TEACHER EDUCATION REQUIRED DOCUMENTS:
PREPARATION FOR: CLINICAL I or FIRST MAJOR CLINICAL, APPLICATION TO TEACHER EDUCATION PROGRAM, AND APPLICATION TO STUDENT TEACHING

Voice. Value. Vision

Directions: All students who have declared education as their major must complete the following tasks during Introduction to Education courses (EDU360/560) - **Benchmark I** in order to be considered for registering to Clinical I or their First Major Clinical. Students will be invited to a **Google Classroom: Teacher Education Required Documents** in the EDU360/560 course where all these items for each benchmark must all be **completed/uploaded.** These documents will be **checked by your advisor** before the students can register to Clinical I or their First Major Clinical. ***All items for section I and II must be completed before students may take any Benchmark II courses for education.***

I. DURING BENCHMARK I - ***BEFORE CLINICAL I or FIRST MAJOR CLINICAL (all items require a current date which is prior to the semester of the Clinicals - including students who transfer the Introduction to Education course)***
1) Livetext subscription
2) SLED check
3) Negative TB test (up to 2 years prior)
4) Negative results Sex Offender Registry
5) Travel form
6) Blood Borne Pathogens (BBP) - self study test - retake until passing 80% or above
7) Passing scores:
Undergraduate: Core Praxis (reading, writing, **and** math) **or** qualifying SAT/ACT score -
MAT Students: ***must*** take Miller Analogy Test for admission into Graduate Program
8) Score for Education Economic Development Act Test (must be 80% or above to pass)

II. ***PRIOR TO BENCHMARK II:***
1) Complete application(be sure you have met the requirements ***before*** submitting form) to the Teacher Education Program ***(Due First Mondays December and May)*** and sign Disclosure Form (on the application) - get document signed by required faculty - take to Mrs. Linda Nicholls - EZELL101 ***and*** upload in **Google Classroom: Teacher Education Required Documents after signed.**

III. ***YEAR BEFORE*** STUDENT TEACHING:
1) Complete ***State department application*** at the SC Dept. of Education (CATS) https://ed.sc.gov/educators/certification/cats/ – create a login/password - (initial certification process – ***there is a fee!)*** and complete the FBI fingerprint packet ***(there is a fee!)***–by these ***state due dates***: ***Student Teaching in Fall - Feb. 15th*** - ***Student Teaching in Spring June 15th***.
2) Complete ***Converse Request for Student Placement for Student Teaching*** and electronically submit on ***Google Classroom: Teacher Education Required Documents*** and to Mrs. Linda Nicholls (linda.nicholls@converse.edu) by ***June 15th of previous year for Spring Student Teaching and Feb. 15th of previous year for Fall Student Teaching.***

January 23, 2019