



CNM EDUCATION PROGRAMS

Alternative Teacher Licensure Program

Candidate Information Guide 2021-2022

Updated 8/2/21

“An investment in knowledge pays the best interest.”

■ Benjamin Franklin

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Program Directory

CNM Education Department website:
CNM Alternative Teacher Licensure website:
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Contact Us

Questions about the Teacher Licensure Program requirements, application/screening process or about NM licensure – Email us at:

teachered@cnm.edu

Questions about fingerprint & background checks, observation assignments or field-based requirements – Email us at:

fieldexp@cnm.edu

When communicating with our office, always provide your first & last name along with your CNM student ID number.



Conceptual Framework

CNM Alternative Teacher Licensure Program

Mission Statement

The mission of the Alternative Teacher Licensure Program (ATLP) at Central New Mexico Community College (CNM) is to transform the educational landscape of New Mexico so that students and teachers embrace creative, curious and critical thinking, and collaborative problem solving. The ATLP is a competency-based, professional program that prepares teachers to address educational inequalities through the design of cohesive, rigorous curriculum and assessment, and meaningful instruction. ATLP graduates value and support student diversity and individual student needs by enhancing the college, career, and life aspirations of their students.

Core Values

Critically Reflective Practice

We believe that educators must be critically reflective practitioners. We model and teach critically reflective practice through knowledge and skills that will enable our students to address the following questions:

(1) Who am I as an educator? (2) Why do I do what I do? and (3) How do I engage in continuous improvement?

Professionalism

We advocate that our students, many currently working in the field, must be recognized as professionals and in turn will validate such recognition by understanding and upholding the moral, ethical and behavioral guidelines for their chosen profession.

Diversity

We respect the diversity that students bring to the classroom and as such model inclusive teaching and learning practices in which students' diverse needs are not only met but also celebrated as integral to meaningful learning experiences.

Multicultural Perspectives

We embrace the various cultural perspectives that shape the diverse communities in which we live and thus emphasize knowledge of how multicultural perspectives shape the context of our interactions with community and our construction of meaning, and skills for working in multicultural environments.

Collaboration

We believe in the value of collaboration with colleagues, students, families, and communities and build skills needed to engage in effective and authentic collaborative relationships.



Program Expectations

CNM Alternative Teacher Licensure Program

CNM Policies and Codes

As a student of CNM it is your responsibility to make sure you are aware of and abide by the CNM policies and codes; especially those outlined in the Student Code of Conduct.

School sites are considered an extension of the CNM campus and any incidents at a school site will be subject to the CNM Code of Conduct and policies outlining professional behavior for the Alternative Teacher Licensure Program.

CNM's Student Code of Conduct can be found at:

<https://www.cnm.edu/depts/student-services/dean-of-students/student-code-of-conduct>

Education Program Professional Code of Conduct

Students in the ATL program are evaluated upon their academic abilities as well as their professional behaviors, which are aligned to the program's conceptual framework and New Mexico's Code of Ethical Responsibility of the Education Profession.

New Mexico's Code of Ethical Responsibility of the Education Profession can be found at:

<http://164.64.110.134/parts/title06/06.060.0009.html>

Program Completion & Attendance

Students are expected to complete the ATL Program coursework and required licensure assessments within 5 years of acceptance. Any student who does not take ATL Program coursework 2 consecutive semesters may be removed from the Program due to inactivity and may be required to reapply to the program. **Due to curriculum and/or catalog changes, rejoining the ATL Program after more than two semesters of inactivity may result in additional coursework.**

Because of the highly interactive nature of the courses, candidates are required to attend all scheduled classes on time. Arriving late or leaving early will accumulate as absences as outlined in course syllabi.

Excellent communication with faculty and staff will be a major key in a candidate's success in the program.

Program Plan

It is the responsibility of the student to manage program progress towards completion. Each licensure pathway has a Program Plan that outlines the required coursework in sequential order based on course prerequisites. The required licensure assessments are included in each Program Plan.

The responsibility lies with the student to complete the requirements for Licensure in the timeframe they are allotted.

New Mexico Requirements for Alternative Teacher Licensure

I. Degree Requirements

- A. Bachelor’s Degree (or higher) from a regionally accredited college or university.
 - a. **Early Childhood Licensure (PK – 3)** candidates must have 30 undergraduate semester hours (OR a Master’s/Doctoral Degree with 12 graduate credits) in early childhood related coursework).
 - b. **Elementary Licensure (K-8) & Special Education Licensure (PK-12)** candidates must have 30 undergraduate semester credit hours which include a minimum of 6 credits in each of the core subject areas (Science, Math, Language Arts, Social Studies) for a total of 24 credit hours.
 - c. **Secondary Licensure (7-12)** candidates must have 30 undergraduate credit hours (OR a Master’s/Doctoral Degree with 12 graduate credits) in a teaching field.
 - i. The secondary “teaching field” is a specific content area recognized on a license as an endorsement. See Endorsement Areas on the next page for a list of all endorsement (content areas) recognized by the NMPED and typical coursework accepted for each area.

NOTE: Currently the Public Education Department requires that within the 30 credits a candidate must have earned a “C” or better in all coursework. For individuals seeking a secondary content area, the state may require 12 credits of coursework from upper division courses in the content area.

II. New Mexico Licensure Assessments

Successful completion of the Praxis Core Academic Skills for Educators and additional NMPED required Praxis assessments for specific licensure being sought is a requirement to receive an Alternative Level One (2 year) Internship License from the New Mexico Public Education Department.

Required Licensure Assessments for each licensure pathway can be found on the NMPED website:
<https://webnew.ped.state.nm.us/bureaus/licensure/assessment-requirements-for-educators/>

III. Professional Education Requirement

This is the requirement the CNM ATL Program fulfills. The CNM ATL Program is a State approved Alternative Educator Preparation Program (EPP).

Early Childhood (PK-3)	21 credit hours
Elementary (K-8)	21 credit hours
Secondary (7-12)	18 credit hours
Special Education (PK-12)	21 credit hours

IV. Fingerprinting and Criminal Background Check

These requirements are subject to change to align with changes to New Mexico State Statute and NMPED licensure requirements: <https://webnew.ped.state.nm.us/bureaus/licensure/>

For more detailed information on Alternative Teacher Licensure routes and advancement, visit:
<https://webnew.ped.state.nm.us/bureaus/licensure/alternative-licensure-programs-opportunities/>

Endorsement Areas: Typical Coursework Accepted

For each of the content areas indicated, suggestions are listed for typical coursework accepted for that academic content area's competencies.

- **Agriculture**: Any agriculture related coursework is acceptable
- **Business Education**: Business law, accounting, marketing, management, office machines, office procedures, shorthand, secretarial skills, computers, public relations, retailing, business policy, business analysis, finance, advertising, interviewing, and business math
- **Family & Consumer Science**: Food science, family studies, nutrition, marriage & family relations, consumer decisions, consumer education, parent-community interaction, clothing & textiles, interior design, contemporary family lifestyles, family management theories, entrepreneurship, child development, family finance, food preparation, housing, costume design, tailoring, experimental foods, etc.
- **Health**: First aid, safety, personal health, nutrition, drugs & behavior, human sexuality, human anatomy and physiology, human growth & development, life skills, conflict resolution, stress management, family relationships, mental health, community resources, wellness. Some nursing coursework also accepted
- **Information Technology Coordinator**: Any coursework specific to computers. This endorsement has the distinction of allowing an alternative route through submission of a portfolio based on experience in the field. The portfolio must include the matrix and checklist forms available on Licensure's portion of the NMPED website
- **Language Arts**: Poetry, theatre, rhetoric, literature, writing, communication, composition, drama, English grammar, speech, journalism, English linguistics, and reading, English as a second language, public speaking, and handwriting
- **Library Media**: Design and utilization of media, instructional design and development, selection and acquisition of materials, reference and bibliography, cataloging and classification of materials, children's literature, educational uses of computers and research. Some literacy coursework also accepted
- **Mathematics**: Calculus, algebra, geometry, number theory, differential equations, computations, algorithms, modern analysis, statistics, chemical engineering, bioengineering, biomedical engineering, industrial engineering, mechanical engineering, finance, microeconomics, macroeconomics, chemistry, physics, biochemistry, biophysics, civil engineering, electrical engineering
- **Modern & Classical Languages**: Foreign language, culture & civilization, literature and linguistics in another language, (coursework must all be the same language to receive the endorsement)
- **Performing Arts**: Music, theatre or dance, with a concentration of 30 hours in one of those areas
- **Psychology**: All psychology coursework and child or human development
- **Physical Education**: All areas of sports, weight training, kinesiology, movement, dance, coaching, methods for physical education and most recreation courses
- **Reading**: All coursework for teaching of reading or any literacy courses that are reading methods coursework. This includes the teaching of writing
- **Science**: Biology, electricity, chemistry, geology, astronomy, meteorology, agricultural science courses, mineralogy, physics, physical science, ecology, botany, zoology, microbiology, anatomy & physiology, human growth & development, environmental science/studies, chemical engineering, bioengineering, biomedical engineering, industrial engineering, mechanical engineering, electrical engineering, civil engineering, health science, nutrition, kinesiology, biochemistry; evolutionary biology, biophysics, biological anthropology, nursing coursework also accepted
- **Social Studies (History, Geography, Economics, Civics and Government)**: American history, world history, government, sociology, economics, geography, anthropology, political science, and art history. Also accepted are law courses, criminal justice coursework and military coursework
- **Technology Education**: Welding, drafting, industrial arts, woodworking, and any coursework specific to computers
- **Visual Arts**: Drawing, painting, sculpture, art history, art appreciation, photography, art lab, visual art design, basics of line, shape, form, color texture, art and culture, art of the southwest, computer graphic design

Questions to Consider...

CNM Alternative Teacher Licensure Program

What are the ATLP coursework competencies?

The CNM Alternative Teacher Licensure Program (ATLP) is aligned to the state teacher competencies and national Interstate New Teacher Assessment and Support Consortium (InTASC) teacher core standards and is an approved program by the New Mexico Public Education Department.

The CNM ATL Program is academically challenging and models rigorous coursework designed to meet teacher competencies. Each course is aligned to final program outcomes and all students must demonstrate competency by passing one or more performance tasks in each course. Students who fail to pass the final assessment will be required to repeat the course.

Meeting competency is demonstrated with a final grade of a B or A.

Tell me more about what you mean by competency based curriculum.

The CNM Alternative Teacher Licensure Program uses a competency-based framework, in which all coursework is based on skills and knowledge that are foundational to effective practice as a teacher. As such, our courses are designed to teach and assess specific competencies through performance tasks and other summative assessments. All final grades are based on performance on these assessments, your grades in the program should reflect your competence as a teacher, rather than your competence as a college student. As a program, we collect data from your performance on course assessments for both candidate and program evaluation.

When are applications processed?

Applications are accepted year-round. Only complete applications will be processed. Incomplete or late applications will not be accepted. To allow time to get each cohort started, there is a 4-6 week window after each application deadline where new applications for the next term will be accepted but not reviewed.

The CNM Alternative Teacher Licensure Program Application Processing Schedule is below:

Fall Term:	May 15 - August 1
Spring Term:	September 1 - December 1
Summer Term:	January 15 - April 15

The GPA from my highest degree earned is below a 3.0, can I still apply to the ATLP?

If you do not meet the 3.0 GPA requirement, you will be required to take and pass an additional Praxis Assessment to fulfill this requirement. Passing scores on these assessments will qualify you as Highly State Certified and can be added as an endorsement to a teaching license.

- If applying for **Early Childhood, Elementary, or Special Education** licensure pathway(s) individuals will need to pass **one** of the available ***Praxis Middle School** content knowledge assessments.
- If applying for the **Secondary** licensure pathway individuals will need to pass an available ***Praxis Secondary** content knowledge assessment.

*Praxis content knowledge assessments can be found under **Endorsements** at: <https://www.ets.org/praxis/nm/requirements/>.

How long does it take to complete the ATL Program?

The ATL Program may take as little as 3-4 semesters to complete dependent upon starting semester and course offerings. Students are expected to complete the ATLP coursework and required licensure assessments within 2 years of beginning ATLP coursework. Anything beyond 2 years may have an impact on licensure. Any student who does not take ATLP coursework 2 semesters in a row **will be inactivated from the program and must reapply**. Due to curriculum and/or catalog changes, rejoining the ATL Program after more than two semesters of inactivity may result in additional coursework or a repeat of coursework.

What time and where are courses offered?

Courses are offered in the evening, usually once a week as either online hybrid or in-person hybrid courses. Which means, students

will meet for class either virtually or in-person (depending on the class type) at a designated time. In-person courses are offered on CNM's Main and Westside campuses (depending on student enrollment).

How many hours should students expect to spend on coursework?

Students should expect to spend about 5-7 hours per week outside of the classroom per three-credit hour course.

How many ATLP courses can students take at a time?

First semester students may only take 6 credits of ATL Program coursework. The ATL Program is designed for students to take 2 ATLP courses (6 credit hours) per term.

How much does the program cost?

Tuition & fees are *approximately* \$75 per credit hour for Resident/In District CNM students.

Tuition and fees are determined on a yearly basis and are subject to change, view CNM's Tuition Rates and Residency for further details: <https://www.cnm.edu/depts/enrollment/tuition-rates-and-residency>

Does any of the ATLP coursework transfer to other institutions as graduate credit?

The CNM Alternative Teacher Licensure Program coursework is rigorous and is equivalent to graduate level work but is numbered at the 200 level which is not considered graduate credit. Some in state institutions such as Eastern New Mexico University and Western New Mexico University will accept our coursework as either transfer credit or credit for prior learning towards a master's degree in education.

Does the ATL Program include core content area courses?

Students entering the program should have strong content knowledge in their subject area(s) based on previous coursework. The ATLP is designed to support content experts with pedagogy, but does not have specific content area courses. **We recommend that students take their Content Assessments (Secondary pathway only) during the first semester in the program or prior to applying to the Program** and remain current in their subject area through additional coursework and self-study. If we deem your content knowledge is below expected standards, you will be asked to take additional coursework before continuing in the program.

How many attempts are students allowed to take courses if they are unsuccessful?

Students are allowed two attempts at taking ATLP coursework. A third and final attempt will require a formal request from the student and department permission.

Why do I need to provide a background check upon acceptance into the program?

Students are expected to complete 25 hours of field observations in the initial program course work (EDUC 2250/SPED 2250) to learn more about the education system and being a classroom teacher. To complete these requirements students will need to be cleared by the district and school they are planning on doing their observations in. To meet the needs of the schools in central New Mexico, we encourage students to do fieldwork in a variety of settings with diverse student populations.

What is Supervised Field Experience?

Students are expected to build their teaching competency and knowledge throughout the program and apply what they have learned in the field during Supervised Field Experience (SFE). Students will be evaluated in the field and must demonstrate competency to pass. SFE is the final class in the program and should be taken after completing all coursework and required teacher licensure assessments. **Supervised Field Experience is a requirement for licensure.**

Students must earn a B or higher in all ATL Program courses to enroll in SFE at the end of the program. **Students only have two attempts at completing SFE.**

What does it mean to be "fully state certified"?

If you are teaching in a single-subject classroom, you must be fully state certified by having 24 credit hours of content area coursework on your transcripts or passing the middle grades or secondary content assessment in the subject (depending on the license you have).

Pre-Application Checklist

CNM Alternative Teacher Licensure Program

Before you apply to the ATL Program, you will need to complete the following tasks:

1. **Take and Pass the Praxis Core Academic Skills for Educators Assessments: Reading, Writing, & Mathematics.** You will need passing scores on all 3 assessments **to be eligible to apply to the Alternative Teacher Licensure Program. You will be required to provide copies of your passing assessment scores with your ATL Program application.**

To register go to <https://www.ets.org/praxis/nm/requirements/>.

2. **Apply to CNM to become a CNM student.**

Application Type – select “General”
Education Goal - select “Certificate”

Student Type - select “Transfer” or “Return to CNM”
Program Applying for – select “No Degree or Certificate”

- The ATL Program is a locked major; it will not be available for selection during the CNM Application process.
- Provide your previous degree information.

To apply go to <https://www.cnm.edu/registration>.

3. **Order official transcripts from ALL colleges and universities you have attended.**

To be official, transcripts need to be sent directly to the CNM Records Office from the institution. **Official transcripts must be on file with the CNM Records office before submitting the ATL Program application.**

Minimum of 3.0 Cumulative GPA on highest degree earned is required to apply to the Alternative Teacher Licensure Program. If GPA is below 3.0, an additional Praxis assessment is required. See the “[Questions to Consider](#)” page for more details.

Paper transcripts can be mailed to:

Central New Mexico Community College
ATTN: Graduation/Evaluation
525 Buena Vista SE
Albuquerque, NM 87106

E-transcripts can be sent electronically to:

askgrad@cnm.edu

Direct any transcript questions to the CNM Records Office at 505-224-3209 or askgrad@cnm.edu

4. **Ensure items 1 - 3 are completed before the ATLP Application deadlines.**

Only complete applications will be processed. Incomplete or late applications will not be accepted.

<u>ATLP Application Deadlines:</u>	Fall	August 1
	Spring	December 1
	Summer	April 15

For Frequently Asked Questions and ATLP Application Resources, please visit: www.cnm.edu/atl

Applying to the Alternative Teacher Licensure Program at CNM

If the CNM ATL Program is right for you, below you will find the steps to applying to the Program.

- ✓ Alternative Teacher Licensure Program (ATLP) Applications are accepted on an ongoing basis.
- ✓ Only **complete** applications are accepted. Allow 7-14 business days for processing.
- ✓ ATLP coursework is reserved for students who have applied for and have been accepted into the Program.
- ✓ Upon acceptance into the Program, students may apply for an Alternative Level 1 teaching license.



1 Take and pass the Praxis Core Academic Skills for Educators Assessments: Reading, Writing & Mathematics

These assessments can be taken individually or combined. Assessment results can take up to 20 days, plan accordingly. Reading (5713), Writing (5723), & Mathematics (5733) **OR** Combined (5752)

www.ets.org/praxis/nm/requirements

2 Apply to CNM to become a CNM student

Application Type – select “General”
Education Goal - select “Certificate”

Student Type - select “Transfer” or “Return to CNM”
Program Applying for – select “No Degree or Certificate”

The ATL Program is a locked major. Provide your previous degree information.

www.cnm.edu/registration

Once your CNM application is processed, you will be assigned a 9 digit **CNM student ID number** (010-xx-xxxx) & **CNM email address**.

Contact Information Technology Services at 505-224-4357 if you have questions or are experiencing any technical difficulties.

4 Submit official transcripts from all colleges and universities attended the CNM Records Office. Transcripts confirming a minimum of a Bachelor’s Degree must be included.

ATTN: Graduation/Evaluation **OR** Electronically directly from the institution to askgrad@cnm.edu
 525 Buena Vista SE
 ABQ, NM 87106

NOTE: It can take up to 3 weeks for our department to have access to these records, plan accordingly.

Part 1 - Submit the online **Alternative Teacher Licensure Program Application**. Incomplete or late applications will not be accepted.

Part 2 - Submit the online student **Transcript Analysis Form** for the licensure pathway(s) you have determined you meet the qualifications for and have chosen to pursue.

www.cnm.edu/atl

Students are required to **officially accept their seat** in the Program to receive registration permissions and an official Letter of Acceptance. The Letter of Acceptance is required to apply for an Alternative Level 1 Teaching License through the New Mexico Public Education Department (NMPED).

All communication regarding application status & acceptance will be sent to student’s CNM email account only.

7 Upon Program Acceptance, students will be required to provide proof of **district level background check**.

Further information will be provided upon acceptance.

ATLP Application Deadlines:	Fall	August 1
	Spring	December 1
	Summer	April 15