

Admission to Teacher Education Information

Students at Southwestern Christian University who expect to become candidates for the Bachelor of Science in Education degrees or who are attempting to qualify for any teaching certificate are required to apply for admission to Teacher Education.

Applications for admission to teacher education will be accepted fall and spring semester with a deadline at the fourth week of the semester. The application will be reviewed and brought before the SCU Teacher Education Council at the scheduled meeting. This body then makes recommendations to the head of the EPP, the Dean of the School of Humanities and Education for final approval.

Those applying concurrently for admission to teacher education and admission to clinical practice must be submitted no later than Friday of the third week of the semester to ensure adequate processing time including clinical placement requests. Applications are presented to the SCU Teacher Education Council. This body then makes recommendations to the head of the EPP, the Dean of the School of Humanities and Education for final approval.

After final approval, applicants should allow 48 hours for information to be entered into the university enrollment system before attempting to enroll. Concurrent applicants for admission to clinical internship will receive a letter with specific enrollment instructions.

Applications are available in the Teacher Education office, LLC 241.

Transition I: Admission to Teacher Education Requirements

The EPP evaluates the successful completion of admission requirements to determine that teacher candidates demonstrate the academic knowledge, the dispositions, and performance skills necessary to enter teacher education. The Faculty Interview is used to assess candidates' communication skills and disposition.

Grade Point Average (GPA):

- ☐ Achieve a minimum grade point average of 2.75 in all courses completed at SCU or other colleges or universities at the time of application. However, if your overall GPA is less than 2.75, you may qualify for admission if you have met the following criteria:
 - You have taken the last 30 hours of coursework at SCU with a GPA of 3.00 or better.
 - You have completed all coursework in the major including all support courses any Professional Teacher Education courses taken with no grade below "C"
 - Have met all other requirements listed.
 - Grade point must reach 2.75 to be recommended for certification. Teacher education degrees also require 2.75 for completion.

Grade Requirements

- ☐ All coursework taken in degree certification major or general education courses required for majors must be completed with no grade lower than “C”. **OR**
 - If concurrently enrolled in coursework in the degree certification major or general education courses required for majors at the time of application, you will be considered as “Pending Approval” until a grade no lower than a “C” at the end of the semester of application is achieved. It is the can
- ☐ All coursework taken in the professional teacher education sequence must be completed with no grade lower than “C”. **OR**
 - If concurrently enrolled in coursework in Professional Teacher Education at the time of application, you will be considered “Pending Approval.” until a grade no lower than a “C” at the end of the semester of application is achieved.
- ☐ Demonstrate a proficiency in written and oral English as indicated by having a grade of “C” or better in six hours of English Composition. **OR**
 - If concurrently enrolled in the English course in which you have achieved a grade lower than a “C”, your application will be considered “Pending Approval” until a grade no lower than a “C” at the end of the semester of application is achieved.

State Tests

- ☐ Oklahoma General Education Test (OGET).
 - Pass the Oklahoma General Education Test (OGET) prior to submission of application. **OR**
 - If you intend to take the OGET exam during the semester of your application, your application will be considered “Pending Approval” until documentation is received showing a passing score. This must be turned in to the Department of Education office prior to approval of admission. The OGET exam must be taken and passed during the semester of your application.

Portfolio

- ☐ Establish SCU Teacher Education Portfolio – Check Point I
 - Established in Foundations of Education course
 - Required component of Application to Teacher Education
 - A satisfactory score on the candidate’s portfolio establishment and initial assessments

Legal

- ☐ Submit an approved background check for clinical practice
 - Background checks are valid for one year
- ☐ Complete Felony Questionnaire & Accuracy Statement
- ☐ Complete Teacher Education Code of Ethics

Clinical Practice

- ☐ Clinical Practice Requirements Agreement
- ☐ Documentation of work with children.
 - Provide documentation of experiences working with children **OR**
 - Completion of EDUC 2113 Foundations in Education (C or higher) **OR**
 - Concurrent enrollment in EDUC 2113 Foundations in Education

Recommendations & Evaluations

- ☐ Recommendation letters from church officials and/or faculty members.
 - Recommendation letters are completed by individual church officials **OR**
 - Faculty members to assess candidates' spiritual, intellectual, and cognitive qualifications to enter the Teacher Education Program.
- ☐ SCU Disposition of Candidate #1 Self-Assessment is required
- ☐ SCU Disposition of Candidate Assessment #2 completed by teacher education faculty member of candidate's choice
 - Discussed with candidate, signed, and submitted to Department of Education office
- ☐ Faculty Interview
 - Complete interview with assigned faculty member to review plans, program requirements, etc.
 - The faculty member will submit a verification of the interview to SCU Department of Education office regarding candidate admissibility and completion of all admission requirements.

Requirements

- ☐ Plan for meeting Foreign Language Competency. While individual degree plans may include a foreign language component, successful completion of courses in a foreign language DOES NOT document proficiency in a foreign language as defined by the American Council on Teaching of Foreign Languages. As a result, the SCU Teacher Education Council has established the following ways in which a candidate may attain documented novice-high competency:
 - The candidate who wishes to be tested in a language may choose, at personal expense, to successfully complete the Oral Proficiency Interview developed by the American Council on the Teaching of Foreign Languages, **OR**
 - The candidate may complete two years of high school coursework in a single foreign language with grades of "B" or better (from a State Department of Education approved high school program), **OR**
 - The candidate may complete one course, five or more credit hours, in a single foreign language from an accredited college or university with a grade of "C" or better, **OR**
 - The candidate may meet the requirement by transfer of documentation of meeting the foreign language competency from one of the teacher education programs in the State of Oklahoma approved by the Oklahoma State Regents for Higher Education **OR**

- Candidates whose native language is other than English may document proficiency in English as their second language with a score of 550 or more on the Test of English as a Foreign Language.
- ☐ Written interest in teaching: “Why Do I Want To Teach?”
 - Provide a 500 word paper explaining interest in teaching.
- ☐ Complete the Emergency Contact Information Form.

Approvals

- ☐ Receive formal approval by the SCU Teacher Education Council.
 - All candidates applying for any education degrees are required to apply for admission to teacher education.

Processing Steps:

- Turn in the application on the due date.
- All teacher education candidates with completion of all requirements for admission will be approved by a vote of the SCU Teacher Education Council. Upon this approval, a letter showing admission to teacher education will be available in the Department of Education office.
- Applications will be evaluated and assigned a status.
 - Approved – all requirements have been successfully met
 - Pending Approval – all requirements have been successfully met except for requirements pending an outcome of a currently enrolled course grade. Applications in this category must be successfully completed at the end of the semester in which the application is submitted.
 - If the teacher candidate is denied admission (not meeting requirement(s) currently), a letter will be sent explaining the deficiencies that need to be met by the end of the semester.
 - Denied – one or more requirements have not been met and it is not dependent on current course enrollment.
 - A letter will be received explaining the deficiencies that need to be corrected and the need to reapply for admission to teacher education.
- Pending files will be placed in the “Pending Approval” files in the Department of Education office.
- The teacher candidate will bring the “Pending Approval” letter and an unofficial transcript to the Department of Education office at the end of the semester.
- Verification of completion of all requirements for admission will be made by the Department of Education office.
- The teacher candidate’s “Pending Approval” status will be changed to “approved” for admission upon completion of all requirements and a letter of admission will be made available in the Department of Education office.

Transfer Candidate:

A transfer student of sophomore standing or above who seeks Teacher Certification at SCU, and has not applied to a teacher education program at any other university must file an Application to the TE Program at the time he/she enters the University. The following stipulations may be applied when a candidate moves from one institution to another

1. If the candidate has once been admitted to a teacher education program and completed all requirements for certification at the former university, it will not be necessary for that candidate to re-apply for admission.
2. If the candidate has been admitted at another institution but did not complete a program, he/she could be required to re-apply for admission and meet the admission requirements of the institution to which he/she is applying (SCU).
3. If the candidate has failed to maintain minimum admit standards, he/she would be required to reapply and meet all existing admit requirements. Grades earned at the previous institution(s) and accepted as transfer courses may be used for determining requisite grade point averages.
4. If the candidate has successfully completed clinical practice hours at previous institution(s), documentation must be provided and kept in the permanent file. Hours earned at previous institution(s) and accepted may be used to count toward the minimum 80 hours of clinical practice required to apply for clinical internship.