

**TO: COST Applicant**

**FROM: Mrs. Jill Lancaster, Director, Clinical Experiences**  
**Mrs. Melinda Alsobrook, Administrative Assistant**

**RE: COST Program Pre-Application, Requirements, & Application Information**

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Thank you for your interest in the COST Program.

The COST Program is open to all College of Education students currently enrolled in the teacher education program. More information regarding the teaching areas available for COST placements can be found at <https://www.gvsu.edu/cost/> under "Programs".

### **Deadlines**

The deadlines for the COST Program applications are outlined below. Please note that the application process begins a year before the internship semester:

Fall COST participants

- Pre-Application due by **January 15<sup>th</sup>**
- Formal Application and all documents due by **March 15<sup>th</sup>**

Spring COST participants

- Pre-Application due by **August 15<sup>th</sup>**
- Formal Application and all documents due by **September 15<sup>th</sup>**

### **Requirements**

The requirements for the COST Program are outlined below. Please review this information and indicate your understanding of these requirements by completing the information at the end of this document.

1. In order to be approved to proceed with the Final Application, COST applicants must meet the following minimum requirements:
  - Have a current 3.0 GPA
  - Successful completion of all field experience placements required by the certification program
  - No Reasons for Concern on file within the Department
  - Be recommended by their department and/or program
  - Have good standing in the College of Education and University of Alabama

- Meet all required state certification tests (i.e. Praxis, Foundations of Reading, etc.) prior to being approved to proceed with the Final Application.
- Participate in an in-person interview with Dr. Tracy Windle, Director of Clinical Experiences

In order to maintain approval to participate in the COST Program, COST participants must meet the following requirements:

1. The semester prior to internship:

- Complete the COST Formal Application
- Maintain a 3.0 GPA
- Continued successful completion of field experience placements.
- Continued recommendation by their department and/or program.
- Continued good standing in the College of Education and University of Alabama.
- Pass all Praxis exams required by the program before the Final Application deadline.
- Be approved to complete an internship placement during the following semester.
- Admission to the Teacher Education Program (TEP) prior to the internship semester.
- Complete the Capstone International Application.
- Participate in the Capstone International Pre-Departure orientation.
- Pay \$1,800 placement fee

2. During the local internship placement:

- Maintain the 3.0 GPA
- Be successful in the local internship placement
- Be successful and pass edTPA
- Continued recommendation by their department and/or program
- Continued good standing in the College of Education and University of Alabama
- Participate in a Pre-Departure orientation with Clinical Experiences

COST Participants will receive a local internship placement to be completed during the first half of their final semester. COST Participants must successfully complete this placement and edTPA in order to continue to the COST placement.

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Those who wish to apply for the COST Program should submit this pre-application either in person or by email to the following:

107 Carmichael Hall  
[educlinicaloffice@ua.edu](mailto:educlinicaloffice@ua.edu)

Additional information will be provided regarding the documents required for the Formal Application after the pre-application is received. It is important that you start collecting the documents necessary for the Formal Application now while your pre-application is being processed.

\_\_\_\_ I have read and understand these requirements for the COST Program.

\_\_\_\_ I understand that my participation in the COST Program may be revoked at any time if I fail to meet any of these requirements.

Student Name: \_\_\_\_\_

Crimson Email Address: \_\_\_\_\_

Area of Certification: \_\_\_\_\_

CWID: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit completed application to 107 Carmichael or to [educinicaloffice@ua.edu](mailto:educinicaloffice@ua.edu).