

## Teacher Education Program Check list

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\_\_\_\_\_ Start an education folder for important papers (this checklist, admission form, syllabi, evaluations...)

\_\_\_\_\_ Attain and maintain a cumulative GPA of 2.75

Admission: (typically in the sophomore year)

\_\_\_\_\_ Meet with Career Center to start building professional file credentials **during your sophomore year**

\_\_\_\_\_ Create four year plan with advisor to include:

- Methods semester – secondary follows specific calendar
- Educ 399 - semester prior to Student Teaching
- Student Teaching semester
- Completion of Specialty Area

\_\_\_\_\_ Complete Education 210/221

\_\_\_\_\_ Take Praxis I while in Education 210

Must PASS in order to be recommended for licensure

\_\_\_\_\_ Apply to be admitted in the teacher education program

*If not approved, complete deficiencies prior to taking 300-level course*

\_\_\_\_\_ Meet with special methods professor in major area (i.e. English majors meet with CSTA and speech special methods faculty, mathematics with mathematics special methods faculty, music with music special methods faculty, etc.)

Endorsement: (typically in the junior year)

\_\_\_\_\_ Complete Methods

\_\_\_\_\_ Take Educ 399 the semester before Student Teaching

\_\_\_\_\_ Apply for endorsement to Student Teach

Must have a 2.75 GPA cumulatively, and in each major area

Elementary – application done in elementary methods

Secondary and K12 – application done in Educ 399

*If not endorsed, complete deficiencies and reapply for endorsement*

Licensure: (typically in the senior year)

\_\_\_\_\_ Take Praxis II

*Usually first semester of senior year\**

Must **PASS** in order to be recommended for licensure

\_\_\_\_\_ Complete Student Teaching

\_\_\_\_\_ Complete all coursework to graduate from Concordia College

\_\_\_\_\_ Complete paperwork for MN licensure (packet available in Career Center)

\_\_\_\_\_ Continue working with Career Center to complete file

\* *December graduates need to make the decision about 1) taking Praxis II test in early-mid September (register by early August) to guarantee results are received in time for licensure completion and eligibility to teach in early January, or 2) taking test early-mid November, after 4 week classes (register in October). Many students have found that the content from the 4 week classes is helpful when taking the test, but then test results will not be available for 6-8 weeks.*