



CLAYTON STATE UNIVERSITY

Application for Admission to the B.S. in Education Concentration in Elementary Education Program

Application Term: Fall _____ Spring _____

Important: Admission to the teacher education programs is *separate* from and in addition to admission to the University. Enrollment in the Bachelor of Science in Elementary Education is open to students who meet certain eligibility standards (*see reverse*) to be considered for admission.

(Applications can be turned in any time during spring semester.)

Full "Legal" Name _____ Birth Date _____

Laker ID Number: _____ Gender: _____

Ethnicity: Circle one: Hispanic or Latino Not Hispanic or Latino

Race: Please circle one:

B-Black or African American **W**-White **Z**-Asian

I-American Indian or Alaska Native

P-Native Hawaiian or Other Pacific Islander

T or **M**-Two or more races **U**-Unknown

Do you have an associate's degree? Yes ___ No ___

If so, from what college? _____

List other colleges attended _____

CSU E-Mail _____

Personal E-Mail _____

Primary Phone: _____ Secondary Phone: _____

Permanent Address _____

City _____ State _____ Zip _____

Portfolio Admission Checklist (Fill in appropriate GPAs, scores, dates and, if applicable, attach supporting documentation).

_____ Overall GPA (2.5 required)	_____ Institutional GPA (2.5 required)
_____ Completed Georgia Educator Ethics Exam (documentation required)	
_____ Date Passed All Program Admission GACE	Reading _____ Writing _____ Math _____
_____ Exempt PAA based on SAT _____ ACT _____	
(*see criteria for exemption at the bottom of the page – documentation required)	

- Admission to Clayton State University
- Met with an Advisor. Attach completed advisement sheet. *Advisor name:* _____
- Completion of at least 45 semester hours of college credit (minimum requirement to submit application)
- Students are required to complete all courses in Areas A-F with grades of A, B, C, or K before formal admission to program. This includes Grades of A, B, or C in EDUC 2110, EDUC 2120, and EDUC 2130.
- Attendance at Information Session (If an information session is not available, see Elementary Level Coordinator for make-up)
- Recommendations from two professors. (Recommendation form can be found at www.clayton.edu/teachered under the Elementary Education tab.)
- A one-page essay on why you want to be an Elementary Educator
- Interview with Elementary Education Coordinator. Someone from the department will call or email to set the interview day and time.

Once admitted into the Elementary Education Program, you will apply for a Pre-Service Certificate. This includes completing Personal Affirmation Questions, a signed notarized Verification of Lawful Presence (VLP) with supporting documentation for VLP, and a signature authorizing a criminal background check. The application will be submitted by the School of Education to the Georgia Professional Standards Commission where they will verify the documents and Georgia Crime Information Center will conduct a criminal record check.

* Passing scores on all sections (reading, writing, and mathematics) of GACE Program Admission Assessments (all sections must be passed no later than the end of the first semester of program admission). You may be exempt from the GACE Program Admission Assessment requirement if you have qualifying scores on any of these tests: **SAT**: minimum score 1,000 OR 1,080 if taken after 7/1/2019 (Evidenced-based Reading/Writing AND Math); **ACT**: minimum score 43 (English+Mathematics). **Documentation is REQUIRED.**

This program is designed to lead to licensure/certification in Elementary Education. The Clayton State University teacher education program has maintained a partnership with surrounding school systems in the University's primary service area. Most on-site education experiences will be provided by these systems.

PROFESSIONAL EDUCATION OUTCOMES Students must satisfy the Professional Education Outcomes which have been specifically designed to produce graduates who are well prepared for teaching positions in elementary level education: Diagnoses Learning Needs, Plans for Student Learning, Facilitates Student Learning, Demonstrates Appropriate Knowledge, Fosters Student well being to Support Learning, Assumes the Role of Professional Teacher.

ATTENDANCE AND SCHEDULING EXPECTATIONS Admission to the teacher education program is separate from and in addition to admission to the University. The program will fill available slots with those eligible students who, in the judgment of the faculty, are most likely to be successful. Meeting the minimum requirements for admission eligibility does NOT guarantee admission to the program. The upper division courses in Elementary Education involve considerable on-site activity in authentic school settings. Students who enter the program must have scheduling flexibility. Students are responsible for providing their own transportation, at their own expense. Students must sign a waiver of liability form. Because courses are offered in sequence and are not available every semester, students must be willing to commit to full-time attendance in order to stay on track for graduation.

APPLICATION AND ADMISSION ELIGIBILITY STANDARDS Items below form the *minimum* eligibility requirements for admission to the Elementary Education Program. All items must be complete to be considered for full admission.

1. Admission to Clayton State University.
2. Overall and institutional GPA of 2.5 or higher (State Requirement).
3. Pass all three areas of GACE Program Admission Assessment OR be exempt based on SAT or ACT scores (State Requirement).
4. Meet with the Elementary Education Coordinator and Advisor.
5. Completion of at least 45 semester hours of college credit (minimum requirement to submit application)
6. Students are required to complete all courses in Areas A-F with grades of A, B, C, or K before formal admission to program. This includes Grades of A, B, or C in EDUC 2110, EDUC 2120, and EDUC 2130.
7. Attendance at Information Session
8. A one-page essay on why you want to be an elementary level teacher.
9. You must be issued a Pre-Service Certificate to remain in the program (State Requirement).

NOTE: Students who fail to sustain these criteria after notification, but before they actually begin taking courses in the teacher education program, will have their admission revoked. Upon written request, such students will be reconsidered when they again meet the eligibility criteria.

Once admitted into the Elementary Education Program, you will apply for a Pre-Service Certificate. This includes completing Personal Affirmation Questions, a signed notarized Verification of Lawful Presence (VLP) with supporting documentation for VLP, and a signature authorizing a criminal background check. The application will be submitted by the Teacher Education Department to the Georgia Professional Standards Commission where they will verify the documents and Georgia Crime Information Center will conduct a criminal record check.

IN ORDER TO REMAIN IN OUR PROGRAM AT CLAYTON STATE AND GRADUATE WITH A DEGREE IN ELEMENTARY EDUCATION, YOU MUST BE ISSUED A PRE-SERVICE CERTIFICATE. If application for a Pre-Service Certificate is denied, you must withdraw from our program. Teacher candidates must provide evidence of liability insurance prior to participation in specific field-based or clinical experiences by submitting documentation of SGAE or PAGE membership or evidence of liability insurance.

APPLICATION and ADMISSION PROCEDURES

1. Applications for fall semester admission should be submitted on or before the application deadline. Late applications will be considered if slots are available.
2. All eligible applications received by the published deadlines will be considered for the available positions in the programs for the appropriate semester. Complete applications must include *all* required documentation prior to full admission. The date that an application is completed is not a factor in the admission decision process for applications received by the deadline.
3. Applicants not admitted during a given admission cycle and individuals who fall below minimum standards after notification of admission may, upon written request to the Department of Teacher Education, have their applications reconsidered during the next admission cycle. Reconsideration is not automatic; written request is required, and additional information may be required.
4. Applicants selected for admission during each admission cycle will be notified in writing. The admission notice will indicate a date by which the individual must formally accept or decline admission; those who fail to respond within the allotted time will have their admission offers revoked, and their spaces will be allotted to other eligible applicants.

CONDITIONAL ADMISSION POLICY Conditional admission may be granted to students with no more than three core (Areas A-F) courses left to complete. Students granted conditional admission based on courses left to complete must complete all outstanding course requirements prior to graduation.

READMISSION POLICY Students who fail to maintain admission criteria after receiving written notification of program acceptance will have their admission revoked. Upon written request, such students will be reconsidered when they again meet the eligibility criteria.

Return this application form and any required documentation to the School of Education, Arts & Sciences G-205

Clayton State University is an equal employment, equal access, and equal educational opportunity and affirmative action institution. It is the policy of the University to recruit, hire, train, promote and educate persons without regard to race, color, national or ethnical origin, age, disability, gender, religion, sexual orientation, gender identity or veteran status as required by applicable state and federal laws (including Title VI, Title VII, Title IX, Sections 503, and 504, AREA, ADA, E.O. 11246, and Rev. Proc. 75-50). Clayton State University is an Affirmative Action/Equal Opportunity Institution.

I have read and understand all requirements for the Clayton State University Elementary Education Program.

Student Signature _____

Date _____