

# PROGRAM OF ALTERNATIVE CERTIFICATION FOR EDUCATORS (PACE) COURSE REQUEST FORM

DIVISION OF EDUCATOR QUALITY AND LEADERSHIP  
OFFICE OF EDUCATOR CERTIFICATION  
LANDMARK II OFFICE BUILDING  
3700 FOREST DRIVE, SUITE 500  
COLUMBIA, SOUTH CAROLINA 29204

PACE participants are required to complete three graduate level courses from the list of core courses approved by the Division of Teacher Quality on behalf of the State Board of Education (see attached list). Courses identified for individual teachers will be based on the individual's experience, knowledge, skills, and feedback from the educator's induction year. The identified courses will be part of the educator's Assisting, Developing, and Evaluating Professional Teaching (ADEPT) professional development plan.

The three required courses must be completed for graduate credit at a regionally accredited higher education institution. No more than one of the courses (three semester hours) can be designated as a Professional Development course. All non-professional development courses must be completed for an assigned grade of B or higher.

Please complete one form for each course. **A course description or course syllabus must be attached.** The request must be received at the above address at least four weeks prior to the course enrollment deadline. All information must be provided in order for this course request to be evaluated.

**PLEASE PRINT**

| Name (Last, First, Middle, Maiden)  |                             |              |  |                       |                 |   |
|---|-----------------------------|--------------|--|-----------------------|-----------------|---|
| Social Security Number  |                             |              | Employing District   |                       |                 |   |
| Course Prefix<br>(i.e. EDU)   | Course Number<br>(i.e. 718) | Course Title | Higher Education Institution   | Course Dates          |                 | Professional Development Course (yes, no) |
|   |                             |              |  | Beginning<br>mm/dd/yy | End<br>mm/dd/yy |   |
|   |                             |              |  |                       |                 |   |
| Please indicate the appropriate PACE course category  |                             |              |  |                       |                 |   |
| <input type="checkbox"/> Category One: Learning and the Learner <input type="checkbox"/> Category Two: Teaching and the Teacher <input type="checkbox"/> Category Three: Elective   |                             |              |  |                       |                 |   |
| Please indicate the appropriate ADEPT Performance Dimension(s) this course will address   |                             |              |  |                       |                 |   |
| <input type="checkbox"/> PD1: Long-Range Planning<br><input type="checkbox"/> PD2: Short-Range Planning of Instruction<br><input type="checkbox"/> PD3: Short-Range Planning, Development, and Use of Assessments<br><input type="checkbox"/> PD4: Establishing and Maintaining High Expectations for Learners<br><input type="checkbox"/> PD5: Using Instructional Strategies to Facilitate Learning |                             |              | <input type="checkbox"/> PD6: Providing Content for Learners<br><input type="checkbox"/> PD7: Monitoring and Enhancing Learning<br><input type="checkbox"/> PD8: Maintaining an Environment That Promotes Learning<br><input type="checkbox"/> PD9: Managing the Classroom<br><input type="checkbox"/> PD10: Fulfilling Professional Responsibilities Beyond the Classroom |                       |                 |   |

**I certify that I have first hand knowledge of this PACE participant's first year informal evaluation and that this course is aligned with his or her professional development plan.**

|  |      |
|--|------|
| District ADEPT coordinator or school principal signature |      |
| Name (Print)   | Date |
| PACE Participant Signature                               | Date |

## **PACE Course List**

PACE participants are required to complete three graduate level courses from the list of core courses approved by the Division of Teacher Quality on behalf of the State Board of Education. Courses identified for individual teachers will be based on the individual's experience, knowledge, skills, and feedback from the educator's induction year. The identified courses will be part of the educator's Assisting, Developing, and Evaluating Professional Teaching (ADEPT) professional development plan.

The three required courses must be completed for graduate credit and an assigned grade of B or higher. However, no more than one of the courses (three semester hours) can be designated as a Professional Development (PD) course. Only the PD course may be completed as pass/fail.

PACE participants must take a graduate course from each category. Courses must be at a regionally accredited college or university and must be completed during year two and year three.

### **Category One: Learning and the Learner**

- Human Growth and Development
- Child Development
- Learning Styles
- Brain Research
- Adolescent Growth and Development
- Lifespan Development
- Exceptionalities
- Diversity and Cultural Difference

### **Category Two: Teaching and the Teacher**

- Teaching Strategies
- Methods of Teaching in Content Area
- Reading/Writing Instruction
- Teaching Math through Manipulatives
- Planning Assessment
- Models of Teaching

### **Category Three: Elective**

- Classroom Management
- Educational applications of technology
- Foundations of Education
- Issues in Education
- Another course from category one or two
- Any education course from a South Carolina–approved teacher education program