 **Associate ‘Level 2’ Application** Summer 2023

***Applicant Information***

|  |  |
| --- | --- |
| Name |  |
| Phone |  |
| Email |  |
| Full Address |  |
| Profession |  |
| Education |  |
| Pre-Requisite: OGCE training | -OGCE Training Dates with Learn Literacy:-Note: If OGCE was not completed with Learn Literacy, state the following details below: Fellow who led training, training hours, training dates. |
| List any other Dyslexia/ Structured Literacy training. |  |
| Why are you interested in taking this training? (goals, interests, etc.) |  |

***Course Details***

-*Training Level*:

Associate A – 60 hours

Associate B – 70 hours

Notes: 1) This training is intended for use in remedial education settings to support students with dyslexia, learning disabilities and those needing extensive remediation in 1:1 or small groups settings. 2) Completing training does not confer membership in the Orton-Gillingham Academy. There are additional requirements to apply to the Academy. 3) Taking the training does not confer permission to train others in the OG approach using provided course materials and lesson plan template/info.

-*Instructor:*Cheryl Urbanczyk (FIT/AOGPE, CERI-Structured Literacy Dyslexia Specialist, OCT)

-*Dates & Times:*

Associate Option A: August 2023: 14, 15, 16, 17

Associate Option B: August 2023: 14, 15, 16, 17, 18

Class times, all days, are from 8:30am-4:30pm.

-*Location:* Online via Zoom (live teaching)

-*Attendance:* Mandatory for all days to complete the hours required by the Academy.

-*Participation:* This is ‘live-learning’ and no recordings will be made; trainee participation is expected to build and contribute to the learning community.

*-Provided Materials*: All materials will be shared through a Google Platform (Drive or Classroom) for this course. Trainees will receive copies of the PowerPoint slides, which serve as the ‘training manual’. Any materials with ‘© Learn Litearcy’ in the footer are the intellectual property of Learn Literacy. They are provided for your own use and are not to be copies/shared for any purpose. Please note: Printing all resources is not required.

*-Required Materials*: The following items are required materials:

1) one pack of WHITE index cards (lined or unlined)

2) one pack of colored index cards (red, blue, yellow, green)

3) markers or crayons or colored pencils: one red, one black or blue

Optional: You may wish to have a dedicated binder and notebook.

-*Cost:*

-Associate A: $1,050 + 13% HST = 1,186.50

-Associate B: $1,375 + 13% HST = 1,553.75

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***Associate Option***

Which Associate Option (A or B) are you signing up for? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Practicum***

The Practicum is arranged after successful completion of the coursework and it is at an additional fee. The Practicum component is different for Options A and B:

-Option A: ten observations in a 1:1 setting.

-Option B: five observations in a class setting and five observations in a 1:1 setting.

Are you interested in a Practicum? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application / Registration: Instructions & Policies**

*To Complete the Application:*

-Read through this section of instructions and policies.

-The following items must be sent to: infolearnliteracy@gmail.com

* Application Form (attach completed form).
* $100 non-refundable deposit by etransfer.
* Read acknowledgement below and type name/ date to serve as your signature.

*Response to a Submitted Application:*

-Within four business days, you will be emailed regarding the status of your application.

*To Complete Registration:*

-A police ‘Vulnerable Sector Check’ is required if you are not already a teacher and a picture or scan must be emailed to infolearnliteracy@gmail.com before the first class.

-Option A:

-Fee Payment: The reminder of the fee ($1,086.50) is due 14 calendar days before the start date. All fees must be paid by July 26, 2023. Preferred payment is through e-transfer or check payable to Learn Literacy. If you require an alternate payment method (ex: PayPal), that can be arranged.

-Withdrawals & Refunds – If the withdrawal is before July 26, 2023, then there is a full refund less the $100 non-refundable application fee. If the withdrawal is less than 13 days (July 27, 2023, or later) before the start date, the refund is less a 25% ($297) administrative fee. Once the course starts, there is no refund given if there is a withdrawal.

-Option B:

-Fee Payment: The remainder of the fee ($1,453.75) is due 14 calendar days before the start date. All fees must be paid by July 26, 2023. Preferred payment is through e-transfer or check payable to Learn Literacy. If you require an alternate payment method (ex: PayPal), that can be arranged.

-Withdrawals & Refunds – If the withdrawal is before July 26, 2023, then there is a full refund less the $100 non-refundable application fee. If the withdrawal is less than 13 days (July 27, 2023, or later) before the start date, the refund is less a 25% ($363) administrative fee. Once the course starts, there is no refund given if there is a withdrawal.

*Note: In the event of low registration, the training will be cancelled by Learn Literacy. Any funds paid will be returned in full.*

**Application Signature & Date**

I have read the application policies / procedures and understand what is stated therein related to Course Details, Attendance, Practicum, Registration, Policies, Materials.

Type name here:

Type date here: