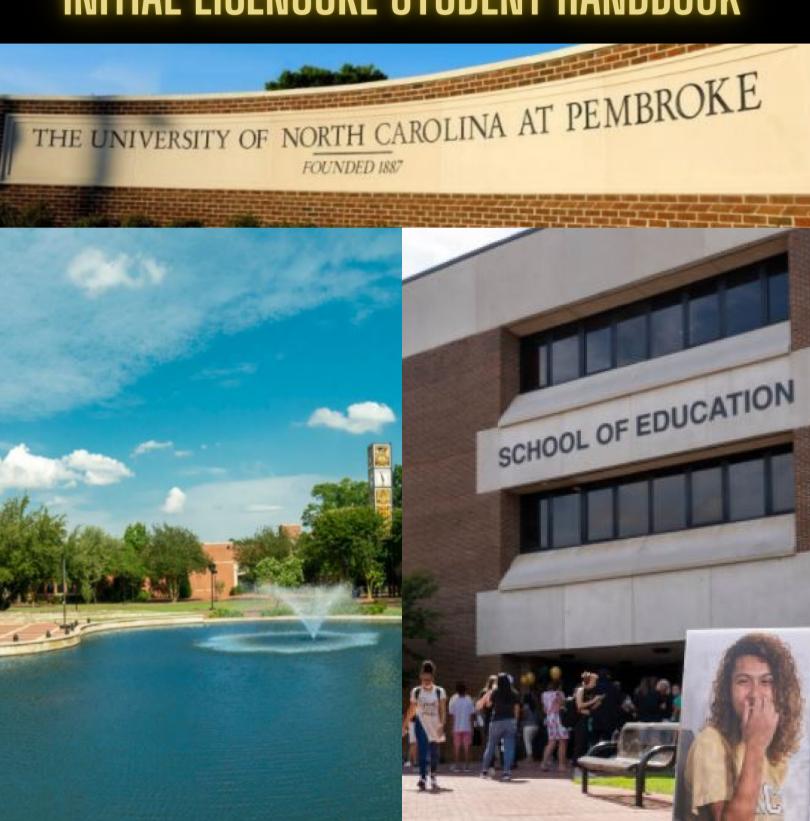
SCHOOL OF EDUCATION INITIAL LICENSURE STUDENT HANDBOOK



#BraveEducators

BECOMING A BRAVE EDUCATOR

This handbook is shared as a guide for the processes and procedures for the Educator Preparation Program (EPP) at the University of North Carolina at Pembroke from admission to the EPP through completion at commencement and applying for North Carolina licensure.

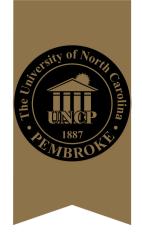
Initial Level Educator Preparation Degree Programs

- Academically Gifted K-12 Add-On
- Art Education K-12 Bachelor of Arts and Master of Arts in Teaching
- Birth-Kindergarten Education Bachelor of Science, Preschool Add-On
- Elementary Education K-6 Bachelor of Science and Master of Arts in Teaching
- English Middle Grades Language Arts 6-9 Bachelor of Arts and Master of Arts in Teaching
- English Education Secondary 9-12 Bachelor of Arts and Master of Arts in Teaching
- English as a Second Language Add-On
- Health & Physical Education K-12 Bachelor of Science and Master of Arts in Teaching
- Math Education Middle Grades 6-9 Bachelor of Science and Master of Arts in Teaching
- Math Education Secondary 9-12 Bachelor of Science and Master of Arts in Teaching
- Music Education K-12 Bachelor of Music with emphasis in Instrumental, Keyboard (Instrumental or Vocal Orientations) or Vocal
- School Social Work Bachelor of Social Work, K-12 Licensure (CSWE Accredited)
- Science Education Middle Grades 6-9 Bachelor of Science and Master of Arts in Teaching
- Science Education Secondary 9-12 Bachelor of Science with concentrations in Biology, Chemistry, Earth Science or Physics
- Science Education Secondary 9-12 Master of Arts in Teaching
- Social Studies Middle Grades 6-9 Bachelor of Arts and Master of Arts in Teaching
- Social Studies Secondary 9-12 Bachelor of Arts and Master of Arts in Teaching
- Spanish K-12 Bachelor of Arts
- Special Education K-12 Bachelor of Science and Master of Arts in Teaching

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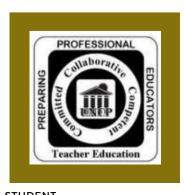


LETTER FROM THE DEAN

SCHOOL OF EDUCATION

Welcome to the University of North Carolina at Pembroke and our Educator Preparation Program. The School of Education at the University of North Carolina at Pembroke is preparing competent, committed, and collaborative teachers for North Carolina. We are excited you've joined us in your journey to becoming a Brave Educator and licensed teacher. Every success story starts with a teacher, and this journey will provide a pathway toward your success. Graduates of the University of North Carolina at Pembroke Educator Preparation Programs become teachers, administrators, and leaders who change lives through education and practical experiences. From your classes at the University of North Carolina at Pembroke to your clinical field experiences in our local schools, you will be prepared to lead the next generation of students. We are committed to achieving the highest goals for the greatest good for the students we serve across North Carolina. Whatever your ultimate

destination, you can get there from here.



Dr. Loury floyd



SCHOOL OF EDUCATION AND EDUCATOR PREPARATION PROGRAM FACULTY AND STAFF

Dean Dr. Loury Ollison Floyd

Associate Dean Dr. Lisa N. Mitchell

Counseling Department Chair Dr. Nicole Stargell

Educational Leadership and Specialties Department Chair Dr. Bryan Winters

Inclusive Education Department Chair Dr. Gretchen Robinson

Licensure Office Administrative Support Associate Ms. Michelle Locklear

Teaching Fellows Interim Director and Director of Student Success Dr. Leslie Locklear

Praxis PLUS Program Coordinator Dr. Patricia Hobbs

University-School Partnerships and Clinical Practice Director Dr. Kayonna Pitchford Director of Teacher Recruitment Mr. LaMorris Smith

<u>Program Coordinators and Directors</u>

- AIG Add-on Dr. Karen Granger
- Art Education Undergraduate and MAT Dr. Naomi Lifschitz-Grant
- Birth-Kindergarten Undergraduate <u>Dr. Sandra Plata-Potter</u>
 - Preschool Add-on Dr. Lisa Mitchell
- Elementary Education Undergraduate Dr. Jennifer Whittington
- Elementary Education MAT Dr. Kelly Ficklin
- English Language Arts Middle Grades and Secondary Undergraduate Dr. Danielle Chilcote
- English Language Arts Middle Grades and Secondary MAT Dr. Roger Ladd
- English as a Second Language Dr. Eun Hee Jeon
- Health and Physical Education Undergraduate and MAT Dr. Thomas Trendowski
- Math Education Middle Grades and Secondary Undergraduate Ms. Melissa Edwards
- Math Education Middle Grades and Secondary MAT Ms. Latoya Brewer
- Music Education Undergraduate Dr. Jose´ Rivera
- School Social Work Undergraduate and Graduate Dr. Summer Woodside
- Science Education Middle Grades and Secondary Undergraduate Dr. Mary Ash
- Science Education Middle Grades and Secondary MAT Dr. Rita Hagevik
- Social Studies Middle Grades and Secondary Undergraduate and MAT <u>Dr. Serina Cinnamon</u>
- Spanish Education Undergraduate Dr. Cecilia Lara
- Special Education Undergraduate <u>Dr. Dorea Bonneau</u>
- Special Education MAT Dr. Marisa Scott





LICENSURE CHECK POINTS

Admission & **Early Field Experience**

Freshman/Sophomore Year

EDN 2100 Introduction to Education coursework completed)

Field Experience 1 (12 hours, 2 placements) Dispositions Assessment NC Educator Code of Ethics Begin EPP admission application

EPP Admission

- 24 hours of General Education coursework completed
- Admission Application (Taskstream)
- Test Score Requirement
- Minimum cumulative 2.7 GPA and Bor better in EDN 2100 checked by Licensure Office
- **Disposition Assessment**

Midpoint Field Experiences

Junior Year

Education Core Coursework Field Experience 2 (15 hours) Field Experience 3 (20 hours) Dispositions Assessment

Field Experience 4 (10 hours) SED 3310 Introduction to the **Exceptional Child** Field Experience STEAM Day & school observation Family Involvement & School Improvement Assignment

Apply to Clinical Practice 2 (Taskstream) Register for Licensure Exam **Apply** for Graduation

*Students must maintain a minimum of a 2.7 GPA.

Clinical Practice

Senior Year

Clinical Practice 1 (40 hours) Methods Coursework **Dispositions Assessment** Clinical Practice 1 Evaluation (Taskstream) Recommendation: Take Praxis II/Pearson Licensure Exam prior to internship

Clinical Practice 2 (600 hours) Dispositions Assessment (Midpoint) NC Educator Code of Ethics Observations Evaluations (Midpoint & Final) Complete Signature Assessments: edTPA & Licensure Exam requirements

Apply for Teaching License

*Students must have a minimum of a 2.7 GPA at graduation.











Checkpoint 3

MASTER OF ARTS IN TEACHING

Admission & **Early Field Experience**

First semester of enrollment

EDN 5040 Basic Tenets of Education Field Experience 1 (12 hours, 2 placer Dispositions Assessment NC Educator Code of Ethics Begin EPP admission application

EPP Admission

- Admission Application
- GPA checked by Licensure Office
- B or better in EDN 5040
- Disposition Assessment
- RL form if applicable

*To remain in the MAT program students can earn no more than 2 C's.

Midpoint Field Experiences

During completion of EDN core courses

EDN 5450 Introduction to Curriculum Design & Best Practices Field Experience 2 (15 hours) **Dispositions Assessment**

EDN 5120 Advanced Studies of Exceptional Children Field Experience 3 (20 hours Field Experience STEAM Day (10 hours) Family Involvement & School Improvement Assignment

Apply to Clinical Practice 2 (Taskstream) Register for Licensure Exam **Apply** for Graduation

*Students must maintain a minimum of a 2.7 GPA.

Clinical Practice

Final two semesters of enrollment

Clinical Practice 1 (40 hours) Methods Coursework Dispositions Assessment Clinical Practice 1 Evaluation (Taskstream) Recommendation: Take Praxis II/Pearson licensure exam prior to internship

Clinical Practice 2 (600 hours) Dispositions Assessment (Midpoint) NC Educator Code of Ethics Observations Evaluations (Midpoint & Final) **Complete Signature Assessments:** edTPA & Licensure Exam requirements

Apply for Teaching License *Students must have a minimum of a

3.0 GPA at graduation.











Checkpoint 3

ADMISSION TO THE EDUCATOR PREPRATION PROGRAM (EPP)

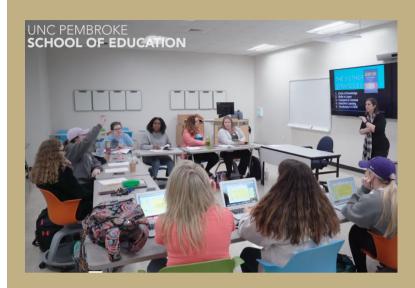
The Council of Educator Preparation Programs (CEPP) selectively admits and periodically evaluates students in the Educator Preparation Program (EPP) on the basis of scholastic aptitude and suitability for teaching. Admission into the University as a student does not automatically satisfy eligibility requirements for admission to the Educator Preparation Program. Eligibility for admission into the Educator Preparation Program will be determined by regulations current at the time initial application is made for admission into the program.

To be eligible for consideration by the Council of Educator Preparation Programs and approved for admission to the Educator Preparation Program, each undergraduate candidate must:

- 1. Have completed 24 hours of General Education courses.
- 2. Have earned a "B-" (2.7) or better in EDN 2100 Introduction to Education or the approved equivalent course.
- 3. Have earned a grade of at least a "C-" (C if the course was repeated) in all required professional studies core, content pedagogy and content courses completed at the time of admission, with exception of EDN 2100, which requires a grade of "B-."
- 4. Have at least a 2.7 cumulative Quality Point Average (QPA) on a 4.0 scale on all prior college/university course work.
- 5. Meet the state established scores on Praxis Core, SAT, or ACT. An official copy of the scores must be sent to UNCP (UNCP code: RA5534). Students must meet the scores in effect at the time they apply to and qualify for admission to the Educator Preparation Program
- 6. Complete an Educator Preparation Program (EPP) Admission Form in Taskstream.

UNIVERSITY OF NORTH CAROLINA AT PEMBROKE

EDUCATOR PREPRATION PROGRAM



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MAT Candidates are admitted after successful completion of EDN 5040 Basic Tenets of Education with a grade of B or better. Complete the Educator Preparation Program Admission Form in Taskstream.

Clinical Practice

Early Clinical Experiences (Field Experiences)

Clinical experiences are required parts of your program and you should expect to complete a clinical experience every semester. To request a clinical experience placement the following steps must be completed each semester:

- 1. Register for EDN 2040 (undergraduate) or EDN 5460 (graduate).
- 2. Complete the survey in Braveweb prior to the due date.
- 3. Follow the district's procedures for background checks and other paperwork prior to the due date. (Directions for our partner districts are located in EDN 2040 and EDN 5460. See the map of our partner districts below).
- 4. Follow the directions provided to you by email once your placement has been confirmed.
- 5. Complete your assignments.

Clinical Practice (Student Teaching/Internship)

The final two semesters of your program are considered a part of clinical practice. Clinical Practice I consists of at least 40 hours of clinical experiences that will prepare you for your full-time internship during Clinical Practice II. Both Clinical Practice I and II require you to document your progress in Taskstream. You will also complete the application process for Clinical Practice II during your Clinical Practice I semester. For more information about Clinical Practice, including admission requirements for Clinical Practice II, see The Clinical Practice Handbook.

See hyperlinks for:
TEACHER CANDIDATE HANDBOOK

CLINICAL TEACHER HANDBOOK
UNIVERSITY SUPERVISOR HANDBOOK

Partner School Districts

EPP Procedures and Appeals

EPP Manual

The Council of Educator Preparation Programs is the University-wide committee responsible for overseeing all educator preparation programs and updates the EPP Manual. The EPP Manual is available on the <u>Student Forms</u> page on the School of Education website. Students should consult EPP procedures throughout their program and with their advisor to use this handbook as a guide.

Appeal Process

If a student has an appeal for an EPP policy, they will complete the Student Appeal form also available on the Student Forms page on the School of Education website.
The request is reviewed by the Policy Appeals Committee.

Student Complaints

If an appeal is not warranted, please share your concern with the Dean's office using the Student Complaint form. If applicable, students should first address concerns with their instructor and the Department Chair. For university policy complaints, students should see the Student Complaint Process page.

Educator Dispositions

Developing and demonstrating appropriate educator dispositions is an integral part of a candidate's growth to becoming a Brave Educator. Candidates will be assessed throughout their program and should use this handbook as a guide. Educator Disposition Implementation Guide

TASKSTREAM

TASKSTREAM INFORMATION

Taskstream is the online tool used by the School of Education to track a student's progress through the Educator Preparation Program (EPP).

Enrollment in EDN 2040 and EDN 5460 comes with a fee that pays for you to have a Taskstream account through UNCP. If you do not enroll in one of these classes alongside your regular EDN curriculum you will have to pay out of pocket and set up your own Taskstream account to properly move through the EPP.

More information can be found at the following links:

School of Education Taskstream page

Taskstream Frequently Asked Questions

Taskstream help ticket (please allow at least one week for a response)

Taskstream Codes for Undergraduate Degrees

UCheckpoint1

UCheckpoint2

UCheckpoint3

Taskstream Codes for MAT Degrees

MATCheckpoint1

MATCheckpoint2

MATCheckpoint3



Praxis Core

The Praxis Core Academic Skills for Educators tests measure academic skills in reading, writing, and math required for all candidates preparing to be teachers. These tests were designed to provide comprehensive assessments that measure the skills and content knowledge of candidates entering teacher preparation programs. For additional information, go to the website https://www.ets.org/praxis/about/core

Praxis Core Testing Requirements

The minimum required scores are listed below for individual tests.

Core Academic Skills for Educators: Reading (Test Code 5713) = 156

Core Academic Skills for Educators: Writing (Test Code 5723) = 162

Core Academic Skills for Educators: Math (Test Code 5732) = 150

A composite score of 468 on all three tests is required to satisfy this requirement.

Praxis Preparation

Having the right tools to prepare for your Praxis test can help you achieve your professional goals. Please visit the website below for free and fee-based Praxis test prep resources to assist you.

https://www.uncp.edu/academics/collegesschools/school-education/educatorpreparation-programs/praxis-preparation

Fee waivers are available for students who meet all eligibility criteria. For fee waiver information, visit https://www.ets.org/praxis/register/fees/waivers

Praxis Registration

Register online to take a Praxis test by going to the website https://www.ets.org/praxis/register/ Please be sure to include UNCP as a recipient and the UNCP code: RA5534.





Praxis Core Continued Exemptions from Praxis Core testing requirements

The SAT or ACT may be used in place of the Praxis Core tests or in conjunction with the Praxis Core to meet testing requirements.

The minimum SAT/ACT requirements to be exempt from the Praxis Core are:

SAT (Taken before March 2016)

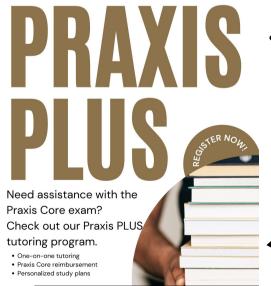
- Combined 1100 (Reading (Verbal) and Math) exempts you from all 3 Praxis Core tests
- 550 on Reading exempts you from Reading and Writing Praxis Core
- 550 on Math exempts you from Math Praxis
 Core

SAT (Taken after March 2016)

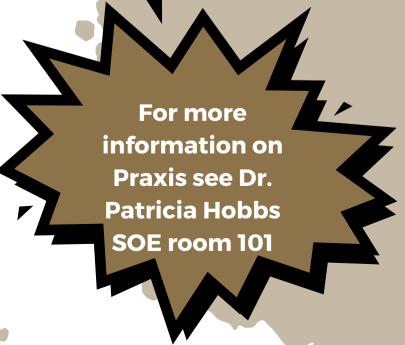
- Combined 1170 Reading and Math exempts you from all 3 Praxis Core tests
- 600 on Reading/Writing exempts you from Reading and Writing Praxis Core
- 570 on Math exempts you from Math Praxis
 Core

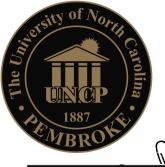
ACT

- Composite score of 24 (English and Math) exempts you from all 3 Praxis Core tests
- 24 on English exempts you from Reading and Writing Praxis Core
- 24 on Math exempts you from Math Praxis
 Core



TO LEARN MORE TINYURL.COM/PRAXISPLUS







NC Approved Licensure Areas Available at UNCP

NC Approved License Areas	NC License
	Levels
Birth-Kindergarten	A, R
Preschool Add-On	Add-On
Elementary, K-6	A, M, MAT, R
Art, K-12 (Note: The program(s) that leads to the "M" license are in a teach-out program and not accepting new applications effective Fall 2021.)	A, M, MAT, R
Music, K-12	A, R
Health & Physical Education, K-12	A, M, MAT, R
ESL, K-12	Add-On
Reading, K-12	M
Spanish, K-12	A, R
English, 9-12	A, M, MAT, R
Mathematics, 9-12	A, M, MAT, R
Science, 9-12	A, M, MAT, R
Social Studies, 9-12	A, M, MAT, R
Language Arts Middle Grades	A, M, MAT, R
Mathematics Middle Grades	A, M, MAT, R
Science Middle Grades	A, M, MAT, R
Social Studies Middle Grades	A, M, MAT, R
Academically or Intellectually Gifted, K-12	Add-On
Special Education General Curriculum, K-12	A, MAT, R
Principal	M, Add-On
School Counselor	M, S
School Social Work	A, M

CLICK HERE TO OPEN DOCUMENT

A = UNDERGRADUATE INITIAL LICENSURE M = GRADUATE ADVANCED LICENSURE

MAT = MASTER OF ARTS IN TEACHING INITIAL LICENSURE

R = RESIDENCY INITIAL LICENSURE

S = GRADUATE SPECIALIST LICENSURE

#Brave Educators ADD-ON = ADD ON PROGRAMS FOR THOSE WITH A LICENSE

SCHOOL SOCIAL WORK

The School Social Work program is accredited by the Council on Social Work Education (CSWE) and is designed for students who are currently enrolled in the BSW or MSW programs and professionals who have already completed a CSWE approved BSW or MSW program and are currently employed in a NC Public Schools setting.

FOR ADDITIONAL INFORMATION. VISIT THESE LINKS:

CURRENT BACHELOR OF SOCIAL WORK STUDENTS SEEKING LICENSURE

OR

BSW COMPLETER CANDIDATES SEEKING LICENSURE





NC State Board of Education Licensure Examination Requirement

- · All candidates for initial licensure in North Carolina must submit qualifying scores on the appropriate edTPA performance-based, subject-specific assessment.
- In addition, all candidates for initial licensure in North Carolina must earn passing scores on licensure exams as defined by current NC State Board of Education (SBE) policy (note: current SBE policy does not require an exam for Birth-Kindergarten licensure).
- In the areas of Elementary Education or Special Education, candidates must earn satisfactory scores on the Foundations of Reading test for North Carolina and PRAXIS Content Knowledge for Teaching (CKT) in Mathematics.
- All Middle Grades, Secondary and Special Education candidates must pass the designated PRAXIS II specialty area test(s). Middle Grades and Secondary candidates must pass the principles of learning and teaching or exempt with a passing EdTPA score.
- See the program coordinator or director for information about licensure exam requirements.
- Candidates must have their scores sent directly to the university (UNCP) code: RA5534) and the NC Department of Public Instruction by the testing company.
- Candidates should begin their application for the license during the Clinical Practice 2 internship semester.

Information about the licensure requirements are available at the following

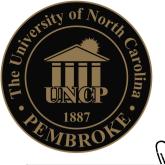
websites:

Praxis II and Praxis CKT www.ets.org

NC Foundations of Reading https://www.nc.nesinc.com/

edTPA https://www.edtpa.com/







Required Tests and Scores for North Carolina Licensure

Licensure Area	Test Name	Test Code	Required Score
Academically Gifted Add-On (K-12)	Gifted Education	5358	157
readelinearly Office read-off (K-12)	Not required for licensure	5556	157
Art (K-12)	Art: Content and Analysis	5135	161
Birth- Kindergarten	No test required	5155	101
Counselor	Professional School Counselor	5421	156
Competer	Pearson Foundations of Reading Test for North	7.21	150
Elementary (K-6)	Carolina (test 90 or 190)	090	229
	New Pearson test 190 began August 23, 2021	190	233
	and		1
	Pearson – Mathematics Subtest	203	227
	or		1
	Elementary Education: Content Knowledge for		
	Teaching Mathematics CKT	7813	150
English (9-12)	English Language Arts: Content Knowledge	5038	167
	and		
	Principals of Learning and Teaching: Grades 7-12 (PLT		
	not required with passing score of 38 on EDTPA)	5624	157
English as a Second Language (K-12)	English to Speakers of Other Languages (ESOL)	5362	155
Health & Physical Education (K-12)	Health & Physical Education: Content Knowledge	5857	160
Mathematics	Mathematics	5165	159
(9-12)	(On-screen graphing calculator provided)	3103	139
(9-12)	or		
	Mathematics: Content Knowledge	5161	160
	(On-screen graphing calculator provided)	5101	100
	Accepted through August 31, 2022		
	and	5624	157
	Principles of Learning and Teaching Grades 7-12	3024	137
	(PLT not required with passing score of 38 on EDTPA)		
Middle Grades Language Arts (6-9)	Middle School English Language Arts	5047	164
Middle Grades Mathematics (6-9)	Middle School Mathematics	5164	157
Wildie Grades Wathematics (0-9)	(On-screen graphing calculator provided)	3104	137
	or		
	Middle School Mathematics	5169	165
	(On-screen graphing calculator provided)	3109	103
	Either test accepted through August 31, 2022		
Middle Grades Science (6-9)	Middle School Science	5442	152
Middle Grades Social Studies (6-9)	Middle School Social Studies	5089	149
Music (K-12)	Music: Content and Instruction	5114	162
PreSchool Add-On	No test required	3114	102
Reading (Graduate Level, K-12)	Reading Specialist	5302	165
School Administrator (Principal)	No test required	3302	103
	<u> </u>		
Science (Comprehensive,	General Science: Content Knowledge	5435	151
9-12)	and		
	Principles of Learning and Teaching: Grades 7-12	5624	157
	(PLT not required with passing score of 38 on EDTPA)		
Social Studies (Comprehensive,	Social Studies: Content Knowledge	5081	158
9-12)	and		
	Principles of Learning and Teaching: Grades 7-12	5624	157
	(PLT not required with passing score of 38 on EDTPA)		
Spanish (K-12)	Spanish: World Language	5195	168
Special Education: General	Special Education: Core Knowledge & Mild to		
Curriculum (K-12)	Moderate Applications and	5543	158
	Pearson Foundations of Reading Test for North		
	Carolina (test 90 or 190)	90	229
	New Pearson test 190 began August 23, 2021	190	233
	and		
	Pearson – Mathematics Subtest	203	227
	or	1	
	Elementary Education: Content Knowledge for	1	
	Teaching Mathematics CKT	7813	1

FOR ADDITIONAL
INFORMATION
ABOUT LICENSURE
EXAMS, PLEASE
VISIT THE
WEBSITE:
HTTPS://WWW.ETS
ORG/PRAXIS/NC/
REQUIREMENTS

FOR ADDITIONAL
INFORMATION
ABOUT THE
NORTH CAROLINA
FOUNDATIONS OF
READING TEST,
PLEASE VISIT THE
WEBSITE:
HTTP://WWW.NC.
NESINC.COM/

TO LOGIN TO THE NCDPI LICENSURE SYSTEM VISIT HTTPS://VO.LICENSURE.NCPUBLICSC HOOLS.GOV/

NC Licensure Exams as of August 2021







COMMUNITY AND CIVIC ENGAGEMENT

SERVICE LEARNING



ACADEMIC SERVICE-LEARNING

Academic service-learning is a teaching and learning strategy that integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen communities. At UNCP, faculty and students take part in service-learning to enhance learning and achievement in a wide variety of majors and minors, supported through a partnership between UNCP's Office of Academic Affairs and Division of Student Affairs.

Faculty and students benefit from service-learning in many ways. It helps you become someone who has the perspective and tools to solve problems and skills that will set you apart in your professional life. What's more, it gives you the opportunity to develop your personal goals and values at the same time you accomplish your academic goals. Finally, service-learning empowers you to take part in the life of our community, as an informed voter, a team player, and an effective leader.

Thank you for your interest in service-learning. Please refer to the menu to the right as it includes a variety of resources available through The Office for Community and Civic Engagement to learn more about academic service-learning, see what other academic-service learning faculty have done in the past, and view current academic service-learning designated courses.

For additional information on incorporating academic service-learning into your course curriculum, contact Sandy Jacobs, Associate Director for Service-Learning, at 910-775-4598 or sandy.jacobs@uncp.edu.

See hyperlinks for:

<u>Community and Civic Engagement</u>

Academic Service-Learning





Advising and Other Resources



Students should meet with their academic advisors each semester. Check
Braveweb for your assigned advisor and use the Academic Advising resources available online including

Major and General Education Checklists

Visit our Student
Center in the SOE
student lounge room
101 for more
information on any of
these topics



