Guidelines for Admission to the School of Teacher Education Program

The formal steps for admission to the School of Teacher Education are detailed below. Upon successful completion of all steps outlined, a teacher candidate is admitted to the Teacher Education Program and will receive a letter of confirmation.

1. **Application and Admittance into Mid-America Christian University.**
   Each teacher candidate must apply and be admitted as a regular student into the university before application can be made to the Teacher Education program.

2. **Demonstration of minimal skills is required to show competence in the following areas:**
   a. **Reading** – Each teacher candidate must score at least a 17 or above on the Reading section of the ACT exam or a minimum score of 50% on the Nelson-Denney Exam.
   b. **Writing** – Each teacher candidate must complete ENGL 1103 English Composition, and ENGL 1203 English Composition, with a minimum grade of “C” or above.
   c. **Verbal** – Each teacher candidate must complete COMM 1103 Fundamentals of Public Speaking with a minimum grade of “C” or above.
   d. **Math** – Each teacher candidate must complete MATH 1513 College Algebra (or a higher math class) with a minimum grade of “C” or above.

3. **EDUC 2102 Educational Foundations and EDUC 2101 MACU Teacher Ed. Orientation.**
   Each teacher candidate must complete EDUC 2102 Educational Foundations and EDUC 2101 MACU Teacher Education Orientation after fifty-five percent (55%) of general education courses have been completed. Teacher candidates must achieve a minimum grade of “C” or above in order to continue the admittance process.

4. **OGET.**
   Each teacher candidate must complete and pass the Oklahoma General Education Test (OGET) required by the State of Oklahoma.

5. **Criminal Background Check.**
   Each teacher candidate must pass a state (OSBI) and federal (FBI) criminal background check. The teacher candidate is charged a $20 fee prior to the EDUC 2102 Educational Foundations course and is renewed annually throughout the program. This process is mandatory and must be completed before being allowed in the schools.

6. **Personality Indicator.**
   Each teacher candidate must complete a personality indicator and have those results evaluated and discussed.
7. **Entry Level Portfolio.**
   Each teacher candidate must complete the requirements for the entry level portfolio framework prior to the time of admittance in the Teacher Education program. This occurs during EDUC 2101 MACU Teacher Education Orientation.

8. **Level I – Field Experience.**
   Each teacher candidate must successfully complete 30 hours of field experience and submit documentation of experience of working with children. This is fulfilled during EDUC 2102 Educational Foundations.

9. **Community Service.**
   Each teacher candidate must successfully complete 12 hours of each required semester of community service as a graduation requirement.

10. **GPA Requirements.**
    Prior to and at the point of admission to the Teacher Education program, the teacher candidate must have a minimum cumulative grade point average (CGPA) of 2.5 or higher and a grade point average (GPA) of 2.75 in professional education courses and subject area courses to be admitted and then retained in the program.

11. **Application for Admission to Teacher Education.**
    Application to Teacher Education will be made during the EDUC 2101 MACU Teacher Education Orientation course. A transfer student is to submit the application immediately after enrollment in MACU provided he or she is classified as a sophomore or higher and transfers the equivalent class of EDUC 2101 MACU Teacher Education Orientation. Otherwise, transfer students will begin the process during this course.

12. **Recommendation Letters.**
    The teacher candidate must submit recommendation letters from two (2) faculty members, one from a professor of EDUC 2102 Educational Foundations and one from the chair or program coordinator of the subject area program.

13. **Dispositions Evaluation.**
    The teacher candidate must obtain three (3) evaluations of dispositions for admittance to the program with an average score of 2 for each evaluation. Evaluators will include the faculty members who are recommending the teacher candidate, as stated above and the Dean of Student Life or other preapproved professional.

14. **Interview.**
    Each teacher candidate is required to demonstrate critical thinking skills during a formal teacher education interview. Two members of the Admission/Retention Subcommittee of the Teacher Education Committee will meet with each applicant. The teacher candidate must be able to express his or her philosophy of education, motivation for becoming a teacher, and view of an effective teacher. He or she must also reflect on community service activities that they have completed, classroom management techniques, technology in the classroom, and confirm that they have had experience working with children, along with other questions the committee might ask.
If the teacher candidate does not receive 16 out of 24 on the “Entry to Teacher Education Interview” rubric, he or she will be given a second interview with the complete Admissions/Retention Committee. If a third interview is needed, the teacher candidate would interview before the entire Teacher Education Committee. The decision of the Teacher Education Committee is final. A provisional status of admittance is granted if a teacher candidate receives no more than two unsatisfactory marks on the interview. The teacher candidate will be interviewed again after one semester. If the teacher candidate is not able to successfully pass this second interview, he or she will be referred to the Teacher Education Committee for final vote. If teacher candidates are disqualified from the program and the teacher education degree, recommendations of other careers will be made.

15. **Teacher Education Committee approval.**

Each teacher candidate must be formally approved by the full Teacher Education Committee to complete the admittance process.