

**Application for Admission  
Teacher Education Program  
Washington State University  
College of Education**

**Application Deadlines**

Friday, March 1, 2019 (Fall 2019 admission)

**How to Submit Your Application Packet**

You must sign up for a time to turn in your application packet. On the Undergraduate Student Services' bulletin board (outside Education Addition 316) there are sign-up sheets with times to turn in your application. **Sign-up will begin January 28** for fall 2019 admission. Intake will begin **February 4, 2019**. Applications **MUST** be submitted by the deadline above.

*Note: All correspondence regarding your application will be sent to your WSU email address. You are responsible for monitoring that email account and responding to any requests accordingly.*

**Application Materials**

- Application for admission to the Teacher Education Program
- Recent photo of yourself
- Personal goal statements (see prompts on page one of the application)
- Information and Consent Form, signed and dated (2 pages)
- 80 Hour Documentation Form (**must be completed by Friday, April 26, 2019**)
- Teacher Certificate Requirements Form completed, signed, and dated
- Passing WEST-B exam scores **AND/OR** a combination of official WEST-B/ACT/SAT scores (official scores must be sent to the WSU Admission Office). The WEST-B does not need to be passed by the application deadline. We must receive passing scores by Friday, April 26, 2019. **Therefore, the last possible date to test/re-test is April 14, 2019.**

Subject	WEST-B	SAT	ACT
Math	PASS	515 (prior to 3/2016) 27.5 (after 3/2016)	22
Reading	PASS	500 (prior to 3/2016) 27 (after 3/2016)	22
Writing	PASS	490 (prior to 3/2016) 28 (after 3/2016)	8 (2/2005 – 8/2015) 23 (9/2015 – 8/2016) 8 (beginning 9/2016)

- Transfer students only:** Unofficial transcript(s) from previous institution(s) and a copy of your Transfer Credit Report from my.wsu (<https://my.wsu.edu> – In your Student Center under Acadmics, select “Transfer Credit Report” from drop down menu.)

**Application for Admission to Teacher Education Program**  
**Washington State University**  
**College of Education**

**Instructions:** Please read and complete all sections of this application. Incomplete applications will not be considered.

WSU ID #:	Date of Birth:		
First Name:	Middle Name:	Last Name:	
Current WSU Address:	City:	State:	Zip:
Permanent (Home) Address:	City:	State:	Zip:
Cell Phone #:	Permanent Phone #:		
WSU Email*:			

The questions below are needed for reporting purposes and are optional.

Are you a first generation college student? Please check one: \_\_\_\_\_ Is English your first language: \_\_\_\_\_

Race/Ethnicity: \_\_\_\_\_

\* All correspondence regarding your application will be sent to your WSU email address only. You are responsible for monitoring that email account and responding to any requests accordingly.

**This application is for admission for:**

Fall 2019 (March 1, 2019)     Other term: \_\_\_\_\_

**I am applying for the following Teacher Education Program:**

Elementary Education  
 Secondary Education: Academic Major/Content Area: \_\_\_\_\_

**Have you ever held a Washington teacher, administrator, emergency or educational staff associate certificate?**

Yes    If yes, what is your certificate number? \_\_\_\_\_  
 No

**Secondary Students Only:**

*Secondary Education students must have their academic advisor sign this application confirming they have met the minimum requirements to be eligible to apply for the Teacher Education Program. Please have your advisor sign in this box.*

As this student's academic advisor, I confirm that he/she has met the minimum requirements to be eligible (or will be eligible by the end of the semester) to apply to the Teacher Education Program and that this student is certified in their secondary content major.

\_\_\_\_\_  
Advisor's Signature

\_\_\_\_\_  
Date

**Personal Goal Statements**

The purpose of this writing sample is two-fold: (1) for us to better understand who you are and why you want to be a teacher; and (2) to assess the quality of your critical thinking and writing skills. Please respond to **both** questions in **separate answers**. Each response should be typewritten, double-spaced, and on a **single page for each question** (a maximum of 300 words each). **Be sure to include your name and WSU ID# on the top of both pages.**

1. In a job interview, you will likely be asked to talk about who you are and why you should be hired. Imagine that you are one of three finalists for a teaching position. Begin your writing sample by telling us something about yourself and why you want to become a teacher. What can you add that sets you apart from the other applicants?
2. Teaching is very much about relating to and interacting with others. Tell us about a situation when you interacted with someone different from you. Whatever the outcome, what did you learn from the experience?

**Information and Consent Form – Page 1**  
**Washington State University**  
**College of Education**

**Testing Requirements**

Your application for admission to the Teacher Education Program will be considered only if you have a passing score on all three subtests of the WEST-B by the end of the semester in which you apply (December for spring applicants and May for fall applicants); or a combination of acceptable (official) WEST-B, ACT or SAT scores.

Passage of the content exam (WEST-E or NES) in the desired endorsement area is required for placement in student teaching and for awarding of the Residency Teacher Certificate. In addition, the ACTFL is required for awarding of the Residency Teacher Certificate for those seeking an endorsement in Spanish or French.

I have read the above statement and understand it is my responsibility to meet the testing requirements of the Washington State University College of Education and the State of Washington.

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Signature

Date

**Liability Insurance Requirements**

Evidence of \$1,000,000 personal liability insurance coverage must be provided to the College of Education for participation in practica and student teaching. Upon admission, students will receive information about insurance options from the Field Services and Certification Office.

I have read the above statement and understand proof of liability insurance is required for placement in schools.

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Signature

Date

**Professional Dispositions Assessment (PDA) Process**

Teacher candidates who have been accepted into a WSU Teacher Education Program will be assessed regularly to determine their progress in academic performance, field experiences, and professionalism. The Professional Dispositions Assessment Form (PDA Form) is one of many assessment tools used in the program.

The PDA form may be completed by any instructor who feels a candidate is not meeting a particular professional standard. The completed form must be accompanied by a description of the behavior and available documentation that indicates failure to meet the standard. Normally, the form will be completed after the instructor has worked unsuccessfully with the candidate to help him/her meet the standard. The form can be completed at any time. The instructor will notify the candidate that a PDA form is being filed, and the student will sign the form. Completed PDA forms will be stored in the student's file (Undergraduate Student Services, Ed Ad 316). In accordance with FERPA Student Rights (see <http://www.registrar.wsu.edu/rights-and-privacy/> or the WSU Student Handbook), teacher candidates may view any completed forms via request to Undergraduate Student Services, and may provide a written response to a PDA form for their file, also via Undergraduate Student Services.

A Teacher Education Student Affairs Committee is required to meet with the teacher candidate to discuss remediation strategies if (1) an instructor requests a meeting, or (2) a teacher candidate receives two negative ratings for any single professional disposition. If a teacher candidate receives four or more negative ratings in any combination of categories, the committee shall review documentation and (1) permit the teacher candidate to proceed in the program with appropriate remediation, OR (2) remove the teacher candidate from the program. Teacher candidates who wish to appeal the Teacher Education Student Affairs Committee's decision must prepare a written appeal and present it to the Chair of the Department of Teaching and Learning. The Chair may make the final decision or refer the appeal to the faculty.

I have read the above statements and understand the use of the Professional Dispositions Assessment form.

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Signature

Date

**Release of Student Records and Personal Information**

I hereby authorize Washington State University to release orally or in writing, all student records, and other personally identifiable information to the Office of the Superintendent of Public Instruction for the purpose of investigating and determining my eligibility for Washington State certification pursuant to RCW 28A.410, WAC 181-86 and 181-87 as now or hereinafter amended, and to my field supervisor and school district for the purpose of securing a student teaching placement for me.

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Signature

Date

**Policy on Student Teaching**

I understand that I must pass the content exam (WEST-E or NES) in my endorsement area prior to student teaching, and that student teaching must be completed at an approved WSU site with supervision by an approved WSU provider.

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Signature

Date

**Information and Consent Form – Page 2**  
**Washington State University**  
**College of Education**

**Fitness to Work in a Classroom Setting and Background Clearance**

It is Washington State University's intent to ensure that all teacher candidates possess those characteristics desirable for working with children. The College of Education therefore reserves the right to deny any individual admission to, or continued enrollment in the Teacher Education Program if, in the professional judgment of faculty or coordinating field personnel, there is a cause for concern about the fitness of that individual to work with children in a classroom setting. The faculty may utilize the Professional Dispositions Assessment (PDA) to formally document and communicate the pre-service teacher's disposition to teaching.

I have read the above statement and understand it is the responsibility of the faculty and staff of the College of Education and coordinating field personnel to evaluate and monitor all aspects of my personal and academic fitness, to assess my ability to work effectively with children in a classroom setting and to deny my admission to or discontinue my enrollment in the Teacher Education Program if, in the opinion of faculty or coordinating field personnel, I am not suited for recommendation for professional licensure.

I understand that if I am accepted into the Teacher Education Program, I must undergo a background check that includes providing fingerprints prior to my participating in any internship, practicum, or student teaching experience.

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Signature

Date

**Repeating Professional Education Courses**

A minimum grade of C (2.0) is required for all professional education course work. A pre-service teacher may take a course only two times. Failure to obtain a C or better after two attempts will result in decertification.

Elementary pre-service teachers are subject to the following additional requirements: (1) Those who fail to meet the C (2.0) minimum requirement in two or more courses in Block I may not enroll in Block II until all courses in Block I are successfully completed. Those with less than a C in one course in Block I may continue to Block II. (2) Enrollment in Block III, the Advanced Practicum semester in which courses are offered only in a 10/12-week cycle, is limited to students who have achieved a minimum grade of C in all other professional course work. Block courses in which a student receives lower than a C must be repeated in the following semester. No student with course work to repeat or full-semester course work remaining, may enroll in Block III

I have read the above statement and understand the rules applying to the repetition of course work.

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Signature

Date

**Basic Skills Requirement**

In order to be admitted to the teacher education program, you must have passing WEST-B exam scores **OR** a combination of acceptable official West-B/ACT/SAT scores by April 12, 2019. Official scores must be sent to the WSU Admission Office. Please fill in your testing information below. If you are not sure what date you took your WEST-B, SAT or ACT, check the box but do not fill in the test date. We can look in myWSU for your scores. The WEST-B does not need to be passed by the application deadline. We must receive passing scores by Friday, April 26, 2019. Therefore, the last possible date to test/re-test is April 14, 2019.

Reading:    West-B    SAT    ACT   Test Date: \_\_\_\_\_

Math:       West-B    SAT    ACT   Test Date: \_\_\_\_\_

Writing:    West-B    SAT    ACT   Test Date: \_\_\_\_\_

**Washington State University**  
**College of Education**

**80 Hour Documentation Form**

**Requirement:** 80 hours of supervised work (paid or volunteer) in an instructional capacity with ages 4 - adult. Experience must be within the last 3 years (at the time of application to program). Hours must be completed by the end of the semester in which you are applying to the Teacher Education Program. It is highly recommended that at least half of your hours are served with the age group you plan to teach. Babysitting, serving as a nanny, Big Brother/Sister, or any hours required for a course, cannot be used to fulfill this requirement.

**Name:** \_\_\_\_\_ **WSU ID#:** \_\_\_\_\_

Place of work:	Grade level of students:	
Start date:	End date:	
Address:		
City:	State:	Zip:
Supervisor:	Supervisor phone #:	
Total hours worked:	Job title:	
Describe major duties:		
Reason for leaving:		

Place of work:	Grade level of students:	
Start date:	End date:	
Address:		
City:	State:	Zip:
Supervisor:	Supervisor phone #:	
Total hours worked:	Job title:	
Describe major duties:		
Reason for leaving:		

I hereby certify that the statements made on this form are true, and I understand and agree that any false information may be cause for denial of my admission to the Teacher Education Program. I give the College of Education permission to contact my past supervisors identified on this form to verify my position.

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Applicant's Signature

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Date

Revised 1/7/2019

**Teacher Certificate Requirements**  
**Washington State University**  
**College of Education**

Applicant's Name	Date
Endorsement (Elementary or Secondary & Content Area)	Add-on Endorsement (if any: SpEd, ELL, ML Math, ML Science)

### **Assignment Provisions**

The teacher certificate permits an individual to serve as a substitute or contracted teacher in their endorsed area in a Washington state classroom, except as stated in WAC 181-82-110.

### **General Certification Requirements**

1. An individual must be at least 18 years of age to obtain a certificate (WAC 181-79A-150).
2. Applicants must give evidence of good character and personal fitness as specified in WAC 181-79A-155 and must obtain a background check from the Washington State Patrol and Federal Bureau of Investigation (RCW 28A.410.010).
3. An individual shall hold a baccalaureate degree from a regionally accredited university which includes at least 30 semester hours of course work in the major. A candidate who holds a baccalaureate degree in Elementary Education needs to complete 20 semester hours in one academic field in an approved endorsement area pursuant to WAC 181-82A-202.
4. The individual shall complete a state approved teacher education program (WAC 181-79A-150).
5. Complete all required assessments (basic content pedagogy).

### **Residency Teacher Certificate**

Upon successful completion of WSU's Teacher Education Program, the candidate will be issued a Residency Certificate (First Issue) with no expiration date. The first certificate issued is the Residency Certificate (First Issue), which is valid until the holder is reported as employed teacher with 1.5 FTE or more experience. This certificate must then be reissued with a three year expiration date.

### **WSU Requirements**

For the Residency Teacher Certificate to be awarded, the applicant must complete an approved program of study with a cumulative WSU GPA of at least 2.50 and 2.75 for Health and Fitness. In addition, the applicant must have a minimum GPA of 2.50 in each the endorsement and the professional education core with no individual course grade below C. Elementary Education majors must also complete HD 101, MATH 251 and 252, HISTORY 110/111, HISTORY 120, POL\_S 101/ECONS 101/ECONS 102, ENGLISH 201/301/ 402 [/WRTG], 2 approved Science elective courses, SCIENCE 101 and 102 with a grade of a "C" or better. For transfer students with an AA degree, approved course work is also required in U.S. History, American government, economics, geography, and sciences with a grade of "C" or better.

Teacher candidates must complete all program requirements within five years of admission to the program. Those who do not complete all requirements within this timeframe will be subject to any new program requirements implemented after the admission term.

### **Affidavit**

I, \_\_\_\_\_, hereby certify (declare) under penalty of perjury under the laws of the State of Washington that I have carefully read the foregoing document and do clearly understand the assignment provisions of the teaching certificate and the requirements which I must meet to obtain and maintain the teaching certificate which I seek.

By signing this statement, I acknowledge that I have thoroughly read the entire Information and Consent Form, and am aware of all program and certification stipulations and requirements outlined in the Consent Form.

Applicant's Signature	Date
Signature of Intake Personnel	Date