

Student Name: \_\_\_\_\_ TEP Advisor: \_\_\_\_\_  
 CWID: \_\_\_\_\_ Date: \_\_\_\_\_

### SUBJECT-AREA (P-12) CERTIFICATION *All except Health & Physical Education* B.A. SECONDARY EDUCATION

Students should consult with their Teacher Education Program Advisor about the information on this sheet for further clarification, advisement and updates. Consult with your Major Advisor regarding major requirements.

#### ADMISSIONS REQUIREMENTS:

**Application deadlines are February 1st for Fall start and September 15th for Spring start**

- ☐ Completed Pre-requisite Coursework (*see below*)
- ☐ 3.0 or higher Overall GPA
- ☐ Major GPA varies by major (*see Teacher Ed. Admissions Advisor for more information*)

**Students cannot begin Professional Sequence coursework until admitted into the Teacher Education Program**

PRE-PROFESSIONAL	PRE-REQUISITES TO APPLY ( <i>Grade of C- or better required</i> )		Credits	Grade	Notes
	SASE 210	Public Purposes of Education: Democracy and Schooling	3		
	EDFD 200	Psychological Foundations of Education	3		PSYC 200 or FSHD 216 can also meet this requirement
			3-4		• 9 credits in major coursework
			3-4		• Mathematics majors must complete 11 credits: Calc. I, Calc. II & course with Calc. II as pre-req.
			3-4		
PROFESSIONAL SEQUENCE ( <i>Grade of B- or better required</i> )	COURSES TAKEN AFTER ADMISSION		Credits	Grade	Notes
	SASE 320	Curriculum Design for Inclusive Classrooms	3		• Taken concurrently, Wednesdays back to back. Please plan for full day of coursework.
	SASE 321	Assessment Practices for Inclusive Classrooms	3		• Includes Clinical Hours
	SASE 322	Language & Learning in Content-Area Teaching	3		• Pre-reqs: SASE 320 & SASE 321
		Departmental Methods course	3-4		• Includes Clinical Hours
		2nd Methods course ( <i>if major requires two methods courses</i> )	3-4		Does not apply to all majors
	Physiology & Hygiene	Approved course or Health Knowledge Test			See back for more information
	CLINICAL PRACTICE YEAR		Credits	Grade	Notes
	Clinical Practice I Semester				• Must leave at least two open days in schedule to complete required placement hours.
	SASE 450	Clinical Practice I	3		• It is not recommended to take more than 3 other courses with this coursework.
	SASE 451	Seminar in Inclusive Pedagogies	3		
	Clinical Practice II Semester				• Passing Praxis Subj. Asmt. scores must be submitted by clinical audit deadline to begin clinical internship.
	SASE 452	Advanced Seminar in Inclusive Pedagogies	3		• No additional courses permitted this semester.
	SASE 453	Clinical Practice II	9		

## Important Deadlines and Notes

- ☐ **Substitute Teaching License Requirement - *Deadline:* Complete while applying to the program** **Date Completed:**  
Students are required to have a New Jersey Substitute Teaching License before starting the Professional Sequence. You are eligible to obtain a Substitute Teaching License once you have earned 30 credits. Students are advised to start this process as soon as possible as it can take up to three months to complete. Consult Canvas or Teacher Ed. Advisor for more information.
- ☐ **Physiology and Hygiene Requirement - *Deadline:* By Clinical II Audit Deadline (see below)** **Date Completed:**  
The New Jersey Department of Education has a Physiology and Hygiene requirement for teaching certification candidates. This requirement can be satisfied by completing appropriate coursework or by passing the *Health Knowledge Test* available through the CSSEE. Please see your Teacher Ed. Advisor or consult Canvas for more information on how to fulfill this requirement.
- ☐ **Clinical Practice I & II Application - *Deadline:* March 1st for Fall Clin. I & II/ Oct. 1st for Spring Clin. I & II** **Date Completed:**  
Students must complete the Clinical Practice I & II Application the semester before they plan to start Clinical I. The application is an online eligibility survey that informs the Office of Clinical Internships that you are ready to start your Clinical year and prompts them to initiate the placement process.
- ☐ **Praxis Subject Assessment - *Deadline:* By Clinical II Practice Audit Deadline (see below)** **Date Completed:**  
The New Jersey Department of Education requires all candidates to achieve a minimum score on the Praxis Subject Assessment. Information regarding which test to register for and how to register is available on [www.praxis.ets.org](http://www.praxis.ets.org). Students are urged to take the required Praxis test as early as possible and to report both passing and non-passing scores to the CSSEE.
- ☐ **Clinical Practice Audit - *Deadline:* July 15th for Fall Clinical I & II/ December 15th for Spring Clinical I & II**  
The Office of Teacher Education Advisement and Retention will conduct an audit to verify your eligibility once you submit your application for Clinical Practice I & II. You can expect to receive formal notification from the CSSEE regarding your audit results.

### Clinical I Eligibility: The following requirements must be met by the Clinical Audit Deadline

- ☐ **Full Admission to Teacher Education Program (All Provisions must be met if applicable)**
- ☐ **3.0 or higher Overall GPA**
- ☐ **Required Major GPA (Varies by major. Please see your TEP Advisor or TEP Handbook on Canvas for more information)**
- ☐ **B- or better in all Professional Sequence Courses**
- ☐ **B- or better in departmental Methods course(s)**
- ☐ **On track to complete all coursework prior to Clinical II**
- ☐ **Submit Praxis Subject Assessment Score Report (pass or non-pass)**  
A PDF copy of your baseline Praxis Subject Assessment Score Report should be downloaded to your computer and then emailed to [TEadvisement@montclair.edu](mailto:TEadvisement@montclair.edu) and your Program Advisor no later than the Clinical Audit Deadline.  
•Passing **OPI** required for *Spanish, French, Italian* or **TESL**; Passing **WPT** for **TESL**; Passing **LTTC** for *Latin*.
- ☐ **Substitute Teaching License** - Emailed to [clinicalinternships@montclair.edu](mailto:clinicalinternships@montclair.edu)
- ☐ **Mantoux (TB) Test** - Results emailed to [clinicalinternships@montclair.edu](mailto:clinicalinternships@montclair.edu) (Consult Canvas for more information)

### Clinical II Eligibility: The following requirements must be met by the Clinical Audit Deadline

- ☐ **All of the above**
- ☐ **Completion of all undergraduate coursework (except Clinical II courses themselves)**
- ☐ **Completion of Physiology and Hygiene requirement**
- ☐ **Submit Passing Praxis Subject Assessment Score Report (if not passed by Clinical I audit)**  
A PDF copy of your *passing* Praxis Subject Assessment Score Report should be downloaded to your computer and then emailed to [TEadvisement@montclair.edu](mailto:TEadvisement@montclair.edu) and your Program Advisor no later than the Clinical Audit Deadline.  
•Passing **OPI** required for *Spanish, French, Italian* or **TESL**; Passing **WPT** for **TESL**; Passing **LTTC** for *Latin*.

**Center for Student Success and Educator Excellence | University Hall, Suite 3102 | (973) 655-7976**

Prospective Students: [TEadmissions@montclair.edu](mailto:TEadmissions@montclair.edu)

Accepted Students: [TEadvisement@montclair.edu](mailto:TEadvisement@montclair.edu)