

Eastern Kentucky University
Admission to Teacher Education Interview Form

Note to the Candidate: Prior to interview please complete

- *Student Information on this page and on the scoring rubric page*
- *Survey of Technology Use in Portfolio*

Completion of the Admission to Teacher Education Interview Form is not required for the student teaching portfolio interview or the exit from student teaching portfolio interview. Skip to page 2 to begin.

Last Name	First Name	EKU Student ID #	Email Address	Local Telephone	
Permanent Address	City	State	Zip Code		
Area Major and Emphasis or Concentration	Minor	Total Credit Hours	Overall GPA	EKU Credit Hours	EKU GPA

Note to the Reviewer: These forms may be used to conduct the review of electronic portfolios and binder portfolios.

Each interview committee will ask the following questions and review and score the portfolio of the candidate. The interview answers will be rated as **(S) Satisfactory or (C) Concern**. (A specific statement of concern must be written.) Related follow up questions may be asked. Committee members will record their evaluations, comments and portfolio score and send the form to the Office of Teacher Admission and Certification, Bert Combs 423 where the candidate may obtain a copy. **THE OVERALL EVALUATION OF THE COMMITTEE WILL BE SHARED WITH THE CANDIDATE BEFORE THE INTERVIEW IS COMPLETED.**

INTERVIEW QUESTIONS	Circle Score	
1. What are your career goals? Are you familiar with the job market in your field?	S	C
CONCERNS:		
2. What experiences in the past and at Eastern have helped prepare you for a career in teaching?	S	C
CONCERNS:		
3. As you think about your best teachers, what characteristics do these outstanding teachers possess?	S	C
CONCERNS:		
4. What characteristics do you possess that will make you an effective teacher?	S	C
CONCERNS:		
5. What characteristics do you possess that allow you to work with people who are different from you?	S	C
CONCERNS:		
6. What do you identify as the challenges faced by teachers in today's classrooms?	S	C
CONCERNS:		

If a candidate scores a CONCERN on any question, the candidate will not pass the Interview portion for admission into the teacher education program. The candidate must be referred for a second interview with their department. The candidate must complete a second interview in their department with their advisor and a second faculty member. For secondary students, one reviewer must be their educational counselor. For admission to teacher education, the reviewer will submit the paper version of the form to the Office of Teacher Admission and Certification, Attention Admission Analyst, Bert Combs 423, 521 Lancaster Avenue, Richmond, KY 40475.

PLEASE PRINT A COPY FOR YOUR RECORDS

Eastern Kentucky University Professional Education Portfolio Scoring Rubric

Student's Name		Student ID#:		Date of Review	
Reviewers					
This rubric applies to:	<input type="checkbox"/>	Electronic Portfolio	The portfolio review and interview is one of the requirements for:	<input type="checkbox"/>	Admission to Teacher Education
	<input type="checkbox"/>	Binder Portfolio		<input type="checkbox"/>	Admission to Student Teaching
	Eportfolio URL:			<input type="checkbox"/>	Exit from Student Teaching

SCORING PROCEDURE

1. The portfolio is to be presented to the review committee by the candidate.
2. It is the responsibility of the candidate to explain how the criteria of the rubric are met.
3. The review will be conducted by at least two faculty members. At the secondary level one of the reviewers has to be the Educational Counselor. The scores by the faculty members will require a consensus agreement based on professional judgment.

The portfolio is to be scored using the following categories and criteria. Circle the evaluation statement score for each criterion. All items must be scored with a number:

1 (Not Satisfactory), 2 (Making Progress), or 3 (Satisfactory)

I. Home Page/Cover Page and Title Page		Circle Score		
A. All items completed and acceptable		1	2	3
B. Personal introduction informative and professionally prepared		1	2	3
C. Technology effectively used such as: alignment, spacing, audio, video or graphics		1	2	3
Missing Items:		I. TOTAL		Out of 9
COMMENTS:				
II. Introductory Items (All items are required)		<ul style="list-style-type: none"> ▪ Letter of presentation ▪ Philosophy of Education ▪ Resume ▪ Portfolio at a glance 		<ul style="list-style-type: none"> ▪ Reflection on Portfolio ▪ Authorship
A. All required items included		1	2	3
B. Content informative and well-written		1	2	3
C. Spelling, grammar and mechanics professional (1 or fewer errors)		1	2	3
D. Technology effectively used such as: alignment, spacing, graphics, audio/video, Power Point, hyperlinks and professional appearance		1	2	3
Missing Items:		II. TOTAL		Out of 12
COMMENTS:				
III. Standard Entries		Circle Score		
<ul style="list-style-type: none"> ▪ Teacher Education Program Admission Interview – (Required Entries: Professional Growth Plan (Standard VII); Mentoring Project (Standard VI) ▪ Student Teaching and Exit Interviews – Minimum of one entry for each standard required 				
A. All required items included		1	2	3
B. Content informative and well-written		1	2	3
C. Spelling, grammar and mechanics professional (1 or fewer errors)		1	2	3
D. Technology effectively used such as: alignment, spacing, graphics, audio/video, Power Point, hyperlinks and professional appearance		1	2	3
Missing Items:		III. TOTAL		Out of 12
COMMENTS:				

IV. Overall Reflection Entries <ul style="list-style-type: none"> ▪ Teacher Education Program Admission Interview – Mentoring Project Reflection, Reflection on Professional Growth Plan; Overall Reflection of Portfolio ▪ Student Teaching and Exit Interviews –Reflection Entry for Each Standard Entry; Overall Reflection on Portfolio 	Circle Score		
A. All required items included	1	2	3
B. Content informative and well-written	1	2	3
C. Spelling, grammar and mechanics professional (1 or fewer errors)	1	2	3
D. Technology effectively used such as: alignment, spacing, graphics, audio/video, Power Point, hyperlinks and professional appearance	1	2	3
Missing Items: COMMENTS:	IV. TOTAL		Out of 12
V. Disposition Entries <ul style="list-style-type: none"> ▪ Teacher Education Program Admission and Student Teaching Exit Interviews 3 Entries required May use assignments from EDF 103, EDF 203 and/ or EDF 310 	Circle Score		
A. All required items included	1	2	3
B. Content informative and well-written	1	2	3
C. Spelling, grammar and mechanics professional (1 or fewer errors)	1	2	3
D. Technology effectively used such as: alignment, spacing, graphics, audio/video, Power Point, hyperlinks and professional appearance	1	2	3
Missing Items: COMMENTS:	V. TOTAL		Out of 12
Add the subtotals for sections one through five for the overall portfolio score.	Overall Score		Out of 57

REQUIREMENTS

1. The Teacher Education admission portfolio requires a score of at least 42/57points.
2. Admission to student teaching requires a score of at least 47/57.
3. Exit from student teaching requires a score of at least 52/57 points.
4. A criteria scored below Level 2 in any of the five categories is considered insufficient and must be addressed before a student meets admission or exit standards.

Candidates may have a maximum of two department interviews. The second interview should be completed within two semesters of the first attempt. It is the responsibility of the candidate to meet the recommendations of the committee members. If a candidate fails both the first and second departmental interview attempts they are referred to the Teacher Admissions Committee.

IV. Evaluation by Review Committee:

<input type="checkbox"/>	<p>(a) The candidate satisfactorily meets the requirements to pass the portfolio review and admission to teacher education interview.</p> <p>Once the portfolio is scored, the form with a satisfactory evaluation is to be delivered or mailed to the Office of Teacher Admission and Certification, Bert Combs 423. The student may obtain a copy from this office.</p>										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Comments or Concerns:</td> <td></td> </tr> </table>	Comments or Concerns:									
Comments or Concerns:											
<input type="checkbox"/>	<p>(b) The candidate <u>does not</u> meet the minimum requirements to pass the admission to teacher education interview and or portfolio review.</p> <p>Specific concerns are recorded on the form and shared with the student. A second interview has been scheduled with the department and student for : Date: Time: Place:</p>										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Comments or Concerns:</td> <td></td> </tr> </table>	Comments or Concerns:									
Comments or Concerns:											
Reviewer(s) Check List	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> <td>Candidate has been given information on how they may obtain assistance with the area(s) of concern recorded during the admission to teacher education interview and portfolio review.</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>A copy of the form with comments is given to the candidate by the faculty.</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>The original form is delivered or mailed to the Office of Teacher Admission and Certification, Bert Combs 423 within 48 hours of the second interview. Candidates will be notified by Teacher Admission and Certification of the day and time for the interview with the Teacher Admissions Committee.</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Teacher Admissions Committee interview is scheduled:</td> </tr> <tr> <td style="text-align: center;">Teacher Admissions Interview</td> <td>Date: Time: Location:</td> </tr> </table>	<input type="checkbox"/>	Candidate has been given information on how they may obtain assistance with the area(s) of concern recorded during the admission to teacher education interview and portfolio review.	<input type="checkbox"/>	A copy of the form with comments is given to the candidate by the faculty.	<input type="checkbox"/>	The original form is delivered or mailed to the Office of Teacher Admission and Certification, Bert Combs 423 within 48 hours of the second interview. Candidates will be notified by Teacher Admission and Certification of the day and time for the interview with the Teacher Admissions Committee.	<input type="checkbox"/>	Teacher Admissions Committee interview is scheduled:	Teacher Admissions Interview	Date: Time: Location:
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	<input type="checkbox"/>	Teacher Admissions Committee interview is scheduled:									
Teacher Admissions Interview	Date: Time: Location:										

SIGNATURES

1 st Review		2 nd Review	
Faculty		Faculty	
Faculty		Faculty	
Student		Student	
Date		Date	

Survey of Technology Use in Portfolio

Survey should be completed by the student prior to the interview.

INSTRUCTIONS: Interviewers are to verify that items checked by students are contained in the portfolio before initialing below.

Student Name:		Student ID #	
Type of Portfolio:	<input type="checkbox"/> Electronic Portfolio	The portfolio review and interview is one of the requirements for:	<input type="checkbox"/> Admission to Teacher Education
	<input type="checkbox"/> Binder Portfolio		<input type="checkbox"/> Admission to Student Teaching
			<input type="checkbox"/> Exit from Student Teaching

EXAMPLES OF TECHNOLOGY (Check all used within the portfolio)

<input type="checkbox"/>	Presentation Software (i.e. PowerPoint, etc.)
<input type="checkbox"/>	Spreadsheet (i.e. Excel)
<input type="checkbox"/>	Publishing Software (i.e. Publisher)
<input type="checkbox"/>	Database (i.e. Access)
<input type="checkbox"/>	Webpage or WebQuest Development (independent of the portfolio)
<input type="checkbox"/>	Web Resources (Not developed by candidate)
	<input type="checkbox"/> Hyperlinks
	<input type="checkbox"/> Webliographies
	<input type="checkbox"/> WebQuests
	<input type="checkbox"/> Other:
<input type="checkbox"/>	Student (P-12) Use of Technology in Lessons
	<input type="checkbox"/> Web research
	<input type="checkbox"/> Online discussion boards
	<input type="checkbox"/> Presentation software (PowerPoint etc.)
	<input type="checkbox"/> Webpage development
	<input type="checkbox"/> CD ROM software
	<input type="checkbox"/> Scanner
	<input type="checkbox"/> Word Processing
	<input type="checkbox"/> Publishing software
	<input type="checkbox"/> Other:
<input type="checkbox"/>	Graphics (clip art, photos, computer graphic design, etc.)
<input type="checkbox"/>	Digital Imaging
	<input type="checkbox"/> Digital camera
	<input type="checkbox"/> Digital video
	<input type="checkbox"/> Scanner
	<input type="checkbox"/> Photo editing software (i.e. Photo Editor, Adobe Photoshop)
<input type="checkbox"/>	Video/Audio
	<input type="checkbox"/> Video Streaming
	<input type="checkbox"/> Video/Audio Cassette
	<input type="checkbox"/> Video/Audio Link
	<input type="checkbox"/> Published Audio/Video Used in Lesson
<input type="checkbox"/>	Compact Disk (developed by candidate)
<input type="checkbox"/>	Other:

First Reviewer Initials:	Second Reviewer Initials:	Date:
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