**AMERICAN ORFF-SCHULWERK ASSOCIATION**

**Application for Approval**

**Summer, 2018 Teacher Education Course**

1) AOSA required minimum enrollments: Level I = 14, Level II=8, Level III = 8

2) All teaching personnel in your course must be members of AOSA and listed on the AOSA Approved Teacher Educator Roster

3) Course evaluations from the previous summer levels must have been received at AOSA Headquarters.

**Completed application forms must be in .DOC or .DOCX format only (MicrosoftWord) and submitted electronically to:** **education@aosa.org**

You will receive an email confirmation within one week of submission. If you do not, please contact the AOSA Education Director to confirm receipt of your application.

**Date Submitted**:

**1) Institution/Course Information**

**Levels to be Offered:** I [ ]  II **[ ]**  III [ ]

**Institution:**

**Course Dates:**

**Institution Contact Person:**

(This person is a member of the sponsoring institution staff and can best handle general questions regarding payment of fees, registration, credits, housing, parking, transcripts, etc. He/she may also serve as the Orff Course Director; *below*;)

Address:       City/State/Zip:

Work Phone:       Home Phone:

E-mail:       Fax:

**Orff Course Director**:

**[ ]**  *Same Person as Institution Contact Person*?

(This person usually handles aspects of the course related specifically to instruction, including establishing course requirements, course approval documentation, staff documentation, course publicity, maintaining course standards, distributing AOSA publicity mailing distribution and return of evaluations).

Address:       City/State/Zip:

Work Phone       Home Phone:

Fax:       E-mail:

**2. Course information**

 Please provide the following information about your course.

Hours per day:  Number of Class days:  Total Contact Hours:

**Entrance Requirements:**

Level I:

Level II:

Level III:

**3. Staff Information:**

**(AOSA membership numbers can be found logging in to the Members Only area of the AOSA Web Site and searching the Online Membership Directory)**

 **Instructor of Pedagogy /Basic Orff**

Level I:       AOSA #:

 Level II:       AOSA #:

 Level III:       AOSA #:

 **Instructor of Recorder**

Level I:       AOSA #:

 Level II:       AOSA #:

 Level III:       AOSA #:

 **Instructor of Movement**

Level I:       AOSA #:

 Level II:       AOSA #:

 Level III:       AOSA #:

**3. [ ]  Please check here if your course ran under Review Status in the previous summer due to insufficient enrollment in any or all levels.**

**4. Please check all that apply:**

**[ ]** Our institution will offer an Orff Schulwerk Introduction (pre-Level 1) course this summer.

 • Instructor:

 • Title of Course:

 • Course Dates:

**[ ]**  Our institution will offer a Post Level III Orff Schulwerk class this summer.

 • Instructor:

 • Title of Course:

 • Course Dates:

[ ] Our institution will offer supplementary Orff Schulwerk courses this summer.

 • Instructor(s):

 • Title of Course(s):

 • Course Dates:

**[ ]**  Our institution offers a graduate (M.A.) program with an Orff emphasis. If you check this, please list the title and dates for the Orff-related courses you will be offering:

• Please list your Orff program website on the line below. If your Orff program does not have a website of its own, you may list the general web address of the sponsoring institution or educational district. ALL APPROVED COURSES MUST PROVIDE A WEB ADDRESS IN ORDER TO BE LISTED ON THE AOSA APPROVED COURSE WEB PAGE.

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**PROPOSED DAILY SCHEDULE**

(Please submit a daily schedule for each level which meets or exceeds the minimum contact hour criteria for Pedagogy /Basic Orff, Movement, and Recorder. Indicate breaks that are longer than 5 minutes on the schedule. (These are not considered instructional time.)

Minimum Contact Hours:

Total contact hours: 60 hours over 10 class days

Pedagogy/Basic Orff: 3 hours per day / 30 hours total

Movement: 1 ¼ hours per day / 12 ½ hours total

Recorder: 1 ¼ hours per day/ 12 ½ hours total

Remaining time (5 hours total) may be used at the discretion of the

Course Director for Special topics,

 increased time in a required areas, etc.

PEDAGOGY/ BASIC Contact Hours:

RECORDER Contact Hours:

MOVEMENT Contact Hours:

SPECIAL TOPICS Contact Hours:

**TOTAL COURSE CONTACT HOURS:**

**Please download the PDF document**

Handbook for Orff-Schulwerk Teacher Education Courses

**from the Professional Development webpage of AOSA’s Website for other information concerning courses.**

**Course Director Checklist**

[ ]  Application complete

[ ]  All faculty current members of AOSA

[ ]  All faculty have updated vitae and curricula on file electronically with AOSA

[ ]  Filing fee ($50) submitted to AOSA Headquarters

[ ]  Institution has a current library membership to **The Orff Echo** which will be active when the course runs.

($50 = 1 copy, $80.=two copies, $100=3 copies).