

**2024-2026 ESOL INSTITUTE
STATEMENT OF ASSURANCES**

The signature of the University president of the university proposing to offer the annual ESOL Institute certifies that the following statements are and will be addressed through Institute policies and procedures and, if the proposal is approved, that the university, governing body, administration, and staff of the ESOL Institute shall abide by them:

1. The university has an existing master's Level English as a Second Language Program or comparable program of study.
2. The curriculum of the ESOL Institute will follow licensure competencies for an Arkansas ESL endorsement.
3. The total instruction time will comply with higher education's requirements for awarding twelve (12) master's level credits.
4. Upon successful completion of the Institute program, each participant will be awarded an ESOL Institute Certificate, and be eligible to receive 12 hours of graduate credit (paid via a scholarship to participant as a grant funded item) that enables the teacher to earn an ESL endorsement after passing the ESL Praxis.
5. The university will conduct each ESOL Institute between June 1 and July 31 and will require participants to complete the entire program by July 31 of the summer following their participation in the on-campus Academy courses.
6. The university is responsible for registering ESOL Institute participants, issuing an ESOL Institute Certificate and allowing participants to register for and, thus, awarding college credit, communicating with participants, and hosting information on the university website.
7. The university will maintain accurate attendance records and ensure each participant attends all sessions to receive credit, although the university may consider excusing an absence for a health emergency of a participant or an immediate family member of a participant.
8. All costs for instructional supplies, materials, textbooks, college admission, instructor fees, presenter fees, tuition and housing and food for participants and faculty/staff (if needed) will be paid by the university due to receiving grant funds to cover such costs.
9. The university will fund the cost of one (1) administration of the Praxis assessment for each participant due to receiving grant funds to cover such costs.
10. The university will appropriately accommodate as many as 50 participants in each ESOL Institute cohort.
11. The university will provide instructor vitae before the first payment from the Division of

Elementary and Secondary Education. The university will provide all financial documents and reports requested by the Division of Elementary and Secondary Education (i.e., semi-annual and end-of-the-year annual expenditure reports and completion data on ESOL Institute participants, which includes regional information).

12. The university accepts that renewal of the contract will be based upon participant evaluations, compliance with DESE reporting and requirements, the success rate of ESOL Institute graduates passing the ESL Praxis upon first administration, and continued funding.

Printed Name of University President

Signature of University President

Date Signed