



Teacher Certification Program Statement: The University of Michigan-Dearborn is committed to the ideal of quality in the field of teacher education. A screening procedure is employed to help identify those people most likely to achieve the level of excellence defined by the College of Education, Health, and Human Services (CEHHS). This screening procedure is divided into four successive phases. **Requirements at one phase must be successfully completed before continuing on to the next.** Students are also responsible for meeting all program requirements for the selected degree as listed in the Undergraduate Catalog.

This checklist is designed for your personal use to assist you with monitoring progress throughout your program.

Phase One: Initial Admission to Education

All requirements listed below must be completed for progression to Phase Two:	FTIAC (First Time in Any College)	Transfer	Post-Degree Certification Only
Admission to College of Education, Health, and Human Services having <ul style="list-style-type: none">for elementary certification, declared 1 of the 7 possible elementary certification majors; orfor secondary certification, declared teachable major and optional teachable minor.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Criminal Background Check (CBC) Consent Form must be completed at orientation or prior to enrolling in the first course that requires a field placement. Internet Criminal History Access Tool (ICHAT) will be conducted before each field placement throughout a student's program. If any offense is found at any time, the student will be required to schedule an appointment with the Field Placement Director. CBC Consent Form can be found on the Field Placement website: https://umdearborn.edu/cehhs/cehhs-office-student-success/field-placement-office/education-field-placements .	<input type="checkbox"/>	<input type="checkbox"/>	Post-Degree students are admitted directly into Phase Two, however, these requirements must be completed during first semester enrolled
Completion of Infectious Diseases/Blood-Borne Pathogens Training must be completed at orientation or prior to enrolling in the first course that requires a field placement.	<input type="checkbox"/>	<input type="checkbox"/>	
Video Consent Form must be completed at orientation or prior to the first field placement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Phase Two: Preparation for Admission to the Teacher Certification Program

All requirements listed below must be completed for progression to Phase Three:	FTIAC (First Time in Any College)	Transfer	Post-Degree Certification Only
Successful completion of, or transfer equivalent for, COMP 105 (Writing & Rhetoric I), or waiver by Admissions placement process, or university accepted high school Advanced Placement (AP) test scores.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Successful completion of: <ul style="list-style-type: none">EXPS 298 for Elementary Certification,COMP 106, transfer equivalency waiver by Admissions placement process, or university accepted high school Advanced Placement (AP) test scores for Secondary Certification	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Successful completion of, or transfer credit for equivalent for, EDA 205 (Intro to Education).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Minimum of 55 earned credit hours, including transfer credits or previously earned bachelor's degree if applicable, with a minimum cumulative grade point average of 2.75.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submission of completed <i>Application for Admission to Teacher Certification Program (Phase III)</i> form.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Submission of <i>Change of Program, Major, and/or Minor Petition</i> form to officially declare certification major (and minor if required/desired) to the CEHHS Office of Student Success.	<input type="checkbox"/>	<input type="checkbox"/>	N/A
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Phase Three: Admission to Teacher Certification Program

All requirements listed below must be completed for progression to Phase Four:	Undergraduate Degree-seeking Students	Post-Degree Certification Only
Successful completion of the appropriate MTTC Certification Tests listed below and official score reporting directly to the University of Michigan-Dearborn (institution code 29): Elementary certification students must pass the MTTC Elementary Education Test (#103) Secondary certification students must pass the MTTC tests in their major.	<input type="checkbox"/>	<input type="checkbox"/>
Undergraduate students must meet Senior Residency Requirements and Post-Degree students must take a minimum of 6 credits at UM-Dearborn in order to receive recommendation.	<input type="checkbox"/>	<input type="checkbox"/>
Completion of the Professional Sequence courses. (See catalog for respective programs.)	<input type="checkbox"/>	<input type="checkbox"/>
Minimum cumulative grade point average of 2.75 on a 4.0 scale, as well as a minimum grade point average of 2.75 in the major(s), minor(s), and the professional sequence.	<input type="checkbox"/>	<input type="checkbox"/>
Attendance at a <i>Student Teaching Application and Placement</i> meeting and completion and submission of all forms distributed to the CEHHS Office of Student Success.	<input type="checkbox"/>	<input type="checkbox"/>
Completion of Michigan Department of Education's (MDE) approved CPR and First Aid Training and Certification.	<input type="checkbox"/>	<input type="checkbox"/>
Submit a completed Student Teaching Application (including all the required clearances) to the Office of Student Success by the semester's deadline (October 1 for Winter Student Teaching and April 1 for Fall Student Teaching).	<input type="checkbox"/>	<input type="checkbox"/>

Phase Four: Teacher Certification Program Completion

All requirements listed below must be completed for recommendation for a degree and a State of Michigan Provisional Teaching Certificate:	All Undergraduate Degree-seeking Students	Post-Degree Certification Only
Submission of completed Degree/Diploma application to the Enrollment Services Office. This application can be submitted online or printed and submitted in person, and can be found at www.umdearborn.edu/rr_apply-graduate/ . Deadlines to apply are posted. Elementary certification students apply to graduate as a student in the College of Education, Health, and Human Services. Secondary certification students apply to graduate as a student in the College of Arts, Sciences and Letters.	<input type="checkbox"/>	N/A
Successful completion of the chosen program, major(s), minor(s), professional sequence, including student teaching, and supplementary requirements with a minimum cumulative grade point average of 2.75 on a 4.0 scale, as well as minimum grade point average of 2.75 in the major(s), minor(s), and professional sequence.	<input type="checkbox"/>	<input type="checkbox"/>
Successful completion of any additional MTTC Certification Tests and official score reporting directly to the University of Michigan-Dearborn (institution code 29) for any optional additional endorsements sought. These scores must be officially reported to the UM-Dearborn College of Education, Health, and Human Services before recommendations are prepared for the state by the UM-Dearborn Certification Officer: Additional content area major(s) or minor(s) for elementary certification students. Additional content area major(s) or minor(s), for secondary certification students. Additional content area majors and minors are optional.	<input type="checkbox"/>	<input type="checkbox"/>