

## ADMISSION TO TEACHER EDUCATION

### Steps in Preparing for Teaching

It is important that any person preparing to teach plan ahead carefully, making sure to meet requirements at the proper times in the proper sequence, and in such a way as to avoid schedule conflicts. Special attention must be given to see that prerequisites for courses are met, that applications for admission to the Teacher Education Program and later to student teaching are made at the proper times, and that there is adequate planning ahead for the "Professional Semester(s)." To these ends, the University Catalog and this Handbook should be studied carefully.

Each student is responsible for knowing the requirements pertaining to his or her own program. Guidesheets which list required, recommended, and sequenced courses are available from the Registrar or the appropriate academic advisor. Transfer students from other institutions or programs within the university should fill out and submit an application for admission to the Teacher Education Program before enrolling in first semester courses. Students should check all requirements for completion of the Teacher Education Program with their major field teacher education specialist.

Following is a general outline which will lead to admission and retention in the Teacher Education Program:

#### I. Freshman Year

- A. Enroll in EDUC 150-Hist/Phil Foundations of Education (Elementary/Secondary)
- B. Enroll in pre-requisite to EDUC 249-Ed/Dev Psyc
  1. Early Childhood - PSYC 211-Child Dev
  2. Elementary - PSYC 102, 103, 211, or EDUC 214
  3. Secondary - PSYC 102, 103, 212, or EDUC 214
  4. Middle School - EDUC 214
- B. Enroll in EDUC 249-Educational and Developmental Psychology. (Begin the field experience in connection with this course).
- C. Complete a background check (done in EDUC 249 before starting field experience).
- D. Enroll in MATH 111-Math for Elementary Teachers I (Early Childhood/Elementary)  
OR MATH 103-Math for Liberal Arts (Secondary)
- E. Enroll in ENGL 108-College Writing or ENGL 109-College Writing I
- F. Enroll in EDUC 295-Instructional Technology I (after completion of EDUC 150).
- G. Pursue general education coursework. Endeavor to select general education courses which will fit well with long-term plans.
- H. Complete and submit application for admission to the Teacher Education Program by March 15.
- I. Pass the Illinois Basic Skills Test required for admission into the Teacher Education Program.
- J. TB test may be required.

#### II. Sophomore Year

- A. Continue general education coursework per program guidesheet.
- B. Enroll in ENGL 209-College Writing II
- C. Successfully pass Portfolio Level I.
- D. Take MATH 112-Math for Elementary Teacher II (Early Childhood/Elementary)
- E. Acquire a "Graduation Check" and list current semester's courses. This is done through the Registrar's office.
- F. Complete a tentative program of courses for junior and senior years endeavoring to make sure that requirements of the desired Teacher Education Program are met.

#### III. Junior Year

- A. Secondary Education majors concentrate in major fields and in Professional Education courses. Early Childhood and Elementary Education majors continue to complete General Education and Professional Education courses. (Students may not take Professional Education courses beyond EDUC 249 until accepted into the Teacher Education Program.)

- B. Make sure that all courses which might conflict with the Senior Professional Semester are taken by the end of this year. This applies especially to year-long courses.
- C. File application for student teaching for the next academic year by December 1. Consideration for placement is delayed if your application is not in by this date and a monetary penalty of \$50.00 may be assessed.
- D. Successfully pass Portfolio Level II.

IV. **Senior Year**

- A. Pass the Subject-Matter Knowledge test component of the Illinois Certification Testing System (results required before first day of student teaching semester)
- B. Complete Fall Experience (One workshop day, first two days students in attendance).
- C. Enroll in EDUC 456-Management/Professional Practices in Education.
- D. Enroll in Student Teaching (EDUC 482, 484, 485, or 486).
- E. Complete any other requirements for graduation.
- F. Successfully pass Portfolio Level III.
- G. Pass the Assessment of Professional Teaching test component of the Illinois Certification Testing System.

### **PROFESSIONAL ORGANIZATIONS**

A paramount need for educators in every field is to avail themselves of the opportunities provided by quality professional organizations which represent themselves at local, state and national levels. These are designed to inform candidates of current trends and practices within specified fields, to adopt policies and standards to improve environmental conditions, to serve as an advocate for educational issues, to support progressive change in curriculum policies, to provide in-service training, to maintain standards for teacher preparation, to provide educational awareness to the general public and to provide additional services to individual teachers. Teacher empowerment exists to give candidates greater voice and responsibility for how they prepare and deliver their professional services.

### **STUDENT EDUCATION ASSOCIATION (SEA)**

The mission and goals of Student Education Association (SEA) is to provide opportunities for the Education majors at Olivet Nazarene University. SEA creates a forum that allows Education majors to interact with professors and educators in the public sector, as well as with each other. Members of SEA strive to highlight the Education Department and its members on Olivet's campus and to provide increased awareness as to the importance of the career of Education to others on campus. SEA allows Education majors at Olivet to give their time and energy on a volunteer basis to various public, non-profit organizations to further better the surrounding community. We believe, as a whole, in the importance of the field of Education and the impact that educators have on their world. Education will always be a vital part of the world around us and there will always be a need for moral, Christian educators in our society. To put it simply, "We are in the business of influencing lives."

### **KAPPA DELTA PI**

Kappa Delta Pi, an International Education Honor Society, established in 1911, exists for the purpose of promoting professionalism and excellence in teachers and to recognize outstanding contributions in the field of education. It invites juniors and seniors (with a grade point average of 3.3) majoring in various fields of education. The candidates must exhibit commendable personal qualities, worthy educational ideals, sound scholarship, without regard to race, color, religion or sex. Students joining Kappa Delta Pi pledge to the ideals of faith in improving the education of children, developing an inquiring mind, serving the community, and willingness to work for the objectives of our profession. Throughout the year, students have the opportunity to attend functions which deal with various educational issues.

## **Admission to the Teacher Education Program**

Admission to the Teacher Education Program is a prerequisite for student teaching and is also a prerequisite for admission to methods courses. **The application for Teacher Education is due March 15 of your freshman year. Late applications are subject to a \$25.00 fine.** Candidates who have not submitted an application may be excluded from methods courses. The following are the minimum requirements for admission into Teacher Education:

1. Completion of 30 hours of coursework with at least a 2.50 grade point average.
2. Clearance by the office of the Dean of Students.
3. Grades of C- or above in required professional education courses:

### *Early Childhood*

EDUC 150 - Hist/Phil Foundations of Education  
EDUC 211 - Child Development  
EDUC 249 - Ed/Dev Psychology

### *Elementary*

EDUC 150 - Hist/Phil Foundations of Education  
EDUC 214 – Early Adolescent Dev  
EDUC 249 - Ed/Dev Psychology

### *Secondary/Music*

EDUC 150 - Foundations of Education  
EDUC 249 - Ed/Dev Psychology

4. Grades of C- or above in ENGL 108 or 109.
5. Grades of C- or above in required Math course.  
*Early Childhood/Elementary* - MATH 111, Math for Elementary Teachers I (or equivalent)  
*Secondary/Music* - MATH 103, Math for Liberal Arts(or equivalent)
6. At least two satisfactory faculty recommendations and a good character reference.  
If reference information is unclear or considered to be questionable, the following may take place:
  1. Contact made with the individual making the reference.
  2. Referral of teacher candidate to a counselor.
7. Demonstrate competency on the Illinois Basic Skills Test.
8. Clearance of criminal background check.
9. TB test may be required.
10. Meet portfolio requirements.

Application for admission to the program is important no later than the sophomore year because of the time it takes to process an application (securing references, taking entry tests, securing clearances by appropriate offices getting the application to and through necessary departmental and committee meetings) and the fact that the student's program may make it necessary to begin methods courses during or before the junior year.

Applications may be secured from the Education Office and by accessing the Education Department's webpage. The Teacher Education Executive Committee utilizes a variety of factors in evaluating candidacy for admission to the Teacher Education Program (e.g., previous experiences in assisting children and youth to grow and develop, and records of performance in pre-student teaching field experiences). Applications for admission to the Program must be approved by the Director of Teacher Education before the Teacher Education Executive Committee takes action.

It must be emphasized that the student cannot expect immediate processing of an application for admission to the Teacher Education Program. Advanced planning is necessary.

Anyone who has been convicted of a felony for a sex and/or narcotics crime, who is not a citizen of the United States, at least 19 years of age, and who is not in good health may not be certified for teaching in Illinois and may not be admitted to the Teacher Education Program. Anyone who has been convicted of a felony or

misdemeanor may be required to petition the Teacher Education Executive Committee for admittance to the Teacher Education Program.