



NDEO's Registered Dance Educator (RDE) Accreditation Online Application Guidelines

The RDE application must be completed online. You can access the application link on the NDEO website at www.ndeo.org/rde. NDEO has partnered with Acceptd to provide the online platform. Once you click on the application link on the NDEO website it will redirect you to the Acceptd website and you will need to create an account with a user name and password.

You can also access the application directly on the Acceptd website at <https://app.getacceptd.com/ndeorde>

To begin the application process, you will complete Part 1 of the Application and pay the Part 1 application fee of \$75. You will then have the ability to log back into this account to complete Part 2 of the Application to upload your Professional Portfolio components and your Teaching Video and pay the Part 2 application fee of \$225.

PART 1 OF THE APPLICATION

Contact Info

First Name - Last Name
Email
Personal Mailing Address 1
Address 2
City, State, Zip
Preferred phone

NDEO Membership ID#:

Current Work / Teaching Experience

Where do you work/teach the majority of the time? (provide name of Studio, School, and/or Institution/Company & address)

Website URL of Studio, School and/or Institution/Company where you currently work/teach:

Check those that apply:

- ☐ I am the owner of the studio/school/institution
- ☐ I am a teacher in the studio/school/institution
- ☐ I am an administrator in the studio/school/institution

Upload Grid Showing Teaching Assignments in Current Employment - in a separate word document create the grid below and fill in all the information for your **CURRENT** teaching job(s) and upload that document to the Acceptd application.

Title of Class	Level	Ages	Class Time (Hr/Min)	Years

What dance environments do you work/teach the majority of your time? Check all that apply.

- ☐ Early Childhood
- ☐ Elementary K12 school
- ☐ Middle/Junior K12 school

- K12 High School
- Combination K12 school
- Dance Studio or Academy
- College/University
- Community Center
- Dance Education department of a Performing Arts Organization
- Teaching Artist for a Performing Arts Organization

Education

Check education level(s) completed:

☐ High School

☐ College [Degree Program _____]

☐ Graduate [Degree Program _____]

☐ Post Graduate [Degree Program _____]

☐ K-12 certification [Specify _____]

Certifications: ☐ ABT ☐ Cecchetti ☐ CIDE ☐ DEA ☐ DMA ☐ NDCA ☐ RAD ☐ Other: _____

Dance Genres in which you have expertise (e.g., African, ballet, hip-hop, jazz, tap, lyrical, modern, world dance, etc) – This is presented in a checkbox answer format.

Education and Experience

Upload Grid that highlights Dance Training Background – in a separate word document create the grid below and fill in all the information and upload that document to the Accepted application.

Dance Training

Dance Academy / Institution	Teacher	Genre	Years Studied

In addition to uploading the GRID, please provide a few sentences summarizing your Dance Training background. 200 words max

Upload Grid that highlights Performance or Administrative Experience (if applicable) – in a separate word document create the grid below and fill in all the information and upload that document to the Accepted application.

Performance and/or Administrative Experience (if applicable)

Company	City/State	Position	Years

In addition to uploading the GRID, please provide a few sentences summarizing your Performance and Administrative experiences. 200 words max

Upload Grid that highlights Dance Teaching Experience – in a separate word document create the grid below and fill in all the information for the past 10 years and upload that document to the Accepted application.

Dance Teaching Experience for Past 10 Years (minimum)

Studio/School/Institution	City/State	Contact Name, Phone, or Email of someone who can verify your employment	Type of Classes Taught	Level	Class time (hrs / mins)	Ages	Years teaching this class

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In addition to uploading the GRID, please provide a few sentences summarizing your 10 years of Dance Teaching experience. 200 words max

Upload Evidence of Professional Development - Include any professional development/continuing education that you have completed within the past 5 years including multi-day conferences, half day or full day workshops, webinars, online or in-person courses, and/or technique classes. Evidence includes Continuing Education Units (CEUs), certificates, letters, receipts, etc.

In addition to uploading Evidence, please provide a few sentences summarizing your past 5 years of Professional Development experience. 200 words max

Upload Evidence of Service and Leadership in the Field – Include evidence, as applicable, of presentations at workshops/conferences/seminars, service to national/state/community organization or committees, publications in journals/magazines/online, dance community outreach, advocacy, etc. Evidence includes copies conference proceedings and articles, letters documenting service, screen shots of webpages noting your service, etc.

In addition to uploading Evidence, please provide a few sentences summarizing your Service and Leadership in the field. 200 words max

Why RDE/Bio/Resume/Recos/Ethics

Why do you want to earn the Registered Dance Educator (RDE) credential? 500 word max

In your essay, please address the mission of The Registry and your understanding of the Master Teacher designation, which are provided on the Home page. Consider ways in which you provide the following: maintain the highest standards for teaching/learning, strengthen the profession, acknowledge the role of dance educator, and support accreditation in the field. Consider ways in which you meet the criteria of RDE Master Teacher status, including: scope and depth of content and pedagogical knowledge, engagement in professional development, leadership, and advocacy for qualitative change in the field.

Please provide a Bio (200 word max).

Upload a copy of your Resume or CV (any format)

Optional Upload a color photo – head-shot

Upload two Letters of Recommendation - one from a professional colleague and one from a current or former employer who can attest to the applicant's skill and expertise as a seasoned, highly qualified dance educator. Writers might consider your work as it reflects the mission of the Registry and the Master Teacher status.

Review and Sign the RDE Code of Ethics (downloadable copy found on RDE homepage (www.ndeo.org/rde)). Upload the signed copy to the Accepted online application platform to confirm your understanding of them.

**Pay the Part 1 \$75 Application Fee
HIT SUBMIT BUTTON**

Proceed to Part 2

PART 2 OF THE RDE APPLICATION

1) Provide proof of completion of the 12 week online course from NDEO's OPDI program - OPDI-101: Professional Teaching Standards for Dance Arts – or proof of the test-out option. Evidence will be an uploaded PDF or JPEG file of the Continuing Education Unit certificate, transcript, or some other written proof.

2) Provide proof of completion of the 12 week online course from NDEO's OPDI program - OPDI-201: Professional Portfolio Development with the PTSDA. – or proof of an independently prepared Portfolio that addresses the 8 standards of the PTSDA. Evidence will be an uploaded PDF or JPEG file of the Continuing Education Unit certificate, transcript, or some other written proof.

For the next set of questions / Standards, you will need to upload evidence in the form of PDF files, JPEG files, video files, Word documents, etc. that shows you have mastered each of the eight (8) Professional Teaching Standards for Dance Arts (PTSDA). Uploading all evidence within the 8 standards of the PTSDA will comprise your Professional Portfolio. Provide at least 2 pieces of evidence for each of the 8 standards. (Note: a checklist of appropriate evidence is included with the PTSDA, published on the NDEO website.)

- I. Show evidence that you understand the **goals and purposes of dance education**, use this knowledge to inform your own instructional practice, motivate student learning and achievement, and convey the importance of dance to life and learning beyond the dance learning environment

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

- II. Show evidence that you possess significant **knowledge about your individual students**. Demonstrate an understanding of the cognitive, affective, and kinesthetic development of students from early childhood through young adulthood and into lifelong learning. Show evidence of how you recognize individual student interests, aptitudes, and needs to inform age-appropriate instructional decisions.

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

- III. Show evidence that you use your skills and knowledge in **dance standards and curriculum** to help students acquire the skills to create, perform, critically analyze, interpret, and evaluate works of art in dance.

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

- IV. Show evidence that you establish and promote safe and engaging **learning environments** that meet the **Opportunity-To-Learn (OTL)** standards supporting student learning and growth.

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

- V. Show evidence that you use a variety of **instructional resources and employ diverse strategies** that enable students to maximize learning.

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

- VI. Show evidence that you are **taking responsibility to be the best teacher** you can be and for advancing the field of dance arts education by pursuing continuing education and collaborating with dance administrators, colleagues, students, parents, and/or community leaders.

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

- VII. Show evidence that you **integrate state and community resources** to support and enhance your dance program.

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

- VIII. Show evidence that you use **reflective practice (assessment, evaluation and research)** in your teaching practice.

In addition to uploading evidence, please provide a few sentences summarizing your understanding of this Standard.
200 word max

Submission of a final 15 minute Teaching (edited) Video. The video should show you teaching a real class to students – warm ups and/or barre, center work, culminating movement and/or end of class work. It can show student performance in class and how you, as the teacher, give instructions, observe and assess students' work, offer verbal and non-verbal corrections, indicate resources you may incorporate, build a positive and inclusive environment, and implement industry standards. The evaluation is based on your instructional and interpersonal interactions with your students. Note: The video may be shot with a cell phone camera but make sure there is appropriate lighting, good audio, and clear focus. It is suggested that you edit various pieces of footage together that highlights the items listed above. Make sure the video begins with an introductory "slate" that states the Applicant's first and last name, the month and year the video was uploaded to the application, and the title "RDE Application – Final Teaching Video".

Optional: Provide additional information regarding the contents of the video.

**Pay the Part 2 \$225 Submission Fee
Hit Submit Button**

Please allow up to 8 weeks for notification of status.

*The Registry of Dance Educators and the RDE Accreditation are programs of the National Dance Education Organization.
Last Updated 10-30-17*