

TEACHING & LEARNING

Test for Teacher Certification (MTTC)

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PROGRAMS OF STUDY

The Department of Teaching and Learning offers undergraduate and graduate programs and teacher certification. Programs leading to BS or BA degrees are discussed in the "Undergraduate Teacher Preparation Programs" section. The department also offers an MAT and an MA in Reading Education.

Undergraduate Academic Programs	Credits
BS in Elementary Education (content major or two minors)	
General Science	36 major/24 minor
Language Arts	36 major/24 minor
Social Studies	38 major/24 minor
(See pp. 178, 179 for additional majors and minors)	
BS Secondary Certification	
General Science	45
Social Studies	50
(See p. 179 for other areas of certification)	
Teacher Certification Programs	variable
BS Individual Degree Program of Study	66

UNDERGRADUATE TEACHER PREPARATION PROGRAMS

Andrews University is approved for teacher education and certification by the North American Division Office of Education of the General Conference of Seventh-day Adventists, the State of Michigan Board of Education, and the National Council for the Accreditation of Teacher Education (NCATE). The teacher preparation programs are designed to qualify students for teacher certification in most other states by reciprocity.

Admittance into a Teacher Preparation

Program. Students intending to qualify for teacher certification are not automatically admitted to the teacher preparation program by being admitted into the School of Education or taking courses in education. A formal application for admittance into the Teacher Preparation Program must be submitted to the Department of Teaching and Learning. This should be done during the sophomore year or during the first semester of course work for transfer and graduate students. The Basic Skills portion of the *Michigan*

EDTE328,418, 420, 457 (Art, Music & PE Across the Curriculum), 476, 480, 484, ENGL407, GEOG110 or 240, MATH165.

CONTENT MAJORS AND MINORS FOR ELEMENTARY EDUCATION

The Bachelor of Science in Elementary Education program must include one subject content major or two minors selected from the approved list below. When two minors are chosen, they should be chosen from different groups and one should be a starred (*) subject area.

<u>Subject Areas</u>	<u>Majors</u>	<u>Minors</u>
Group A: Religion		
Religion (for SDA certification only)		20
Group B: Language Arts		
Communication (Speech)		20
Language Arts*	36	24
Reading (K-12)*		20
Group C: Social Studies		
Geography*		20
History*		20
Social Studies*	38	24
Group D: Science/Health, Math		
Biology*	40	24
Chemistry		20
General Science*	36	24
Mathematics*	30	20
Physics		20
Group E: Supporting Areas		
Art		24
Bilingual Education in French or Spanish (added endorsement only)		24
Behavioral Science (fourth minor only)		24
French		20
Music Education	36	25
Physical Education		20
Spanish		20

Students may choose the Bachelor of Arts degree with Elementary Certification. The degree is granted by the College of Arts and Sciences. The requirements for the professional education courses and the planned program minor are the same as for a Bachelor of Science. A subject content major may be chosen from the following: Art, Biology, Communication (Speech), English, French, History, Mathematics, Music Education, Physical Education, Religion (for SDA certification only), and Spanish.

The required courses for an approved major or minor in General Science, Language Arts, Reading, and Social Studies are listed below.

All other approved majors and minors are listed and described under the appropriate department in the College of Arts and Sciences section of this bulletin.

General Science Major—36

Advising for this major is done by the Department of Teaching and Learning.

Required courses:

Life Science/Biology 6-8 credits

BIOL208, choose one from BIOL111, 165, 166

Physical Science - 6 credits minimum

CHEM110, PHYS115

Earth/Space Science - 9 credits minimum

BIOL330, GEOG240, PHYS110

Math & Technology - 5 credits minimum

MATH165, EDTE476

**LIST OF CONTENT MAJORS AND
MINORS FOR SECONDARY
CERTIFICATION**

<u>Subject Areas</u>	<u>BA</u>	<u>BS</u>	<u>Minor</u>
Art Education (K-12)		45	24
Behavioral Science (Behavioral Studies)		40	24
Biology	40		22
Bilingual Education in French, Spanish (Endorsement area only)			24
Chemistry		40	20
Communication (Speech)	37		20
Computer Science		40	20
English	36		21
French	30		21
General Science (musrerer)			

The First Days of School Experience is a concentrated, full-time laboratory program which begins prior to the beginning of the university's fall semester.

The experience focuses on the critical week preceding and following the first day of school. It provides specific answers to the pre-service teacher's question, "What do I actually *do* during the first days and weeks of school?" The program includes practical application of classroom management theories. Emphasis is placed on the tasks teachers must perform in the weeks before school opens, organizing and conducting the all-important first day, and the tasks teachers encounter during the first weeks of school. These tasks include:

1. short- and long-range planning
2. constructing units of instruction
3. selecting materials and supplies
4. organizing and managing the classroom
5. establishing discipline procedures
6. assessing and addressing individual differences
7. record keeping (including the daily register), grading, and evaluating

Student Teaching Semester. The student teaching semester consists of a minimum of 15 weeks of full-time observation, participation, and teaching under supervision in an elementary or secondary school. The beginning and ending dates may not coincide with the university semester calendar. When this is the case, the student-teaching calendar takes precedence over the university calendar.

Orientation for student teaching is conducted before the students go to their assigned schools. The time and date of orientation are announced by the director of student teaching. During orientation, each student receives a packet of materials containing information about student-teaching requirements and evaluation procedures.

A weekly student-teaching seminar meets after school hours during the semester. The specific time is announced by the director of student teaching.

The student should not take other courses during the student-teaching semester. Work for which the student receives remuneration should be suspended or reduced to a minimum. Full attention to their teaching responsibilities helps ensure students' success, which in turn is vital to receiving a positive recommendation from the supervising teacher and university supervisor.

TEACHER CERTIFICATION PROCEDURES

Michigan Tests for Teacher Certification. All applicants for State of Michigan K–12 teaching credentials must pass the *MTTC* before the certificates are issued. For details on what the tests are and when they are offered, see the Department of Teaching and Learning.

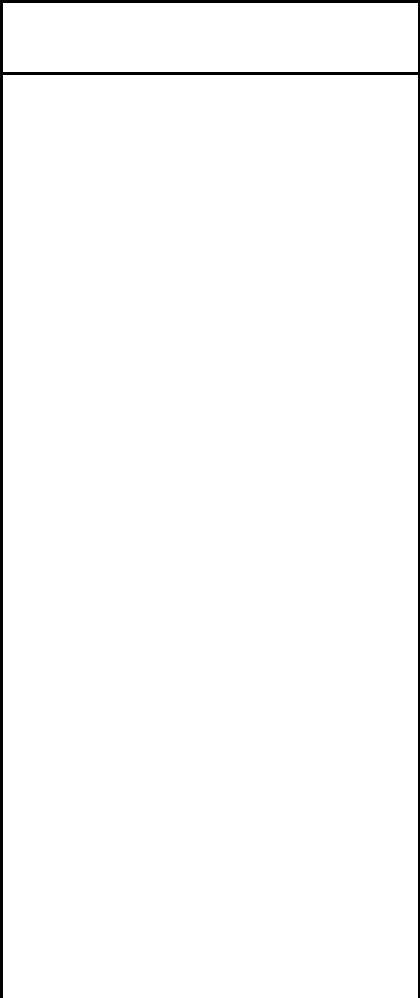
Final Steps to Secure Certification. The student working towards a teaching certificate is responsible for ensuring that his/her program is one of the programs approved by Andrews University for teacher certification at the appropriate level. The student should early seek the advice of the appropriate Department of Teaching and Learning adviser. Undergraduate and graduate students should not assume that completing a degree qualifies them for a specific teaching certificate. Graduate students must consult with and have their certification programs approved by the certification registrar. The following

requirements for certification eligibility apply to both undergraduate and graduate students and must be met before certification is issued:

- Complete bachelor's degree requirements
- Achieve a minimum GPA of 2.50 overall, 2.50 in major(s), minor(s), area of concentration, and professional education courses (The averages include all courses taken at Andrews University and those transferred from other institutions.)
- Earn C grades or above in courses in professional education, major(s), minor(s) and areas of concentration
- Fulfill *MTTC* requirements
- Complete student teaching with a positive recommendation from the supervising teacher
- Obtain a positive recommendation from a faculty member in the School of Education
- Have a satisfactory clearance in regard to felony or misdemeanor conviction as an adult. (Forms for clearance purposes are available at the Department of Teaching and Learning.)

Certification Exemption Petition. Students planning to qualify for a teaching certificate are expected to meet both SDA and State of Michigan certification requirements. Exceptions to this requirement are considered only after a student submits a formal petition to the Department of Teaching and Learning Certification, Screening, and Petitions Committee.

Application for a Teaching Certificate. In their final year, while applying for graduation, students must also apply for the teaching certificate which is granted after graduation. The application is filed on forms available at the Teacher Certification Office located in the Department of Teaching and Learning. Andrews University recommends those applicants who qualify for certification. Students qualifying for Seventh-day Adventist certification receive a letter of eligibility that is honored by the conference in which they first accept a teaching position. The State of Michigan bills the recommended applicant for a Provisional Teaching Certificate. The amount



Candidates for the MAT degree must have or qualify for a valid Seventh-day Adventist or State of Michigan teaching certificate or its equivalent before the degree can be granted. Therefore, the 32 credits listed for the completion of this degree should be viewed as the minimum number of hours required for the MAT. Persons who enter the MAT program without a teaching certificate should expect to complete more than 32 credits. The certification registrar evaluates transcripts and identifies specific certification requirements for each student needing certification.

Three specialization options are available in the MAT program:

- An elementary education emphasis
- A secondary education emphasis
- A specific secondary content area (biology, English, English as a second language, history, and modern languages) emphasis.

Prerequisites

1. An undergraduate degree with a major and a minor in a teaching area.
- 2.

- **Approved Majors and Minors for Secondary Certification.** Seventh-day Adventist and State of Michigan secondary certification require a major and minor teaching area. Seventh-day Adventist certification also recognizes additional majors and minors. See the list of approved majors and minors for secondary certification on p. 179.

SEVENTH-DAY ADVENTIST TEACHING CREDENTIAL LEVELS AND REQUIREMENTS

Seventh-day Adventist K–12 teacher credentialing is organized into three levels of certificates: Basic, Standard, and Professional. The following section describes each level, points out specific requirements, and tells how they are met at Andrews University.

All courses needed for SDA certification or State of Michigan certification require a grade of C or above.

LEVELS OF SDA CERTIFICATION AND CREDENTIAL REQUIREMENTS

SDA Basic Certificate. The *Basic Teaching Certificate* may be issued to the candidates presenting a *Verification of Eligibility* form from Andrews University. The certificate is issued by the union conference where the candidate takes his/her first teaching position.

Religion Requirements. A minimum of 12 semester hours in religion, taken at a Seventh-day Adventist college/university or through Home Study International, to include the following areas:

- **Biblical Studies courses such as:** Jesus in His Time and Ours, Law & Writings of the New & Old Testament, Acts & Epistles, Prophets of Israel,
- **Spirit of Prophecy**—a study of the gift of prophecy revealed in the Bible and the writings of Ellen G. White.
Choose one: GSEM532, 534, RELT208, 426
- **Seventh-day Adventist Church History**
Choose one: CHIS570, EDFN517, HIST230, 404.

Health Principles. A course in health based on the Bible and the writings of Ellen G. White.
Choose one: CHMN547, HLED130, 420

SDA School Experience. All candidates for SDA certification must have significant structured experiences in a Seventh-day Adventist school. To fulfill this certification requirement at Andrews University, any one of the following experiences are considered appropriate.

- Full-semester student teaching in an approved Seventh-day Adventist school.
- A lab experience for EDTE215 in a recognized Seventh-day Adventist school.
- Three weeks of pre- or post-student teaching experience in a recognized Seventh-day Adventist school.

Other verified experiences may fulfill this requirement. Requests to have these considered must be made on a petition form available at the Department of Teaching and Learning office. Such petitions should be submitted at least one semester before student teaching begins.

Multi-grade\Multi-age Teaching Experience (Elementary only). For the *Elementary Teaching* endorsement, multi-grade teaching experience is required. The unique curriculum, instructional strategies, and scheduling which

characterize the multi-grade classroom are the focus of the program and its 50-hour fieldwork experience. Arrangements to take EDTE438 Workshop: Multi-grade\Multi-age Experience should be made with the director of student teaching immediately following admission to the teacher preparation program.

Renewal of SDA Basic Certificate. The *Basic Teaching Certificate* is valid for any three-year period (commencing when it is activated) during the first five years after it is issued. It can be re-validated by completing additional approved professional education/activities. See *Manual for SDA Certification Requirements K-12* for specifics.

SDA Standard Certificate

The *Standard Teaching Certificate* may be issued to an applicant who

- Meets initial General Eligibility Requirements.
- Has met the requirements for a *Basic Teaching Certificate*.
- Has completed a minimum of three years of full-time teaching or equivalent.
- Has completed 6 credits of professional education or courses in area(s) of endorsements beyond the requirements of the *Basic Teaching Certificate*.

Renewal of SDA Standard Certificate. The *Standard Teaching Certificate* is valid for five years. It can be renewed by completing 9 semester credits of advanced/graduate professional education or approved subject-area courses. See *Manual for SDA Certification Requirements K-12* for specifics.

SDA Professional Certificate. Seventh-day

- Apply for student teaching before January 31 to be eligible for the next academic year.
- Apply to the certification registrar for a teaching certificate within one semester of completing the program.

Adding an Elementary Endorsement to a Secondary Certificate

To add an elementary-level teaching endorsement to a secondary certificate, one must

- Have a valid secondary teaching certificate
- Complete a major or two minors appropriate for the elementary level (see list of majors and minors under elementary certification at post-baccalaureate level)
- Pass the *MTTC* subject area test(s) for any new endorsement area(s) and the Elementary Professional Exam
- Complete professional education courses and the planned program minor (See p. 177 for specific requirements.)
- Apply for new endorsement.

Adding a Secondary Endorsement to an Elementary Certificate

To add a secondary-level teaching endorsement to an elementary certificate, one must

- Have a valid elementary teaching certificate.
- Complete a major and a minor appropriate to the secondary level (see list of approved majors and minors under secondary certification at post-baccalaureate level.
- Pass the *MTTC* subject area for any new endorsements.
- Take EDTE417 Reading in Content Areas: Secondary (3 credits)
- Take EDTE459 Secondary Methods: (area).
- Complete 6 credits of student teaching at the secondary level.
- Apply for new endorsement.

READING EDUCATION

MISSION

The Reading Education Program prepares educators to enrich and improve the quality of life of all individuals through literacy. Faculty and students collaborate to develop expertise in understanding and guiding the reading/learning process for a diverse clientele.

MA: Reading Education

The Master of Arts: Reading Education prepares students for work as reading consultants, supervisors in reading instruction, or teachers of reading. After determining the student's academic preparation and goals, a course plan is prepared to meet his/her individual needs. The program leading to a Master of Arts: Reading Education requires a minimum of 32 credits with 22 credits in the reading area of emphasis.

Prerequisites. Three of the following four courses (EDTE417, 418, 420, 484) are prerequisites for admission. If not previously taken at the undergraduate level, the three courses may be taken at the graduate level but do not apply toward the graduate degree program.

MA DEGREE REQUIREMENTS

Reading Core Concentration—22

COMM436, EDCI569, 665, 680, 689, EDTE417, 630, EDTE485 or EDCI570

Required Related Emphasis—6
EDFN500, EDRM505

Electives approved by adviser—4
(or enough to total 32 credits for total program)

ENGL460, EDCI547, 645, 646, 648, 665, 680, 690, EDPC514

TOTAL MA degree credits—32

GRADUATE STUDIES IN CURRICULUM, ADMINISTRATION & RELIGIOUS EDUCATION

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MISSION

The Department of Graduate Studies in Curriculum, Administration and Religious Education serves an international clientele. As companions in learning, faculty and students are committed to excellence in teaching and learning based upon a Christian world view.