As part of the Middle Level Teachers Education Program requirements, each student must demonstrate effective verbal, nonverbal and media communications skill. Competency in each of these areas can be demonstrated by successfully completing Speech 11, Theater 5 or by documenting competency. Competency documentation must be completed and approved before student teaching and must include each of the following components:

1. Written reflections of your own personal effectiveness over time in each of the following five categories: A. oral, B. nonverbal, C. written, D. media competency, and E. overall efficacy of presentation and interaction.

2. Letter of testimony that addresses the same five categories from an instructor or supervisor who has observed and is willing to speak on your behalf regarding specific instances of effective communication.

3. A copy of the Professional Attributes and Distribution Assessment (PADA) from EDSC 209 with feedback from instructor.

*Please note that the following guidelines will be used by program faculty in reviewing documentation of your communication skills competency and therefore should be addressed in any letter of testimony accompanying your request for waiver.

Do the materials and supporting elements of the students request show:

A. Oral Competency
   - Voice quality (volume/tone)
   - Speech (articulation/enunciation)
   - Language (usage/grammar/vocabulary)

B. Nonverbal Competency
   - Gestures/movements
   - Facial expressions
   - Eye contact

C. Written Competency
   - Grammar, spelling
   - Clarity of thought

D. Media Competency –
   - Use of electronic media

E. Overall Effectiveness of Presentation/Interaction
   a. Ability to communicate ideas clearly and succinctly

A student who does not satisfactorily demonstrate competency as judged by the guidelines listed above may be required to complete either a Speech 11 or Theater 5 course.

Process approved by Secondary Education Program Faculty 3/17/04
UVM Secondary Education Program
Communication Skills Competency
Request for Waiver of Course Requirement Process

Student Name: ___________________________________________ Date: ____________

Major/Broadfield Major: ____________________________________________

Minor: ___________________________________________________________

Advisor: __________________________________________________________

Phone: _______________________________ E-Mail: ________________________

Address: _________________________________________________________

Submit all documentation in one package to: The Secondary Education Program, 408 Waterman Building, Burlington, VT 05405.