

Teacher Education & Student Teaching Admission Info.



Questions?

Contact Mrs. Andi Beckman at (785)628-4148, abeckma@fhsu.edu,
calendly.com/asbeckman, RH 247



FORT HAYS STATE UNIVERSITY
OFFICE OF FIELD EXPERIENCES
AND LICENSURE

**IMPORTANT
NOTICE**

OUT OF STATE FIELD EXPERIENCES & LICENSURE

- It is **HIGHLY RECOMMENDED** that candidates check with their state department of education and anticipated school site prior to participating in any internship or student teaching to determine any additional requirements that may be in place by that state. Failure to do so could result in needing to repeat that internship or student teaching.
- **LICENSURE RECIPROCITY DISCLOSURE** - The US Department of Education (Federal regulation Sec 668.43 A-C) requires FHSU to notify applicants who have an out-of-state address and are interested in or registered in degree programs that lead to state licensure or certification of individual state licensure requirements.
We are required to notify you if the program you are interested in or registered in will meet educational requirements to apply for certification or licensure in your home state.
If you are interested in getting licensed outside the state of Kansas, it's important that you read through the information that's linked below.

<https://www.fhsu.edu/cert/initial-program-admissions/out-of-state-licensure-communication-9-13-23.pdf>



PRAXIS PERFORMANCE ASSESSMENT FOR TEACHERS (PPAT) DISCLOSURE



DISTINCTION BETWEEN DEGREE COMPLETION AND PROGRAM COMPLETION – It is possible to complete all the requirements for a degree, but not achieve program completer status from the Teacher Education program at FHSU. A candidate is not eligible to obtain a standard teaching license in Kansas or be recommended for an out-of-state teaching license unless they are a **program completer**.

To be considered a **program completer** and eligible for licensure, a candidate must:

- Successfully complete all the degree program requirements
- Pass the ETS Praxis Performance Assessment for Teachers (PPAT)

To read the entire Praxis Performance Assessment for Teachers (PPAT) Disclosure, go to -
<https://drive.google.com/file/d/1DVxcrpjKILTkMMFgbXMhodlEMieWgEoX/view?usp=sharing>



Teacher Education Admission Requirements



COURSES

General Education Courses (complete with grades of "B" or higher)

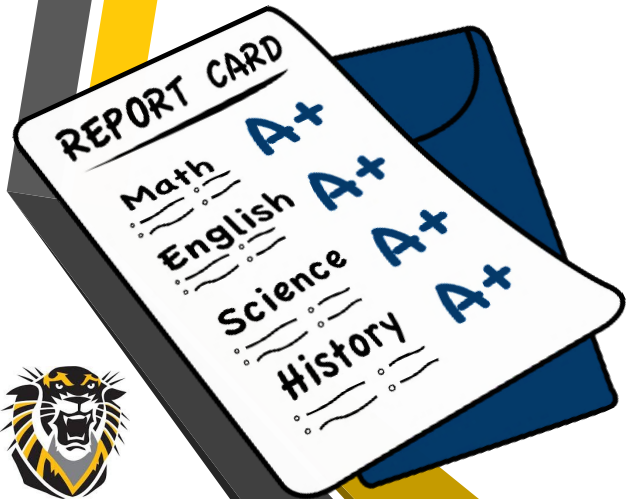
- ENG 102 English Composition II
- COMM 100 Fundamentals of Oral Communication (can substitute Interpersonal Communication)

General Education Courses (complete with grades of "C" or higher)

- ENG 101 English Composition I
- MATH 110 College Algebra (can substitute Pre-Calculus or Calculus)
- MATH 250 Elements of Statistics

Pre-Professional Education Courses (complete with grades of "C" or higher)

- TEEL 202 Foundations of Education
- TEEL 231 Human Growth & Development
- TECS 301 Intro to Instructional Technology
- TEEL 260 Children's Literature (Elementary only)
- ____ 277 Early Field Experience (Secondary only)



GRADE POINT AVERAGE (GPA)

2.75 cumulative GPA
OR
2.75 on last 60 hours



The **fastest** way to raise your GPA is
to repeat a course and receive an improved grade.

Your **MOST RECENT** grade will be calculated into your GPA – whether it's better or worse!

Students with 60+ hours – Repeating courses from within your last 60 hours will impact your last 60 hr. GPA quickly, since fewer hours are used to calculate your GPA. Your advisor can help you select courses to repeat.



APPLICATION SUBMISSION REQUIREMENTS

(MINIMUM REQUIREMENTS TO APPLY)

Ideally, you should have ALL Teacher Education admission requirements COMPLETE before submitting your application, however...you are allowed to apply while having ONE eligible deficiency.



If you've completed all but ONE of these deficiencies, you can apply!

- **LOW GPA Deficiency** – Your GPA must be at least 2.70 (2.70-2.74)
- **ONE Course Deficiency** – This does not include a course (or courses) that you are currently taking. A course deficiency would be a course that you plan to take during the following term/semester.

Applying while having ONE eligible deficiency **WILL NOT provide access to enroll in restricted courses or permit entrance into the program.** You would need to complete your deficiency after application submission **OR** apply for and obtain an approved [Standard Deficiency Appeal](#).

You will not be eligible for official Teacher Education admission until **ALL** requirements are COMPLETE.



STANDARD DEFICIENCY APPEAL APPLICATION

ELIGIBILITY REQUIREMENTS:

- Teacher Education Admission Application has been submitted.
- You only have **ONE** of the following admission deficiencies:
 - **Low GPA** – Cumulative or last 60 hr. GPA must be at least 2.70
 - **ONE Course** – Does not include course(s) you are CURRENTLY taking

NOTE: You will need to note the date that they spoke with your advisor regarding your deficiency and your plan for successfully completing it by the noted deadline.

An **approved** deficiency appeal would allow you to take restricted courses for **one semester** while working to complete your deficiency. Your deficiency **MUST** be complete by the date noted on the Deficiency Appeal Application form or you will not be allowed to continue taking restricted program courses.

Find the Standard Deficiency Appeal Application at :
<https://www.fhsu.edu/cert/initial-program-admissions/standard-deficiency-appeal-application44.pdf>

TEACHER EDUCATION DEFICIENCY APPEAL APPLICATION
(For TEMPORARY access to take one or more restricted Teacher Education courses)

Name: _____ Today's Date: _____
FHSU Email: _____ FHSU ID: _____
Major: _____ Cumulative GPA: _____ [FHSU GPA Calculator](#)
Advisor: _____

I conferred with my advisor on (date) _____ to discuss my deficiency and my course of action to complete said deficiency by the deadline.

I am applying for access to take one or more restricted courses during the (choose only one):
 Spring Semester Summer Term Fall Semester

Type a letter (no more than one page) that includes the following information:

- State your deficiency and indicate why your unique situation justifies granting the opportunity to take restricted classes before you've completed admission requirements.
- State the steps you've taken to eliminate your deficiency thus far: (FOR TEST DEFICIENCY – Please include a copy of all score reports.) **Please be specific.**
- State the steps you will take to fulfill your deficiency moving forward: (FOR GPA DEFICIENCY – Please include grades you must receive on courses next semester to successfully raise your GPA.) **Please be specific.**

Student's Signature _____

(For Advisor Use)
Rationale for Positive Recommendation or Disapproval:

(FOR OFFICE USE ONLY) NOTES:	Recommendation of Content Academic Advisor <input type="checkbox"/> Approve <input type="checkbox"/> Deny <input type="checkbox"/> Approve with Stipulations (above) <input type="checkbox"/> Postpone decision Signed: _____ Date: _____
	Recommendation of Appeal Committee: <input type="checkbox"/> Approve <input type="checkbox"/> Deny <input type="checkbox"/> Approve with Stipulations (above) <input type="checkbox"/> Postpone decision Date: _____

Comments by Appeal Review Committee:



HEADS UP!

Requirements you should anticipate completing for ALL field experience courses*:

- National background check OR Kansas teaching license** - Submit or confirm that you've submitted (via Sonia) verification of having a clear National background check from within the last 4 years or verification of having a current/valid Kansas teaching license
- Negative TB Verification** - Submit or confirm that you've submitted (via Sonia) verification of having a negative TB test within the last 4 years
- Professional liability insurance coverage** - Submit or confirm that you've submitted (via Sonia) verification of having active professional liability insurance
- Completion and submission of other required forms** (via Sonia)

***You do not need to complete these requirements for Teacher Education admission.** Information for how/when to complete these requirements will be provided in your Sonia account.



WHEN & HOW TO APPLY FOR
TEACHER EDUCATION



PRIORITY DEADLINES

(TEACHER EDUCATION APPLICATION)

Complete all requirements and submit your **Teacher Education Admission Application** by the priority deadline that occurs during your last semester of unrestricted courses.

Priority Deadlines (application available year-round)

- Apply by February 15th for **FALL** admission
- Apply by September 15th for **SPRING** admission



How will applying on/before the Priority Deadline benefit you?

If you submit your Teacher Education Admission Application on/before the priority deadline, your application is guaranteed to be reviewed before registration for the following semester/term begins. Courses can/do become full!

Can applications be submitted after a Priority Deadline?

Yes, you can apply after the priority deadline. **Applications can be submitted at any time and are reviewed year-round.** Applications submitted after a priority deadline are not guaranteed to be reviewed before registration begins.



WHERE TO APPLY (TEACHER EDUCATION)

BOOKMARK
THIS

The Teacher Education Admission Application link is available year-round on the College of Education Initial Program Admissions web page.

<https://www.fhsu.edu/cert/initial-program-admissions/index>

Admission requirement information can also be found at the link included above.



ONCE YOU'RE ADMITTED TO TEACHER EDUCATION



POLICY G.4 – CONTINUATION IN PROGRAM

- Must achieve a grade of “C” or higher in required courses for program – can repeat a required course ONE TIME, once admitted
- Must maintain a GPA of 2.75 while in the program
- If you have obtained an approved Standard Deficiency Appeal, you must complete your deficiency by the date noted on your deficiency appeal application.

Failure to fulfill the above requirements will result in discontinuation in the Teacher Education program.



Student Teaching Admission Requirements



Student Teaching Requirements

- There is a separate application for Student Teaching
- The Application for Student Teaching should be submitted by the [hard] deadline that occurs during your last semester of major/professional courses
- All professional and major coursework must be complete with a grade of “C” or better before you will be eligible to student teach
- You are required to have a cumulative **OR** last 60 hr., major, and minor (if applicable) GPA of 2.75 or above
- Valid background check and negative TB verification on file (submitted for Teacher Education admission – you will be notified if you need to provide updated verification)
- **Professional** Liability Insurance for entire student teaching semester



HARD APPLICATION DEADLINE - LATE APPLICATIONS WILL NOT BE ACCEPTED!



WHEN & HOW TO APPLY FOR
STUDENT TEACHING



WHEN TO APPLY (STUDENT TEACHING)

You should submit your student teaching application by the (**hard**) deadline that occurs during your your last semester of required major/professional courses.

HARD Deadlines

- Apply by **February 15th** for **FALL** student teaching
 - The application will be available from January 1st – February 15th
- Apply by **September 15th** for **SPRING** student teaching
 - The application will be available from August 1st – September 15th



Late applications will not be accepted!



WHERE TO APPLY (STUDENT TEACHING)

The Application for Student Teaching link will be available during specific time frames (see previous slide) on the College of Education Initial Program Admissions web page.

<https://www.fhsu.edu/cert/initial-program-admissions/index>

Information pertaining to admission requirements the application process can be found on the web page provided above.



APPLICATION REMINDERS

- **Incomplete applications WILL NOT be reviewed** – Submitting your application prior to completing the minimum admission requirements will delay the review of your application.
- Applications are reviewed in the order they are received
- Please allow 4-6 weeks for application review from August through October and from January through March. Otherwise, allow 2-3 weeks.
- You will receive an email from Ms. Beckman after your application has been reviewed.



GENERAL REMINDERS



- ✓ **PLAN AHEAD and BE PROACTIVE!!** Communicate with your academic advisor(s) to ensure that you're on the right path with your courses and to ensure that you're not missing any important deadlines. Secondary students will have 2 advisors – Content and Education. Reach out to both!
- ✓ Gather resources and reach out to **ASK QUESTIONS!**
- ✓ Check your FHSU email account regularly
- ✓ Review **ALL** information that Ms. Beckman provides regarding your Teacher Ed. or Student Teaching application – There's A LOT of information... **IT'S ALL IMPORTANT!!**



OFFICE OF FIELD EXPERIENCES & LICENSURE



Andi Beckman – RH 247

Teacher Education/Student Teaching Admissions

asbeckman@fhsu.edu | 785-628-4148

Processes applications for Teacher Education/Student Teaching admission and verifies that Teacher Education students meet requirements to remain in the program.



Kerry Schuckman – RH 237B

Licensure Officer/Asst. Director, Transition to Teaching

kschuckm@fhsu.edu | 785-628-4542

Responsible for licensure of all candidates, liaison with KSDE



Rachel Wentling – RH 237C

Director, Field Experiences

rawentling@fhsu.edu | 785-628-5902

Arranges placements of candidates for field experiences and student teaching, contracts with supervisors for student teachers and T2T, point of contact for cooperating teachers, supervisors, district personnel



Anayansi Ramirez – RH 237

Senior Administrative Assistant

garamirez@fhsu.edu | 785-628-5828

Creates student teaching certificates, tracks student teacher placements, early field experience forms, coordinates student teacher meetings, facilitates payment to cooperating professionals



Jessie Watson – RH 238

Internship Assistant

Jrwatson.se@fhsu.edu | 785-628-4596

Assists with the coordination of internship placements



LICENSURE PRESENTATION



Licensure Information



Kerry Schuckman
FHSU Licensure Officer

Video Link - https://drive.google.com/file/d/1Df-Jqi6UINlf1YqrO_1p2v_h1mdqdH/view?usp=sharing



QUESTIONS?

Andi Beckman

FHSU College of Education
Teacher Education/Student Teaching Admissions

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Email: asbeckman@fhsu.edu

Phone: (785)628-4148

Book a phone or office appointment with me at: <https://calendly.com/asbeckman>

