

# Major-Only Recommendation Request Form



**Directions:** This form is for secondary candidates who have attempted to pass the MTTC subject test in their teaching minor, and after having failed, would like to be considered for a secondary (grades 6-12) provisional Michigan certificate recommendation without the teaching minor as an endorsement. In order to qualify for consideration, the candidate must have attempted to pass the MTTC teaching minor subject test at least twice. The Office of Academic Services recommends contacting the department that houses the teaching minor if a candidate needs guidance in passing the MTTC subject test for the teaching minor. Candidates majoring in elementary special education are not eligible for a major-only recommendation. Please submit this request with department support to the Certification Officer at EMU/COE in 206 Porter, Ypsilanti MI 48197. You can submit the completed form via fax (734-487-7089), in person or U.S. postal mail. Keep in mind that this is a *request*, not a *guarantee* of differential recommendation.

**Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_  
**EID#:** E \_\_\_\_\_ **EMU e-mail:** \_\_\_\_\_@emich.edu  
**Phone:** \_\_\_\_\_  
**Teaching Major:** \_\_\_\_\_  
**Teaching Minor:** \_\_\_\_\_

- I am requesting that EMU consider me for a major-only provisional certificate recommendation at the secondary level. \_\_\_\_\_ (initials)
- I have the support of the department head in my teaching minor, attached in writing, with regard to this request (*not required for history*). \_\_\_\_\_ (initials)
- I understand that my teaching minor will not be an endorsement on my provisional certificate. Furthermore, I understand that if I want to add the aforementioned endorsement at a later date, I will need to meet the endorsement requirements that exist at the time of my subsequent request. \_\_\_\_\_ (initials)

**Candidate Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Institutional Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_