

WELCOME TO THE AUGSBURG COLLEGE EDUCATION DEPARTMENT

Augsburg College Education Department Mission Statement

The Augsburg College Education Department commits itself to developing future educational leaders who foster student learning and well-being by being knowledgeable in content, being competent in pedagogy, being ethical in practice, building relationships, embracing diversity, reflecting critically, and collaborating effectively.

Augsburg College Education Department Program Theme

Teacher as developing professional from classroom decision-maker to educational leader
Augsburg College Education Department Conceptual Framework and General Goals for Teachers

I. Teacher as developing professional

The four dimensions of professionalism addressed by our programs are as follows:

A. What we do—Concepts and Strategies of Teaching

- How to assess and evaluate student ability and performance (MN Standard 8: Assessment)
- How to plan instruction to meet student needs (MN Standard 7: Planning Instruction)
- How to implement instruction to promote student learning (MN Standard 4: Instructional Strategies)
- How to manage children and classroom life effectively (MN Standard 5: Learning Environment)
- How to help students develop emotionally and socially (MN Standard 2: Student Learning; MN Standard 5: Learning Environment)

B. Who we teach – Knowledge of Children and Youth

- How students develop and learn (MN Standard 2: Student Learning)
- Current issues affecting children and youth (MN Standard 9: Reflection and Professional Development; MN Standard 10: Collaboration, Ethics, and Relationships)
- Similarities/differences across communities, cultures, learning styles, abilities, special needs, and lifestyles (MN Standard 3: Diverse Learners)

C. Where we work – Contexts of Schools

- Foundational knowledge of schools and education in the US (MN Standard 9: Reflection and Professional Development)
- Leadership skills (MN Standard 9: Reflection and Professional Development; MN Standard 10: Collaboration, Ethics, and Relationships)
- Collaboration and teaming skills (MN Standard 10: Collaboration, Ethics, and Relationships)

D. Who we are as individuals and teachers – Personal Stance and Knowledge-base

- What I know; how I learn (MN Standard 1: Subject Matter)
- How I think: critically, creatively, ethically, reflectively (MN Standard 1: Subject Matter; MN Standard 9: Reflection and Professional Development)
- What I believe about education and people: personal philosophy (MN Standard 9: Reflection and Professional Development)
- What I can do to develop as a professional (MN Standard 9: Reflection and Professional Development)
- How I communicate and understand the communication of others (MN Standard 6: Communication; MN Standard 10: Collaboration, Ethics, and Relationships)

II. Teacher as inclusive practitioner.

III. Teacher as lifelong learner.

IV. Teacher as leader.

This packet has been prepared to assist you in the process of obtaining a license to teach in the state of Minnesota. It contains the necessary forms for admission to the department and reminds candidates of the steps necessary to complete a teacher's license at Augsburg College.

1. **Praxis I/PPST Exam** Students must complete the Praxis I (PPST) exam prior to registering for required program courses numbered 300 or above. Registration for these courses will be blocked for students who are not admitted to the Education Department. Praxis I Exam assistance is available at the Tutor Center, 18B Foss Center. PPST study guides are commercially available and can also be found in the Augsburg Library. To schedule an appointment, call 612-330-1751.
2. **Admission to the Education Department** is required of all those wishing to obtain a teaching license, and candidates must complete an application procedure to gain entry. It is expected that education students will apply for admission during the semester in which they enroll in the course, "Orientation to Education," or at the time of their first course in the department.

You must be accepted to the teacher licensure program before taking professional education courses (i.e., courses numbered 300 or above). Student are not permitted to attend a 300-level course unless they have been admitted to the licensure program. Students who delay the admission process risk exclusion from 300-level courses.

Students are also responsible for program details as published in the *Augsburg College Catalog*, the college's weekly newsletter, the Education Department bimonthly newsletter, and the Education Department *Handbook for Education Students and Faculty*.

You should begin the admissions process by requesting an entrance interview appointment with an secondary education department faculty member to plan an appropriate college program. At the same time you should also schedule an appointment with a faculty member from the department in which you plan to major and/or be licensed. It is important you meet with both advisors to pre-plan your program! Later you will be assigned an academic advisor with whom you will continue to meet on a regular basis to monitor your progress towards licensure and graduation (if applicable).

Graduate students in the MAE program also must be admitted to the Education Department, following the same procedures as described in this document.

Additional testing is required for MN licensure. All students seeking initial licensure must pass the Principles of Learning (PLT) exam and a content area exam. These exams are taken at the end of the licensure program and, along with the PPST, must be passed prior to applying for licensure

AUGSBURG EDUCATION DEPARTMENT ADMISSION REQUIREMENTS:

Students seeking admission to the secondary licensure program will need to abide by the following requirements:

- 1. GPA standard:** For undergraduate admissions, minimum grade point average of 2.5 on a 4.0 scale for *all* previous college work is required. For graduate admissions, a minimum GPA of 3.0 on previous college work or a minimum 3.0 GPA on 2.0 Augsburg courses taken as part of the licensure program prior to department admissions. This later option involves changing status from undergraduate to graduate and requires a completed baccalaureate degree. Licensure only students choose to be admitted at the undergraduate level. Only those admitted to the graduate level program are eligible to take the graduate level coursework.
- 2. Course Pre-requisite:** Effective Writing (ENG 111 or course equivalent) must be successfully completed with a grade of at least 2.0
- 3. The Praxis I (PPST) Exam** must be taken. If all three sections are not passed, see #4 below.
- 4. Students who do *not* pass Praxis I Exam must:**
 - meet with an advisor in the college tutor center to develop a skill development plan. (Any fee incurred is the responsibility of the students. This plan may include additional coursework.)
 - Students on skill plans may be admitted to the department when/if all other requirements are met.
 - The skill plan must be completed before student teaching.
- 5. Letters of recommendation** - Students must submit two letters of recommendation. One of these letters must be from an Augsburg faculty member.
- 6. Signed statement:** A signed statement from the student must be on file that states he/she has read department materials, policies, and handbooks.
- 7. Non-Native English Speakers:** A score of 90 or more must be achieved on the Michigan Test. If a score of 90 is not achieved, the student must develop a specific language skill development plan or a general literacy skill plan that coincides with their Praxis I plan (#4 above). A score of 90 on the Michigan Test must be achieved before student teaching.
- 8. Meet with advisors:** Students must meet with an education advisor to plan their program. A signed copy of their program plan must be on file. Secondary licensure seekers must also meet with their major program advisor (see #9).
- 9. Secondary major clearance form:** Secondary students must obtain and place on file in the education department a clearance letter from their content area major department (this form is found on page 8 of this booklet). A signed content area program plan indicating all required courses must also be obtained from the major advisor and submitted to the education department.

ADMISSION CHECKLIST

Your admission to the Education Department will not occur until all of the following items are recorded/present in your education department file. An entrance interview will be required for all candidates.

- Met with an education advisor to plan my program _____
Name of advisor & date
- Met with a major/minor content area advisor to plan my program
- Submitted one copy of my major content area program plan(s).
- Submitted "Student Statement" from last page - completed and signed.
- Department Clearance Form(s) turned in _____
- Submitted copies of all transcript(s) from all institutions attended, including Augsburg.
Date submitted
- Successfully completed ENG 111 or its equivalent.
- Attained at least a GPA of 2.5 in major(s) and overall undergraduate or 3.0, graduate?
 Yes No
*When multiple transcripts are present, all are factored into cumulative GPA.
No education program courses may have a grade below 2.0*

- Forwarded Praxis I (PPST) results: _____ Passed all parts? Yes No
Date

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- If PPST is not passed, has met with an advisor in the Tutor Center to develop a skill plan and has placed it in his/her Education Department file, and/or has discussed skill development options with a faculty advisor.
- Submitted two (2) references from non-relatives who know of your academic, work, or teaching skills and/or who can speak about your character and potential fitness for teaching. One of these references must be an Augsburg College faculty member. Friends, relatives, and/or roommates *should not* serve as references.

1) *Name Title/Company Address Tel.*

2) *Name Title/Company Address Tel.*

- If non-native English speaking, has attained a score of 90 or higher on the Michigan Test. If not, has a skill development plan which correlates with PPST plan, on file in the Education Department.

AUGSBURG SECONDARY EDUCATION PROGRAM

Non-Department Program Prerequisites

HPE 115	Chemical Dependency	.5
ENG 111	Effective Writing	1

- Students must consult and plan with the department that sponsors their subject area teaching license.
- Students complete the state approved subject area program courses/competencies.
- Students complete at least two courses at Augsburg in their academic area
- The subject area department must recommend a student for admission to the Education Department and for student teaching.
- The student must have a previous cum GPA of 2.5, a 2.5 GPA in the licensure area sought, and a 2.5 GPA in Education requirements. Any of these courses graded below a 2.0 must be retaken.

Departmental Program Requirements

FOUNDATIONS BLOCK I Generally students complete all courses in one block before progressing to the next.

EDC 200/522	Orientation to Education (W1 pt 1)	1
EDC 210 and	Diversity in the Schools	.5
EDC 211 OR	MN Amer. Indian	.5
EDC 206/566	Div/MN Amer. Indian	1
EDC 220	Educational Technology	.5

The following courses are open only to students who have taken the PPST/Praxis Exam and have been admitted to the Department.

FOUNDATIONS BLOCK II

EDC 310/533	Learning and Development	1
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METHODS BLOCK I

ESE 300/500	Read/Writ In the Cont. Area	1
ESE 325	Creating Learning Environm.	1
	Courses in licensure major area	

METHODS BLOCK II

ESE 3XX	K-12 or 5-12 Methods in licensure area	1-2
	Courses in licensure major area	

CAPSTONE BLOCK

EDC 410/544	Special Needs Learner	1
EDC 480/580	School and Society (keystone, W1 pt.2)	1

Students normally take 2-3 courses of student teaching and are charged additional student teaching fees.

Student Teaching (S)	2-3
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ABOUT STUDENT TEACHING ABROAD

Student teaching abroad requires two courses of student teaching. Students will complete at least one course of student teaching first under direct Augsburg supervision in the Twin Cities area before completing their student teaching assignment abroad. Students needing a third course of student teaching for graduation credit or financial aid purposes may make special arrangements.

AUGSBURG COLLEGE EDUCATION DEPARTMENT

Letter of Recommendation for _____

Please print

The above named person has applied for admission to the Teacher Education Program as Augsburg College. Your candid evaluation will help the faculty determine the applicant's aptitude as a potential teacher.

Please explain under what circumstances and for how long you have known the above named person (e.g., department supervisor, 3 years):

Please describe the candidate's individual characteristics as you have come to know them, commenting on: 1) the quality of the applicant's work, 2) the applicant's ability to think critically, 3) the applicant's oral and written communication skills, and 4) your opinion of the applicant's suitability for a teaching career.

- I strongly recommend
- I recommend
- I recommend with reservations
- I do not recommend

Continue on back or attach a second page if needed

Signature: _____ Title: _____

Address: _____ Phone: _____

_____ Date: _____

Please note: This form is a working document to be used within the college. It will not be kept beyond the time of the applicant's acceptance into the Education Department, or until due time has been allowed for an appellate process. This letter will be available for the candidate to review. Please return this form to: Augsburg College Education Department, 2211 Riverside Avenue, Campus Mail #312, Minneapolis, MN 55454-1351, (612) 330-1130.

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AUGSBURG COLLEGE EDUCATION DEPARTMENT

Department Clearance of Student for Secondary Education Program

Name: _____
Please print legibly

Major: _____

The above person has introduced him/herself to the department, is working with an advisor, and is in possession of a plan by which to complete the required coursework for this teaching major.

The student will seek departmental approval prior to being allowed to student teach in this major. This will normally occur after the student has completed at least two courses in this major.

Faculty Signature

Date

Comments:

AUGSBURG COLLEGE EDUCATION DEPARTMENT

STUDENT STATEMENT

Secondary/K-12 Education Major Data

Name: _____ Day WEC

Seeking admission as _____ undergraduate _____ graduate

If graduate _____ admitted by WEC as grad (GPA min.3.0) or _____ admitted by WEC as undergrad (GPA between 2.5-2.99) and currently seeking change to graduate status.

Major: _____

Projected Term for Student Teaching : Fall/ Spring? _____ Year? _____

Email Address: _____

Authorization by student for release of transcript of courses taken to date.

I, the undersigned, hereby authorize the Augsburg College Education Department Chairperson and/or the Augsburg College Education Department Student Teacher Placement Director to forward a copy of my transcript of (1) all courses completed at Augsburg College and (2) courses taken at other colleges while enrolled at Augsburg or taken previous to enrollment at Augsburg College to any school district which might require this as a prerequisite for consideration for placement in student teaching.

Name: _____
Please print legibly

Signed: _____

Date: _____

Statement of Awareness of Program Requirements and Student Responsibilities

I, the undersigned, have read and understand the Augsburg College Education Department documents which outline the requirements associated with obtaining a degree and/or license in education. I have worked with an advisor to plan out my program and understand the importance of continuing to seek and follow advice given to me by my advisor(s). I understand that it is my responsibility to meet published deadlines and to fulfill the requirements as described in official Education Department handbooks and notices.

Name: _____
Please print legibly

Signed: _____

Date: _____

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