

Teacher Certification Program

Checklist for: _____

ID: _____



Completed	Task	Note / approvals
	Has declared an Education Certification minor	<i>post-bacc students are exempt</i>
	Content Area GPA (minimum required for certification = 3.0) <i>(verified by certification officer)</i>	
	Education GPA (minimum required for certification = 3.0) <i>(verified by certification officer)</i>	
	Submit Statement of Responsibility form (<i>CougarTeach</i>)	
	Submit Guideline Agreement form (<i>CougarTeach</i>)	
	Core Courses completed: EDUC 100* EDUC 200/542 EDUC 230/560 EDUC 300/505 *Note: EDUC 100 not required if EDUC 505 taken; it is required if 300 is taken	
	Synthesis Paper submitted (with supporting artifacts) (<i>CougarTeach</i>) and approved (<i>Undergraduate students complete this in EDUC 300; MAT Post-Bacc students must submit the Alternative TCP Application that includes the writing component of the synthesis paper.</i>)	
	Favorable Field Experience Evaluations from Cooperating Teachers, College Instructors, and College Supervisors (<i>CougarTeach</i>)	
	MoGEA (Missouri General Education Assessment) (<i>Beginning with the 2018-19 AY, CC Cut Scores are 220 for each subtest except writing; writing requires a minimum of 193</i>) or ACT (minimum composite score of 20)	<i>post-bacc students are exempt</i>
	Certification Saturday - attendance required (two scheduled per year; one during fall semester; one during spring semester)	
	FBI Fingerprinting - this is not required for TCP admission but should be considered if there have been any criminal issues (even SIS) that will show up on an FBI fingerprinting. This could make you ineligible for teacher certification. (<i>See "Statement of Responsibility" item 1.</i>) A valid FBI fingerprinting clearance is required prior to student teaching.	<i>recommended; not required</i>
	Once all of the above listed tasks have been completed, contact the Education Dept Office for review of TCP items in CougarTeach. (EducatorPrep@ccis.edu or 573-875-7818) Failure to contact the department may result in delayed TCP admission.	

Date:

Created by:	_____	_____
Final Review by:	_____	_____