

**Freshman (0-25 hours)
and All Transfer Students**

**University
Division**

1. Obtain Program Sheet for the major with information on admission to the Teacher Education Program.

2. Take PRAXIS I exam.

3. Complete prerequisite courses.

4. Criminal history check may be required by school districts. See advisor for details.

Sophomore (26-55 hours)

**Admission to
the Teacher
Education
Program**

5. Meet with an advisor early in the semester.

6. Apply to the Teacher Education Program after admission requirements are fulfilled.
Application deadlines: October 1 and March 1.

7. Fill out Permission Request Form before registering for block/cluster classes.

Junior (56-85 hours)

**Preparation for
Student Teaching**

8. Meet with an advisor early in the semester.

9. Attend a student teaching orientation meeting.

10. Fill out Permission Request Form.

11. Arrange for a senior/license check.

Senior (above 86 hours)

**Student Teaching,
Graduation,
Licensing,
and Placement**

12. Take the PRAXIS II exam.

13. Attend a student teaching preprofessional meeting.

14. Apply for degree.

15. Establish a placement file.

16. Fill out Permission Form.

17. Complete student teaching.

18. Apply for teaching license.