

**DEPARTMENT OF SPECIAL EDUCATION  
EAST TENNESSEE STATE UNIVERSITY  
CLEMMER COLLEGE  
UNDERGRADUATE APPLICATION FOR ADMISSION TO TEACHER EDUCATION**

**YOU MUST FOLLOW THE DIRECTIONS NOTED BELOW OR YOUR APPLICATION  
WILL NOT BE PROCESSED.**

You must have a file established in the Clemmer College, Office of Student Services.

The following items must be included with your board application and must be delivered to the Clemmer College, Office of Student Services, 321 Warf Pickel Hall by the posted deadline date. Applications must be received by the deadline date at the close of business that day at 4:30pm.

1. Official evidence of attained required scores on all portions of the Praxis Core or Praxis I (PPST) or required score on the ACT or SAT.
  - If you need evidence of your ACT or SAT score, and it is noted on your student academic account through ETSU, we can print that off for you. If your scores are not noted on your account, you may obtain evidence of those scores through the high school from which you graduated.
  - If you take the Praxis Core (Praxis 1 before July 2014), be sure to retain a copy of all score reports for your personal records. ETS only makes the scores available for a short window of time. After that they charge for additional score reports. Although you will also want to have a copy sent to the ETSU Clemmer College, these scores can take up to six weeks to arrive. Therefore, you may bring the scores you receive from ETS to 321 Warf Pickel, and we will make a copy to add to your application.
2. Transcript showing completed general education core classes including 6 hrs. Eng. Comp, 8 hrs. Science, 3-4 hrs. Math, EDFN 2100 and EDFN 2300. Overall GPA must be at least a 2.75 for student entering fall 2013 or after. English, Math and Science **MUST** have a grade of "C" or higher and EDFN 2100 and 2300 **MUST** have a grade of "B-" or higher. **MUST** include a passing grade in CSCI 1100 or evidence of passing the proficiency exam.
  - A transcript may be printed from your Goldlink account, but you must write the following statement at the end of the transcript: **"To the best of my knowledge, this transcript is correct."** Then **sign** your name.
  - If you choose to request an "issued to student" transcript from the Registrar's Office, it must be requested prior to the application deadline date and must be included with your board application.

3. **Completed Program of Study. (Do not submit the original or a copy of the original that you received when starting your file)**
  - You must submit a program of study per your catalog year. Your catalog year is based on when you began classes at ETSU. For example, if you started classes during fall 2013, your catalog year is 13/14. Academic years begin fall of one year and go through summer of the next year. When in doubt, look at the program of study you received when you started your file. Those are completed by us according to your catalog year. Blank programs of study are available on the Clemmer College web page (<http://www.etsu.edu/coe/>) or may be printed at the kiosk in 321 Warf Pickel.
  - Use the original program of study you received when starting your file as a guide when completing a blank program of study. You must list the course rubric and number (if not already noted) for all courses completed. Next to each, note the grade earned. If substitutions were granted for any courses, note that as well.
4. **Completed essay: be sure to directly and completely answer the essay question included with this application. Essays should be approximately 2 pages double-spaced. The rules pertaining to academic honesty apply to this essay—it must be your own work, and any sources must be properly cited. Please sign your essay.**
5. **ALL students must complete a background check and receive clearance. This must be completed at least 4 weeks prior to submitting your application to Teacher Education. You must follow the Clemmer College guidelines for your background check. Guidelines are available on the Clemmer College website at [www.etsu.edu/coe/](http://www.etsu.edu/coe/) or in the Office of Student services (321 Warf-Pickel). Once completed the background check report will come to our office and we will add it to your board application. The background check must be less than a year old at the time of the board interviews. Background checks from other organizations cannot be used by our institution.**

### ADMISSION PROCEDURES

Completed applications will be forwarded to the Board interview coordinators specific to students' licensure areas. Admissions Boards will be comprised of one or more faculty from interviewing departments, a public school teacher, and other individuals as deemed appropriate. Admissions Boards will review students' files prior to the formal interviews. Questions asked during the interviews will be developed to ascertain students' general knowledge, ability to communicate, and potential for success in the teaching profession; the interview is not a course examination. Admissions Boards will determine if students meet admissions criteria. Students will be notified by mail of admissions decisions. If admission is denied, applicants may follow the established appeals process or denied applicants may board again at a future date.

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TELEPHONE NUMBER OR EMAIL ADDRESS MUST BE INCLUDED FOR SCHEDULING OF BOARD INTERVIEW.

Name: Last First Middle ETSU ID#

DATE OF BIRTH TELEPHONE NUMBER GOLDMAIL ADDRESS

Home Address: Street City State Zip Code

Expected Date of Graduation: \_\_\_\_\_

*DO NOT WRITE BELOW THIS LINE*

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THIS SECTION WILL BE COMPLETED AND VERIFIED BY A PROFESSIONAL ADVISOR AFTER THE STUDENT HAS SUBMITTED THE APPLICATION:

Scores:

PPST/Core Reading: \_\_\_\_\_ (174/156)     ACT Composite: \_\_\_\_\_ (21 minimum)  
PPST/Core Writing: \_\_\_\_\_ (173/162)     SAT Composite: \_\_\_\_\_ (1020 math and verbal)  
PPST/Core Math: \_\_\_\_\_ (173/150)

GPA:

Cum. \_\_\_\_\_ Hours Completed: \_\_\_\_\_

6/English \_\_\_\_/\_\_\_\_     8/Science \_\_\_\_/\_\_\_\_     3-4/Math \_\_\_\_\_     2-3/CSCI 1100 \_\_\_\_\_

EDFN 2100 \_\_\_\_\_     EDFN 2300 \_\_\_\_\_

Office Use

ETSU Start Date: \_\_\_\_\_     Catalog: \_\_\_\_\_     Transfer Hours: \_\_\_\_\_     Transferred From: \_\_\_\_\_

Background Check Complete: YES NO     Admissions Status: EA EC \_\_\_\_\_ Denied \_\_\_\_\_

Data Tracked in Banner: \_\_\_\_\_ By: \_\_\_\_\_     Change of Major Completed: YES NO

Professional Advisor \_\_\_\_\_ Date \_\_\_\_\_

# TEACHER EDUCATION APPLICATION

## ESSAY QUESTION

**Directions:** Please compose an answer on a separate piece of paper to the question below by using word processing of your choice. Attach your response to this application. Organize your thoughts carefully, using correct grammar, spelling, and punctuation. Essays should be approximately 2 pages double-spaced. We take this essay seriously and expect it to represent your writing at its most proficient level. Sign and date your essay.

**Question:** Special Education (K-12) Students

Identify and describe the effective characteristics that teachers need to address and/or develop in students as we prepare them in the 21<sup>st</sup> century.

Word Processing used: \_\_\_\_\_

Name: \_\_\_\_\_ ETSU ID #: \_\_\_\_\_  
Last First

Signature: \_\_\_\_\_