ADMISSION TO TEACHER EDUCATION APPLICATION PACKET

Department of Curriculum & Instruction
Office: (936) 261-3403  Fax: (936) 261-3419  Website: pvamu.edu/pages/173.asp

Revised: February 2013
Admission to Teacher Education Screening Checklist

Candidate Name: ______________________ TEA ID#: ____________ Date: ____________

Advisor Name: ______________________ Area of Certification: ______________________

Failure to provide the documents listed below will result in denial of your application!

______ Completed Application
______ Copy of Driver’s License (front and back)
______ TEA ID Number
______ Interview Matrix completed by Advisor
______ Three (3) FACULTY Letters of Recommendation
______ Updated Degree Plan
______ Current Transcript (Unofficial or Official)
______ Calculated GPA (≥ 2.50) for Completed University Core (42 SCH)
(NOTE: You must have COMPLETED your 42 hour core.)
______ Documentation of Criminal Background check
______ Signed Texas Educators’ Code of Ethics Statement of Affirmation form
______ All Class Substitutions forms
______ THEA Reading Score (≥230) [No Exemptions/Substitutions/Exceptions]
______ THEA Writing Score (≥220) or a grade of “C” or better in ENGL 1123 or ENGL 1133
______ THEA Math Score (≥230) or a grade of “C” or better in MATH 1113

DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY

ADMITTED: _____ Yes  _____ No

COMMENTS: ________________________________________________________________

Initial ____________ Date ________________

Revised: February 2013
APPLICATION FOR ADMISSION TO TEACHER EDUCATION

1. Name: _______________________________________________________________________
   Last                                               First  Middle

2. TEA ID No. _______________________________               3. Date   ________________________

4. Address: (Permanent) _______________________________________________________________________
   Phone No. ______________

5. Address: (Local) _______________________________________________________________________
   Phone No. _______________

6. Year first enrolled at Prairie View A&M University?

7. U. S. Citizen?  Yes         No
   If no have you filed a statement to become a citizen? Yes ______ No
   If yes what is your alien number #?

8. Ethnic origin (check only one)  9.   Sex:
   (    ) Alien/Foreign National      (    ) American Indian/Alaskan Native      (    ) Female
   (    ) Asian/Pacific Islander      (    ) African American      (    ) Male
   (    ) Hispanic                   (    ) White

10. Degree sought (check or write only one)
    B.S. Interdisciplinary Studies _____ Specialization
    B.S. Technology Education ______
    B.S. Secondary Education ______
    Post Baccalaureate ______
    Other ______

11. Have you ever been convicted of a felony or misdemeanor?  (    ) Yes    (    ) No

12. Do you plan to meet the requirements for Texas Teacher Certification?   (    ) Yes     (    ) No

13. Advisor’s Name:

REQUIRED FOR ADMISSION TO TEACHER EDUCATION:

- Three (3) recommendation forms should be completed by three faculty members who have taught you and are aware of the quality of work you performed. The 3 completed recommendation forms are to be included with your application for Admission to Teacher Education.
- The application for admission to Teacher Education is to be returned to the Department of Curriculum and Instruction by the faculty member advisor.
- A satisfactory score on the THEA is required (R-230; M-230; W-220).
- A G.P.A. of 2.50 in the completed 42 SCH University core is required.
- Please attach to your application a copy of your THEA scores, all substitution forms and your grades for all completed coursework.

* INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.  Deficiency Plan must be attached if Post-Baccalaureate.

Revised: February 2013
RECOMMENDATION FOR ADMISSION TO TEACHER EDUCATION

Student Name: ______________________________  TEA ID No. __________________

Degree sought (check or write only one)
- B.S. Interdisciplinary Studies
- B.S. Technology Education
- B.S. Secondary Education
- Post Baccalaureate
- Other

DIRECTIONS TO THE STUDENT:
Complete the information in the above section. The remaining portion of the form is to be completed by the faculty making the recommendation.

DIRECTIONS TO THE REFERRING FACULTY:
(This is a confidential recommendation.) Please return this form to the Department of Curriculum and Instruction.
Complete the matrix below. Rate the abilities of the above named student as follows:

4 = Excellent  3 = Above Average  2 = Adequate  1 = Inadequate  NA = Not Applicable

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You may add any comments to better clarify your recommendation:

_____ I recommend _____ I do not recommend the above name student for admission to Teacher Education.

Faculty Name (Please print)  Signature  Date

Revised: February 2013
RECOMMENDATION FOR ADMISSION TO TEACHER EDUCATION

Student Name: ___________________________________ TEA ID No. _____________________

Degree sought (check or write only one)
- B.S. Interdisciplinary Studies  ____  Specialization ______________________________
- B.S. Technology Education  ____  ______________________________
- B.S. Secondary Education  ____  ______________________________
- Post Baccalaureate  ____  ______________________________
- Other  ____  ______________________________

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You may add any comments to better clarify your recommendation:

____ I recommend ______ I do not recommend the above name student for admission to Teacher Education.

___________________________                             ___________________________________
Faculty Name (Please print)    Signature          Date
RECOMMENDATION FOR ADMISSION TO TEACHER EDUCATION

Student Name: ____________________________  TEA ID No. ________________________

Degree sought (check or write only one)
- B.S. Interdisciplinary Studies ___  Specialization ______________________________
- B.S. Technology Education ___  ______________________________
- B.S. Secondary Education ___  ______________________________
- Post Baccalaureate ___  ______________________________
- Other ___  ______________________________

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You may add any comments to better clarify your recommendation:

_____ I recommend _____ I do not recommend the above name student for admission to Teacher Education.

Faculty Name (Please print)  Signature  Date

Revised: February 2013
Semester (circle one): Spring  Summer  Fall  Year: _________

Candidate name: ____________________________  TEA ID#: ____________________________

Advisor Name: ____________________________  Phone #: ____________________________

Interview questions:

1) Why have you chosen (enter concentration area) ____________________________ as the major subject area you want to teach? ____________________________

2) What are three attributes you believe a successful educator should possess?

   1) ____________________________  2) ____________________________  3) ____________________________

3) What is the last book you read? ____________________________

<table>
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<tr>
<th>Rating Scale: 3 = Targeted  2 = Acceptable  1 = Unacceptable</th>
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<tr>
<td>Oral Communication Skills</td>
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<td>Clear thought process           Organization of ideas</td>
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<td>Verbal expressiveness/intensity/enthusiasm                 Communicates with clarity</td>
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<td>Thought Processes</td>
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<td>Critical thinking            Flexibility</td>
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<tr>
<td>Thinks on feet               Potential for growth</td>
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<tr>
<td>Intellectual curiosity</td>
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<tr>
<td>Interaction with Interviewer</td>
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<tr>
<td>Respectful                                 Rapport</td>
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<tr>
<td>Warmth                                     Commitment</td>
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<tr>
<td>Leadership Potential</td>
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<td>Positive attitude towards teaching Self-direction</td>
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<tr>
<td>Enthusiastic                  Driven</td>
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<td>Responsibility</td>
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TOTAL POINTS

Comments (if score is below 9)

Advisor’s Signature: ____________________________  Date: ________________

TOTAL SCORE: _______
Statement of Affirmation

I affirm that I will comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom, as set forth by the Texas Administrative Code §247.2. As a Texas educator, in maintaining the dignity of the profession, I shall respect and obey the law, demonstrate personal integrity, and exemplify honesty. In exemplifying ethical relations with colleagues, I shall extend equitable treatment to all members of the profession. In accepting a position of public trust, I shall measure success by the progress of each student toward the realization of his or her potential as an effective citizen. In fulfilling responsibilities in the community, I shall cooperate with parents and others to improve the public schools of the community.

I hereby affirm that I have read and thoroughly understand the Texas Educators’ Code of Ethics TAC 457.2 and shall abide by all enforceable standards of this rule.

________________________________________________________________________
Educator Candidate’s Signature                                                Date

________________________________________________________________________
Educator Candidate’s Printed Name
How to Obtain your TEA ID#

Social Security numbers are no longer being used for identification purposes within Teacher Education. You will need your TEA ID number all documents related to testing review sessions, field observations and Student Teaching. Please follow the directions listed below to create your Educator Profile and generate your TEA ID number.

1. Go to the SBEC Online system at https://secure.sbec.state.tx.us/sbecOnline/
2. Click on the Educator Login/account setup link on the left-hand side of the webpage
3. Click the “new user/creator account” button
4. Enter your name, date of birth and social security number
5. Choose the check box for “Candidate participating in and Educator Preparation Program”
6. Click “Search”
   a. If page displays “No account found”, please choose “Educational Aide (First Time Applicant) and click “Search”
7. Carefully complete all required information
8. Click “submit”
9. Make not of your TEA ID number as this number will be used throughout your program
Procedures for Obtaining a Criminal Background Report

NOTE: If you have either a misdemeanor and/or felony charges on your background, we need a background check from that particular county so we may review the charges and determine if they will prevent you from moving forward in the teacher education program.

If you have not committed any crimes (misdemeanor or felony), then you may get a background check from any county. Below are the directions for obtaining a criminal background check from Harris County. You may also get a background check from the Waller County courthouse in Hempstead.

Harris County Background Check

Option 1: Request in Person
Go to:
  Harris County Criminal Justice Center
  1201 Franklin Street, Room 3138
  Houston, TX 77002
  (Hours of operation: Monday-Friday 8am-5pm)

1. Complete form and pay applicable fees ($6.00)
2. Receive certified copy of Report

Option 2: Request via phone
1. Call 1-888-545-5577
2. Follow the prompt for Criminal Background Check (Press Option #2)
3. Provide necessary information for the Background Check
4. The report (Certified Copy) will be mailed within 3-5 business days

Option 3: Request via Computer
1. Go to Harris County District Clerk homepage www.hcdistrictclerk.com
2. Form home homepage click “Forms” under “Quick Links” (on left)
3. Choose “Civil Fax Express Order Form” under “General Forms”
4. Print, complete and fax mail as directed
5. For questions call 1-888-545-5577

For Option #2 & Option #3: A debit or credit card number must be provided for processing. If form is mailed in and there is no debit or credit card available, a $6.00 money order or cashier’s check made payable to HCDC may be enclosed (cost is subject to change).

Note: The Admission Packet will not be processed without the original Certified Copy of the report from the County Clerk (retain a copy for your records). It is advisable to request the report in a timely manner in order to meet admission packet deadlines.

Revised: February 2013
Instructions for filling out the
Admission to Teacher Education Spreadsheet

Name – Student’s first and last name.

TEA ID Number – this is received through https://secure.sbec.state.tx.us/sbecOnline/ (DO NOT USE STUDENT ID NUMBER OR SOCIAL SECURITY NUMBER).

THEA Reading – Reading score (must be 230 or better).

THEA Math – Math score (must be 230 or better) or grade for MATH 1113 of a “C” or better.

THEA Writ – Writing score (must be 220 or better) or grade for ENGL 1123/1133 of a “C” or better.

Complete 42 SCH University Core GPA – must be 2.50 or better.

Documentation of Criminal Background check

REF Letters (3) – write the number of reference letters the student has.

Classification – Freshman (FR), Sophomore (SM), Junior (JR) or Senior (SR)

Gender – Female (F), Male (M)

Ethnicity – White (W), African-American (A/A), Hispanic (H), American Indian/Alaskan Native (A/I), Asian/Pacific Islander (A/P), Alien/Foreign National (A/F)

Major & Concentration – Area of specialization (EX: BSIS Special Education or BSIS Math 4-8)

ATTENTION:
THIS IS TO BE COMPLETED BY YOUR ADVISOR!!
# ADMISSION TO TEACHER EDUCATION

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<th>NAME</th>
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<th>THEA RDNG ≥ 230</th>
<th>THEA MATH ≥ 230 or C or better</th>
<th>THEA WRIT ≥ 230 or ENGL 153</th>
<th>MATH 1113 ≥ C</th>
<th>ENGL 1123 ≥ C</th>
<th>ENGL 1133 ≥ C</th>
<th>COMPLETED UNIV. CORE ≥ 42 SCH</th>
<th>GPA</th>
<th>REF LETTERS</th>
<th>DOCUMENTATION OF CRIMINAL BACKGROUND CHECK</th>
<th>CLASSIFICATION</th>
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