YOU MUST FOLLOW THE DIRECTIONS NOTED BELOW OR YOUR APPLICATION WILL NOT BE PROCESSED.

You must have a file established in the College of Education, Office of Student Services.

The following items must be included with your board application and must be delivered to the College of Education, Office of Student Services, 321 Warf Pickel Hall by the posted deadline date. Applications must be received by the deadline date at the close of business that day at 4:30pm.

1. Official evidence of attained required scores on all portions of the Praxis Core or Praxis I (PPST) or required score on the ACT or SAT.
   - If you need evidence of your ACT or SAT score, and it is noted on your student academic account through ETSU, we can print that off for you. If your scores are not noted on your account, you may obtain evidence of those scores through the high school from which you graduated.
   - If you take the Praxis Core (Praxis 1 before July 2014), be sure to retain a copy of all score reports for your personal records. ETS only makes the scores available for a short window of time. After that they charge for additional score reports. Although you will also want to have a copy sent to the ETSU College of Education, these scores can take up to six weeks to arrive. Therefore, you may bring the scores you receive from ETS to 321 Warf Pickel, and we will make a copy to add to your application.

2. Transcript showing 32 hours of completed general education core classes including 6 hrs. Eng. Comp, 8 hrs. Science, 3-4 hrs. Math, EDFN 2100 and EDFN 2300. Overall GPA must be at least a 2.75 for student entering fall 2013 or after. English, Math and Science MUST have a grade of “C” or higher and EDFN 2100 and 2300 MUST have a grade of “B-“ or higher. MUST include a passing grade in CSCI 1100 or evidence of passing the proficiency exam.
   - A transcript may be printed from your Goldlink account, but you must write the following statement at the end of the transcript: “To the best of my knowledge, this transcript is correct.” Then sign your name.
   - If you choose to request an “issued to student” transcript from the Registrar’s Office, it must be requested prior to the application deadline date and must be included with your board application.

3. Completed Computation Form showing at least a 2.75 GPA (2.5 if under catalog before fall 2013). The GPA must be calculated from 6 hrs. Eng. Comp, 8 hrs. Science, 3-4 hrs. Math, and 15 additional General Education Core hours to total at least 32 hours. (Form included)
4. Completed Program of Study. (Do not submit the original or a copy of the original that you received when starting your file)

- You must submit a program of study per your catalog year. Your catalog year is based on when you began classes at ETSU. For example, if you started classes during fall 2013, your catalog year is 13/14. Academic years begin fall of one year and go through summer of the next year. When in doubt, look at the program of study you received when you started your file. Those are completed by us according to your catalog year. Blank programs of study are available on the College of Education web page (http://www.etsu.edu/coe/) or may be printed at the kiosk in 321 Warf Pickel.

- Use the original program of study you received when starting your file as a guide when completing a blank program of study. You must list the course rubric and number (if not already noted) for all courses completed. Next to each, note the grade earned. If substitutions were granted for any courses, note that as well.

5. Signed and notarized statement of Good Moral Character. (Form included)

6. Completed essay: be sure to directly and completely answer the essay question included with this application. Essays should be approximately 2 pages double-spaced. The rules pertaining to academic honesty apply to this essay—it must be your own work, and any sources must be properly cited. Please sign your essay.

7. You must follow instructions provided by the department for submitting your portfolio. Portfolios are submitted separately from this application.

8. ALL students must complete a background check and receive clearance. This must be completed at least 4 weeks prior to submitting your application to Teacher Education. You must follow the College of Education guidelines for your background check. Guidelines are available on the College of Education website at www.etsu.edu/coe/ or in the Office of Student services (321 Warf-Pickel). Once completed the background check report will come to our office and we will add it to your board application. The background check must be less than a year old at the time of the board interviews. Background checks from other organizations cannot be used by our institution.

**ADMISSION PROCEDURES**

Completed applications will be forwarded to the Board interview coordinators specific to students’ licensure areas. Admissions Boards will be comprised of one or more faculty from interviewing departments, a public school teacher, and other individuals as deemed appropriate. Admissions Boards will review students’ files prior to the formal interviews. Questions asked during the interviews will be developed to ascertain students’ general knowledge, ability to communicate, and potential for success in the teaching profession; the interview is not a course examination. Admissions Boards will determine if students meet admissions criteria. Students will be notified by mail of admissions decisions. If admission is denied, applicants may follow the established appeals process or denied applicants may board again at a future date.
DEPARTMENT OF SPECIAL EDUCATION
UNDERGRADUATE APPLICATION FOR ADMISSION TO TEACHER EDUCATION

TELEPHONE NUMBER OR EMAIL ADDRESS MUST BE INCLUDED FOR SCHEDULING OF BOARD INTERVIEW.

Name: Last First Middle ETSU ID#

DATE OF BIRTH TELEPHONE NUMBER GOLDMAIL ADDRESS

Home Address: Street City State Zip Code

Expected Date of Graduation: ______________

DO NOT WRITE BELOW THIS LINE

******************************************************************************

THIS SECTION WILL BE COMPLETED AND VERIFIED BY A PROFESSIONAL ADVISOR AFTER THE STUDENT HAS SUBMITTED THE APPLICATION:

Scores:
PPST/Core Reading: ______ (174/156) ACT Composite:______ (22 minimum)
PPST/Core Writing: ______ (173/162) SAT Composite:______ (1020 math and verbal)
PPST/Core Math: ______ (173/150)

GPA: Gen. Ed. _______ (2.75 minimum under catalogs beginning with 2013/14, 2.5 minimum under catalogs prior to 2013/14, developmental studies excluded)

Cum. _______ Hours Completed: ____________ (32 hrs. min):

6/English ____/____ 8/Science ____/____ 3-4/Math_______ 2-3/CSCI 1100 _______

EDFN 2100_______ EDFN 2300_______

Office Use
ETSU Start Date: __________ Catalog: ______ Transfer Hours: ______ Transferred From: ______________

Hours Earned Before EDFN 2100 ____ Hours Earned Before EDFN 2300 ____ Semesters Between EDFN 2100 & 2300 ______

Background Check Indication: YES NO Admissions Status: EA EC ______________ Denied ______________

Data Tracked in Banner: ______________ By: __________ Change of Major Completed: YES NO

Professional Advisor Date
ESSAY QUESTION

Directions: Please compose an answer on a separate piece of paper to the question below by using word processing of your choice. Attach your response to this application. Organize your thoughts carefully, using correct grammar, spelling, and punctuation. Essays should be approximately 2 pages double-spaced. We take this essay seriously and expect it to represent your writing at its most proficient level. Sign and date your essay.

Question: Special Education (K-12) Students

Identify and describe the effective characteristics that teachers need to address and/or develop in students as we prepare them in the 21st century.

Word Processing used: __________________________________________________________

Name: ____________________________________________ ETSU ID #: ________________

Last          First

Signature: ________________________________
Last Name                     First Name                                                  Middle Name

________________________________________  ETSU ID Number

I certify that I am at least 18 years of age, possess good moral character, and am free from chemical addiction that would impair my effectiveness as a teacher.

_____Yes             _____No

(Do not sign until you are in the presence of an official notary)

_________________________________________________________  Signature of Student  Date

Notarized by:

State of Tennessee    County of: ____________________________________________

_________________________________________________________  Signature  Date

Print Name:________________________________________________________

Term Expires:____________________________         Affix Seal
**COMPUTATION SHEET**

GENERAL EDUCATION REQUIREMENTS FOR ADMISSION TO TEACHER EDUCATION

Student Name: ______________________________

ETSU ID Number: ______________________________

Date: ______________________________

ALL COURSES USED MUST BE FROM THE GENERAL EDUCATION CORE

Indicate the courses and course numbers you are using in your calculation.

* You must use the Gen. Ed. 8 hours of Science and 3 hours of Math specific to your major.

<table>
<thead>
<tr>
<th>COURSE</th>
<th>GRADE</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1010</td>
<td>B+</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1020</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>*SCIENCE:</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>*SCIENCE:</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>*MATH:</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

(Choose 5 other Gen. Ed. Courses for below)

---

32 **TOTAL __________

** To calculate GPA divide the total Quality Points by 32 (Do not round up)

 ADDITIONAL REQUIREMENT: MUST HAVE PASSED THE UIT PROFICIENCY EXAM OR PASSED CSCI 1100 USING INFORMATION TECHNOLOGY: grade_____ passed proficiency exam _____

Your GPA should be a whole number and then 3 digits after the decimal. You do NOT round up.

GENERAL EDUCATION GPA (Do not round up): ___________ (total Quality Points divided by 32)

TEACHER EDUCATION STUDENTS MUST HAVE A MINIMUM CALCULATED GPA OF 2.75 under catalogs beginning with 2013/14.

**ETSU GRADE POINT ALLOCATION**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
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<td>B+</td>
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</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

PLUS:

Completion of EDFN 2100 with “B-” or higher under catalogs beginning 2013/2014.

AND:

Completion of EDFN 2300 with “B-” or higher under catalogs beginning 2013/14.