

An Explanation of Undeclared Status for Education Majors

Upon admission to the University, all Education applicants seeking certification in the majors of Pre-K – 4th Grade, Grades 4 – 8, or Secondary Grades 7-12, with possible dual certification in Special Education, and Special Education PreK- 12 are considered Undeclared students until they have completed the Application to the Teacher Certification Program, listed below.

Once the requirements are completed, students must apply to Point Park University's School of Education for formal admission. Students should complete the one-page Application to the Teacher Certification program and return it to Ja Nel Orwig, jorwig@pointpark.edu.

Until formally admitted to the School of Education, students can take only 100- and 200-level EDUC or SPED classes and EDUC 302 Reading Methods I and EDUC 305 Methods of Math I.

In order to take 300/400 level education or special education courses you must be declared by completing the application.

Questions about formal application and admission to the School of Education should be directed to Ja Nel Orwig, assistant to the chair. She can be reached at 412-392- 3975 or via email at jorwig@pointpark.edu.

POINT PARK UNIVERSITY

SCHOOL OF EDUCATION

APPLICATION FOR ADMISSION TO TEACHER CERTIFICATION PROGRAM

Name _____ Student ID _____

Area of Certification _____

Home Address _____

City _____ State _____ Zip Code _____

Daytime Telephone _____ Evening Telephone _____

Cell Phone _____ Email _____

This completed application is required to enter the School of Education- Department of Teaching and Learning. It is the first step of a two-part application process for students who intend to seek candidacy for teacher certification. Copies of the following items must be attached to this application.

_____ 1. Act 34 Criminal Record Check 2. _____ Act 33/51 Child Abuse Clearance 3. _____ FBI Criminal Background Check

_____ 4. Written documentation and verification of at least **40 hours** of classroom observations.
(All students need 40 hours of classroom observations, mostly met through coursework, AND 150 hours of field experiences to meet PDE standards. The first 2 weeks of the student teaching practicum will count as 65 field experience hours. The remaining 85 field experience hours will be logged and completed during coursework and individually by the student.)

_____ 5. § 354.23 Academic Preparation (Minimum overall GPA = 3.0)

_____ 6 credits college level English Composition/ Literature _____, _____

_____ 6 credits college level Mathematics- _____, _____

_____ 48+ earned credits

_____ 6. Overall minimum 3.0 GPA verified by University transcript GPA _____

_____ 7. Education Prerequisites: Nine credits of EDUC or SPED courses.

_____ EDUC/ SPED _____ Grade _____

_____ EDUC/ SPED _____ Grade _____

_____ EDUC/ SPED _____ Grade _____

_____ 8. Change of Major Form from Education: Undeclared to new Major

_____ 9. Clearances and the Law

_____ 10. Mandated Reporter Certificate

_____ 11. Grades 5 & 6 Add On

Student's Signature _____ Date _____

Advisor's Signature _____ Date _____