

# ADMISSION TO THE TEACHER EDUCATION PROGRAM

[www.tarleton.edu/EPS/TEP](http://www.tarleton.edu/EPS/TEP)

## SECONDARY AND ALL-LEVEL CERTIFICATION

1. Formal application for admission to the Teacher Education Program should be made by the student during the first semester of the junior year while enrolled in EDU 320. Application deadlines are October 15 for the fall semester, February 15 for the spring semester, and June 15 for the summer. Formal admission to this program shall be a prerequisite to taking any professional development courses beyond EDU 320.

The student must submit the following items in a manila folder to Educator Preparation Services, Suite 101, Mathematics Building:

- a. Application for admission to the Teacher Education Program;
- b. Checklist for application packet;
- c. A completed and signed certificate plan; and
- d. Verification of Successful Completion of Departmental Screening form;
- e. Current Enrollment Information form; and
- f. A \$20 application fee.

The student must have completed 60 semester hours toward a degree not including developmental courses. Department Heads reserve the right to accept or decline the use of courses on the certificate plan based on content alignment and currency. Such decisions are based on the background needed to be an effective public school teacher. General Education Requirements (core curriculum courses) do not have an age limitation.

2. The following criteria must be met for admission to the Teacher Education Program:

- a. Minimum GPA of 2.6 (on a 4.00 scale) on all courses in the following areas: professional development, teaching field(s), or supplemental coursework;
- b. Minimum GPA of 2.6 on all courses listed on the secondary certificate plan;
- c. No grade lower than a C on professional education course work;
- d. No grade lower than a C in teaching field(s), supplemental coursework
- e. Satisfaction of THEA requirements;
- f. Completion of EDU 320 and PSY 220, 303 or FCS 300 with a grade of C or better;
- g. Completion of 12 hours of required English with a grade of C or better in each course;
- h. Completion of 12 hours in certificate area with a grade of "C" or better and a minimum 2.6 GPA by the end of the application semester;
- i. Evidence of good moral character and the mental, emotional, and physical ability to function effectively in a classroom;
- j. Completion of COMS 101 or its equivalent with a grade of B or better;
- k. Successful completion of a departmental screening instrument;
- l. Approval of the Educator Preparation Council based on recommendations from the department head of the student's teaching field(s), or supplemental course work and the Certification Officer; and
- m. Completion of any required documented professional development and/or leadership activities. Check with individual departments for specific requirements.

3. The applicant will receive written notification from the chair of the Educator Preparation Council regarding his/her acceptance into the Tarleton Teacher Education Program. For the most current admissions requirement, see the online catalog.

**\* Appeals of any admissions requirements must be made in writing to the Certification Officer. Appeals are reviewed by the Teacher Education Council at the next regular meeting.**

Note: The State Board for Educator Certification may require disclosure of previous arrest, conviction and/or deferred adjudication and may refuse to issue an educator certificate for a person who has been convicted of a felony or misdemeanor for a moral turpitude crime which relates to the teaching function. Pursuant to §22.082, Texas Education Code, the State Board for Educator Certification may access any criminal history information pertaining to you and held by any law enforcement or criminal justice agency. The State Board for Educator Certification may refuse to confer state certification based on such criminal history information.

Pursuant to §22.083, Texas Education Code, a school district or private school may access any criminal history information pertaining to you and held by any law enforcement or criminal justice agency. A school district or private school may refuse to provide a placement for field experience or employ you based on your criminal history. A school district or private school must report to the State Board for Educator Certification if the school district or private school obtains or has knowledge that an applicant or holder of an educator certificate has a criminal history.

## INTERDISCIPLINARY STUDIES AND ELEMENTARY CERTIFICATION

1. Formal application for admission to the Teacher Education Program should be made by the student during the first semester of the junior year while enrolled in EDU 320. Application deadline dates are October 15 for the fall semester, February 15 for the spring semester, and June 15 for the summer. Formal admission to this program shall be prerequisite to taking any professional development courses beyond EDU 320.

2. The student must submit the following items in a manila folder to Educator Preparation Services, Suite 101, Mathematics Building:

- a. Application for admission to the Teacher Education Program;
  - b. Checklist for application packet;
  - c. A \$20 application fee;
  - d. Acknowledgment/Responsibility Form (dated and with all signatures);
  - e. Substitution form (if applicable; dated and with all signatures);
  - f. Online degree/certificate audit;
  - g. Reference/Acknowledgment Form with 2 typed responses; and
  - h. 3 letters of recommendation; and
  - i. Current Enrollment Information Form.
3. The following criteria must be met for admission to the Teacher Education Program as an Interdisciplinary Studies major:
- a. Minimum 2.6 GPA (on a 4.0 scale) and no grade lower than a C in all courses in the following areas: professional development, emphasis area(s), reading, and supplemental coursework;
  - b. Minimum GPA of 2.6 on all courses listed on the certification plan;
  - c. Satisfaction of THEA requirements;
  - d. Completion of EDU 320 and PSY 220, 303 or FCS 300 with a grade of C or better;
  - e. Completion of 12 hours of required English with a grade of C or better in each course;
  - f. Completion of 12 hours in certificate area with a grade of "C" or better and a minimum 2.6 GPA by the end of the application semester;
  - g. Completion of COMS 101 or its equivalent with a grade of B or better;
  - h. Successful completion of a departmental screening instrument;
  - i. Completion of MATH 107 or higher;
  - j. Evidence of good moral character and the mental, emotional, and physical ability to function effectively in a classroom; and
  - k. Recommendation from the Department of Curriculum and Instruction.

### **RECOMMENDATION FOR ADMISSION TO TEACHER EDUCATION**

Interviews will be conducted by two-member teams comprised of Tarleton State University faculty and/or invited public school educators. Students will be asked questions similar to those that might be asked in a job interview, and the responses will be evaluated according to established interview criteria (oral communication, thought processes, leadership potential, and human interaction). Students should expect interviews to last approximately 15-20 minutes.

After the interviews, the candidates will be given a prompt to respond to in writing. Candidates will also be allowed to provide, in writing, any explanations or additional thoughts that might have occurred after the interview. The writing samples will be graded according to established criteria (mechanics, organization of content, and appropriateness of content).

Only those applicants who are selected by the Interdisciplinary Studies Admissions Committee and have maintained the above academic standards will be recommended for admission to the Tarleton Teacher Education Program. At the beginning of the semester following selection, the Tarleton Teacher Education Council members will vote on those candidates recommended for admission to the Program. Should limitations on resources require restrictions to be placed on the number of students admitted in a given semester or year, the Teacher Education Council will admit students based on a total score which is an aggregate of all the above criteria. Students not admitted must reapply.