

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 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 initials _____

1. _____ grade _____

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

If applicable, STEP courses minimum C grades (e.g., SCED 3210)

2. _____ grade _____

3. _____ grade _____

TEAL Advisor initials _____

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 2nd 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

One semester before you begin the Secondary Teacher Education Program, submit this completed application, signed by the content advisors for your content areas. Applicant must successfully complete at least 12 college credits. 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 Undergraduate Studies. Applicants must first be recommended by advisors for their teaching majors and, if applicable, 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 Secondary 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 Teacher Education Advisor to complete the process. To schedule an advising appointment: <https://cehs.usu.edu/advising/>, and select Teacher Education and Leadership (TEAL). You will need to upload the signed STEP Application (Parts I, II, and III) along with the SCED List serve confirmation email PDF, and FBI/BCI Background Check clearance email PDF to the eGrad database.

How to Apply to STEP using the e-GRAD link:

Locate your signed 1) STEP Application (2 pages) from your content advisor(s) and STEP advisor, 2) FBI/BCI Background check clearance email and 3) SCED List serve confirmation email. Using Google Chrome, go to the website, <https://egrad.ed.usu.edu/> Click on the box e-Grad Application Portal. In the e-Grad program, select “Secondary Education” from the Departments list and then “Secondary Education Program Application”. Follow the directions and enter your information. Make sure to select the semester that you plan to start the STEP. Submit the application and notify your STEP advisor that you have completed your portion of the application.

TO REMAIN IN GOOD STANDING IN THE PROGRAM

Course work. All STEP coursework maintains a grade of C or better. Students must maintain a 3.0 in the major courses and graduate with a 3.0 in all major courses.

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.

*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 _____