

IMSE CERTIFICATION

# Information and Application Manual 2025-2026



institute for  
multi-sensory  
education

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# IMSE CERTIFICATION INFORMATION AND APPLICATION MANUAL

## WHY EDUCATORS AND DISTRICTS CHOOSE THE IMSE PRACTICUM

- The IMSE practicum supports implementing IMSE Orton-Gillingham (OG) strategies with fidelity. With consistency throughout the practicum, educators will work directly with a Practicum Supervisor who will provide feedback, additional resources, and answers to questions to ensure participants implement IMSE OG strategies most effectively with their students.
- Graduates have a direct route to the International Dyslexia Association's Center for Effective Reading Instruction (CERI) certifications as described below.
- Graduates will be listed on the IMSE website as IMSE OG-certified educators.
- Graduates can be listed on the Learning Ally website as OG-certified educators or tutors.

## OVERVIEW OF THE TWO IMSE CERTIFICATION OPTIONS

- **The IMSE Comprehensive/OG Plus Certification:** Those who complete the IMSE Comprehensive/OG Plus practicum will receive their IMSE Comprehensive/OG Plus certification. They can then apply for the CERI Structured Literacy Dyslexia Interventionist certificate.
- **The IMSE Specialist Certification:** Those who complete the IMSE Specialist practicum will receive their IMSE Specialist certification. They can then apply for the CERI Structured Literacy Dyslexia Specialist certificate.

## ELIGIBILITY REQUIREMENTS

Applicants must possess a valid teaching certificate or educational licensure. Alternatively, applicants with a Bachelor's degree or higher in education (such as teaching, speech and language therapy, occupational therapy, social work, or psychology) will also be considered. In lieu of a valid teaching license, applicants must upload a current background check or a letter on school letterhead stating a background check is on file. Applicants with a Bachelor's degree in a field other than those listed above may contact [certification@imse.com](mailto:certification@imse.com) to request a waiver form.

Applicants must apply for the practicum within 36 months of completing the required course. If more than 36 months have passed, please contact [certification@imse.com](mailto:certification@imse.com) for next steps.

All Comprehensive/OG Plus applicants must have completed the IMSE Phonological Awareness (PA) course or received approval for a PA course waiver. The PA course ensures applicants without specific training in this essential pillar of reading instruction are equipped to implement best practices.

- **IMSE Phonological Awareness Course Description**

The IMSE Phonological Awareness course is available as a live virtual or asynchronous option. The asynchronous course does not include Q&A, and participants must pass a quiz to receive a certificate of completion. Participants are allowed two attempts to pass the quiz. Without the certificate, participants are ineligible to apply for the practicum.

For the current schedule of live virtual PA courses, visit <https://imse.com/training/>.

The asynchronous course can be purchased from the Products section of the IMSE website:

<https://imse.com/products/asynchronous-phonological-awareness-course/>.

- **IMSE Phonological Awareness Course Waiver**

Applicants who have completed at least 12.5 hours of phonological awareness instruction through a college-level course or training program may request a waiver for the IMSE PA course. To qualify, applicants must pass a phonological awareness quiz with a score of 80% or higher on their first attempt. The waiver form with the quiz link is provided below. If the quiz is passed, submit the completed waiver form to [certification@imse.com](mailto:certification@imse.com) for approval. This approved waiver form must be uploaded to the application in place of the IMSE PA course certificate of completion.

Applicants who do not pass the quiz must complete the IMSE PA course to proceed with an application. [PA Waiver Request form](#)

## PRACTICUM & STUDENT REQUIREMENTS

After completing the online application process and upon acceptance into the practicum, participants must fulfill the following requirements to successfully complete the practicum and receive certification.

### Comprehensive/OG Plus Practicum

IMSE recommends that participants work with a focus student and a backup student. The backup student can be anyone for whom initial data is gathered and who requires instruction within the OG+ scope and sequence.

Participants will implement lessons, submit observations, and write initial and final assessment reports for their focus student only. However, data must be collected on the backup student, and parent consent is required for both students (consent forms are linked below). Specifically, participants must:

- Read and adhere to the IMSE Practicum Expectations Manual and follow the recommendations from your assigned Practicum Supervisor.
- Work with students individually or in small groups, maintaining a **1:1 to 1:3** student-to-instructor ratio.
- Select students who demonstrate **a need for intervention in literacy**.
- Complete and implement 25 weekly lesson plans. Each lesson must include two hours of direct instruction, delivered in at least two sessions per week.
- Submit weekly lesson plan reflections that include student work samples and assessment data.
- Incorporate your Practicum Supervisor's feedback through action or reflection each week.
- Submit at least 15 videos demonstrating each component of the IMSE OG routines. Specific guidelines for these submissions will be provided in the practicum documents you will receive upon acceptance. You must have a working knowledge of technology, including recording lessons, uploading video links, and creating and uploading PDFs.
- Complete assignments, including but not limited to reading reflections, text-based exercises, quiz completion, and course modules. Evidence of assignment



completion must be uploaded to your practicum portal. The following books are required to complete reading reflection assignments:

- *Overcoming Dyslexia* by Sally Shaywitz
  - *Speech to Print: Language Essentials for Teachers* by Louisa Moats
- Pass the KPEERI exam after completing all other practicum requirements and within six months of submitting a Final Assessment Report.
- Collect required data and write the Initial and Final Assessment reports. The Initial Assessment Report must be uploaded before you submit your first lesson plan reflection. Your Practicum Supervisor will provide guidance as you write your report and may require that you modify your report or collect additional data. If it is determined that a student is not suitable, you must select another student.
- Administer ongoing Curriculum Based Measures (CBMs). Preferred measures include:
  - Acadience Reading K-6 Benchmark composites and Progress Monitoring [/http://www.acadiencelarning.org/acadience-reading-materials-download/](http://www.acadiencelarning.org/acadience-reading-materials-download/)
  - DIBELS 8th Edition Benchmark composites and Progress Monitoring (fluency): <https://dibels.uoregon.edu/assessment/index/materialdownload/?agree=true#dibelseight>
  - Alternative CBMs required by participants' districts may be approved by contacting [certification@imse.com](mailto:certification@imse.com).
- Demonstrate mastery using the IMSE digital planning tool, which every participant will automatically receive for one year.
- Ensure students demonstrate a need for instruction in concepts from the Comprehensive/OG Plus sequence and require a minimum of 25 weeks' worth of instruction.
- Verify students are at least five years of age by 9/1/2025.
- Work with your student(s) for at least six months and finish within 12 months. In rare cases, the practicum may extend beyond this time frame. You must ensure you have access to your students for up to a full year. The practicum is typically completed within one school year; however, there are circumstances that may require continued instruction into the summer months or the following school year.

- Note that a family member may be your practicum student if eligibility is met and a parent consent form is completed.

### Specialist/Morphology Plus Practicum


Participants must work with two students during their second practicum, resulting in a total of at least three students across both practicums. The students should have distinct learning profiles and be scheduled for instruction at different times.


Participants will implement lessons and submit observations for their focus student only. However, initial and final assessment reports must be completed for both the focus student and the second student. Parent consent is required for both students (consent forms are linked below). Specifically, participants must:

- Read and adhere to the IMSE Practicum Expectations Manual and follow the recommendations from your assigned Practicum Supervisor.
- Ensure students are seen in a **1:1 setting**.
- Select students who demonstrate **a need for intervention in literacy**.
- Complete and implement 25 weekly lesson plans for the two students. Each lesson should include two hours of direct instruction, delivered across at least two sessions per week for each student.
- Submit weekly lesson plan reflections with student work samples and assessment data for your focus student.
- Incorporate your Practicum Supervisor's feedback through action or reflection each week.
- Submit at least 15 videos demonstrating each component of the IMSE OG routines. Specific guidelines will be provided in the practicum documents you will receive upon acceptance. You must have a working knowledge of technology, including recording lessons, uploading video links, and creating and uploading PDFs.
- Complete assignments, including but not limited to reading reflections, text-based exercises, quiz completion, and course modules. Evidence of assignment completion must be uploaded to your practicum portal. The following books are required to complete reading reflection assignments:
  - *Equipped for Reading Success* by David Kilpatrick
  - *Reciprocal Teaching at Work* by Lori Oczkus

- Pass the IMSE Specialist Exam after completing all other practicum requirements and within six months of submitting a Final Assessment Report.
- Collect required data and write the Initial and Final Assessment reports. The two Initial Assessment Reports must be uploaded before you submit your first lesson plan reflection. Your Practicum Supervisor will provide guidance as you write your reports and may require that you modify your report or collect additional data. If it is determined that a student is not suitable, you must select another student.
- Administer ongoing Curriculum Based Measures (CBMs). Preferred measures include:
  - Acadience Reading K-6 Benchmark composites and Progress Monitoring /<http://www.acadiencelearning.org/acadience-reading-materials-download/>
  - DIBELS 8th Edition Benchmark composites and Progress Monitoring (fluency):  
<https://dibels.uoregon.edu/assessment/index/materialdownload/?agree=true#dibelseight>
  - Alternative CBMs required by participants' districts may be approved by contacting [certification@imse.com](mailto:certification@imse.com).
- Demonstrate mastery using the IMSE digital planning tool, which every participant will automatically receive for one year.
- Ensure students have mastered basic phonics sound-symbol correspondences and can participate in lessons focusing on advanced spelling rules and morphology.
- Verify students are at least eight years of age by 9/1/2025.
- Work with your student(s) for at least six months and finish within 12 months. In rare cases, the practicum may extend beyond this time frame. You must ensure you have access to your students for up to a full year. The practicum is typically completed within one school year; however, there are circumstances that may require continued instruction into the summer months or the following school year.
- Note that a family member may be your practicum student if eligibility is met and a parent consent form is completed.

### Links to Consent Forms

 Parent Consent Form.pdf

 Spanish IMSE Consent Form.pdf



## INITIAL ASSESSMENT REPORTS

Participants are encouraged to begin assessing their students as soon as possible, even before receiving a practicum acceptance email. All participants must assess both their focus student(s) and backup or second student. For the Comprehensive/OG Plus practicum, an Initial Assessment Report is required only for the focus student. In contrast, Morphology Plus practicum participants must complete reports for both their focus and second students.

Upon acceptance into the practicum, your Practicum Supervisor will provide guidance and support in drafting assessment reports. For detailed instructions on conducting IMSE's leveled assessments, please refer to the IMSE Assessment Manual (training manual). Sample Assessment Reports are linked below for your reference.

In addition to giving IMSE's leveled assessments, participants must administer a Curriculum Based Measure (CBM) to assess fluency benchmarks and progress. Participants must administer the three-times per year benchmark assessment at the student's grade level and instructional-level progress monitoring more frequently. Additional details include the following:

- **Acadience Reading** K-8 Benchmark Assessment and Progress Monitoring measures are preferred. Here is a link to download the manual and student forms for free. <http://www.acadiencelearning.org/acadience-reading-materials-download/>
- **DIBELS 8th Edition** materials are also free to download. <https://dibels.uoregon.edu/assessment/index/materialdownload/?agree=true#dibelseight>
- If you wish to use a different option for benchmark assessment and progress monitoring, please email [certification@imse.com](mailto:certification@imse.com) for approval.

Initial Assessment reports must also include results from a Phonological Awareness Skills Test (PAST). You may use the PAST in *Interventions for All: Phonological Awareness* by Yvette Zgonc or David Kilpatrick's PAST, multiple forms of which can be found free of charge online.

Assessment results should be presented in tables and evaluated in written summary format.

[Sample Comprehensive/OG Plus Initial Assessment Report](#)

## APPLICATION REQUIREMENTS AND PROCESS

The IMSE certification application window will be open from May 1 until August 30. **All applications received within this window will receive equal consideration.** An IMSE panel will review applications using an internal rubric to evaluate qualified applicants.

**The following application documents are required and must be uploaded to submit your application. IMSE recommends you gather these documents before enrollment opens:**

1. A valid educator license ([click here for exceptions](#)).
2. Original transcripts or copies from your college/university. The transcripts must reflect the completion of a Bachelor's degree or higher.
3. Two letters of recommendation. One must come from an administrator or supervisor. The other can be from a co-worker or the parent of a student. Letters must include contact information and should speak to your strengths as an educator.
4. Certificate of completion from the IMSE Phonological Awareness (PA) course or the approved PA waiver form (required for Comprehensive/OG Plus applicants only).
5. Certificate of completion from the Asynchronous Fluency, Vocabulary, and Comprehension (FVC) course. Participants were given a 3-hour video of FVC components as part of the Comprehensive/OG Plus course. Comprehensive/OG Plus practicum applicants must complete these components and associated quizzes.
6. Beyond the required application documents, a rubric-based evaluation of the following assignments is part of the IMSE Comprehensive/OG Plus practicum selection criteria:
  - Applicants will write two paragraphs responding to the following prompt: **Why do I wish to participate in the IMSE Practicum, and how will my students benefit?** This document must be uploaded in PDF format to a designated location within the application.
  - Applicants will record a 10-15 minute video of the Three-Part Drill implementation. Applicants must be seen leading a student through all the steps of the Three-Part

Drill, including the Vowel Intensive component. For this video, you may work with a student or an adult. You are advised to keep in mind the following:

1. Set a timer and keep each drill to a maximum of three minutes.
2. Both you and your student must be seen and heard in your video.
3. Use your IMSE flipchart to ensure the required steps are completed.
4. Upload your video to Google Drive, YouTube, or Dropbox, ensuring the share settings allow anyone with the link to view the video. Please refer to this link for help: [Tips for Recording and Uploading your Application Video](#).

## IMSE PRACTICUM FAQs

### Am I eligible to apply for the Comprehensive/OG Plus Certification?

Individuals who meet the educational requirements and have also completed the IMSE Comprehensive/OG Plus course, Asynchronous Fluency, Vocabulary and Comprehension course, and the Phonological Awareness course (or received an approved PA course waiver) are eligible to submit an application for the Comprehensive/OG Plus practicum. Applicants must apply for the practicum within 36 months of completing the IMSE Comprehensive/OG Plus course. If more than 36 months have passed, please contact [certification@imse.com](mailto:certification@imse.com) for next steps.

### Am I eligible to apply for the Specialist Certification?

Individuals who have completed the IMSE Comprehensive/OG Plus certification and the IMSE Morphology Plus course can pursue the IMSE Specialist certification. Applicants must apply for the practicum within 36 months of completing the IMSE Morphology Plus course. If more than 36 months have passed, please contact [certification@imse.com](mailto:certification@imse.com) for next steps.

### How much does the practicum cost?

The practicum costs \$2350. Of that amount, a nonrefundable **\$100** application fee must be paid when the application is submitted. The \$2250 balance must be paid after acceptance into the practicum and before the first lesson plan reflection submission. While IMSE does not offer a payment plan, accepted participants can break the practicum cost into payments through PayPal. Email [certification@imse.com](mailto:certification@imse.com) if you need more information.

Participants who complete the IMSE Fidelity course within the three-year eligibility period may apply the hours and the \$375 fee to their practicum.

Practicum participants are expected to purchase the following books to complete certification assignments:

#### **Comprehensive/OG Plus Practicum:**

- *Overcoming Dyslexia* by Sally Shaywitz
- *Speech to Print: Language Essentials for Teachers* by Louisa Moats

### **Morphology Plus Practicum:**

- *Equipped for Reading Success* by David Kilpatrick
- *Reciprocal Teaching at Work* by Lori Oczkus

### Am I eligible for CERI certifications?

Those who receive their IMSE Comprehensive/OG Plus certification are also eligible to apply for the CERI Structured Literacy Dyslexia Interventionist certificate.

Those who receive their IMSE Specialist certification are also eligible to apply for the CERI Structured Literacy Dyslexia Specialist certificate. Please note that those who completed the IMSE Specialist certification before 2022 must use the CERI alternate route application.

### When can I apply?

The practicum application will only be available during the open enrollment period between May 1 and August 30.

### Where do I access the online application?

To access the online application, please log into your IMSE account and click *OG Certification Program*. The application button should be at the top of the page.

### When will I find out if I am accepted into the practicum?

Applicants will receive an approval or denial letter via email by October 1, 2025. Please check your spam email if you have not received an email by this date.

### How long will the practicum take?

The practicum will take at least six months and must be completed within 12 months. Participants should have access to their practicum students for 12 months without interruption other than standard school vacation weeks and holidays.

### How much time will I spend on the practicum each week?

This will vary depending on several factors. On average, participants can expect to spend five hours per week on the IMSE practicum. Consider this process similar to a rigorous graduate-level course.

### Do I have to wait for acceptance notification to work with my students?

No, please begin working with your students as soon as you can. We never want to withhold academic support. Assessment should be well underway before notification of acceptance to the practicum. You may begin drafting an Initial Assessment Report immediately or after consulting with your Practicum Supervisor, who will be assigned when you are accepted into the practicum. Other than assessment, no other work completed with your student before acceptance may be submitted for your practicum.

### May I use IMSE OG strategies without being certified?

Educators are encouraged to use the skills and materials acquired from IMSE courses as they provide reading instruction. However, while certification is not a requirement, many educators prefer the confidence that comes with supervised practice and additional academic content to meet their professional or personal goals.

### Can I work with students virtually?

Yes, IMSE practicum participants can work with students in person or virtually.

### What credits are available for completing the practicum?

IMSE's practicums are approved for graduate credits through Ashland University in Ohio and Northwest Nazarene University in Idaho. You must complete all practicum requirements to be eligible to purchase these credits (this includes passing the KPEERI exam). Directions to apply for graduate credits will be sent with your certification exit documents.

IMSE's courses are also approved for state credits in specific locations. Please click here to see if your state is approved. [IMSE In Your State?](#)

### Who can I contact if I have further questions?

Please contact the IMSE Certification Department at [certification@imse.com](mailto:certification@imse.com) or 800-646-9788.

## **DISCLAIMER**

The policies, regulations, procedures, and fees in this document are subject to change without prior notice, if necessary, to keep in compliance with the Institute for Multi-Sensory Education.

The Institute for Multi-Sensory Education reserves the right to change curricula, rules, fees, and other requirements, of whatever type, for the betterment of the practicum.

The nonrefundable application fee will be processed regardless of acceptance into the practicum.

Upon completion of the practicum, candidates are certified to teach students in the IMSE OG methodology. Candidates are not certified or permitted to teach other educators/instructors how to implement IMSE's OG. All materials are copyrighted and solely owned by IMSE. Unlawful use of our materials is not permitted. Anyone interested in pursuing a career as an IMSE OG Instructor can submit their resume to [https://imse.com/careers/?edit\\_off=true](https://imse.com/careers/?edit_off=true).

Failure to comply with any of the requirements of IMSE's practicum may result in removal from the practicum. The free IMSE digital planning tool and other provided resources are only available to those actively enrolled in the practicum.