WEST CHESTER UNIVERSITY

Application for Formal Admission to Teacher Education (FATE)

~ POST BACCALAUREATE ~

REQUIRED Attachments-- Please be certain to attach **ALL** of the following items **BEFORE** reviewing your application with your department advisor:

- Photocopy(ies) of transcript(s) from institution(s) where you have earned any credits
- Signed unofficial transcript from MyWCU
- Photocopy of your <u>Approved Program of Study</u> (APS) form with signatures of applicant and advisor(s) and Certification Officer

SUBMIT COMPLETED APPLICATIONS TO 107 WAYNE HALL INCOMPLETE applications will not be accepted

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(Please print. Add	former name(s	s) if applicable)					
Mailing Address							
Phone ()		WCU email address					
Circle Appropriate Choice:	Gender: M/F	US Citizen: Y/N	Full Time/Part Time Racial-Ethnic Origin				
Certification Program (Subject Area)			Chec	x one: Master's Program □ Certification Only			
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*I have met the additional r	-	, , , ,			to teacher educa	ation Ves No	
Student Signature							
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Original to: The Office of Candidate Services, Undergraduate Program Counselor, 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.

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 for post baccalaureate candidates?

- You must have earned an undergraduate degree from an accredited institution.
- You must have earned a minimum cumulative GPA of 2.8 for all courses on your transcript/s.
- 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. Incomplete applications will not be accepted.

What are the steps in the application process?

- 1. Ensure that you have met the requirements for Formal Admission to Teacher Education
- 2. Obtain the application from the Office of Candidate Services Undergraduate Program Counselor (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:
 - A copy of your unofficial transcript from MyWCU with your <u>signature</u> at the top of the first page
 - Photocopy(ies) of transcripts from institutions where you earned any transfer credit(s) from institution(s) where you have earned credits.
- 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 admission. (Note for professional and secondary education students: You must obtain the signatures of both your academic and professional/secondary advisors.)
- 4. Submit the signed form and attachments to the Undergraduate Program Counselor, 107 Wayne Hall. The counselor will review your application and give final approval for your **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.