



OPI Special Education Endorsement Project

Frequently Asked Questions

How do I complete an endorsement while I am teaching?

There are **two routes** to allow you to be responsible for the programs for students with special needs while taking courses to meet the endorsement in special education.

1. **OPI Internship Program does not provide stipend support.** Internships are applied for through the Montana university where you are enrolled. The university will submit your internship application via the TeachMT licensing system. You should work with your university to complete the application process. See the [OPI Licensure Internship FAQ webpage for more information.](#)
2. **[OPI Special Education Endorsement Project](#) provides stipend support** and all criteria must be met for acceptance. For more information, contact: Annette Vicedo Young at 406-444-0299.

The following information pertains to the **OPI Special Education Endorsement Project only:**

Plan of Study

A potential candidate interested in the OPI Special Education Endorsement Project can only attend a Montana campus that offers the SPED Endorsement option. A Plan of Study must be on file with the OPI Special Education Endorsement Project Director, Annette Vicedo Young, from one of the four participating colleges the teacher plans to attend: *Carroll College, Montana State University-Billings, University of Montana, or University of Montana-Western.*

Registration

Refer to the **Registrar's Office** at your Montana university of choice for instructions on enrollment to your institution's program.

Timeframe to complete the OPI Special Education Endorsement

The timeline to completion of the OPI Special Education Endorsement depends on the number of credits needed per plan of study. All courses for the OPI Special Education Endorsement, including Student Teaching, are to be completed within 3 years as mandated by the Montana Board of Public Education.

Stipend Information for the OPI Special Education Endorsement

- Stipends are available to offset the cost of tuition, fees and/or books and are dispersed at the conclusion of a successful semester over the course of the 3-year timeframe given to complete the SPED Endorsement. A university defines student academic success when a student earns the required campus and program G.P.A. Typically, for master's level courses this is a B average for both campus and program requirements.
- Stipend requests are processed after the OPI Special Education Endorsement Project Director receives a completed reimbursement form (only available to candidates in the program), a copy of the unofficial transcript with completed course and credits earned per semester, and the semester's tuition statement. This must be submitted after every successful semester and can take up to 6 weeks to process the reimbursement.

Other Questions? Contact Annette Vicedo Young, 406-444-0299, ayoung3@mt.gov

OPI Quick Links

- [Application Instructions](#)
- [Application Form](#)
- [Application Participation Agreement](#)
- [CSPD Information](#)

Participating Institutions

The following college/universities participate in the OPI Special Education Endorsement Project:

Carroll College

Ms. Kathleen Gilboy

406-447-4376

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Montana State University-Billings

Dr. Susan Gregory

406-657-2152

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University of Montana

Dr. Trent Atkins

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The University of Montana-Western

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Dr. Morgen Alwell

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*Always contact the school's Admissions Office regarding admission and registration requirements.