Library Media Certificate

Program Objectives

This program is geared toward licensed teachers who want to obtain the school library media endorsement. This endorsement can only be added to an existing teaching license.

We have received official approval from accreditation officials in Alaska, Colorado, Idaho, Montana, Oregon, South Dakota, North Dakota, Washington, and Wyoming. Many other states accept our program as well. Contact your state's Department of Education to ensure that the program is accepted. Our education programs are accredited by the Montana Board of Public Education. We participate in the National Association of State Directors of Teacher Education and Certification's (NASDTEC) Interstate Contract.

Additionally, the Library Media program offers an option to earn a Master's degree (MEd) in Curriculum & Instruction. The Master's portion involves completion of 9 additional credits past the 21 required by the Library Media Certificate program, and these courses are also offered online. A student must apply to the full MEd program separate from the Library Media Certificate program. See Master of Education in Curriculum & Instruction - Professional Educator Option (http://catalog.montana.edu/graduate/education-health-human-development/education/med-curriculum-leadership/professional-educator-option/).

Program Flow

Following admission, the student should register for the course(s) offered in the upcoming semester. Two to three courses are typically offered each semester.

This is a fully online program. Therefore, students must have reliable Internet access. Students also need:

1. Basic understanding of word processing and email applications
2. Familiarity with spreadsheet and database applications and software
3. Basic knowledge of the Web, search engines, and experience using different browsers and online databases
4. Experience with software downloads and multimedia plug-ins
5. Access to a school library and/or learners in the PK-12 setting

Program of Study

EDCI 522	Information Literacy Instruction	3
EDCI 546	Administration of the School Library	3
EDCI 547	Inquiry Based Learning for School Librarians	3
EDCI 548	Collection Development for School Libraries	3
EDCI 549	Reading Promotion in the School Library	3
EDCI 598	Internship (One credit per first three semesters)	3
EDCI 550	School Library Ethics & Advocacy	3
Total Credits		**21**

Contact Information

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Application Process for the Library Media Certificate Program

Prior to applying for the Library Media Certificate program applicants must hold a valid teaching license.

Applicants are required to complete the online application and submit the following documentation via the **Graduate School Online Application System (https://www.montana.edu/gradschool/admissions/apply.html)**

1. **Completed Graduate School Application**
2. **Academic Transcripts:** Applicants must provide *official* transcripts directly from each university attended. Official transcripts must verify all bachelor's degree coursework as well as a confirmation of a bachelor's degree. *Unofficial transcripts* may be uploaded during the application process. *Official* electronic transcripts may be emailed directly from the Institution to edgrad@montana.edu or gradschool@montana.edu. Also they may be mailed to the Department of Education Graduate Programs Office, 215 Reid Hall, PO Box 172880, Montana State University, 59717. Transcripts from a degree awarded through MSU do not need to be provided. **NOTE:** We require an undergraduate GPA of at least 3.0 (on a 4.0) scale. Applicants with post-baccalaureate experience must have a graduate GPA of at least 3.0. Transcripts will be evaluated for rigor and academic fit.
3. **Personal Statement:** You will be required to upload a 500-word personal statement during the online application process. The personal statement should describe your previous teaching experience and motivation to become a school librarian; explain how you came to this decision..
4. **Current Resume/Curriculum vitae**
5. **For International Applicants ONLY:** For information on the International application process, see link https://www.montana.edu/gradschool/admissions/international_admissions.html (https://www.montana.edu/gradschool/admissions/international_admissions.html). (https://www.montana.edu/gradschool/admissions/international_admissions.html)

Application Deadlines

Below is the deadline by which all application materials for the Library Media Certificate program must be submitted via the online application system.

- Summer Semester: April 1
- Fall Semester: April 1
- Spring Semester: November 1

*A second review for Fall applicants will occur on July 15th. If you are a Fall applicant and cannot submit your complete application (including all required materials) by April 1st, you may submit by July 15th and will be considered in the second review, if space is still available.

Admission Process

Complete applications will be reviewed by the Graduate Admissions Committee. Once a decision has been made the application will be forwarded to The Graduate School for final administrative processing. Please note that the application review process will begin at the close of the application deadline and not before.

For answers to questions on this or any program at the Department of Education, contact the Graduate Program Assistant at Phone: 406-994-6786 or edgrad@montana.edu. If you are ready to apply, do so through the Graduate School Online Application System (https://www.montana.edu/gradschool/admissions/apply.html).