TEACHER CERTIFICATION AT FONTBONNE

Applicable to all departments offering a teacher certification option

The following provides an overview of programs leading to teacher certification at Fontbonne University. All certification programs are accredited by the Missouri Department of Elementary and Secondary Education (DESE) and the Council of Accreditation of Educational Programs, or CAEP (formerly the National Council for the Accreditation of Teacher Education National Council for the Accreditation of Teacher Education, or NCATE). It should be noted that all certificates to teach are issued by DESE, not Fontbonne University. The university makes recommendations to DESE upon a candidate’s completion of all requirements.

Teacher Certification Programs: Undergraduate
The following table lists the areas of certification that typically accompany the departmental major at the undergraduate level. With the assistance of an academic advisor, a student may choose to pursue additional certification from those listed. Choosing multiple areas of certification could result in the lengthening of a student’s program.

<table>
<thead>
<tr>
<th>MAJOR</th>
<th>DEPARTMENT</th>
<th>CERTIFICATION</th>
<th>ADD-ON CERTIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art</td>
<td>Fine Arts</td>
<td>Art (K-12)</td>
<td></td>
</tr>
<tr>
<td>Biology</td>
<td>Biological and Physical Sciences</td>
<td>Biology (9-12)</td>
<td></td>
</tr>
<tr>
<td>Deaf Education</td>
<td>Communication Disorders and Deaf Education</td>
<td>Deaf Education (B-12)</td>
<td></td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Education/Special Education</td>
<td>Early Childhood (Birth-3)</td>
<td>Early Childhood Special Education (Birth-3)</td>
</tr>
<tr>
<td>Elementary</td>
<td>Education/Special Education</td>
<td>Elementary (1-6) (Added on within the Special Education major)</td>
<td>Early Childhood (Birth-3) Early Childhood Special Education (Birth-3)</td>
</tr>
<tr>
<td>English</td>
<td>English</td>
<td>English (9-12)</td>
<td>Middle School (5-9)</td>
</tr>
<tr>
<td>Family and Consumer Sciences</td>
<td>Family and Consumer Sciences</td>
<td>Family and Consumer Sciences (Birth-12)</td>
<td></td>
</tr>
</tbody>
</table>
Teacher Education Programs:
Post-Baccalaureate
The following provides an overview of programs leading to teacher certification at Fontbonne University at the post-baccalaureate level.

Candidates may enroll for the purpose of seeking a second undergraduate degree (see the appropriate department in the undergraduate section of this catalog); a master’s degree; or they may enroll for the purpose of certification only.
<table>
<thead>
<tr>
<th>Subject</th>
<th>Degree Program</th>
<th>Concentration</th>
</tr>
</thead>
<tbody>
<tr>
<td>English (9-12)</td>
<td>Master of Arts Degree in Teaching</td>
<td>Education/Special Education</td>
</tr>
<tr>
<td>Family and Consumer Sciences</td>
<td>Master of Arts Degree in Teaching</td>
<td>Family and Consumer Sciences</td>
</tr>
<tr>
<td>Sciences (birth-12)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Science (9-12)</td>
<td>Master of Arts Degree in Teaching</td>
<td>Education/Special Education</td>
</tr>
<tr>
<td>Mathematics (9-12)</td>
<td>Master of Arts Degree in Teaching</td>
<td>Education/Special Education</td>
</tr>
<tr>
<td>Middle School Language Arts</td>
<td>Master of Arts Degree in Teaching</td>
<td>Education/Special Education</td>
</tr>
<tr>
<td>Mathematical Science (5-9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Science (5-9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Studies (5-9)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Speech/Theatre (9-12)</td>
<td>Master of Arts Degree in Teaching</td>
<td>Fine Arts</td>
</tr>
<tr>
<td>Special Education (K-12)</td>
<td>Master of Arts Degree in Teaching</td>
<td>Education/Special Education</td>
</tr>
<tr>
<td>Special Education (K-12) – Paraprofessional Pathways</td>
<td>Master of Arts Degree in Teaching</td>
<td>Education/Special Education</td>
</tr>
</tbody>
</table>
CONCEPTUAL FRAMEWORK

Fontbonne University faculty members believe that teachers should be reflective practitioners/decision makers. This conceptual framework is knowledge-based, clearly articulated, shared throughout campus, and is consistent with the institutional mission and the Missouri standards for preparation of educators as well as the standards of the Council of Accreditation of Educational Programs, or CAEP (formerly the National Council for the Accreditation of Teacher Education, or NCATE). The conceptual framework and programs are evaluated through student outcomes, course evaluations, field experiences, graduate surveys, and employer feedback. Students are expected to adhere to the “Commitments of the Responsible Educator” which are reflective of the conceptual framework.

As indicated in the Conceptual Framework, Fontbonne University is in touch with the social, political, and economic realities which place demands on education. The university therefore offers teacher certification programs that prepare individuals who will be able to teach students with a variety of learning styles from diverse backgrounds and prepare students for the future by encouraging an attitude of openness and critical evaluation regarding change. Probing current research findings heightens awareness of future perspectives, raises questions, encourages identification of appropriate teaching techniques, and enables students to identify implications for the future and begin to assume responsibility for creating their future.

All Fontbonne teacher certification programs prepare students for the challenge of teaching and enable students to give meaningful service to children and adults. Teacher certification at Fontbonne University provides:

- opportunities for innovation and creativity;
- opportunities for reflective decision making;
- faculty who are well-educated, creative teachers, professionally involved, and have outstanding supervisory skills;
- a foundation of sound theoretical knowledge for each area of certification;
- a thorough foundation in both typical and exceptional development of children;
- an introductory course which provides an overview of educational theory and practice, along with the development of skills in observation and analysis of classroom interactions;
- faculty members who strive for effective student-teacher relationships.

POLICIES AND PROCEDURES FOR STUDENTS IN TEACHER CERTIFICATION PROGRAMS

Students in teacher certification programs must maintain a minimum cumulative blended grade point average of 3.0 on a 4.0 scale for coursework designated as “professional,” and an overall cumulative blended grade point average of 2.75 on a 4.0 scale. These standards take into consideration all coursework taken at all colleges and universities, both undergraduate and graduate. Students earning certification in middle school and secondary programs must achieve a GPA of 3.0 in the relevant content areas. (See appropriate departmental sections of this catalog.)

Candidates for teacher certification must also fulfill all Missouri Department of Elementary and Secondary Education (DESE) requirements, to include successful completion of all Missouri Educator Gateway Assessments (MEGA). The DESE MEGA assessment process includes the:

- Missouri Educator Profile (MEP)
- Missouri General Education Assessment (MoGEA); required for undergraduate candidates only
- Missouri Pre-Service Teacher Assessment (MoPTA)
- Certification Area Content Assessment) from Pearson

These DESE MEGA requirements are subject to change. The most current requirements set by DESE must be met, including required GPAs and completion of MEGA assessments. Fontbonne University will not submit a recommendation for certification to the Missouri Department of Elementary and Secondary Education for official teacher certification until all of the DESE MEGA requirements have been met.

Students are responsible for reading the Policies and Procedures for Students in Teacher Certification Programs manual upon beginning their program at Fontbonne. This manual is intended to serve as a supplement to the Fontbonne University catalog for students seeking Missouri initial teacher certification, and contains important information about Fontbonne University and the Missouri teacher certification programs, policies, procedures and deadline dates. Candidates for teacher certification must fulfill all Missouri Department of Elementary and Secondary Education (DESE) requirements, including qualifying scores on entrance and exit tests, grade point average, and acceptable scores on the DESE Missouri Educator Gateway Assessments (MEGA) assessments. The requirements in this policy manual are subject to change and supersede catalog requirements. It is the student’s responsibility to review both the Fontbonne University catalog and a copy of the Policies and Procedures for Students in Teacher Certification Programs.
BACKGROUND CHECKS
As part of an ongoing effort to ensure the safety and welfare of students and staff, school districts require that any individual who teaches, supervises, or has access to students in schools undergo an FBI fingerprint check, a criminal record check, child abuse/neglect screening, TB tests and/or other screenings. Candidates should also realize that the Missouri Department of Elementary and Secondary Education may deny teaching certificates to those who have a record of criminal activity. Therefore, the Fontbonne University Teacher Education Unit requires every student enrolling in teacher education courses beyond the 100 level to complete a full sequence of background checks, to include both the FBI fingerprint check and the Family Care Safety Registry.

As students are placed in field experiences, schools and/or school districts will be informed that we have received these reports and, if necessary, information will be forwarded to appropriate authorities. Confidentiality will be maintained at all times; however, students should understand that a record of criminal activity may prohibit approval to observe, tutor, supervise, or teach in a school district.

Background checks need to be updated periodically. It is the responsibility of each student to maintain up-to-date background checks for the purpose of observations, practicum and final clinical experience/student teaching. Please check with your advisor or Fontbonne’s Certification Officer (East 235) should you have questions regarding background checks and the courses for which they are necessary. Courses needing background checks are also noted in this catalog.
The teacher certification process is composed of three gates: Major Approval, Admission to the Teacher Certification Program, and Final Clinical Experience/Student Teaching. Each gate and its associated requirements are detailed below. Students who fail to meet the requirements of the teacher certification gates (1) will not receive the permissions granted for the gates, and (2) must change their major and move into the General Studies in Education degree (see the Education/Special Education Department information in this catalog), or another degree that does not include a teacher certification option. Students can re-apply for a major with a teacher certification option once the teacher certification gate requirements are met.

### Gateways for Teacher Certification Programs at Fontbonne University

<table>
<thead>
<tr>
<th>4 Year/Native Fontbonne Student</th>
<th>Gate</th>
<th>Time Frame</th>
<th>Requirements</th>
<th>Permissions Granted</th>
</tr>
</thead>
</table>
|                                  | Major Approval                    | By end of sophomore year or after completing 45-60 hours | ☐ Complete MEP survey in EDU 200/201 or DEA 200  
☐ Pass all sections of the MoGEA  
☐ Clear Criminal Background Check  
☐ Pass EDU 200/201 or DEA 200 or Introduction to Teaching course equivalent with a grade of C or better  
☐ Meet GPA requirements:  
  ☐ Cumulative (all colleges attended): 2.75  
  ☐ Pedagogy/Professional: 3.00  
  ☐ Content (middle or secondary content areas): 3.00 | Allowed to take Professional Education Courses where an Introduction to Classroom Teaching course is a pre-requisite |
|                                  | Admission to Teacher Certification Program | First semester junior year | ☐ Major Approval  
☐ Clear Criminal Background Check  
☐ Maintain GPA requirements:  
  ☐ Cumulative (all colleges attended): 2.75  
  ☐ Pedagogy/Professional: 3.00  
  ☐ Content (middle or secondary content areas): 3.00 | Allowed to take final Professional Education Courses  
Allowed to take Pearson Content Area Tests (not required for Fontbonne Bachelor’s degree, but required for Teacher Certification from DESE) |
|                                  | Final Clinical Experience         | Senior year                       | ☐ Admission to Teacher Certification Program  
☐ Approved Professional Philosophy Statement  
☐ Clear Criminal Background Check  
☐ Maintain GPA requirements:  
  ☐ Cumulative (all colleges attended): 2.75  
  ☐ Pedagogy/Professional: 3.00  
  ☐ Content (middle or secondary content areas): 3.00 | Allowed to prepare for Clinical Experience/MoPTA  
Recommended to take Pearson Content Area Tests (not required for Fontbonne Bachelor’s degree, but required for Teacher Certification from DESE) |
<table>
<thead>
<tr>
<th>Gate</th>
<th>Time Frame</th>
<th>Requirements</th>
<th>Permissions Granted</th>
</tr>
</thead>
</table>
| Major Approval               | After completing 12 hours at Fontbonne | ☐ Complete MEP survey as part of AAT degree or complete on own  
☐ Pass all sections of the MoGEA as part of AAT degree or complete on own  
☐ Clear Criminal Background Check  
☐ Pass an approved Introduction to Teaching course OR pass EDU 200/201 or DEA 200 with a grade of C or better  
☐ Take EDU 301 if transferred with completed AAT degree  
☐ Meet GPA requirements:  
  ☐ Cumulative (all colleges attended): 2.75  
  ☐ Pedagogy/Professional: 3.00  
  ☐ Content (middle or secondary content areas): 3.00 | Allowed to take Professional Education Courses where an Introduction to Classroom Teaching course is a pre-requisite                                                                                                                                                                                                                                                                                      |
| Admission to Teacher Certification Program | After completing 2 semesters at Fontbonne | ☐ Major Approval  
☐ Clear Criminal Background Check  
☐ Maintain GPA requirements:  
  ☐ Cumulative (all colleges attended): 2.75  
  ☐ Pedagogy/Professional: 3.00  
  ☐ Content (middle or secondary content areas): 3.00 | Allowed to take final Professional Education Courses  
Allowed to take Pearson Content Area Tests (not required for Fontbonne Bachelor’s degree, but required for Teacher Certification from DESE)                                                                                                                                                                                                                     |
| Final Clinical Experience    | Senior year                 | ☐ Admission to Teacher Certification Program  
☐ Approved Professional Philosophy Statement  
☐ Clear Criminal Background Check  
☐ Maintain GPA requirements:  
  ☐ Cumulative (all colleges attended): 2.75  
  ☐ Pedagogy/Professional: 3.00  
  ☐ Content (middle or secondary content areas): 3.00 | Allowed to prepare for Clinical Experience/MoPTA  
Recommended to take Pearson Content Area Tests (not required for Fontbonne Bachelor’s degree, but required for Teacher Certification from DESE)                                                                                                                                                                                                                     |
<table>
<thead>
<tr>
<th>Gate</th>
<th>Time Frame</th>
<th>Requirements</th>
<th>Permissions Granted</th>
</tr>
</thead>
</table>
| Major Approval                     | By end of sophomore year or after completing 45-60 hours | □ Complete MEP survey in EDU 266  
□ Take all sections of the MoGEA  
□ Clear Criminal Background Check if not currently employed by a school district  
□ Pass EDU 266 or Introduction to Teaching course equivalent with a grade of C or better  
□ Meet GPA requirements:  
  □ Cumulative (all colleges attended): 2.75  
  □ Pedagogy/Professional: 3.00  
  □ Content (middle or secondary content areas): 3.00 | Allowed to take Professional Education Courses where an Introduction to Classroom Teaching course is a pre-requisite                                                                                                                                                           |
| Admission to Teacher Certification Program | During Junior Year                       | □ Major Approval  
□ Clear Criminal Background Check  
□ Maintain GPA requirements:  
  □ Cumulative (all colleges attended): 2.75  
  □ Pedagogy/Professional: 3.00  
  □ Content (middle or secondary content areas): 3.00 | Allowed to take final Professional Education Courses  
Allowed to take Pearson Content Area Tests (not required for Fontbonne Bachelor’s degree, but required for Teacher Certification from DESE)                                                                 |
### Gateways for Teacher Certification Programs at Fontbonne University

**Master’s Degree Student Seeking MAT degree (initial teacher certification)**

<table>
<thead>
<tr>
<th>Gate</th>
<th>Time Frame</th>
<th>Requirements</th>
<th>Permissions Granted</th>
</tr>
</thead>
</table>
| Admission to Teacher Certification Program      | After completing at least 18 credit hours at Fontbonne | - Pass EDU 531 with a grade of B or better  
- Complete MEP survey in EDU 531  
- Clear Criminal Background Check  
- Meet GPA requirements:  
  - Cumulative (all colleges attended): 2.75  
  - Pedagogy/Professional: 3.00  
  - Content (middle or secondary content areas): 3.00 | Allowed to take final Professional Education Courses  
Allowed to take Pearson Content Area Tests (not required for Fontbonne degree, but required for Teacher Certification from DESE) |

| Final Clinical Experience                       | Semester prior to clinical experience          | - Admission to Teacher Certification Program  
- Approved Professional Philosophy Statement  
- Clear Criminal Background Check  
- Maintain GPA requirements:  
  - Cumulative (all colleges attended): 2.75  
  - Pedagogy/Professional: 3.00  
  - Content (middle or secondary content areas): 3.00 | Allowed to prepare for Clinical Experience/MoPTA  
Recommended to take Pearson Content Area Tests (not required for Fontbonne degree, but required for Teacher Certification from DESE) |

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**FINAL FIELD OR CLINICAL EXPERIENCE/STUDENT TEACHING**

Student teacher/field experience candidates must demonstrate competence in all areas of professional preparation identified by the Missouri Department of Elementary and Secondary Education for the certification area. Prior to student teaching, students are required to have completed, or be in the process of completing, all required coursework; to be in compliance with GPA requirements for certification; to be in compliance with all screening requirements dictated by school districts, and to have received written approval by the university Teacher Education Unit. While some coursework for teacher certification may be taken elsewhere, Student Teaching/Field Experience must be completed through Fontbonne University. Student teacher applications may be obtained from the director of student teaching, and are due early in the semester prior to student teaching.

**MISSOURI PRE-SERVICE TEACHER ASSESSMENT (MoPTA)**

The Missouri Pre-Service Teacher Assessment (MoPTA) is the final capstone project required by DESE. These assessments show evidence of the teacher candidate’s ability to facilitate learning through designing, teaching, reflecting, assessing and analyzing data. The MoPTA will provide evidence of the candidate’s competency in the nine quality indicators of the Missouri Standards for Professional Educators (MoSPE). An approved MoPTA project is required prior to the university’s recommendation of the teacher candidate for certification to the Missouri Department of Elementary and Secondary Education.
COMPLETION OF THE TEACHER CERTIFICATION PROGRAM AND RECOMMENDATION FOR CERTIFICATION TO DESE

Completion of the teacher certification program is contingent upon the following:

- Completion of all degree and certification requirements to include final field or clinical experience/student teaching
- Submission of an acceptable Missouri Pre-Service Teacher Assessment (MoPTA)
- Submission of an acceptable score on the program appropriate Pearson Content Examinations(s) required by the Missouri Department of Elementary and Secondary Education (DESE).

The university will not submit a recommendation for certification to the Missouri Department of Elementary and Secondary Education for official teacher certification until all criteria have been met.

RESIDENCY REQUIREMENT FOR CERTIFICATION

The student must complete a minimal residency requirement of 24 credit hours plus the required final field or clinical experience/student teaching required by the department in which his/her program is held. Within these minimum credit hours, a candidate must complete at least six hours of discipline-specific coursework (excluding methods courses) appropriate to the area of certification sought.

WEB-BASED DOCUMENTS:

A full set of policies and procedures related to teacher certification at Fontbonne University may be found at the following URL:

http://www.fontbonne.edu/academics/academicresources/teachercertification/downloads/