

# School of Education Graduate Admission

All students who matriculate at Mary Baldwin University agree to abide by the rules, regulations, and standards set by the college. The School of Education offers the Master of Arts in Teaching (MAT), Master of Education (MEd), or Master of Science (MS) to those who meet the established standards.

Students who seek the MAT, MEd, or MS must be conditionally or fully admitted to the graduate program to be eligible for financial aid services. The Declarations section of this catalog states Mary Baldwin's policies on nondiscrimination, student privacy rights, and other important provisions.

## Admission Requirements for the MAT (including BA/MAT) and the MEd in Elementary Education PK-6 and Special Education General Curriculum K-12

The School of Education, in compliance with our accrediting agency, the Council for the Accreditation of Educator Preparation (CAEP), has adopted a Levels of Teacher Education Program Progression for Initial Licensure Programs. Applicants to the MAT program (including BA/MAT) and MEd in Elementary Education PK-6 and Special Education General Curriculum K-12 endorsements must meet additional requirements as they progress through varying levels of the program. This process is outlined below.

### Teacher Education Program - Initial Licensure Levels of Progression

#### Teacher Education Program Admission

#### **Requirements for admission:**

The Master of Arts in Teaching (including BA/MAT) and Master of Education in Elementary or Special Education admission requirements:

- Graduate – a bachelor's degree from a regionally accredited institution
- GPA - 3.0 from most recent transcript
- Application:
  - MyMBU for undergraduate BA/MAT
  - University Admissions for MAT, MEd
- Correct, fluent written and spoken English. Non-native English speakers must submit one of the following with the minimum score noted:
  - Duolingo, 130
  - IELTS, 7.0
  - TOEFL, 98

#### Level One - Experiential Learning Through Field Placement

A Level 1 "Pre-Candidate" has met requirements above and been admitted to the MAT program (including BA/MAT) or the MEd program in Elementary Education or Special Education. This student is now eligible to take fieldwork placement/practicum courses such as ED 510-514.

## Level Two - Candidate Eligibility for Instructional Strategies/Methods

### **Requirements for advancement to Level 2:**

The student is ready for Level 2 in the TEP when they have met/completed the following:

- GPA 3.0 (for all students)
- Methods & Practicum Placement Request Form
- Child Abuse & Neglect Recognition Training
- Civics Education Module (if applicable)
- Cultural Competency Training
- Dyslexia Awareness Training Module
- Professional Ethics Module
- Special Education Modules (Building a More Inclusive School Community and Meaningful IEP Meetings)
- Understanding the Regulations Governing the Use of Restraint and Seclusion
- A Level 2 student who has met the requirements above and is now eligible for Instructional Strategies/Methods (ED 312, 315, 345, 607, 624, 649).

## Level Three - Selected Candidate Student Teaching

### **Requirements for advancement to Level 3:**

Level 3 "Selected Candidate," meaning eligibility for seminar and student teaching. The selected candidate must have:

- Continued GPA 3.0
- Student Teaching Request Form
- All pre-requisite courses (in progress are acceptable)
- Instructional Strategies/Methods (B- or better)
- Acceptable score from the Instructional Strategies Instructor on the PQDT evaluation
- Attempted and scores received for the following: (pass is required by Level 4)
  - Praxis II, if applicable
  - RVE or Teaching Reading: Elementary, if applicable
- A Level 3 Selected Candidate has met the requirements above and may progress to student teaching and seminar.

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## Level Four - Program Completer Apply for Licensure

### **Requirements for advancement to Level 4:**

The student is ready for Level 4 in the TEP and to proceed towards licensure application and employment when they have met/completed the following:

- Continued GPA 3.0
- Successfully completed Seminar and Student Teaching
- Successfully completed the Student Impact Project
- Acceptable score from the University Supervisor on the PQDT evaluation
- Passed Praxis II, if applicable
- Passed RVE or Teaching Reading: Elementary, if applicable
- First Aid/AED/hands-on CPR

- Submitted licensure application, transcripts, and certified check or money order to the Licensure Coordinator for processing

A Level 4 Program Completer has met the requirements above and their licensure application has been submitted to the Virginia Department of Education for processing. A Program Completer is a licensed student/alumnus who is employed in their endorsement area.

***Periodic reappraisal of teacher candidates will be made as the student progresses through the Teacher Education Program.***

In the event that a MAT student does not meet the Candidate requirements for Methods/Instructional Strategies or Student Teaching, or does not complete student teaching for other reasons, reviewed by the Associate Dean on a case-by-case basis, the MAT student may request to change programs to the Master of Education in Educational Foundations in order to complete their Master's degree. This program utilizes their current MAT coursework substituting student teaching, seminar, and reflective synthesis with IN 630 Methods of Professional Inquiry and ED 632 Inquiry Research Project. Graduation requirements would no longer include other licensure obligations. *Please consult with your academic advisor or the Teacher Education Program for assistance with this choice.*

## Admission Requirements for the MEd (including BA/MEd) and MS (including BA/MS)

Applicants to the MEd (including BA/MEd) and MS (including BA/MS) programs must submit the following to the School of Education at Mary Baldwin University. In some cases, depending on program and concentration, admissions requirements must comply with our accrediting agency, CAEP. See *Additional Requirements for MEd Advanced Licensure Programs* section below.

- MEd or MS - Complete an online university application through the Office of Admissions; have a bachelor's degree from a regionally accredited institution
- BA/MEd or BA/MS - submit an internal application for admission found on MyMBU
- All applicants must meet a minimum GPA of 3.0, from the most recent degree-conferring transcript
- Correct, fluent written and spoken English. Non-native English speakers must submit one of the following with the minimum score noted:
  - Duolingo, 130
  - IELTS, 7.0
  - TOEFL, 98

Students who do not meet the requirements may inquire about conditional admission. Not all programs are eligible. Students approved for conditional admission to the MEd or MS programs should work with their advisors for opportunities to address and remedy any deficit areas. See *Conditional Admission* below.

## Additional Requirements for MEd (including BA/MEd) Advanced Licensure Programs

The School of Education, in compliance with our accrediting agency, the Council for the Accreditation of Educator Preparation (CAEP), has adopted an Advanced Levels of Teacher Education Program Progression. Applicants to our Master of Education Advanced Licensure Programs in English as a Second Language, Gifted

Education, Reading Education, and Special Education K-6, 6-8, or 6-12 Add-on endorsements must meet additional requirements as they progress through varying levels of the program. This process is outlined below.

## **Teacher Education Program - Advanced Licensure Levels of Program Progression**

### Teacher Education Program Admission

#### **Requirements for admission:**

- See above for appropriate program admission requirements.

### Level One - Experiential Learning Through Field Placement

A Level 1 student has met the admission requirements above and been admitted to the MEd (BA/MEd) Teacher Education Program in English as a Second Language, Gifted Education, Reading Specialist, and/or Special Education K-6, 6-8, or 6-12 Add-on endorsements and is eligible to take any coursework as well as field work placement/practicum courses such as ED 510-514, ED 671, ED 675.

### Level Two - Candidate Eligibility for Instructional Strategies/Methods

#### **Requirements for advancement to Level 2:**

The student is ready for Level 2 in the TEP when they have met/completed the following:

- GPA 3.0
- Methods & Practicum Placement Request Form
- Special Education Modules (Building a More Inclusive School Community and Meaningful IEP Meetings), if not on file with VDOE

A Level 2 student who has met the requirements above is now eligible for Instructional Strategies/Methods (ED 607, 624, 649, 672).

### Level Three - Selected Candidate Student Teaching

#### **Requirements for admission:**

Level 3 "Selected Candidate," meaning eligibility for field experience or comprehensive practicum experience.

The selected candidate must have:

- GPA 3.0 (in all courses)
- Completed all prerequisite courses (in progress are acceptable)
- Successfully completed methods/instructional strategies, if applicable (B- or better)
- Received an acceptable score from the methods instructor on the PQDT evaluation
- Application for Field Experience or Comprehensive Practicum Experience (ED 608, 615, 672) using the Student Teaching Request Form

A Level 3 Selected Candidate has met the requirements above and may progress to field experience or comprehensive practicum experience (ED 608, 615, 675).

## Level Four - Program Completer Apply for Licensure

### Requirements for advancement to Level 4:

The student is ready for Level 4 in the TEP and to proceed towards licensure application and employment when they have met/completed the following:

- Successfully completed field experience or comprehensive practicum experience
- Passed Praxis II (if applicable)
- Praxis Teaching Reading: Elementary
- Completed the Professional Ethics Module
- Submitted licensure application or college verification form request, transcripts, and certified check or money order to the Licensure Coordinator for processing

A Level 4 Program Completer has met the requirements above and their licensure application for additional endorsement has been submitted to the Virginia Department of Education or their college verification form has been processed for their school division to proceed with their additional endorsement. A Program Completer is a licensed student/alumnus who is employed in their endorsement area.

***Periodic reappraisal of teacher candidates will be made as the student progresses through the Teacher Education Program.***

## Admission Decisions (MAT, MEd, MS)

Admissions decisions are made by the policies established through the Education Policy Committee. The Mary Baldwin University Admissions office informs applicants, in writing, of their admission status. At the time of admission, applicants are advised by the School of Education regarding any additional undergraduate course requirements that must be fulfilled as conditions of enrollment. Any individual may be denied admission or have admission retracted to the graduate Education program for the following reasons:

- Attempting to obtain admission by fraudulent means or through misrepresentation or omission of material facts (including failure to report all prior institutions attended)
- Falsification of records or documents
- Conviction of any felony
- Conviction of any misdemeanor involving moral turpitude, sexual offense, drug distribution, or physical injury
- Failure to meet stated program admission requirements

### Full Admission

Students who meet all admissions requirements are admitted to the graduate education program as fully admitted degree-seeking students.

### Conditional Admission

Students who do not meet the full-admission criteria may be considered for conditional admission on the basis of strong evidence that they can succeed in a graduate program that requires maintenance of a 3.0 GPA. Conditionally admitted students must achieve a minimum 3.0 GPA in all graduate work and complete all other admissions requirements in order to be considered for full admission. In general, conditional admission status does not continue for more than three successive semesters.

Conditional admission is not available in all programs.

## Moving from Conditional to Full Admission Status

The School of Education monitors the progress of conditionally admitted students at the end of each semester. Course grades, course instructors' assessment of students' writing and speaking skills, and professional qualities evaluations are considered in this review. The College of Education informs students and their academic advisors in writing regarding their status:

- continued conditional admission,
- admission to full degree-seeking status,
- suspension, or
- dismissal.

## Non-Degree Seeking Students

Students who do not meet admission requirements but hold a bachelor's degree from an accredited institution are eligible to enroll in education courses as non-degree seeking students. No financial aid services are provided to non-degree seeking students. Teachers seeking recertification credits may enroll as non-degree seeking students. One must be admitted to Level 2 in the Teacher Education Program or hold a provisional license and be admitted to the CPLT program in order to enroll in ED 607, 608, 624, 649, 672.

## Admission Requirements for the Graduate Comprehensive Certificate in Autism Spectrum Disorder

A bachelor's degree from a regionally accredited institution. (This requirement can be waived on a case-by-case basis for individuals without undergraduate degrees who are professionally serving individuals with autism and who demonstrate the capability to handle the curriculum.) Students may complete the certificate program as a non-degree seeking student or as a degree-seeking student in combination with an MAT, MEd, or MS degree. *Please see the ABA & AS catalog section or contact the program director for more details.*