ADMISSION AND RETENTION TEACHER EDUCATION PROCESS
College of Education and Human Services

The Pennsylvania Department Education sets requirements for teacher education programs. These regulations affect every institution that prepares teachers in Pennsylvania, private and public and these regulations may change during your program of study. Transfer and out-of-state applicants must meet these same standards. Students who do not complete a teacher education program within five (5) years may be subject to additional Pennsylvania Department of Education certification requirements. (Amended 8-31-2009)

Please read and sign this form indicating that you understand completely the effect these regulations have on your admission to and completion of a teacher education program at California University of PA.

Admission to California University does not constitute Admission to Teacher Education

TO BE ADMITTED TO TEACHER EDUCATION, A STUDENT MUST:
1) Possess a GPA of 2.80 or higher at the time of application.
2) Have earned between 48 and 65 credits of college level study. Transfer students with more than 65 credits must meet all requirements prior to exceeding 24 credits earned at California University of PA.
   a) Courses taken during the summer do count toward the Admission Window credit total.
   b) The number of earned credits includes developmental courses
   c) Transfer students with more than 41 or more credits must apply after completing between 12 and 24 credits at Cal U.
3) Complete a speech & hearing test.
4) Possess Act 24, Act 34, Act 114, and Act 151 clearances: Act 24 (PDE Arrest or Conviction Form), Act 34 (Criminal Record), Act 151 (Pennsylvania Child Abuse History), and Act 114 (FBI Criminal Background Check).
5) Complete the Professional Seminar Series (3 seminars). Seminars will ONLY be accepted through documentation in INTASC Standard 9 of your LiveText portfolio.
6) Possess passing scores on the PAPA (Pre-service Academic Performance Assessment) exams (PAPA Reading, PAPA Writing and PAPA Mathematics) using either the standard, composite, or GPA Qualifying Matrix scoring method.
7) Complete 6 credits of college level mathematics with a grade of C or better.
8) Complete 3 credits of college level English composition with a grade of C or better.
9) Complete 3 credits of college level American/British literature with a grade of C or better.
10) Complete 3 credits of the designated introductory education course in the major with a grade of C or better.
11) Have a professor and a person who has a professional relationship with the candidate complete the Candidate Professional Disposition Instrument: Level 2.

TO BE APPROVED FOR RECOMMENDATION TO STUDENT TEACHING, A STUDENT MUST:
Deadlines for application are November 1 for the Spring Semester and May 1 for the Fall semester. Every item listed below must be completed and submitted prior to the deadline date.
1) Have earned Admission to Teacher Education.
2) Complete all coursework required to graduate (except those taking the semester prior to student teaching).
3) Earn a grade of C or better in every required course in the major.
4) Possess a Grade Point Average and applicable Praxis II / Fundamental Subjects / PECT scores that meet the requirement of the PDE issued GPA Qualifying Praxis Matrix.
5) Provide evidence of negative TB test results.
6) Have current Act 24, Act 34, Act 151, & Act 114 that remain valid through the end of the student teaching semester.
7) Evidence of $1,000,000 Liability Insurance.
8) Submit a completed Personal Data Form.
9) Complete a total of 9 seminars for the Pre-Service Teacher Professional Seminar Series requirement. Seminars must be documented in Principle #9 of the student LiveText portfolio.
10) Have all Incomplete “I” grades converted into a letter grade and all transfer credits received.
11) Possess a passing score on the Performance Principles Portfolio Review on LiveText™ from the academic advisor or assigned reviewer.

TO BE APPROVED FOR GRADUATION, A STUDENT MUST:
1) Complete all General Education requirements and all required course work in the major with a grade of C or better.
2) Meet requirements necessary for Pennsylvania Department of Education Certification.
3) Complete and submit an application for graduation to the College of Education and Human Services.

TO BE ENDORSED FOR CERTIFICATION, A STUDENT MUST:
1) Successfully complete all graduation requirements, including student teaching.
2) Possess passing scores on the Praxis I (using either the standard, composite, or GPA Qualifying Praxis Matrix scoring method) and Praxis II exams.
3) Submit to the Dean of the College of Education and Human Services a completed Pennsylvania Department of Education application for certification.

I __________________________________________ have read and understand the above conditions for Admission to Teacher Education, Admission to Student Teaching, Graduation, and Certification. I also understand that it is my responsibility to understand and meet these requirements in order to complete the program. I also understand that I must read and understand the Teacher Education Handbook.

______________________________________________
Student Signature

______________________________________________
Date

______________________________________________
Major

______________________________________________
Student Identification

______________________________________________
Phone No.

Updated February 5, 2013