

UAA Teacher Apprentice Resources

Welcome to the teacher apprenticeship at UAA. If you have any questions about your coursework or processes at UAA, contact us at uaa.teacherapprentice@alaska.edu

Resources	
Academic Calendar	Lists important dates for each semester, including any holidays or breaks. https://www.uaa.alaska.edu/calendars/
Academic Catalog	The Academic Catalog contains requirements for degrees and information about policies at UAA. https://catalog.uaa.alaska.edu/ Catalog specific sections by degree: <ul style="list-style-type: none"> ● Occupational Endorsement Certificate in Infant and Toddler Development ● Associate of Applied Science in Early Childhood Development ● Bachelor of Arts, with PreK-3 Licensure ● Post-Baccalaureate Certificate
Admissions	The admissions office can assist you in becoming a degree-seeking student. https://www.uaa.alaska.edu/admissions/index.cshtml <ul style="list-style-type: none"> ● uaa.admissions@alaska.edu ● (907) 786-1480, option 2
Advising	Advisors help you select classes and register each semester. <ul style="list-style-type: none"> ● As an apprentice, Nicole Endsley serves as your advisor. The advisor for non-apprentice students is Justin Huguenin.
Bill Payment	If you receive a late notice regarding your tuition bill, please do not pay the bill and send it to uaa.teacherapprentice@alaska.edu .
Bookstore	In most cases, you should not pay for books out of pocket. Instructions for ordering books https://www.uaa.alaska.edu/students/bookstore/index.cshtml <ul style="list-style-type: none"> ● 907-786-0688 ● uaa_text@alaska.edu
Dates & Deadlines	The dates and deadlines page lists important deadlines for registering for classes, dropping classes, and withdrawing from classes. https://www.uaa.alaska.edu/students/registration/index.cshtml <ul style="list-style-type: none"> ● Dropping classes: Allows you to remove a class from your schedule. It does not go on your transcript, and you don't get charged tuition. ● Withdrawing from classes: Allows you to remove a class from your schedule, but you get charged full tuition, and you receive a 'W' on your transcript. This could impact future financial aid eligibility.
Financial Aid	The financial aid office can help you apply for additional aid and grants. https://www.uaa.alaska.edu/students/financial-aid/index.cshtml

IT	UAA Information Technology Services <ul style="list-style-type: none"> ● Phone: 907-786-4646 / Toll Free 1-877-633-3888 ● Email: uaa.techsupport@alaska.edu ● Password Management: https://elmo.alaska.edu/
Placement Testing	Students pursuing an associate's or bachelor's degree may need to take course placement tests for writing and math classes. This should be done during the first semester of attendance. https://www.uaa.alaska.edu/countdown/course-placement.cshtml
UAA School of Education	https://www.uaa.alaska.edu/academics/school-of-education/index.cshtml

Checklist for New Students

Apply to be a Student	<ol style="list-style-type: none"> 1. Degree-Seeking: All students must complete the degree-seeking application for admission. There are deadlines to consider when applying for admissions: https://www.uaa.alaska.edu/admissions/deadlines.cshtml. This process requires students to send their college and/or high school transcripts to the admissions office. <ol style="list-style-type: none"> a. You may be required to send official transcripts from your high school or the colleges you've attended. If you attended UAA, UAF, or UAS, do not send those transcripts. b. For more information: https://www.uaa.alaska.edu/admissions/apply/transcripts.cshtml 2. In some cases, apprentices may need to be admitted quickly, through our non-degree-seeking path. This is a way to be rapidly admitted to the university for a single semester, allowing you to enroll and register for courses quickly. This is advised when you've missed the degree-seeking deadlines for admissions: https://www.uaa.alaska.edu/admissions/deadlines.cshtml 3. Help <ol style="list-style-type: none"> a. If you need assistance with completing the application, please contact the admissions office directly at uaa.admissions@alaska.edu or (907) 786-1480, option 2. b. If you're a prior UAA/UAS/UAF student and need help logging into UA Online, please contact UAA Information Technology Services at
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	uaa.techsupport@alaska.edu or 907-786-4646. You can also reset your password here: https://elmo.alaska.edu/
Create a UAOnline Account	Instructions to create a UAOnline Account
Set up UAA Email	It's important to set up your UAA email account because many UAA offices and professors will send you important emails to that address. You can also forward those emails to a different email address. Check out the instructions here.
Complete a FERPA Authorization Form	<p>Immediately after being admitted to UAA, you'll need to submit a FERPA Authorization form.</p> <ol style="list-style-type: none"> 1. Complete the FERPA authorization form. This allows your apprenticeship sponsor to pay your bills and report your progress throughout the apprenticeship. 2. Instructions for FERPA Authorization Form 3. In order to complete the above form, you will need to log in to your UAOnline account. Here are instructions if you need them: Log into UA Online. 4. In Section 3 of the form, please include your sponsor's name, "Registered apprenticeship sponsor contact," phone number, and email address. 5. In Section 4 of the form, please include this: "For sharing and reporting relevant data to my registered apprenticeship program. Also includes other members of the registered apprentice team at BBRCTE." 6. Help: <ol style="list-style-type: none"> a. If you need assistance completing this form, contact the office of the registrar at 907-786-6190.
Register for Classes	If you've already received your class options and schedule suggestions from Nicole Endsley, please register for classes .
Order Books	<p>The bookstore typically opens one month before classes start.</p> <ul style="list-style-type: none"> • Instructions for ordering books • Apprentices should not pay out of pocket for books. • You should be able to charge books to your account. If not, please send us an email at uaa.teacherapprentice@alaska.edu
Complete Placement Testing	Please complete the placement tests if applicable. This resource has additional information.

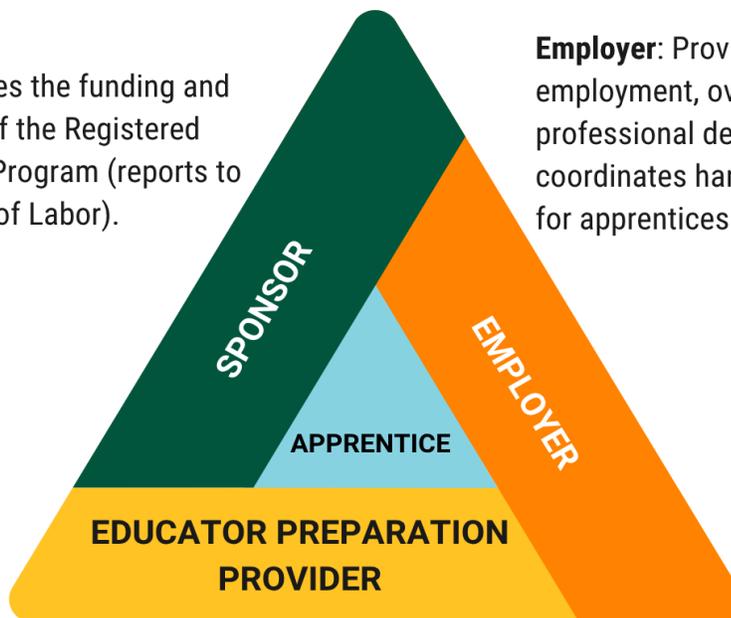
WHAT IS A

Registered Educator Apprenticeship?

Registered Apprenticeship is an industry-driven, high-quality career pathway where employers can develop and prepare their future workforce, and individuals can obtain paid work experience, receive progressive wage increases, classroom instruction, and a portable, nationally-recognized credential. Registered Apprenticeships are industry-vetted and approved and validated by the U.S. Department of Labor (USDOL).

Sponsor: Provides the funding and administration of the Registered Apprenticeship Program (reports to the Department of Labor).

Employer: Provides employment, oversees professional development, and coordinates hands-on learning for apprentices.



EPP: Provides the related technical instruction (RTI) required to successfully meet all state and teacher preparation program standards.

<https://www.apprenticeship.gov/apprenticeship-industries/education>