DIRECTIONS FOR COMPLETING THE
CSU, LONG BEACH APE AA PROGRAM
Exit Survey, Evaluation of Program Standards with Portfolio and Interview

What follows is the information and directions to complete the APE AA Program that includes (a.) electronic exit survey, (b.) evaluation of program standards and portfolio, (c.) interview and (d.) certification verification document of course work to complete APEAA. All directions and document are located on the APE website at www.csulb.edu/APE.

Go to the bottom of the home page and the APE downloads link. The APE downloads will take you to a number of hyperlinks. Examine the following listed and described below. Please bring all completed documents and evaluation of program standards and portfolio rubric with you during the time of your scheduled exit interview.

Course Transcripts: bring to KIN office a copy of unofficial transcripts of all APE AA course completed at CSULB and other universities. You must also bring a copy of your official transcripts for your scheduled meeting at the CSULB credential center.

(A) APE AA Student Exit Survey and Self report of Perceived Learning Outcomes
The APE AA Program has identified major learning outcomes CSULB Candidates need to develop while preparing to teach APE in the public schools. Your feedback will help us in our ongoing effort to serve our students and to provide a quality-learning experience. Your response is strictly confidential. Thank you in advance for your time as well as your honesty when responding to the survey. Respond to the survey questions by going to the following website. Please print the page that states you have complete the survey and bring with you to the exit meeting with APE Coordinator.

https://csulb.qualtrics.com/SE/?SID=SV_5bPJmh1loOCvHnv

(B) Evaluation of APEAA Program Standards and Portfolio
Each candidate must submit an APEAA Teaching Portfolio with item examples and rubric to the APE Coordinator as part of successfully completing the APE AA Program. In some cases you may be asked to Contact the APE Coordinator and make arrangements to drop off your portfolio for him to preview before your exit interview meeting. The directions to complete the portfolio are included with the portfolio evaluation rubric document.

(C) Exit interview:
You will complete an interview with the APE Coordinator where you will discuss your portfolio items and answer any APE related questions.

(D) APE AA Course Certification Sign-off document can be accessed on the APE Website (See link below) This document will verify the completion of all courses work toward completion of the APEAA program. All courses that have not been previously verified will need documentation (transcript). All CSULB course work can be printed by going to MYCSULB. Courses from other universities will need verification with a transcript. During the time of your exit interview meeting the APE Coordinator will sign off on all the course work and make copies of this APEAA sign off sheet to bring to the Credential Center.


Credential Center Appointment
Ask to speak to a credential analyst at the center regarding the APEAA credential. You will bring the original signed off APEAA certification verification document of course work completed to the Credential Center with original transcripts to the office in ED 1-42 in upper campus behind the library in College of Ed Building. Contact # 562/985-4109. The link to the APE Credential office form you will need to complete can be obtained at

http://www.ced.csulb.edu/documents/adapted-physical-education-added-authorization-evaluation-request

exit survey with evaluation of program standards with portfolio, Spring 2015