Admissions Requirements

1. State application (can be completed online at: www.pen.k12.va.us/VDOE/newvdoe/csapplication.doc)
2. School of Education application, which includes a community life form, writing sample exercise, and two recommendation forms (one for current employer)
3. $50 application fee
4. An interview by the School of Education faculty or staff
5. Bachelor’s degree from a regionally accredited institution
6. Official transcripts from all previous higher education institutions attended (will be evaluated to determine endorsement eligibility)
7. Résumé documenting at least five years of full-time work experience (or equivalent)
8. Completion of teaching area requirements for an endorsement in a content area (or equivalent through verifiable experience or academic study)
9. The following qualifying scores on the professional teacher's examinations:
   a. Praxis I: Reading 178; Writing 176; and Math 178; or a composite score of 532. (Note: an SAT score of 1000 [minimum 450/verbal 510/math] if taken before April 1, 1995, or 1100 [minimum 530/verbal 530/math] if taken after April 1, 1995, may be substituted for Praxis I.)
   b. Praxis II: depends on endorsement.

Level 1 Course Schedule

The Level 1 course schedule is designed for the working professional. Classes are held at night and some Saturdays. Level I may be completed in either one or two semesters. Each course listed below requires five hours of classroom observation.
- EFND 500 Orientation
- EMTP 502 Teaching, Thinking & Learning
- EMTP 503 Character Development & Classroom Management
- EMTP 504 Effective Curriculum & Instruction
- EMTP 508 Assessment & Evaluation
- EILC 541 Child & Adolescent Growth & Development

After completing Level I preparation, candidates are awarded a one-year Virginia Eligibility License and are expected to obtain employment in a Virginia public or accredited non-public school. For eligibility licensure requirements, visit www.pen.k12.va.us.

Level 2 Preparation

Level 2 preparation is taken during first year of teaching, and consists of a series of six, one-credit-hour seminars. Seminar topics include Diversity, Classroom Management Strategies, Teaching Reading, and Direct Instruction.

Trained mentors are assigned to assist candidates throughout their first years of employment, which includes one-on-one and group meetings.

Tuition & Fees

- The tuition for the complete program is $2,970 (18 graduate credits at $165 per credit hour).
- Additional university and state fees may apply (for example, orientation, mentor, technology, parking and application fees), depending upon degree status.

Add 14 credits for a Master’s Degree

- After completing Level II coursework, add 14 credits for a Master of Education degree.
- Enrolling as a Career Switcher master’s degree student ensures eligibility for federal financial aid.