

FORMAL ADMISSION TO TEACHER EDUCATION
WEST CHESTER UNIVERSITY OF PENNSYLVANIA
UNDERGRADUATE APPLICATION
ENGLISH BSED

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)
- ☐ Transfer Students: If your transfer credits **do not** yet appear on your unofficial transcript OR you **do not** yet have a WCU GPA, copy(ies) of transcripts from institutions where you earned any transfer credit(s).

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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)

Cell Number: _____ **WCU Email address:** _____

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

Major: **ENGLISH BSED** **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, submit IT Service Desk PDE Determination)

ACT Reading: _____ ACT Math: _____ ACT Writing: _____ (Sept 2015 & after)

Pre-service Academic Performance Assessment (PAPA) Reading: _____ Math: _____ Writing: _____

Core Academic Skills for Educators Reading: _____ Writing: _____ Math: _____

Composite Score Total (if applicable): _____ *Please refer to the PA Dept. of Education's Composite Score Calculator at [LINK: http://www.education.pa.gov/Teachers%20-%20Administrators/Certifications/Pages/Certification-Testing.aspx#tab-1](http://www.education.pa.gov/Teachers%20-%20Administrators/Certifications/Pages/Certification-Testing.aspx#tab-1)*

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

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Student Signature: _____
Signature _____ Please print name _____ Date _____

English Academic Advisor: _____
Signature _____ Please print name _____ Date _____

English BSED Coordinator: _____
Signature _____ Please print name _____ Date _____

☐ I have met the additional English BSED requirement of passing the Test of Writing Competency

Educational Foundations & Policy Studies Advisor: _____
Signature _____ Please print name _____ Date _____

Verification by Candidate Services: _____
PS Code _____ Date _____ Initials _____

Original to: Office of Candidate Services, College of Education and Social Work, 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, 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 passed the Test of Writing Competency.
- You must have the recommendation of your major department by signature of your advisor(s). 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 or a combination of qualifying scores. Since these examinations test your 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), or your program department office, or the website for the College of Education & SW. 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 or combination of qualifying scores (or PRAXIS I) 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 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. You must obtain the signatures of your academic advisor, your English BSED program coordinator, and Educational Foundations and Policy Studies advisor.
4. Submit the signed form and attachments to the Office of Candidate Services, 107 Wayne Hall, 125 W. Rosedale Avenue. 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 and you will receive a congratulatory email.