

IMPORTANT: TEACHER EDUCATION PROGRAM APPLICANTS

Classroom Placement Students – Child Abuse Background Check

Michigan school districts are requiring everyone who has contact with children in their school buildings, the staff or volunteers, to provide the district with documentation that he or she has not been placed on the central registry for substantiated abuse or neglect. All students who have an Education course with a classroom placement must have a background check completed at the Michigan Department of Health and Human Services in Ithaca prior to beginning in their assigned classroom. No fee is charged. Michigan Department of Health and Human Services records are good for one year. More details are available in the Education bay.

Declaration of major(s) and minor(s)

You must declare each teaching major(s) and minor(s) as well as your Elementary or Secondary Education Major as a requirement for the application for Admission to the Teacher Education Program. If you change a teaching major(s) or minor(s), please complete a new declaration form at the Registrar's Office and provide a copy to the Education Department office.

Note on Special Needs

If you have special needs, you are encouraged to make an appointment to meet with Rhonda Linn in the CSO to discuss your plans for a successful career in classroom teaching.

ADDITIONAL REQUIREMENTS PRIOR TO STUDENT TEACHING

Student Teachers – LiveScan Fingerprinting procedure

You are required to have LiveScan fingerprinting prior to student teaching. All student teachers must have the Criminal Background Check LiveScan fingerprinting procedure completed by July 15 prior to beginning student teaching in the Fall or Winter. LiveScan may be completed at the Gratiot-Isabella RESE in Ithaca and is valid statewide. Fee charged. **Fingerprint records must be current, less than one year old, and be valid for the student teaching term.** See Mrs. Willoughby in the Education Department if you have questions. If you register to Substitute Teach for your student teaching district at the same time, you may have the LiveScan run under the School Employment (SE) Act. If you have them run under the Volunteer Act, and decide to apply for substitute teaching later, you must have the LiveScan process repeated and pay the fee a second time.

Overall and major GPAs before being Admitted to Student Teaching

Please meet with your advisor and the Registrar to discuss the best ways to improve your overall, major and minor GPAs.

For elementary, students must attain at least a 2.75 GPA overall, at least a 2.50 in the Elementary teaching major, and in Subject Area teaching major/s (with no certification course below a 2.0) before being admitted to student teaching. GPAs may be reviewed at the end of each term. Special Education major (K-12) requires a 2.75.

For secondary, students must attain at least a 2.75 GPA overall and in each Subject Area teaching major/s, and a 2.50 in Secondary EDC major with no EDC course below a C before being admitted to student teaching. GPAs may be reviewed at the end of each term.

Successful group work with children

Students must meet this requirement through successful performance in classroom placements (Elementary: EDC 203, 301, 302 and for Early Childhood Education students, 281 and 383); (Secondary: EDC 103, 203, 303); (for Special Education students, EDC 105, 205, 405).

Placements for Student Teaching

The application for Student Teaching is due November 15 of the year prior to Fall or Winter student teaching. Placements for student teaching are not guaranteed and are made early for the following academic year (Fall and Winter terms).

PRIOR TO RECOMMENDATION FOR CERTIFICATION

CPR & First Aid Certification

Students are required by the Michigan Department of Education to provide proof of valid CPR and First Aid cards prior to being recommended for teacher certification. CPR and First Aid certification is often valid for two years and is renewable. Please consider the American Red Cross or the American Heart Association when registering for First Aid and Adult, Child and Infant CPR courses.

Overall, major and minor GPAs

Please meet with your advisor and the Registrar to discuss the best ways to improve your overall, major and minor GPAs.

For elementary, students must attain at least a 2.75 GPA overall, at least a 2.50 in the Elementary Education teaching major, and at least 2.50 in Subject Area teaching major/s and minor/s (with no certification course below a 2.0). Special Education major (K-12) requires a 2.75. GPAs may be reviewed at the end of each term.

For secondary, students must attain at least a 2.75 GPA overall and in each Subject Area teaching major/s (with C or better in Group Majors (Social Studies) only); and at least a 2.50 in the Secondary EDC major (with C or better in all courses; and at least a 2.75 GPA in their teaching minor(s) before they will be recommended for certification. GPAs may be reviewed at the end of each term.

Subject Area Tests in your Major(s) and Minor(s)

Registration information for Subject Area Tests including test dates and test objectives are available online at <http://mttc.nesinc.com> or in the Education bay. Practice questions are available in the Reference Section of the library under MTTC. The Education Department in Kehrl has test objectives, practice questions and flash cards available. Please ask an Education Department faculty or staff member if you have questions.

For elementary certification, students must pass the Elementary Education state test before being recommended for certification. Students should plan on taking the Elementary Education state test at least 6 months before completing requirements for certification. Students may be recommended for K-5 certification by passing only the Elementary Education state test. However, in order to be certified to teach in their teaching major(s) and minor(s), Elementary candidates must pass state tests in these subject areas. Thus, students are strongly encouraged to pass Subject Area Tests in their teaching major(s) and minor(s) to be more marketable for teaching positions.

For secondary certification, Michigan law requires that persons seeking secondary teacher certification have successfully completed a teaching major and passed the Subject Area Test in the major. To be recommended for certification in an additional major/minor endorsement area, candidates must also pass the appropriate subject area test. Students should have 90% or more of their content major(s) and minor(s) completed prior to taking a subject area test.

MTTC Tests – Michigan Department of Education 5-Year Rule

Per the Michigan Department of Education (administrative policy) – After passing subject area test, you must apply for certification within five years.