To teach, to learn, to help others teach and learn.

The Office of Student Services is responsible for admitting students to professional education programs at EKU. In addition, certification applications for teachers and school personnel (principals, supervisors, superintendents, counselors, pupil personnel directors, business administrators, librarians, and speech pathologists) are processed through the Office of Student Services.

To be recommended for certification, all students seeking initial teacher certification, regardless of the college in which they are enrolled, must meet the requirements for admission to professional education, complete an approved teaching curriculum, and pass the required PRAXIS tests as determined by the major/minor.

Students are advised to enroll in EDF 103, Introduction to Education, during their freshman year and in EDF 203, Schooling and Society, during their sophomore year. However, students should not enroll in EDF 103 until all developmental requirements have been met. EDF 310 will be required for students who have an equivalent transfer course for EDF 203.

ADMISSION REQUIREMENTS and APPLICATION PROCESS

Admission to Professional Education

Admission to the University (academic college) is not synonymous with admission to professional education. Students will apply for admission to professional education in the College of Education’s Office of Student Services (Combs 423). Formal applications will be accepted based upon completion of the following requirements:

A. Hours / Residence

- Students must complete 60 hours of credit (excluding developmental level courses).
- Transfer students must complete 12 hours of credit at EKU.

B. Admission Test Requirement

- Students must have a passing score on one of the tests approved by the Education Professional Standards Board:

  ACT (American College Test)**  
  Composite 21

  PRAXIS I - PPST (Preprofessional Skills Test)  
  Written: Reading 173, Math 173, Writing 172  
  OR
  Computer: Reading 320, Math 318, Writing 318

  SAT (Scholastic Aptitude Test)  
  Composite 990

  GRE (Graduate Record Exam)  
  Combined Total 1000

**ACT scores must be Fall 1989 or after and be on file at the University Office of Admissions.

C. GPA and Grade Requirements

- Student must have a minimum overall GPA 2.5 in all undergraduate course work.
- Student must have a minimum GPA 2.5 in college work at EKU.
- Student must have a satisfactory grade in EDF 103, and a grade of “C” or higher EDF 203 (requires completion of admission test requirement [section B] prior to enrollment), ENG 101 and ENG 102.
- Student must have a satisfactory grade in EDF 310 if transferring a course equivalent to EDF 203.

Undergraduate degree student GPA is based on the hours attempted as shown on the official EKU transcript. Post degree certification student GPA is based on all undergraduate course work and on the hours attempted as shown on the official EKU transcript.

D. Mathematics Requirement

Students must complete a college level mathematics course of MAT 105 or above (exclusive of MAT 201 and 202), with a grade of “C” or higher.
E. Computer Literacy

• Students must complete CSC 104 or CIS 212 with a grade of “C” or higher.

• Students with prior computer knowledge and skills may demonstrate proficiency by satisfactorily completing both the written and performance portions (word processing, database, spreadsheet) of the computer literacy test. Students who fail the test must complete CSC 104 or CIS 212 with a grade of “C” or better. The test option is not available for students required to take CSC 104 or CIS 212 as a part of their major. The university course by examination will not satisfy the computer literacy requirement for the College of Education since it does not have a performance component.

F. UWR (University Writing Requirement)

Students must achieve satisfactory performance on the University Writing Requirement. (Undergraduate students should also refer to University requirements described in the current Undergraduate Catalog).

G. Examinations

• Students must achieve satisfactory results on examinations taken in EDF 103 and 203 and on other examinations which may be required by the Professional Education Admissions Committee.

• Students must demonstrate proficiency in oral and written communication including evidence of satisfactory speech and hearing screening. Screening is provided by the Speech-Language-Hearing Clinic in Wallace 278 B.

• Students scoring below minimum requirements on the tests for oral and written communication shall be required to improve their competencies to an acceptable level before admission to professional education. This may include therapy, tutoring, and enrollment in credit or non-credit remediation courses.

• Any hearing impaired student unable to pass the speech and hearing screening who can benefit from remediation should receive it. Documentation concerning remediation and communication competency (oral or manual) must be provided to the Speech and Hearing Clinic. The Clinic, in consultation with faculty of the Deaf and Hard of Hearing Program will submit a recommendation for consideration for admission to the Office of Student Services. This should include documentation of communication competence.

H. Recommendations

Students must submit satisfactory recommendations from four EKU faculty members including the EDF 203 instructor, the advisor and two faculty members with one being from the major.

I. Interview / Portfolio

Students must satisfactorily complete a formal interview which will include the portfolio presentation. Two faculty members will conduct the interview and portfolio review process.

J. Ethics Declaration

Students must complete and sign a “Personal and Professional Fitness Declaration” form.

NOTE: Based on your disclosure an interview by the Professional Education Admission Committee may be required.

K. Student Behavior

• Students must have no physical or psychological impairments that would preclude teaching success.

• Students preparing to work in schools as teachers or other professional school personnel must demonstrate dispositions necessary to help all students learn.

• Students must demonstrate acceptable social behavior at the University and in the community-at-large.* A student interview may be required by the Professional education Admissions Committee.

• Student admission status may be reevaluated if the student is placed on either academic or social probation or has a record of criminal conviction(s).* A student interview may be required by the Professional Education Admissions Committee.

* The College of Education will contact the EKU Office of Judicial Affairs to obtain records of infractions committed by candidates for admission to professional education. The College of Education will also contact the Administrative Office of the Courts to obtain a criminal records check for each candidate for admissions to professional education.

The Office of Student Services will process the formal “Application for Admission to Professional Education.” The Professional Education Admissions Committee will review applications, supporting documentation, and other relevant materials brought before the committee and will take appropriate action concerning the student’s admission to the professional education program. The student will be notified of the committee’s decision.