

**Hunter College of the City University of New York - Office of the Registrar**  
**DEGREE AUDIT APPLICATION FORM (DAAF)**  
**Advanced Certificate in Adolescent Spanish (22-27 Credits)**

Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_  
*Name on diploma will be printed as it appears on academic transcript (record).*

ID No -- Last semester of attendance (FILL IN YEAR) Summer \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_

Telephone Hm (     ) \_\_\_\_\_ Wk (     ) \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

- PLEASE PRINT LEGIBLY IN **BLUE OR BLACK INK ONLY**.
- **INCOMPLETE DAAFS WILL BE RETURNED TO THE STUDENT.**
- **YOU MUST BE REGISTERED FOR THE SEMESTER IN WHICH YOU GRADUATE. IF YOU ARE NOT REGISTERED FOR ANY COURSES YOU MUST REGISTER FOR MAINTENANCE OF MATRICULATION (MAM) AT THE OASIS. THERE ARE ABSOLUTELY NO WAIVERS OF THIS REQUIREMENT. CONSULT THE OFFICE OF THE BURSAR FOR TUITION AND FEE INFORMATION.**
- **IF YOU HAVE ANY GRADES ON APPEAL, YOU MUST NOTIFY THE DEGREE AUDIT DIVISION BEFORE THE DATE OF GRADUATION.**
- **NO CHANGES TO YOUR RECORD WILL BE MADE AFTER GRADUATION HAS BEEN POSTED.**
- **IF YOUR GRADUATION IS CANCELLED, YOU MUST REAPPLY AND SUBMIT A NEW DAAF, SIGNED BY YOUR PROGRAM ADVISOR/COORDINATOR, IN THE BEGINNING OF THE SEMESTER IN WHICH YOU WILL HAVE MET DEGREE REQUIREMENTS. SEE ACADEMIC CALENDAR FOR DEADLINES.**

List All Courses Not Being Used Toward Degree

Course Prefix & Number	Course Title	Credits	Semester (Circle One)			Year Taken
			Fall	Spring	Summer	

Courses used to meet Admissions Condition(s)

Course Prefix & Number	Course Title	Credits	Semester (Circle One)			Year Taken
			Fall	Spring	Summer	

**I certify that the student mentioned herein, upon successful completion of the courses listed on the reverse, will have satisfied the departmental requirements and is recommended for the degree of Master of Arts.**

Office of Educational Services (Rm 1000W) Signature _____ Date _____
OES Name (Please Print) _____
E-mail address _____

OES Stamp
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**THIS AUDIT IS NOT OFFICIAL UNTIL APPROVED BY THE OFFICE OF THE REGISTRAR, DEGREE AUDIT DIVISION.**

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please Turn Over And Complete Specialization Section**

Course No.	Course Title	Credits	Semester (Circle One)	Year Taken
SEDF 703	Social Foundations of Adolescence Education	3	Fall Spring Summer	
SEDF 704	Adolescent Development, Grades 7-12	2	Fall Spring Summer	
SEDF 705	Educational Psychology: Applications to Adolescent Education	2	Fall Spring Summer	
SEDF 706	Assessment of Teaching and Learning in Adolescent Education	2	Fall Spring Summer	
SEDC 710	Building Foundations of Literacy	3	Fall Spring Summer	
SEDC 712	Methods 1: Intensive Study of Classroom Organization, Management, and Assessment of Instruction in Languages Other Than English, Grades 7-12	3	Fall Spring Summer	
SEDC 720	Adolescent- Health and Safety	1	Fall Spring Summer	
SEDC 722	Methods 2: Intensive study of teaching Diverse Learners in Language Other than English	2	Fall Spring Summer	
<b>Student Teaching/Practicum (Grade of B or better)</b>				
SEDC 752.03	Student Teaching in Spanish, Grades 7-12	5	Fall Spring Summer	
<b>Or</b>				
SEDC 772.13	Practicum in Spanish, Grades 7-9	2	Fall Spring Summer	
<b>Plus</b>				
SEDC 772.23	Practicum in Spanish, Grades 10-12	2	Fall Spring Summer	
<b>Additional requirement for students matriculated for Fall 2011 or after</b>				
SPED 708	Teaching Students with Special Needs in Inclusive Settings	3	Fall Spring Summer	

\*\*\*\*A separate memorandum for any language exams, comprehensive exams, proof of thesis completion, waivers, exemptions and/or substitutions of required courses must be submitted to the records division, in Room 217 Hunter North.\*\*\*\*

\* \* \* \* \* **For Office Use Only** \* \* \* \* \*

Credits required	22-27	Admissions Condition		GPA index (must be 3.0 or above)	
Credits in progress		Non-matric credits (under B)		Incomplete letter sent (Initials & Date)	
Technology Assessment		Condition credits		Eligible to graduate if current term completed (Initials & Date)	
Professional Teaching Portfolio	N/A	Out of Date credits		Degree Posted (Initials & Date)	
Language Exam	N/A	Undergraduate credits		Graduation Term	