July 30, 2015

Dear M.A.M.Ed., M.S.M.T., and Community College Certificate students,

I hope you are enjoying your summer! Regardless of whether you are a new or continuing student (or perhaps still debating whether to join us), you probably have questions about our programs. Hopefully they are all answered below. To help you find the information you need, this letter is divided into the following sections:

(1) Graduate student orientation  
(2) Free prep sessions  
(3) Free online tutoring resources  
(4) Getting a head start in your courses  
(5) Register as early as possible  
(6) What to do after receiving your acceptance letter  
(7) M.A.M.Ed./M.S.M.T. schedules for the 2015-2016 academic year  
(8) Tuition  
(9) Dropping courses  
(10) Parking at Lincoln Park  
(11) Graduation requirements and applying for graduation  
(12) Certification/Licensure  
(13) Teaching at community colleges  
(14) Tuition discounts for teachers in Chicago  
(15) Double-Demon Discount

(1) Graduate student orientation  – Orientation for entering M.A.M.Ed./M.S.M.T. students will take place Saturday, August 29 from Noon-1 PM. Attendance is optional but is strongly recommended for all new students. Several days before orientation, I will post the room number at http://condor.depaul.edu/jbergen. On Sunday, August 30 new students should go to Room 109 of the Student Center to pick up your DePaul ID card and/or reset your CampusConnect password. You should bring a photo ID with you. The Ventra Card for new students should be available about 5-7 business days later. For continuing students, the Ventra Card should be activated when the quarter begins.

Joining us will be Professor Rahman (your instructor for the Prep Sessions and Math 610) and we will attempt to answer your questions about the M.A.M.Ed./M.S.M.T. programs. Lunch will be provided at orientation. Since food will be ordered in advance, I need to know how many people will be attending. Please reply, via email, by August 25 at jbergen@depaul.edu to let me know if you will be there.

(2) Free prep sessions  – These sessions, taught by Professor Pervez Rahman, will meet August 29, 30 and Sept 19,20. The Saturday sessions will be from 9-5 and the Sunday sessions from 9-3. These sessions are particularly useful for career-changers and are an excellent way for students to get to know each other and to form study groups. The August 29,30 weekend will focus on preparing you for Math 610 (Calculus I). From 2-5 PM on August 29, there will be a session on using the TI-83 calculator. The Sept 19,20
weekend will focus on preparing you for Math 660 (Discrete Mathematics). You do not need to be an entering student to attend these sessions. If you plan to take Math 610 or Math 660, you are welcome to attend as much or as little of these sessions as you please. In the past many students - both current and new - have found these sessions helpful.

(3) **Free online tutoring resources** – Practice exercises, with tutoring and immediate feedback, along with videos on topics from pre-algebra through calculus are available at our math tutoring site – http://csh.depaul.edu/departments/mathematical-sciences/student-resources/Pages/tutoring.aspx.

(4) **Getting a head start in your courses** - The textbook for the prep sessions is *The Algebra of Calculus with Trigonometry and Analytic Geometry* by Eric J. Braude. It can be purchased at http://www.amazon.com and a used copy is much cheaper than a new one.

The combination of Braude’s book and the math tutoring site mentioned above can assist you in preparing for the Math 610-611-612 calculus sequence. If you cannot attend the Sept 19, 20 prep sessions, you can familiarize yourself with the material for the first weekend of the Math 660 by reading Section 1.1 and skimming through Sections 2.1-2.3, 3.1-3.4, 4.1-4.4, 4.6*, 4.7*, and 5.1-5.3. The aim of all the “skimming” is to give you a little familiarity with the ideas so that they don’t seem entirely new when you encounter them in class. For Section 1.1, do the Test Yourself questions and the exercises with blue numbers. Answers for all of these are available in the posted materials. Section 1.1 is available at http://www.cengagebrain.com/shop/content/epp91328_0495391328_02.01_chapter01.pdf

(*See the note in the COVERAGE section of the syllabus.)

If you are looking for videos, some of the best for Math 660 are at http://www.youtube.com/user/GVSUmath (look for MATH 210: Communicating in Mathematics).

(5) **Register as early as possible** - Each quarter, please try to register as early as possible. If you have any registration problems, my email address is jbergen@depaul.edu and my phone number is 773-325-4218. If you contact me before the registration deadline, it should be fairly easy to solve the problem. The DePaul 2015-16 academic calendar is at http://offices.depaul.edu/oaa/academic-calendar/Pages/Full-Year-2015-2016.aspx and it lists the deadlines for registration and tuition. There will be a $100 penalty for late tuition payments. If you have any problems, please email me (jbergen@depaul.edu) as soon as possible and include your 7-digit DePaul ID number.

(6) **What to do after receiving your acceptance letter** - Your next step in the registration process is to obtain a USERID and PASSWORD from I.D. Services at one of our campuses. Then log in to D2L (Desire to Learn) at http://d2l.depaul.edu to obtain detailed information about your course(s). Some information, such as textbook options
and faculty information, may already be available there.

(7) M.A.M.Ed./M.S.M.T. schedules for the 2015-2016 academic year – Dates and times for all courses in the M.A.M.Ed. program can be found at http://condor.depaul.edu/ibergen. In the Fall Quarter, most first year students will take MAT 610 &/or MAT 660 and most second year students will take MAT 640 &/or MAT 680. Please contact me if you have any questions. Some courses in the M.A.M.Ed./M.S.M.T. programs begin before the official starting date for courses listed in the academic calendar and at CampusConnect. Therefore, you should review the M.A.M.Ed./M.S.M.T. schedules to make sure you know the correct starting date for each of your courses.

(8) Tuition – For the 2015-2016 academic year, the tuition for each 4 credit hour course is $2720. There will also be some additional fees on your tuition bill. Tuition is due on Friday, September 4 (even if you haven’t received a bill yet). If you register after September 4, then your tuition is due within 24 hours of registration. If you wish, you can pay your tuition bill at CampusConnect.

(9) Dropping courses – Due to the unusual start date of most M.A.M.Ed./M.S.M.T. courses, we have developed a customized academic calendar for our programs to deal only with the last day to add, last day to drop without penalty, and last day to withdraw. The Fall portion of this calendar will be available at http://condor.depaul.edu/ibergen.

(10) Parking at Lincoln Park - Please go to the website http://parkingservices.depaul.edu/student_parking/index.asp to read about parking regulations and to apply for a free evening/weekend parking permit.

(11) Graduation requirements and applying for graduation – The M.A.M.Ed./M.S.M.T. programs require a grade point average of at least 2.5. The lowest passing grade in each M.A.M.Ed./M.S.M.T. course is C-. However, Illinois will not accept any grade lower than C for state certification. The M.A.M.Ed. program requires 12 courses and the M.S.M.T. program requires all the M.A.M.Ed. courses plus 5 additional courses (where the two-credit hour courses, Math 642 and Math 672, count as one course). M.A.M.Ed. students may, with the permission of the program director, use some courses in the M.S.M.T. program to replace courses in the M.A.M.Ed. program.

Please contact me whenever you have any questions regarding which courses to take. You will need to apply for graduation at CampusConnect several months before you finish the program. Information about graduation, including the dates by which you need to apply, can be found at http://offices.depaul.edu/depaul-central/academics/steps-to-graduation/Pages/applying-for-graduation.aspx

(12) Certification/Licensure – If you wish to obtain state certification to teach secondary mathematics then, in addition to the courses you take in the M.A.M.Ed. program, you will need to work with a school/college of education. If you work with the DePaul College of Education, you should contact Katie Schiller (kschill4@depaul.edu,
773-325-4678) as soon as possible. My understanding is that the required education course are T&L 425, SCG 406, LSI 446, BBE 501, TCH 473, TCH 483, TCH 495, T&L 525, and Student Teaching. However, you can obtain your certification through a College of Education other than DePaul’s. If you are certified in an area other than secondary mathematics, you should check with your previous institution or DePaul’s College of Education to see how many additional education courses are required in your case.

(13) Teaching at community colleges – The M.S.M.T program is a relatively new program designed for career-changers interested in teaching mathematics at the community college level. It consists of the 12 courses in the M.A.M.Ed. program, 4 additional mathematics courses (470, 644, 651, and the 642/672 combination), plus one education course (TCH 473). Please note that the total number of courses, 17, is less than the number required to receive the M.A.M.Ed. degree along with state certification to teach at the secondary level. Please let me know if you have any interest in pursuing this option. We have a very good relationship with the City Colleges of Chicago and quite a few M.A.M.Ed./M.S.M.T. students have worked for the City College of Chicago during their time at DePaul.

(14) Tuition discounts for teachers in Chicago - If you teach in Chicago, either public or private at the K-12 level, 25% tuition waivers will be available as long as funds remain. I am hopeful that there will be sufficient funds for the entire 2015-2016 academic year. If you are eligible, please email me at the start of each quarter with your name, DePaul ID #, the M.A.M.Ed./M.S.M.T courses you are taking that quarter, and the name of the school at which you teach. (Note: This discount is only for M.A.M.Ed. and M.S.M.T. students and TCH 473 is not eligible for the discount.)

(15) Double-Demon Discount – If you already have a DePaul degree, then you can receive a 25% discount in your courses leading to the M.A.M.Ed./M.S.M.T degrees. This discount does apply to students in the certificate program.

Best wishes,

Jeffrey Bergen,
Professor of Mathematics
Director, M.A.M.Ed./M.S.M.T. Programs