# East Central University Department of Education Suggested Certification Process

Successful completion of the Oklahoma Subject Area Test (OSAT) and the Oklahoma Professional Teaching Examination (OPTE) are not required for successful completion of bachelor’s degree. However, because they are required for Oklahoma Teacher Certification (listed above), they are included in the suggestions below.

## Pre-Admission
- **Meet GPA Requirement** - 2.5 after 36 hours of general education coursework (usually 2nd semester sophomore)
- **Meet Course Prerequisite Requirements** - C or better in the following: Freshman Composition I, Freshman Composition II, and Fundamentals of Human Communication

## Admission
- **Successfully complete Block I** - EDUC 2012 and EDUC 2211 Field Experience I where you will complete 25 hours of observation in a public school.
- **Apply for background check** - See Appendix for Policy
- **Successfully complete Teacher Education Program Interview** - Additional information and instructions for sign-up provided in EDUC 2012
- **Pass OGET (Oklahoma General Education Test)** - See certification information above; be sure a copy of your passing score is submitted to the ECU Teacher Certification Officer

## Program
- **Successfully complete Block II** - EDPSY 3513, EDUC 4262, and EDUC 3001 where you will complete 25 hours of observation in a public school including a 5 hour service learning project
- **Methods/Major Coursework**
- **Continue Methods/Major Coursework** - *May be completed in conjunction with Block III or completed after Block III (below)*
- **Pass OSAT/s (Oklahoma Subject Area Test/s)** - *May be completed at any time; however, it is recommended that candidates complete the majority of subject-specific coursework before sitting for the test.* Be sure a copy of your passing score is submitted to the ECU Teacher Certification Officer.

## Methods/Major

## Program
- **Successfully complete Block III** - EDUC 4043 and EDUC 4611 where you will complete 25 hours of observation in a public school.
- **Methods/Major Coursework**
- **Pass OPTE (Oklahoma Professional Teaching Examination)** - *May be completed at any time; however, it is recommended that candidates complete EDUC 4043 before sitting for the test.* Be sure to register for the OPTE that coordinates with the level you intend to teach.
- Be sure a copy of your passing score is submitted to the ECU Teacher Certification Officer.

## Student Teaching
- **Submit Application for Student Teaching** - Usually completed during Block III if coursework is completed in the suggested order.
- **Complete background check** - See Appendix for Policy
- **Successfully complete student teaching in the assigned school district** - Communication from the Director of Student Teaching and Field Experience will provide requirements and placement.
- **Successfully complete EDUC 4262** - Candidates will return to ECU campus for Student Teaching Seminar during the student teaching semester.

## Certification
- **Successfully complete student teaching** - Enroll in appropriate section of EDUC 4262, and the *Supervised Student Teaching* course prefix that coordinates with the level you intend to teach (EDUC 4955, EDUC 4965, or EDUC 4975)
- **Successfully complete all required coursework in a specific certification program**
- **Apply for graduation** - Completed through Admissions and Records
- **Send transcript to ECU Teacher Certification Officer** - Form completed through Admissions and Records; indicate on the form that a copy be sent to COEP
- **Create/Update your Oklahoma Department of Education Account** - Information and instructions will be provided in EDUC 4262
- **Apply for certification through your OSDE account** - Once the Office of Admissions and Records has verified that you have completed your degree, a copy of your transcript will be sent to the ECU Teacher Certification Officer to verify that you have completed the coursework and testing requirements for Oklahoma Teacher Certification. The will ECU Teacher Certification Officer will confirm to the Oklahoma Department of Education that ECU Teacher Certification Requirements have been met, and the candidate will be eligible to apply for certification.
- **NOTE:** Confirmation by the ECU Teacher Certification Officer is only for coursework and certification tests. ALL requirements for certification from OSDE must be met before a teaching certificate will be issued.
Oklahoma Teacher Licensure and Certification Procedures

1. Complete a bachelor’s degree
2. Have a certification recommendation from an Oklahoma institution of higher education
3. Pass the OGET, appropriate OSAT(s), and the OPTE
4. Have on file with the OSBE a current approved OSBI/FBI criminal history fingerprint check
5. OSDE issues a Certificate (valid for 5 years)

Additional information is available from the Oklahoma State Department of Education
http://ok.gov/sde/teacher-certification

Certification examination information http://www.ceoe.nesinc.com