

# Undergraduate Secondary Education Teacher Checklist

## Professional and Secondary Education Department East Stroudsburg University

We welcome you as you begin your journey to becoming a secondary school teacher; you are making satisfying and influential career choice. As teachers of tomorrow, you are afforded the opportunities “to touch the future” by giving students the skills and knowledge to succeed. We wish you much success in this endeavor and urge you to use our resources and use them well. Use the checklist below to guide your work through the PSED 7-12 teacher certification program.

**Meet regularly with your two advisors**, one from Professional and Secondary Education, and another from your major content area department, to ensure receiving certification in the most efficient manner.

### Coursework Requirements for Certification

The state of Pennsylvania requires 6 credits in math, 3 credits in English composition, and 3 credits in English literature for all teacher certification candidates. You need to meet all General Education and content area requirements with a minimum overall 3.0 GPA. You should check with your content area advisor about any specific GPA requirements in your major.

Required Courses	Credits	Semester
_____ PSED 161: Foundations of Education	3 credits	Fall & Spring
Clearances required for most classes from this point forward (10-15 hours of observations are required/course)		
_____ SPED 102: Diversity of the Learner	3 credits	Fall & Spring
_____ PSED 250: Psychology of Learners in Diverse Communities (2.5 G.P.A. required)	3 credits	Fall & Spring
_____ SPED 350: Assessment of Student Learning & Behavior	3 credits	Fall & Spring
_____ REED 350: Teaching Reading to Communities of Diverse Learners	3 credits	Fall & Spring
<b>One of the following “Teaching of” subject courses (10 hours of observations are required)</b>		
_____ PSED 406: Teaching of English in Secondary Schools	3 credits	Spring
_____ PSED 416: Teaching of Foreign Language in Secondary Schools	3 credits	Spring
_____ PSED 436: Teaching Mathematics in Secondary Schools	3 credits	Spring
_____ PSED 446: Teaching of Science in Secondary Schools	3 credits	Fall
_____ PSED 458: Teaching of Social Studies in Secondary Schools	3 credits	Fall
_____ PSED 420: Seminar in Secondary Education I (40 Hours of Field Work & Department Screening recommended)		
_____ PSED 421: Seminar in Secondary Education II (40 Hours of Field Work & Department Screening required)	3 credits	Fall & Spring
_____ PSED 430: Student Teaching in Secondary Education/Middle School	6 credits	Fall & Spring
_____ PSED 431: Student Teaching in Secondary Education/High School	6 credits	Fall & Spring
_____ PSED 499: Internship in Student teaching (ENGL, HIST, PHYS, BIOL, CHEM, MATH or FLNG)	1 credit	Fall & Spring

**TOTAL: 37 credits**

## Potential Sequence of Events by Semester/Year~See advisors

### 1<sup>st</sup> Year (Freshman)

- Take PSED 161 Foundations of Education & SPED 102 Diversity of the Learner.
- Take FYE 100 course (first year) and Health and Fitness course (within first two years).
- Earn an overall G.P.A. of at least 3.0
- Take 6 credits of math, 3 credits of English Composition and 3 credits of English Literature as required.
- Present copies of Act 151, 34, 24, and FBI fingerprint clearances to the Field Experience Office. Renew clearances every year. You also need to present copy of TB test results.

### 2<sup>nd</sup> Year (Sophomore)

- Take PSED 250 Psychology of Learners in Diverse Communities.
- Take REED 350 Teaching Reading to Communities of Diverse Learners.
- Maintain at least a 3.0 G.P.A. overall.
- Complete remaining Math and English courses (6 credits total in math; 3 credits English Composition and 3 credits English Literature).

### 3<sup>rd</sup> Year (Junior) – First Semester

- Get Screening/Admittance information packet and review requirements.
- Sign up with the PSED secretary for a departmental screening interview (between 48-60 credits).
- Pass state-mandated Basic Skills tests (Praxis CORE) or meet SAT/ACT requirements. Have a copy sent to ESU and make a copy of your scores and give to the PSED secretary.
- Take SPED 350 Assessment of Student Learning & Behavior.
- Maintain a 3.0 GPA

### 3<sup>rd</sup> Year – Second Semester or 4<sup>th</sup> Year – First Semester

- Register for PSED 420 Seminar I in Secondary Education. You must be screened into the department in order to register for Seminar I.
- Take “Teaching of” course, the same semester as either Seminar I or Seminar II.
- Register for Seminar II the semester right before student teaching. (**Sem I is a prerequisite for Seminar II**).
- Maintain at least a 3.0 GPA

### 4<sup>th</sup> Year (Senior) – Before you student teach

- Write autobiography for cooperating teachers.
- Take Praxis II, have scores sent to ESU, and give copy of scores to PSED secretary. Foreign language candidates should check with Foreign Language advisor about additional tests.
- Take TB test within 3 months of student teaching. It can be done at ESU Health Services, Express Care or by your own doctor.
- Join PSEA, which secures liability insurance for you. Go to [www.psea.org](http://www.psea.org)
- Contact both cooperating teachers and meet to prepare for student teaching experience.
- Renew clearances (Act 34, Act 24, and Act 151, and FBI clearances) so they are current throughout student teaching.

### \*\*4<sup>th</sup> Year – When you are student teaching

- Create credentials packet in the Career Center located in the University Center.
- Review all general, professional and major requirements with both advisors (PSED and content area).

### \*\*4<sup>th</sup> Year – Complete Application for PA Certification

- Have a physical (can be done at ESU Health Service; must have evidence of TB test)
- Maintain overall G.P.A. of at least 3.0 to be PA certified.
- Recheck all state-mandated test scores to be sure they meet requirements for PA certification.
- Get everything ready so you can apply on-line for certification as soon as you graduate.