UNIVERSITY OF
SOUTH CAROLINA

School of Library and
Information Science

University of South Carolina School of Library & Information Science

A Checklist of Certification Requirements for School Librarian Candidates

Learning Outcomes of this Program Meet the ALA/AASL/CAEP (Council for Educator Preparation) Standards for Initial Preparation of School Librarians (2010) and the South Carolina ADEPT (Assisting, Developing, and Evaluating Professional Teaching) Standards for Library Media Specialists

Foundations in Library and Information Science
Candidates complete the core courses (SLIS 701, SLIS 705, and SLIS 707), the materials courses (SLIS 756 and SLIS 757), the curriculum and technology integration courses (SLIS 706, SLIS 742, and SLIS 761), the technical services course (SLIS 702), and the reference sources and services course (SLIS 703) before enrolling in SLIS 720.

School Library Program Development (SLIS 720) is a pre-requisite or co-requisite for enrollment in SLIS 794 (the internship). Candidates without a teaching certificate will be seeking initial certification, and must complete four education course requirements before enrolling in SLIS 742 and complete two internships.

SLIS 720 and SLIS 794 (internship) are the last or capstone courses for candidates pursuing both a MLIS and school library certification. Enrollment in SLIS 794 (the internship) is through an application process.

It is strongly recommended that candidates complete SLIS 706 with SLIS 701 in the first semester or as a second course after completing SLIS 701, a first course requirement for the MLIS degree. It also is strongly recommended that candidates complete SLIS 702, 703, and 707 before enrolling in SLIS 756, 757, 761, 705 and 742.

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Requirements

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Core (9 hours)
SLIS 701 Introduction to Library, Media, and Information Professions
SLIS 705 Introduction to Research in Library & Information Science
SLIS 707 Information Organization and Retrieval

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Material Selection (6 hours)

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SLIS 756 Children's Materials

SLIS 757 Young Adult Materials

Materials courses must have been taken no more than six years previous to the year candidates complete the school library certification program. Materials courses from other institutions will not be considered for transfer unless they cover multiple media and selection criteria. At least one of the two materials courses must be taken at the graduate level.

Curriculum and Technology Integration (9 hours)
SLIS 706 Introduction to Information Technologies
SLIS 742 Curricular Role of the School Librarian [Students who are not certified teachers must complete required education courses before enrolling]
SLIS 761 Information Technologies in the School Library Program
** SLIS 706 is a pre-requisite for SLIS 761 and 742

Technical Services (3 hours)

SLIS 702 Introduction to Technical Services

Reference Sources and Services (3 hours)
SLIS 703 Introduction to Information Sources & Services
**Co- or pre-requisite for 742

Capstone Courses (6 or 9 hours)
SLIS 720 School Library Program Development

** Pre-requisites for enrolling in SLIS 720 are a submission of and approved portfolio-in-progress and successful completion of SLIS 701, 702, 703, 705, 706, 707, 756, 757, 742, and 761, as well as all required education courses (if seeking initial certification).
SLIS 794 Internship in Library and Information Science (3 or 6 hours)
** SLIS 720 is a co- or a pre-requisite for requesting enrollment in SLIS 794.

Recommended order of courses for the Program of Study:
701, 706, 707,702, 703, 756, 757, 761, 705, 742
Submit Portfolio-in-Progress
720 and 794 (capstone courses)

Foundations in Education
Candidates who hold a current and valid teaching license must submit a photocopy of their certificate to the SLIS Student Services Office. Candidates who hold a current and valid teaching certificate are not required to complete the education courses listed below.

Candidates who do not hold a teaching certificate must complete all required education courses prior to enrolling in 742 and the capstone courses (SLIS 720 and SLIS 794). Candidates must earn a grade of "B" or better in all courses that are used to meet the "Foundations in Education" requirements. Education courses must be taken within six years of the time of certification unless they have been revalidated by the College of Education. Candidates seeking

approval of prior education course work should submit transcripts and academic bulletin course descriptions for review by their advisor. Candidates who plan to complete education courses at institutions other than the USC-Columbia must have prior written approval from their advisor as part of their file in the SLIS Student Services Office before enrolling in the course.

Education Course Requirements

South Carolina Read to Succeed (Effective Fall 2016)
Note: students seeking initial school library certification (K-12), and completing a MLIS degree, must complete one of the following courses:
EDRD 500 - Content Area Literacy PK-12
EDRD 730 - Teaching Reading and Writing in the Content Areas (P-12 Reading Education and Content Area Teachers)
EDRD 732 - Teaching Reading and Writing in the Content Areas (Secondary Reading Education)
EDEX 581 - Reading in the Content Areas to Adolescents with Reading Disabilities.

Curriculum Development
(one 3-hour course required)
EDCS 720 - Introduction to Diversity and the Curriculum
EDCS 721 - Social Class Diversity and the Curriculum
EDCS 722 - Racial and Ethnic Diversity and the Curriculum
EDCS 725 - Principles of Curriculum Construction

Psychology of Learning
(two 3-hour courses required)
EDPY 705 Human Growth and Development (Childhood & Adolescence)
Or
EDPY 706 - Growth and Development: Childhood (birth through elementary).
Or
EDPY 707 – Growth and Development: Adolescence

And
EDEX 523 Introduction to Exceptional Children

Note: Alternative courses, including those at other universities, must be pre-approved by an advisor

Portfolio Requirements
Successful completion of the End-of-Program Portfolio is a requirement for the master's degree and of the school library preparation program. Portfolios are submitted twice during the school library program of study. "Portfolios in Progress" are submitted prior to enrolling in the capstone courses (SLIS 720 and SLIS 794). End-of-Program Portfolios are submitted prior to graduation. "Portfolios in Progress" contain five examples of competency – one for each of the program's five areas (Learning Outcomes aligned with the South Carolina ADEPT standards for library media specialists) with reflective writing. End-of-Program Portfolios build on the "Portfolios in Progress" to highlight ten examples of competency – two for each of the five dimensions (Learning

Outcomes aligned with the South Carolina ADEPT standards for library media specialists) with reflective writing. With the exception of three specific course assignments that are designated as portfolio artifacts, candidates choose their best examples to showcase in their portfolios.

Requirements for Certification

The courses listed in this document meet the ALA/AASL/CAEP Standards for Initial Preparation of School Librarians as approved in 2010 for the University of South Carolina School of Library and Information Science. A candidate who completes the courses and examination requirements listed in this document is eligible to apply for certification as a school librarian in most states that recognize CAEP approved programs. Candidates should be aware, however, that each state maintains the right to require other courses and testing beyond that required in the SLIS. Candidates who plan to apply for certification in a state other than South Carolina should contact that state's department of education to determine the exact requirements.

Candidates should be aware that the Master of Library and Information Science degree, the Specialist in Library and Information Science degree, and certification through the CAEP approved course of study are three separate pursuits. The MLIS degree is recognition of successful completion of the 36 credit hour Master's degree program. The Specialist in Library and Information Science degree is awarded at the completion of a 30 credit hour post-Master's degree program. The CAEP course of study is required for certification as a school librarian. Completion of the CAEP approved program may be accomplished in conjunction with either the MLIS or SLIS degree, but remains separate from either academic degree.

The actual recommendation for certification comes from the USC Professional Education Unit and is administered by the Office of Teacher Certification, Office of Student Affairs in the College of Education. At the candidate's request, the School of Library and Information Science submits a letter stating that course requirements for certification have been completed. The Office of Certification assembles the candidate's application packet and sends it to the South Carolina Department of Education and/or any other state or department of education to which the candidate may be making application for certification.

Certification Applications

Certification application packets for initial certification must be submitted to the USC-College of Education, Office of Student Affairs according to established deadlines:

Fall semester interns - deadline for certification application is April 15

Spring semester interns - deadline for certification application is November 1 of the preceding fall semester

Initial certification applications are available online at http://www.ed.sc.edu/SA/MLISCert.pdf

Deadlines for Applications for Candidates Applying for Advanced Certification:
All students who have been previously certified as a classroom teacher in South Carolina and are

pursuing additional certification as a school librarian must apply for Advanced certification in order to be recommended for certification. SLIS recommends that May graduates apply by May 1 and December graduates apply by December 1.

Advanced certification applications are available online at: http://www.ed.sc.edu/SA/MLISCert.pdf

Praxis

Candidates who apply for certification in South Carolina are required to take the Praxis Subject Assessment in Library Media (5311). However, if there is any possibility of applying to other states, the candidate should contact those states to determine if other parts of the Praxis exams are required. Praxis scores should be submitted to the Office of Student Affairs USC-College of Education (Code 5818) and the South Carolina Department of Education (Code 8108).

The score on the PRAXIS specialty area examination must equal or exceed the South Carolina required passing score of 151 before a recommendation for certification to the State Department of Education will be made. Information concerning the Praxis test may be obtained from the Educational Testing Service http://www.ets.org/praxis

Internships (Practicum Experience) in a School Library

Candidates who are currently certified as classroom teachers or who have successfully completed a semester of student teaching in a classroom setting prior to admission to the SLIS are required to complete one three-credit hour internship in a school library.

Candidates seeking initial certification must complete two three-credit hour internships in two school libraries, elementary and secondary, planned over two separate fall and spring semesters. Candidates who have worked in libraries as paraprofessionals, aides, graduate assistants, or school librarians without certification will not receive credit for an internship based on previous experience. Candidates may not complete internships in schools where they are employed, previously employed, or have/ had children enrolled.

Internships are offered during fall and spring semesters. Each three-credit hour internship requires a minimum of 135 hours working in a school library during the USC fall or spring semester. Internship dates and times are scheduled prior to the internship semester in coordination with the candidate, the cooperating school librarian who supervises the internship, and the SLIS faculty internship supervisor. In addition, candidates must complete activities and hands-on experiences as outlined by the faculty internship supervisor, attend at least one national or state-level professional conference (e.g. SCASL), visit other school libraries, and participate at an initial orientation scheduled for SLIS 794. Fall internships usually begin the end of August and end the first week of November with end of program portfolios due November 15. Spring internships usually begin the middle of January and end the first week of April with end-of-program portfolios due April 15.

In addition to the certification application sent to the USC-COE Office of Student Affairs, **a separate application for internship placement must be submitted to the SLIS Student Services Office**. Internship application packets are available online. Documentation of a negative TB test

taken within the previous year must be submitted to the SLIS Student Services Office prior to the start of an internship in a school library.

Deadlines for submitting internship applications to the SLIS Student Services Office:

March 1 for Fall internships

October 1 for Spring internships

Candidates applying for internships (SLIS 794) will be contacted by the faculty supervisor for School Library Practicum Experience before placements are made in K-12 school libraries. Once placements are made, the SLIS Student Services Offices will register candidates for SLIS 794. Candidates should confirm their registration in SLIS 794 using VIP and pay fees before the deadline so that enrollment is not cancelled for non-payment.

For further information contact:
Student Services Office
School of Library and Information Science
University of South Carolina
Columbia, SC 29208
phone: (803) 777-3887
email: slisss@mailbox.sc.edu