

Undergraduate Education Program Application

(Form must be saved and then filled in.)

PERSONAL INFORMATION:

Name: _____ O&A _____ MBCW _____ UC _____

MBU ID: _____ Advisor _____

Declared Major/Minor: _____ (Form must be on file with Registrar.)

ENDORSEMENT AREA SOUGHT (PLEASE CHECK ONE OR MORE):

Visual Arts Ed (PK-12) Elementary Education (PK-6) Foreign Language Ed (PK-12)

Music Ed – Vocal/Choral (PK-12) Special Education (K-12) Theater Arts Ed (PK-12)

Middle Education (6-8) with concentration in _____

Secondary Education (6-12) with subject area _____

Virginia law requires that licensure applicants answer the following questions:

(If yes to any of the questions, please attach a letter of explanation and a copy of any relevant documents.)

- Have you ever been convicted of a felony in the U.S. or found guilty of a criminal offense in another country?
_____ Yes _____ No
- Have you ever been found guilty of a misdemeanor involving children or drugs?
_____ Yes _____ No
- Have you ever had a teaching certificate or license denied, revoked, invalidated, cancelled or suspended?
_____ Yes _____ No
- Have you ever been the subject of a founded complaint of child abuse or neglect?
_____ Yes _____ No

ADMISSION REQUIREMENTS:

1. Minimum GPA of 2.5 in your last 60 hours of college coursework (includes all colleges you have attended).
2. Attach a copy of a transcript from **every** college and university where coursework has been completed.
3. Attach copies of passing test scores as shown by one of the following options:
 - Praxis Core* scores (Reading, Writing, Math)
 - SAT* or ACT* scores
 - VCLA* and Praxis Core Math* scores (or remedy)

***Acceptable minimum passing scores can be found at the following link:**
http://www.doe.virginia.gov/teaching/educator_preparation/college_programs/entry_assessment.pdf
4. Application must include two Applicant Recommendations. They can be found on the COE tab of MyMBU.
Recommendations are to be completed by 2 people who can speak to your professional or academic work ethic.
 Letters of recommendation are confidential. Please have references return recommendations in sealed envelopes.
5. Due to the challenging but rewarding nature of the teaching profession, we would like to understand your reasons for seeking a teaching license. Please include a one-page essay addressing the following:
 - The influences that have led you to consider a career in teaching
 - Your personal attributes and interpersonal skills that make you well-suited to working with a particular grade level
 - In what way you plan to utilize these attributes and skills to inspire excellence and a love of learning in your future students
6. **Conditional Admission** - Students who do not meet the full-admission criteria may be considered for conditional admission on the basis of strong evidence that they can succeed in a teacher preparation program that requires maintenance of an average 3.0 GPA. See MBU Academic Catalog online for details.

Please return a completed application packet to Lori Johnson, Licensure Coordinator, Mary Baldwin University, PO Box 1500, Staunton, VA 24402-1500. If you have questions, please call 540-887-7298.