

## PROCEDURES FOR APPLYING

to

### **UNDERGRADUATE TEACHER CANDIDACY** For SECONDARY EDUCATION

Applications for teacher candidacy are available from the Office of Student Services located in Merrick Building, room 312. Students should apply for teacher candidacy after the following requirements have been met:

1. Completion of the approve form for declaring education as a MAJOR turned in to the Office of Student Services, Merrick Building, Room 312.
2. Completion of the following courses with a composite G.P.A. of 2.5 or higher and above average Field Experience evaluations.
  - a. TAL 101 - Social and Psychological Foundations of Education
  - b. TAL 204 - Meeting the Educational Needs of Diverse Secondary Learners
3. A G.P.A of 2.5 or higher in the Teaching (Arts and Sciences) Major.
4. A C- or better in Teaching and Learning (TAL) courses.
5. Completion of a total of 40 credit hours with an overall G.P.A. of 2.5+.
6. Passing of all sections of the C.L.A.S.T. or General Knowledge exam. You MAY NOT APPLY EXEMPT. Passing scores vary on the year the student took the test.
7. Completion of the computer proficiency requirement (TAL 102)
8. Completion of the Oral Communication Proficiency Requirement (TAL 204 or COS 211).
9. Documentation of Above Average (3.0+) Field Experience Evaluations.
10. Completed Course Advising Plan (CAP).

**PLEASE SUBMIT APPLICATION TO:  
THE OFFICE OF STUDENT SERVICES, 312 MERRICK BUILDING**

Revised: 08/03 (mae)