

University of Wyoming



Transfer Handbook for Undergraduate Degree Programs

(For Wyoming Community Colleges) 01/2010

Welcome to the University of Wyoming College of Education!

We are glad that, as a potential transfer student, you are interested in our college and we would like to provide you with information to help you in your planning and decision-making. This booklet will outline what to expect as you transition to the college and will address frequently asked questions. You will find information on what you will need to provide to have your current program evaluated, what to do when you visit the campus, and what you will need to do as you begin the UW teacher education program. It covers information you will need to know depending on whether you are transferring from a Wyoming Community College or from out-of-state. The Office of Teacher Education has a highly trained staff that is committed to helping you navigate through the program. You will also find that our faculty is knowledgeable, experienced, and willing to help you succeed in your academic pursuits. Read through the information in this transfer booklet and as you have questions feel free to contact us in the Office of Teacher Education.

We hope you will find this guide helpful and welcome comments on any changes or additions that would make it more effective.

Best Wishes,
Judy Ellsworth
Associate Dean, Undergraduate Programs

Accessibility to your Advisor and Faculty Members:

Most faculty offices are located in McWhinnie Hall, which does not have an elevator. If you cannot take the stairs to the second or third floors for a scheduled appointment with your advisor or other faculty member, please come to the Office of Teacher Education in room 100 (on the ground floor). The OTE staff will contact that faculty member and he/she can meet with you in McWhinnie Hall, room 100. Faculty offices in the Education Building, as well as in Wyoming Hall are accessible via elevator.

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I. Gathering Information & Reaching a Decision

- Start Early -- August/September in the year before you will transfer; begin to look at your educational options early in your college career and in the early weeks of the semester.
- Ask questions – talk with the faculty and staff of your current institution regarding the transfer process. Talk with the University of Wyoming’s Admissions Office, Registrar’s Office and the Office of Teacher Education to find answers to specific questions regarding program information, degree information and the transfer process. Program sheets outlining requirements for all of the teacher certification degree programs can be found at: <http://ed.uwyo.edu/majors.asp>
- Transfer evaluations can be requested from the Office of Teacher Education. We will examine the transcripts you provide to assist you in understanding what requirements you have completed and what remains for your chosen program for the university’s requirements as well as the college’s requirements. The evaluations are unofficial.
 - There will be a fee of \$40 when requesting a transcript evaluation for the purpose of determining how previously completed course work from other colleges or universities might be applied to College of Education degree program requirements. More information on the transcript evaluation process can be found at: http://www.uwyo.edu/ted/transcript_evaluation.asp
 - Students currently admitted to the University of Wyoming are exempt from this fee. Also exempt from the \$40 fee are graduates of the Wyoming Community Colleges transferring directly to UW as Education majors *within three years of receiving their Associate’s degree*, and who have not attended another college or university in the interim.
- Save your course syllabi and general bulletin!!! As you complete courses at your college, save the syllabi from your courses. You may need a copy of a syllabus down the road in the transfer process.
- Once you have decided to transfer to the College of Education at the University of Wyoming, fully explore the college’s website and that of the Office of Teacher Education. Write down questions that come to mind as you gather information.
- Visit with the Office of Teacher Education’s advising staff either via telephone or through an in-office appointment. Ask questions regarding your coursework and others that you have written down. Write down answers so you can reference them later.
- Inquire about college specific and UW applications and pay close attention to specific application deadlines.

II. Application & Admission to the University of Wyoming and the College of Education

Admission

- Apply to the University of Wyoming, declaring a specific education major if you know what area of content you want to teach. The earlier you apply to UW (ideally, no later than three months prior to the semester you intend to transfer), the easier the transfer process! This way you will be sure to receive notifications of deadlines and upcoming events specifically for transfer students at UW. To learn more about the transfer admission process and for the application go to:
<http://uwadmnweb.uwyo.edu/admissions/info.asp?p=2924>

Reminder

- Get *multiple* copies of your FINAL official transcript from your current college – make sure your degree appears if applicable. You need to keep at least one official copy for yourself!
 - If you are receiving an Associates of Arts, Associates of Science or and Associates of Business degree from a Wyoming community college, the degree must be posted on the official transcript sent to UW in order to receive full credit for the completion of your Wyoming Core (please see page 11, question #2 for additional information on the Wyoming Core).

Once admitted there are additional items you will need to complete as a transfer student. For more information go to: <http://uwadmnweb.uwyo.edu/admissions/info.asp?p=3992>

Reminders

- Immunization Requirements - Before you will be able to register for classes, it is required that you provide proof that you have received the measles, mumps, and rubella vaccines. A copy of your vaccination record signed by a medical provider may be faxed to the Student Health Service Office at (307) 766-2711, or call (307) 766-2130 with questions. A Student Immunization and Health History Form must also be completed before you can utilize the services at Student Health Service. This form can be found at:
www.uwyo.edu/shser.
- Complete the steps for Financial Aid and notify your current Financial Aid Office that you will be transferring and ask to have your financial aid transferred.
<http://uwadmnweb.uwyo.edu/SFA/>
- Confirm through WyoWeb that all required materials have been received by the various offices at the University of Wyoming.

Behind the Scenes

The Registrar's Office will complete an initial screening of the transferability of your courses.

Accessing your Student Transfer Evaluation

Once you have logged on to WyoWeb, complete the following steps to view your transfer evaluation:

1. Choose the "Student Resources" tab
2. Find the "Banner Self Service" channel
3. Click on the "Student and Financial Aid" link
4. Click on the "Student Records" link
5. Click on the "Transfer Evaluation" link at the bottom of the list

Types of Transfer Credit

For practical purposes, there are three types of transfer credit:

- Credit for major requirements and college specific courses
- Credit for University Studies Program (USP) courses
- Credit for other courses ("general elective" credit)

Additional information regarding the transfer and evaluation of credits can be found at:

<http://uwadmnweb.uwyo.edu/REGISTRAR/transfer.asp>

III. Initial Orientation, Advising & Registration

- Obtain a copy of your chosen degree program sheet from: <http://ed.uwyo.edu/majors.asp>
- Review the class schedule and general bulletin carefully. Both can be found at: <http://uwadmnweb.uwyo.edu/REGISTRAR/>
- Using the program sheet, your transfer evaluation, the general bulletin and class schedule, try and sketch out a preliminary schedule for the upcoming semester. You will review these items through an individually scheduled appointment with an advisor in the Office of Teacher Education. When you are ready, call the Office of Teacher Education for this appointment. Do not register until you have done this.
- Registration for courses is your responsibility through the WyoWeb portal. Follow the instructions provided by the Registrar's Office to log on to WyoWeb and become familiar with navigating this website.
- Attend the orientation session you have registered for if applicable. During these sessions there is often a scheduled advising component. Please check with Admissions for the dates of upcoming orientation sessions.

IV. ADVISING

The College of Education Advising Process

- Apply to the University of Wyoming with a declared major in a specific education field.
 - For a list of majors and the requirements: <http://ed.uwyo.edu/majors.asp>
- Contact the Office of Teacher Education at 307-766-2230. Schedule an appointment with an advisor, either by phone or, preferably, in office.
- In an individual meeting, we will look at how your previously completed coursework was accepted by the university, what requirements you have remaining for the University Studies Program and for your chosen College of Education program.
- If there are classes that may be petitioned, either through the university's system or through the college, we will examine those opportunities and assist with paperwork when appropriate.
- We will then assist you in obtaining courses for the upcoming semester that apply to your major to the best of our abilities.
- Registration for the actual courses is your responsibility through WyoWeb.
- Once you are registered, our Advising Coordinator will work to assign you a permanent advisor who is knowledgeable in the requirements of your chosen program of study. This assignment will occur prior to the next scheduled university advising week.
- Check your Student Resources tab, Academic Profile channel on WyoWeb to see your assigned advisor. You can find their contact information through the University's directory available online.

The Advising Relationship

Advising is a partnership between the student and the advisor. Each has responsibilities to ensure the most successful UW experience.

The Student's Roles & Responsibilities

- You, the student, need to be prepared to meet with your advisor no matter the time of year or the topic. Be prepared with specific questions and any documentation on which you may have questions.
- During academic planning appointments, you should come with a schedule already worked out that coincides with your degree requirements and your educational goals and plans. If you are coming to look at a long-term plan, you need to know whether or not

you are interested in spending time in an exchange program or if there are other life choices that need to be considered and may be priorities.

- Be familiar and understand the General Bulletin, the semester course catalogs, the Wyoming Teacher Education Program Handbook (online), your College of Education and University of Wyoming academic requirements, and navigating WyoWeb.
- Be aware of GPA requirements and prerequisites for content and professional education courses.
- Become familiar with your degree evaluation as found on WyoWeb. Be mindful of the required 48 hours of upper division credit (3000/4000 level courses) that is required for UW graduation.
- Make an appointment with your advisor every semester and register as soon as you are eligible within the WyoWeb system. DO NOT register until you have met with your advisor.
- Review long-term plans and GPA requirements (2.75 cumulative, 2.50 content) each semester.
- Keep your contact information current on WyoWeb.

The Advisor's Roles & Responsibilities

- Your advisor will be either a professional advisor in the Office of Teacher Education or a faculty member whose experience is in advising your major.
- Your advisor will:
 - assist in completing necessary paperwork as applicable.
 - assist in finding additional resources to answer questions and to find solutions to problems.
 - assist in attaining your academic and career goals.
 - assist in ensuring you are making adequate progress toward your goals.
 - treat you as a responsible adult.
- Advisors are *advisors* not *dictators*. The advisor's job is to help you navigate through the university and the degree program. They are a resource and a helping hand, but expect you to take responsibility and initiative for your degree program. Do understand, however, that when you choose to register for courses other than those defined in consultation with your advisor that there is a risk of delaying your program timeline.

V. Scholarship Information

Separate applications for College of Education scholarships are no longer required. Education majors (new and returning) meeting the criteria for scholarships, as set forth by the donor(s), will be reviewed by the College of Education Scholarship Committee.

The sole exception to this process is the ***Superior Student in Education Scholarship*** (two scholarships, \$1000 each) awarded each spring. Further information and applications for this scholarship can found at:

<http://www.uwyo.edu/ted/scholarships.asp>

If additional information is required for awarding purposes, the College of Education Scholarship Committee will contact those students who are under consideration for a scholarship. In all cases, students awarded College of Education scholarship(s) will be required to write a letter of thanks to the donor(s) *before* any funds awarded will be released.

Because many College of Education scholarships include financial need as a criterion, we strongly recommend that you complete the FAFSA (Free Application for Federal Student Aid) form available at:

<http://uwadmnweb.uwyo.edu/sfa/FAFSA/>

For information regarding the ***Hathaway Scholarships***, please see:

<http://www.uwyo.edu/hathaway/>

For information regarding the ***Wyoming Teacher Shortage Loan Repayment Program***, please see:

<http://www.uwyo.edu/seced/wtslrp.asp>

VI. Frequently Asked Questions (FAQ)

A. Wyoming Community College Transfer Students to the UW College of Education

1. What are the requirements to enter Phase II/ EDST 3000 (Teacher as Practitioner) of the Wyoming Teacher Education Program (WTEP)?

Response: All students wishing to enter Phase II must meet all prerequisites (listed below) one week prior to the first day of EDST 3000 for the semester in which they are enrolled:

- Phase II Application can be found and completed at: <http://www.uwyo.edu/ted/forms.asp>
 - The application must be filed in the Office of Teacher Education, McWhinnie Hall, Room 100.
 - Valid WY Substitute Teaching Permit – please submit a photocopy (front and back) with application
 - Grade C or better in WA (e.g.: ENGL 1010)
 - Grade C or better in QA (e.g.: MATH 1000, 1100, 1400, 1405, or 1450)
 - 2.75 (minimum) UW Total Institution grade point average [*See FAQ #5*]
 - Grade C or better in EDST 2450, *Human Lifespan Development* (or community college equivalent)
 - Grade C or better in ITEC 2360, *Teaching with Technology* (or community college equivalent)
 - Grade C or better in EDST 2480, *Diversity and the Politics of Schooling* (or community college equivalent)
 - Grade C or better in EDEX 2484, *Intro to Special Education* (or community college equivalent)
 - Junior standing—60 semester hours completed (on UW Transcript)
2. I will transfer to UW from a Wyoming community college with my A.A. or A.S. degree completed ON or AFTER spring 2001. Does this mean that all of my University Studies Program (USP) requirements are now completed?

Response: Transfer students who completed their A.A. (Associate’s of Arts) or A.S. (Associate’s of Science) degrees in spring 2001 (or later) are considered to have met the “Wyoming Core” – the majority of the University Studies Program requirements. However, there are several exceptions: the “QB”, Math II; “WB”, Writing II; and “WC”, Writing III requirements in the USP are not covered by the Wyoming Core.

NOTE: Please be aware that A.A.S. (Associate’s of Applied Science) and A.F.A. (Associate’s of Fine Arts) degrees do not fulfill the “Wyoming Core” and are evaluated in the same manner as in #3 below.

3. I plan on transferring to UW from a Wyoming community college without completing my A.A. or A.S. degree. How does this affect my completion of University Studies Program (USP) requirements?

Response: The course work that you completed will be evaluated by the UW Registrar as to which classes meet specific USP requirements for graduation. The Registrar will provide you with a Transfer Evaluation after you have been admitted to the University. You will need to complete all of your USP requirements prior to graduation.

4. I am transferring from Laramie County Community College or Western Wyoming Community College with the equivalent of Phase II/EDST 3000 completed. What should I be aware of?

Response: The most important thing to understand is that **the equivalent course work for EDST 3000 does not include the 6 hours of upper-division** (3000-4000 level) **credit** that EDST 3000 does, when completed at UW. Transfer students in this situation **must make up** any shortfall in upper division credits **and** meet the 48 upper-division credits (minimum) required for all UW students to graduate.

5. Since I transferred to UW with a grade point average from another college or university, how is my grade point average determined?

Response: Your progress in the Wyoming Teacher Education Program is based in part upon your UW Total Institution grade point average (minimum 2.50 for Phase I; 2.75 for Phases II and III) **and** the content grade point average (minimum 2.50) in your subject area. If you do not yet have a UW grade point average, you will be permitted to enroll at UW in Education courses with a GPA of “0.00” -- **for your first semester only!** After the first semester, your progress will be evaluated upon your UW Total Institution grade point average. Your content area GPA is calculated by using your grades from approved transfer courses **and** course grades earned at UW according to the “content courses” required on the back side of each program sheet. Any grades lower than “C” cannot be used to fulfill either your content area or your Professional Education requirements. In addition, education courses completed more than 10 years ago will not be accepted for Professional Education requirements.

6. Where are WTEP students typically placed for student teaching?

Response: Currently we have formal Partner School District agreements with schools in these Wyoming communities: Sheridan (Elementary only), Rock Springs (Elementary only), Riverton (Elementary only), Green River (Elementary only), Ethete (Elementary only), Cheyenne and Laramie (Elementary and Secondary), and Casper (Secondary only unless enrolled as an Elementary Ed major in the UWCC program). The majority of our students complete their 16-week Residency (student teaching) in one of these sites. A small percentage of students will complete Residency in a Wyoming school outside the Partner School Districts when there are not enough placements available in a Partner School District.

7. I want to complete my degree at UW and be certified to teach in a state other than Wyoming. How do I do this?

Response: The Wyoming Teacher Education Program has been continuously accredited by the National Council for the Accreditation of Teacher Education (NCATE) since 1954. Our teacher education programs are also approved by the Wyoming Professional Teaching Standards Board for PTSB certification or endorsement in Wyoming. National accreditation and state approval, in combination with successful completion of your degree in Education from UW, facilitates teacher certification in other states.

Each state is unique. You should contact the teacher licensing board to find out if there are additional requirements, beyond the completion of the Wyoming Teacher Education Program, in order to become certified outside of Wyoming.

In some cases, it is advantageous to certify in Wyoming first and take that certificate (license) to the state where you would like to teach. In other cases, it is advantageous to seek initial certification (licensure) directly from the state where you would like to teach.

8. Will I be “Highly Qualified” when I graduate from the WTEP degree program that I choose as a major?

Response: Because we have Wyoming Professional Teaching Standards Board (PTSB) approval of our programs, graduates are guaranteed “Highly Qualified” status in their area of preparation in Wyoming. Those completing programs in Elementary Education and in Secondary Social Studies Education majors (including concurrent majors in History, Geography, or Political Science) must successfully pass the PRAXIS II in their content area in order to meet Wyoming’s certification requirements. This is a certification requirement for these content areas, not a requirement for graduation from the College of Education. Further information is available from the Office of Teacher Education located in McWhinnie Hall, room 100.

Each state sets their own definition of Highly Qualified and we are confident that our WTEP majors meet **most** states’ criteria, but as noted in Question #7, you should contact the relevant state department of education to learn about Highly Qualified requirements in another state.

B. Transfer Students from Out- of-State Institutions to the UW College of Education

1. I am a Junior and an Education major at an out-of-state university and plan to transfer to the University of Wyoming to complete my degree. Can I do this in two years?

Response: All course work completed at out-of-state institutions of higher education by students transferring to University of Wyoming is evaluated by the Office of Registrar. Courses are: (1) not accepted, (2) accepted as general transfer credit, or (3) accepted as the equivalent of a specific University of Wyoming course. Transfer courses falling into categories 2 or 3 above may be petitioned to the relevant department in the College of Education to substitute for Professional Education and / or Education content requirements. Be prepared to provide course syllabi for petitioning classes that may substitute for Wyoming Teacher Education Program (WTEP) requirements. Because of our state and national accreditation approvals, teaching methods course work, student teaching, or “teacher cadet” program activities are not accepted toward the fulfillment of Wyoming Teacher Education Program requirements. Based upon our experience, students who begin their Education degree programs in another state and then transfer to UW typically take an additional one to two semesters to complete their degrees than if they had started in the UW College of Education as freshmen.

2. I plan on transferring to UW from an out-of-state college or university. How does this affect my completion of University Studies Program (USP) requirements?

Response: The course work that you completed will be evaluated by the UW Registrar as to which classes meet specific USP requirements for graduation. Students always have the option to petition a course which they believe meets the criteria for a USP requirement which was not given that credit by the Registrar. Incoming students with an active WyoWeb account will be able to access their transfer evaluation report online. All USP requirements must be completed prior to graduation.

Currently, the only non-Wyoming institution with which we have a formal general education articulation agreement is **Pikes Peak Community College** in Colorado Springs, Colorado. PPCC transfers who completed their A.A. or A.S. in fall 2008 (or later) and have completed the Colorado Community College System Common General Education Core will have met UW’s lower-division USP requirements, *with the exception of* completion of the second quantitative reasoning (QB) course and a one credit Wyoming government course. If a qualifying QB course is completed at PPCC, that requirement is met. All PPCC transfers will still need to complete the upper-division USP writing requirement (WC). Similar agreements with other members of the Colorado Community College System and Western Nebraska Community College are under development.

3. Since I transferred to UW with a grade point average from another college or university, how is my grade point average determined?

Response: Your progress in the Wyoming Teacher Education Program is based in part upon your UW Total Institution grade point average (minimum 2.50 for Phase I; 2.75 for Phases II and III) and the content grade point average (minimum 2.50) in your subject area. If you do not yet have a UW grade point average, you will be permitted to enroll at UW in Education courses with a GPA of “0.00” -- for your first semester only! After the first semester, your progress will be evaluated upon your UW Total Institution grade point average. Your content area GPA is calculated by using your grades from approved transfer courses **and** course grades earned at UW according to the “content courses” required on the back side of each program sheet. Any grades lower than “C” cannot be used to fulfill either your content area or your Professional Education requirements. In addition, education courses completed more than 10 years ago will not be accepted for Professional Education requirements.

4. What are upper-division credits and how many do I need to graduate?

Response: Upper-division credits are earned by successfully completing Junior and Senior level courses numbered 3000-3999 and 4000-4999. In order to graduate from the University of Wyoming, all students must complete **a minimum of 48 upper-division credits.**

Students from 2-year colleges do not – in most cases – bring any upper division credits to UW as transfer credits. **Students from 4-year colleges and universities** may – in some cases – have some upper-division transfer credits. The University of Wyoming Registrar determines whether upper-division courses from 4-year colleges and universities transfer to UW as upper-division credit.

UW Elementary Education majors who take the course sequence as defined in the program sheet have up to 42 upper-division credits already included in their Professional Education and content area requirements and must take a minimum of 6 additional upper-division credits to meet the total of 48 for graduation.

UW Secondary Education majors who take the course sequence as defined in the program sheet have up to 30 upper-division credits already included in their Professional Education requirements and must take the remainder of their upper-division credits in their specific content area to meet the total of 48 for graduation.

5. Where are WTEP students typically placed for student teaching?

Response: Currently we have formal Partner School District agreements with schools in these Wyoming communities: Sheridan (Elementary only), Rock Springs (Elementary only), Riverton (Elementary only), Green River (Elementary only), Ethete (Elementary only), Cheyenne and Laramie (Elementary and Secondary), and Casper (Secondary only unless enrolled as an Elementary Ed major in the UWCC program). The majority of our students complete their 16-week Residency (student teaching) in one of these sites. A small percentage of students will complete Residency in a Wyoming school outside the Partner School Districts when there are not enough placements available in a Partner School District.

6. I'm a transfer student from out of state. I want to student teach in my home state to make it easier for me to find a job after I graduate. Can I do this?

Response: In order to be considered for an out-of state Residency (student teaching) placement, candidates must have a minimum 3.0 UW Total Institution grade point average and be able to document serious extenuating circumstances. Financial considerations (e.g., residing with friends or family for the purpose of defraying living expenses) or student teaching in another state in order to facilitate finding employment in that state **do not** constitute extenuating circumstances. Those applying for out-of-state placement must meet with the Director of Teacher Education to go over the requirements. More information is available from the Office of Teacher Education web site: <http://www.uwyo.edu/ted/forms.asp> under "Residency Placements – Out-of-State Options."

7. I'm a transfer student from out of state. I want to complete my degree at UW and be certified to teach in my home state. How do I do this?

Response: The Wyoming Teacher Education Program has been continuously accredited by the National Council for the Accreditation of Teacher Education (NCATE) since 1954. Our teacher education programs are also approved by the Wyoming Professional Teaching Standards Board for PTSB certification or endorsement in Wyoming. National accreditation and state approval, in combination with successful completion of your degree in Education from UW, facilitates teacher certification in other states. Each state is unique. You should contact the teacher licensing board in your home state to find out if there are additional requirements, beyond the completion of the Wyoming Teacher Education Program, in order to become certified outside of Wyoming. In some cases, it is advantageous to certify in Wyoming first and take that certificate (license) to your home state. In other cases, it is advantageous to seek initial certification (licensure) directly from your home state.

8. Will I be "Highly Qualified" when I graduate from the WTEP degree program that I choose as a major?

Response: Because we have Wyoming Professional Teaching Standards Board (PTSB) approval of our programs, graduates are guaranteed "Highly Qualified" status in their area of preparation in Wyoming. Those completing programs in Elementary Education and in Secondary Social Studies Education majors (including concurrent majors in History, Geography, or Political Science) must successfully pass the PRAXIS II in their content area in order to meet Wyoming's certification requirements. This is a certification requirement for these content areas, not a requirement for graduation from the College of Education. Further information is available from the Office of Teacher Education located in McWhinnie Hall, room 100.

Each state sets their own definition of Highly Qualified and we are confident that our WTEP majors meet **most** states' criteria, but as noted in Question #7, you should contact the relevant state department of education to learn about Highly Qualified requirements in another state.

VII. Strategies for Achieving Success in the College of Education

Following these suggestions means never having to say, “No one told me.”

- Seek assistance and accurate information from the Office of Teacher Education in McWhinnie Hall, room 100, if you are hearing conflicting information.
- Become familiar with the first (approximately) 60 pages of the UW Bulletin, which contains information on academic requirements and regulations. Read the first (approximately) 25 pages of the course schedule book each semester to keep updated on any new rules or regulations about tuition and fees, deadlines, course repeat policies, etc. This information can be found online in the “Front Section” portion of the online General Bulletin at: <http://uwadmnweb.uwyo.edu/REGISTRAR/bulletin/main.html>
- Know the academic calendar, located in the beginning of the course schedule book each semester. Don't miss important deadlines that can cause negative consequences academically or financially (e.g. Advising Week). This is also online at: <http://uwadmnweb.uwyo.edu/REGISTRAR/cal.asp>
- Know the degree requirements for your major. Use a current program sheet to track the completion of your program requirements. Your advisor is there to offer advice and support but all decisions regarding your academic program are yours.
- Become familiar with the College of Education deadlines and requirements for Phases, scholarships, etc.
- Get to know your academic advisor. Visit more than one time each semester.
- Create a long-term academic plan (from admission to graduation) with your advisor.
- Keep personal copies of your academic information in a file for quick reference. Bring all pertinent information to each advising session.
- Review your graduation requirements through WyoWeb at least once each semester. Check with your advisor about discrepancies when you identify one.
- Join the TE-Ed listserv and/or the UW Office of Teacher Education Facebook fan page and check your UW email regularly – even over the summers. (Go to the Office of Teacher Education for information on how to join.)
- Attend all class sessions and take an active part in classes.
- Get to know the faculty who teach your classes each semester. Make an appointment or visit during scheduled office hours.
- Participate in clubs and organizations within the College of Education, UW, or the community.

VIII. Differing Experiences at the UW Campus: What You Might Expect

As a transfer student, you may experience some differences between attending a community college and the University of Wyoming. Some examples are listed below, though the list may vary for you depending on your previous experiences.

- More students on campus – from all over the US and the world.
- Larger campus – but ten minutes is usually sufficient time to get to your next class.
- College of Education classrooms that seat a *maximum* of 40 students. (Although introductory-level courses offered by other UW colleges may be larger.)
- Readily accessible College of Education faculty and staff available to answer your questions.
- Assigned advisors knowledgeable in your subject area.
- College of Education Faculty engaged in cutting edge research; 90% hold a Ph.D. or an Ed.D. degree, and have public school teaching experience.
- Upper-division classes – challenging, but required to prepare you to be a competent and democratic teacher.
- “Culture shock” – Laramie is a small town for some and a big city for others; however, it provides a variety of restaurants, cultural opportunities, recreational opportunities and opportunities to become involved in intramural sports and other organizations to match your interests.
- A wide variety of recreational, cultural, career-related opportunities and student organizations. Information regarding the current Recognized Student Organizations on campus can be found at: <http://www.uwyo.edu/RSO/>.
- Student fees give you access to Student Health Services, Half Acre Gym, Corbett Pool & Gym, all sporting events within the regular NCAA seasons, the UW Libraries, computer labs, ASUW activities (admission fees may apply), *Friday Night Fever* events, etc.
- Longer winters and high altitude (7,200 feet) provide opportunities for downhill skiing in the Snowy Range (45 minutes from campus); cross- country and snowshoeing in the Medicine Bow National Forest (15-20 minutes away). Summer and early fall weather is great for camping, hiking, biking, rock climbing, etc., all within a one-hour drive from Laramie.
- Parking and campus transportation: The Transit & Parking Services Department provides several distinct transportation systems. Students are able to use all shuttle systems as part of their student fees. For more information: <http://uwadmnweb.uwyo.edu/tap/> and <http://uwadmnweb.uwyo.edu/tap/Transservices.asp>

IX. Contact Information:

The University of Wyoming - <http://www.uwyo.edu/>

UW Admissions - <http://uwadmnweb.uwyo.edu/ADMISSIONS/>

Knight Hall, room 146

Dept. 3435

Phone: 307-766-5160

Fax: 307-766-4042

UW Student Financial Aid - <http://uwadmnweb.uwyo.edu/SFA/>

Knight Hall, room 174

Dept. 3335

Phone: 307-766-3790

Fax: 307-766-3800

UW Student Health Services - <http://uwadmnweb.uwyo.edu/ShSer/>

Student Health Bldg.

Dept. 3068

Phone: 307-766-2130

Fax: 307-766-2711

UW Office of the Registrar - <http://uwadmnweb.uwyo.edu/REGISTRAR/>

FERPA Information - <http://uwadmnweb.uwyo.edu/registrar/ferpa.asp>

Knight Hall, room 167

Dept. 3964

Phone: 307-766-5272

Fax: 307-766-3960

UW Residential Life & Dining - <http://uwadmnweb.uwyo.edu/RESLIFE-DINING/>

Washakie Center, Lower Level

Dept. 3394

Phone: 307-766-3175

Fax: 307-766-3613

UW Office of Student Educational Opportunity - <http://webdev.uwyo.edu/seodev2/>

Knight Hall, room 330

Dept. 3808

Phone: 307-766-6189

Fax: 307-766-4010

UW WyoOne ID Office - <http://uwadmnweb.uwyo.edu/idoffice/>

Knight Hall Basement, room 28

Phone: 307-766-5267

UW Campus Bookstore - <http://www.uwyobookstore.com/>

Wyoming Union

Phone: 307-766-3264

The Office of Teacher Education
College of Education
McWhinnie Hall, Room 100
Phone: 307-766-2230
Fax: 307-766-2018
<http://www.uwyo.edu/ted/>

Mailing: Dept. 3374, 1000 E. University Ave.
Laramie, WY 82071

Accessibility to your Advisor and Faculty Members:

Most faculty offices are located in McWhinnie Hall, which does not have an elevator. If you cannot take the stairs to the second or third floors for a scheduled appointment with your advisor or other faculty member, please come to the Office of Teacher Education in room 100 (on the ground floor). The OTE staff will contact that faculty member and he/she can meet with you in McWhinnie Hall, room 100. Faculty offices in the Education Building, as well as in Wyoming Hall are accessible via elevator.