College of Education
Admission and Retention Procedures

Admission and retention procedures for undergraduate students in the College of Education at Southern University and A&M University.

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Admission and Retention in Teacher Education

The teaching profession is highly demanding and remarkably complex. A person desiring to become a teacher must maintain academic standards and demonstrate qualifications for successful teaching including satisfactory performance in field experiences. Therefore, the College of Education at Southern University reserves the right to recruit, admit, and retain in the Professional Programs only those students who show evidence of being capable of performing in an acceptable professional manner. Enrollment in the Professional Program does not guarantee that a student will receive the degree or certification sought simply because he/she completes a number of courses or the required number of field hours.

Certification requirements are specified by the State Legislature, and/or the Board of Elementary and Secondary Education and coordinated by the State Department of Education. These requirements are subject to periodic modification, which may not occur at times appropriate for inclusion in the annual publication of the University catalogue. It is the responsibility of the students to make periodic checks for such changes with their academic advisors and/or department heads.

Students are required to submit an application for admission to the Professional Programs in Teacher Education. Each candidate’s application must be reviewed for compliance with the standards for Admission and Retention in Teacher Education. Students in the College of Education must meet with an advisor at least twice a semester.

A. Admission Procedures

Students must make application for admission to the College of Education at Level I, at least four weeks prior to the end of any given semester in order to have their applications duly processed by the beginning of the following semester. The schedule for applying is the following:
1. Intended majors for the College of Education will normally be required to make application for admission as students in Education 205.

2. All students must have formally filed a pre-college admission application before enrolling in any professional courses other than Education 205 and must have enrolled in the LiveText system.
3. Eligible students who make proper application will be screened and placed in Level I.

B. Transition Points

1. **Level I - Pre-Majors**: Level I status may be granted to a student who has completed at least 30 hours of general education coursework with a 2.2 GPA and successfully completed an application to the College of Education. Once accepted, the student will be considered a **pre-major in the College of Education**. When the student has completed all requirements for Level I in the College of Education, then the student may move to Teacher Education Programs. All students must complete and have approved an admission application for Level I. This level indicates that the student has been accepted to the College of Education. Criteria to complete Level I are as follows:
   a. Possess a minimum of 2.2 cumulative grade point average
   b. Pass Oral Proficiency and Writing Proficiency Exams
   c. Complete Academic Integrity Scale, Disposition Scale, Career Plan, Technology Literacy Survey, and Philosophy of Education
   d. Achieve a passing score on PRAXIS I PPST-Reading, Writing and Mathematics or a 22 on ACT or 1030 on SAT.
   e. Achieve a GPA of 2.2 or higher in general education.
   f. Complete 60 hours of field experiences
   g. Have never been convicted of a felony.
   h. Need a letter from the Office of Student Services in order to move to next level. (Evaluator’s Recommendation)

2. **Level II - (Majors)**: Level II status may be granted to a student who has completed all requirements for Level I in the College of Education and possess a 2.5 GPA. Then, the student may move to **Teacher Education Programs**. All students must complete an admission application for Level II. This level indicates that the student is now a **teacher education candidate** in one of the professional programs. Criteria to complete Level II are as follows:
   a. Possess a 2.5 GPA
   b. Complete Conceptual Framework Survey
   c. Complete Multicultural Disposition Survey
d. Complete Candidate Disposition Scale
e. Complete Technology Integration Survey
f. Complete Evaluation of five core principles and course embedded tasks
g. Complete Lesson Plans

h. Complete Classroom Management Plan
i. Complete 120 hours of field experiences
j. Passed PRAXIS II Exams
k. Evaluator’s Recommendation

3. **Level III**- Level III status may be granted to a student who has completed all requirements for Level II in the College of Education and possess a 2.5 GPA. Then, the student may move to the **Student Teaching/Internship**. All students must complete an admission application for Level III. This level indicates that the student is now eligible to student teach in their respective teacher education program. Criteria to complete Level III are as follows:

   a. Maintain a 2.5 GPA
   b. Complete Teacher Education/Internship Portfolio
      - Complete Technology Integration Survey
      - Complete Conceptual Framework Survey
      - Achieve appropriate rating on Candidate Disposition Scale
      - Achieve a “Pass” rating on the Academic Integrity Scale
      - Successfully complete all course embedded tasks
      - Complete Graduating Senior Survey
      - Complete Teacher Work Sample
      - Complete Classroom Management Plan
      - Complete Multicultural Disposition Survey
      - Complete Final Student Evaluation

4. **Level IV – Post Program Completer Status (1st Year Professional)**
   Level IV status may be granted to a student who has completed all requirements for Level III and graduated from the College of Education. Then, the student may move to the Post Program Completer Status. This level indicates that the student is now eligible to teach in their respective teaching areas. Criteria to track Level IV are as follows:

   a. Acceptable Performance on Parish/District Evaluations
   b. Achieve acceptable rating on Employer Rating Survey
c. Acceptable impact on K-12 student learning gains
d. Utilization of the New Teacher Support Website

5. INELIGIBLE: Indicates a student does not meet or maintain criteria for either Pre-major status or full-major status.

C. Retention Procedures

1. Ongoing screening of each student utilizing the standards of the Professional Programs in Teacher Education will occur each semester of a student’s enrollment.
2. Students will be permitted to enroll in any Education course only twice.
3. Students will be permitted to repeat only two Education courses without written permission.

Students demonstrating behaviors or characteristics that make it questionable whether they can succeed in the teaching profession will be referred for Professional Performance Review by the Student Affairs Committee.

A review may result in:

1. No action being taken but further observations.
2. Recommendation of a Professional Improvement Plan (monitored by the chairperson).
3. Referral to counseling program on campus.
4. Probation with specified conditions.
5. Temporary suspension from the Teacher Education program with specified conditions.
6. Expulsion from the Teacher Education program.

D. Appeal Procedures

Students who wish to appeal decisions of the Student Affairs Committee may do so in writing to the Dean of the College of Education.