



**Candidate Responsibilities
Block 1**

1. Complete General Education Requirements (GER)
 2. Submit letter of suitability from ALSDE to Certification Officer. (This is your letter verifying fingerprint clearance.)
 3. Meet GPA requirements to be eligible to continue in program:
 - 2.5 overall *
 - 2.75 in Education (no grade lower than “C”)
 - 2.5 in second area of study or in major (no grade lower than “C”)
 4. Participate in Field Experience at assigned schools
 - ED 308 - Study Buddy Program at University Place – 20-25 hours during semester
 - ED 301/305 – Title I School – 40 hrs. during semester in blocks of 3 hrs. or more
 5. Participate in Professional Development Activities
 6. Complete application to the Teacher Education Program (ED 301).
 7. File and sign a Program of Study (ED 301) if you do not have one.
 8. Take Alabama Prospective Teacher Test Pt. 1: Basic Skills Assessment
 - Test contains three parts: Reading for Understanding, Mathematics, and Writing
 - Cost: \$90
 - Online registration: <http://www.act.org/alabamaptt>
 - Phone registration: 1-800-294-2105 or 1-319-341-2500
 - Have test sent to ALSDE and UAH
 9. Complete Dispositions Self-Assessment (ED 301); submit Coop Teacher Dispositions Assessment; secure and submit Dispositions Assessment from External Faculty Member.
 10. Submit all dispositions assessments and field experience logs (signed and electronic) to designated faculty member.
 11. Successful complete and pass Math Module
 12. Complete Admission Interview with Advisor
 12. Update POS at end of semester
- ***Submit letter of suitability from ALSDE to Certification Officer. (This is your letter verifying fingerprint clearance.)**

*All candidates must earn a “C” or better in EH 101, 102 (or 105), CM 113, MA 230, 231, PY 201. *In addition, Elementary education candidates must earn a at least a 2.5 in each of the following areas : 12 hrs. of English language arts, 12 hrs. of science, 12 hrs. of math, and 12 hrs. of history/social sciences with no grade lower than “C”



Candidate Responsibilities Block 2

1. Complete any remaining GER
2. Meet GPA requirements to be eligible to continue in program:
 - 2.5 overall
 - 2.75 in Education (no grade lower than “C”)
 - 2.5 in second area of study or in major (no grade lower than “C”)
3. Participate in Field Experience in Madison County Schools – 50 hrs. during semester in blocks of 3 or more hours. Complete minimum of 50 hrs. and receive a passing grade on the field experience paper in order to pass course.
4. Participate in Professional Development Activities
5. Submit Coop Teacher Dispositions Assessment and field experience log (signed and electronic) to designated faculty member at end of semester.
6. Elementary Education majors should register for Praxis II: Subject Area Test
 - a. Test has four parts: Language Arts, Social Studies, Science, and Math
 - b. Cost: \$50 – registration
\$90 – per test (minimum)
 - Online registration: <http://www.ets.org/praxis>
 - Phone registration: 1-800-772-9476
 - Have test sent to ALSDE (Code: 7020) & UAH (Code: 1854)
 - UAH and ALSDE must have report sent directly from ETS—a photocopy will not suffice.
7. Meet with advisor as needed
8. Update POS at end of semester

*******IF YOU HAVE NOT TAKEN APTT-BASIC SKILLS TEST, YOU MUST DO SO NOW!!!**

*All candidates must earn a “C” or better in EH 101, 102 (or 105), CM 113, MA 230, 231, PY 201. *In addition, Elementary education candidates must earn at least a 2.5 in each of the following: 12 hrs. of English language arts, 12 hrs. of science, 12 hrs. of math, and 12 hrs. of history/social sciences with no grade lower than “C”



Elementary Education Candidate Responsibilities Block 3

1. Take and Pass Praxis II – Subject Area Test if you have not done so.
 - a. Test has four parts: Language Arts, Social Studies, Science, and Math
 - b. Cost: \$50 – registration
\$90 – per test (minimum)
 - Online registration: <http://www.ets.org/praxis>
 - Phone registration: 1-800-772-9476
 - Have test sent to ALSDE (Code: 7020) & UAH (Code: 1854)
 - UAH and ALSDE must have report sent directly from ETS—a photocopy will not suffice.
2. Meet GPA requirements to be eligible to continue in program:
 - 2.5 overall
 - 2.75 in Education (no grade lower than “C”)
 - 2.5 in second area of study or in major (no grade lower than “C”)
2. Participate in Field Experience - 50 hrs. during semester in blocks of 3 or more hours. Complete minimum of 50 hrs. and receive a passing grade on the field experience paper in order to pass course.
4. Participate in Professional Development Activities
5. Submit Coop Teacher Dispositions Assessment, Dispositions Self- Assessment, and field field experience log (electronic and signed) to designated faculty member at end of semester.
6. Secure and submit External Faculty Dispositions Assessment
7. Apply for Student Teaching- (Jan. 30 for Fall internship; June 30 for Spring internship)
8. Meet with advisor as needed
9. Update POS at end of semester

**** You will not be allowed to begin Block 3 courses if you have not submitted your suitability letter for fingerprint and back ground check and passed the Basic Skills Test .**



Secondary and P-12 Education Candidate Responsibilities Block 3

1. Take and Pass Praxis II – Subject Area Test if you have not done so.
 - a. Cost: \$50 – registration
 - b. Cost: \$90 – per test (minimum)
 - Online registration: <http://www.ets.org/praxis>
 - Phone registration: 1-800-772-9476
 - Have test sent to ALSDE (Code: 7020) & UAH (Code: 1854)
 - UAH and ALSDE must have report sent directly from ETS—a photocopy will not suffice.
2. Meet GPA requirements to be eligible to continue in program:
 - 2.5 overall
 - 2.75 in Education (no grade lower than “C”)
 - 2.5 in second area of study or in major (no grade lower than “C”)
3. Participate in Field Experience in suburban school (Madison City Schools) – 50 hrs. during semester in blocks of 3 or more hours. Complete minimum of 50 hrs. and receive a passing grade on the field experience paper in order to pass course.
4. Participate in Professional Development Activities
5. Submit Coop Teacher Dispositions Assessment Dispositions Self-Assessment and field experience log (signed and electronic) to designated faculty member at end of semester.
6. Secure and submit External Faculty Dispositions Assessment
7. Meet with advisor as needed
8. Update POS at end of semester
9. Apply for Student Teaching (Jan. 30 for Fall Internship; June 30 for Spring Internship)

**** You will not be allowed to begin Block 3 courses if you have not submitted your suitability letter for fingerprint and back ground check and passed the Basic Skills Test .**



Elementary Education Candidate Responsibilities Block 4

1. Meet GPA requirements to be eligible to continue in program:
 - 2.5 overall
 - 2.75 in Education (no grade lower than “C”)
 - 2.5 in second area of study or in major (no grade lower than “C”)
2. Participate in Field Experience in a suburban (Madison City school system) – 50 hrs. during semester in blocks of 3 or more hours. Complete minimum of 50 hrs. and receive a passing grade on the field experience paper in order to pass course.
3. Participate in Professional Development Activities
4. Submit Coop Teacher Dispositions Assessment and field experience log (signed and electronic to designated faculty member at end of semester.
5. Meet with advisor as needed
6. Update POS at end of semester
7. Apply for graduation

****You are not eligible to apply for student teaching if you have not passed Praxis II for your subject area and completed at least 200 hours of field experiences.**



Secondary and P-12 Education Candidate Responsibilities Block 4

1. Meet GPA requirements to be eligible to continue in program:
 - 2.5 overall
 - 2.75 in Education (no grade lower than “C”)
 - 2.5 in second area of study or in major (no grade lower than “C”)
2. Participate in Field Experience (in any school) – 50 hrs. during semester in blocks of 3 or more hours. Must complete minimum of 50 hrs. and receive a passing grade on the field experience paper in order to pass course.
3. Participate in Professional Development Activities
4. Submit Coop Teacher Dispositions Assessment and field experience log (signed and electronic to designated faculty member at end of semester).
5. Meet with advisor as needed
6. Update POS at end of semester
7. Apply for graduation

*****You are not eligible to apply for student teaching if you have not passed Praxis II for your subject area or accumulated at least 200 hours of field experiences.**