

Frequently Asked Questions:

1. When is everything due?

The due date for everything required on the checklist varies by semester. If you are applying in the fall semester, the deadline for everything is the FIRST FRIDAY IN OCTOBER. If you are applying in the spring semester, the deadline is the FIRST FRIDAY IN MARCH.

2. What happens if I miss the deadline?

If you miss either of these deadlines then you will have to wait until the next semester for admission, or apply for a variance. For a variance, you need the approval of one of your professors (in the form of a letter of support), and you will still have to complete the requirements that you failed to meet in a timely manner.

3. How do I check on my status or the requirements I have to do?

At anytime you can check your status by logging in to your SIMS account, as shown to you during your My Writing Lab orientation (the link is on your checklist). Keep in mind these requirements aren't uploaded as they occur, so there may be a few days before each requirement is moved to the "completed" section of your SIMS account.

4. Which My Writing Lab exercises do I have to complete?

Every student has to complete all of the My Writing Lab exercises that they did not opt out of with the diagnostic tests (taken during the MWL orientation). These include every exercise under all module subject areas. To access these exercises, students will need to log back in to www.mywritinglab.com using the log-in information that they chose during the orientation session. Exercises that already have a gold star next to their names have been completed.

5. How do I "master" each section?

Completing each section, or "mastering" each section by earning a gold star, is different depending on the exercise sets. For most sets, however, you will need to complete at least one, and possibly up to three, set of questions in both the "Recall" and "Apply" areas found in each exercise set.

6. What happens if I exhaust all my attempts in an exercise without "mastering" it?

If you do end up exhausting all of your attempts without "mastering" the exercise set, don't worry. All you have to do is wait for the exercise set to be reset for you, or e-mail the College of Education graduate assistant, who will reset the exercise for you, giving you additional sets to attempt. The first of these resets is available to you at no penalty, but if the problem persists, you may need to come in for a tutoring session with the graduate assistant in any areas that you have not "mastered" in two attempts.

7. Why do we need to complete the My Writing Lab system?

My Writing Lab is not just for you to learn important grammar techniques, but has also been proven to help students do much better on the reading and writing sections of their MTLE examinations. So, when completing your exercises, remember to pay attention and be thorough, these questions are going to be similar to ones that you will see on your MTLE examinations, and practicing with the My Writing Lab system will help you achieve your best on these exams.

8. Who do I contact with questions about My Writing Lab, or the Professional Education application process?

You may contact the College of Education graduate assistant at coewritingplus@gmail.com with questions, comments, or concerns you have either about the My Writing Lab program, or your Professional Education application. Remember, all requirements must be completed before the deadline, so don't wait until the last minute and contact the graduate assistant as soon as you experience a problem. Once the deadline has passed, if you have not completed your requirements, you will be asked to apply for a variance, or wait until the following semester to reapply.