COLLABORATIVE INTERNSHIP PROGRAM
Teacher Residency

MASTER OF EDUCATION DEGREE PROGRAMS
PROVIDED IN COLLABORATION WITH
PUBLIC AND INDEPENDENT SCHOOLS
TABLE OF CONTENTS

02
INTRODUCTION

03
ABOUT THE PROGRAM

04
PARTICIPATING SCHOOLS

05
LESLEY UNIVERSITY RESOURCES

06
HOW TO APPLY
Benefit from exceptional experience and mentoring with this accelerated M.Ed. program

Immerse yourself in classroom life with the Collaborative Internship Program, a full-time, 12-15 month, teacher residency and field-based Master’s program offered by Lesley University in partnership with schools in Massachusetts and Maine. For over forty years, Lesley University has been partnering with schools to offer candidates a yearlong residency program. These Master of Education programs lead to an Initial teaching license in either early childhood, elementary, middle school, high school, or special education (exception: the Berwick Academy program is a degree-only, non-licensure program).

For more information visit: www.lesley.edu/collaborative-internship-program

“Having the opportunity to gain hands-on experience teaching in a classroom setting is an invaluable component to the Lesley University Collaborative Internship Program.
— Amy Perkins, Intern, Brookwood School”
About the Program

Program Features

 › Opportunities are provided for active participation in all aspects of school and classroom life: working with students one on one and in small groups, developing curriculum, teaching, participating in parent-teacher conferences, and joining many other school activities.

 › An intensive format allows participants to complete the program in approximately 15 months, beginning June 1st and concluding at the end of the following summer.

 › The comprehensive teacher education program prepares students for the current and future challenges of public, charter, and independent classrooms.

 › Courses and seminars are held at both the Lesley University campus in Cambridge and the Collaborative school site.

 › Program cost is lower than traditional programs as a result of the collaboration with participating schools.

 › The cohort model promotes collegiality and support among preservice candidates.

Program Format

The Collaborative Internship Program operates on a set sequence of courses, starting in the summer semester. Beginning June 1st, accepted students take courses at Lesley University’s Cambridge campus. In the fall, students begin their internship and attend Lesley graduate courses at both the university campus in Cambridge and the Collaborative school site.

Students in the Collaborative Internship Program must follow a required course sequence for their program to ensure that the program is completed in a pedagogically-sound order and the time intended.

For questions or to learn more, contact the Collaborative school directly or the Lesley Admissions office.

The Collaborative Internship Program begins only in the summer semester. Course sequences begin annually on June 1st.
Participating Schools

INDEPENDENT SCHOOLS

Belmont Day School—Heather Woodcock
55 Day School Lane, Belmont, MA 02478
617.932.3940
hwoodcock@belmontday.org

Areas of Study: Early Childhood Education, Elementary Education

Berwick Academy—Ali Vandenburgh
31 Academy Street, South Berwick, ME 03908
207.384.2164
avandenburgh@berwickacademy.org

Areas of Study: Individually Designed Program

Brookwood School—Pam Hawes
P.O. Box 1429, Manchester, MA 01944
978.526.4500
phawes@brookwood.edu

Areas of Study: Early Childhood, Elementary Education

Buckingham Browne & Nichols School—Beverly Malone
10 Buckingham Street, Cambridge, MA 02138
617.800.2466
bmalone@bbns.org

Areas of Study: Early Childhood, Elementary Education

The Carroll School—Haley Blacklow
25 Baker Bridge Road, Lincoln, MA 01773
781.259.8342
hblacklow@carrollschool.org

Area of Study: Special Education: Moderate Disabilities PreK-8, 5-12 in collaboration with the Buckingham Browne & Nichols School

PUBLIC SCHOOLS

Newton Public Schools—Peter Turner
Newton North High School
457 Walnut Street, Newton, MA 02460
617.559.6442
ntti@newton.k12.ma.us

Area of Study: High School (English, History, Math, Political Science/ Philosophy, Sciences)

Westwood Public Schools—Abigail Hanscom
220 Nahatan Street, Westwood, MA 02090
781.326.7500 ex. 1345
ahanscom@westwood.k12.ma.us

Areas of Study: Special Education: Moderate Disabilities PreK-8, 5-12, Severe Disabilities (all levels)
Lesley University Resources

A team of Lesley staff members is available to support you as you apply to, and go through, the program. Please feel free to call with any questions.

ADMISSIONS

Stephanie Correia
Senior Assistant Director of Graduate Admissions
scorreia@lesley.edu
617.349.8473 (office)
617.894.4396 (mobile)

PROGRAM CONTACTS

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UNIVERSITY RESOURCES

› Center for Academic Achievement
› Disability Services
› Sherrill Library
› Career Resource Center
› Financial Services
› Certification Office

Please visit www.lesley.edu for more information on these University Resources.
How to Apply

REQUIREMENTS FOR ELIGIBILITY

➤ Students who wish to apply to a Collaborative Internship Program must hold a Bachelor’s degree from an accredited college or university. Students currently in undergraduate schools may apply to the program but must have obtained their Bachelor’s degree by the time they begin the program.

➤ Applicants to a Middle School or High School licensure program must have an undergraduate degree or equivalent in the chosen subject area or have passed the relevant subject matter test of the Massachusetts Tests for Education Licensure (MTEL) prior to admission.

APPLICATION PROCESS

1. Contact the Collaborative School director to schedule a site visit and interview.
   Please see the list of participating schools for contact information and program offerings. Applicants are welcome to interview with multiple Collaborative schools, if desired.

2. Complete and submit the Lesley University Application directly to the participating school.
   Lesley University applications are available at the Collaborative School site, or by contacting the Graduate Admissions Office at Lesley. (617.349.8300 or luadmissions@lesley.edu)

➤ Applications to the Collaborative Program are reviewed by both the Collaborative School and Lesley University.

➤ Internship acceptance letters are sent from the Collaborative school, offering an applicant an internship position, pending review and acceptance from Lesley University.

➤ Applicants must confirm their intention to become an intern using a Confirmation Contract.

➤ Applicants may only confirm with one school and must withdraw their applications from any remaining school(s).

➤ Applications are then sent to Lesley University for formal review. Acceptance to Lesley is required for program participation. Accepted candidates will receive formal acceptance information from Lesley University.

All materials should be received by Lesley no later than May 1st.
APPLICATION REQUIREMENTS

The following pieces are required for formal review:

- Application Form
- Official College Transcripts
- Two Professional Recommendations
- Written Personal Statement
- Evidence of having taken the Communication & Literacy Skills MTEL (licensure programs only)
- For Middle and High School licensure applicants: proof of passing subject matter MTEL if applicant does not have an undergraduate degree in the subject area
- Collaborative Confirmation Contract & Internship Acceptance Letter (sent from Collaborative school)
- Admissions Interview (required for special education programs; may occur for other programs as determined by Lesley University admissions committee)
- Resume
- Berwick Non-Licensure Agreement (for Berwick Academy only)
- Credit Evaluation for Foreign Academic Credentials
Scholarship Opportunities

Students in the Collaborative Internship program may be eligible for school-based scholarships and other assistance. Although students cannot be awarded aid until they have been officially accepted by Lesley University, we strongly encourage applicants to submit their financial aid paperwork during the admissions process to expedite the review and distribution of financial aid awards. For more information, visit lesley.edu/financial-aid

Complete the Free Application for Federal Student Aid (FAFSA) at: www.fafsa.ed.gov
Financial Aid School Code 002160

Complete the Collaborative School Financial Aid Applications.
Because summer semester financial aid falls under the preceding academic year, Collaborative students must complete Collaborative School Financial Aid Applications for the current and prior academic years in order to be awarded aid for the entirety of the Collaborative Internship Program.

Financial grants are offered at the discretion of the participating Collaborative school partners. The availability of scholarship funds varies annually, depending on individual school budgets. In addition, some Collaborative school partners may be able to offer housing or compensation for handling additional school responsibilities.

BELMONT DAY SCHOOL
Contact director Heather Woodcock, 617.932.3940

BERWICK ACADEMY
Contact director Ali Vandenburgh, 207.384.2164

BROOKWOOD SCHOOL
Contact director Pam Hawes, 978.526.4500
The Brookwood School offers funding of up to $10,000 through the Robert Kay Memorial Scholarship. Additional scholarship opportunities exist through the Parents’ Association. Housing and employment opportunities may also be available.

BUCKINGHAM BROWNE & NICHOLS SCHOOL
Contact director Beverly Malone, 617.800.2466
Individuals from populations underrepresented in early childhood and elementary education can apply for grants to cover full or partial tuition at BBN. On occasion, the school is also able to cover the cost of one or more courses at Lesley University.
THE CARROLL SCHOOL
Contact director Haley Blacklow, 781.259.8342
Scholarships in the form of grants may be available.

NEWTON PUBLIC SCHOOLS
Contact director Peter Turner, 617.559.6442

SHADY HILL SCHOOL
Contact director Desiree Ivey, 617.520.5215
The Katharine Taylor Fellowship and the Urban Teaching Fellowship are offered to eligible participants in the Teacher Training Course (TTC) at Shady Hill School. These fellowships are full tuition scholarships and a possible housing stipend. The Katharine Taylor Fellowship is a leadership fellowship. Recipients will lead an education research project while completing their apprenticeship. The Urban Teaching Fellowship is for applicants who must demonstrate a commitment to public education. Recipients of the fellowship will spend one semester at Shady Hill School and one semester at a public school in Cambridge with which Shady Hill partners. Additional tuition and housing assistance is available for the graduate student who qualifies.

WESTWOOD PUBLIC SCHOOLS
Contact director Abigail Hanscom, 781.324.7500 ext. 1345
Frequently Asked Questions

When does the program begin?
Lesley’s summer semester begins June 1st, and students must be prepared to start classes as early as that date. In addition, a required new graduate student orientation will be held prior to the start of the summer semester.

What will I earn after I complete this program?
This program leads to a Master’s degree in Education and endorsement for a Massachusetts initial teaching license. The Berwick Academy partnership is non-licensure.

What type of jobs do people take after the program?
Graduates from this program commonly teach in public, charter, or independent school settings.

May I apply to more than one of the schools?
Yes, you may apply to more than one school. If you are accepted to multiple schools, you need to, at that time, choose which school you want to attend by returning your confirmation contract to that school and withdrawing your application from the other schools. Once you choose a school, your application will be sent to and reviewed by Lesley University.

May I defer my enrollment?
Accepted Lesley students may request a deferment for up to one year, but Collaborative Internship students must also discuss this with the internship director to ensure that the Collaborative school is willing to extend the internship offer before officially deferring.

How much does the program cost?
The overall program cost is typically lower than our traditional programs as a result of the collaboration with participating schools. Students pay standard, on-campus tuition rates for the courses taken on Lesley’s campus. For courses taken at the collaborative campuses, a reduced, general tuition fee is paid directly to the collaborative school.
Visit www.lesley.edu/tuition-and-fees for Lesley University tuition and fee information. Contact the Collaborative schools directly for their tuition/fee structure.

How do I know what courses to take and when to register?
Accepted students will receive information about the program of study, including the required sequence of courses. Students must schedule an appointment with an academic advisor to discuss program requirements and expectations.

Can I keep a full-time job while doing the program?
Due to the intensity of the internship and your status as a fulltime student, it is not possible to maintain fulltime employment during the program. Make sure that you work out an arrangement with your employer to transition into your graduate program prior to the start of classes.
May I take classes before being enrolled in the program?
We recommend that non-matriculated students first complete any program pre-requisite coursework. Because the Collaborative Internship Program has a strict course sequence, and because not all of the programs take place on the Lesley campus, we do not suggest taking other courses until you have applied and been accepted to a specific program and site. If you choose to take classes beforehand, please consult with the program academic advisor or faculty advisor.

What is the difference between this program and the on-campus degree program?
The courses required for the on-campus programs are identical to those in the Collaborative Internship Program. The format in which these courses are taken, however, is different. The Collaborative Internship Program is an accelerated (12-15 months) program, involving a full-time internship and full-time coursework. Traditional on-campus programs do not require the same strict sequencing, are not linked with an internship (although internship opportunities are available for students in our on-campus programs), and can be completed on a part- or full-time basis.

What type of background do people in this program have?
This program is geared towards students who are seeking hands-on experiences and mentorships with a year in a classroom while working towards a Master’s degree and Initial teaching license. Most students have no previous teaching experience, but do have experiences working with children or adolescents.

What are the application requirements?
Please see full list of application requirements on page 7 or contact the admissions office.
Lesley University MTEL Policy

For all graduate programs leading to Initial Licensure:

- Collaborative internship applicants seeking admission to an initial license program must submit evidence of having taken the Communication and Literacy Skills MTEL.
- All students seeking an Initial License must pass ALL portions of the MTEL(s) required for their licensure program to be eligible for student teaching or practicum (exception: Reading Specialist candidates are required to take, but not pass, the Reading Specialist MTEL prior to the practicum).

The goal of this policy is to provide students with early identification of issues that potentially could affect their ability to be licensed to teach or work in schools. The University is committed to providing students with resources based upon needs that are identified by the results of this test or by other evaluative tools in place in the academic programs. The policy was developed after reviewing the experiences of past test-takers and considering the most effective times for providing necessary interventions. The ultimate goal for Lesley University is to comply with State licensure requirements and to provide students with the skills, guidance, and support to become successful classroom teachers or school personnel.

MTEL and the Collaborative Internship Program

Due to the intensive, full-time nature of the Collaborative Internship Program, the University MTEL policy makes it particularly important that students prepare and take these exams as soon as possible in order to be eligible for the official practicum semester.

We encourage all applicants and accepted students to bear this policy in mind and take advantage of the preparation workshops and study materials offered through the Lesley University Certification Office.

*Although the Lesley Certification Office has attempted to ensure that the information contained on their website is accurate and complete at the time of posting, the contents are subject to change at any time.

For more information, visit: www.lesley.edu/certification