

Entrance and Exit Requirements

Entrance requirements for admission to Teacher Education

For admission to the teacher education program at EMU, you must make formal application for admission by November 30 of your sophomore year or junior year for transfer students. Application information and requirements are sent via e-mail and special memos to students. These applications are acted upon by the Teacher Education Admissions Committee based on consideration of the following criteria. See: <http://www.emu.edu/education/3-steps/>. Admission to teacher education is required for enrollment in the following courses: ED 341/2/3, ED 351, ED 361, ED 371-376, ED 381, ED 401, PE 401, PE 402, HE 401.

You must:

1. complete ED 101 Exploring Teaching, or its equivalent with a C or better.
2. pass the Virginia Communication and Literacy Assessment (VCLA). The VCLA test is a Virginia Licensure requirement designed to assess entry-level academic competency and must be taken in Virginia as identified in registration materials (<http://www.va.nesinc.com>). You must submit a copy of your examinee score report to the education department. You are responsible for all test fees.
3. pass the basic skills assessment in one of the following ways:
 - pass the Reading, Writing, and Mathematics sections of the Praxis I Test with a composite score of 532 or higher.
 - meet the Virginia SAT/ACT Qualifying Scores for Praxis I
 - pass the Mathematics section of the Praxis I test with a score of 178 or higher AND pass the Virginia Communication and Literacy Assessment (VCLA) with a score of 470 or higher.

The Praxis I test is designed to assess entry-level academic competency and can be taken at James Madison University or other Educational Testing Services (ETS) testing sites as identified in registration materials (<http://www.ets.org/praxis/>). When registering for Praxis I, you should select EMU as the institutional score recipient so ETS will forward test scores to the education department. You are responsible for all test fees.
4. submit a Teacher Education application by November 30.
5. read and acknowledge an understanding of the *Virginia Licensure Regulations for School Personnel*.
6. demonstrate dispositions of personal and professional responsibility, caring about relationships in learning communities, and reflective practice as evidenced by academic, teacher education, and character recommendations.
7. have physical and mental health sufficient for the tasks to be performed as indicated by the results of a health examination signed by EMU Health Center nurse or by a physician.
8. maintain a minimum cumulative grade point average of 2.5. (2.7 needed for student teaching)
9. achieve a C or better in all education courses (courses with an ED/EDS prefix) to be admitted to Student Teaching.
10. complete a Teacher Education Admission Portfolio by February 1. A fee for the portfolio is required.
11. complete a teacher education interview in February.

You will be notified by the education department upon admission and must maintain a satisfactory academic standing prior to admission to student teaching. If your application is denied, you will be required to conference with the Chair of Undergraduate Teacher Education and a student growth plan will be completed if applicable.

If you apply for admission late, you must meet the same requirements as other students. Late admission means that you may need to extend your program of study because admission to Teacher Education is required for enrollment in ED 341/2/3, ED 351, ED 361, ED 371-376, ED 381, ED 401, PE 401, PE 402, HE 401.

Please note that application to Teacher Education is the first step to becoming a teacher. In order to proceed, you will need to apply separately to Student Teaching.

Current cut-off scores for Praxis I and VCLA are listed in Appendix A of this handbook and on the web: <http://www.emu.edu/education/test-scores/>.

Entrance Requirements for admission to Student Teaching

In order to student teach, you must complete an application by **November 30** of your junior year or the academic year prior to your student teaching placement. Application information and requirements are sent via e-mail and special memos to students. These applications are acted upon by the Teacher Education Admissions Committee based on consideration of the following criteria. See:

<http://www.emu.edu/education/3-steps/>.

You must:

1. be admitted to teacher education and remain in good standing according to the Teacher Education admissions criteria.
2. achieve and maintain a minimum cumulative GPA of 2.7.
3. achieve a C or better in all education courses (with an ED/EDS prefix).
4. complete an application for admission to student teaching by November 30. Write and submit three copies each of an autobiography and a resume. A set will be given to each supervising teacher and one set will be placed in your permanent file.
5. demonstrate dispositions of personal and professional responsibility, caring about relationships in learning communities, and reflective practice as evidenced by academic, teacher education, and character recommendations.
6. meet with the Coordinator of Field Experience or the Chair of Undergraduate Teacher Education for a student teaching placement interview in January.
7. have physical and mental health sufficient for the tasks to be performed as indicated by the results of a health examination signed by the EMU campus nurse or a physician. Prior to the beginning of the student teaching semester, candidates must submit a copy of a negative Tuberculosis screening test.
8. take the Praxis II: Specialty Area Examination required for Virginia Licensure and/or your EMU program and the Praxis II: Reading for Virginia Educators exam (if required) prior to student teaching. Health & Physical Education and Special Education candidates may take Praxis II: Specialty Area Examination in January if they are student teaching in spring semester.
9. achieve a score of 2 or higher on designated criteria in the lesson plan rubric from designated program courses. Students are given the opportunity within two designated courses to master the criteria at least once.*
10. achieve a score of "acceptable" or higher on each criteria in section E of the practicum evaluation from designated program courses. Students are given the opportunity within two designated courses to master the criteria at least once.**
11. complete the background check requirement of the school division(s) in which you will student teach by the date required (dates will vary depending on the school division).

*Designated courses for the lesson plan evaluation for admission to student teaching: ED 331, 333, 351, and 371-376; EDS 331 and 332; PE 402; ART 398; MUED 342; LING 450; THR 371

**Designated courses for the practicum evaluation for admission to student teaching: ED 252, 331-333, 341-343, & 361; EDS 331-332; ART 397-398; LING 450 & 460; MUED 341-342; PE 401-402; THR 370-371

You will be notified by the education department upon admission. As a transfer student, you are expected to be in residence one full semester in addition to the above requirements before being admitted to student teaching. **Students must be admitted to teacher education by July 1, prior to the academic year they wish to student teach. At the discretion of TEAC, adjustments to the July 1 admission date may be considered.**

Policy statements exist in the *Student Teaching Handbook* for requests to work, student teach away from the area, and/or participate in athletics during your student teaching semester.

<http://www.emu.edu/education/sthandbook.pdf>

Current cut-off scores for the Praxis II: Specialty Area Examinations and Praxis II: Reading for Virginia Educators (RVE) are listed in Appendix A of this handbook and on the web:

<http://www.emu.edu/education/test-scores/>.

Candidate Assessments Used at Transition Points: Initial Programs

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Appeal Procedure

In the event you are denied admission to teacher education or to student teaching, you may appeal the action by writing a letter to the chair of the Teacher Education Admissions Committee (the undergraduate department chair). The letter should clearly state the reasons why you feel you should be admitted and show further evidence that the weaknesses cited by the committee are inaccurate, have been sufficiently improved upon, or that extenuating circumstances exist that merit reconsideration of the decision.

Exit Requirements

In addition to meeting the requirements for your academic major, you must satisfy the following exit requirements.

You must:

1. meet the Virginia State cut-off score requirements for the Praxis II: Specialty Area Examination and the Praxis II: Reading for Virginia Educators exam (if required).
2. maintain a minimum cumulative GPA of 2.7 through the final semester and achieve a C or better in all education courses (with an ED/EDS prefix).
3. successfully complete student teaching as determined by the cooperating teacher in conjunction with the university consultant.
4. submit a Student Teaching Portfolio including documentation of student learning during the student teaching semester and achieve a "2" or better on all criteria.
5. demonstrate proficiency in meeting Virginia Technology Standards for Instructional Personnel.
6. meet requirements for child abuse & neglect recognition & reporting curriculum guidelines of the Virginia Dept. of Educ. http://www.vcu.edu/vissta/training/va_teachers
7. complete the application for a Virginia teaching license.

You will be required to take the Praxis II: Specialty Area Examination and Praxis II: Reading for Virginia Educators (if applicable) to receive initial licensure in Virginia and most other states. Most tests are administered at James Madison University with dates announced at the beginning of each school year. You should apply directly to the Educational Testing Services. Registration Bulletins are available on the web <http://www.ets.org/praxis> and in the education department. When registering for Praxis tests, you should select EMU as the institutional score recipient so ETS will forward test scores to the education department.

You will also be required to pass the Virginia Communication and Literacy Assessment (VCLA) for licensure in Virginia. This test is administered in Virginia with dates announced at the beginning of each school year. You should apply directly to the National Evaluation Systems, Inc. (NES). Registration Bulletins are available on the web <http://www.va.nesinc.com/>. A copy of your score report must be submitted to the Education Department.

You are responsible for all test fees. Current cut-off scores for each test are listed in Appendix A of this handbook and on the web: <http://www.emu.edu/education/test-scores/>.

Please be aware that required tests for licensure vary from state to state. It is possible that you will need to take additional tests to qualify for licensure in the state to which you are applying.