



JANET BARRESI
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
STATE OF OKLAHOMA

MEMORANDUM

TO: The Honorable Members of the State Board of Education

FROM: Janet Barresi

DATE: May 24, 2012

SUBJECT: Statutory Waiver for Library Media Specialist Exemption

The following schools are requesting exemption from library media certification requirements pursuant to 70 O.S. § 3-126 for the 2012-2013 school year. A certified teacher will be used as the librarian while pursuing library media certification. Approval is recommended.

District	County	Waiver (Years)	Students Served
Salina Public Schools	Mayes (2)*	2	871
Victory Christian Schools (Accredited by the State Department of Education)	Tulsa (1)*	1	763

* The number in the County category represents the Congressional District.
See the attached map.

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Attachments

Section 42.8. Requirements for Exemption.

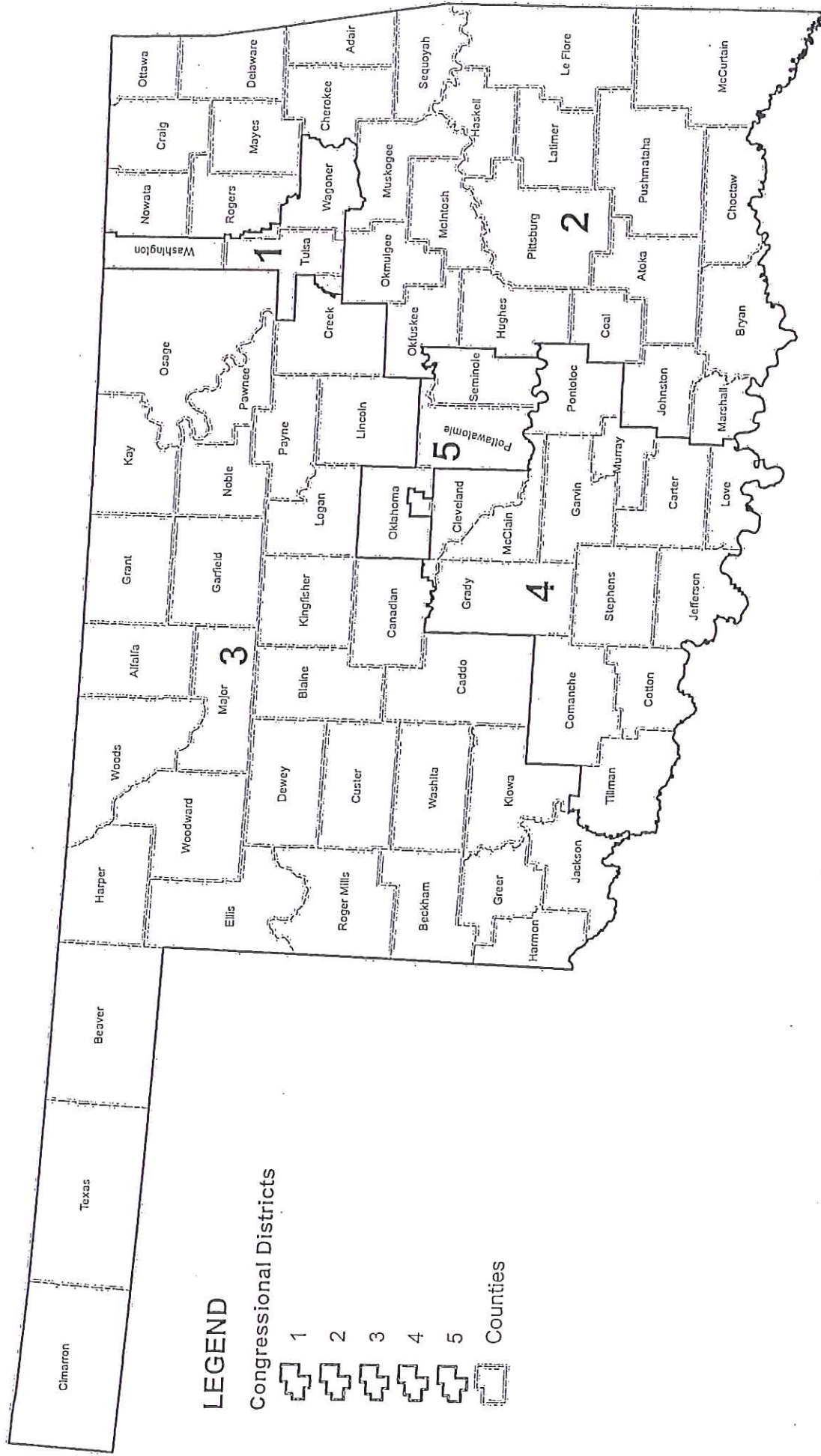
A. A school district may develop an educational improvement plan which includes exemption for the educational-related statutory requirements set forth in subsections C of this section and State Board of Education rules for the school district, a school site or any program, grade level, consortium of schools or school districts or other group within the school district. The board of education of the school district shall, through adoption of a resolution, approve the plan prior to application being made to the State board of Education.

B. Each educational improvement plan approved by the State Board of Education shall include the following components:

1. A description of the educational benefits to be derived;
2. A definition of the standards of the plan;
3. Development of definitive work products, such as site improvement plans and progress reports;
4. Demonstration of collaboration by teachers, administrators, higher education representatives, students, parents/families, and the community;
5. Development and the use of an assessment mechanism to determine progress in meeting the goals and objectives of the plan;
6. Development of an in-service training plan to be provided to personnel at the site who will participate in the project;
7. Report on the results of the plan to the State Board of Education and provision of appropriate technical assistance to other school districts and the State Department of Education as required; and
8. Explanation of how the plan will affect other schools, program or sites in the district.

C. Each educational improvement plan shall include a list of the specific educational-related statutory requirements and State Board of Education rules the school district is requesting an exemption from and why each exemption is necessary to success of the plan. The school district shall not be granted an exemption from federal educational-related requirements. A school district may request and exemption from any statutory requirement or State Board of Education rule not related to bilingual and special education programs, health and safety provisions, school finance, State Aid, pupil formula weights, teacher salary and teacher retirement, the Oklahoma School Testing Program, the Oklahoma Educational Indicators Program and the teacher preparation, examination, licensure, certification, residency and professional development system. The State Board of Education may grant district-wide exemptions from certification requirements for Library Media Specialist to districts experiencing a shortage in this area. The State Board of Education may grant an exemption from certification requirements for superintendents to any district with an unweighted average daily membership over twenty-five thousand (25,000). (70-3-126)

Oklahoma Congressional Districts 2012 - 2020 Elections



LEGEND

Congressional Districts

- 1
- 2
- 3
- 4
- 5
- Counties



OKLAHOMA STATE DEPARTMENT OF EDUCATION

ACCREDITATION

ACCREDITATION DIVISION
2500 North Lincoln Boulevard, Suite 210
Oklahoma City, Oklahoma 73105-4599
(405) 521-3333

STATE DEPT. OF EDUCATION

SCHOOL SITE STATUTORY WAIVER/EXEMPTION APPLICATION

FOR 20¹² - 20¹³ SCHOOL YEAR

Name of Site(s): Salina High School
Salina Middle School

Name of School District: Salina Public Schools

Signature of Principal(s):* Debbie Cox Date 04-9-2012

Houster Williams Date 04-9-2012

Date _____

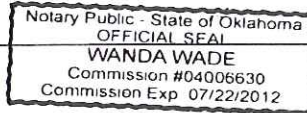
Signature of Superintendent:* Sony James

County Name: Mayes

<u>SDE USE ONLY</u>	
PROJECT YEARS	
<u>2</u> of <u>2</u>	
ENROLLMENT	
High School	<u>252</u>
Jr./Middle High	<u>214</u>
Elementary	<u>405</u>
District Total	<u>871</u>
Date Received	_____
70 O.S.	_____

I hereby certify that this deregulation application was approved by our local board of education at the meeting on April 9, 20¹².

[Signature]
Signature of Board President*



Notary: Wanda Wade

Date: 4-9-12 My Commission Expires: 7-22-12

1. **Statement of the Statute to be Waived:** (specify statutory citation)
70-OS-3-126

*Original signatures are required.

A. A description of the educational benefits to be derived (i.e., describe specific benefits to learning/achievement).

*Having a media specialist who is certified to teach High School English classes and has done so for 22 years, 12 years at Salina.

*Mrs. Thomas is knowledgeable of PASS Skills and has already began the transformation of the Common Core Standards. She is a member of the school's common core transition team.

*Mrs. Thomas will be collaborating with teachers in the core subjects as their classes do research projects. Each 9 weeks she will be working with students on assigned research projects.

*Mrs. Thomas has expanded the number of kids reading for pleasure. The average weekly book checkout is 100-150 books.

B. A definition of the standards of the plan (i.e., alternate strategies proposed).

While Mrs.. Thomas is completing her last 2 semesters of media specialist coursework, she will collaborate with her colleagues, administration, and college professors. Mrs.. Thomas will continue working with colleagues to achieve a greater literacy program and research program. She will continue working with different curriculum areas through our PLC programs.

Mrs.. Thomas will continue working with the curriculum director on student's lexile scores and building comprehension of individual students.

C. Development of definitive work products, such as site improvement plans and progress reports (i.e., describe the expected student performance levels to be demonstrated or results of the Statutory Waiver).

Students at Salina High School and Salina Middle School will continue to be presented with lessons tied to the PASS skills and the transition over to Common Core. Mrs.. Thomas will work closely with the classroom teachers and curriculum director to coordinate the skills taught and assessment of those skills. District report cards, the Explore test, Plan test, the Plan Act, EOI testing, and the ACT will monitor the progress and completion at the various grade levels.

D. Demonstration of collaboration of teachers, administrators, higher education representatives, students, parents/families, and the community.

Salina High School teachers and Middle School teachers will collaborate with Mrs.. Thomas concerning media PASS skills and concepts covered. Mrs.. Thomas will attend PLC meetings to help coordinate units of study. The principals of both buildings will evaluate Mrs.. Thomas on her job performance in the library. Through current enrollment at NSU, higher education representatives will be assessing Mrs.. Thomas's coursework and assisting her as needed. Parents, families and community members will be able to collaborate with Mrs.. Thomas through book fairs, book clubs and literacy nights.

E. Development and the use of an assessment mechanism to determine progress in meeting the goals and objectives of the plan (i.e., method of evaluation).

Each semester a copy of course enrollment will be obtained to prove continuance and completion towards certification until all course requirements are met.

Mrs.. Thomas's college classes meet once a month at Salina High School for distance learning classes. The school superintendent and principals will check in on those classes.

Mrs.. Thomas will also be taking a summer course via distance learning.

Upon completion of coursework, proof of passage of required certification test will be obtained from Mrs.. Thomas.

F. Development of an in-service training plan to be provided to personnel at the site who will participate in the projects.

Training to complete a master's degree in media specialist will be obtained through NSU. Mrs.. Thomas will participate in district staff development including PLC.

Outside professional development opportunities will be sought to support Mrs.. Thomas with media information such as Encyclo-media Conferences, OLA Conferences, ALAN Conferences, AASL/ALA mid winter Conference and EBSCO training conferences.

G. Report on the results of the plan to the State Board of Education and provision of appropriate technical assistance to other school districts and the State Department of Education as required (i.e., describe how you will report to the State Board of Education annually).

Salina Public Schools will report annually on Mrs.. Thomas's progress towards completion of required coursework and test. This tracking will be reported to the Salina School Board and the State School Board members until completion of plan by Mrs.. Thomas.

H. Explanation of how the plan will affect other schools, programs or sites in the district.

The Educational Improvement Plan will directly affect the middle school and high school students. Mrs.. Thomas will serve both sites as librarian. Collaboration between site administrators with her schedule will be needed. This setting has been in place many years at Salina, and we feel that it has worked well. With Mrs.. Thomas serving as Librarian in both buildings, it will serve as a great transition for our students when they leave middle school and come to the high school because Mrs.. Thomas is going to know those students levels and this will help better serve their needs.

I. Period of public review on the proposed plan.

Our proposed plan will be presented to Salina School Board members on April 9, 2012 and forwarded with our application to the State Board of Education for approval. The plan will be available at the Superintendent's office for public review. Copies will also be available at the offices of the high school and middle school.

J. Notification and comments from the district bargaining agent, or if no bargaining agent exists, the teachers directly affected.

Comments and suggestions from all teachers are encouraged and welcomed. Mrs. Thomas's 22 years of experience in the classroom will help compensate until required certification can be obtained.

K. All comments, recommendations and objections made by the bargaining agent and others to the local board of education shall be forwarded to the State Board of Education for consideration prior to review of the plan.

(to be completed, if needed, after the April 9, 2012 Salina School Board meeting)

L. Timeline for implementing the Statutory Waiver, specifying the period requested.

The current time line for completion of this statutory waiver is May 2013. Mrs. Thomas is one of 20 students who are cohorts in a grant received by Northeastern State University. The students began in January 2011 with completion now changed from December 2013 to May 2013. Mrs. Thomas will have completed 18 hours in May 2012. NSU was awarded the grant from the Institute of Museum and Library Services under the Laura Bush 21st Century Librarian Program, Category 5.

Salina Public School

Tony Thomas, Superintendent

Office: 918-434-5091 Fax: 918-434-5346

April 9, 2012

Dr. Barresi & State Board of Education:

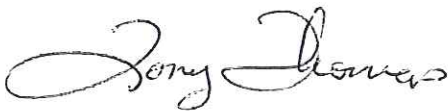
Salina Public Schools is requesting your considerations for a continued statutory waiver in the area of certification for a library media specialist. Mrs. Deanna Thomas, a former English teacher at Salina High School and one of 20 recipients of a grant from Northeastern State University to receive her master's degree in Library Media, has completed her first year on her statutory waiver. Mrs. Thomas is scheduled to finish the program in the spring of 2013. We feel that Mrs. Thomas is doing an excellent job as our librarian and would like to continue having her in this capacity. This grant that Mrs. Thomas is a part of also deals with Native American literature which helps serve the nearly 70% of our student body. Salina is also serving as one of the host sites for this grant, and we are proud to serve as a partner with Northeastern State University on this project.

We are committed as a school district to giving Deanna Thomas the support and resources that will allow her to fulfill the deregulation guidelines established by the Oklahoma State Board of Education. The position of library media specialist is a very difficult position to fill, and we are fortunate to have a teacher on our team that is dedicated to this area. Our vision's focus is to instill the love of learning in every student in our school district, and Mrs. Thomas will help complete this vision as a library media specialist.

This is to verify that Salina Public Schools will continue to allow Mrs. Deanna Thomas to serve in her current position as Salina High School Media Specialist for the high school and middle school pending the State Department of Education's approval of waiver 70-3-126.

We want to thank you for your consideration and if you have any further questions, we look forward to answering them. Please feel free to contact me at (918)868-7455.

Sincerely,



Tony Thomas
Superintendent

Salina Public School

Tony Thomas, Superintendent

Office: 918-434-5091 Fax: 918-434-5346

April 3, 2012

To Whom It May Concern:

I have very much enjoyed my job serving as Salina High School Librarian during this school year. I spent the summer doing a makeover on the library, and it has well been worth it. The average check out for each week has been 150 books. Students are excited to be in the library and are utilizing it like never before.

I vowed to help our high school make use of Digital Prairie and have been working with classes to help them better use Digital Prairie/EBSCO in their research endeavors. I am collaborating with teachers, and they are bringing their classes often.

This school year I have maintained great grades in graduate school. I attended the ALAN conference in Chicago; Encylomedia in Oklahoma City; the Oklahoma Library Association Conference in Norman; and the Phyllis C. Hunter Literacy Seminar at NSU. I have been chosen to attend the K20/ATE two week conference at OU in June. I am attending every seminar and conference to better prepare myself for the job of librarian.

I am part of NSU's grant through the Laura Bush 21st Century Program. We will be taking two courses this summer and are on course to graduate in May 2013. I have found my professors at NSU to be extremely helpful and have learned so much working with them.

Please consider continuing the Statutory Waiver so that I can continue my work as librarian here at Salina Public Schools.

Sincerely,

Deanna Thomas
Salina Public Schools

Salina Public School

Tony Thomas, Superintendent

Office: 918-434-5091 Fax: 918-434-5346

I make a motion to approve the statutory waiver for Deanna Thomas to be allowed to stay in her current capacity as Library Media Specialist for the 2012-2013 school year.

Grey Rice made the motion and Johnny Morris second the motion and the motion passed 4-0.

Motion made and passed at the April 9, 2012 Salina School Board Meeting.

Academic Transcript

N00076827
 Deanna J.
 Thomas
 Apr 02, 2012
 07:58 pm

This is not an official transcript. Courses which are in progress may also be included on this transcript.

Please note: The information below is an unofficial copy of your academic transcript which reflects your coursework, credit and grades migrated from Web Services. If you have a Transcript Conversion hold, your converted record has not yet been verified. Your complete academic record will be validated prior to release of your official transcript, at which time the Transcript Conversion hold will be removed.

Institution Credit Transcript Totals Courses in Progress
 Transcript Data

STUDENT INFORMATION

Name : Deanna J. Thomas
Birth Date: 23-FEB

Curriculum Information

Current Program

Master of Science

Major: Library Media and Info
 Tech,MS

***Transcript type:UNOF Unofficial Transcript is NOT Official ***

INSTITUTION CREDIT -Top-

Term: Summer 2006

Academic Standing: Graduate Good Standing

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	Start and End Dates	R	CEU Contact Hours
LIBM	5313	GR	ADV MAT FOR YNG ADUL	W	3.000	0.000			
LIBM	5611	GR	AUTHOR WORKSHOP	P	1.000	0.000			
				Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:				4.000	1.000	1.000	0.000	0.000	0.000
Cumulative:				4.000	1.000	1.000	0.000	0.000	0.000

Unofficial Transcript

Term: Spring 2011

Academic Standing: Graduate Good Standing

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	Start and End Dates	R	CEU Contact Hours
LIBM	5013	GR	INTRO LIBRARIANSHIP	A	3.000	12.000			
LIBM	5023	GR	ADV MATLS FOR CHILDR	B	3.000	9.000			
				Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:				6.000	6.000	6.000	6.000	21.000	3.500
Cumulative:				10.000	7.000	7.000	6.000	21.000	3.500

Unofficial Transcript

Term: Fall 2011

Academic Standing: Graduate Good Standing

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	Start and End Dates	R	CEU Contact Hours
EDUC	5143	GR	QUALITATIVE RESEARCH	A	3.000	12.000			
LIBM	5413	GR	ACQ/ORG LIB MATERIAL	A	3.000	12.000			
				Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:				6.000	6.000	6.000	6.000	24.000	4.000
Cumulative:				16.000	13.000	13.000	12.000	45.000	3.750

Unofficial Transcript

TRANSCRIPT TOTALS (GRADUATE) -Top-

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	16.000	13.000	13.000	12.000	45.000	3.750
Total Transfer:	0.000	0.000	0.000	0.000	0.000	0.000
Overall:	16.000	13.000	13.000	12.000	45.000	3.750

Unofficial Transcript

COURSES IN PROGRESS -Top-

Term: Spring 2012

Subject	Course	Level	Title	Credit Hours
LIBM	5313	GR	ADVANCED MATERIALS FOR YOUNG ADULTS	3.000
READ	5113	GR	EMERGENT & EARLY LITERACY DEVELOPMENT	3.000

Unofficial Transcript

OKLAHOMA STATE DEPARTMENT OF EDUCATION

ACCREDITATION DIVISION
2500 North Lincoln Boulevard, Suite 210
Oklahoma City, Oklahoma 73105-4599
(405) 521-3333

RECEIVED

APR 30 2012

ACCREDITATION
STATE DEPT OF EDUCATION

SCHOOL SITE STATUTORY WAIVER/EXEMPTION APPLICATION
FOR 20¹² - 20¹³ SCHOOL YEAR

Name of Site(s): Victory Christian School

Name of School District: Victory Christian School

Signature of Principal(s): *[Signature] Date 3-26-12

[Signature] Date 3-26-12

Date _____

Signature of Superintendent: *[Signature]

County Name: Tulsa

SDE USE ONLY

PROJECT YEARS

1 of 1

ENROLLMENT

High School 658

Jr./Middle High 0

Elementary 105

District Total 763

Date Received _____

70 O.S. _____

I hereby certify that this deregulation application was approved by our
local board of education at the meeting on March 26, 2012.

[Signature]
Signature of Board President*

Notary: [Signature]

Date: 4/27/12 My Commission Expires: 10/13/12

1. **Statement of the Statute to be Waived:** (specify statutory citation)

70 OS3-126

*Original signatures are required.

A. A description of the educational benefits to be derived (i.e., describe specific benefits to learning/achievement).

When Mrs. Brock came forward and offered that she not only was willing, but had a desire to complete a Master in Library Science. We felt that due to her history at VCS, her relationship with the teaching staff, and her relationship with the students, a statutory waiver was going to be a prudent move on our part. It is our desire for Trudy to teach Library Science at Victory Christian School during the time that she is completing her Masters Degree at the OU Schusterman Center. Trudy will complete her degree in the required three years and we will do a semester progress check to make sure everything is completed on time.

B. A definition of the standards of the plan (i.e., alternate strategies proposed).

As a Private Christian School, it is often difficult when a teacher with a very specific degree or skill set is called to another season in their life. Before we ever looked at a statutory waiver as an option we advertised through various periodicals that are read by educators that would fit our specific hiring guidelines. When Mrs. Brock came forward and offered that she not only was willing, but had a desire to complete a Master in Library Science. We felt that due to her history at VCS, her relationship with the teaching staff, and her relationship with the students, a statutory waiver was going to be a prudent move on our part. Trudy will complete her degree in the required three years and we will do a semester progress check to make sure everything is completed on time.

C. Development of definitive work products, such as site improvement plans and progress reports (i.e., describe the expected student performance levels to be demonstrated or results of the Statutory Waiver).

The Site Improvement Plan for Victory Christian School has a specific area where objectives for Library Education and Research can be referred to and taught so that students will receive all that is necessary to show mastery in the areas on the SAT test given in April to K-5 through 12th grade.

D. Demonstration of collaboration of teachers, administrators, higher education representatives, students, parents/families, and the community.

Mrs. Brock has a fantastic relationship with teachers throughout Victory Christian School and will meet with facilitators and unit leaders on a regular basis to help to determine the needs for our Media Center for each level at Victory Christian School.

E. Development and the use of an assessment mechanism to determine progress in meeting the goals and objectives of the plan (i.e., method of evaluation).

A record of Mrs. Brock's plan for completion will be kept in the Secondary School office and will be evaluated based on a grade report at the end of each semester.

F. Development of an in-service training plan to be provided to personnel at the site who will participate in the projects.

Mrs. Brock will yearly attend library in-service opportunities in addition to the coursework being completed for her Masters degree.

G. Report on the results of the plan to the State Board of Education and provision of appropriate technical assistance to other school districts and the State Department of Education as required (i.e., describe how you will report to the State Board of Education annually).

Annual report on Mrs. Brock's progress toward completing her degree will be placed in the statutory waiver filed each year over the next three years.

H. Explanation of how the plan will affect other schools, programs or sites in the district.

We are one school. This plan should in no way affect other schools in the area.

I. Period of public review on the proposed plan.

The public review period regarding this choice was a period of three months and included Parent Action Team members. PAT is the equivalent of a PTA.

J. Notification and comments from the district bargaining agent, or if no bargaining agent exists, the teachers directly affected.

There is no district bargaining agent, but the staff knew about the possibility of this opening for a semester.

K. All comments, recommendations and objections made by the bargaining agent and others to the local board of education shall be forwarded to the State Board of Education for consideration prior to review of the plan.

There is no Bargaining agent and the Board of Education were please with the schools ability to find a possible replacement from inside the staff and the church upon approval from the State.

L. Timeline for implementing the Statutory Waiver, specifying the period requested.

3 years



RECEIVED

APR 30 2012

ACCREDITATION
STATE DEPT OF EDUCATION

To Whom It May Concern;

We are requesting that the Accreditation Division of the Oklahoma State Department of Education review the accompanying application for a Statutory Waiver for Trudy Brock to be given provisional certification in Library Science while completing her Master's Degree as a Library Media Specialist from the University of Oklahoma.

We understand that if this waiver is given she will have 3 years to complete this degree. As stated in the application a plan is in place to make sure that Mrs. Brock keeps up steady progress in completing this degree and fulfilling her obligations. Victory Christian School, as a private Christian institution with stringent hiring practices, is placed in a difficult situation when a member of our staff enters into a new season of their life when they have been certified in an area that is not easily replaced. When we have a teacher who is committed to Victory Christian School and has a desire to pursue certification in a needed area, provisionary certification has been a blessing to us.

We believe that Mrs. Brock has the temperament, skills, and the love for books and research that is absolutely necessary to be a fantastic Library Media Specialist. Her desire to work with children and her excitement about completing this degree only serves to deepen our resolve that we have made a fantastic choice. We would appreciate your favor in this matter.

Dr. Dennis Demuth

Victory Christian Schools - Superintendent



The University of Oklahoma[®]

OFFICE OF ADMISSIONS

January 18, 2012

Trudy Lynne Davis-Brock
732 Terrace Dr
Jenks, OK 74037-4321

Dear Ms. Davis-Brock,

I am pleased to inform you that you have been admitted to the Graduate College of the University of Oklahoma for the Spring 2012 term. Specific information regarding the program to which you have been admitted is listed at the end of this letter. Registration instructions will be emailed to you prior to the earliest registration period for which you are eligible.

Your student identification number at the University of Oklahoma is: 112341342.

You may access the Graduate College Bulletin on the web at <http://gradweb.ou.edu/Current/gcBulletin/index.asp>. It is important that you familiarize yourself with the content of this catalog, as it outlines the regulations that will be applicable to you during your tenure as a graduate student. When you were admitted to the University, you were automatically assigned an OU email address. The University strongly encourages you to access your OU email because many departments, including the Graduate College, use electronic email for correspondence. For information on activating your OU email account, please refer to the IT enclosure included with this letter.

I hope you will find your educational experiences at the University to be rewarding. If you have any questions, please feel free to contact our office or the Graduate College.

Sincerely,

Heather Knotts
Tulsa Office of Admissions

Enclosures

MAJOR DESCRIPTION: Library Information Studies
DEGREE DESCRIPTION: M of Library and Info Studies





The UNIVERSITY of OKLAHOMA
School of Library and Information Studies

January 17, 2012

Trudy Brock
732 East Terrace Dr.
Jenks, OK 74037

Dear Ms. Brock:

I am pleased to inform you that the School of Library and Information Studies Admissions Committee has recommended to the Graduate College that you be admitted in **full standing** to the School of Library and Information Studies for the Spring 2012 semester. We look forward to having you as a student!

In anticipation of a favorable admission decision on the part of the Graduate College and the Office of Admissions, important information about the program is included. Please read and review this information very carefully.

The departmental recommendation for admission is valid for one year, and you may start your studies at the beginning of any semester during that period without submitting additional departmental application materials. However, if you do not enroll the semester you were accepted by the University, you will need to go online to complete another OU admissions application and submit another application processing fee for the semester you would like to begin.

To optimize your success in the School of Library and Information Studies, a meet-up session will be held on February 4th from 1:30-4:30 P.M. at the OU Tulsa Schusterman Center. You should access and read the graduate college bulletin (<http://gradweb.ou.edu/Current/gcBulletin/GCBulletin.pdf>). Be aware that the OU e-mail address is the "official" avenue for communications from the university and the department. Go here to set up your OU e-mail account: <http://www.ou.edu/ouit/all/email.html>.

During the meet-up, you will be introduced to the SLIS faculty and your fellow students, the resources available to you at OU to support your learning, and the options for your end of program assessment. You will also meet your advisor, Dr. Yongmi Kim (yongmi@ou.edu), who through your course of study, will provide guidance in designing your academic program, in selecting courses in which to enroll, in devising a program plan, and in choosing an end of program assessment option. It is the desire of the department that within the first 12 hours, you must meet with your advisor and complete your Program Planning Form. To set up an advisement meeting, as soon as possible, please contact your advisor.

If you have questions about The University of Oklahoma regulations or procedures, or the orientation session, please contact Janie Allen, Admissions Assistant, or me at (405) 325-3921.

Sincerely,

Margaret Ryan
University Student Programs Specialist and
Admissions and Financial Aid Committee

MR:ja

Enclosures

cc: Graduate College
Kim