

Teacher Education Checklist

Check the boxes to keep track of Teacher Education requirements.

FIRST STEPS TO APPLY TO TEACHER EDUCATION			
It is important that candidates review application requirements first .			
<input type="checkbox"/>	Declare your education program via your Student Center in MyMadison.	See Directions	
<input type="checkbox"/>	Complete and print your Teacher Education Application form.		
<input type="checkbox"/>	Set up an in-person or virtual meeting with your education program advisor to sign your application and discuss program specific requirements.	Scan/send file to teacher-ed@jmu.edu and keep a signed copy for your records.	
After completing the steps above you will receive the Teacher Ed Program 01 Flag.			
The steps below should not be submitted to the ESC until your Teacher Education Application (see above) is received. Once the application is received, the remaining admission requirements may be completed in any order . Anticipate/plan for processing time for all admission requirements 1-2 weeks listed below.			
COURSEWORK & GPA*			
Items listed below are only met once it is posted to your JMU transcript.			
<input type="checkbox"/>	Cumulative GPA of 2.5 or higher	Have and maintain a GPA of at least 2.5 or higher	See Admission Requirement Step 3
<input type="checkbox"/>	WRTC 103 or equivalent (Writing)	C or higher (or CR)	
<input type="checkbox"/>	PSYC 160, EDUC 175, or equivalent (Human Development)	C or higher (or CR)	
<input type="checkbox"/>	EDUC 200, EDUC 300, or equivalent (Foundations of Education)	C or higher (or CR)	
<input type="checkbox"/>	ENG course, or equivalent (Literature)	C or higher (or CR)	
ENTRY ASSESSMENTS*			
Items listed below may take a month to be received by the ESC.			
<input type="checkbox"/>	ALEKS Score <u>or</u> SAT Math or ACT Math <u>or</u> Praxis Core Math (5733)	46 or higher 560 or higher or 22 or higher Passing score of 150 or higher	See Admission Requirement Step 2
NOTE: Be sure to print and keep a backup copy of all test scores and certificates in your portfolio.			
PROFESSIONAL DISPOSITIONS & PRE-ASSESSMENT*			
Please plan for processing time prior to submission approval for the items listed below.			
<input type="checkbox"/>	Two Professional References	Reviewed 1-2 weeks after submission	See Admission Requirement Step 4
<input type="checkbox"/>	Pre-Professional Self-Assessment	Reviewed 1-2 weeks after submission	See Admission Requirement Step 5
TRAININGS*			
Items below must be directly submitted to teacher-ed@jmu.edu in order to be marked as complete. NOTE: Be sure to print and keep a backup copy of all test scores and certificates in your portfolio.			
<input type="checkbox"/>	CPR/First Aid/AED	Complete in-person or hybrid course	See Admission Requirement Step 6
<input type="checkbox"/>	Child Abuse Prevention Awareness	Complete online training	
<input type="checkbox"/>	Cultural Competency Training	Complete online training	
*Once you have completed all the above requirements, you will receive the Teacher Ed Program 02 Flag:			
<input type="checkbox"/>	Acceptance to Teacher Education – you will receive an email when you meet all requirements.	Admission Requirements must be completed to take upper level coursework and to student teach.	See Admission Requirements

PRACTICUM INFORMATION			
<input type="checkbox"/>	Online Practicum Information Form	Submit by the second Friday of <u>every semester</u> you have practicum. <i>Do not complete this until four weeks prior to practicum placement start date.</i>	See Practicum Information
STUDENT TEACHING INFORMATION MEETING			
<i>Students attend a meeting in <u>September</u> of the academic year ONE YEAR prior to the fall and/or spring semester for their student teaching.</i>			
<input type="checkbox"/>	Attend Student Teaching Information Meeting	Contact your Education program advisor for questions about program specific requirements for student teaching, such as Praxis subject assessments and Student Teaching Block.	See dates, time, and location
STUDENT TEACHING APPLICATION			
<i>Students apply for student teaching by <u>October 31st</u> of the academic year ONE YEAR prior to the fall and/or spring semester for their student teaching.</i>			
<input type="checkbox"/>	Student Teaching Guidelines	See step 1.	See Student Teaching Application Instructions
<input type="checkbox"/>	Student Teaching Application	See step 2.	
<input type="checkbox"/>	Student Teaching Philosophy and Resume	Instructions will be shared in the semester prior to Student Teaching.	
PRIOR TO STUDENT TEACHING			
<i>May 15th is the deadline to meet all requirements for <u>fall</u> student teaching. November 10th is the deadline to meet all requirements for <u>spring</u> student teaching.</i>			
<input type="checkbox"/>	TB Screening	See "Other Information You Should Know - A."	See Student Teaching Application Instructions
<input type="checkbox"/>	Dyslexia Awareness Training	See "Other Information You Should Know - B."	
<input type="checkbox"/>	Restraint and Seclusion Training	See "Other Information You Should Know - B."	
<input type="checkbox"/>	Attend Student Teaching Orientation Meeting	Attend a <u>mandatory</u> Student Teaching Orientation the semester before you student teach.	See dates, time, and location
<i>NOTE: Be sure to print and keep a backup copy of all your student teaching application requirements in your portfolio.</i>			
DURING STUDENT TEACHING CONFERENCE			
<i>Attend the <u>mandatory</u> Student Teaching Conference during the semester of your final placement.</i>			
<input type="checkbox"/>	Complete School Safety Training	You will receive a Canvas invite prior to Student Teaching and must complete this during the first week of each Student Teaching placement. (Quiz must only be completed once.)	
<input type="checkbox"/>	Student Teaching Shared Folder	Each block of Student Teaching, you will complete all components of the shared folder.	Shared Folder Instructions
LICENSURE			
<input type="checkbox"/>	Apply for licensure following instructions discussed during the Licensure meeting.		See Licensure Instructions