

**COLLEGE OF EDUCATION
ADMISSION AND RETENTION POLICIES AND PROCEDURES FOR
TEACHER EDUCATION PROGRAMS**

ADMISSION

Admission to the teacher education program is a prerequisite to enrollment in professional education courses. Eligibility requirements for admission to teacher education for undergraduate programs include the following:

1. Completion of all core requirements for Areas A, B, C, D, E, and F.
2. Overall minimum GPA.
 - a. For Physical Education majors, a minimum overall grade point average of 2.5 in academic work completed.
 - b. For Early Childhood, Secondary, Art, Music, Foreign Language, and Special Education majors and Speech-Language Pathology majors, a grade point average of 2.7 overall in academic work completed. Transfer and certification candidates must use the *Catalog* in effect during their first semester of academic enrollment at the University of West Georgia.
3. Proficiency in oral communication as demonstrated by a grade of C or better in any course found in Area B – Category 1 (Oral Communication) of the Core Curriculum, or other means determined by the department, e.g., interviews or tapes of oral communication.
4. Satisfactory completion of the program admission test (or exemption) required of all candidates admitted to teacher education–GACE Program Admission Assessment/Basic Skills Assessment or Praxis I. (Praxis I is appropriate only for candidates who achieved a passing composite score on this test by September 1, 2006.) See individual advisors for specific details. All out-of-state transfers must fulfill this requirement during the first term enrolled at the University of West Georgia.
5. Completion of the GACE Educator Ethics – Program Entry Assessment.
6. Successful completion of Area F courses with grades of C or better.
7. Satisfactory completion of the physical education requirement of the college from which the candidate will graduate. See the Undergraduate Catalog, <http://www.westga.edu/undergrad/>, for further details.
8. Completion of any other additional requirements specified by individual departments, e.g., a departmental interview.

Candidates who were previously enrolled, but have not been in attendance for two semesters must apply for readmission with the Registrar's Office and with the College of Education. Students must meet current Teacher Education requirements.

ADMISSION UNDER ACADEMIC RENEWAL POLICY

1. Eighteen semester hours of course work must be completed after admission under academic renewal before applying for admission to teacher education. The minimum GPA for the appropriate program must be maintained in these 18 hours (see requirement #2 under *Admission* section).
2. Requirements #3-8 apply (listed under *Admission* section).

PROCEDURES FOR ADMISSION TO TEACHER EDUCATION

It is the candidate's responsibility to notify their advisor when they believe all admission requirements have been met. At that time, the advisor will confirm that the candidate is ready for admission and will provide the candidate detailed instructions on how to apply for Admission to Teacher Education electronically through the Tk20 system.

RETENTION

In addition to the specific requirements for admission to teacher education, candidates must meet the following requirements for retention in teacher education programs.

1. Demonstrate knowledge, skills, and dispositions appropriate for the various stages of their preparation program.
2. Maintain the minimum overall GPA required for admission to the particular program.
3. Earn a grade of C or better in all professional education courses, teaching field courses, and supporting courses for the teaching field. Students who fail to make a C or better can move forward with approval of the Department Chair except in cases where prerequisites have not been met.
4. Successfully complete all clinical and/or field experiences undertaken prior to the next step in the sequence, including exhibiting responsible professional dispositions at the field placement sites and in interactions with peers, faculty, students, and parents.
5. Exhibit professional conduct as outlined in the Code of Ethics adopted by the Professional Standards Commission. A complete text of the Georgia Code of Ethics is available at <http://www.gapsc.com/Rules/Current/Ethics/505-6-.01.pdf>.

PROGRAM COMPLETION REQUIREMENTS

Candidates are recommended for the Georgia educator certificate only upon successful completion of the teacher education program and a passing score on the appropriate assessments for certification, as required for certification by the Georgia Professional Standards Commission. Candidates must meet the following requirements for successful completion of the teacher education program:

1. Complete specific bachelor degree program requirements as applicable.
2. Complete SPED 3713 (Special Education programs only) or SPED 3715, or department approved alternative to meet the special education requirement of Georgia House Bill No. 671.
3. Earn a grade of C or better in all professional education courses, teaching field (content) courses, and supporting courses for the teaching field.
4. Complete successfully all field experiences, including exhibiting responsible professional behavior at the field placement sites and in interactions with peers, faculty, and students.

Advisor Printed Name _____ Advisor Signature _____ Date _____

Student Printed Name _____ Student Signature _____ Date _____