

# COLLEGE OF EDUCATION AND PROFESSIONAL STUDIES

Dean: Dr. Kimberly White  
Interim Associate Dean: Dr. Stacie Wolbert

211 Ramona Wood Hall

## Accreditations:

**Council for the Accreditation of Educator Preparation**  
**Alabama State Department of Education**  
**Accreditation Council for Education in Nutrition and Dietetics**  
**American Association of Family and Consumer Sciences**  
**Council for Accreditation of Counseling and Related Educational Programs**

## Member of:

**American Association of Colleges for Teacher Education**  
**Alabama Association of Colleges for Teacher Education**

The mission of the College of Education and Professional Studies is to prepare students for successful careers in a variety of professions through innovative teaching methodologies in a learning-centered environment.

The uniqueness of the college is reflected through the diversity of programs and services. The programs in Education and Family and Consumer Sciences are designed to assist students in developing skills in critical thinking/problem solving, innovation/creativity, communication, and collaboration.

The College of Education and Professional Studies offers programs that are nationally accredited. The Department of Family and Consumer Sciences is accredited by the *American Association of Family and Consumer Sciences (AAFCS)*. The dietetics program in Family and Consumer Sciences is accredited by the *Accreditation Council for Education in Nutrition and Dietetics (ACEND)*. The counseling graduate programs in the Department of Counseling & Instructional Support are accredited by the *Council for Accreditation of Counseling & Related Educational Programs (CACREP)*. All teacher preparation and other school personnel programs (both initial and advanced) in the college are accredited by the *Council for Accreditation of Educator Preparation* and approved by the *Alabama State Department of Education (ALSDE)* and the *Alabama State Board of Education (ALSBOE)*. Students graduating from these professional education programs benefit from JSU's associate membership in the *National Association of State Directors of Teacher Education and Certification (NASDTEC)*, allowing transferability of teaching credentials.

Please consult the *Graduate Catalog* for details on Master of Science (MS), Master of Science in Education (MSE) and Educational Specialist (EdS) degree programs offered through the college.

## Honesty Policy

### Cheating

*Cheating: 1st Offense* - A student who cheats or participates in the act of cheating on an examination (or any other graded work) will receive a failing grade ("F") on the assignment. Teacher candidates will receive a TCDA (Teacher Candidate Disposition Assessment) and plan of action for remediation and students in non-certificated programs will receive a

disposition and action plan for remediation. Documentation will be kept at the department level and in student files.

*Cheating: 2nd Offense* – A student who cheats or participates in the act of cheating on an examination (or any other graded work) will receive a failing grade ("F") in the course. Teacher candidates will receive a TCDA (Teacher Candidate Disposition Assessment) and plan of action for remediation and students in non-certificated programs will receive a disposition and action plan for remediation. Documentation will be kept at the department level and in student files.

*Cheating: 3rd Offense* – A student who cheats or participates in the act of cheating on an examination (or any other graded work) will be referred to the DAC (Disciplinary Action Committee) with the recommendation of dismissal from the program of study. If recommended by DAC, the student will not be allowed to enroll in any other program of study in the College of Education and Professional Studies at Jacksonville State University. Teacher candidates will receive a TCDA (Teacher Candidate Disposition Assessment) and students in non-certificated programs will receive a disposition. Documentation will be kept in the Dean's office.

## Plagiarism

*Plagiarism: 1st Offense* – A student who plagiarizes or participates in the act of plagiarism will receive a failing grade ("F") on the assignment. In addition, the student will be required to complete a remedial seminar on plagiarism. Failure to do so will result in an automatic 2nd Offense. Teacher candidates will receive a TCDA (Teacher Candidate Disposition Assessment) and plan of action for remediation and students in non-certificated programs will receive a disposition and action plan for remediation. Documentation will be kept at the department level and in student files.

*Plagiarism: 2nd Offense* – A student who plagiarizes or participates in the act of plagiarism a second time will receive a failing grade ("F") in the course. Teacher candidates will receive a TCDA (Teacher Candidate Disposition Assessment) and plan of action for remediation and students in non-certificated programs will receive a disposition and action plan for remediation. Documentation will be kept at the department level and in student files.

*Plagiarism: 3rd Offense* – A student who plagiarizes or participates in the act of plagiarism a third time will be referred to the DAC (Disciplinary Action Committee) with the recommendation of dismissal from the program of study. If recommended by DAC, the student will not be allowed to enroll in any other program of study in the College of Education and Professional Studies at Jacksonville State University. Teacher candidates will receive a TCDA (Teacher Candidate Disposition Assessment) and students in non-certificated programs will receive a disposition. Documentation will be kept in the Dean's office.

## Teacher Candidate Disposition Assessment TCDA Policy

The JSU College of Education and Professional Studies expects TC to demonstrate dispositions that contribute to the development and learning of all P-12 students. Dispositions refer to attributes and attitudes beyond academic abilities. In order to establish expectations and monitor TC in these areas, the TCDA is administered at selected program decision points, including prior to admission, during, and prior to completion of the JSU TEP. Faculty assess candidates at established program decision points on each of the following twelve indicators:

1. Communication

2. Punctuality
3. Professional Boundaries
4. Openness to Improvement
5. Self-Regulation
6. Personal Appearance and Hygiene
7. Leadership and Collaboration
8. Effective Facilitation
9. Assessment and Reflection
10. Diverse Learners and Environments
11. Ethics and Professional Responsibility
12. Reflective Mastery of Content

If a candidate is assessed as unacceptable or developing in any area, a Teacher Candidate Plan of Action (TCPoA) may be developed as a remediation step or the candidate may be removed from the TEP. The first six indicators (Communication, Punctuality, Professional Boundaries, Openness to Improvement, Self-Regulation, and Personal Appearance and Hygiene) are applicable in every course. The last six indicators (Leadership and Collaboration, Effective Facilitation, Assessment and Reflection, Diverse Learners and Environments, Ethics and Professional Responsibility and Reflective Mastery of Content) may not be observed in some courses. For all indicators, if there is no opportunity for the TC to demonstrate a disposition, the Not Applicable selection may be used. In addition to the selected program decision points, faculty, university supervisors, and cooperating teachers may complete the TCDA or TCPoA on a teacher candidate at any time.

NOTES:

1. It should be noted that the occurrence of cheating, plagiarism, or exhibiting unethical dispositions is cumulative, i.e., it carries over to any other course taught in the CEPS.
2. If a student wishes to appeal at any level of the honesty policy, she (he) is to follow the CEP's grade appeal process.

### **Grades Dismissal Policies (Teacher Education Programs)**

If a student accumulates more than three (3) grades of "D" or "F" (or any combination of "D" and "F" grades in "professional studies" courses) in consecutive semesters, he (she) is subject to dismissal from the program. The student may be able to appeal for academic forgiveness to retain program status.

### **Required Grade Point Average (GPA) Information (Teacher Education Program)**

A student applying for admission to Teacher Education must have a 2.50 Grade Point Average (GPA) in,

1. overall course work,
2. all courses in the teaching field, and
3. all professional studies courses,

in order to be eligible for admission to any Teacher Education program. The student should seek to maintain at least a 2.50 in all areas and must have a 2.50 in each of the three above-named areas in order to be eligible to graduate and apply for Alabama State Teacher Certification.

NOTE: The only avenue for readmission if the GPA drops below 2.50 in the professional studies is if the GPA increases to 2.50 or higher as a result of academic forgiveness. A student will not be allowed to retake professional studies courses since he (she) must be admitted to teacher education in order to enroll in those courses.

## **Education Program Requirements**

**Director of Teacher Education Services and  
Certification Officer: TBA**

### **I. Formal Admission for the Teacher Education Program**

Candidates are formally admitted to Class B education program upon meeting all eligibility requirements. Candidates must be formally admitted to their program no later than the semester prior to internship. Admission to the university does not guarantee formal admission to Teacher Education Programs. Teacher education programs are approved by the Alabama State Board of Education and are, therefore, subject to periodic revision resulting from changes in State certification requirements. Therefore, modifications in students' programs may become necessary at any time resulting in additions and/or deletions of program requirements. Issuance of Alabama teaching certificates is the legal responsibility of the Alabama State Department of Education. Universities cannot issue a professional certificate. To be eligible to apply for State certification, a student must complete an appropriate course of study at a college, school, or university which has been approved by the State Board of Education to offer a program leading to the desired State certificate. When a student completes the course of study, the institution recommends to the State Department of Education that the appropriate certificate be issued.

To enroll for professional education courses required for teacher certification, the prospective teacher must be eligible for the College of Education and Professional Studies Teacher Education Program. Eligibility for this program is not automatic. The student must have met the minimum State Department of Education requirements, as well as our university requirements. See Requirements for Admission section for university requirements.

Any questions regarding eligibility for the Teacher Education Program may be directed to the Director of Teacher Education Services, College of Education and Professional Studies, Ramona Wood Hall, Room 207.

All the following criteria must be met for formal admission to the Teacher Education Program:

1. The candidate must have earned a minimum of 54 semester hours of college credit in which at least 48 semester hours are in the general studies area.
2. The candidate must complete a formal online application for admission to the Teacher Education Program.
3. The candidate must have earned an overall Grade Point Average of 2.50 based upon a 4.00 scale, as well as a 2.50 in the chosen teaching field, and in all professional studies courses.
4. Remedial courses cannot be used to meet approved program requirements or calculated to meet GPA requirements.
5. The candidate must receive one positive Undergraduate Teacher Recommendation evaluation from his/her ED 302 Introductory

Foundations in Teacher Education (WI) (3) or MU 244 Introduction to Music Educ (2) instructor.

6. The candidate must have successfully completed ED 302 Introductory Foundations in Teacher Education (WI) (3), which includes a tutoring component. Music Education candidates must have successfully completed MU 244 Introduction to Music Educ (2).
7. The candidate must satisfactorily complete an interview process to provide information of the applicant's personality, interests, dispositions, and aptitudes consistent with the requirements for a successful teaching career.
8. The candidate must read and sign a College of Education and Professional Studies Statement of Understanding.
9. The candidate must provide documentation of a clear criminal history background check conducted through the Alabama State Department of Education.

## II. Graduation and Certification

Requirements for recommendation for a degree in education:

1. The candidate must have met all general university and degree program requirements as outlined in the catalog in effect at the time of the student's eligibility for the Teacher Education Program.
2. The candidate must satisfactorily complete the State-approved program with a minimum GPA of **2.50** overall (as confirmed on the transcript when the degree was granted), **2.50** in the teaching field, and **2.50** in professional studies courses with no grade below a C in professional studies courses.
3. The candidate must have successfully completed the EPP Examination.
4. The candidate must have achieved the required score on a performance assessment as required by the College of Education and Professional Studies and/or the Alabama State Department of Education.

## III. Application for State Certification

Requirements for Alabama Certification:

1. Candidates are required to complete an application for Alabama Teacher Certification the last semester of course work (i.e., the internship semester). Instructions for completing the State certification form are found on Teacher Education Services website: [www.jsu.edu/education/tes/index.html](http://www.jsu.edu/education/tes/index.html) (<http://www.jsu.edu/education/tes/>). The appropriate fees (receipt from online payment) must be submitted with the State application for certification. The application for State certification, fee payment, and the candidate's transcript are forwarded to the State Department of Education by Teacher Education Services. JSU cannot recommend any candidate for State certification that has not satisfied all Alabama and JSU requirements for eligibility to and completion of an approved program.
2. The candidate must satisfactorily complete the State-approved program with a minimum GPA of **2.50** overall (as confirmed on the transcript when the degree was granted), **2.50** in the teaching field, and **2.50** in professional studies courses with no grade below a C in professional studies courses.
3. The College of Education and Professional Studies does not certify teachers. The sole authority to certify teachers rests with the appropriate state agency. The College of Education and Professional Studies will recommend a candidate that has successfully completed an approved program within five years of the date of completion.

Recommendation after five years will require completion of the current program in place at the time of the request.

4. Anyone convicted of a felony and/or misdemeanor other than a minor traffic violation may be denied State certification or have State certification revoked by the State Superintendent. Questions may be directed to the Director of Teacher Education Services, College of Education and Professional Studies.
5. Teacher Education Programs are approved by the Alabama State Board of Education and are, therefore, subject to periodic revision resulting from changes in State certification requirements. Therefore, modifications in a candidate's programs may become necessary.
6. The candidate must have met all teacher education testing assessments as required by the College of Education and Professional Studies.

**Maria Hayes**

Coordinator, Clinical Placements and School Partnerships

## I. Practicum Requirements

The Alabama State Department of Education and the College of Education and Professional Studies require that a candidate pursuing a degree in education must engage in extensive practicum experiences in approved and diverse schools and community settings prior to the internship semester. For further details, check with the instructor of the respective education course for practicum requirements. Personal professional liability insurance is required prior to beginning any clinical experience within the College of Education and Professional Studies at Jacksonville State University. Please see your course instructor for further details.

## II. Internship Semester

Students are required to make formal application for the Senior Internship semester one semester prior to the semester of internship (fall or spring). Please note that student internship is offered only in the fall and spring semesters and must be completed the last semester before graduation. Students must be formally admitted to the Teacher Education Program in order to proceed with the internship. Information meetings will be conducted fall and spring semesters. Contact the Office of Clinical Experiences for more information.

Eligibility requirements for the internship semester:

1. The internship semester is to be completed during the student's last semester of residency at JSU.
2. The candidate must have completed all general studies, professional and teaching field courses.
3. The candidate must possess a 2.50 grade point average in all of the following areas:
  - a. Overall
  - b. Candidate's teaching field(s)
  - c. Professional education courses
  - d. JSU only courses (determines Honors)
4. Proof of personal professional liability insurance for the entire internship semester will be on file in the Office of Clinical Experiences.