TEACHER CANDIDACY APPLICATION
(Formerly known as Formal Admission to Teacher Education)
WEST CHESTER UNIVERSITY OF PENNSYLVANIA
UNDERGRADUATE APPLICATION
ENGLISH BSED

- Refer to your unofficial transcript in MyWCU for the information needed to complete the application.
- Enter below the "Passed the Basic Skills test" milestone date <u>OR</u> "Core Academic Skills for Educators" milestone date found at the end of the unofficial transcript <u>OR</u> enter scores below for your combination of qualifying scores currently specified by PA Department of Education for Teacher Candidacy.
- Transfer Students: If your transfer credits **do not** yet appear on your unofficial transcript OR you **do not** yet have a WCU GPA, include PDF(s) of transcript(s) from institution(s) where you earned any transfer credits.

....

Name: _____   **WCU#:**_____

(Please print. Add former name/s if applicable)

Cell Number: _____ **WCU Email address:** _____ **U.S. Citizen** Y   N

Major: **ENGLISH BSED**   **Total Credits Earned:**_____ **WCU Cumulative GPA:**_____

Passed the Basic Skills Milestone date: _____ <u>OR</u> a combination of scores from basic skills tests:

SAT Reading: _____   SAT Math: _____   SAT Writing: _____

ACT Composite: _____ ACT Math: _____ ACT English/Writing: _____ (prior to Sept 2015, submit 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:* https://www.education.pa.gov/Educators/Certification/CertTestingRequirements/Pages/default.aspx

List completed courses and semester completed (must have a grade & credits earned on your transcript). Enter "T" if transfer credits

	Courses that satisfy:	Semester Completed or T
3 credits English composition	_____	_____
3 credits English literature	_____	_____
3 credits mathematics	_____	_____
and 3 credits mathematics	_____	_____

....

Student Signature: _____   _____ _____

Signature   Please print name   Date

English Academic Advisor:_____   _____ _____

Signature   Please print name   Date

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

Secondary Education Department Chair:

_____   _____ _____

Signature   Please print name   Date

Verification by Candidate Services: _____   _____   _____

PS Code   Date   Initials

Email to: jmacdonald@wcupa.edu **Candidate Services, College of Education and Social Work, 107 Wayne Hall**

2201

ACHIEVING Teacher Candidacy at WEST CHESTER UNIVERSITY

What is Teacher Candidacy?
Teacher Candidacy 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 Teacher Candidacy. When students achieve Teacher Candidacy status, 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 **Teacher Candidacy** status.

What are the requirements for Teacher Candidacy?
- 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 for **Teacher Candidacy**.

- You must have passed the Test of Writing Competency.

- You must have the recommendation of your major department by approval 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 **Teacher Candidacy** 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 **Teacher Candidacy**, including successful completion of the PAPA, Core Academic Skills for Educators, 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. If you have passed reading, writing, math by one testing vendor, you have the milestone of passed the basic skills tests or Core Academic Skills for Educators.

2. Complete the application for **Teacher Candidacy.**
   - Refer to your unofficial transcript in MyWCU to obtain the information for the application.
   - Enter your milestone date for "Passed the Basic Skills Test" or "Core Academic Skills for Educators" if you passed using one testing company/vendor. Enter scores if using a combination of qualifying scores currently specified by PA Department of Education and West Chester University for **Teacher Candidacy.**
   - Include PDF(s) of transcript(s) from institution(s) where you earned any transfer credits **_ONLY IF_** the credits do not appear on your unofficial transcript in MyWCU **_OR_** if you do not yet have a WCU GPA (transfer students only).

3. Obtain the departmental approval of your advisor(s). Your advisor's signature signifies that you have satisfied your department criteria for **Teacher Candidacy** and that it recommends you. You must obtain the approval of your academic advisor <u>and</u> Secondary Education Department Chair.

4. Submit the application to the Office of Candidate Services by emailing to jmacdonald@wcupa.edu. Your application will be reviewed for final approval for **Teacher Candidacy**. When your application has been approved and processed, the MILESTONE of **Teacher Candidacy** will appear at the end of your unofficial transcript in MyWCU and you will receive a congratulatory email.

2201