

PROFICIENCY EVALUATION
MIDDLE SCHOOL EXTENSION

Guidelines: Students desiring to extend their certificate to a middle school teaching field will provide the following (see list below) for review by a committee of three (one member will be the Departmental Chairperson and one member will be the Director of Teacher Education Services).

1. A copy of the current certification.
2. An application letter that provides a rationale for the request.
3. All university transcripts.
4. Supporting documentation related to working with middle school age students.
5. Appropriate PRAXIS scores (if not taken, it is understood that the appropriate PRAXIS test(s) must be successfully completed).

University Transcripts and Supporting Documentation will be reviewed to determine proficiencies as they relate to the approved middle school teaching field as described in the current undergraduate bulletin. An appropriate program of studies will be devised based upon this review.

**APPROVED BY THE COLLEGE OF EDUCATION ADMINISTRATIVE
COUNCIL ON JANUARY 15, 2003.**