

# Application for Admission to the Secondary Teacher Education Program School of Teacher Education and Leadership

## PART I: INFORMATION TO BE COMPLETED BY APPLICANT

Campus Location \_\_\_\_\_ E-mail \_\_\_\_\_

NAME \_\_\_\_\_ USU A#: \_\_\_\_\_  
LAST FIRST MIDDLE

TEACHING MAJOR OR COMPOSITE \_\_\_\_\_ TEACHING MINOR(S) \_\_\_\_\_

Planned entry into STEP (Semester/Year) \_\_\_\_\_ Planned Student Teaching (Semester/Year) \_\_\_\_\_

## PART II: ADMISSION REQUIREMENTS (To be completed by advisor)

### Core courses

### STEP Admission Requirements

English Composition (C+) (3 cr) Grade \_\_\_\_\_  
Or ACT 29

Cleared Background Check confirmation through the [USBE](#) (BCI/FBI) email (uploaded to eGrad)

Minimum C grades in all major courses  
Major advisor's initials \_\_\_\_\_

3 Breadth Courses (**minimum C grades required**)

Secondary Education [Listserve](#) confirmation email (uploaded to eGrad)

Minimum C grades in all minor courses  
Minor advisor's initials \_\_\_\_\_

1. \_\_\_\_\_ grade \_\_\_\_\_

In good Academic Standing at USU (2.0 cumulative GPA) (2<sup>nd</sup> BS/BA student can use last 60 credit hours)

If applicable, STEP courses minimum C grades (e.g., SCED 3210)  
TEAL advisor's initials \_\_\_\_\_

2. \_\_\_\_\_ grade \_\_\_\_\_

3. \_\_\_\_\_ grade \_\_\_\_\_

### World Language Students Only

Oral Proficiency Interview (Intermediate-Mid OPI) Required for Language Teaching majors and minors (Attach copy of results, an Intermediate-Mid score is required)

Student is completing 2<sup>nd</sup> Bachelor's degree

### CONTENT MAJOR/MINOR ADVISOR(S) RECOMMENDING SIGNATURES

This student is recommended for admission to secondary teacher preparation by the advisor(s) for the teaching major (or composite major) and teaching minor.

\_\_\_\_\_  
Department Advisor (Teaching Major or Composite Major)

\_\_\_\_\_  
Department Advisor (Teaching Minor)

## PART III: SECONDARY EDUCATION RECOMMENDATION FOR ADMISSION

Total semester credits at admission \_\_\_\_\_ Overall GPA at admission \_\_\_\_\_ Major GPA \_\_\_\_\_

TEAL ADVISOR RECOMMENDING SIGNATURE

\_\_\_\_\_  
Secondary Education Advisor

\_\_\_\_\_  
Date

# FOR ADMISSION TO TEACHER EDUCATION & INSTRUCTIONS

## Please Initial the Following Areas- Secondary Teacher Education Program Policy

1. **GPA Requirements:** Overall GPA of 2.0 and Major GPA of 3.0.

2. **TEAL Repeat Policy:** Minimum grade of C or better in all major courses or students must re-take that course. Students can only repeat the equivalent of one block of courses, or a maximum of 16 credits. A given course may be repeated only once. Students may repeat a field experience (i.e., clinical, or Student Teaching) one time only.

Students who repeat practica will not be permitted to continue coursework in teacher education if either of the following occur:

- Evaluations do not meet passing performance standards a maximum of two times (e.g., once during the original practicum and once during the repeat) as determined by the university supervisor.
- The student withdraws

Student teaching may not be repeated without appeal and approval by a hearing panel appointed by the department head or her/his designee. The student is required to notify the department of his or her appeal within 30 days of the end of student teaching.

3. **Criminal Background Check:** Please understand that it is your responsibility to inform the School of Teacher Education and Leadership if you have been arrested or convicted of violating any law except minor traffic violations while you are a student in the program. Failure to disclose this information can affect your current status in the Teacher Education Program. Signing this form indicates that you understand and agree to comply with this requirement.

4. **Professionalism:** Professionalism is an expectation in this program, which means you will be expected to be on time and prepared for classes and clinical/student teaching, submit assignments and lesson plans for clinical/student teaching on time, listen to and apply feedback in coursework and in clinical/student teaching experiences, and adhere to the professionalism expectations as stated in USBE rule, R277-217 (<https://schools.utah.gov/adminrules/R277-217>).

5. **Content Completion:** ALL Content Methods & Core SCED Courses MUST be completed before Student Teaching.

**Deadlines: Fall admission for Spring classes – Oct. 10th**

**Spring admission for fall classes – March 1st**

Admission to Teacher Education must be approved by both the Secondary Teacher Education Program Director and the office of the Associate Dean for Undergraduate Studies. The application form and all required documentation are then submitted to the Associate Dean for formal approval, and students will then be permitted to register for courses in the Secondary Teacher Education Program.

\*Have you received any honor code violations at Utah State University or any other institution of higher education?

YES                            NO     

*Honor code violations are considered when admission decisions are being made. I certify that all of the information submitted on this application is complete and true to the best of my knowledge. Knowingly providing false information may result in my forfeiting admission into Utah State University's Secondary Teacher Education Program.*

\*SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_