

**West Chester University
Approved Program of Study**

Post-baccalaureate Teacher Certification

- Meet with your program advisor(s) to complete and obtain necessary signature(s)
- Attach official transcripts for all completed course work – except WCU
- Attach a self-addressed (not stamped) envelope
- Submit completed form (original) and transcripts to the Teacher Certification Office (302 Recitation Hall)

Name _____ ID _____
(LAST Name, First Name)

Phone # (cell) _____ (home) _____ Certification Area _____

Check (✓):

- yes* no the candidate has a valid PA Instructional Certificate (either level I or II)
*subject: _____

The candidate will pursue certification in

- an undergraduate program leading to a degree
- an undergraduate program - *certification only*
- a graduate program leading to a degree
- a graduate program - *certification only*

See attached list(s) of required courses:

IMPORTANT:

You *must* attend a student teaching pre-registration meeting **two (2)** semesters prior to your student teaching experience. For details & dates, contact the Office of Clinical Experiences & Candidate Services, 107 Wayne Hall

_____ (candidate's initials) I understand that "candidates who began their teacher preparation program as an undergraduate prior to August 1, 2015 and are now completing the program at the post-baccalaureate level must take and pass basic skills tests prior to being granted [PA] certification."
~~~~~

\_\_\_\_\_  
(Certification Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Academic Advisor's Signature)

\_\_\_\_\_  
(Date)

**Advisor's check here indicates candidate is approved for Formal Admission to Teacher Education**

\_\_\_\_\_  
(Professional Advisor's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(WCU Certification Officer's Signature)

\_\_\_\_\_  
(Date)

Office use only:

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
PDE code      PS code      Date      Initials

**NOTE: You must be a US citizen or hold a permanent resident visa to obtain a PA Instructional Certificate**  
8/21/15