

SVSU College of Education Graduate & Teacher Certification Programs

Application for Admission

Please complete this application in full and submit it to the College of Education Admissions and Certification Office with the \$25.00 non-refundable application fee and official transcripts from each college/university where credit was earned. Transcripts must be issued by the college/university in a sealed envelope. You must submit your complete academic history to fulfill requirements for admission and certification purposes regardless of whether or not credits transfer.

FOR ALL APPLICANTS

Last Name:	First Name:	Middle Initial:	(U.S.) SSN:
Street Address and/or Post Office Box:			
City:	State, Province, or District:	Postal/Zip:	County:
Home Phone (include area code):		Work Phone (include area code):	
Country:		E-mail Address:	
Maiden or other name(s) which your records may be listed under:			

Are you a Michigan Resident: Yes No If yes, how many years/months?: _____

Are you a U.S. Citizen: Yes No If not, please complete the application supplement for International Students

Do you have a Green Card: Yes No If yes, please submit a photo copy of the front of your Green Card or proof of permanent residency with this application to comply with US Citizenship and Immigration Services (USCI) regulations.

The following information is voluntary. It is requested to fulfill Federal and State reporting requirements and is not a factor in making a decision on admissions.

Race: Please mark category to indicate which you think best applies to you:

- (01) Am. Indian, Eskimo, or Aleut (AIEA)
- (02) Asian or Pacific Islander (API)
- (03) Black, excluding Hispanic
- (04) Hispanic
- (05) White, excluding Hispanic
- (06) Prefer Not to Answer
- (07) International, not U.S. citizen
- (08) Canadian
- (09) Hawaiian
- (00) Multiracial*

If you answered multiracial, please mark all of the races that apply to you based on the list above: AIEA, API, Black, Hispanic, White. For purposes of this question, you are multiracial if you have parents from more than one of the broad race categories listed above.

Birthdate: Month: _____ Day: _____ Year: _____

Gender: Male Female

Plan to Enter (check one):

- Fall _____ (late August to mid-December)
- Winter _____ (early January to early May)
- Spring _____ (early May to late June)
- Summer _____ (early July to late August)

Plan to Attend: Full Time Part-Time

Select SVSU Campus:

- Main Campus
- Macomb site
- Oakland site
- Port Huron (SC4) site

The Port Huron site only offers an initial teacher certification program.

**Submit this completed application form and supporting documents to the:
Admissions & Certification Office, SVSU Regional Education Center- Main Campus,
7400 Bay Road, University Center, MI 48710**

PURPOSE OF APPLICATION

Do you plan to pursue a graduate degree at SVSU? Yes No

Applicants must have earned a bachelor’s degree or higher and hold (a current or expired) Michigan or out-of-state teaching certificate to be eligible for admission to a master’s or education specialist degree program. Applicants who have not earned a teaching certificate must obtain written approval from the appropriate department chair or faculty advisor before submitting an application to the program. A “Request for Admission” form is available on line. To find a link to the form, please click on the “Admissions” link at www.svsu.edu/coe/. If approval is granted by the department chair or faculty advisor, a copy of the written approval must accompany this application to obtain admission. Admission to these programs for non-certified candidates does not guarantee any type of recommendation for certification by SVSU.

If yes, please select type of degree you are seeking:

- Master of Arts in Teaching (M.A.T.)
- Master of Education (M.Ed.)
- Master of Arts (M.A.)
- Education Specialist (Ed.S.)

Please indicate which area of concentration you plan to study under your chosen degree program:

Area of Concentration:

(A listing of graduate programs within the College of Education is located at www.svsu.edu/coe/ under Academic Programs)

If no, what are you applying for?

- Obtaining initial teacher certification
- Fulfilling requirements for a Professional Education Certificate
- Teaching certificate renewal
- Taking post-master’s coursework for +15/+30 or for own enrichment
- Obtaining an endorsement for a subject area major/minor
- Obtaining Supervisor of Special Education Approval
- Obtaining Director of Special Education Approval

If adding a major or minor to your certificate, please specify subject area and if you are seeking a major or minor:

Subject Area:	Check one: <input type="checkbox"/> Major <input type="checkbox"/> Minor
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ACADEMIC BACKGROUND

List institution from which baccalaureate degree was received and all other institutions, including SVSU (if applicable), where undergraduate or graduate credit was earned. Transcripts must be issued by the college/university in a sealed envelope and attached to this application. You do not need to submit an SVSU transcript. Readmitted students are subject to all requirements for the catalog current at the time of readmission. **International student applicants** must submit a translated version of their transcripts from each institution with this application.

Institution	City	State	Degree Earned	Level of Credit
				<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate
				<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate
				<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate
				<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate

Which institution(s) are you currently attending? _____
Transcripts must be forwarded to the SVSU College of Education Admissions and Certification Office in a sealed envelope upon completion of course(s). Applicant will be placed on probation and will not receive full admission to SVSU until their final transcript has been received.

Date Baccalaureate Degree obtained: _____

If you attended SVSU before, under what name did you attend? _____

CRIMINAL CONVICTION HISTORY

This information is required to comply with regulations established by the Michigan Department of Education.

Have you ever been convicted of (or pleaded no contest to) a misdemeanor in Michigan or any other state or jurisdiction?

Yes No

Have you ever been convicted of (or pleaded no contest to) a felony in Michigan or any other state or jurisdiction?

Yes No

Have you ever had a teaching or administrative certificate denied, suspended, or revoked in Michigan or any other state?

Yes No

Have you ever been denied admission, removed from an education program, or denied recommendation for a certificate by a college or university? Yes No

Do you currently have any outstanding criminal charges or warrants pending against you in Michigan or any other state or jurisdiction? Yes No

If you have been convicted of a felony or misdemeanor or have any outstanding criminal charges or warrants pending against you in Michigan or any other state or jurisdiction, you will be required to submit court documents indicating the crime of which you were convicted, dates and sentences imposed with your application materials. If criminal charges are pending, you will be required to submit a statement from the issuing court indicating court date and offense.

Admission to the SVSU College of Education does not guarantee certification by the State of Michigan. The SVSU College of Education cannot guarantee approval of any recommendation made to the State of Michigan for any type of certification. Final approval of a recommendation made by SVSU is granted only by the Michigan Department of Education based on their policies and procedures current at the time the recommendation for certification is made.

Any student who has been admitted to any programs in education will be required to notify the Chair of the Teacher Education Program Admissions and Review Committee should the student be convicted of a crime in any state or jurisdiction after admission has been granted. Court documents indicating the crime of which a student is convicted, dates, and sentences imposed, and any information on pending criminal charges must be supplied by the student and will be reviewed by the Admissions and Review Committee. Based on a review of the conviction or pending criminal charges, the student may be subject to dismissal from the College of Education.

Students who have been convicted of (or pleaded no contest to) a felony will be required to meet with the Dean or Assistant Dean of the College of Education and the Chair of the Admissions and Review Committee before admission will be granted. It is strongly recommended that students schedule an appointment with the Dean or Assistant Dean prior to applying for admission and should bring their application and court documents (as stated above) with them the day of their scheduled meeting.

SVSU has the right to deny admission or dismiss any applicant who has been convicted of any felony or one of the following misdemeanors:

- Criminal sexual conduct in the fourth degree
- Attempt to commit criminal sexual conduct in the fourth degree or an attempt to commit criminal sexual conduct in the fourth degree.
- Child abuse in the third or fourth degree or an attempt to commit child abuse in the third or fourth degree.
- Cruelty, torture, or indecent exposure involving a child.
- Delivery of a narcotic to a minor or student or within 1000 feet of school property.
- Breaking and entering.
- Accosting, enticing, or soliciting a child for immoral purposes.
- Assault; assault and battery.
- Assault; infliction of a serious injury.
- Any conviction judged relevant by SVSU or the Michigan Department of Education

ACADEMIC STATEMENT

Please briefly summarize the academic goals you would like to obtain at SVSU.

PURPOSE STATEMENT

How do you envision your studies at SVSU contributing to your professional growth?

APPLICANTS WHO HAVE A CURRENT OR EXPIRED TEACHING CERTIFICATE SHOULD COMPLETE THE FOLLOWING INFORMATION:

What institution recommended you for your initial teaching certificate? _____
Please attach a photo copy (front only) of your certificate with this application.

Is your teaching certificate current or expired: Current Expired

Please check certificate currently held:

Elementary: Provisional Continuing Professional Ed. Certificate Permanent
 Secondary: Provisional Continuing Professional Ed. Certificate Permanent

What subject areas appear on your certificate? _____

Have you obtained a teaching certificate in another state? Yes No

If yes, please attach a photo copy (front only) of your certificate with this application.

If yes, in what state did you earn your certificate? _____

Level? Elementary Secondary

What subject areas appear on your certificate? _____

TEACHING EXPERIENCE (excluding substitute teaching)

Number of Years Teaching	School & District	Grade(s)	Subject Area(s)

Where are you currently employed? _____

REFERENCES

Please list three references. Two references should be from professional educators or administrators familiar with your career. One reference should be from a faculty member from your undergraduate or graduate program familiar with your educational and career goals.

Name:	
Title:	
Business Phone or Alternate Phone #:	

Name:	
Title:	
Business Phone or Alternate Phone #:	

Name:	
Title:	
Business Phone or Alternate Phone #:	

FOR ALL APPLICANTS

Name of person to contact in case of an emergency?

Name:	
Home & Work Phone:	
Relationship:	

Your signature is required for processing this application.

I certify that all the answers I have given on this application are complete and accurate to the best of my knowledge. I understand that withholding information requested may make me ineligible for admission to SVSU or may result in dismissal from SVSU.

Signature: _____ Date: _____

Application Fee - \$25.00

<input type="checkbox"/> Check enclosed	Please provide check number:
<input type="checkbox"/> Credit Card	Check one: <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover
Credit Card Number: _____	Expiration Date: _____ / _____
Signature Authorization: _____	Date: _____

FOR OFFICE USE ONLY

<p>Current Catalog Year at Admission: _____</p> <p>Date Applied: ____/____/____</p> <p>Date Fee Paid: ____/____/____</p> <p>Admit Status:</p> <p><input type="checkbox"/> TC <input type="checkbox"/> RT</p> <p><input type="checkbox"/> G1 <input type="checkbox"/> GT <input type="checkbox"/> RG</p> <p><input type="checkbox"/> S1 <input type="checkbox"/> ST <input type="checkbox"/> RS</p> <p>Enroll Status: <input type="checkbox"/> TC <input type="checkbox"/> CG <input type="checkbox"/> CS</p> <p>Class Level: <input type="checkbox"/> TC <input type="checkbox"/> G1 <input type="checkbox"/> SP</p> <p>Location: <input type="checkbox"/> UC <input type="checkbox"/> MAC <input type="checkbox"/> OAK <input type="checkbox"/> SC4</p> <p>Application Status</p> <p><input type="checkbox"/> Full</p> <p><input type="checkbox"/> Provisional</p> <p><input type="checkbox"/> Probation</p> <p><input type="checkbox"/> Deny</p> <p><input type="checkbox"/> Delay</p> <p>Advisor: _____</p>	<p>Required Transcripts:</p> <p>_____ Date Recd: _____</p> <p>_____ Date Recd: _____</p> <p>_____ Date Recd: _____</p> <p>_____ Date Recd: _____</p> <p>_____ Date Recd: _____</p> <p>_____ Date Recd: _____</p> <p><input type="checkbox"/> Teaching Certificate Received</p> <p><input type="checkbox"/> Written approval received from department for non-teacher certified applicants</p> <p>Input Date: _____ Initials: _____</p> <p>Student ID#: _____</p>
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