

## **Certification-Only Information for Media Specialist Department of Curriculum, Leadership, and Technology**

### **Introduction**

This information is for individuals expressing interest in the Media Specialist Certification Program in the Department of Curriculum, Leadership, and Technology. This program is designed for individuals who have obtained a Master's Degree or Education Specialist Degree in another program area and are now interested in becoming eligible for Media Specialist Certification. Initial certification in this area is generally at the Master's level (S-5); there is no certification at the baccalaureate level. Individuals who hold an Education Specialist degree who complete all of the requirements for initial Media Specialist certification will be eligible to be certified at the S-6 level.

### **Certification Evaluation**

The program of study required for the Professional Service Media Specialist certification varies depending upon what courses have been completed in previous programs. A review of all previous coursework will be compared with the required courses as listed on the attached pages to determine an individualized certification plan leading to the Media Specialist Professional Service certificate. Relevant courses may be considered by the evaluator to satisfy the areas of competency required by the Professional Standards Commission. Students are expected to provide all college transcripts and any other documentation needed to verify which expectations have been met and which have not. In order to begin the process of transcript evaluation, students should contact the Office of Educator Certification in the College of Education (229.249.2786 or email [brwhitmer@valdosta.edu](mailto:brwhitmer@valdosta.edu)) and request a Certification Evaluation Form. The office will begin the process of transcript/record review for certification requirements; there is a \$35 processing fee for this service. The process of review will take place in the Department of Curriculum, Leadership, and Technology and will be completed by a designated Media Specialist Certification Advisor.

### **Advising**

A Media Specialist Certification Advisor in the Department of Curriculum, Leadership, and Technology will examine the transcripts and records of each student and write an individualized program of study (POS). The POS will list courses needed, indication of any past courses applied to PSC requirements, indication of Georgia Technology Proficiency Requirement status, and Level of Certification currently held. All candidates must demonstrate proof of liability insurance, provide a Purpose Code W criminal background check, and all non-certified candidates must provide a passing score on GACE Program Admission Assessment or meet specific exemption requirements (SAT, ACT, or GRE scores). Scores on the MAT do not count toward exemption from the GACE Program Admission Assessment. This program of study is valid for three years. The Media Specialist Certification Advisor will communicate the plan to the student through a letter that addresses all of the above requirements. The student should review the plan and communicate the intention to pursue the certification to the Media Specialist Certification Advisor. The student should then work with the advisor to develop a long-range schedule for completing the required courses. The student should maintain regular contact with the advisor throughout the program so that correct course registration is completed and course schedule changes may be communicated in a timely manner.

## **Certification Test Requirements**

The Library Media certificate requires successful completion of the GACE Content Assessment examination in Media Specialist (Tests 101 and 102). Students are considered eligible to take the assessment once all coursework, other than Internship, has been completed. Registration materials and information about the test is available at the Georgia Professional Standards Commission web site: [www.gapsc.com](http://www.gapsc.com) and on the ETS web site: <http://gace.ets.org>

## **Required Areas of Competency**

The Library Media Option of the Instructional Technology program offered by the Department of Curriculum, Leadership, and Technology is an **approved program** for preparation of Media Specialists by the authority of the Professional Standards Commission (PSC). Certification-only students are not required to complete all of the courses in the program; however, they must take courses that address all of the following areas of competency required by the PSC. **If no such courses appear on the transcript, those courses will be included in the POS.**

- Coursework (undergraduate or graduate) addressing the needs of **diverse learners/Exceptional child** is required.
- Coursework (undergraduate or graduate) in **children's and adolescent literature** is required. Since Media Specialist certification is at the K-12 level, knowledge of literature in that full range is required.
- Coursework (graduate) in **P-12 curriculum** is required. Since Media Specialist certification is at the P-12 level, knowledge of curriculum in that full range is required.
- Coursework (graduate) in **instructional design** is required.
- Coursework (graduate) in **information resources and services** (i.e., P-12 media center reference, collection development, information retrieval, evaluation of information, information literacy, copyright and ethics) is required.
- Coursework (graduate) in **bibliographic organization** (i.e., P-12 media center cataloging, classification, resource sharing, database maintenance) is required.
- Coursework (graduate) in **computer and network technology** (i.e., P-12 media center standards, software and hardware selection, maintenance, repair, implementation) is required.
- Coursework (graduate) in **administering school media centers** (i.e., professionalism, P-12 media center organization, function, facilities, management) is required.
- **Internship** (graduate) consisting of supervised field experiences in administering P-12 media centers is required.
- Evidence of liability insurance, criminal background check and GACE Program Admission Assessment is required for admission to Teacher Education during the first semester enrolled in the program. Students complete the requirements for admission to Teacher Education in the Professional Orientation course.

## VSU Courses

The areas of competency listed above may be satisfied by the following courses at Valdosta State University. Students should be aware that the Media Specialist Certification Program is fully online but the internship is completed onsite in school media centers.

Media Specialist Professional Service Certification Requirements Area of Competency	VSU Course(s)	Prerequisites	When/How Offered
Diverse Learners (Exceptional Children)	SPEC 3000		Irregular Online and Face-to-Face
Children's Literature <i>Must include literature for children and youth</i>	MLIS 7420/ 7421 or other comparable course		Irregular Online
P-12 Curriculum	CIED 7060 Curriculum, Instruction, and Technology Integration		3 X Year Online
Instructional Design	ITED 7300 Instructional Tech Tchg, Lrng & Assess		2 X Year Online
Information Sources and Uses	ITED 7200 Information Sources and Uses		2 X Year Online
Information Resources and Services	ITED 7201 Information Resources and Services		1 X Year Online
Bibliographic Organization	ITED 7202 Bibliographic Organization		1 X Year Online
Computer and Network Technology	ITED 7400 Digital Learning Environments		2 X Year Online
Administration	ITED 7203 Administering School Media Centers		1 X Year Online
Internship	ITED 7299 Internship in School Media Centers	Approval of advisor	2 X Year Online

## Certification Steps

1. Student satisfactorily completes all coursework and internship designated by program of study.
2. Student takes and passes the GACE Content Assessment exam (Tests 101 & 102).
3. Student contacts Office of Educator Certification (OEC) in the VSU College of Education (229.249.2786; email brwhitmer@valdosta.edu) to request paperwork for certification application.
4. Student returns completed paperwork to OEC along with a copy of GACE results.
5. Student notifies Advisor of intent to apply for certification.
6. Advisor prepares two copies of a packet including Certification Requirements Completion form and completed copy of the program of study.
7. Advisor sends one copy of the packet to the Office of Educator Certification and files the other packet in the advising folder.
8. Advisor turns in advising folder to department secretary for placement in the inactive file.
9. OEC assembles the certification package including paperwork, GACE results, official transcript.
10. OEC submits the certification package to the Professional Standards Commission (PSC)
11. PSC sends student notification and documentation of certification to MyPSC account.