




## Certification

Nashville - 2005






## Current Committee

- Dr. Jennifer Hurd
- Dr. Jack Truschel, Chair
  - Website is:
    - [www.jsu.edu/depart/edprof/atp](http://www.jsu.edu/depart/edprof/atp)

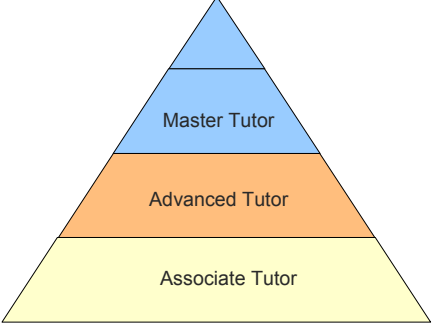


## Why get Certified?

- To document professional development.
- To improve credibility with students and faculty.
- To document to the administration our field of expertise.
- To document scholarship.





## Tutor Certification Levels




## Certification Levels

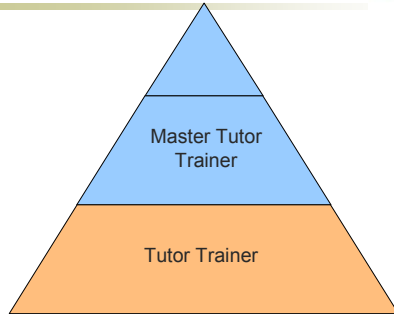
- All level require membership to the ATP and 2 letters of recommendation
- **Associate Tutor** – Must have a minimum of **10 hours** tutor training, **25** hours of tutoring experience.
- **Advanced Tutor** - Must have a minimum of **20 hours** tutor training, **50** hours of tutoring experience.



## Certification Levels

- **Master Tutor** – Must have a minimum of **30 hours** tutor training, **75** hours of tutoring experience.

## Tutor Trainer Certification



## Certification Levels



- **Tutor Trainer** – Must have conducted a minimum of **40 hours** tutor training, **75 hours** of tutoring experience. Also evidence of 5 CEU's in a 3 year period.
- **Master Tutor Trainer** – Must have conducted a minimum of **50 hours** tutor training. Also evidence of 5 CEU's in a 3 year period.

## Certification Period



- Each Level is valid for 3 years.

## Dates and Deadlines



- Submit 3 copies with a check and all applicable materials by:
  - Due Date                      Review Date
  - March 1                              Annual Conference
  - June 1                                  Site Visit
  - September 1                      October 30<sup>th</sup>
  - December 1                      December 15<sup>th</sup>

## Acceptable Topics



- Review the website for appropriate material and information.
- There is a list which was adapted from CRLA's Certification for acceptable topics.

## What we are looking for!



- ATP Membership
- Some certificate indicating the training you have received.
- Documented training with # of hours.
- Letters of recommendation – they should know you via tutoring services. Priests and ministers are ok but!!!!

## [ What we are looking for!



- For the Trainer Certification, you must provide an overview of training programs to include materials and topics.
- The application form
- Application fee

## [ At the Conference



- While at the conference, pick up a **ORANGE CEU** sheet to document your attendance.
- Have it signed and turn it in to the registration table. A Certificate with CEU's will be mailed to you in the next 2 weeks.

## [ At the Conference



- If you are at next year's conference and would like to become certified, have the
  - application completed,
  - appropriate materials related to your desired certification

We will be issuing Certifications as well as CEU's on the last day of the conference.

## [ Part of Certification



- If you become certified, please consider presenting at the next conference. We are looking for certified trainers to present at as many sessions as possible.