application packet. The letter must be a reference from a current or past faculty member or supervisor at your community college or university. Use the attached form (see pages 10-11).

Academic Reference: ________________________________
VERIFICATION OF ACCURACY

I agree that all information I have provided is accurate and that all application materials may be reviewed by the Admissions Committee.

Signature: ____________________________ Date: __________

Equal Opportunity
The University of Oregon affirms and actively promotes the right of all individuals to equal opportunity in education and employment at this institution without regard to race, color, sex, national origin, age, religion, marital status, disability, veteran status, sexual orientation, gender identity, gender expression or any other consideration not directly and substantively related to effective performance. This policy implements all applicable federal, state, and local laws, regulations, and executive orders.
SECTION I TO BE COMPLETED BY APPLICANT:

This recommendation will become part of your admissions file. It will be used only for admissions considerations and will not be disclosed to any unauthorized individual without your consent. Under the federal law entitled the Family Educational Rights and Privacy Act of 1974 and the UO Student Record Policy, registered students are given the right to inspect their records, including letters of recommendation. Should you wish to waive your right of access to this recommendation, you may do so by checking the appropriate box below. All recommendations will be carefully considered. Check one of the following responses:

☐ I 

☐ I do not waive access to this recommendation.

Signature_____________________________________________Date___________

SECTION II TO BE COMPLETED BY PERSON PROVIDING RECOMMENDATION:

Your name has been given as a reference by ____________________________ who is applying for admission to the University of Oregon’s Family and Human Services. As required by the Family Educational Rights and Privacy Act of 1974 and the University of Oregon Student Record Policy, a student may either elect to waive or not to waive the privilege of viewing this recommendation. If the student has indicated that he/she will not have access to this recommendation, please place this form and your letter in a sealed envelope with your signature across the seal and return the recommendation to the applicant.

1. How long have you known the applicant?______________________________

2. What is/was your relation to the applicant?
  ☐ Employer/Supervisor ☐ Co-worker ☐ Other: __________________________

3. Please rate the applicant relative to other employees whom you have known in the same field in recent years by placing an “x” in the column that best reflects your experience with the applicant.

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<tr>
<th>Ability/Characteristic</th>
<th>Not Observed</th>
<th>Exceptional</th>
<th>Average</th>
<th>Poor</th>
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<tr>
<td>Intellectual Potential</td>
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<td>Initiative and Follow-through</td>
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<td>Oral Communication Skills</td>
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<td>Self-awareness</td>
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<td>Ethical Professional Behavior</td>
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<td>Potential for Professional Practice</td>
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4. Please describe the setting(s) in which you have observed and interacted with the applicant that form the basis of your evaluation above.
5. Please attach a short letter describing the applicant’s potential for successful professional practice with children, youth, families, and communities. Specific examples are helpful. In addition, please describe the applicant’s areas for growth.

- Additionally, if you are an employer, please address how you will support the student as they progress through FHS-ECE (i.e. flexible time, resources, etc.)

6. Are you aware of any reason why this individual may not be successful in an academic program, or might pose a risk to vulnerable people (if yes, please address these reasons in your letter)?

   □ No    □ Yes

7. Summary Evaluation (please check only one)

   □ I strongly recommend this applicant for admission and believe that he/she has the capability to perform at a superior level.

   □ I recommend this applicant for admission and believe his/her performance will be comparable to that of most upper division students.

   □ I think that the applicant’s qualifications are marginal, but if admitted, the applicant would greatly benefit from study in this program.

   □ I do not recommend this applicant for admission to the Family and Human Services-Early Childhood Emphasis Program

Name (print) ___________________________ Date __________________

Position or Title_________________________ at ___________________________

Signature ________________________________

Phone/Email _______________________________

Please return this form AND your letter directly to the applicant in a sealed envelope.
RECOMMENDATION IN SUPPORT OF APPLICATION FOR
ADMISSION TO FAMILY AND HUMAN SERVICES-EARLY CHILDHOOD EMPHASIS

SECTION I TO BE COMPLETED BY APPLICANT:

This recommendation will become part of your admissions file. It will be used only for admissions considerations and will not be disclosed to any unauthorized individual without your consent. Under the federal law entitled the Family Educational Rights and Privacy Act of 1974 and the UO Student Record Policy, registered students are given the right to inspect their records, including letters of recommendation. Should you wish to waive your right of access to this recommendation, you may do so by checking the appropriate box below. All recommendations will be carefully considered. Check one of the following responses:

☐ I waive access to this recommendation.

☐ I do not waive access to this recommendation.

Signature_____________________________________________Date___________

SECTION II TO BE COMPLETED BY PERSON PROVIDING RECOMMENDATION:

Your name has been given as a reference by ____________________________, who is applying for admission to the University of Oregon’s Family and Human Services-Early Childhood Emphasis. As required by the Family Educational Rights and Privacy Act of 1974 and the University of Oregon Student Record Policy, a student may either elect to waive or not to waive the privilege of viewing this recommendation. If the student has indicated that he/she will not have access to this recommendation, please place this form and your letter in a sealed envelope with your signature across the seal and return the recommendation to the applicant.

1. How long have you known the applicant?____________________________

2. What is/was your relation to the applicant?
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3. Please rate the applicant relative to other employees whom you have known in the same field in recent years by placing an “x” in the column that best reflects your experience with the applicant.

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- Additionally, if you are an employer, please address how you will support the student as they progress through FHS-ECE (i.e. flexible time, resources, etc.)

6. Are you aware of any reason why this individual may not be successful in an academic program, or might pose a risk to vulnerable people (if yes, please address these reasons in your letter)?

   □ No   □ Yes

7. Summary Evaluation (please check only one)

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   □ I do not recommend this applicant for admission to the Family and Human Services-Early Childhood Emphasis Program

Name (print) __________________________ Date __________________________

Position or Title __________________________ at __________________________

Signature ________________________________

Phone/Email ________________________________

Please return this form AND your letter directly to the applicant in a sealed envelope.
FHS-ECE Student Demographics Survey

We believe that human diversity goes far beyond the federal “race” and “gender” checkboxes and that a better understanding of who our students are will help us to recruit, support, and graduate all of our students.

Rationale and Request for Voluntary Participation
FHS-ECE hopes that students’ voluntary responses to this broader demographic survey will increase our ability to recruit, support, and graduate a diverse group of students, including both more and less represented aspects of your identities. This information will also help us shape course content and field study experiences, as well as contribute a more representative picture of our cohorts to the College of Education, University, and national organizations. As we gather this information over time, we will be able to use it to attune the FHS program to students’ and future professionals’ needs.

This survey is entirely voluntary. Your responses will be separated from the application so that no person is identifiable. You may answer all, any, or none of the questions. Please use the comment area to add or clarify information.

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<th>Year in FHS program</th>
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<tr>
<td>Pre-major</td>
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<tr>
<td>First Year</td>
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<td>Second Year</td>
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<td>Other:</td>
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What was your sex assigned at birth?

How would characterize your gender identity?

How would you characterize your sexual identity?

Are you a Veteran?

<table>
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<th>Yes</th>
<th>No</th>
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Are you a transfer student from a community college?

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<th>Yes</th>
<th>No</th>
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Are you considered an international student by the University of Oregon?

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<tr>
<th>Yes</th>
<th>No</th>
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Are you the first person in your family to attend college (first generation student)?
☐ Yes
☐ No

What are your ethnic identities (please indicate all that apply to you)?
☐ Asian or Pacific Islander
☐ African American & Black
☐ Latino/Chicano/Hispanic
☐ Native American/Alaska Native
☐ Unknown
☐ White
☐ Not listed above, write in here: ____________________________________________

Do you qualify for the Federal Pell Grant (financial aid)?
☐ Yes
☐ No

Do you have significant family responsibilities outside of school (children, parents, other family)?
☐ Yes
☐ No

Do you plan to attend graduate school?
☐ Immediately after your bachelor’s degree
☐ Within five years of your bachelor’s degree
☐ I had not planned on attending graduate school

If you are planning to attend graduate school, please indicate the degree you think you want to pursue (e.g., MPH, MSW, MA, PhD) and the field of study (e.g., social work, counseling psychology, clinical psychology). ____________________________________________

How essential do you see research experience being to being a competitive applicant for graduate school?

5 Very essential
4 Somewhat essential
3 Neither essential nor nonessential
2 Somewhat nonessential
1 Very nonessential
Please provide any additional comments/information if needed: