

Formal Admission to Teacher Education Application

West Chester University of Pennsylvania

UNDERGRADUATE

REQUIRED ATTACHMENTS:

The following items must be attached **BEFORE** reviewing your application with your program advisor for signature:

- ☐ Your unofficial transcript printed from MyWCU with your **SIGNATURE** at the top of the first page
- ☐ Your basic skills testing score report(s) (SAT, ACT, Core, PAPA OR combination of qualifying scores) displaying passing scores of the tests currently specified by West Chester University for Formal Admission to Teacher Education (FATE)
- ☐ Copy(ies) of transcripts from institutions where you earned any transfer credit(s) **ONLY REQUIRED** if the transfer credits **do not** appear on your unofficial transcript OR Transfer Students not yet with a WCU GPA
- ☐ Early grades, middle grades and special education majors **only**: Verification form for Community Service Experience with all signatures – **do NOT attach the reflective statement**
- ☐ Middle grades preparation majors **only**: attach the Declaration of Academic Content Area Concentrations

Submit completed applications with all attachments to the Office of Candidate Services (107 Wayne Hall)

Name _____ WCU# _____
(Please print. Add former name/s if applicable)

Local Mailing Address _____
Street or box no. City State Zipcode

Local Phone or Cell () _____ WCU Email address _____

Gender (circle one) M / F US Citizen (circle one) Y / N WCU Cumulative GPA _____

Degree Program/Major _____ Total Credits Earned _____

Scores for specified basic skills tests or combination:

SAT Reading: _____ SAT Math: _____ SAT Writing: _____
or ACT Composite: _____ ACT Math: _____ ACT English/Writing: _____
or Pre-service Academic Performance Assessment (PAPA) Reading: _____ Math: _____ Writing: _____
or Core Academic Skills for Educators Reading: _____ Writing: _____ Math: _____
Composite Score Total (if applicable): _____

List courses taken to satisfy: 3 credits English composition _____
3 credits English literature _____
6 credits mathematics _____ and _____

Student Signature _____
Signature Please print name Date

Academic Advisor _____
Signature Please print name Date

Dual Majors Only:

Academic Advisor _____
Signature Please print name Date

Professional/Secondary Education Advisor (Professional & Secondary Education students only)

Signature _____ Please print name Date

Verification by Candidate Services

PS Code Date Initials

Original to: Office of Candidate Services, College of Education, 107 Wayne Hall

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ACHIEVING FORMAL ADMISSION to TEACHER EDUCATION at WEST CHESTER UNIVERSITY

What is Formal Admission to Teacher Education (FATE)?

Formal Admission to Teacher Education is the application process that confirms your intent to pursue teacher certification at West Chester University. *It is not automatic – you must apply!*

What does it entitle you to?

Access to advanced coursework is available **only** to students with Formal Admission to Teacher Education. When students achieve formal admission, West Chester University adds the MILESTONE of EDF030 to their academic record. The MILESTONE is a prerequisite to all advanced professional education courses. The MILESTONE (EDF030) is not a course, carries zero credit, and in no way affects your cumulative GPA or tuition charges. It will appear on your MyWCU to confirm your **Formal Admission to Teacher Education**.

What are the requirements for Formal Admission to Teacher Education?

- You must have earned a minimum of 48 credits at the college-level (100 level or above). The credits may have been earned at West Chester University and/or another institution or institutions.
- You must have earned a minimum cumulative GPA of 2.8 for all courses on your transcript/s.
- You must have achieved a passing score as established by the Pennsylvania Department of Education on the SAT or ACT or PAPA or CORE or a combination of qualifying scores currently specified by West Chester University for **Formal Admission to Teacher Education**.
- You must have the recommendation of your major department. (Department recommendation may be contingent upon completion of additional and/or more rigorous requirements than the criteria described above.)

When should I apply?

You should apply for **Formal Admission to Teacher Education** as soon as you have met **ALL** of the requirements.

What are the steps in the application process?

1. Ensure that you have met the requirements for **Formal Admission to Teacher Education**, including successful completion of the PAPA or CORE examination or SAT or ACT qualifying scores. Since the PAPA or CORE examination tests knowledge and skills developed in the general education portion of your program, most students are prepared and encouraged to take them early in their program; prior to beginning the sophomore year.
2. Obtain the application from the Office of Candidate Services (107 Wayne Hall), the Office of Teacher Certification (302 Recitation) or your program department office. Complete and sign the application for **Formal Admission to Teacher Education** and attach all of the required documentation:
 - Print your unofficial transcript from MyWCU and *sign your name at the top of the first page*
 - Your SAT, or ACT, or PAPA or CORE Individual Score Report or a combination of qualifying scores displaying results of the tests currently specified by West Chester University for **Formal Admission to Teacher Education**
 - A signed copy of the Community Service Verification Form, if applicable – early grades preparation, middle grades preparation, and special education majors only.
 - Copy(ies) of transcripts from institutions where you earned any transfer credit(s) **ONLY REQUIRED** if they do not appear on your unofficial transcript OR if you do not yet have a WCU GPA (transfer students only).
3. Meet with your academic advisor or department chairperson to review the application. Your advisor's signature signifies that you have satisfied your department criteria for **Formal Admission to Teacher Education** and that it recommends you for formal admission. (Note for professional and secondary education students: You must obtain the signatures of both your academic and professional/secondary education advisors.)

Submit the signed form and attachments to the Office of Candidate Services, 107 Wayne Hall. Your application will be reviewed for final approval for **Formal Admission to Teacher Education**. When your application has been approved and processed, the MILESTONE of **Formal Admission to Teacher Education** will appear at the end of your unofficial transcript.