

# Teacher Certification Flow Chart

## Freshman

- Pass the Texas Higher Education Assessment (THEA) exams in Reading, Writing, Math (Minimum Scores Required: Reading—240; Math—230; Writing—220).
- Take ENG1113 Composition/Rhetoric I—Achieve a B- or higher grade.
- Take ENG1123 Composition/Rhetoric II—Achieve a B- or higher grade.
- Take COM1143 Fundamentals of Speech—Achieve a C- or higher grade.
- Take and pass MTH1123 College Algebra.
- Take Taylor-Johnson Temperament Analysis (TJTA)—offered only twice a year.
- Maintain a minimum cumulative AND content GPA of 2.75.
- Successful completion of (or enrolled in) semester obtaining sixty (60) hours.
- Take and pass EDU2253 Foundations of Education (NOTE: This is the only EDU course that can be taken prior to approval into the Teacher Education Program).

## Sophomore

Once above items mentioned are completed, you are now eligible to make application into the Teacher Education Program recognized by Texas Education Agency. Applications are accepted only twice a year and reviewed by SAGU's Education Committee.

### Teacher Education Program Application Process

- Secure an application packet from the Education Department.
- Application materials will not be accepted if they are dated outside of six months from when materials are due.
- Complete Application; make sure to provide a photo on second page of application (professional photo not required).
- Secure two recommendations for approval to the Teacher Education Program from someone other than a relative, SAGU employee, or a fellow student.
- Submit a 1- to 2-page typed, double-spaced essay describing reasons for desiring a profession in the teaching field.
- Sign and submit 1) Educators' Code of Ethics Affirmation and 2) FERPA Consent to Release.
- Provide a copy of Driver's License.
- One week prior to the Education Committee meeting when application files are reviewed, you will be required to have an interview with one to two hand-selected Committee members. A scoring rubric will be used during the interview, as well as during the Education Committee meeting, evaluating candidate on areas such as communication, disposition, personal appearance, non-verbal skills, class and chapel attendance, course work, participation, and motivation. Candidate can request a copy of the blank rubric form prior to the interview in order to help them be better prepared for the interview process.
- Following the Education Committee meeting, each Program candidate will receive an official email that will inform them of the Committee's decision. If Candidate is approved to enter into the Teacher Education Program, they are required to sign the Texas Education Agency mandated form, "*Acceptance of Offer of Admittance into the Teacher Education Program.*" This signed document is filed in the student's permanent student file.

### ***Junior/Senior***

- If content coursework has not yet been started, start and successfully pass all content coursework, making sure to maintain a content GPA of 2.75. All RDG and EDP courses may be taken prior to Teacher Education Program approval. Must be approved to Education Program to take EDU coded courses.
- Meet with Certification Officer during first semester of senior year to discuss certification process.
- Continue to maintain a content and cumulative GPA of 2.75.
- Apply for Clinical Teaching placement the semester prior to your final semester. Clinical Teaching placement applications are reviewed by the Education Committee twice a year. All course work must be completed (or be enrolled in appropriate classes in said semester showing due process of completing coursework) prior to being approved to clinical teach, other than your final 3-hour block course taken alongside Clinical Teaching. A clinical teaching practicum fee will be added to your tuition when scheduled.

### ***Senior—Final Semester***

- Complete all coursework.
- Attend mandatory Job Fair sponsored by Career Development Department.
- Complete and pass all certification exams relative to your degree discipline (exam costs are your responsibility).
- Clinical Teaching—full semester; minimum of 14 full weeks.
- GRADUATION (must be within six months of completion of clinical teaching).
- Apply for certification (extra fees)—Contact SAGU Certification Officer.
- Complete fingerprinting as part of National Criminal Background check (extra fee).