

**Continuing Teacher Certification
Adding a Secondary Endorsement to an Elementary Certificate**

Student Name: _____ EMU Student Number: _____

For the secondary endorsement to be added after the issuance of an elementary certificate, a student must complete the professional education classes listed below as well as the coursework for one secondary subject area. The secondary subject area must be an approved major, and the student must work with the academic department housing that major to develop an official program of study. Refer to the undergraduate catalog for subject area choices.

This program of study may also be used to satisfy the “planned program” requirement for the professional education certificate. This program of study is valid for five years from the date it is signed by a College of Education advisor.

- Choose one of the following special education courses:
 - SPGN 251 Education of Students with Exceptionalities (3)
 - SPGN 510 Students with Disabilities in the General Education Classroom (3)
- Choose one of the following reading courses:
 - RDNG 311 Teaching Reading in the Secondary School (3)
 - RDNG 657 Comprehension and the Content Areas (3)
- EDPS 340 Introduction to Assessment and Evaluation (3)
- EDMT 330 Instructional Applications of Media and Technology (3)
- Secondary methods course in subject area (3): _____
- EDUC 494 Student Teaching (3 – 4)
- Satisfy requirements for secondary subject area: _____
- MTTC subject area test for secondary subject area: _____
More information is available at www.mttc.nesinc.com

Signature of College of Education advisor: _____ Date: _____

For additional information contact:

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More about Student Teaching

- Student teaching is completed after the student passes all coursework for this program.
- It is 3 credits in Summer and 4 credits in Fall or Winter.
- Summer and Fall student teaching applications are due January 15. Winter student teaching applications are due June 15.
- The student teaching application can be found at www.emich.edu/coe/students.
- The student must document 24 clock hours of recent pre-student teaching interaction in an appropriate classroom to be eligible for student teaching. A certified teacher or school administrator must be able to sign for the 24 clock hours.
- Students who have had five years teaching experience in a 6-12 regular classroom in the subject area of certification may substitute an elective for the student teaching requirement. This requires approval from the Assistant Dean for Field Experiences.

Adding the Endorsement to the Certificate

- When the requirements are complete, the student should apply for the endorsements to be added to his or her certificate through the Office of Academic Services, 206 Porter Building, 734.487.0275.
- The application can be found at www.emich.edu/coe/students.
- When applying, include a copy of your program of study and a copy of your current teaching certificate.
- The Michigan Department of Education requires a fee of \$50.00 for an endorsement to be added. The state will bill the student.