

TEACHER EDUCATION PROGRAM

www.mtsu.edu/education



Dear Teacher Candidate,

Congratulations on your admission to the **Teacher Education Program (TEP)**! This means that you are now a teacher candidate, and a huge step closer to your career as a classroom teacher. This letter contains important information for you to know moving forward. Read everything carefully, save this letter, and most importantly, ask questions when you have them.

Taking TEP Courses

You are now eligible to register for Teacher Education Program (TEP) candidacy courses. Not all of you will be taking TEP courses right away, and that is fine. It just means you were admitted early, and will have no issues registering for those courses moving forward. If you had previously been out of courses and were waiting to register until admitted, these courses are now open to you and you should register right away.

If a TEP course is closed and you must take it to stay on track, email both your assigned academic advisor and the course instructor to see if permission to be added in the course is still possible. If you have questions about what you are supposed to be taking, please email your assigned advisor or make an advising appointment

OVERVIEW

- Candidacy & Coursework
- Residency
- COST Program
- Faculty Mentor Assignment
- Licensure Tests

Application for Residency

The semester *before* you begin Residency I (R1), you will have to submit an application and schedule an appointment with your assigned academic advisor to turn in your Intent to Graduate form and to get a signed Upper Division (UD) form.

This process works differently among majors, so follow the below instructions listed for your major.

- **Elementary:** You will meet with your assigned academic advisor during a designated appointment time window that will be sent to you by Dr. Shannon Harmon. Please look for this email a few months into the semester, as the days are different each term. In the appointment, you will sign up for specific residency cohorts and get instructions how to submit your intent. You cannot schedule the appointment with your advisor until you receive notice via email with the instructions.
- **Early Childhood, Special Education, and Middle Level :** You will not have cohorts and will therefore schedule a *Graduation Review - COE* advising appointment after applying for Residency 1. You do not wait for notice of your application status.

If you have questions about Residency II (R2) school placements, contact the Office of Teacher Licensure by visiting mtsu.edu/education/prof_lab_exp.php or by emailing Mr. Goodman at Quinton.Goodman@mtsu.edu.

RESIDENCY APPLICATIONS

www.mtsu.edu/education/

If you plan to begin R1 or R2 during a **SPRING** semester, you must complete the application by **September 30**.

If you plan to begin R1 or R2 during a **FALL** semester, you must complete the application by **January 30**.

**Students must submit applications for both R1 and R2.*

Students must make application for Residency during the first month of the semester prior to the semester in which they plan to do Residency



Consortium for Overseas Student Teaching (COST)

If you are interested in student teaching abroad, contact the Office of Teacher Licensure or visit MTSU's Study Abroad Office. The COST program is a great way to experience study abroad for those of you that were interested in it, but unable to find ways to do so before.

This is something that would need to be planned for well in advanced, so contact those listed sooner rather than later if you are interested in participating in the COST Student Teaching Abroad program.

MTSU students in the past have completed student teaching in the following countries by taking advantage of the COST Program: Australia, Netherlands, New Zealand, Germany, Costa Rica, Greece, etc.

ACADEMIC ADVISING & FACULTY MENTOR



Your current assigned academic advisor will remain your primary advisor, but you will no longer receive advising holds requiring you to meet each semester. However, it is very important that you follow your TEP course sequence, so if you ever have questions about courses or just need verification for peace of mind, do not hesitate to reach out to your advisor for an advising appointment or with a quick email.

You will also be assigned a faculty advisor who will serve as your mentor of your area of study. The mentor will help bridge your studies with your profession. The goal of the faculty mentor is to support your transition of *student* to *practicing teacher*. Your faculty mentor contact information will be displayed in Pipeline under **Assigned Advisor(s)** once they are assigned. You will not be notified of this assignment, so be sure to check starting a few weeks or so after you are admitted. If you want to meet with your mentor, **contact them via email to set up a time**. Your advising team is in place to help you succeed, both as a graduate and a teacher after graduation. It is therefore very important you know how to utilize us, so see the chart below for some ideas:

USING YOUR ADVISING TEAM

Primary Academic Advisor

- Intent to Graduate and Upper Division forms
- Course substitutions
- Residency cohort registration (for Elementary Education majors)
- Questions about classes, graduation timeline, and registration

Faculty Mentor

- Questions about licensure exam(s) - study information and timeline
- Guidance for teaching in practice
- Questions about career opportunities
- Discussion about course content

SINCERELY, YOUR COE ADVISORS

Alicia N. Abney
Academic Advisor
College of Education

Bryanna Licciardi
Academic Advisor
College of Education

Gerard McQueen
Academic Advisor
College of Education

LICENSURE EXAMS

Register and find study information at www.ets.org/praxis/tn/requirements/

Find exam requirements per major on the next few pages

DISCLAIMER

The State Department of Education changes licensure exam requirements frequently, so this letter is subject to change as we are informed of any updates!

ALWAYS be sure to confirm your required exams and testing timeline with your faculty mentor and the ETS testing website before proceeding.

Early Childhood Education

- **TEST:** Education of Young Children
 - Recommended to take between R1 and R2
- **TEST:** Early Childhood Education
 - Recommended to take prior to R1
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing ECE 4375, but before R2

Elementary Education

- **TEST:** Elementary Education: Multiple Subjects
 - Recommended to take prior to R1
 - Can take all tests at once or can take separately. Must earn passing scores on each of the four subtests
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing READ 4015, but before R2

LICENSURE EXAMS

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Testing Continued...

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Special Education, Comprehensive

- **TEST:** Special Education: Core Knowledge and Severe to Profound Applications
 - Recommended to take between R1 and R2
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing SPED 4010, but before R2

Special Education, Interventionist

- **TEST:** Special Education: Core Knowledge and Mild to Moderate Applications
 - Recommended to take between R1 and R2
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing SPED 4010, but before R2

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Testing Continued...

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Middle Level English/Language Arts

- **TEST:** Middle School English Language Arts
 - Recommended to take before R2
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing READ 4035, but before R2

Middle Level Science

- **TEST:** Middle School Science
 - Recommended to take before R2
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing READ 4035, but before R2

Middle Level Social Studies

- **TEST:** Middle School Social Studies
 - Recommended to take before R2
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing READ 4035, but before R2

Middle Level Mathematics

- **TEST:** (TALK TO YOUR FACULTY MENTOR AND/OR OFFICE OF TEACHER LICENSURE)
 - Recommended to take before R2
- **TEST:** Teaching Reading: Elementary
 - Recommended to take after completing READ 4035, but before R2