**Graduate Teacher Preparation Checklist** Professional and Secondary Education Department

East Stroudsburg University

In secondary education (Grades 7-12), the teacher is certified in a content area. Course work entails both content and educational courses. Since each graduate student has a different background, your plan is customized to meet the requirements for Pennsylvania Teacher Certification. If you have passed the approved content test, you may qualify for an expediated path. Additional requirements include maintaining a 3.0 GPA, passing the content area test, screening, passing unit wide assessments, and applying to the Pennsylvania Department of Education.

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| Name |  | Student Number |  | Content |  |

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| First  Semester |  | Expedited |  | Test Passed |  | Student Teaching  Semester |  |

## Education Courses for Certification

Identify thecourses that are needed for education competencies to be addressed at ESU or through previous coursework in undergraduate courses or graduate studies. Official transcripts will be needed for all transferred courses. We recommend that you pass the content area test as soon as possible.

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| Required Courses | Transfer | Semester | Method |
| \*PSED 510: The Teacher and The School Community |  | Spring & Summer | Online |
| \*PSED 516: Learner and the Learning Process |  | Fall & Spring | Online |
| \*PSED 524: Teaching ELLs in the Diverse Classroom Setting |  | Spring | Traditional |
| \*REED 528: Teaching Content Area Reading to Diverse Learners |  | Fall & Spring | Online |
| \*SPED 550: Nature and Needs of Exceptional Individuals |  | Fall & Spring | Online |
| \*SPED 551: Inclusionary Practices |  | All | Online |
| **\*One** of the following “Teaching of” subject courses (10 Hours of observations are required) | | | |
| PSED 506: Teaching of English in Secondary Schools |  | Spring | Traditional |
| PSED 517: Teaching of Foreign Language in Secondary Schools |  | Spring | Traditional |
| PSED 536: Teaching Mathematics in Secondary Schools |  | Spring | Traditional |
| PSED 546: Teaching of Science in Secondary Schools |  | Fall | Traditional |
| PSED 566: Teaching of Social Studies in Secondary Schools |  | Fall | Traditional |
| **Screening (**See directions on the screening process available at www.esu.edu/psed**)** | | | |
| \*PSED 520: Seminar in Secondary Education 1  (40 Hours Field Work) |  | Fall & Spring | Online & Traditional |
| \*PSED 521: Seminar in Secondary Education 2  (40 Hours of Field Work) |  | Fall & Spring | Traditional |
| PSED 518: Student Teaching / High School |  | Fall & Spring | Student Teaching |
| PSED 519: Student Teaching/ Middle School |  | Fall & Spring |
| 499 Internship in Student Teaching (Content area) |  | Fall & Spring |

\***Counts towards M.Ed.**\* Most graduate courses will count toward a master’s degree except for student teaching. It is recommended that candidates first focus on teacher certification to be eligible teach.

# If we are not offering PSED 524 which meets the ELL requirement. You can take the course through [Learner’s Edge](https://www.learnersedge.com/?utm_term=learners%20edge&utm_campaign=Brand&utm_source=adwords&utm_medium=ppc&hsa_tgt=kwd-3367652702&hsa_grp=39748169258&hsa_src=g&hsa_net=adwords&hsa_mt=e&hsa_ver=3&hsa_ad=229364898462&hsa_acc=1570617608&hsa_kw=learners%20edge&hsa_cam=728109984&gclid=Cj0KCQjw_r3nBRDxARIsAJljleGUlVmvuOARTkiqoFUMUhyinGy3VY-6r5GlpYsIkJVZY-J2LPPikg0aAi0aEALw_wcB). There are two course you could take, but you only need to take one. You want - for credit, and when complete, have a transcript sent to ESU Graduate College. The course seems reasonably priced. Look in the Culture & Language is the Area: Course #5025 Making Content Accessible for English Language Learners OR Course #842 Achieving Success with English Language Learners will meet the criteria.

**Content Tests**: Go to this link to see the all the tests available on the [Summary Sheet](https://docs.google.com/document/d/1mUHYfF_jDCKeQMYH6g9qM2DwrWTvO_BYZvzPSD3jJdM/edit?usp=sharing) with links for registering at the bottom. From PDE, Download the excel sheet. See the tab instructional, and you will find your content area and the passing score. <https://www.education.pa.gov/Educators/Certification/CertTestingRequirements/Pages/default.aspx>

A student recommended study.com ($60/month) for practice. Search for the content test number to get the best results and/or go to ETS to see what they have available.

## Content Courses

List the content courses recommended to address the competencies. To prove content competency prior to student teaching, a student *must show* they have completed the recommended content course with a C or better OR pass the content test. Official scores and transcripts are needed.

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| Courses | Semester/Transfer |
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| Content Advisor |  | Date |  |

# Process

A total of 27 credits of professional coursework are required plus a semester of student teaching, which includes a Senior High placement (6 cr.), a Middle School/Jr. High placement (6 cr.), and an Arts & Science 499 Internship (1 cr.) Work with a PSED advisor to meet requirements. You must pass the PA content area test.

1. Admittance into ESU

* Accepted into the ESU Graduate College.
* Have transcript(s) evaluated by PSED Chair to determine needed education/content courses.
* Recommended: Pass the required content test or have transcript(s) evaluated by content area advisor to determine recommended content area courses. Have scores sent to ESU.
* Go over the Graduate Teacher Preparation Checklist with your advisor and make sure that you understand the options for you.

2. Admittance into Department (Screening)

* Successful completion of PSED 510, PSED 516, and SPED 550 (or approved equivalents).
* If GPA is less than 3.0, make an appointment with your advisor to discuss options.
* Complete Screening/Admittance information packet requirements.

3. Preparation for Field Experiences (PSED 520, 521 & Student Teaching)

* One year prior to student teaching, attend the advertised meeting. Notices are posted and sent out, and you can call the Office of Field Experience (Stroud 214) at 570-422-3471.

4. Before Student Teaching

* Pass certification test requirements and have scores sent to ESU and/or complete all secondary education and academic discipline requirements.
* Check with advisor on to make sure you are ready.

5. Student Teach and Complete Application for PA certification

* Have a physical (can be done at campus infirmary; must have evidence of TB test).
* A 3.0 GPA is required to be certified in Pennsylvania.
* Check that all state-mandated certification test requirements are met.
* Apply online for certification through Pennsylvania Department of Education website.

6. Talk to your advisor about the next steps in your career. Complete your **Graduate** **Plan of Study**.

If you have any questions, please contact the PSED office at (570) 422-3363.

Graduate Plan of Study

In the following section, you will find the Graduate plan of study that will be completed between you and your advisor. This plan of study is for completion of your masters of education degree, and *not* your teacher certification. After the form is completed with your advisor, it will be submitted to the PSED graduate coordinator, chair and then, the graduate college for approval signatures. Once signed by all, you will receive a copy for your records. A completed plan of study is needed for all students to qualify for your master’s degree.

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|  | **EAST STROUDSBURG**  UNIVERSITY  ***of Pennsylvania***  200 Prospect Street Zimbar-Liljenstein, Rm 154 East Stroudsburg, PA 18301-2999 (570) 422-3536 toll-free (866) 837-6130  Email: grad@esu.edu | **Graduate College** |
| **Plan of Study and**  **Application for Candidacy**  **for Master’s Degree** |

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| 1. **Plan of Study and Application for Candidacy** | | | | | | | | | | | | | | | |
| 1. All Graduate Students who have been admitted as “Admission, Pre-Candidacy (Full)” are expected to complete a Plan of Study no later than the semester they are enrolled in their 12th credit hour of graduate coursework. Meet with your graduate coordinator or advisor as assigned by your academic department, and complete the Plan of Study form accurately and neatly. 2. Submit the department approved and signed Plan of Study, with any required or supporting documents, to the Graduate College for final approval by the Graduate Dean. 3. Once approved by the Graduate Dean, the Graduate College will mail a signed copy to you and the Graduate Coordinator of your program. File your copy in a secure place and be sure to adhere to the approved plan as you progress through your degree program. 4. Approval of the Plan of Study constitutes Admission to Candidacy to the master’s degree and academic major and is what establishes the requirements for graduation. Specifically, the Plan of Study delineates the required and elective coursework and culminating experience needed for graduation. A student must be in Academic Good Standing and fulfill all requirements identified in the Plan of Study for conferral of the degree. | | | | | | | | | | | | | | | |
| 1. **Student Information** | | | | | | | | | | | | | | | |
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| Student ID # |  | Last Name | | |  | First Name | | |  | Middle Initial | | |  | Former Name | |
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| Mailing Address | | | | |  | City | | |  | State | | |  | Zip Code | |
|  | | | | |  |  | | | | | | | | | |
| Home Phone # | | | | |  | ESU Email Address | | | | | | | | | |
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| 1. **Degree Designation and Major** | | | | | | | | | | | | | | | |
| 1. Master’s Degree: ☐ M.A. **☐** M.Ed. ☐ M.P.H. ☐ M.S. | | | | | | | | | | | | | | | |
| 1. Major (Academic Program): | | | PSED | | | | | Area of Concentration (If Applicable): | | | Professional Education | | | | |
| 1. Semester and Year of 1st Registration into Degree, Major, & Concentration: | | | | | | | | | | | |  | | | |
| 1. Catalog Year in Effect: | | | |  | | | 1. Projected Semester and Year of Graduation: | | | | | | | |  |
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| 1. **Degree Requirements** | | | | | | | | | | | | | | | |
| 1. Master’s degrees must meet the **minimum** requirement of 30 credits and include certain components such as (1) common core of courses related to the discipline or field of study; (2) concentration or specialization in a focused area of the discipline; (3) cognate courses which broaden perspective or mastery, or provide special skills; and (4) culminating experience requirement – thesis, research project, comprehensive examination, practica, internship, or other fieldwork that synthesize theory and practice. | | | | | | | | | | | | | | | |

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| **Degree Requirements** *continued* |
| 1. List all coursework required for specified degree. Indicate which course(s) will be transferred in. All transfer courses must be approved in advance and listed on the Plan of Study or Plan of Study Amendment.  |  |  |  |  |  | | --- | --- | --- | --- | --- | | *Prefix* | *Course#* | *Title* | *# of*  *credits* | *Check if transfer credit* | | *Common Core of Courses Related to the Discipline or Field of Study* | | | |  | | PSED | 510 | Teacher School & Community ( ) | 3 | ☐ | | PSED | 5 516 | Learner & the Learning Process ( ) | 3 | ☐ | | PSED | 524 | Teaching ELLs in the Diverse Classroom Setting (may transfer in) | 3 | ☐ | | SPED | 550 | Nature and Needs of Exceptional Individuals ( ) | 3 | ☐ | | SPED | 551 | Inclusionary Practices  () | 3 | ☐ | | *Concentration or Specialization in a Focus Area of the Discipline* | | | |  | | REED | 528 | Teaching Content Area Reading to Diverse Learners () | 3 | ☐ | | PSED | 520 | Seminar in Secondary Education\* ( ) | 3 | ☐ | | PSED | 521 | Seminar in Secondary Education 2 ( ) | 3 | ☐ | | PSED |  | Teaching of | 3 | ☐ | |  |  |  |  | ☐ | | *Cognate Courses Which Broaden Perspective or Mastery, or Provide Special Skills - 3 more courses need* | | | |  | |  |  |  |  | ☐ | |  |  |  |  | ☐ | | *Culminating Requirements* | | | |  | |  |  |  |  |  | |  |  |  |  |  | | **Total number of credits needed for the specified master’s degree:** | | | **36** |  | | *Other Non-Credit Requirements: ☐ Comprehensive Exam ☐ Final Oral Exam ☐ Other Portfolio* | | | | | |

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| 1. **Student Signature** | | | | |
| Signature below acknowledges responsibility of the student to adhere to established academic policies, program requirements, and other procedures as stated in the Graduate Catalog in effect at the time of enrollment in the program. Further, once approved, any changes to the program requirements must be delineated and fully approved in a Plan of Study Amendment. Finally, all requirements identified in the Plan of Study must be fulfilled for conferral of degree. | | | | |
|  | |  | |  |
| Student Signature | |  | | Date |
| **VI. Department and Graduate College Approval** | | | | |
| Signature designates approval of applicant’s Plan of Study and admission to candidacy for the stated graduate degree and academic major. | | | | |
|  |  | |  | |
| Graduate Advisor Date |  | | Department Chair Date | |
| Graduate Coordinator Date |  | | Graduate Dean Date | |