

College of Education

Requesting Enrollment in Early Childhood Education Practicum Courses & Applying for an AELS Background Check

➤ Before request enrollment in to Early Childhood Education (ECE) Practicum Courses, students need to meet with their advisor and apply for an AELS Background Check.

How do I get an AELS Background Check?

- ▶ Please email Ms. Sylvia Cooper in ATU Licensure for process instructions: idavidson2@atu.edu Crabaugh Room 308. Fingerprints are done by appointment only -479-964-0583 Ext. 2351 https://www.atu.edu/teacherlicensure/BackgroundCheck.php You will need a
 - 1. Background check
 - 2. Fingerprints filed
 - 3. Child Maltreatment Form

How do I request enrollment for ECE Practicum?

To apply for ECE Practicum courses you will need a google account. If you do not already have a personal google account you can sign up for one at https://accounts.google.com/SignUp

Meet with your education advisor (Dr. Leggett) to receive your:

- 1. Registration Code
- 2. CRNs, Course Prefix and Course Number for each course you need to request.

Go to www.atu.edu/teachereducation

- 1. Fill out the course request enrollment form on-line.
- 2. The Teacher Education Student Service Office will email you with conformation of your enrollment, or any adjustments that may need to be made in your schedule.
- 3. Check your schedule on *onetech.atu.edu* for accuracy.