

**Murray State University**  
**Department of Adolescent, Career, and Special Education**  
**BS - Career and Technical Education**  
**Business and Marketing Education Option - Grades 5-12 Certification**

Revised Fall 2016

Student \_\_\_\_\_ M# \_\_\_\_\_ Advisor \_\_\_\_\_

**UNIVERSITY STUDIES FOR B.S. DEGREE (40 - 50 HOURS)**

**Oral and Written Communication (7 Hours)**

		Hours	Semester	Grade
ENG 105	Critical Reading, Writing, and Inquiry	4	_____	_____
COM 161	Introduction to Public Speaking	3	_____	_____

**Scientific Inquiry, Methodologies, and Quantitative Skills (12 Hours)**

MAT 135	Introduction to Probability and Statistics	4	_____	_____
MAT 140	College Algebra	4	_____	_____
	Approved University Studies Science with Lab _____	4	_____	_____

**World's Historical, Literary, and Philosophical Traditions (6 Hours)**

CIV 201 or 202	World Civilization I or II	3	_____	_____
HUM 211	The Western Humanities Tradition	3	_____	_____

**Global Awareness, Cultural Diversity, and the World's Artistic Traditions (3 Hours)**

	Approved University Studies _____	3	_____	_____
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**Social and Self-Awareness and Responsible Citizenship (6 Hours)**

	Eth., Soc. Resp., or Civ. Engage. Approved Course _____	3	_____	_____
EDP 260	Psychology of Human Development	3	_____	_____

**University Studies Approved Electives (6 Hours)**

ECO 230	Principles of Macroeconomics	3	_____	_____
ECO 231	Principles of Microeconomics	3	_____	_____

**PROFESSIONAL EDUCATION COURSES (49 HOURS)**

EDU 100T	Transitions	1	_____	_____
CSC 199	Introduction to Information Technology <small>*Technology-Intensive Course</small>	3	_____	_____

EDU 303	Strategies of Teaching	3	_____	_____
CTE 200	Intro. to Career and Technical Education	3	_____	_____
CTE 501	Structures and Foundations of CTE	3	_____	_____
CTE 502	Assessment and Curricula in CTE	3	_____	_____
CTE 503	Plan. & Implem. Instruc. in CTE	3	_____	_____
MID 270	Teaching and Learning in the Middle Grades	3	_____	_____
SEC 420	Practicum in Secondary Schools <sup>1</sup>	3	_____	_____
EDU 405	Evaluation and Measurement in Education <sup>1</sup>	3	_____	_____
SED 300	Educating Students with Disabilities	3	_____	_____
SEC 422	Extended Practicum <sup>2</sup>	4	_____	_____
SEC 421	Student Teaching in the Secondary School <small>*Writing-Intensive Course</small>	14	_____	_____

**SUPPORT COURSES (33 HOURS)**

ACC 200	Principles of Financial Accounting	3	_____	_____
ACC 201	Principles of Managerial Accounting	3	_____	_____
BUS 215	Business Communication	3	_____	_____
CSC 125	Internet and Web Page Design	3	_____	_____
FIN 330	Principles of Finance	3	_____	_____
LST 240	The Legal Environment of Business	3	_____	_____
MKT 285	Emerging Technologies in Marketing	3	_____	_____
MGT 350	Fundamentals of Management	3	_____	_____
MKT 360	Principles of Marketing	3	_____	_____

Choose two of the following:

MKT 361	Selling and Sales Management	3	_____	_____
MKT 369	Retailing Management	3	_____	_____
JMC 394	Introduction to Advertising	3	_____	_____

**Total Curriculum Requirements – 122 hours**

**Other Degree Requirement:**

*Current First Aid & Safety Certification required for student teaching*

<sup>1</sup>EDU 405 and SEC 420 must be taken two semesters before student teaching

<sup>2</sup>SEC 422 must be taken one semester before student teaching

**IMPORTANT: Upon completion of 60 undergraduate credit hours (junior status), students enrolled or desiring enrollment in education coursework beyond 12 hours credit MUST be admitted to the Teacher Education Program. Students must be admitted to Teacher Education prior to enrollment in upper level teacher education courses.**

Teacher certification requirements are subject to change. Before registering for the test(s), please refer to the Education Professional Standards Board (EPSB) website at [www.kyepsb.net](http://www.kyepsb.net) for current requirements or contact the Division of Internship and Assessment at 502-564-4606 or 888-598-7667.

#### GRADE POINT AVERAGE REQUIREMENTS:

Grade point averages are reviewed during three checkpoints: admission to teacher education (see Requirements for Admission to Teacher Education), admission to student teaching (requires a 2.75 average overall; a 2.75 average in content area; a 2.75 average in professional education) and at the time of completion/graduation (2.75 overall).

### **REQUIREMENTS FOR ADMISSION TO TEACHER EDUCATION AND STUDENT TEACHING AT MURRAY STATE UNIVERSITY Rev. (9/2015)**

#### *Teacher Education*

To be admitted to teacher education, students must:

1. Attend an admission to teacher education orientation.
2. Earn passing scores on the Core Academic Skills for Educators (CASE) test with these subject scores – Reading 156, Writing 162, and Mathematics 150. Request ETS to send scores to Teacher Education Services electronically by using this code, R1494. If any of the PPST subject areas were passed prior to September 1, 2014, use these PPST scores - Reading 176, Writing 174, and Math 174. GRE (Graduate Records Exam) scores may be used for Graduate Students only with a minimum passing score of 150 in verbal, 143 in quantitative, and 4.0 in analytical writing.
3. Earn an overall undergraduate GPA of > 2.75 on a 4.0 scale at the point of admission. This 2.75 minimum GPA remains a requirement throughout the teacher certification program.
4. Complete a minimum of 24 credit hours with a GPA > 2.75 to include the following coursework:
  - a. ENG 101, 102, 104 or 105 with a “B” or higher
  - b. MAT 117 (or higher level math) with a “B” or higher
  - c. COM 161 or HON 165 with a “B” or higher
  - d. EDU 103 with a “B” or higher (or AED 380 or EDU 104 or CTE 200 or MSU 123 or ELE 605 [graduate students])
5. Participate in the admission to teacher education interview and receive their academic advisor’s recommendation to continue the program.
6. Review the Professional Code of Ethics for Kentucky School Personnel. Sign the
  - a. Declaration of Eligibility (pink sheet) affirming a commitment to uphold the code and
  - b. acknowledging awareness of information required for state certification. If answers given on the Declaration of Eligibility change during the time of participation in the teacher education program, the Director of Teacher Education Services must be notified immediately.

These requirements must be documented in *Recruiter*. CASE or GRE scores must be sent to MSU (R1494) via ETS. Admission will only be granted following a successful review by Teacher Education Services.

NOTE: Students who have not been admitted to Teacher Education will not be eligible to enroll in upper level courses that specify admission to teacher education as a prerequisite.
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### **Student Teaching**

To be admitted to student teaching, students must have

- 1) been granted admission to Teacher Education;
- 2) filed a formal application in Teacher Education Services two semesters prior to the term in which student teaching is desired (Applications are distributed at scheduled student teaching orientations only.);
- 3) earned and maintained GPA > 2.75 in major/areas, professional education, and overall;

- 4) demonstrated teaching ability in field and clinical situations;
- 5) documented completion of 200 or more field hours and components (beginning 9/1/2013);
- 6) senior, post-bac, or graduate status and have completed all major courses and specialty areas;
- 7) been admitted to Teacher Education;
- 8) completed all required professional teacher education courses (EDU 103, EDP 260,
- 9) EDU 303, SED 300 and EDU 403, etc. – see specific requirements by major or area) with a GPA > 2.75 GPA;
- 10) filed a valid and current medical examination, which includes a TB risk assessment (to begin student teaching within six months of exam);
- 11) obtained a criminal records background check; and
- 12) supplied TES with any other required information (transcripts, course substitution forms, etc.).

**General Requirements for Kentucky Certification**

Graduates who wish to be recommended by MSU for an initial Kentucky teaching certificate must have

- 1) successfully completed an approved teacher education program including student teaching;
- 2) filed an application for certification (CA-1) with Teacher Education Services at MSU;
- 3) obtained at least minimal scores required on PRAXIS specialty area tests and the appropriate Principles of Learning and Teaching Test (PLT);
- 4) completed all applicable **computer literacy and applications** requirements;
- 5) earned a bachelor’s degree;
- 6) mailed a copy of criminal record check to EPSB; and
- 7) sent official transcript to EPSB.

In addition, in Kentucky, full certification requires the completion of the Kentucky Teacher Internship Program. To be recommended for certification in other states, all Kentucky requirements must be met.

**NOTE: Requirements for teacher certification are established by the Kentucky Education Professional Standards Board (KEPSB). Students are cautioned that changes in these requirements may occur after publication of the current Murray State University *Bulletin*. For the most current information, students should check with an advisor in one of the departments in the College of Education.**

Student \_\_\_\_\_

Advisor \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_