

**CATALOG YEAR 2014-2015**COLLEGE/SCHOOL/SECTION: COLLEGE OF EDUCATION

Course: Add: Delete:
(check all that apply) Change: Number Title SCH Description Prerequisite

Response Required: New course will be part of major minor as a required
or elective course

Response Required: New course will introduce , reinforce , or apply concepts

If new, provide Course Prefix, Number, Title, **Measurable** Student Learning Outcomes, SCH Value, Description, prerequisite, and lecture/lab hours if applicable. If in current online catalog, provide change and attach text with changes in red and provide a brief justification.

Program: Delete: Add: Change: Attach new/changed Program of Study description and 4-year plan. If in current online catalog, provide change and attach text with changes in red.

Program Learning Outcomes: Add: Change: Attach listing of program learning outcomes.

Minor: Add: Delete: Change: Attach new/changed minor. If in current online catalog, provide change and attach text with changes in red.

College Introductory Pages: Add information: Change information:
Attach new/changed information. If in current online catalog, provide change and attach text with changes in red.

Other: Add information: X Change information: Attach new/changed information. If in current online catalog, provide change and attach text with changes in red.

POST-BACCALAUREATE TEACHER CERTIFICATION CANDIDATES

Candidates pursuing initial teacher certification may enroll in graduate level courses only if they have been accepted to Graduate Study in the College of Education.

PROFESSIONAL CERTIFICATE APPLICATION PROCESS



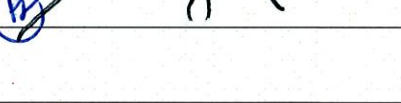



A. When a student chooses a degree that has a professional certificate attached to it:

1. The applicant must inform the Office of Graduate Studies during the initial application process that they intend to pursue the certificate after completing the Master's program (selection is made in the Apply Texas application). E.g. MSED-Educational Administration + Principal Certificate
2. The Office of Graduate Studies (OGS) will then code the student in 2 programs (degree + certificate). When the student finishes the degree and wants to begin the certificate, the student does not need to apply again as the certificate program will be active. The BANNER record will reflect this to allow registration and

financial aid (if applicable).

- B. If, however, the student does not indicate the certificate option during the initial application process, then the student will need to apply with OGS after finishing the Master's program but before registering for certificate coursework. The student will follow the standard application process of submitting an application and fee.
- C. For a student who finishes the Master's degree and then wants to pursue a certificate different from the completed degree, the student will need to follow the standard application process of submitting an application and fee. The student will also need to be reviewed and admitted into the new program.

Justification: By students informing the Office of Graduate Studies during the initial application process that they intend to pursue a certificate after completing the Master's program, they will not have to reapply with the OGS and pay an additional application fee.

Approvals:	Signature	Date
Chair Department Curriculum Committee		<u>3-21-14</u>
Chair Department		<u>3-21-14</u>
Chair College Curriculum Committee		<u>3-21-14</u>
Dean		<u>3-21-14</u>
Provost		

01/2014