

The University of Texas at Tyler
M.Ed. in Reading
Milestones Agreement Form

This form is provided for the purpose of informing students about the academic milestones that they will be expected to reach to earn their master’s degree as well as when they are expected to complete these milestones.

Students are expected to reach each milestone within the specified time frame to make satisfactory progress through the program. Students who are not making satisfactory progress on one or more of the milestones may lose funding, be placed on academic probation, delay graduation, or be dismissed from the program.

Academic Advising

When a student accepts admission to the M.Ed. in Reading program, the program coordinator will assign a member of the program department as an advisor.

Academic advising includes the following elements that are designed to ensure that students remain in good academic standing and make satisfactory progress through the program. Advisors are responsible for the following:

- Reviewing the student’s Degree Plan to determine if the student is making progress consistent with the expectations of the program and reaching milestones according to the timeline provided on this form.
- Clarifying the timetable for completing any remaining course requirements, examinations, and other requirements.

Requirements for all Students in the M.Ed. in Reading Program Milestone	Expected Time of Achievement
ALL STUDENTS	
Student contacts advisor to review their progress in program courses.	Once every semester
Coursework successfully completed.	Potentially students can complete all coursework within two years of beginning program, but the Registrar requires that students must complete whole program within six years of start semester.
Student works with advisor to help ensure program E-Portfolio is completed, approved by advisor, and successfully defended. (See Portfolio Guidelines).	Semester of graduation
Student applies for graduation before graduation deadline and completes all requirements for graduation as noted on the UT Tyler Registrar website.	Early in semester of graduation (Check UT Tyler Registrar website for graduation deadline.)

TEXAS RESIDENTS ONLY	
Student seeks permission to take the Reading Specialist Exam (151) by contacting the Certification Office certification@uttyler.edu . Having received official permission, student registers to take the Reading Specialist Exam.	Early in semester of graduation
Student takes (and passes) the Reading Specialist Certification Exam (151).	Semester of Graduation
Student submits the certification application form to the certification office. (Contact the Certification Office for the form at certification@uttyler.edu).	Last week of their last semester
Student earns TEA Reading Specialist Certification and UT Tyler Literacy Coaching Certificate	After graduation

Degree Completion Checklist for Students

	Maintain active student status by registering for courses every fall, spring, and summer semesters
	Complete Milestones Agreement Form during first semester in program
	Complete all required coursework successfully Student must maintain a 3.0 GPA each semester, or risk academic probation. (Refer to Graduate Catalogue Policy)
	Create, submit, and successfully defend Program E-Portfolio
	Schedule and successfully pass required Texas Reading Specialist Certification Exam (151) (Texas Residents Only)

I have read and I understand the academic milestones that I am expected to reach in order to successfully complete the M.Ed. in Reading program, as well as the expected timeline for completing these milestones.

Student Name (print)	Student Signature	Date
Advisor Name (print)	Advisor Signature	Date