



Teacher Education Program Phase I Assessment

Candidates who wish to continue in the School of Education must complete Phase I Assessment before taking 300- and 400-level courses in the School of Education. Candidates are strongly encouraged to complete the Praxis I exams before beginning their second year in order to meet licensing requirements in four years. Praxis registration booklets are available in the School of Education office, Room 11. Candidates must successfully pass Praxis I exams before applying for Phase I.

Transfer students, part-time students, and license-only students should register for the Praxis I exams during their first semester at Marian.

Performance in Phase I Assessment will be evaluated according to the following criteria:

Demonstrate taking charge of learning *As shown by:*

- 2.5 GPA in professional education, content area course work to date, and overall
- State-mandated Praxis I (PPST) Scores: Reading - 176/323; Math - 175/320; Writing - 172/318
- Satisfactory completion of 30 credit hours of college course work
- Faculty review of course work in introductory education courses
- Database of all field experiences

Demonstrate strong written and oral competency *As shown by:*

- Interview with members of Teacher Education Committee
- Written samples included in the portfolio

Demonstrate ability to observe and reflect critically on teaching; articulate personal teaching philosophy; identify own values; relate values to college and program mission

As shown by:

- Philosophy of Teaching statement
- Self-analysis sheet, including the Franciscan values
- Reflective writing during early field experiences

Demonstrate ability to act responsibly and professionally

As shown by:

- Positive evaluations from cooperating teachers in early field experiences (EDU 161, 162, 163, 164, 174, 175)
- Faculty review of course work in introductory education courses
- Faculty feedback forms

Steps for Completing the Phase I Assessment:

- When the notice about the admission deadlines is posted, an interested teacher candidate should pick up application form in the School of Education.
- The teacher candidate should ask two professors who do not teach in the School of Education to complete a Faculty Feedback Form. The forms can be found in the wooden stand outside of the School of Education. The candidate is encouraged to sign the forms before giving them to the faculty members, waiving the right to see the forms after they are filed in the candidate's file. The professors should return the forms in the envelopes provided to the Chairperson of the Teacher Education Committee by the date on the form.
- The candidate should complete the application and return it to the School of Education's Administrative Assistant by the posted deadline.
- The Teacher Education Committee will request transcripts on candidates to verify courses and GPA.
- The candidate should submit a request for a limited criminal history check. The criminal history check may be attached to the application or submitted with the portfolio.
- The portfolio should be submitted to the School of Education's Administrative Assistant by the due date posted outside the School of Education off and in the the Campus Life Handbook.
- A sign-up sheet for interviews will be posted. Each candidate should sign up for an interview at a convenient time.
- After the interviews are completed, the Teacher Education Committee will meet to evaluate the qualifications of each candidate. Each applicant will receive a letter from the committee regarding acceptance into the program.
- Candidates not accepted may reapply the next semester if the Committee's concerns have been addressed or they may appeal the decision to the TEC. If the TEC denies the appeal, the candidate has the right to appeal the Teacher Education Committee's decision to the Faculty Academic Policies Committee.

Interview Preparation

- Dress professionally
- Be punctual
- Be prepared to introduce yourself and explain why you wish to become a teacher

Portfolio Preparation

- Create an organized collection of work
- Analyze the contents, using the following guidelines.

What goes in the portfolio?

A portfolio can have several purposes. The one you prepare for Phase I is a showcase portfolio that demonstrates your strengths. For the application process, there are several items that must be included:

1. A letter of application:
 - request admission into the Teacher Education Program;
 - indicate why you should be accepted into the program;
 - indicate what the artifacts in the portfolio say about your qualities;
 - indicate what you will contribute to teaching.
2. A philosophy of teaching statement.
 - Revise your philosophy of education statement or prepare one.
3. A sample writing that shows your ability to reflect on or analyze your own experience.
 - If you have written journal entries for a class, select one of the stronger ones which shows your abilities to do this reflection and analysis.
 - If you do not have any journal entries, write one about an experience you've had with children and/or schools that demonstrates your abilities to be reflective and analytic.
 - Use the school protocol for reflective writing.
4. Your field experiences and experiences with children
 - Submit in database format.
 - Provide a brief summary of each.
5. A letter of recommendation from a professor outside of the School of Education
 - which indicates your qualities as a good student;
 - which recommends your admission.
6. Self-analysis using the guiding questions listed below:
 - * What have you learned about yourself as a potential teacher in your early field experiences?
 - * What are two - three (2 -3) important realizations about children/adolescents that you have learned and what evidence do you have for these new understandings?
 - * What motivates you to achieve quality work?
 - * What do you consider your strengths and weaknesses as you work toward becoming a teacher?
 - * How do the Franciscan values help you understand your future role as a teacher?

Your Questions Answered...



What should the portfolio look like?

Preferably, use a three-ring binder to hold the pieces securely. Please be creative in presenting the portfolio: consider using pictures and other artifacts that say something about your accomplishments with children and adolescents. If you include items other than those listed, please explain them. Use tabs to separate the six sections.

Who can help me with my portfolio if I have problems?

If you are an Elementary Education major, contact your advisor. Secondary Education candidates should contact the Director of Secondary Education. You will be responsible for maintaining your portfolio by keeping the work you produce through your studies and your experiences.

How will the portfolio be evaluated?

Your portfolio will be judged independently by two members of the Teacher Education Committee:

- by how well you explain the artifacts
- by the demonstration of your ability to reflect on your experience;
- on the quality of your written communication

Who determines acceptance?

In addition to your interview and portfolio ratings, the Teacher Education Committee will review your practicum evaluations and other reference information in your school file. Candidates may review their own files in the office.

When is the portfolio due?

Signs with the due date will be posted outside the School of Education. Also check the Marian College Student Life Handbook and the calendar on Marian's website. The list of interview times will be posted when you turn in your portfolio. You should sign up for an interview time ASAP.

If I haven't written a Philosophy of Teaching statement, what do I do?

You need to create one. You should consider this a work in progress because your ideas most likely will become more focused as you learn more about teaching. However, you need to have a beginning statement in order to see your own growth in understanding over time. Here are some questions to get you started:

- What is the purpose of education?
- What is the role of schools in educating our society?
- What basic values and beliefs do you hold about children and teaching?
- What role do you expect to play as a teacher?

Is the portfolio the same as the Phase I Assessment?

The portfolio is only one part of the Phase I Assessment process. Your interview, GPA, and test scores are also indicators of knowledge and abilities in Teacher Education.