

APPLICATION FOR ADMISSION TO SECONDARY TEACHER EDUCATION

PART I: INFORMATION TO BE COMPLETED BY APPLICANT

Campus Location _____

NAME _____ A# _____
LAST FIRST MIDDLE

LOCAL ADDRESS _____
STREET ADDRESS OR POST OFFICE BOX CITY STATE ZIP

PERMANENT ADDRESS _____
STREET ADDRESS OR POST OFFICE BOX CITY STATE ZIP

LOCAL PHONE _____ PERMANENT PHONE _____ E-MAIL _____

TEACHING MAJOR OR COMPOSITE _____ TEACHING MINOR(S) _____

ETHNICITY (1) ___EURO/AMERICAN (3) ___AMERICAN INDIAN/ALASKA NATIVE (5) ___ASIAN/PACIFIC ISLANDER
(OPTIONAL) (2) ___AFRICAN-AMERICAN (4) ___LATINO/HISPANIC (6) ___OTHER

Planned entry into Level 1 (Semester/Year) _____ Planned student teaching (Semester/Year) _____

PART II: ADMISSION REQUIREMENTS

- Core Courses
English Composition (C+) (3 cr) grade _____ Or ACT 29
3 Breadth Courses (minimum C grades required)
1. _____ grade _____
2. _____ grade _____
3. _____ grade _____
Oral Proficiency Interview (Intermediate-Mid OPI) Required for Language Teaching majors and minors
ASLPI - not required for STEP Admission
Criminal Background Check - Clearance
Current unofficial transcripts (attach copy)
Subscribe to the Secondary Education listserve
Overall GPA 3.00 or higher
If applicable, minimum C grades in all major courses
Minimum C grades in all minor courses
If applicable, STEP courses minimum C grades
Student is completing 2nd bachelor's degree

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 (Minimum 30 credits and 3.00 Overall GPA required)

Total semester credits at admission _____ Overall GPA at admission _____

RECOMMENDING SIGNATURE

Secondary Education Advisor _____

Date _____

UTAH STATE UNIVERSITY DEPARTMENT SECONDARY EDUCATION PROGRAM APPLICATION FOR ADMISSION TO TEACHER EDUCATION & INSTRUCTIONS

One semester before you begin the Secondary Teacher Education Program, submit this completed application, signed by the content advisors for your content areas. Deadlines: Fall admission for Spring classes – Oct. 1, Spring admission for fall classes – Mar. 1.

Admission to Teacher Education must be approved by both the Secondary Education Program and the office of the Associate Dean for Education. Applicants must first be recommended by advisors for their teaching majors and teaching minors and then by the advisor in the Secondary Education Program. 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 Teacher Education program.

To begin the admission process, read and understand all admission criteria, then meet with your major advisor and fill out Parts I and II of the Admission Application together. After your major and minor advisors have signed the application form, schedule an appointment with a Secondary Education Advisor to complete the process. To schedule an advising appointment: <https://cehs.usu.edu/advising/>, and select Teacher Education and Leadership (TEAL).

ADMISSION CRITERIA

- ❑ **Course work.** Complete core courses with minimum grades as listed on front of application. Complete major, minor and STEP courses with minimum C grades.
- ❑ **Transcript of Credits.** Submit transcripts with your application to the advising office of Teacher Education and Leadership. The transcripts must document at least 30 semester credits completed and a minimum 3.00 Overall GPA. Currently enrolled students must provide a USU transcript; graduate and/or transfer students must provide transcripts from institutions previously attended. Transcripts do not have to be official, but they must be current.
- ❑ **Criminal Background Check.** The Application for Criminal Background Check is now completed online. The web address is <https://secure.utah.gov/elr/welcome.html>. You will need to complete the fingerprinting at the USU Police Station. You can call 797-1939 to arrange an appointment. **Include a copy of your email from the USBE stating your background check has cleared.** **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.*
- ❑ **Petition to Waive Overall GPA admission requirements.** Students who do not meet the 3.0 GPA requirements, and whose major is in the Moderate/Critical Shortage areas, may be eligible to submit a petition to be considered for a waiver of this requirement. Students can obtain a petition waiver application from a Secondary Education advisor. Petitions will be reviewed each fall and spring semester. The School of Teacher Education and Leadership is only permitted to admit 10% of any given admission cohort through a waiver.

***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 Teacher Education Program.

***SIGNATURE OF APPLICANT** _____ **DATE** _____

Revised 09/2021

When you arrive for your *TEAL* Advising Appointment, please go directly to the advisor's office.