



If you have completed coursework at CUW since January 2015, simply email [graduate.admission@cuw.edu](mailto:graduate.admission@cuw.edu) and ask to be registered for the course. If you completed coursework prior to January 2015, you will need to submit a new non-degree application so your record will be updated in the system.

## EDGP 859: AMLE Institute for Middle Level Leadership

**Description:** This institute will help middle school leaders (i.e. administrators, teacher leaders, district personnel, etc.) create the most effective educational experience for every young adolescent they serve. Participants will become effective and collaborative leaders for their students, fellow educators, and community. They will also use the research-based and proven middle grades practices found in This We Believe as the framework to create high-performing middle grades schools, and will build a community of practice that will assist them with challenges and share in their successes before, during, and after the institute.

**Course Schedule:** June 25-28, 2017

**Credits:** 3 credits

**Cost:** \$143 per credit

**Location:** Renaissance Orlando at Sea World, 6677 Sea Harbor Drive, Orlando, FL 32821

### Application Process

- 1) Complete the free online Non-Degree application at [www.cuw.edu/apply](http://www.cuw.edu/apply)
  - **Term:** Fall 2017
  - **Course Name:** AMLE Orlando
  - **Course Number:** EDGP 859
- 2) Once your application has been received, you will be registered for the course and notified via email.
- 3) Submit your course assignment(s) to Dr. Dru Tomlin at [DTomlin@amle.org](mailto:DTomlin@amle.org)

**Questions about the course?** Contact Dr. Dru Tomlin at [DTomlin@amle.org](mailto:DTomlin@amle.org)

**Questions about the applying for credit?** Contact Amber Schiessl at 262.243.4551 or [amber.schiessl@cuw.edu](mailto:amber.schiessl@cuw.edu)

# EDGP Non-Degree Application Guidelines

Note: If you have completed coursework at CUW since January 2015, simply email [graduate.admission@cuw.edu](mailto:graduate.admission@cuw.edu) and ask to be registered for the course. If you completed coursework prior to January 2015, you will need to submit a new non-degree application so your record will be updated in the system.

Visit [www.cuw.edu/apply](http://www.cuw.edu/apply). Select NON-DEGREE

## 1<sup>st</sup> Screen – Create your account

### Contact Information

### Academic Ambitions

- I intend to enroll as a Continuing Education (Graduate Education only) student.
- Anticipated entry term: *Fall=July-Dec, Spring=Jan-June*
- Please select license or course(s): *Continuing Education*
- At which location would you like to take classes? *Off Campus*
- At which off campus location would you like to take classes? *List where your course, workshop, seminar, etc. will be held.*
- Please list the school district or partner organization you currently work for (if applicable).
- How did you hear about us? *Choose from dropdown menu.*

### Future Falcon Account Setup

*Create your password and password question. This password will be used if you need to sign back into your application and finish it at a later time. Please note that this is not the same as our student portal.*

CONTINUE

## 2<sup>nd</sup> Screen – Academic Information

### Academic Plans

- I intend to enroll as a Continuing Education (Graduate Education only) student
- Application entry term: *Fall=July-Dec, Spring=Jan-June*

### Graduate Education Programs

- Please select license or course: *Continuing Education courses*
- Preferred location/delivery format: *Off Campus or Online*
- Please list the school district or partner organization you work for (if applicable).

### Continuing Education Courses

- What course would you like to take? *Type in course number and title. ie: EDGP XXX*
- How many credits? *Select either 1, 2, 3 or 4 from drop down menu*
- *If you wish to take another course, click on “Yes” and repeat above steps. If not, click SAVE & CONTINUE*

## 3<sup>rd</sup> Screen – Personal Information

*Fill in Name, Address, and Contact Information. Most should be filled in for you already.*

SAVE & CONTINUE

## 4<sup>th</sup> Screen - Demographics

*Fill in Citizenship, Social Security Number, Additional Information (Gender, Birthdate, Military, and Religion), Ethnic Information, and Disciplinary History.*

SAVE & CONTINUE

## 5<sup>th</sup> Screen – Statements of Understanding

*Certify that the information on your application is accurate and that you understand you are responsible for paying back any funds you receive.*

*Electronically sign and date.*

SUBMIT Application

*Within 3-5 business days, you will receive a confirmation email from CUW stating that you have been registered for the course. This email will provide you with your student ID number, which will allow you to set up a new password and log into the portal. This is where you will access your CUW email, billing information, transcripts, etc.*

04/07/2017

EDGP 859: AMLE Institute for Middle Level Leadership: Orlando, Florida

### CUW Mission

**Concordia University Wisconsin is a Lutheran higher education community committed to helping students develop in mind, body, and spirit for service to Christ in the Church and in the world.**

### School of Education Mission

The School of Education equips and inspires Christian servant leaders to pursue integrity and excellence in the delivery of educational services within professional and lifelong learning throughout the world.

EDGP 859/CRN: AMLE Institute for Middle Level Leadership: Orlando, Florida

\*Course Description: This institute will help middle school leaders (i.e. administrators, teacher leaders, district personnel, etc.) create the most effective educational experience for every young adolescent they serve. Participants will become effective and collaborative leaders for their students, fellow educators, and community. They will also use the research-based and proven middle grades practices found in This We Believe as the framework to create high-performing middle grades schools, and will build a community of practice that will assist them with challenges and share in their successes before, during, and after the institute.

Instructor(s): Dr. Dru D. Tomlin  
[DTomlin@amle.org](mailto:DTomlin@amle.org)

Course Location: Renaissance Orlando at Sea World, 6677 Sea Harbor Drive, Orlando, FL 32821

Credit Hours: 3

Course Meeting Time and Expectations: *Participants in this professional development education course will initially participate in a 25 hour instructional session on the topic. Following the seminar, participants will plan and implement lessons, policies or evidence-based strategies which integrate the focus of the professional development seminar into their classroom practice. Following the implementation, the participant will be a reflective practitioner and consider the degree to which the implementation of the new technique or practice was successful as well as the areas in which continued refinement, practice, and development will be necessary. Therefore, the course will involve twenty-five hours of direct participation at minimum.*

Course Prerequisites: State certification or licensure as an educator

Required Resources: NA

Other Learning Resources: *May be recommended by the presenter during the seminar.*

Teaching Strategies: *Lecture, discussion reflection, open-ended questions, role-playing, Q&A.*

Course Evaluation and Grading: *The students enrolled in this Institute must produce an essay that answers the following questions: (1) what goals did you have for yourself and for your school that brought you to the AMLE Institute for Middle Level Leadership? (2) What specific information, skills, and insights did you obtain as a result of your time at the Institute? (3) What questions or concerns remain after you attended the Institute? And (4) what next steps will you take to improve your middle school based on the Institute learning?*

Grading Scale:

90 – 100 Points = A

80 – 89 Points = B

70 – 79 Points = C

60 – 69 Points = D

04/07/2017

EDGP 859: AMLE Institute for Middle Level Leadership: Orlando, Florida

*Less than 60 Points = F*

Course and Instructor Policies: *Participants must participate in the entire professional development presentation. All sections of the written assignment must be turned in online within the course deadlines. Students are required to keep a copy of all work submitted.*

Program/Department Policies: N/A

\*CUW Policies:

\*CUW Disability Policy: In accordance with the Americans and Disabilities Act (ADA) and Section 504 of the Vocational Rehabilitation Act of 1973, individuals with disabilities are protected from discrimination and assured services and accommodations that provide equal access to the activities and programs of the university. Students with a documented disability who require accommodation in order to obtain equal access to this course should inform the instructor, and must also contact Disability Support Services

- Mequon campus (262) 243-4299 or <https://www.cuw.edu/Departments/lrc/dss/index.html>
- Ann Arbor campus (734) 995-7552 or [www.cuaa.edu/arc](http://www.cuaa.edu/arc)

\*CUW Academic Integrity Policy: CUW expects all students to display honest, ethical behavior at all times and under all circumstances. Academic dishonesty is defined as follows:

**Cheating:** includes, but is not limited to: a) the use of unauthorized assistance in taking any type of test or completing any type of classroom assignment; b) assisting another student in cheating on a test or class assignment, including impersonation of another student.

**Plagiarism:** includes, but is not limited to: a) failure to give full and clear acknowledgement of the source of any idea that is not your own; b) handing in the same assignment for two different courses without the consent of the instructors.

**Fabrication:** the forgery, alteration, or misuse of any University academic document, record, or instrument of identification.

**Academic Misconduct:** intentionally or recklessly interfering with teaching, research, and/or other academic functions.

**Sanctions:** Faculty members who find evidence of academic dishonesty have sole discretion to determine the penalty, using their professional judgment. This can include a failing grade in the course, or removal of the student from the course. Additional sanctions will be imposed when a student is found to have violated the academic integrity policy more than once; these sanctions may include suspension or expulsion from the university.

\*Title IX Policy: Concordia University is committed to fostering a safe, productive learning environment. University policy and federal law (Title IX) prohibit discrimination on the basis of sex which includes but is not limited to harassment, domestic and dating violence, sexual assault, and stalking. Sexual misconduct of any type is not permitted by the university. Please see the following link for more information about CU's policies and procedures concerning sexual misconduct: <https://www.cuw.edu/academics/compliance/consumer-info/index.html>

For more information on academic integrity, please see the Academic Policies section of the Student Handbook, which can be accessed at the following link:

<https://www.cuw.edu/Departments/residencelife/assets/studentconductcode.pdf>

\*Relationship to the Curriculum: *Professional Development that actually changes the behavior and practices of educators requires time for processing, planning, implementation and reflection. The use of*

04/07/2017

EDGP 859: AMLE Institute for Middle Level Leadership: Orlando, Florida

*evidence-based best practices for instruction, assessment, discipline, and use of technology all will require this four-step process before we will see real improvement in schools.*

*\*Connection to CUW Mission: This course will require educators to demonstrate the ability to analyze and apply their discipline's theoretical, methodological, ethical, or practical foundations. This will enable them to help their own students develop more readily in mind, body, and spirit as well.*

*\*Undergraduate Core Student Learning Outcomes: NA*

*\*Program/Department Student Learning Outcomes:*

*Participants will learn and be able to implement the following:*

- *Participants in the AMLE Institute for Middle Level Leadership will be able to grow their own leadership (as well as others' leadership) and to improve student achievement (in all areas) through the implementation of effective, research-based middle level practices and programs. Participants will be able to connect with other middle level leaders after the conference to continue building their leadership acumen.*

*Course Objectives:*

- *Participants will learn about the characteristics of an effective middle grades program.*
- *Participants will learn about multiple strategies to implement the characteristics of an effective middle grades program.*
- *Participants will collaborate with attendees to develop solutions for sustained school improvement.*
- *Participants will attend and engage in sessions that specifically address their schools' needs.*
- *Participants will build a professional learning network by connecting with fellow attendees..*

*Class Schedule: June 25-28, 2017*

*Due Date: August 15, 2017*

*Submit Coursework to: Christy Call*

*[christy.call@cuw.edu](mailto:christy.call@cuw.edu)*