

College of Education's

Transfer CUSTOMS Student Session

Welcome

COE Majors

Advising FAQ

Licensure

Registration

Follow along
in your
Student
Handbook

What to Expect Today

Review Degrees

Discuss major options and requirements.



Review Licensure

Discuss teacher candidacy requirements and student teaching.

Review Advising Folder

Have all emailed documents saved in a folder & ready to review.



Registration

Quick overview, then get to it!

Welcome

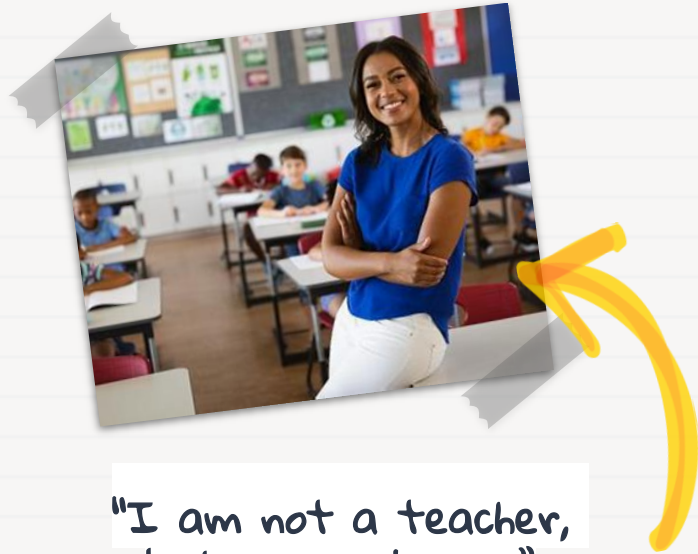
A graphic of a spiral-bound notebook with a white page and a red cover, set against a dark blue background with a subtle star pattern. The spiral binding is at the top. In the center of the page is a green circular arrow icon with the number "#1" inside it. Below the icon is the text "Let's make sure you're in the right place!". To the right of the page is a red rectangular box containing the text "COE Majors".

#1

COE Majors

**Let's make sure
you're in the
right place!**

What is my Major?



"I am not a teacher,
but an awakener."
-Robert Frost

- **Early Childhood**, PreK-3
- **Elementary**, K-5
- **Middle Level**, 6-8
 - Math, Science, English, or Social Studies
- **Special Education**
 - Comprehensive, K-12
 - Interventionist, K-8 or 6-12

Cohort Majors

- 
- Middle Level
 - Special Education
 - CSCC AST Elementary



Cohort Means...

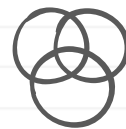
Sequencing and limited offerings

COE Majors



Because....

Small programs build community



Important to...

Follow your map to stay on track



Residency

Residency 1

- Placed in Rutherford County or Murfreesboro City Schools, still enrolled in MTSU courses
- Equivalent of 2 full days/week

Residency 2

- 5 full days/week
- Get to apply with a placement wish list with our current service areas

COE Majors

Who is my advisor?

AST Transfers in Early Childhood & Elementary

Alicia Abney

alicia.abney@mtsu.edu

COE Non-Transfers & Special Education

Gerard McQueen

gerard.mcqueen@mtsu.edu

COE Transfers & Middle Level

June Adams

june.adams@mtsu.edu

Academic Advising in the COE

"Teamwork
makes the
dream work."

-John C. Maxwell

We are here to...

- listen to you, *not* talk at you
- support your goals, *not* judge your decisions
- advocate for your rights, *not* take away your responsibilities
- guide through problem-solving, *not* fix problems for you

Pgs.
7 - 13

Success Tips:



Check MTmail daily

Create a folder to organize & save important emails

Act like the professional you are.



This is your degree & career. Care about your work. Engage in the college.

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From COE Advisors



Schedule advising

Advising is mandatory until ATE



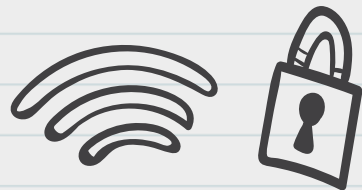
Be a self-starter

We're a part of your success team, but you take the lead! Ask questions & plan ahead.

Save Your Advising Folder!

Advising FAQ

- COE Student Handbook
- Admission to Teacher Education (ATE) Checklist
- Personalized Student Information
 - Upper Division (UD) Form
 - Academic Map
 - Academic Plan
 - Copy of Course Substitution Request
 - DegreeWorks Audit (if changing major)
 - Various (Prescribed FAQ, Honors FAQ, etc.)



Upper Division Form

- **Front Page:** General education requirements & content major requirements
- **Back page(s):** Professional education requirements

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Academic Map

- Displays required courses as 4-year
- Demonstrates course order for cohort majors
- Checkboxes show where you're entering in

Descriptions of Personalized Documents

Academic Plan

- Orders remaining semesters based on your own pathway
- Includes personalized notes section

Admitted with Any Conditions?

<input type="checkbox"/>	84453	MATH	1010	K04	14M
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Prescribed Courses

Must take first semester.
See handout for registration limitations. Courses will be listed on your plan & UD form



Academic Probation

Must take UNIV 2020 first semester and meet GPA req.

Interested in the Honors Program?

<input type="checkbox"/>	87343	ENGL	2020	H03
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Advising FAQ

Eligible for Honors if you're entering with...

- 12+ hours
- 3.25 GPA or higher

Graduating with Honors

Schedule an appointment with an Honors advisor to discuss!

What is Teacher Candidacy?

Licensure

To become a Tennessee teacher, students must

1. begin as a pre-candidate in a State Board of Education approved program
2. apply for Admission to Teacher Education (ATE)
3. complete both state licensure & MTSU degree requirements

In order to become a teacher candidate, students must be admitted to the Teacher Education Program (TEP)

If you fail to apply or qualify, you will not be permitted to enroll in Upper Division courses and graduate



Admission to
Teacher Education
Requirements

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"testing"
pgs.
21-23

Required for ATE

2.75 Inclusive GPA

MTSU + transfer
combined



45 Hours

Must be earned,
not in progress



EESE 2010 & 2011

B grade, or transfer
equivalent

Satisfactory
Test Scores

ACT: 21, **SAT:** 1080,
or **Praxis Core**

*SEE ADVISOR FOR
APPEAL OPTIONS*



3 Favorable
Recommendations

Or copy of earned
AST degree



Background
Clearance

TBI Fingerprinting
& campus
clearance

Licensure

Attention:

Meet Required Minimum Grades

- Min. of B in introductory education courses
 - Approved subs for EESE 2010/2011
- If you do not have above, contact your advisor ASAP!

A.S.T Transfers

Follow AST Map, not DegreeWorks

- Classes waived **with** AST
- Enroll in TEP courses after ATE
- If you do not earn AST in time to register for Fall 2023 TEP courses, must contact your advisor to change to alternative plan

A graphic of a spiral-bound notebook with a white page and a red border. The spiral binding is at the top. The page contains the text 'Registration' and 'Tips & Tricks'. A yellow sticky note is attached to the bottom right corner of the page.

Registration

Tips & Tricks

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» Registration & Student Records

Registration

- Add or Drop Classes
- Look Up Classes ← *Option 1*
- Display Corequisites

Priority Registration Tools

- Assigned Advisor(s)
- Assigned Registration Time
- Holds
- Maximum Registration Hours for Term
- Prescribed Course and High School Deficiency Summary
- Registration Status
- Schedule an Advising Appointment *Option 2*
- Schedule Planner ←

**Ways to
create a
Schedule**

Registration

Using Look Up Classes

Register for classes one at a time

ENGL-English																						
Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	XL Cap	XL Act	XL Rem	Instructor	Date (MM/DD)	Location	Attribute
<input type="checkbox"/>	86492	ENGL	1010	B08	24M	3.000	Expository Writing	T	01:00 pm-02:25 pm	15	2	13	0	0	0	0	0	0	Amie Lynn Whittemore (P)	08/22-12/08	PH 301	Blended (On Ground & Online) and Gen Ed - Communication Block and GE Current: Communication-Comp and Credit from 4-Year College
<input type="checkbox"/>	82971	ENGL	1010	D01	24M	3.000	Expository Writing		TBA	12	5	7	0	0	0	0	0	0	Amie Lynn Whittemore (P)	08/22-12/08	ONLINE ONLINE	Distance Learning and Distance Education Fee-UG and Gen Ed - Communication Block and GE Current: Communication-Comp and Credit from 4-Year College

Registration

Using Schedule Planner

Find Schedule Planner under Priority Registration Tools in Pipeline

Schedule Planner does **NOT** register you. Once schedule is picked, copy/paste the CRNs in Pipeline's *Add or Drop* page.



Add Classes Worksheet

CRNs

Registration

Term Selection: ? **1.**

Fall 2022

EESE-Elem Early & Special Educ x 2010 Introduction to Education x Has coreq. →

MATH-Mathematics x 1410 Concepts Struct Elem Sch Math

Add a Class Clear List

Select Preferences

Class Times: ?

Early Morn. Morning Afternoon Evening

Class Days: ?

Mon Tue Wed Thu Fri Sat

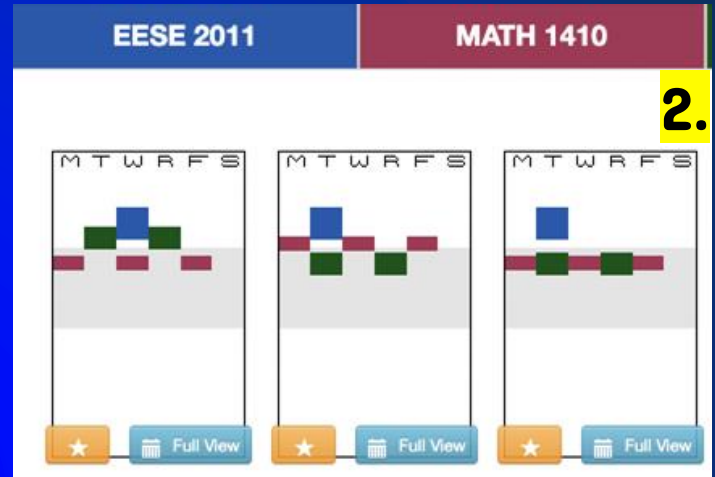
Break Time Length: ?

Short

Prefer Lunch Break? ?

Include these course types: ?

- Off-campus Courses
- Honors
- Distance Learning
- RODP
- Learning Community
- Study Abroad
- Veterans
- Prescribed, English as Second Lang.
- Prescribed, Distance Learning
- Prescribed, Combined Studio
- International Students Only



3.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8am			8:30 - 10:30 EESE 2011			
9am						
10am		9:40 - 11:05 EESE 2010		9:40 - 11:05 EESE 2010		
11am						
12pm	11:30 - 12:25 MATH 1410		11:30 - 12:25 MATH 1410		11:30 - 12:25 MATH 1410	
1pm						
2pm						
3pm						

Registration



Course Attributes & Restrictions

Registration

K

Prescribed,
restricted

H

Honors,
restricted

J

Dual Enrollment,
restricted

D

Distance Learning
(online),
open

EXL

Experiential
Learning,
open

JD

Dual Enrollment
Distance Learning,
restricted

What types of courses are offered (course attributes)?

- **Conventional:** will meet in person each class
- **Blended:** meet in-person no more than 15 hours
- **Remote:** Instruction can be either synchronous or asynchronous
- **Hybrid:** meet in-person no more than 15 hours

If a class you need has already closed, follow these steps to request permission.

If denied, contact your advisor!

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If class is closed, you can...

1. Email instructor seeking override (use the directory).
2. If do not hear back within 1-2 business days, email the department's Chair (MTSU+department+faculty)
3. For education courses (EESE, ECE, ELED, SPED, READ, MLED), the chair is Dr. Oslund (Eric.Oslund@mtsu.edu)

If you're registering for a course that has a prerequisite we will be substituting...

Common Examples include BIOL 3000, PSCI 4030, MATH 1420, ENGL 3510

Ask permission from instructor of the class...

- Use Look Up Classes to find the section & click on the CRN to find email icon
 - a. Request permission of a prerequisite override
 - b. Include the related transfer prerequisite course(s) you have had, your major, M#, and the section CRN

A graphic of a spiral-bound notebook with a white page and a red border. The spiral binding is at the top. A yellow speech bubble is centered on the page.

July 14th

Registration

**Tuition bills
available...**

A graphic of a spiral-bound notebook with a white page and a red border. The spiral binding is at the top. The text is centered on the page.

AUG 14

Registration

**Confirm your
schedule by...**

What happens now?

Registration

Go off and register! When you're done, email me a copy of your schedule. Stay on if you have questions for an advisor.

Ask your
advising
questions.

For financial aid and
billing questions....
8 am - 4:30 pm
MT One Stop Virtual
Counter