# Requirements For Admission To Professional Education

Students must have a complete admissions file and be fully admitted to Professional Education before being eligible to apply for student teaching.



- [ ] 1. The candidate must file an application for admission to professional education during attendance at a mandatory Professional Education Admissions Orientation.
- [ ] 2. The candidate must file a statement indicating if they have convictions or pending charges on a felony or sexual misconduct misdemeanor. Individuals with a conviction or pending charges must contact and confer with the Director of Professional Educator Services. Falsification of this statement will result in immediate removal from professional education.
- [ ] 3. The candidate must file a statement verifying that he/she understands such information as: the current employment conditions, demands of the teaching field, wide range of skills essential to the teaching field, amount and nature of required class work, necessity of becoming involved in clinical experiences, increasing complexity of the teaching profession, minimal passing scores on required tests, and academic attainment required for admission.
- [ ] 4. The candidate must file a statement indicating that they have received a written copy of the (1) requirements for admission to teacher education and student teaching, (2) components and requirements related to program courses (portfolios, authentic assessment techniques, field experiences, etc.), (3) “Program Matriculation Standards Correlated to Teacher Admission,” and (4) current Kentucky testing requirements (Praxis CASE).
- [ ] 5. The candidate must file a statement indicating a commitment to uphold The Professional Code of Ethics for Kentucky School Personnel and receipt of notification of the Code of Conduct Review.
- [ ] 6. The candidate must submit a completed physical, TB screening, and criminal background check (through Verified Credentials), all dated within one year of submission.
- [ ] 7. The candidate must provide an appropriate photograph for his/her file.
- [ ] 8. In order to be admitted to teacher education, the candidate must achieve and maintain a minimum overall GPA of 2.75. (In order to student teach the candidate must have a 2.75 or higher GPA in professional education, any identified

certification area(s), and overall). A candidate with less than an overall GPA less than 2.75 may request admission based on the last 30 hours of course work if that GPA is 3.0 or above.

- [ ] 9. As verification of proficiency in the use of oral language, the candidate must attain a grade of “C” or higher in an approved general education speech course for education majors (or equivalent courses COMM 145, 161, 181) or by documenting an overall GPA of at least 2.75 (4.0 scale) on a baccalaureate degree from an accredited institution.

- [ ] 10. As verification of writing proficiency, the candidate must have at least a 2.5 GPA in English 100 and English 300 (or equivalent courses) with neither grade being less than a “C”.

- [ ] 11. The candidate must provide the Office of Professional Educator Services with official verification that they have successfully completed the pre-professional skills assessments of basic knowledge—the Praxis Core Academic Skills for Educators (CASE)—administered by the Educational Testing Service with the corresponding minimum scores: Mathematics —150, Reading—156, and Writing—162.

- [ ] 12. Acquire three positive faculty recommendations: Dispositions toward teaching will be evaluated according to specific qualities and traits. Recommendations may not be obtained from instructors of online courses as the dispositions are not necessarily observable in an online learning environment.

- [ ] 13. Candidate must be on iCAP or, if pursuing a second degree program, must submit to the Office of Professional Educator Services a copy of their written degree program. Students must be admitted to/enrolled in a program that leads to certification.

- [ ] 14. All candidates must be officially approved by the Professional Education Committee. Each of the above requirements must be met prior to committee consideration of the candidate. Deadlines for committee consideration of a candidate’s credentials are September 15 (Fall admission) and February 15 (Spring admission). A candidate must be approved by the Professional Education Committee one year prior to applying for student teaching. Application deadlines for student teaching are September 15 for Spring student teaching and February 15 for Fall student teaching.

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