

# Formal Admission to Teacher Education Application

West Chester University of Pennsylvania

## UNDERGRADUATE MUSIC EDUCATION

### 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

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 Address: \_\_\_\_\_  
Street or box no. City State Zipcode

Local Phone or Cell: ( ) \_\_\_\_\_ WCU E-mail address: \_\_\_\_\_

Gender (circle one): M / F U.S. Citizen (circle one): Y / N

Major: Music Education Total Credits Earned: \_\_\_\_\_ WCU Cumulative GPA: \_\_\_\_\_

#### Scores for a basic skills test OR a combination/mix & match of scores from basic skills tests:

SAT Reading: \_\_\_\_\_ SAT Math: \_\_\_\_\_ SAT Writing: \_\_\_\_\_

ACT Composite: \_\_\_\_\_ ACT Math: \_\_\_\_\_ ACT English/Writing: \_\_\_\_\_ (prior to Sept 2015)

ACT Reading: \_\_\_\_\_ ACT Math: \_\_\_\_\_ ACT Writing: \_\_\_\_\_ (Sept 2015 & after)

Pre-service Academic Performance Assessment (PAPA) Reading: \_\_\_\_\_ Math: \_\_\_\_\_ Writing: \_\_\_\_\_  
Composite Score Total (if applicable): \_\_\_\_\_ (only allowed when using all three PAPA scores)

Core Academic Skills for Educators Reading: \_\_\_\_\_ Writing: \_\_\_\_\_ Math: \_\_\_\_\_  
Composite Score Total (if applicable): \_\_\_\_\_ (only allowed when using all three Core scores)

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

☐ I have met the additional requirements of the Music Education professional sequence established by the Music Education program (purple form)

Student Signature \_\_\_\_\_  
Signature Please print name Date

Dr. J. Bryan Burton, Department Chairperson, Music Education Date

Verification by Candidate Services \_\_\_\_\_  
PDE code PS Code Date Initials

Original to: The Office of Candidate Services, 107 Wayne Hall

## 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 to Teacher Education, 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 tests 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
  - A copy of your SAT, or ACT, or PAPA, or CORE Individual Score Report displaying results of the tests currently specified by West Chester University for **Formal Admission to Teacher Education**
  - 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 the Department Chairperson for the Music Education Department to review the application. The chair's signature signifies that you have satisfied your department criteria for **Formal Admission to Teacher Education** and that you are recommended for formal admission.
4. 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.