

# MED, ADD-ON & INITIAL CERTIFICATION IN MEDIA

The College of Education has reorganized and departmental names and locations have changed.  
Please see The College of Education website for updates.

Proof of the following should be submitted to the Graduate School at least 20 days prior to the beginning of the semester you plan to enroll:

	<u>APPLICATION DEADLINE</u>	<u>CLASSES BEGIN</u>
<b>SUMMER SEMESTER 2011</b>	APRIL 22, 2011 (EXTENDED to MAY 6, 2011)	MAY 16, 2011 (SESSION I), JUNE 6, 2011 (SESSIONS II & III), and JULY 1, 2011 (SESSION IV)
<b>FALL SEMESTER 2011</b>	JULY 13, 2011	AUGUST 22, 2011
<b>SPRING SEMESTER 2012</b>	DECEMBER 9, 2011	JANUARY 9, 2012

- ✓ Completed [application](#) for admission
- ✓ Non-refundable \$30.00 application fee (To be paid one time only)
- ✓ Meet minimum 2.7 GPA requirement for admission ([masters program applicants only](#))
- ✓ One official transcript from each college or university ever attended (undergraduate and graduate)
- ✓ Three [letters of recommendation](#)\* from individuals knowledgeable of your professional and academic abilities
- ✓ Photocopy of your highest clear renewable Georgia Educator certificate – MASTERS & ADD-ON APPLICANTS ONLY
- ✓ Official Graduate Record Examination (GRE) or Miller Analogies Test (MAT) scores
- ✓ Proof of exemption or satisfactory score on PRAXIS I or GACE Basic Skills Test – If you are seeking initial certification or have a provisional certificate, please see page 6 for more information.
- ✓ Satisfactory [Certificate of Immunization](#)\* – (New Students Only) - **Please send this form directly to the Department of Health Services. Do not send to the Graduate School. For more information, contact Health Services at 678-839-6452.**
- ✓ [Academic Honor Form](#)\*

**CERTIFICATION APPLICANTS:** Applicants interested in the [ADD-ON program in Media](#) must have earned a master's degree from an accredited institution, hold a clear renewable GA Educator certificate (Level 5 or higher), and possess a cumulative graduate GPA of at least 3.0 on all graduate work taken at all colleges/universities.

Applicants interested in the [INITIAL CERTIFICATION program in Media](#) must have earned a master's degree from an accredited institution and possess a cumulative graduate GPA of at least 3.0, and meet requirements listed above for the master's degree program (e.g., GRE or MAT scores).

\* **Letters of recommendation, Satisfactory Certificate of Immunization, and the Academic Honor Form are required of all applicants.**

Admission to an add-on or initial certification program is for the purpose of certification only and credit earned may not be used toward a degree in Media at the University of West Georgia. Applicants working towards certification (add-on or initial certification) or the masters degree in MEDIA must pass the PRAXIS II or GACE assessments for Media Specialist before the Georgia Professional Standards Commission will award the S-5 certificate.

Please send all documents, except the [Certificate of Immunization](#) (see form for instructions), directly to the Graduate School, University of West Georgia, Carrollton, Georgia 30118-4160. **Please allow 7-10 business days for processing your application. CHECK YOUR APPLICATION STATUS online by clicking on [HOW TO APPLY](#) (Item #9).**

## IMPORTANT PHONE NUMBERS

Department of Instructional Innovation & Foundations - Instructional Technology & Design - School Library Media	678-839-6558	<a href="http://www.westga.edu/coeei/">www.westga.edu/coeei/</a>
College of Education	678-839-6570	<a href="http://www.westga.edu/coe/">www.westga.edu/coe/</a>
Graduate School	678-839-6419    678-839-5949 (FAX)	<a href="mailto:gradsch@westga.edu">gradsch@westga.edu</a>
Financial Aid	678-839-6421	<a href="http://www.westga.edu/finaid/">www.westga.edu/finaid/</a>
Registrar's Office	678-839-6438	<a href="http://www.westga.edu/registrar/">www.westga.edu/registrar/</a>

# THE IMPORTANCE OF ADMISSIONS TEST SCORES FOR CERTIFICATION & MASTERS PROGRAMS

## REGULAR ADMISSION

- 3.0 cumulative GPA for Add-On and Initial Certification in Media majors
- 2.7 cumulative GPA for MED in Media majors
- An official GRE test score of at least **800** (minimum **350** Verbal score and minimum **350** Quantitative or Analytical score - whichever score is higher of the two sections on tests taken before October 2002. Tests taken after October 2002 require verbal, quantitative, and minimum GRE analytical writing test score of 3.5.) Please visit the Graduate School's web site for more information. **OR**
- A Miller Analogies Test (MAT) score of at least **44** may also be accepted (scores received PRIOR to June 1996 only). Out-of-state test scores from October 1990 – August 1991 will not be accepted. **The Graduate School will accept scores for the New MAT taken after October 1, 2004. Regular admission requires a New MAT scaled score of 396-401 (percentile rank of 46-54).** Please see page 3 for more information
- PRAXIS and GACE Test scores will not be accepted for admission, but are required for certification.

**NOTE: It is very important for every candidate to know that the above represents minimum admission standards. No candidate shall be considered for admission in the Department of Instructional Innovation & Foundations if he or she does not meet these minimal admission standards. However, meeting these minimal requirements does not guarantee admission.**

**APPLICANTS TO PROGRAMS IN MEDIA WILL NOT BE CONSIDERED FOR PROVISIONAL ADMISSIONS. APPLICANTS WHO DO NOT MEET MINIMAL REQUIREMENTS MAY BE CONSIDERED ON [APPEAL](#).**

## IMPORTANT NOTICE

Please understand that no more than 9 semester hours taken as a post-baccalaureate or non-degree status may subsequently be applied toward a master's degree program. Therefore, individuals attempting to gain admittance to a master's degree program should make every effort to take the GRE or MAT as soon as possible. Applicants applying to the MASTER'S program in Media may be allowed to take a maximum of 3 graduate semester hours pending receipt of entrance examination scores or other criteria required to complete the application process.

## **ADMISSION REQUIREMENTS FOR PROSPECTIVE STUDENTS SEEKING ADMISSION TO THE COLLEGE OF EDUCATION AND GRADUATE SCHOOL**

For admission into the College of Education and Graduate School, a prospective student must meet minimal GPA and GRE or MAT test score requirements in addition to meeting other specified criteria. The Graduate School calculates the GPA on all undergraduate and graduate course work attempted. If this GPA does not meet the department minimum GPA, the Graduate School recalculates the GPA on the basis of the last 60 hours (or its equivalent) of undergraduate and/or graduate course work completed. All courses taken during the term in which the 60<sup>th</sup> credit hour is completed shall be included in the calculation.

No prospective student may be admitted to the Graduate School to take any course without the approval of the appropriate department in the College of Education. This means that every prospective student must be recommended for admission into a degree or non-degree program before being admitted to the Graduate School. Each department must approve every student for regular or provisional admission into a program of study before any graduate courses in the College of Education may be taken. Any student admitted provisionally must receive specific requirements from the department which, when successfully completed, will result in "Regular" admission into the degree program. Any applicant denied admission can appeal such a decision. However, no prospective student will be considered for appeal with less than a 2.5 GPA on the last 60 hours of course work attempted.

The University of West Georgia offers a number of Specialist in Education (EDS) degree programs. A separate application is required for admission into these programs. Please call the Graduate School Office at 678-839-6419 or consult our web site for additional information.

**\* For information about Graduate Record Examination (GRE) testing sites and registration dates, please call 1-800-GRE-CALL; or visit online at <http://www.gre.org/gentest.html>; for the new MAT, see <http://www.milleranalogies.com>.**

## Graduate School Policies with Regard to the Acceptance of Miller Analogies Test Scores

The Graduate School of the University of West Georgia will accept scores from the Miller Analogies Test (MAT) pursuant to the following policies **(PLEASE DO NOT CONFUSE THE MAT WITH THE GMAT. MAT SCORES ARE NOT ACCEPTED FOR ADMISSION INTO GRADUATE PROGRAMS IN BUSINESS ADMINISTRATION AND PROFESSIONAL ACCOUNTING)**:

- Scores from tests taken **prior to** June 1996 **EXCEPT** for out-of-state scores from the MAT taken from October 1990 - August 1991. Scores from tests taken between October 1990 and August 1991 are not acceptable for graduate admission at UWG.
- The Graduate School will accept scores from the MAT taken after October 2004.

Some departments have not yet decided whether they will accept scores from the new MAT for admission to their programs. However, the MAT is being accepted for admission into the following programs:

<u>GRADUATE PROGRAM</u>	<u>MASTERS</u>	<u>SPECIALIST</u>
Art Education (P-12)	PROGRAM DEACTIVATED	NA
Business Education	X	PROGRAM DEACTIVATED
Early Childhood Education (P-5)	X	X
Educational Leadership & Prof Studies	PROGRAM DEACTIVATED	NO
French (P-12)	PROGRAM DEACTIVATED	NA
Professional Counseling	NO	NO
Media	X	X
Middle Grades Education (4-8)	TEST NOT REQUIRED	PROGRAM DEACTIVATED
Physical Education	PROGRAM DEACTIVATED	PROGRAM DEACTIVATED
Reading Education	X	NA
Secondary Education - English	TEST NOT REQUIRED	PROGRAM DEACTIVATED
Secondary Education - Mathematics	TEST NOT REQUIRED	PROGRAM DEACTIVATED
Secondary Education - Science	TEST NOT REQUIRED	PROGRAM DEACTIVATED
Secondary Education - Social Science	TEST NOT REQUIRED	PROGRAM DEACTIVATED
Special Education	NA	X
Special Education – General or Adapted Curriculum	X	NA
Spanish (P-12)	PROGRAM DEACTIVATED	NA
Speech-Language Pathology	NO	NA
Music Education	TEST NOT REQUIRED	NA
Music Performance	TEST NOT REQUIRED	NA
Master of Science in Nursing	TEST NOT REQUIRED	NA

The University/Institution Code for the University of West Georgia for the MAT is 2376.

The Ed.D. Program in School Improvement will not accept the MAT. Only the GRE will be accepted for admission.

### GRADUATE SCHOOL MINIMUM SCORES

	<u>Scaled Score</u>	<u>Percentile Rank</u>
Masters Degree	396-401	46-54
Specialist Degrees	400-405	53-60

\*Please note that programs may require higher standards than Graduate School minimums. At this time none of the programs have indicated an increase in standards. All have accepted Graduate School minimums.

# PRAXIS / GACE TESTS

## PRAXIS I / GACE BASIC SKILLS TEST

July 1, 1997, the University of West Georgia began requiring a passing score on the PRAXIS I for admission to teacher education. The GA Professional Standards Commission (GAPSC) began requiring the PRAXIS I as part of college/university recommendations for teacher certification beginning March 1, 1999. Therefore, applicants at the University of West Georgia who were admitted to teacher education before July 1, 1997, but who have not applied for teacher certification prior to March 1, 1999, must pass the PRAXIS I before applying for certification. The PRAXIS I covers the areas of reading, writing, and mathematics. The reading and mathematics assessments are multiple-choice, and the writing assessment contains both essay and multiple-choice components.

The required passing PRAXIS I composite scores are:

CBT READING – 321  
PPST READING – 176

MATH – 322  
PPST MATH – 176

CBT WRITING – 321  
PPST WRITING – 174

CBT Required Composite Score: 964

PPST Required Composite Score: 526

The Georgia Assessments for the Certification of Educators® (GACE®) replaced the PRAXIS I on September 1, 2006. Students passing all parts of the PRAXIS I prior to September 1, 2006 do not need to take the GACE Basic Skills Test. However, if parts of PRAXIS I were passed and failed (e.g., passed Reading, Writing, but failed Math), the student will need to take all parts of the GACE Basic Skills Test if passing scores were not obtained on the failed parts of the PRAXIS I by March 5, 2007. The PSC will not accept a “mix” of scores from PRAXIS I and GACE. Please see [http://www.gapsc.com/msgc\\_gacetoreplacepraxis.asp](http://www.gapsc.com/msgc_gacetoreplacepraxis.asp) for more information.

- PRAXIS I / GACE Basic Skills Test is required for initial certification
- Individuals who hold or have held a clear renewable certification are not required to take PRAXIS I / GACE Basic Skills Test.
- Candidates holding non-renewable certificates and enrolled in teacher preparation programs at Georgia institutions must post passing scores on the PRAXIS I / GACE Basic Skills Test prior to being recommended for certification by the institution.
- At least two tests of the PRAXIS I (reading, writing, and mathematics) must be passed in order to be recommended for certification. Applicants taking the GACE Basic Skills Test must pass all three parts of the test. See information below on required PRAXIS I/GACE Basic Skills Test composite scores.
- You can find the GACE calendar on the GA PSC web site at: <http://www.gapsc.com/>. Just click on "Educator Assessment" in the menu on the left side of the screen; then "GACE WEBSITE" under "TESTING INFORMATION".
- Passing scores - please see below for more information.
- The GACE Basic Skills is offered as a computer-based test. It costs approximately \$140.00 to take the GACE. More information about cost is available at [http://www.gace.nesinc.com/GA4\\_testfees.asp](http://www.gace.nesinc.com/GA4_testfees.asp).
- See [http://www.gace.nesinc.com/GA4\\_testdates.asp](http://www.gace.nesinc.com/GA4_testdates.asp) for GACE Testing Dates.
- Test Preparation Materials for the GACE can be found at [http://www.gace.nesinc.com/GA4\\_prepare.asp](http://www.gace.nesinc.com/GA4_prepare.asp).

**GACE** - All test results are reported as scaled scores. The scaled score is a combination of the number of scorable questions you answer correctly on the selected-response section of the test and the scores you receive on any constructed-response assignments, converted to a scale from 100 to 300, with a score of 220 representing the passing score. Please note that for assessments composed of more than one test, candidates must pass all tests for that assessment to meet the certification requirements.

- The Praxis I/ GACE Basic Skills Test may be exempted if high enough scores are obtained on the SAT, ACT, or GRE. As of September 24, 2003, **exemptions are:**

**SAT exemptions: 1000 (with no minimum verbal or math scores required)**

The composite score is obtained by adding the verbal and math scores.  
Candidates must take both the verbal and math sections of the test.

**GRE exemptions: 1030 (with no minimum verbal or quantitative scores required)**

The composite score is obtained by adding the verbal and quantitative scores.  
Candidates must take both the verbal and quantitative sections of the test.

**ACT exemptions: 43 (with no minimum English or Math scores required)**

The composite score is obtained by adding the English and Math scores.  
Candidates must take both the verbal and math sections of the test.