

## School Library Media Program FAQ – DRAFT

*NOTE: The following questions are presented in no particular order at this point. Logical groupings/sequence hopefully will emerge as the list is generated.*

***Q: Is the program ALA-accredited?***

**A:** No, it is not ALA-accredited; however, what many school librarians don't realize is that ALA-accreditation is not required for school library media licensure. School library media licensing simply requires NCATE (National Council for the Accreditation of Teacher Education Programs) accreditation and regional accreditation, e.g. North Central Accreditation Association (NCAA). Likewise, ALA-accreditation is not required in most states for public library certification for small/rural communities (in Indiana, communities of 10,000 or fewer). ALA-accreditation is typically required for those who want to be college or university librarians, or urban area public librarians.

***Q: Will your program be honored/accepted by my state (non-Indiana residents)?***

**A:** While the program is geared primarily for school library media licensure in the state of Indiana, Indiana has reciprocal agreements with many states with regard to certification of teachers. We always advise non-Indiana residents to verify with their state's teacher certification agency whether reciprocity with Indiana exists. For more details on state licensing reciprocity visit our program description page at [http://soe.indstate.edu/cimt/Library\\_Media\\_Cert.htm](http://soe.indstate.edu/cimt/Library_Media_Cert.htm).

***Q: How do I go about applying for admission to the program?***

**A:** For graduate admissions, contact the ISU School of Graduate Studies at 1-800-444-4723 or visit their website at <http://www.indstate.edu/sogs/>.

***Q: How many courses should I take at one time?***

**A:** This is really a question that only you can answer! Our experience has been that most of our students are professionals working full-time, with family and other responsibilities outside of work. Ideally, we advise the beginning student who has never taken a distance-based course to take just one course and certainly not more than two. This allows him/her to "test the water" in terms of what is required in the program's courses.

***Q: Can I do course work at my own pace?***

**A:** To an extent, yes you can. Courses are, however, bound by a semester system. Also, since some of the projects involve group work there is some need for the instructor to keep people moving at a somewhat similar pace. Most instructors post their proficiency projects throughout the semester to set a pace.

***Q: How are the courses presented/organized?***

**A:** Individual courses are presented via the World Wide Web. At the present time two delivery systems are used in our program—one is known as BlackBoard (CourseInfo) and the other is known as WebCT. Each course has its own website. Each website, regardless of web delivery system, typically includes sections for a syllabus, assignments, and supporting course documents (course calendar, etc.). Courses also include discussion

board options and various other methods for group communication and interaction. Course sites are easy to navigate, “pointing and clicking” just as you would on most any Internet site. In addition, there are online help options if you encounter difficulties and also support available from the ISU Information Technology Help Desk.

***Q: How much time do projects usually take?***

**A:** This is a tough question to answer since so many variables come into play, most importantly, your individual work habits working alone and/or in groups. Our best guesstimate is that projects require anywhere from 3 to 5 hours each. Again, each course usually consists of about six proficiencies, each with a single project. Instructors typically give 10 days to 2 weeks to complete each assignment. Remember that the semester runs for about 15 weeks.

***Q: How do the requirements differ for public library certification and school library certification?***

**A:** Certification as a school library media specialist requires that an individual have a valid teaching license, in addition to successful completion of our 27-hour program. Public library certification is limited to levels IV and V in Indiana. These levels of certification qualify an individual to serve as a library director or professional librarian in Indiana public libraries serving communities of less than 10,000 people. Most other states follow similar guidelines for the certification of public librarians. For more detailed information about specific requirements for public library certification please visit <http://>

***Q: How long will it take me to complete the program?***

**A:** Depending on whatever completion deadline you are working under, whether self-imposed or not, it is possible to complete the program within one year to 18 months. A year long proposed course sequence is available at [http://soe.indstate.edu/cimt/Proposed\\_Course\\_List.htm](http://soe.indstate.edu/cimt/Proposed_Course_List.htm).

***Q: Can I transfer courses in from other institutions and get credit for those?***

**A:** Depending on recency of courses from other institutions, documented course content, and the grade you earned in the courses at another institution (verified by an official transcript) credit *may* be transferable. Requests for transfer credit are considered on a case-by-case basis.

***Q: Once I complete all the courses what do I do to get my license upgraded?***

**A:** For Indiana residents you will need to work with ISU’s School of Education Student Services Office. Non-Indiana residents will need to request official transcripts of their ISU coursework and then work with their respective state’s licensing agency.

***Q: Do I have to go through graduation to get my certificate once I’ve completed all program requirements?***

**A:** No, in fact ISU’s graduation includes only students who have completed a degree. After completion of our program, however, we will mail you a formal document (suitable

for framing!) indicating that you have satisfactorily completed all requirements for library media certification.

***Q: I do not have a computer at home. Does that matter?***

**A:** The entire program is computer-based and is delivered over the world wide web (internet). So long as you have easy and regular access to a computer somewhere outside your home you should have no problems; however, a home computer is strongly advised.

***Q: How much are the fees and tuition?***

**A:** Fees and tuition vary over time. Current information regarding fees can be found on the Office of Admissions website at <http://www.indstate.edu/admissions/fees.html> . One important note about fees and tuition, out-of-state residents (non-Indiana) pay the same as Indiana residents—there are no additional charges for non-Indiana residents.

***Q: Will courses from your program transfer to another school if I decide later to go for an ALA-accredited degree?***

**A:** Just as we have to review courses completed from other institutions to make decisions about transfer credit, so do other colleges and universities. The transferability of our courses to another school is up to the other school.

***Q: Are textbooks used for the courses? If so, how do I get them and what kind of costs are involved?***

**A:** Yes each course uses one or more textbooks that are required for the course. Reading assignments are not optional. Textbooks are identified on each course's syllabus, along with ordering information and ordering options. The ISU Virtual Bookstore information is available at: <http://direct.mbsbooks.com/indstate.htm>