Keene State College

Admission to Educator Preparation Application Process

(For students applying in 2014)

Decision Point 1 is **Admission to Educator Preparation**. To register for a Fall 2014 course that requires Admission to Educator Preparation as a prerequisite, you must meet the following deadlines:

March 24, 2014: Students applying for Admission to Educator Preparation must submit an application in the Tk20 Admission Module and pay the $30 application fee via the e-Vent link by this deadline. This will allow you to register for Fall 2014 courses which require Admission to Educator Preparation.

June 3, 2014: Students applying for Admission to Educator Preparation and registered for a Fall 2014 course that requires Admission to Educator Preparation must have completed the application process and be FULLY admitted to Educator Preparation by this deadline (Cum GPA of 2.5, C or better in EDUC-100, Core Academic Skills for Educators exam scores received, electronic recommendation submitted.)

It is important that you know and adhere to each step and deadline for the Admission to Educator Preparation process, as they affect your progress in the Educator Preparation program you have chosen to pursue.

Helpful Sites

Tk20 Resource website: http://academics.keene.edu/tk20
Educator Preparation Office contact information:
http://www.keene.edu/academics/departments/teachered/office/

To begin the process, you will need to:

- Log in to https://keene.tk20.com
- Click on the Admissions tab
- Click the "Click here to create your account" link.
- Once you have created your account and signed in, complete and submit your Admission to Educator Preparation Application.
- Pay the $30.00 application fee via the link provided in the Admission to Educator Preparation Application.

These steps (above) must be completed by 3/24/2014. If they are not completed by 3/24/2014, you will NOT be able to register for a course that has Admission to Educator Preparation as a prerequisite.

Applicants for Admission to Educator Preparation who are taking a Fall 2014 course that requires Admission to Educator Preparation must complete the final steps for Admission to Educator Preparation **6/3/2014**. These steps include:

- Securing your recommendation form
- Successful completion of the Core Academic Skills for Educators exam
- Meeting GPA requirements
- Acceptance in major program [as applicable]

Special Instructions:

- Once you have completed the application in its entirety, click on the **"Submit Application Now**" button. **Your application will not be reviewed until it has been submitted.** Remember you will not be able to recall the application to make additional changes once it has been submitted.

- Once you have submitted your application, **you should continue to log in regularly** to see whether or not the items from your checklist have been received. This checklist will be updated as items are received throughout the admission process.

- The professional recommendation link can be accessed by clicking on the following sequence of tabs: go to http://academics.keene.edu/tk20/index.html ; click on "Academic programs," select "Teacher Education" from the drop-down menu, and roll the cursor over to "Professional Recommendation". It can also be accessed directly at the following link: http://academics.keene.edu/tk20/recommendation.html#Education

- At the time of Admission to Educator Preparation, you will be directed to a link to pay a one-time $103 Tk20 student license fee. This will allow you to access the full Tk20 system.

- A reminder: Students who intend to enroll in First Practicum / Methods I must be declared with their Education and Liberal Arts Majors (as applicable to your program), as required by the Decision Points document. Please be attentive and plan accordingly or you will be deregistered.

If you have questions about the Admission to Educator Preparation Application Process, please contact: teapply@keene.edu or call Debra Herget at (603) 358-2286.