Indiana University of Pennsylvania
COLLEGE OF EDUCATION AND EDUCATIONAL TECHNOLOGY

Office of Teacher Education
1175 Maple Street, Room 104
Indiana, PA 15705
724-357-2485 Fax: 724-357-3294

# IUP Three Step Process for Teacher Education

## Step 1 - Application for Teacher Education

**Eligibility requirements for enrolling in the professional education sequence:**

- A minimum of 48 earned credits and a 3.0 cumulative GPA.
- Successful completion of one of the following:
  a. the Pre-professional Academic Performance Assessment (PAPA) exams with the minimum passing score established by the Pennsylvania Department of Education
  b. Praxis Core exam with the minimum passing score established by the Pennsylvania Department of Education
  c. documented SAT scores (total must be $\geq$ 1550 with each of the three component tests (Reading Writing & Math) $\geq$ 500
  d. The American College Test (ACT) Plus Writing composite score of 23 accompanied by a combined English/Writing score of 22 and a Math score of 21
- Completion of the following courses with a minimum grade of "C":
  - ENGL 101
  - ENGL 121 for all majors, except: ENGL 122 for ENGL and MUHI 102 for MUEd
  - EDSP 102
  - COMM 103 (or major program requirement in lieu of COMM 103)
  - 6 credits in Mathematics (level 101 or higher)
- Act 34 / Act 151 Clearances and TB Test (Must be renewed annually).
- Act 24 (PDE-6004) Arrest or Conviction Report
- Act 114 FBI Fingerprinting (Continuing enrollment in IUP Teacher Preparation Program is required for fingerprinting to remain valid).
- One time only completion of speech and hearing test.
- Proof of Liability Insurance (annual update required) – PSEA membership or Private insurance (Must have a minimum of $1,000,000.00 per claim and an aggregate of $3,000,000.00 per occurrence if obtained via private insurance).
- Satisfactorily completed essay.
- Evidence of *satisfactory evaluation* of LiveText portfolio.
- Advisor's recommendation and signature.
- Originals of all documents must be submitted with your application. Copies will be made in Teacher Education Office and originals will be returned to student.
- Documented completion of ACT 126 Training. www.reportabusepa.pitt.edu

**Results of Step 1 approval: Ability to register for: EDUC 242 Pre-Student Teaching I**
**EDUC 442 School Law**

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# Step 2 - Application for Student Teaching

**Eligibility requirements for student teaching placement:**

- Successful completion of Step 1.
- Maintenance of a cumulative GPA of 3.0.
- Renewed Act 34 / Act 151 Clearances and TB Test (Must be renewed annually).
- Act 24 (PDE-6004) Arrest or Conviction Report (Completed before EDUC 242 and Student Teaching).
- Successful completion of **ALL** required PRAXIS II or PECT (Pennsylvania Educator Certification Tests ) Exams (The PRAXIS and PECT cut-off scores for each test must be at or above the current PDE established score at the time a candidate applies for Pennsylvania Teacher Certification).
- Proof of Liability Insurance (annual update required) – PSEA membership or Private insurance (Must have a minimum of $1,000,000.00 per claim and an aggregate of $3,000,000.00 per occurrence if obtained via private insurance).
- Completion of all major courses, methods courses, and liberal studies science courses with a minimum grade of "C".
- Updated *satisfactory* review of LiveText portfolio with program specific requirements and artifacts
- Advisor's recommendation and signature.

## Results of Step 2 approval: Ability to register for Student Teaching

# Step 3 - Applications for Graduation and Pennsylvania Teacher Certification

**Eligibility Requirements**:

- Successful completion of Step 2.
- Successful completion of Student Teaching with grade of C or better.
- Maintenance of a cumulative GPA of 3.0.
- **If needed verification of sliding scale Praxis 2 or PECT results based on final posted GPA.
- Final *satisfactory* review of the LiveText Teacher Work Sample
- Completed application for graduation.
- Completed application for Pennsylvania Teacher Certification.
- Copy of TIMS coversheet form PDE website
- Copy of IUP Marketplace receipt for certification processing
- The recommendation of your student teaching supervisor and program coordinator.
- The recommendation of the IUP Teacher Certification Officer.

## Results of Step 3 approval: Recommendation to PA Department of Education for Teacher Certification

Updated January 2015