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Keene State College
 Decision Points for Undergraduate Initial Certification Programs

Used to determine academic eligibility for clinical field experience courses in Teacher Education programs and for recommendation for endorsement for NH Certification

Decision Point #1

Eligibility Check for Admission to Teacher Education

Decision Point #1	EC/ELED/SPED (completed prior to EDUC 311, EDUC 321)	Secondary (completed prior to EDUC 331)	K-12 (completed prior to PE 375/PE 376 or MU 356, MU 357/MU 358, MU 359, MU 360)
	<ul style="list-style-type: none"> • Successful PRAXIS I scores to meet state standards • Cumulative GPA of 2.50 or higher with minimum of 12 KSC credits • C or better in EDUC 100 and in Program Option Courses 	<ul style="list-style-type: none"> • Successful PRAXIS I scores to meet state standards • Cumulative GPA of 2.50 or higher with minimum of 12 KSC credits • C or better in EDUC 100 	<ul style="list-style-type: none"> • Successful PRAXIS I scores to meet state standards • Cumulative GPA of 2.50 or higher with minimum of 12 KSC credits • C or better in EDUC 100 • Admitted to major program (including Declaration of Major)
Office Responsible for Review	Teacher Education Office	Teacher Education Office	Teacher Education Office

Note: Transfer students may have slightly different requirements, depending on articulation agreements and transcript analysis

Student Responsible for:

- Admission to Teacher Education Application (in Tk20)
- Admission to Teacher Education application fee
- Admission to Teacher Education Recommendation Form
- Submitting Praxis I scores (Reading, Writing, Mathematics)

Faculty Responsible for:

Dispositions Assessment, as needed

Completing and submitting Declaration of Major
 (to Elliot Center) – required for Music Education

and Physical Education; optional at this time for other programs

Decision Point #2

Eligibility Check for Methods I or 1st Practicum

Decision Point #2	EC/ELED/SPED (completed prior to EDUC 311 or EDUC 321)	Secondary (completed prior to EDUC 331)	K-12 (completed prior to PE 375/PE 376 or MU 356, MU 357/MU 358, MU 359, MU 360)
	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • C or better in Program Option courses • Declaration of Major for Education major • Declaration of Major for Liberal Arts major 	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • C or better in EDUC and EDSP courses • Declaration of Major for Education major • Declaration of Major for Liberal Arts major 	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared major • C or better in all declared major courses
Office Responsible for Review	Teacher Education Office	Teacher Education Office	Teacher Education Office

Student Responsible for:
 Completing and submitting Declaration of Major form for Education major and Liberal Arts major (to Elliot Center) - unless it has already been submitted in Decision Point 1: Admission to Teacher Education

Faculty Responsible for:
 Dispositions Assessment, as needed

Decision Point #3

Eligibility Check for Methods II, 2nd Practicum, or 3rd Practicum

Decision Point #3	EC/ELED/SPED (completed prior to EDUC 312, EDUC 322, or EDSP 356)	Secondary (completed prior to EDUC 431)	K-12 (completed prior to PE 375/PE 376 or MU 356, MU 357/MU 358, MU 359, MU 360)
	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared Liberal Arts major • Minimum GPA of 2.50 in Program Option courses • C or better in all Program Option courses 	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared Liberal Arts major • Minimum GPA of 2.50 in EDUC and EDSP courses • C or better in all EDUC and EDSP courses 	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.5 in declared major • C or better in all declared major courses
Office Responsible for Review	Teacher Education Office	Teacher Education Office	Teacher Education Office

Student Responsible for:

Meeting with advisor/s to ensure that myKSC Program Evaluation (for both Education major and Liberal Arts major, if applicable to program) is up-to-date, including completion of any Academic Waiver of Requirement or Course Substitution forms that pertain to courses listed on myKSC Program Evaluation

Faculty Responsible for:

Field Experience Evaluation form from Methods I or Field Experience Evaluation for 1st Practicum completed by instructor (EC/ELED/SPED, K-12 only)
 Field Experience Evaluation form from Methods I or 1st Practicum completed by cooperating teacher (EC/ELED/SPED, K-12 only)
 Dispositions Assessment from Methods I or 1st Practicum completed by instructor
 Dispositions Assessment from Methods I or 1st Practicum completed by cooperating teacher* (EC/ELED/SPED, K-12 only)

*If the Dispositions Assessment contains one or more “U”s, a letter will be sent to the student (with a copy to the Methods II or 2nd Practicum instructor). The letter will indicate that the student and the Methods II or 2nd Practicum instructor will need to design a plan to work on the problem disposition(s). The plan, with the goal of bringing the problem behaviors to a level of “D” or “A” must be completed by the end of Methods II or the 2nd Practicum.

Decision Point #4
Eligibility Check for Student Teaching

Decision Point #4	EC/ELED/SPED (completed prior to EDUC 400, EDUC 405, or EDSP 405)	Secondary (completed prior to EDUC 400)	K-12 (completed prior to PE 475/PE 476 or MU 475/MU 476)
	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared Liberal Arts major • Minimum GPA of 2.50 in Program Option courses • C or better in all Program Option courses • No “U” on Dispositions Assessment completed by the Methods II, 2nd Practicum, or 3rd Practicum instructor at the end of the course. 	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared Liberal Arts major • Minimum GPA of 2.50 in EDUC and EDSP courses • C or better in all EDUC and EDSP courses • No “U” on Dispositions Assessment completed by the Methods II or 2nd Practicum instructor at the end of the course. 	<ul style="list-style-type: none"> • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared major • C or better in all declared major courses • No “U” on Dispositions Assessment completed by the Methods II or 2nd Practicum instructor at the end of the course.
Office Responsible for Review	Teacher Education Office	Teacher Education Office	Teacher Education Office

Student Responsible for:

Completing and submitting Student Teaching Application (in TK20), including Personal/Professional Essay and Professional Resume

Submitting Up-to-date MyKSC Program Evaluation, signed by advisor/s (for both Education major and Liberal Arts major, if applicable to program), including the completion of any Academic Waiver of Requirement or Course Substitution forms that pertain to courses listed on myKSC Program Evaluation

Faculty Responsible for:

Field Experience Evaluation form from Methods II, 2nd Practicum, or 3rd Practicum completed by instructor

Field Experience Evaluation form from Methods II, 2nd Practicum, or 3rd Practicum completed by cooperating teacher

Dispositions Assessment from Methods II, 2nd Practicum, or 3rd Practicum completed by instructor

Dispositions Assessment from Methods II, 2nd Practicum, or 3rd Practicum completed by cooperating teacher

Decision Point #5
Eligibility Check for Recommendation for Endorsement for NH Certification

Decision Point #5	EC/ELED/SPED	Secondary	K-12
	<ul style="list-style-type: none"> • Successful completion of student teaching • Degree completion (clearance from Registrar) • Financial Clearance from Bursar • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared Liberal Arts major • Minimum GPA of 2.5 in Program Option courses • C or better in all Program Option courses • PRAXIS II scores (as required by the NH Department of Education) submitted 	<ul style="list-style-type: none"> • Successful completion of student teaching • Degree completion (clearance from Registrar) • Financial Clearance from Bursar • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.50 in declared Liberal Arts major • Minimum GPA of 2.50 in EDUC and EDSP courses • C or better in all EDUC and EDSP courses • PRAXIS II scores (as required by the NH Department of Education) and/or program approved equivalent final content assessment submitted 	<ul style="list-style-type: none"> • Successful completion of student teaching • Degree completion (clearance from Registrar) • Financial Clearance from Bursar • Minimum cumulative GPA of 2.50 • Minimum GPA of 2.5 in declared major • C or better in all declared major courses • PRAXIS II scores (as required by the NH Department of Education) and/or program approved equivalent final content assessment submitted
Office Responsible for Review	Teacher Education Office	Teacher Education Office	Teacher Education Office

Student Responsible for:

Submitting PRAXIS II scores (as required by the NH Department of Education) and/or program approved equivalent final content assessment scores

Meeting academic program requirements, including any necessary paperwork

Meeting KSC financial obligations

Faculty Responsible for:

Clinical Summative Evaluation form from Student Teaching completed by student teaching supervisor

Clinical Summative Evaluation form from Student Teaching completed by student teaching cooperating teacher

Dispositions Assessment from Student Teaching completed by student teaching supervisor

Dispositions Assessment from Student Teaching completed by cooperating teacher

Program specific Student Teaching Final Evaluation completed by student teaching supervisor (if applicable)

Program specific Student Teaching Final Evaluation completed by cooperating teacher (if applicable)