Secondary Education
2016-2017 Academic Advising Guide

MICHIGAN STATE UNIVERSITY College of Education
Welcome from the Teacher Education Advisors!

The Secondary Teacher Preparation Program at MSU is a five year program with an emphasis on preparing knowledgeable, skillful and professional secondary teachers. We are the top-ranked program among all United States colleges and universities. The #1 Secondary Education ranking reflects our outstanding reputation with superintendents, principals, teachers, and educators not only in Michigan, but around the globe. The reason this for this reputation is simple: MSU’s College of Education develops teacher leaders.

We emphasize preparing teachers with deep knowledge of the content they are teaching, and of how learners learn the content. Being admitted means that you are academically ready to begin working regularly in real school settings with real students to learn more about teaching your subjects.

MSU teacher candidates are nationally recognized as knowledgeable, skillful AND professional. Being admitted means you are ready to learn to take on the behaviors and responsibilities of professional teachers.

Being admitted to the Secondary Teacher Preparation Program at MSU is a great accomplishment, and a great opportunity!

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Academic Advising for Secondary Education

Secondary teacher candidates complete undergraduate degrees in their subject matter major. Students should continue to see their major advisor for most questions regarding course planning and graduation.

Secondary teacher candidates are welcome and encouraged to work with advisors in the College of Education Student Affairs Office regarding issues specific to their teacher certification and career planning. Questions about the program requirements, certification requirements, and continuing education requirements for certified teachers can be directed to any of the College of Education advisors. Contact the College of Education Student Affairs Office with questions or to schedule an appointment.

Primary Advisor:
- Major Advising
- Degree Requirements
- University Requirements

TE Advisor:
- Anything TE Related
- TE Classes
- Teaching Minor
- Certification
- Internship

Main Office:
134 Erickson Hall
Phone Number:
517-353-9680
Certification for Secondary Education

Students pursuing secondary certification (grades 6-12) earn degrees in the departments/colleges of their teaching majors and must complete all of the requirements. Endorsements on a Michigan secondary certificate indicate that the certificate holder is "highly qualified" to teach those subjects in the State of Michigan.

Michigan State University only certifies teachers for the State of Michigan. However, after getting certified in Michigan it is possible to apply for certification in another state. For more information on certification out of state go to: http://certificationmap.com/

Certifications Include:

Grades 6 - 12:
Teaching major
Teaching minor

Kindergarten - 12th Grade:
Music Education
Art Education

Secondary Teaching Majors

Agriculture, Food & Natural Resources Education
Arabic
Art Education
Biological Science
Chemistry (BA) (BS)
Chinese
Earth Science
English
French
German
History Education
Japanese
Journalism
Mathematics (BA) (BS)
Music
Physical Science
Physics (BA) (BS)
Social Science Education: IDS
Social Science-James Madison
Spanish

Must have a 2.50 GPA or higher in the teaching major

Secondary certification students must complete coursework for at least one approved teaching major and one approved teaching minor (if the major is comprehensive, no minor is required). Credits counted toward the teaching major cannot be double counted to satisfy credit requirements for the teaching minor, and vice versa. However, courses can be double counted to satisfy requirements for extra (optional) teaching majors or minors.

Certifications
1. Group Subject Area (Major must have a minimum of 36 credits; Minor must have a minimum of 24 credits to meet Michigan Department of Education requirements)
2. Secondary Level (K-12 subject area)
3. James Madison major in Comparative Cultures and Politics, International Relations, Social Relations & Policy, or Political Theory & Constitutional Democracy
4. Leads to certification in Social Studies
5. The Integrated Science (“DI”) endorsement may be completed in lieu of a teaching minor when combined with an approved teaching major in one of the following areas: biology, chemistry, earth science, physics or physical science. The DI can also be an additional, extra endorsement area for teachers or teacher candidates when paired with an approved teaching major or minor in one of the sciences.
6. Physical Science Interdepartmental major leads to the Physical Science (“DP”) endorsement which qualifies a teacher to teach chemistry, physics, and physical science.
7. An additional endorsement in Integrated Science (“DI”) can be earned in combination with this science major or minor. See the requirements for the Integrated Science Endorsement.
8. Comprehensive teaching major (50 or more credits). No separate teaching minor is required.
Secondary Teaching Minors

Agriculture, Food & Natural Resources Education
Arabic
Biological Science
Chemistry
Chinese
Computer Science
Earth Science
Economics
English
French
Geography
German
History
Integrated Science Endorsement ("DI")
Italian
Japanese
Journalism
Latin
Mathematics
Physics
Political Science
Psychology
Russian
Sociology
Spanish
Teaching English to Speakers of Other Languages (TESOL)

Must have a 2.50 GPA or higher in the teaching minor

Teacher Education Studies Courses

The following courses are required for students pursuing secondary-level certification. Additional courses are required during the 5th year teaching internship (TE 501, TE 801, TE 802, TE 502, TE 803 and TE 804).

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>TE 150</td>
<td>Reflections on Learning</td>
<td>3</td>
</tr>
<tr>
<td>TE 250</td>
<td>Human Diversity, Power, and Opportunity in Social Institutions</td>
<td>3</td>
</tr>
<tr>
<td>TE 302</td>
<td>Learners and Learning in Context</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>(junior year)</td>
<td></td>
</tr>
<tr>
<td>TE 407</td>
<td>Teaching Subject Matter to Diverse Learners</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>(fall senior year)</td>
<td></td>
</tr>
<tr>
<td>TE 408</td>
<td>Crafting Teaching Practices</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>(spring senior year)</td>
<td></td>
</tr>
<tr>
<td>TE 409</td>
<td>Crafting Teaching Practices in the Secondary Teaching Minor</td>
<td>1</td>
</tr>
</tbody>
</table>

Must maintain a 2.5 overall GPA in TE courses, with no individual grade below 2.0

Clarifications Continued

9. The TESOL/English as a Second Language minor must be paired with a core academic major, as defined by No Child Left Behind. All of the current secondary teaching majors available at MSU are considered core academic subject areas (or sub-areas of core areas) with the exception of Agriculture, Food and Natural Resources Education. Thus, those non-core teaching majors cannot be paired with TESOL as a teaching minor.
10. Students in these majors and minors are encouraged to add an additional endorsement in Social Studies ("RX") to increase versatility and marketability in teaching.
12. Admission to this teaching minor may be space-limited.
13. Admission only to students pursuing a major in Interdisciplinary Studies in Social Science: Social Science Education (IDS SSE), History Education, or a James Madison major in Comparative Cultures and Politics, International Relations, Political Theory and Constitutional Democracy or Social Relations and Policy.
14. SOC 313 is not currently available and, until or unless it becomes available, students may substitute another 300 or 400 level SOC course for SOC 313.
15. Students should plan to take TE 494 during the senior year (concurrent with TE 407 or TE 408). The field placement is arranged; the course is online. To enroll, the TESOL Project Agreement Form must be completed.
16. Art Education and Music Education students who opt to add a teaching minor are required to take TE 409: a one-credit pedagogy course, related to the minor area.
Application & Admission to the Teacher Preparation Program

Eligibility:
The undergraduate application process is intended for MSU undergraduates who (1) are currently enrolled, (2) have reached at least sophomore status, (3) have a cumulative GPA of at least 2.50 at the end of the application semester, (4) have the required scores on the ACT, passed (or are registered to take) all three subparts of the MTTC Professional Readiness Exam or Basic Skills test (see next page), (5) have successfully completed any developmental coursework required in mathematics and writing (e.g., MTH 1825), and (6) wish to be considered for admission to the program in the spring of the year they apply.

Applicants should understand that meeting minimum requirements makes them eligible to have their application considered. It does not guarantee admission. Each application receives a thorough and holistic review by several evaluators. Essay fees and registration fees for the Professional Readiness Examination (PRE) cannot be refunded to students who are not admitted to the program.

Online Application:
The undergraduate application is only open during the fall semester. It will typically open the Tuesday after Labor Day and close the Wednesday before Thanksgiving.

Timed and Proctored Essay:
As part of the online application, all applicants must write a timed and proctored essay at a testing site on campus. At the end of the online application you will have an opportunity to select a time and date to write the essay.

Experience:
Students applying for admission to Special Education must complete a pre-admission experience and submit documentation to 134 Erickson Hall before the end of the first week of spring semester of the year they apply. No documentation required for Elementary or Secondary but experience is helpful for the essay.

UECP and GECP Students
Students admitted to UECP and GECP are required to meet all admission requirements. However, they are not required to complete the entire application for admission to the teacher preparation program.

For a full outline of application requirements:
http://education.msu.edu/academics/undergraduate/apply-teacher-prep.asp
Test Scores Required for Admission

Official ACT scores are required for admission to MSU’s Teacher Preparation Program. The Michigan Department of Education (MDE) requires teacher candidates to have the following ACT scores:

- Reading 22 (or higher)
- Mathematics 22 (or higher)
- English + Writing 24 (or higher)

If you have already taken the ACT and your scores meet or exceed those levels, you have met MDE’s “basic skills” requirement. If you have already taken the ACT and your scores do not meet or exceed those levels, you may take the test again and have official scores sent to MSU. If you have taken the ACT more than once, we will use your best score in each subarea (Reading, Mathematics, and English + Writing) across multiple test dates. The ACT can be taken a maximum of twelve times.

Please note: The ACT no longer offers an English + Writing subtest. Effective September 1, 2015, the ACT English + Writing subtest was replaced by a new ACT Writing subtest. A score of 24 or higher on an ACT English + Writing subtest taken prior to September 2015 is still acceptable.

A score from the new ACT Writing subtest (taken September 2015 or later) can be combined with your best ACT English score (taken February 2005 to present) using an ACT Writing/English Combined Score table, found here (or see your academic advisor): http://education.msu.edu/academics/undergraduate/documents/ACT-Combined-English-Writing-Matrix.pdf

Alternatives to the ACT

Applicants may also take the Michigan Test for Teacher Certification (MTTC) Professional Readiness Exam (PRE). Applicants may pass all three PRE subtests (Reading, Mathematics and Writing), or they may combine passing scores from the ACT, PRE and MTTC Basic Skills Test (the Basic Skills Test is no longer available, but we will continue to accept those scores).

In addition to combining passing scores on the ACT, PRE and Basic Skills Test, the MDE allows an additional alternative pass measure. Please consult with an academic advisor to discuss alternative pass measures.

The MDE does not accept SAT scores as alternative pass measures at this time.

More information about test scores required for admissions can be found on the College of Education application website, here: http://education.msu.edu/academics/undergraduate/apply-teacher-prep.asp

Urban Educators Cohort Program

What it UECP?

The Urban Educators Cohort Program gives students a distinct perspective on teaching in communities where resources and services are often limited. Through two years of focused coursework and guided teaching experiences, UECP helps prepare educators who are uniquely qualified to teach in urban school districts, addressing the needs of all learners.

Why Join UECP?

Students attending the nation’s urban schools deserve teachers who will remain committed to the job no matter how school budgets and reform efforts fumble. They need teachers who know how to cultivate the resources and potential others may fail to notice – so that all learners have the best chances to succeed. Those teachers are starting their preparation through the Urban Educators Cohort Program at Michigan State University.

Members of the close-knit program spend their freshman and sophomore years at MSU together visiting real classrooms and taking specialized courses together. They receive all the benefits of the nation’s top-ranked teacher preparation program, with a distinctly urban focus.

Freshman Year Courses:  Sophomore Year Courses:

<table>
<thead>
<tr>
<th>Fall</th>
<th>TE 250</th>
<th>3</th>
<th>(sec 006, 007, or 008)</th>
<th>Fall</th>
<th>CEP 240</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td>TE 150</td>
<td>3</td>
<td>(sec 023, 024, or 025)</td>
<td>Spring</td>
<td>TE 291A</td>
<td>2</td>
</tr>
</tbody>
</table>

How Do I Apply?

Submit a supplemental application to the Urban Educators Cohort Program which includes an essay regarding your interest in teaching in an urban setting as well as a description of the experiences/qualities that make you a strong candidate for the program.

UECP is only available to incoming freshmen!

For more information: http://education.msu.edu/urbancohort/
Global Educators Cohort Program (GECP) is only available to incoming freshmen. For more information: http://education.msu.edu/globalcohort/

How Do I Apply?
Submit a supplemental application to the Global Education Cohort Program which includes an essay regarding your interest in teaching in an international context as well as a description of the experiences/qualities that make you a strong candidate for the program.

What is GECP?
Members of the close-knit cohort program spend their freshman and sophomore years together. They receive all the benefits of the nation’s top-ranked preparation program, with a distinctly urban focus.

Sophomore Year Courses:
- Spring: TE 150 3 (sec 026, 027, or 028)
- Fall: TE 392 3

Freshman Year Courses:
- Spring: TE 150 3 (sec 026, 027, or 028)
- Fall: TE 250 3 (sec 012, 013, or 014)

Why Join GECP?
The Global Educators Cohort Program (GECP) offers future educators the tools they need to teach with a global view and to make an impact in today’s classrooms. Members of the close-knit program spend their freshman and sophomore years together. They receive all the benefits of the nation’s top-ranked preparation program, with a distinctly urban focus.

Why Join GECP?
The Global Educators Cohort Program (GECP) gives future educators the tools they need to teach with a global view and to make an impact in today’s classrooms. Members of the close-knit program spend their freshman and sophomore years together. They receive all the benefits of the nation’s top-ranked preparation program, with a distinctly urban focus.

Preparing for Graduation & Beyond

1. Explore Teaching Majors & Minors
2. Apply to the College of Education
3. Volunteer/Part-Time Job
4. Prepare for Teaching Internship
5. Complete Teaching Internship

- Job Shadow
- Join a Student Organization
- Get Involved in Research
- Attend a Career Exposure Event
- Start Your Resume
- Register on Handshake
- Prepare to Take the PRE
- Volunteer/Part-Time Job
- Student Organization Leadership
- Engage with Faculty
- Network during Field Placements
- Study Abroad/Away
- Prepare for Teaching Internship
- Student Organization Leadership
- Update Your Resume
- Attend/Volunteer at MSU Teacher Fair
- Polish Presentation Skills
- Network with Professionals & Determine References
- Polish Professional Documents
- Attend MSU Teacher Fair
- Prepare for Career

College is about exploring your career options, finding your purpose, and developing valuable knowledge and competencies. Academic and career advisors can help you become a well-rounded professional who utilizes analytical thinking skills, demonstrates cultural understanding, applies effective citizenship, engages in effective communication, and integrates knowledge & skills in the workplace or graduate school.
Education Student

School Address
906 Akers Road, Rem. 101 East Akers Hall
East Lansing, MI 48825

Home Address
1234 Sunshine Ln.
Haslett, MI 48840

 Aviation State University, East Lansing MI
Bachelor of Arts, Special Education
Teaching Major: Integrated Science
- Urban Educators Cohort Program

Haslett High School, Haslett, MI
GPA: 3.5/4.0

May 2019

Education

Experience

Rise and Shine Tutoring, Okemos, MI
August 2015-Present
- Mentored 4 non-native English speaking children by helping them develop conversational language skills.
- Collaborated with lead tutor to create lesson plans to facilitate students’ learning.
- Adapted study material for students with learning disabilities.

High School Summer Study Program, Ensenada, Mexico
June 2014-August 2014
- Participant
- Travelled to Ensenada, Mexico during a 6-week high school exchange program.
- Gained experience working with diverse classmates to prepare group presentations for class of 30 students.
- Utilized Spanish-speaking skills to effectively communicate with host family and other native speakers.

J’s Cone Zone, Haslett, MI
April 2013-August 2015
- Ice Cream Associate
- Provided friendly customer service in a family environment.
- Only high school student invited to handle daily cash transactions over $500.
- Monitored inventory and assisted manager by reordering supplies when needed.

Extracurricular Activities

FRIENDSHIP, Member
September 2015-Present
- Spring 2015
- Habitat for Humanity, Volunteer
- August 2013-June 2015
- National Honors Society, Member
- Varsity Soccer Team, Athlete

Fall 2013-Fall 2015

Skills
Proficient in Microsoft Office: Word, Excel, PowerPoint, Access; Adobe InDesign & Photoshop; Conversational Spanish.

Need more help with your resume? Contact your College of Education Career Consultant. 
Pepa Casselman, carls73@msu.edu, 517-333-9682 careernetwork.msu.edu

13
14
**Classification of Students**

<table>
<thead>
<tr>
<th>CLASS</th>
<th>CREDITS EARNED</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRESHMAN</td>
<td>LESS THAN 28</td>
</tr>
<tr>
<td>SOPHOMORE</td>
<td>28-55</td>
</tr>
<tr>
<td>JUNIOR</td>
<td>56-87</td>
</tr>
<tr>
<td>SENIOR</td>
<td>88 AND ABOVE</td>
</tr>
</tbody>
</table>

**Calculating Your GPA**

*CREDITS* earned in course *X GRADE* in course = *POINTS*

Add all *POINTS* together

Add all *CREDITS* together

Divide total *POINTS* by total *CREDITS* = GPA

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISS 210</td>
<td>4</td>
<td>3.5</td>
<td>14</td>
</tr>
<tr>
<td>WRA 101</td>
<td>4</td>
<td>4.0</td>
<td>16</td>
</tr>
<tr>
<td>MTH 103</td>
<td>3</td>
<td>1.0</td>
<td>3</td>
</tr>
<tr>
<td>TE 150</td>
<td>3</td>
<td>3.0</td>
<td>9</td>
</tr>
</tbody>
</table>

Total: 42 / 14 = 3.00

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**Secondary Planning Grid**

**FRESHMAN**

<table>
<thead>
<tr>
<th>FALL</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
<tbody>
<tr>
<td>TE 150 or TE 250*</td>
<td>3</td>
<td>TE 150 or TE 250*</td>
</tr>
</tbody>
</table>

Total Credits

**SOPHOMORE**

<table>
<thead>
<tr>
<th>FALL</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
</table>

Total Credits

**JUNIOR**

<table>
<thead>
<tr>
<th>FALL</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
<tbody>
<tr>
<td>TE 302*</td>
<td>4</td>
<td>TE 302*</td>
</tr>
</tbody>
</table>

Total Credits

**SENIOR**

<table>
<thead>
<tr>
<th>FALL</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
<tbody>
<tr>
<td>TE 407</td>
<td>5</td>
<td>TE 408</td>
</tr>
<tr>
<td>TE 409 (if needed for minor)</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits

Total Credits to Graduate:_________
Stay Connected!

College of Education
Address:
620 Farm Lane, Rm 134
Michigan State University
East Lansing, MI 48824

Phone Number:
517-353-9680

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www.careernetwork.msu.edu