

# TEACHING & LEARNING

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## PROGRAMS OF STUDY

The Department of Teaching and Learning offers undergraduate and graduate programs and teacher certification. Programs leading to BS or BA degrees are discussed in the "Undergraduate Teacher Preparation Programs" section. The department also offers an MAT and an MA in Reading Education.

Undergraduate Academic Programs	Credits
BS in Elementary Education ( <i>content major or two minors</i> )	
General Science	36 major/24 minor
Language Arts	36 major/24 minor
Social Studies	38 major/24 minor
<i>(See pp. 178, 179 for additional majors and minors)</i>	
BS Secondary Certification	
General Science	45
Social Studies	50
<i>(See p. 179 for other areas of certification)</i>	
Teacher Certification Programs	variable
BS Individual Degree Program of Study	66

## UNDERGRADUATE TEACHER PREPARATION PROGRAMS

Andrews University is approved for teacher education and certification by the North American Division Office of Education of the General Conference of Seventh-day Adventists, the State of Michigan Board of Education, and the National Council for the Accreditation of Teacher Education (NCATE). The teacher preparation programs are designed to qualify students for teacher certification in most other states by reciprocity.

### Admittance into a Teacher Preparation Program

Students intending to qualify for teacher certification are not automatically admitted to the teacher preparation program by being admitted into the School of Education or taking courses in education. A formal application for admittance into the Teacher Preparation Program must be submitted to the Department of Teaching and Learning. This should be done during the sophomore year or during the first semester of course work for transfer and graduate students. The Basic Skills portion of the *Michigan*

*Test for Teacher Certification (MTTC)* must be passed before admittance to the Teacher Preparation Program. Only the following Teacher Preparation courses can be taken without admission to the program or special permission: EDTE215, EDTE328, EDTE408 and EDTE410.

### Special Requirements for School of Education Students

Applicants who do not qualify for regular or provisional admission to the School of Education may apply to the College of Arts and Sciences. After achieving a GPA of 2.50 or over for at least two semesters (minimum 16 credits), the applicant may apply for and be granted a transfer to the School of Education.

### Pre-teacher Preparation Status

All undergraduate students admitted into the School of Education are in a Pre-Teacher Preparation status until they are formally admitted into the Teacher Preparation program, normally during their sophomore year. Each student must pass the *MTTC Basic Skills Exam* and make formal application to the Department of Teaching and Learning.

## BS in Elementary Education

The Bachelor of Science in Elementary Education degree is a professional degree with emphasis in the curriculum and methodology of teaching in the elementary school.

To qualify for graduation and certification, students must complete the following:

- General education core
- Professional education courses
- Planned program minor
- Approved subject content major **or** two minors

Courses counted toward meeting the requirements for the planned program minor, the professional education courses, the subject content major, minors, area of concentration, or SDA certification requirements must have a grade of C or above. Students are expected to meet all requirements for Seventh-day Adventist and State of Michigan certification before the degree can be granted. Degree candidates who are unable to qualify for either SDA or Michigan certification may petition the dean of the School of Education to be exempted from meeting the requirements for one of the two types of certification.

## GENERAL EDUCATION CORE REQUIREMENTS

**Philosophy of General Education.** The School of Education attempts to give the prospective teacher the balance, perspective, and understanding of a well-educated person—to free him/her from bias, intolerance, and ignorance about humanity's world environment. Such education should acquaint the student with the basic knowledge and skills necessary for independent and reflective thought so essential for successful living in today's complex world. In order for each student to achieve these goals, the faculty of the School of Education believes that important elements of this broad education can be learned at the secondary-school level and not exclusively in college.

### Religion Credits for Transfer Students

Students must take one religion course each school year or school-year equivalent. Transfer students must take one course per year of residency or full-time equivalent at Andrews or

another Seventh-day Adventist college or university.

## GENERAL EDUCATION REQUIREMENTS FOR ELEMENTARY EDUCATION MAJORS

### Religion—12

RELT100, 208, 225, RELB210, RELP400

### Arts and Humanities—11-12

HIST205, 230, IDSC211, ENGL407, EDTE410

### Physical/Natural Science—9

Chosen from:  
BIOL208, 330, CHEM110, PHYS110, 115, IDSC321, 322

**or**

BIOL111, 112, 113, 165, 166  
CHEM131, 132  
PHYS131, 132, 141, 142

### Social Science—8

GEOG110, PLSC104, EDPC302

### Language and Communication—8

1. Written Expression  
ENGL115, 215
2. Communication  
COMM104 or 450

### Mathematics and Computer Science—5-8

1. Mathematics  
MATH165
2. Computer Science  
EDTE476

Take competency exam; credits taken from INFS110 Computer Tools or competency exam as needed.

### Wellness—3

HLED130 plus two activity courses

### Service—2

EDTE215 plus field work

### TOTAL credits—54

## PROFESSIONAL ELEMENTARY EDUCATION REQUIREMENTS

The primary aim of professional education is to prepare teachers who are competent, compassionate, and committed. Upon completion of the professional education program, the pre-service teacher demonstrates knowledge and skill in the following areas:

1. Content knowledge
2. Worldview
3. Human growth and change
4. Groups, leaders, and change
5. Communication and technology
6. Research and evaluation
7. Personal and professional growth

### Professional Education Courses

EDPC302, EDTE215, 408, 410, 457;  
Language Arts/Reading—2;  
Science/Health—2; Mathematics—3;  
Social Studies—2; Religion—2 or Character Development—2  
EDTE487\*, 488\* (Multi-grade/Multi-age Experience—1)

*\* (Exact number of credits for student teaching is determined by the Department of Teaching and Learning.)*

## THE PLANNED PROGRAM MINOR

The planned program minor consists of a group of courses related to teaching in the elementary school. All courses listed must be completed either in the Planned Program minor or in other areas of the degree requirements. The total credits in the planned program must be at least 20 credits.

EDTE328, 418, 420, 457 (Art, Music & PE Across the Curriculum), 476, 480, 484, ENGL407, GEOG110 or 240, MATH165.

### CONTENT MAJORS AND MINORS FOR ELEMENTARY EDUCATION

The Bachelor of Science in Elementary Education program must include one subject content major or two minors selected from the approved list below. When two minors are chosen, they should be chosen from different groups and one should be a starred (\*) subject area.

Subject Areas	Majors	Minors
Group A: Religion		
Religion (for SDA certification only)		20
Group B: Language Arts		
Communication (Speech)		20
Language Arts*	36	24
Reading (K-12)*		20
Group C: Social Studies		
Geography*		20
History*		20
Social Studies*	38	24
Group D: Science/Health, Math		
Biology*	40	24
Chemistry		20
General Science*	36	24
Mathematics*	30	20
Physics		20
Group E: Supporting Areas		
Art		24
Bilingual Education in French or Spanish (added endorsement only)		24
Behavioral Science (fourth minor only)		24
French		20
Music Education	36	25
Physical Education		20
Spanish		20

Students may choose the Bachelor of Arts degree with Elementary Certification. The degree is granted by the College of Arts and Sciences. The requirements for the professional education courses and the planned program minor are the same as for a Bachelor of Science. A subject content major may be chosen from the following: Art, Biology, Communication (Speech), English, French, History, Mathematics, Music Education, Physical Education, Religion (for SDA certification only), and Spanish.

The required courses for an approved major or minor in General Science, Language Arts, Reading, and Social Studies are listed below.

All other approved majors and minors are listed and described under the appropriate department in the College of Arts and Sciences section of this bulletin.

### General Science Major—36

Advising for this major is done by the Department of Teaching and Learning.

#### Required courses:

#### Life Science/Biology 6-8 credits

BIOL208, choose one from BIOL111, 165, 166

#### Physical Science - 6 credits minimum

CHEM110, PHYS115

#### Earth/Space Science - 9 credits minimum

BIOL330, GEOG240, PHYS110

#### Math & Technology - 5 credits minimum

MATH165, EDTE476

**Electives chosen by advisement from the above areas to complete the requirements.**

### Language Arts Major—36

Advising for this major is done by the Department of Teaching and Learning.

#### Required courses:

COMM280, 450, EDTE418, ENGL250, 267, 300, 407, SPPA321; two courses from ENGL270, 375, 376, 378; one from ENGL438, 454 or 467. Remaining credits from COMM320, 436, 456, EDTE420, 484, ENGL445, 460, SPPA234, 436.

### Social Studies Major—38

Advising for this major is done by the Department of History and Political Science.

#### Required courses:

ECON225, 226, GEOG110, 260, HIST117, 118, 204, 205, 404, 490, PLSC104, 307.

Remaining credits may be chosen from history, political science, geography, and economics.

### General Science Minor—24

Advising for this minor is done by the Department of Teaching and Learning.

#### Life Science/Biology— 6 credits

BIOL111 and 208

#### Physical Science—minimum 6 credits

CHEM110, PHYS115

#### Earth/Space Science—minimum 6 credits

Select from: BIOL330, GEOG240, PHYS110

#### Math & Technology—minimum 3 credits

MATH165

Electives by advisement.

### Language Arts Minor—24

COMM450, EDTE418, ENGL250, 267, 300, 407, one of ENGL270, 378; select remaining courses from COMM280, 436, EDTE420, 484, ENGL454, 460, SPPA234, 321, 435.

### Reading K–12 Minor—20

Meets requirements for a Michigan reading K–12 teaching endorsement.

#### Required courses:

EDTE417, 418, 420, 460, 484, 485.

Choose electives from COMM280, EDTE160, 164, 438, 460, 499, ENGL407, 408, 460, SPPA234, 321

### Social Studies Minor—24

Advising for this minor is done by the Department of History and Political Science.

#### Required courses:

HIST204, 205, 404, PLSC104, ECON225, GEOG110 and 6 credits from two of the following areas: political science, geography, and economics.

### BS (Individual Program)

This degree may be planned for students who have career goals and/or special interests in the area of education not requiring K-12 teaching credentials. Two main parts constitute this degree: (1) an appropriate general education component and (2) an interdepartmental area of concentration totaling at least 66 credits, 20 of which must be education course credits. Admittance to the program or transfer from another program must be granted by program faculty before any education courses may be taken.

### Secondary Certification with a BS or a BA Degree

Students preparing for teaching in secondary schools (grades 7-12) may choose from either the Bachelor of Arts or the Bachelor of Science degree programs. These degrees are granted by the College of Arts and Sciences, School of Business, School of Education, and the College of Technology. To qualify for graduation and certification, students must complete the following:

- General education core
- Professional education courses
- Approved subject content teaching major and minor

The number of credits a student needs to take for courses listed for variable credit (i.e., 3, 4) is to be decided by the student's adviser and, if applicable, the department offering the course.

### GENERAL EDUCATION REQUIREMENTS FOR SECONDARY CERTIFICATION

#### Religion—12

RELT100, 208, 225, RELB210, RELP400

#### Arts and Humanities—11-12

HIST117, 118, 230, EDTE410

One course from:

ARTH220, ENGL255, IDSC211, 200, MUHL214, PHTO210

#### Physical/Natural Science— 8

IDSC321 and 322

Plus one 3-credit restricted choice

BIOL208, 330, CHEM110, PHYS110

#### Social Science—8-10

1. ANTH124, ECON225, EDPC302, EDTE328, GEOG110, PLSC104, PSYC101, SOC119

2. One of the following courses: BHSC220, 235, IDSC237

#### Language and Communication—8-12

ENGL115, 215

Communication

COMM104

Foreign Language (BA only)

FREN/SPAN241

FREN/SPAN242

#### Mathematics and Computer Science—5-8

1. Mathematics

MATH165

2. Computer Science

INFS110 Computer Tools or competency exam as needed.

EDTE476

#### Wellness—3

HLED130 plus Two activity courses

(each .5 credits)

#### Service— 2

EDTE215 plus field work

#### TOTAL Credits—59-65

### SECONDARY PROFESSIONAL EDUCATION COURSES

EDPC302, EDTE215, 328, 408, 410, 417, 459, 476, 480, 487\*, 488\*

*\*The exact number of credits for student teaching is determined by the Department of Teaching and Learning.*

## LIST OF CONTENT MAJORS AND MINORS FOR SECONDARY CERTIFICATION

Subject Areas	BA	BS	Minor
Art Education (K-12)		45	24
Behavioral Science (Behavioral Studies)		40	24
Biology	40		22
Bilingual Education in French, Spanish (Endorsement area only)			24
Chemistry		40	20
Communication (Speech)	37		20
Computer Science		40	20
English	36		21
French	30		21
General Science (must be accompanied with a Biology, Chemistry or Physics minor)		45	
General Science (must be accompanied with a Biology, Chemistry or Physics Major)			24
Geography			20
History	38		20
Mathematics		39	20
Mathematics Education		30	
Music Education (K–12) (BMus Degree includes minor)	70		
Physical Education (K-12)		40	24
Physics		40	20
Political Science			21
Reading (K–12)			20
Religion (SDA only)	54		20
Social Studies		50	
Sociology			20
Spanish 30			21
Technology Education (Industrial Arts)		63-69	

## CONTENT MAJORS AND MINOR FOR SECONDARY EDUCATION

Descriptions of the General Science and Social Studies majors and the Reading minor follow. All other approved majors and minors are described under their respective departments in other sections of this bulletin.

### General Science Major—38

Advising for this major is done by the Department of Teaching and Learning.

The General Science major requires 38 semester credits. To complete the General Science major students complete courses in **three** of the four content area groups listed below. The student must complete a subject minor in the fourth area. Currently, minors in Biology, Chemistry and Physics are approved for certification.

#### Biology—minimum 10 credits

BIOL165, 166

#### Chemistry—minimum 8 credits

CHEM131, 132

#### Physics—minimum 8 credits

PHYS141, 142

#### Earth/Space Science—minimum 12 credits

BIOL330, 348, PHYS110, GEOG240

#### Required Cognate

MATH165

Electives, as approved by advisement, from these content areas to complete requirements.

### Social Studies Major—50

Advising for this major is done by the Department of History and Political Science.

**Requirements:** ANTH200, ECON225, 226, GEOG110, 260, HIST 117, 118, 204, 205, 404, 459, 490, PLSC104, 307. *Remaining credits may be chosen from history, political science, geography, or economics.*

### General Science Minor—24

The General Science minor requires 24 semester credits. Students complete credits in three of the four content area groups listed below. The student must complete a major in the fourth area. Currently, majors in Biology, Chemistry and Physics are approved for certification.

#### Biology—minimum 5 credits

BIOL165

#### Chemistry—minimum 4 credits

CHEM131

#### Physics—minimum 4 credits

PHYS141

#### Earth/Space Science—minimum 6 credits

BIOL330, PHYS110, GEOG240

#### Required Cognate

MATH165

Electives, as approved by advisement, from these content areas to complete requirements.

### Reading K-12 Minor—20

See section for Reading K-12 Minor in BS in Elementary Education on p. 178.

## THE TEACHER EDUCATION PROGRAM AND CERTIFICATION PROCEDURES

### Admission to the Teacher Preparation

**Program.** The application for admission to the teacher preparation program should be submitted by undergraduate students during the second year after completing EDTE215. This should be done by transfer students and by Master of Arts in Teaching (MAT) students during the first semester of enrollment. Applications are considered biannually by the Certification, Screening, and Petitions Committee.

Before being admitted, students must meet the criteria for admission listed below:

1. Take the following tests and follow up the results by appropriate action: ACT or SAT, Nelson-Denny Reading Test, and Andrews Mathematics Department placement examination.
2. Satisfactorily complete EDTE215.
3. Choose appropriate teaching major/minor(s).
4. Pass the *MTTC Basic Skills Test*.
4. Maintain a minimum GPA of 2.50 overall in major, minor(s), and professional education courses. A course with a grade less than a C in a major, minor or professional education must be repeated. All courses taken at Andrews University or transferred to Andrews University are included in calculating the GPA.
5. Furnish two positive recommendations from Andrews University faculty members within and outside the School of Education (including the EDTE215 teacher).
7. Have a developing professional teaching portfolio.
8. Have satisfactory clearance in regard to felony or misdemeanor conviction as an adult.
9. Demonstrate the professional disposition of professional educators.

### Admission to Student Teaching Candidacy

- A formal application for student teaching must be submitted by the student prior to January 31 of the year before the student wants to do student teaching.
- The application is considered by the Certification, Screening, and Petitions Committee.
- Before being accepted, students must have met the criteria for admission listed below.
  1. Be admitted to the teacher preparation program.
  2. Complete EDPC302 and EDTE408.
  3. Submit an acceptable plan for completing program requirements.
  4. Submit an acceptable plan for taking the *Michigan Subject Area Tests*.
  5. Maintain a minimum GPA as outlined in the criteria for admission to teacher preparation.
  6. Submit a recommendation from the Department of Teaching and Learning for elementary- and secondary- school applicants, and a recommendation from the subject area major department for secondary applicants.

### Admission to Student Teaching Semester

10. The director of student teaching presents to the Certification, Screening, and Petitions Committee the prospective student teacher's candidacy for clearance to begin student teaching.
11. This clearance should be made the semester before the student begins the student teaching experience.
12. Before being cleared for student teaching, students must meet the following criteria:
  - Be admitted to student teaching candidacy
  - Successfully complete the approved course of study
  - Submit plans for taking the *MTTC Subject Area Tests*.
4. Maintain a minimum GPA as required for admission to the teacher preparation program.
5. Have satisfactory clearance in regard to felony and misdemeanor conviction as an adult. A new form must be signed at this time even though one was filed previously.

### Student Teaching Placement Process.

Elementary and secondary student-teaching placements are available in private or public schools.

Specific assignments are made after consultation with the director of student teaching who makes all contacts and arrangements with the schools. Student preferences are considered, but not necessarily honored.

The placement interview with prospective student teachers and admission to the student teaching program take place at least one semester before student teaching begins, though preferably in March or April of the preceding year. It is the student's responsibility to make contacts with the director of student teaching and cooperate in the placement process during this placement semester. A pre-student-teaching visit to the school is essential before placement is finalized. If the school personnel do not accept the student, the director of student teaching will make a maximum of two additional attempts to place the student at other schools. Elementary student teachers should be aware that experience in a multi-grade (a minimum of three grades) classroom is required for Seventh-day Adventist certification.

**The First Days of School Experience** is a concentrated, full-time laboratory program which begins prior to the beginning of the university's fall semester.

The experience focuses on the critical week preceding and following the first day of school. It provides specific answers to the pre-service teacher's question, "What do I actually *do* during the first days and weeks of school?" The program includes practical application of classroom management theories. Emphasis is placed on the tasks teachers must perform in the weeks before school opens, organizing and conducting the all-important first day, and the tasks teachers encounter during the first weeks of school. These tasks include:

1. short- and long-range planning
2. constructing units of instruction
3. selecting materials and supplies
4. organizing and managing the classroom
5. establishing discipline procedures
6. assessing and addressing individual differences
7. record keeping (including the daily register), grading, and evaluating

**Student Teaching Semester.** The student teaching semester consists of a minimum of 15 weeks of full-time observation, participation, and teaching under supervision in an elementary or secondary school. The beginning and ending dates may not coincide with the university semester calendar. When this is the case, the student-teaching calendar takes precedence over the university calendar.

Orientation for student teaching is conducted before the students go to their assigned schools. The time and date of orientation are announced by the director of student teaching. During orientation, each student receives a packet of materials containing information about student-teaching requirements and evaluation procedures.

A weekly student-teaching seminar meets after school hours during the semester. The specific time is announced by the director of student teaching.

The student should not take other courses during the student-teaching semester. Work for which the student receives remuneration should be suspended or reduced to a minimum. Full attention to their teaching responsibilities helps ensure students' success, which in turn is vital to receiving a positive recommendation from the supervising teacher and university supervisor.

**TEACHER CERTIFICATION PROCEDURES**

**Michigan Tests for Teacher Certification.** All applicants for State of Michigan K-12 teaching credentials must pass the *MTTC* before the certificates are issued. For details on what the tests are and when they are offered, see the Department of Teaching and Learning.

**Final Steps to Secure Certification.** The student working towards a teaching certificate is responsible for ensuring that his/her program is one of the programs approved by Andrews University for teacher certification at the appropriate level. The student should early seek the advice of the appropriate Department of Teaching and Learning adviser. Undergraduate and graduate students should not assume that completing a degree qualifies them for a specific teaching certificate. Graduate students must consult with and have their certification programs approved by the certification registrar. The following

requirements for certification eligibility apply to both undergraduate and graduate students and must be met before certification is issued:

- Complete bachelor's degree requirements
- Achieve a minimum GPA of 2.50 overall, 2.50 in major(s), minor(s), area of concentration, and professional education courses (The averages include all courses taken at Andrews University and those transferred from other institutions.)
- Earn C grades or above in courses in professional education, major(s), minor(s) and areas of concentration
- Fulfill *MTTC* requirements
- Complete student teaching with a positive recommendation from the supervising teacher
- Obtain a positive recommendation from a faculty member in the School of Education
- Have a satisfactory clearance in regard to felony or misdemeanor conviction as an adult. (Forms for clearance purposes are available at the Department of Teaching and Learning.)

**Certification Exemption Petition.** Students planning to qualify for a teaching certificate are expected to meet both SDA and State of Michigan certification requirements. Exceptions to this requirement are considered only after a student submits a formal petition to the Department of Teaching and Learning Certification, Screening, and Petitions Committee.

**Application for a Teaching Certificate.** In their final year, while applying for graduation, students must also apply for the teaching certificate which is granted after graduation. The application is filed on forms available at the Teacher Certification Office located in the Department of Teaching and Learning. Andrews University recommends those applicants who qualify for certification. Students qualifying for Seventh-day Adventist certification receive a letter of eligibility that is honored by the conference in which they first accept a teaching position. The State of Michigan bills the recommended applicant for a Provisional Teaching Certificate. The amount billed must be paid directly to the state before the certificate is issued.

Further information on teaching credentials, SDA certification, State of Michigan certification, updating original certificates, and adding endorsements can be found below.

**GRADUATION REQUIREMENTS**

In addition to meeting the general requirements for a baccalaureate degree on p. 23, students who seek baccalaureate degrees with elementary or secondary certification must

- Complete requirements for approved major, minor(s), and professional education courses as described under each specific degree (Due to scheduling complexities, students seeking certification may take more than four years to complete a degree.)
- Maintain a GPA of 2.50 or above in major, minor(s), and professional education courses, and a 2.00 minimum GPA in all other credits earned at Andrews University
- Complete the ACT COMP examination, which serves as the senior-level evaluation
- Take a minimum of 30 of the last 37 semester credits earned in residence immediately preceding conferment of degrees (Permission must be given by the dean to take up to 10 credits anywhere other than at Andrews University.)

- Be eligible for either Michigan Teacher Certification or an SDA Basic Teaching Credential (This item applies to BS Elementary Education majors and BS Secondary General Science major and minor)
- Submit a formal request for graduation, approved by the student's adviser, the certification registrar, and a designated records officer.

Graduate Degree Programs and Certification Programs	Credits
<b>Graduate Teacher Certification and Endorsement Programs</b>	
(Elem) Seventh-day Adventist and State of Michigan Certification	variable
(Sec) Seventh-day Adventist and State of Michigan Certification	variable
(K-12-Adult) Michigan Reading Endorsement	20
<b>Master of Arts in Teaching Degrees</b>	
Elementary Education	32
Secondary Education	32
Secondary Content Area (Biology, English, ESL, History, Foreign Languages, Physics)	32
<b>Master of Arts Degrees</b>	
Curriculum and Instruction	32
Educational Administration and Leadership	32
Reading Education	32
Religious Education	32
<b>Educational Specialist Degrees</b>	
Curriculum and Instruction	64
Educational Administration and Leadership	65
Religious Education	64
<b>Doctor of Education Degrees</b>	
Curriculum and Instruction	91
Educational Administration and Leadership	92
Leadership	91
Religious Education	92
<b>Doctor of Philosophy Degrees</b>	
Curriculum and Instruction	92
Educational Administration and Leadership	91
Leadership	91
Religious Education	92

**GRADUATE TEACHER PREPARATION PROGRAMS**

**Master of Arts in Teaching**

This flexible, professional degree program is designed to meet the needs of a wide range of individuals. Typical MAT students belong to one of the following categories:

1. Persons who have earned a bachelor's degree and are now seeking teacher certification at the elementary or secondary level
2. Persons who hold teacher certification and are seeking an additional certificate at another level
3. Persons who hold an elementary teaching certificate and want to broaden their professional training with a series of practical, field-focused and/or content courses
4. Persons who hold a secondary teaching certificate and want to strengthen or add a specific subject area endorsement.

Candidates for the MAT degree must have or qualify for a valid Seventh-day Adventist or State of Michigan teaching certificate or its equivalent before the degree can be granted. Therefore, the 32 credits listed for the completion of this degree should be viewed as the minimum number of hours required for the MAT. Persons who enter the MAT program without a teaching certificate should expect to complete more than 32 credits. The certification registrar evaluates transcripts and identifies specific certification requirements for each student needing certification.

Three specialization options are available in the MAT program:

- An elementary education emphasis
- A secondary education emphasis
- A specific secondary content area (biology, English, English as a second language, history, and modern languages) emphasis.

**Prerequisites**

1. An undergraduate degree with a major and a minor in a teaching area.
2. Six credits covering such basic areas as educational philosophy, educational psychology, instruction, and evaluation. If not previously taken at the undergraduate level, the 6 credits may be taken at the graduate level but do not necessarily apply toward the graduate degree program.

**MAT Program Procedures**

1. Apply for admission to the Andrews University School of Education
2. Request evaluation of transcripts by the certification registrar\*
3. Develop a course plan in collaboration with adviser
4. Take initial classes during the first semester
5. Take the Basic Skills section of the *MTTC*\*
6. Apply for admission to the teacher preparation program\*
7. Continue course work
8. Apply for admission to Student Teaching Candidacy\*
9. Take the Content Area section(s) of the *MTTC*\*
10. Complete course work, including EDTE698
11. Apply for teaching certificate.

\*Berrien Springs campus students only.

**REQUIRED COURSES**

<b>Educational Foundations</b>	<b>2-3</b>
EDFN500 or EDTE410	
<b>Professional Education Core</b>	<b>15-18</b>
EDCI547, 565 or EDTE408, EDPC514, 525, EDTE459, 698	
<b>Specialization and Electives</b>	<b>14-17</b>
A minimum of 8 credits in the area of specialization must be 500-level courses or higher. Choose one of the following areas of specialization.	

**Elementary Education Specialization.** Students select courses in consultation with their adviser from those required for certification. If the student already has an elementary teaching certificate, courses are chosen from professional education and/or content courses to meet the student's specific goals.

**Secondary Education Specialization.** Students select courses in consultation with their adviser from those required for certification. Students who already have a secondary teaching certificate may choose between a content area specialization or

professional education as described below.

**Secondary Content Specialization.** Students select courses in consultation with a content area advisor. Students should note the specific subject area requirements in the appropriate section of this bulletin. Requirements vary.

**Eligibility for Certification—variable\***

Students who enter the MAT program without teacher certification must qualify for a teaching certificate to complete the degree. See specific certification requirements below.

**TOTAL degree credits** **32\*\***

\* Course requirements for persons seeking their first teaching certificate vary slightly from those who already have a teaching certificate.

\*\* A minimum of 16 must be 500-level or higher. Students who enter the MAT program without a teaching certificate typically must complete more than 32 to qualify for a teaching certificate.

**Research Projects, Field Work, and Comprehensive Examinations.** A project is required, and field work and comprehensives may be required at the discretion of the subject specialization adviser and/or the professional education adviser.

**NON-DEGREE TEACHER CERTIFICATION PROGRAMS**

Post-baccalaureate teacher certification and endorsement programs **not** leading to a degree are available. A candidate must complete at least 14 credits in residence to qualify for a recommendation for a teaching certificate, endorsement, or a renewal of a certificate.

**Post Baccalaureate/Graduate Level.** Andrews University provides opportunities on the graduate level for achieving Seventh-day Adventist and/or State of Michigan elementary and secondary certification. Students may work towards certification only, or may complete certification requirements while taking courses required for the Master of Arts in Teaching (MAT) degree.

**Steps for Obtaining Teacher Certification**

1. Submit transcript for evaluation by the certification registrar in the Department of Teaching and Learning and receive an outline of requirements needed for certification.
2. Apply for admission to the School of Education.
3. Counsel with a faculty adviser in the Department of Teaching and Learning and in major/ minor departments as needed.
4. Begin taking courses.
5. Apply for admission to the Teacher Preparation Program. See Admission to the Teacher Preparation Program on p. 179 for additional criteria.
6. Continue taking courses.
7. Apply for admittance to student teaching. See Admission to Student Teaching Candidacy and Admission to Student Teaching on p. 179.

**Residency Requirements for Certification.** Non-Andrews University graduates must complete at least 14credits in residence to qualify for a recommendation for a teaching certificate, endorsement, or a renewal of a certificate.

**Elementary Certification Requirements.**

Students must take sufficient course work in three areas to be eligible for Michigan elementary certification: (1) professional education courses, (2) subject content majors or minors, and (3) planned program minor.

- **Professional Education Courses.** Listed below are the required graduate professional education courses for Michigan elementary teaching credentials which must be taken at either the undergraduate or graduate level. If students have taken the undergraduate-level course, they do not need to repeat the graduate-level course. Graduate-level students who are qualifying for certification and wish to apply credit to a graduate degree must select courses at the graduate level.

EDPC514, EDTE408, 410, 480 (part of Planned Program minor), 690 (Ind. Study: Introduction to the Teaching Profession–2); EDTE457 (Language Arts–2; Science/Health–2; Mathematics–3; Social Studies–2; Religion–2 or Character Development–2)  
**Student Teaching<sup>1</sup>**  
 EDTE487, 588

<sup>1</sup> For students with appropriate and verified teaching experience, some student-teaching credit by examination may be granted. Requests for such credit should be made after consultation with the Department of Teaching and Learning on forms available at that office. This should be done before applying for student teaching. All candidates qualifying for SDA certification must have had significant structured experience in a multi-grade SDA school.

- **Approved Majors and Minors for Elementary Certification.** Seventh-day Adventist and State of Michigan elementary certification require a subject content major or two minors in addition to the planned program minor. See the list of approved majors and minors for elementary certification on p. 178.
- **Planned Program Minor.** For requirements, see the undergraduate teacher education section on p. 177. Courses at the 400 level must be taken for graduate credit to count for MAT requirements.

**Secondary Certification Requirements.**

Students must take sufficient course work in two areas to be eligible for Michigan secondary certification: (1) Professional education courses, and (2) a content major **and** minor in a qualifying area of instruction.

- **Professional Education Courses.** Listed below are the required graduate professional education courses for Michigan secondary teaching credentials. If students have taken the undergraduate course, they do not need to repeat the graduate-level course. Graduate students who are qualifying for certification and wish to apply credit to a graduate degree must select courses at the graduate level. EDPC514, 525, 565 or EDTE408, 410, 417, 459, 476, 690 (Ind. Study: Introduction to the Teaching Profession–2)  
**First Days of School Experience**  
 EDTE480  
**Student Teaching<sup>1</sup>**  
 EDTE 487, 588

<sup>1</sup> See the same footnote as above.

- **Approved Majors and Minors for Secondary Certification.** Seventh-day Adventist and State of Michigan secondary certification require a major and minor teaching area. Seventh-day Adventist certification also recognizes additional majors and minors. See the list of approved majors and minors for secondary certification on p. 179.

### SEVENTH-DAY ADVENTIST TEACHING CREDENTIAL LEVELS AND REQUIREMENTS

Seventh-day Adventist K–12 teacher credentialing is organized into three levels of certificates: Basic, Standard, and Professional. The following section describes each level, points out specific requirements, and tells how they are met at Andrews University.

All courses needed for SDA certification or State of Michigan certification require a grade of C or above.

#### LEVELS OF SDA CERTIFICATION AND CREDENTIAL REQUIREMENTS

**SDA Basic Certificate.** The *Basic Teaching Certificate* may be issued to the candidates presenting a *Verification of Eligibility* form from Andrews University. The certificate is issued by the union conference where the candidate takes his/her first teaching position.

**Religion Requirements.** A minimum of 12 semester hours in religion, taken at a Seventh-day Adventist college/university or through Home Study International, to include the following areas:

- **Biblical Studies courses such as:** Jesus in His Time and Ours, Law & Writings of the New & Old Testament, Acts & Epistles, Prophets of Israel,
- **Spirit of Prophecy**—a study of the gift of prophecy revealed in the Bible and the writings of Ellen G. White.  
*Choose one:* GSEM532, 534, RELT208, 426
- **Seventh-day Adventist Church History**  
*Choose one:* CHIS570, EDFN517, HIST230, 404.

**Health Principles.** A course in health based on the Bible and the writings of Ellen G. White.  
*Choose one:* CHMN547, HLED130, 420

**SDA School Experience.** All candidates for SDA certification must have significant structured experiences in a Seventh-day Adventist school. To fulfill this certification requirement at Andrews University, any one of the following experiences are considered appropriate.

- Full-semester student teaching in an approved Seventh-day Adventist school.
- A lab experience for EDTE215 in a recognized Seventh-day Adventist school.
- Three weeks of pre- or post-student teaching experience in a recognized Seventh-day Adventist school.

Other verified experiences may fulfill this requirement. Requests to have these considered must be made on a petition form available at the Department of Teaching and Learning office. Such petitions should be submitted at least one semester before student teaching begins.

**Multi-grade\Multi-age Teaching Experience (Elementary only).** For the *Elementary Teaching* endorsement, multi-grade teaching experience is required. The unique curriculum, instructional strategies, and scheduling which

characterize the multi-grade classroom are the focus of the program and its 50-hour fieldwork experience. Arrangements to take EDTE438 Workshop: Multi-grade\Multi-age Experience should be made with the director of student teaching immediately following admission to the teacher preparation program.

**Renewal of SDA Basic Certificate.** The *Basic Teaching Certificate* is valid for any three-year period (commencing when it is activated) during the first five years after it is issued. It can be re-validated by completing additional approved professional education/activities. See *Manual for SDA Certification Requirements K-12* for specifics.

#### SDA Standard Certificate

The *Standard Teaching Certificate* may be issued to an applicant who

- Meets initial General Eligibility Requirements.
- Has met the requirements for a *Basic Teaching Certificate*.
- Has completed a minimum of three years of full-time teaching or equivalent.
- Has completed 6 credits of professional education or courses in area(s) of endorsements beyond the requirements of the *Basic Teaching Certificate*.

**Renewal of SDA Standard Certificate.** The *Standard Teaching Certificate* is valid for five years. It can be renewed by completing 9 semester credits of advanced/graduate professional education or approved subject-area courses. See *Manual for SDA Certification Requirements K-12* for specifics.

**SDA Professional Certificate.** Seventh-day Adventist teachers desiring *Professional Certification* must meet the following criteria:

- Meet initial general eligibility requirements.
- Qualify for the *Standard Teaching Certificate* and
- Meet one of the following:
  1. Hold a master's degree.
  2. Complete a prescribed fifth-year program for teachers.
  3. Earn 40 semester hours of graduate/post-baccalaureate upper-division credit. Have 30 semester credits in professional education courses and/or in no more than two areas of certification endorsement.
  4. Earn graduate/post-baccalaureate upper-division credit in at least two of the areas listed below:
    - Curriculum
    - Improvement of instruction
    - Learning theory\style
    - Education of the exceptional child
    - Trends and issues in education
    - Multi-cultural education

**Renewal of SDA Professional Certificate.** The *Professional Teaching Certificate* is valid for seven years. Renewal of the certificate requires 6 additional semester credits. See *Manual for SDA Certification Requirements* for specific details.

#### STATE OF MICHIGAN CERTIFICATION

The State of Michigan issues two types of teaching credentials—provisional and professional. Elementary certificates are valid for teaching all subjects in grades K–5 and in all subjects in grades 6–8 if teaching in a self-contained classroom. Secondary certificates are valid for teaching in subject areas in grades 7–12.

**Michigan Provisional Certificate.** The *Provisional Certificate* is issued to certification candidates who have completed the requirements for a bachelor's degree, including a major and minor (elementary has a major or two minors option) and the professional education component. The specific requirements for the provisional certificate are included in the Andrews University BS in Elementary Education degree program.

**Michigan Professional Certificate.** To qualify for a Michigan *Professional Education Teaching Credential*, applicants must show that they have completed the following:

- Three years of successful teaching under the authority of and after the issuance of a valid *Provisional Teaching Credential*.
- Eighteen (18) semester credits of study after issuance of the state *Provisional Teaching Credential* in a planned course of study that includes the reading credits required by the State of Michigan.

#### RENEWING STATE OF MICHIGAN CREDENTIALS AND STATE PROFESSIONAL CERTIFICATION

The Michigan *Provisional Teaching Credential* is valid for six years. By the end of that period, each certificate holder who wishes to upgrade or to keep his/her Michigan credential current must qualify either for a certificate renewal of their Michigan *Provisional Teaching Credential* or a Michigan *Professional Teaching Credential*.

**Renewal of Provisional Certificate.** To qualify for the renewal, the applicant must complete at least 10 semester credits of approved course work in a Planned Program after the *Provisional Certificate* is issued. Work taken by correspondence does not qualify.

#### Renewal of Professional Education

**Certificate.** A *Professional Education Certificate* is valid for up to five years. It may be renewed, with proper application, for up to an additional five years. Renewal assumes that the applicant has completed 6 semester credits from an approved teacher-preparation institution, or submitted evidence of the equivalent in continuing education units completed through professional development programs or professional activities defined and approved by the state board, or in any combination thereof. Applicants need to contact the Michigan Department of Education to renew their credentials and for further information.

#### ADDING ENDORSEMENTS TO SDA AND MICHIGAN CREDENTIALS

This section outlines criteria and procedures for adding an elementary or secondary endorsement at Andrews University. Other endorsements are also available.

#### Procedures for Adding Another Level of Certification—Elementary or Secondary

- Develop a program for securing the additional level of certification in counsel with the certification registrar.
- Counsel with the Department of Teaching and Learning adviser as the program is being implemented.
- Apply for admission to the program on the new level.
- Pass the *MTTC* subject area test(s) for any new endorsements.

- Apply for student teaching before January 31 to be eligible for the next academic year.
- Apply to the certification registrar for a teaching certificate within one semester of completing the program.

#### **Adding an Elementary Endorsement to a Secondary Certificate**

To add an elementary-level teaching endorsement to a secondary certificate, one must

- Have a valid secondary teaching certificate
- Complete a major or two minors appropriate for the elementary level (see list of majors and minors under elementary certification at post-baccalaureate level)
- Pass the *MTTC* subject area test(s) for any new endorsement area(s) and the Elementary Professional Exam
- Complete professional education courses and the planned program minor (See p. 177 for specific requirements.)
- Apply for new endorsement.

#### **Adding a Secondary Endorsement to an Elementary Certificate**

To add a secondary-level teaching endorsement to an elementary certificate, one must

- Have a valid elementary teaching certificate.
- Complete a major and a minor appropriate to the secondary level (see list of approved majors and minors under secondary certification at post-baccalaureate level.
- Pass the *MTTC* subject area for any new endorsements.
- Take EDTE417 Reading in Content Areas: Secondary (3 credits)
- Take EDTE459 Secondary Methods: (area).
- Complete 6 credits of student teaching at the secondary level.
- Apply for new endorsement.

## **READING EDUCATION**

### **MISSION**

The Reading Education Program prepares educators to enrich and improve the quality of life of all individuals through literacy. Faculty and students collaborate to develop expertise in understanding and guiding the reading/learning process for a diverse clientele.

### **MA: Reading Education**

The Master of Arts: Reading Education prepares students for work as reading consultants, supervisors in reading instruction, or teachers of reading. After determining the student's academic preparation and goals, a course plan is prepared to meet his/her individual needs. The program leading to a Master of Arts: Reading Education requires a minimum of 32 credits with 22 credits in the reading area of emphasis.

**Prerequisites.** Three of the following four courses (EDTE417, 418, 420, 484) are prerequisites for admission. If not previously taken at the undergraduate level, the three courses may be taken at the graduate level but do not apply toward the graduate degree program.

### **MA DEGREE REQUIREMENTS**

#### **Reading Core Concentration—22**

COMM436, EDCI569, 665, 680, 689, EDTE417, 630, EDTE485 or EDCI570

#### **Required Related Emphasis—6**

EDFN500, EDRM505

#### **Electives approved by adviser—4**

(or enough to total 32 credits for total program)  
ENGL460, EDCI547, 645, 646, 648, 665, 680, 690, EDPC514

#### **TOTAL MA degree credits—32**

# **GRADUATE STUDIES IN CURRICULUM, ADMINISTRATION & RELIGIOUS EDUCATION**

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James R. Jeffery  
Lyndon G. Furst  
John V. G. Matthews

### **Emeriti**

George H. Akers  
Wilfred W. Liske  
Edward A. Streeter  
John D. Youngberg  
Millie U. Youngberg

### **MISSION**

The Department of Graduate Studies in Curriculum, Administration and Religious Education serves an international clientele. As companions in learning, faculty and students are committed to excellence in teaching and learning based upon a Christian world view.

### **AREAS OF EMPHASIS OFFERED**

The Department of Graduate Studies in Curriculum, Administration and Religious Education offers programs leading to the Master of Arts, Educational Specialist, Doctor of Education, and Doctor of Philosophy degrees in Curriculum and Instruction, Educational Administration and Leadership, and Religious Education.

### **MA: Curriculum and Instruction**

The master's degree program in Curriculum and Instruction is designed to prepare persons for work at the elementary and secondary levels with emphasis upon pedagogy, curriculum development, and the improvement of instruction. A minimum of 32 credits is required in the areas of educational foundations, professional concentrations, research, and electives.

While programs in curriculum and instruction are designed for experienced educators, provision is made for individuals desiring a career change. Such persons may be required to earn more than the minimum 32 credits.