

2011-2012

Purdue University



Model for Professional Preparation

Performance-Based Standards

Overview of the Teacher Education Program

Overview of the Early Childhood Education Program

Online Teacher Education Program Application and Signature Form

Summary

The following information outlines the assessment of students completing a teacher education program at Purdue University. The candidate must:

- Attend the OPPL and Office of Field Experiences (OFE) Teacher Education Orientation sessions during Block I or CDFS 10000;
- Submit the online *TEP Application and Signature Form*;
- Gain admissions to Gates A, B, and C (an application is not required for Gates B and C);
- Complete Gate D licensure requirements;
- Complete the program and other state licensure requirements such as the cardiopulmonary resuscitation (CPR), Heimlich Maneuver and automated external defibrillator (AED) certifications. Information about the certification requirement is located at www.doe.in.gov/educatorlicensing/cpr.html.

- Complete the online teacher license application via the Licensing Verification and Information System (LVIS) at www.doe.in.gov/educatorlicensing/LVIS.html. This may be completed sixty (60) days prior to the last day of classes or student teaching experience.
- Upon satisfactory completion of the Gate D or exit audit, a Purdue University licensing advisor will make the recommendation for licensing.

New Rules for Teacher Licensure and Purdue Teacher Education Program Completion

A new teacher licensure framework called the Rules for Educator Preparation and Accountability (REPA) was signed by Indiana Governor, Mitch Daniels on March 30, 2010. These new rules will apply to new beginners (Fall 2010) and others, who currently are enrolled in Indiana teacher education programs and will not complete their teacher education program by the state's deadline date.

Section 9-1-2 of the REPA states:

“All persons who have begun an approved teacher preparation program for initial licensure under prior rules and regulations will have until August 31, 2013 to complete the program. Applications for licensure under prior rules, including evidence of successful completion of testing requirements, must be received by the department no later than December 31, 2013.”

Individuals completing teacher education programs by May 2013 or August 2013 will be recommended for licensure under Rules 2002. All licensure requirements, including CPR certification, must be completed and the online or paper-based teacher license application submitted by **August 1, 2013** to ensure that the license application process is completed by August 31, 2013.

After August 31, 2013, individuals will be held to additional requirements, such as testing, that are mandatory under REPA. Also, Indiana licensing rules and regulations are subject to change by the Indiana Department of Education.

Required Criteria and Suggested Time Line

Remain flexible. The length of time to complete the Teacher Education Program is determined by academic progress and career planning. Additional time may be necessary if you are:

- a) changing your degree objective (CODO) or transferring,
- b) needing to successfully pass the Praxis I tests or Praxis I Alternatives and Praxis II Specialty Test(s),
- c) overcoming a [GPA](#) below the required Teacher Education Program standard,
- d) pursuing an additional major or licensure area, or
- e) encountering other unknown needs or circumstances.

Before the First Semester:

1. Admission to Purdue University
2. Admission to the respective academic college (i.e., Agriculture, Education, Health and Human Sciences, Liberal Arts, Science, or Technology)

3. Assignment to and guidance by an academic advisor. Consult with your academic advisor regularly to ensure that the required criteria are met and coursework and testing are successfully completed in the sequence authorized by the Purdue University Teacher Education Council.

Requirements for Passing through Gate A Click [this link](#) for the Gate A checklist. (The Online Teacher Education Program Application/Signature Form is required. See #7 below.)

1. Complete required courses for Gate A, with no grade lower than a “C-”
 - Most program areas—Block I (EDCI 20500 and EDCI 28500)
 - Early Childhood Education—CDFS 21000
2. Maintain a minimum overall [GPA](#) as established by the program area.
3. Maintain a professional education [GPA](#) of 3.0/4.0 with no grade lower than a “C-” and no Incomplete (“I”) for any professional education course. Courses include EDCI, EDFA, EDPS, and EDST courses, in addition to courses designated by a program area as professional education courses.
4. Maintain a minimum content/major [GPA](#) as established by the program area.
5. Meet satisfactory assessment of the initial portfolio as defined by faculty. Early Childhood Education and Exceptional Needs (ECEEN) majors, see Unit Assessment Component Chart for ECEEN.
6. Meet the [Basic Skills Competency Assessment](#) requirement (Praxis I tests or Praxis I Alternatives).
7. Submit the [Online TEP Application and Signature Form](#) if all of the above requirements have been satisfied or will be satisfied by the end of the semester (or summer session if enrolled in summer classes). You are required to meet with your academic advisor in order to obtain the application pin number. A student must be enrolled in the college that houses the teacher education major in order the *TEP Application and Signature Form* pin number.

The student’s electronic signature on the *TEP Signature Form* acknowledges that s/he will read the teacher education information located at www.teach.purdue.edu/licensure, and refer to it regularly in order to remain informed of current standards and responsibilities to the Teacher Education Program process. The signature also confirms understanding of the following:

- Students with disabilities must be registered with the Disability Resource Center in the Office of the Dean of Students at Purdue University before accommodations can be provided;
- Valid [Criminal Background Check](#) and a signed [Self-Disclosure Statement](#) will be required throughout the Teacher Education Program for all teacher education courses having a field experience component, including student teaching;
- Adhere to the Professionalism Agreement;
- Consent to release personal information and Social Security number to the State of Indiana and other state/federal departments of education;

- Requirement to submit a valid and signed CPR/Heimlich Maneuver/AED certification card prior to the recommendation for licensing; and
 - All individuals who are finalists for a teaching position in Indiana must obtain an "Expanded Criminal History Check."
8. Receive written notification of status through Gate A from the Office of Professional Preparation and Licensure.
 9. If denied admission, reapplication is required.
 10. Indiana licensing rules and regulations are subject to change without prior notice by the Indiana Department of Education.
 11. If you have not already subscribed to the [Teacher Education Student Email List](#) (for all teacher education majors), complete the subscription in order to receive current information regarding teacher education at Purdue and teacher licensing and testing requirements.

Requirements for Passing through Gate B must be met in order to continue in the program, including eligibility for Study Abroad Block courses.
(No Teacher Education Program application is required for Gate B, although a Student Teacher Application must be submitted. See "Note" below.)

1. Maintain a minimum overall [GPA](#) as established by each program area.
2. Maintain a professional education [GPA](#) of 3.0/4.0 with no grade lower than a “C-” and no Incomplete (“I”) for any professional education course. Courses include EDCI, EDPS, and EDST courses, in addition to courses designated by a program area as professional education courses (e.g., EDCI/EDPS 49600, 49800, 56600, CDFS 45000 Supervised Teaching or the EDCI 69400 or 69500 Internship in Education).
3. Maintain a minimum content/major [GPA](#) as established by each program area.
4. Meet satisfactory assessment of the portfolio as defined by faculty.
5. Receive degree, or if a “post-bacc for licensing only” candidate, complete all coursework and licensure requires cited on the transcript evaluation. Recommendation for licensure is contingent upon the posting of the degree on an official transcript. All encumbrances must be paid.
6. Complete the online license application is located at www.doe.in.gov/educatorlicensing/LVIS.html. It may be submitted to the Indiana Department of Education Office of Educator Licensing and Development (OELD) 60 days prior to the last day of the required courses or student teaching. Purdue University will make a recommendation for licensing upon completion of all licensure requirements and the Gate D or exit audit. **Apply for an Indiana Teaching License, even if leaving the State of Indiana.**

Note: The following questions will be asked by the Indiana Department of Education OELD on the license application:

- Have you ever had a credential, certificate, or license to teach denied, revoked, or suspended in Indiana or in any other state?
- Have you ever been convicted of a felony?

- Have you been convicted of a misdemeanor? If a conviction of a misdemeanor or felony (including a suspended sentence) is documented, the applicant will be required to submit a written explanation and copies of court records with the license application. The Indiana Department of Education is solely responsible for the review of and response to misdemeanor or felony convictions.
7. Apply for licensure in other states, if desired. Contact the licensing office in the particular state and request application materials. Consult the National Association of State Directors of Teacher Education and Certification at www.nasdtc.org/jurisdictions.php for websites, addresses, and telephone numbers.
 8. For additional licensure actions such as adding another licensure area to an existing license, applying for the renewal or conversion of a license, or submitting a request for a transcript evaluation through the Office of Professional Preparation and Licensure, please contact OPPL staff at licensure@purdue.edu or refer to the information located at www.teach.purdue.edu/licensure/index.html.

Student Teaching Application Workshop Information

If you plan to student teach during the fall semester, you must apply in September or October of the preceding academic year. If you plan to student teach during the spring semester, you must apply in November of the preceding academic year (i.e. junior year). You must visit the Office of Field Experiences (OFE) to sign up for an Application Workshop to receive a pass code in order to complete the online *Student Teaching Application* on the Internet. The *Student Teaching Application* serves as a “letter of intent” and does not imply automatic placement, as a student must successfully complete Gates A, B, and C requirements before student teaching.

Note: For student teaching information, see the Office of Field Experiences (OFE) website at www.teach.purdue.edu/field_exp/index.html or e-mail fieldexp@purdue.edu.

Requirements for Passing through Gate C *(No Teacher Education Program application is required.)*

1. Complete required courses for Gate C.
2. Maintain a minimum overall [GPA](#) as established by each program area.
3. Maintain a professional education [GPA](#) of 3.0/4.0 with no grade lower than a “C-” and no Incomplete (“I”) for any professional education course. Courses include EDCI, EDFA, EDPS, and EDST courses in addition to courses designated by a program area as professional education courses. All professional education coursework must be completed prior to student teaching.
4. Maintain a minimum content/major [GPA](#) as established by each program area. Most, if not all, content courses should be completed before student teaching.
5. Pass Praxis II: Subject Assessments/Specialty Area Tests required by the Indiana Department of Education for licensing. For information regarding Indiana test requirements go to www.ets.org/praxis/in/requirements. At this time, there is no Praxis II test for the students completing the Agricultural Education licensure program.

Note: Praxis II must be passed before the student teaching placement is confirmed. Some Praxis II tests are only offered four to seven times a year and must be registered for in advance. ***The last possible test date to successfully complete Praxis II should be no later than the July test administration date prior to the fall student teaching semester or November test administration date prior to the spring student teaching semester.***

6. Meet satisfactory assessment of the developing portfolio as defined by faculty.
7. Receive written notification of status through Gate C from the Office of Professional Preparation and Licensure.
8. Successful completion of requirements through Gate C of the Teacher Education Program allows the Office of Professional Preparation and Licensure to authorize the student to enter the student teaching semester. For information regarding student teaching placement, please see the Office of Field Experiences (OFE) website at www.teach.purdue.edu/field_exp/index.html or e-mail OFE at fieldexp@purdue.edu.
Reminder: To be eligible to student teach, a candidate must have applied and been admitted to the Teacher Education Program and have passed through Gate C.
9. Adhere to the *Criminal Background Check Policy* required throughout the teacher education program for all courses with a field experience component.
10. Begin job search by referring to information located on the Center for Career Opportunities (CCO) website at www.cco.purdue.edu/student.

Requirements for Passing through Gate D ***(License application is required. See #8 below.)***

1. Successfully complete student teaching.
2. A grade of "C-" or above must be earned in EDCI/EDPS 49600, 49800, 49900, 69400, 69500, or CDFS 45000 Supervised Teaching.
3. Maintain a minimum overall [GPA](#) as established by each program area.
4. Maintain a professional education [GPA](#) of 3.0/4.0 with no grade lower than a "C-" and no Incomplete ("I") for any professional education course. Courses include EDCI, EDFA, EDPS, and EDST courses, in addition to courses designated by a program area as professional education courses.
5. Maintain a minimum content/major [GPA](#) as established by each program area.
6. Meet satisfactory assessment of the *proficient portfolio* as defined by faculty.
7. Receive degree. All encumbrances must be paid prior to the posting of the degree on the Purdue transcript. Recommendation for licensure is contingent upon the posting of the degree on the transcript. No degree is required for "Post-bacc for licensing only" candidates; therefore the recommendation will be completed as soon as all licensure requirements have been satisfied.
8. Apply online for the Indiana Teacher license using the Licensing Verification and Information System located at www.doe.in.gov/educatorlicensing/LVIS.html. Instructions are provided in the *Applicant Manual*.

Note: The following questions will be asked by the Indiana Department of Education, Office of Educator Licensing and Development on the license application:

- Have you ever been convicted of a felony?
- Have you been convicted of a misdemeanor?
- Have you ever had a credential, certificate, or license to teach denied, revoked, or suspended in Indiana or in any other state?

If a conviction of a misdemeanor or felony (including a suspended sentence) is documented, the applicant will be required to submit a written explanation and copies of court records with the license application. The State of Indiana is solely responsible for the review and response of misdemeanor or felony convictions.

9. Submit a copy of the valid and signed CPR/Heimlich Maneuver/AED certification card. The card may be uploaded to the online teacher application or submitted either directly to the Office of Professional Preparation and Licensure. Information about the certification requirement is located at www.doe.in.gov/educatorlicensing/cpr.html.

Note: Individuals completing teacher education programs by May 2013 or August 2013 will be recommended for licensure under Rules 2002. All licensure requirements, including CPR certification, must be completed and the online or paper-based teacher license application submitted by **August 1, 2013** to ensure that the license application process is completed by August 31, 2013.

After August 31, 2013, individuals will be held to additional requirements, such as testing, that are mandatory under REPA. Also, Indiana licensing rules and regulations are subject to change by the Indiana Department of Education.

10. For Out-of-State licensing contact the licensing office in the particular state where you want to be licensed, in order to request application materials. Consult the [National Association of State Directors of Teacher Education and Certification \(NASDTEC\)](#) for websites, addresses, and telephone numbers.

ADDITIONS

If you decide to add licensure areas to your Indiana license you will follow the REPA guidelines.

As part of the REPA changes, new content areas may be added to any instructional license, regardless of the rule to which the license was issued under. [REPA provides two options for adding most content areas.](#) Information regarding making additions to an existing license is located at www.doe.in.gov/educatorlicensing//Add_apply.html.

If you choose to add a licensure area by completing another teacher education program, you are required to submit a [Transcript Evaluation Request Form](#) to the Office of Professional Preparation and licensure prior to or shortly after beginning the program coursework.