

Post-Baccalaureate Mileposts

1. Meet with Post-Baccalaureate Advisor to develop Teacher Certification Contract;
2. Meet with content area advisor to evaluate transcripts and develop plan to address content deficiencies;
3. Check with TESS office (AD 348) to confirm a completed teacher certification contract is on file for you;
4. For GIST students, work with Post-Baccalaureate Advisor and content advisor to complete an Approved Program Form for the master's degree and a certification contract;
5. Take the GRE (Graduate Record Exam) and have official scores sent to Northwest Missouri State University. Take your copy of the scores to the TESS Office and confirm the results have been entered into your file;
6. Subscribe to the Tk20 Assessment System.
7. Apply for admission to Teacher Education at the TESS Office (AD 348) – indicate you are a post-baccalaureate student to receive the appropriate form.
8. Work towards maintaining a minimum cumulative GPA of 2.75. In addition, you must have an overall GPA of 2.75 as well as a 3.0 GPA in your major and in your professional education courses.
9. All students must complete a Criminal Background Check prior to admission to professional education. You will register with the Family Care Safety Registry at a cost of \$13.25. (See p. 10 for procedure).
10. Complete 61-615 Organizing for Learning with a grade of "B" or above (**you must receive grade of "B" or above to be eligible for student teaching**);
11. Complete diversity hour requirements and submit verification forms and reflections to the Post-Baccalaureate Advisor;
12. Complete practicum requirements in conjunction with the 61-614 Introduction to Teaching (30 hour field experience) and 61-616 (45 hour field experience);
13. Apply for student teaching during the fall or spring trimester prior to student teaching.
14. During student teaching, complete the Missouri Educator Evaluation System (MEES). Successful completion of the MEES is required for certification;
15. Take the Missouri Content Assessment and achieve a passing score prior to student teaching;
16. Apply on-line for certification through the Department of Elementary and Secondary Education website during the last semester of enrollment. (See page 31 for procedure or the following website: <http://www.nwmissouri.edu/dept/peu/certification/moteacher.htm>).
17. Students working towards an M.S.Ed. degree concurrently with completing certification requirements must also apply to take comprehensive examinations and apply for the master's degree in the Graduate Office (AD 257)