



COLLEGE OF EDUCATION

Curriculum for Undergraduate Elementary
School Teacher Education
(CUESTE)

ADVISING HANDBOOK
Primary and Elementary Program

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ADVISING HANDBOOK

Primary and Elementary Program

PURPOSE

The purpose of this *Advising Handbook* is to provide general guidelines and information about Eastern's teacher preparation program, CUESTE (Curriculum for Undergraduate Elementary School Teacher Education – pronounced “quest”). Any student interested in completing a **Primary and Elementary Program** as part of an undergraduate baccalaureate degree should use this advising guide. Students may take the Primary and Elementary Program as a post-baccalaureate program if they also meet all the Multidisciplinary Studies (MUD) degree requirements.

Admission to Eastern's CUESTE program is competitive. Admission to the University does not guarantee admission to the teacher preparation program. The CUESTE program is limited in the number of students it can accept each year. Only the most qualified candidates will be able to pursue the goal of becoming a teacher at Eastern. Specific guidelines for admission to the program are published each year in a separate Admissions Packet.

The *Advising Handbook* and the current *Admissions Packet* define requirements and admission standards and policies of the program. It is the student's responsibility to read and carefully follow instructions set forth in these guides, which are revised periodically. Please contact the College of Education for the most recent edition. Eastern Oregon University cannot be held responsible for information on any website other than that of Eastern Oregon University's College of Education.

CUESTE Checklist – Primary and Elementary Authorizations

Initial Steps (Generally completed by the end of the Freshman year):

- _____ 1. Admitted to Eastern Oregon University
- _____ 2. Assigned a faculty advisor
- _____ 3. Planned schedule for the completion of the following:
 - a. Appropriate baccalaureate degree (BA or BS) (Bachelor of Arts or Bachelor of Science)
 - b. Major in Multidisciplinary Studies (MUD)
 - c. Approved academic minor or course of study
 - d. Elementary Education minor
 - e. CUESTE eligibility requirements
- _____ 4. Planned schedule for meeting other competencies:
 - a. Writing at or beyond the 200 level
 - b. Speech practice
 - c. Health and wellness course
 - d. Cultural awareness
 - e. Linguistics / Grammar
 - f. Math 333
 - g. Expanded Arts

Program Eligibility (Generally completed by the end of the Sophomore year):

Before students can be considered for admission to CUESTE, the following eligibility requirements must be satisfied:

- _____ 5. Positive experience with students between the ages of 5 and 12, with one letter of recommendation from the supervisor of that experience
- _____ 6. ED 242 or equivalent, completed with a grade of “B-” or better
- _____ 7. Within 100 quarter hours of completion of MUD major, the Academic minor or course of study, and the Elementary Education minor requirements, which means the student is able to graduate in 6 or 7 additional terms
- _____ 8. All courses counted within MUD major are completed with a grade of “C-” or better
- _____ 9. One letter of recommendation attesting to the student’s positive character and potential as a classroom teacher. Applicants may use the recommendation form provided in the *Admissions Packet*.

Competitive Admission Criteria (Applications may be made as early as the end of the Sophomore year):

- _____ 10. Students may apply to the CUESTE program as soon as all eligibility requirements are met by following the directions in the Admission Packet

If admitted to CUESTE (Usually during the Junior or Senior year):

- _____ 11. Fingerprinting and Criminal Background Check, required prior to the ED 309 placement
- _____ 12. Successful completion of ED 309 Structured Practicum
- _____ 13. Successful completion of Primary Core prior to Elementary Core
- _____ 14. Successful completion of Elementary Core prior to Student Teaching Core
- _____ 15. Complete or submit a Graduation Application
- _____ 16. Successful completion of upper division and other remaining MUD requirements
- _____ 17. Successful completion of Student Teaching Core

If not admitted to the program :

See your advisor and consult the EOU catalog for graduation requirements.

Graduation Requirements

Students may graduate with a BA or BS degree in Multidisciplinary Studies (MUD) with a minor in Elementary Education when:

- _____ 18. All course work is completed for MUD major, including **one** of the following:
a minor in an academic subject **OR** an approved course of study

- _____ 19. All Elementary Education minor requirements are met (or a second academic minor for those not seeking teacher licensure)
- _____ 20. All BA or BS degree requirements are met
- _____ 21. All Eastern Oregon University graduation requirements are met
(see EOU catalog for details)

Licensure Requirements for the State of Oregon

Students must complete the following requirements if licensure in Oregon is desired:

- _____ 22. Completed Primary and Elementary CUESTE Program. All course work within CUESTE must be completed with a grade of “C-” or better.
All practica must be completed with a grade of “S.”
- _____ 23. Passing score on a standardized basic skills test (CBEST or Praxis PPST)*
- _____ 24. Passing score on ORELA
- _____ 26. “C-1 I” and “C-2” Licensure Forms are completed. Licensure requests to TSPC will only be conducted at the conclusion of an Eastern term, after:
 - a. All Student Teaching forms are submitted (See *Student Teaching Handbook*)
 - b. All work samples are completed (See *Student Teaching Handbook*)
 - c. All course work is successfully completed (within CUESTE, major and minor)
 - d. All baccalaureate degree requirements have been met and graduation has been posted by the Registrar.
- _____ 27. Civil Rights Workshop completed.
- _____ 28. Valid First Aid Card.

The student will submit to TSPC:

- The completed “C-1 I” application form, and
- A check for \$100.00 payable to TSPC.

Eastern Oregon University will submit to TSPC the completed “C-2” form after verifying:

- ❖ Official test score reports*
- ❖ Coursework and degree
- ❖ Civil Rights workshop, certificate of completion.

*Passing scores determined by Teacher Standards and Practices Commission (TSPC)

SECTION 1.0 - PROGRAM OVERVIEW

“Curriculum for Undergraduate Elementary School Teacher Education” (CUESTE) is Eastern Oregon University’s undergraduate teacher preparation program, leading to licensure.

Students seeking **Primary and Elementary** teacher preparation are required to complete a major in Multidisciplinary Studies (MUD), a minor in Elementary Education, and an academic minor or a course of study. With the completion of specific licensure requirements, as determined by the State of Oregon Teacher Standards and Practices Commission (TSPC), the CUESTE program leads to Primary (age 4 through grade 4) and Elementary (grades 3-8) licensure authorizations.

Students planning to become Primary or Elementary Teachers must satisfy requirements established by Eastern Oregon University’s CUESTE program, as approved through TSPC. Because Eastern’s programs must meet with specific criteria that are subject to changes in TSPC requirements, revisions to CUESTE are anticipated. This *Advising Handbook* represents the current program requirements, policies, and procedures and is superseded by documentation with a more recent date.

GENERAL OVERVIEW OF MULTIDISCIPLINARY STUDIES DEGREE

Multidisciplinary Studies Degree		
General Education Requirements (see EOU catalog)	Elementary Education Minor (ED 309, Primary Core, Elementary Core, Student Teaching)	One of the Following: Minor in an academic subject Approved Course of Study

SECTION 1.1 - PROGRAM VISION

Eastern’s model of a “teacher” is described in a four dimensional vision:

Professional Attributes

Organizer
Applier of knowledge
Leader
Creator
Confident
Committed
Decision maker
Facilitator of learning

Social Sensitivity

Cooperative Team Player
Acceptor of Diversity
Communicator
Reciprocal Learner
Champion of equity
Empathetic

Personal Traits

Adaptable
Enthusiastic
Courageous
Healthy and well
Self-Directed
Positive Attitude
Role Model
Risk Taker
Ethical & having integrity

Academic Talents

Knowledgeable in:
Academic Subject
Pedagogical theory
Lifelong Learner
Proficient in:
Basic Skills
Technology

CUESTE is a comprehensive program designed to prepare teachers and to evaluate their progress toward meeting this vision of the teacher. To address the academic portion of the portrait, candidates will be required to excel in courses covering the liberal arts; to address the professional portion, candidates will be required to excel in professional education experiences; to address the social responsibility portion, candidates will be required to excel in cooperative education experiences and service learning; and to address the personal portion of the portrait, candidates will be required to demonstrate exemplary personal traits.

CUESTE is a competitive program. Students who show the most promise in matching the vision described above will be advanced to candidacy in the program. The teaching profession is a demanding career. Although a student’s desire and drive to be a teacher is a prerequisite to pursuing a preparation

program, academic performance as measured by GPA in specified courses and test results, interactions with children and adults, and performance with peers are critical measures which predict potential success.

SECTION 1.2 - INITIAL STEPS TOWARD

PRIMARY - ELEMENTARY CUESTE

Students must be admitted to Eastern Oregon University prior to entry into the CUESTE program. Application to Eastern is made through the Admissions/New Student Programs Office; they may be reached by calling 800-452-8639 or 541-962-3393. Information is also available at <http://www.eou.edu/admissions>.

Many students choose to take much of their general education from other schools including community colleges, state colleges or universities, or private schools. Up to 126 credit hours may be transferred from a community college to Eastern, and up to 164 hours of the program course work can be transferred from an accredited four-year institution. Although transfer course work **may** be applied toward graduation, some courses **may not apply to a major or minor**.

Students are urged to meet with an Education Advisor to have transfer credits evaluated **prior** to transferring. Opportunities for students include part-time course work through community colleges, Eastern's Division of Distance Education (DDE), and on-campus classes. For further information concerning regional opportunities to complete the program, contact the Division of Distance Education at 541-962-3378 or 800-544-2195.

Students may choose to complete CUESTE at any one of the regional community colleges approved for program delivery. Specific information regarding CUESTE at regional sites is provided as an addendum to this advising handbook at regional sites where programs are offered. The Primary and Elementary program is offered in La Grande, Ontario, Coos Bay, Pendleton, and Gresham.

SECTION 2.0 – ADVISING AND ADMISSIONS

It is essential that students interested in teaching recognize that there are many requirements of CUESTE. Course work, testing, field experience and attainment of technical, academic, and professional qualities are all involved in becoming a teacher. An advisor can assist the student with testing information, application deadlines, and course sequencing. **However, learning, planning, and following all program requirements are ultimately the responsibility of the student.**

Once a student is admitted to Eastern, an academic advisor will be assigned. The student should plan for advising appointments by having appropriate copies of registration materials, program notes and questions, and schedules ready. A list of advisors for Eastern's CUESTE program is available at the front of this handbook.

To apply to the CUESTE program, the student must first obtain an *Admissions Packet* from the College of Education (541-962-3411). The packet is also available on the web at www.eou.edu/edbus/cueste/. The deadline for submitting all required materials is listed in the packet.

SECTION 2.1 - MULTIDISCIPLINARY STUDIES DEGREE: Bachelor of Arts or Bachelor of Science

The Multidisciplinary Studies Degree (MUD) requires 90 credits divided into six general areas (see below). The curriculum is designed to give students broad preparation in subject areas taught in a self-contained elementary classroom, as well as prepare students for proficiency in the subject areas covered on the test required for licensure (ORELA - Multiple Subjects Examination). Specific courses and suggested courses are given on the MUD checklist provided at the end of this handbook. Careful planning of the areas listed below will allow students to complete the EOU General Education requirements and MUD degree requirements (with a Bachelor of Science) simultaneously. The Bachelor of Arts degree requires an additional 24 credit hours in a foreign language.

Humanities

Humanities must include Introduction to Literature, Philosophy and Art Literacy.

Natural Sciences

Students must complete a sequence in a descriptive science such as Biology, Geology, Earth Science, Botany, or Zoology.

Students must also complete a sequence in an experimental science such as Physics, Chemistry, or Physical Science.

Because two full science sequences are required, it is recommended that students give priority to beginning one of these sequences as soon as possible.

Social Sciences

Social sciences must include General Psychology, Geography, U.S. History, and World Civilization.

Mathematics

12 quarter hours of math at College Algebra (MATH 111) or higher are required. Fundamentals of Elementary Mathematics (MATH 211, 212, 213) or equivalent fulfills this requirement.

Creative Arts

A course in the creative arts is required. This is defined as experience in Fine Arts, which includes printmaking, photography, painting, drawing, sculpture, ceramics, or any other creative, media-dependent art form. Students are also required to have music competency at the Music 101 level. This can be accomplished through course work or extensive life experience in music.

Other Required Competencies

Competency in computers and word processing, speech (communications), health awareness, cultural awareness, and writing at or beyond the 200 level are also required. Competencies may be attained through demonstration, life experience, or by course work. Computer competency is defined as an ability to operate and apply technology for the purposes of manipulating data. Students must demonstrate an ability to use a computer to generate professionally-rendered documents and to be able to use information systems such as CD ROM, the World Wide Web, email, as well as other emerging technologies. See your Education Advisor concerning procedures for providing evidence of these competencies, if they were attained through experience rather than courses.

At the upper division level, all CUESTE students must complete a course in math methods, linguistics/grammar, and expanded arts.

SECTION 2.2 - MULTIDISCIPLINARY STUDIES DEGREE:

Credit Summary

General Education.....	60 Hours
Additional MUD major and Gen Ed course work	30 Hours
Academic minor or course of study	30 Hours*
Elementary Education Minor.....	48-51 Hours
Other course requirements (Linguistics, Math Methods, Expanded Arts)	8-12 Hours
Electives.....	6-12 Hours*
Total Program	180 Hours

*Students may use up to 15 credits of General Education or Multidisciplinary Studies major requirements to satisfy a portion of the endorsement minor or course of study. Hours of electives depend on the degree of overlap between major, minor and General Education requirements. Please see the MUD checklist at the end of this handbook.

SECTION 2.3 - MULTIDISCIPLINARY STUDIES DEGREE:

Transferring Credits

Transfer students completing courses at other colleges or universities may elect to apply certain course work towards the Multidisciplinary Studies (MUD) degree. Typically, a student can expect that course work taken within seven years of the date of application to Eastern may apply to the MUD degree if the course numbering, course description, and credit hours are a close match to current Eastern courses. Again, students are **strongly urged** to contact a Pre-Admissions Education Advisor to have transfer credits evaluated.

Oregon, Washington, and some Idaho Community College transfer agreements allow students with Associate of Arts degrees to automatically meet Eastern's General Education requirements. It is important to remember that even though the Associate of Arts Oregon Transfer (AAOT) assures General Education completion, **it does not necessarily satisfy all MUD requirements. It is possible, for**

example, to complete an AAOT and still need lower division course work. An AAOT degree completion, coupled with a pre-MUD program at a community college, requires a high degree of planning and attention to requirements. An Eastern advisor can help plan a program that will best incorporate work at the community college with that of Eastern Oregon University.

SECTION 2.4 - MULTIDISCIPLINARY STUDIES DEGREE: Program Requirements

Any student may complete the Multidisciplinary Studies degree program. Advising for this degree is done by the education faculty. Students may graduate with a MUD degree with one of the following options:

1. Students **seeking licensure** will be required to complete:
 - A MUD major, including General Education
 - An academic minor or endorsement course of study
 - A minor in Elementary Education, the CUESTE program
 - Qualifications for licensure

2. Students **not seeking immediate licensure** will be required to:
 - Complete all the same requirements of the MUD major, General Education and academic minor or course of study
 - Complete a second academic minor (in lieu of Elementary Education Minor)
 - Take the capstone seminar, ED 499, which requires the
 - i. completion of a capstone project under the supervision of a cooperating faculty member
 - ii. presentation of the findings in an open colloquium to staff, students, and the public.

The MUD degree requires that students complete all **graduation requirements** set by Eastern, reflecting the following:

- Satisfactory completion of at least 180 credit hours
- Completion of at least 60 hours at the 300 or 400 level as designated by the major, minors, or both
- The University Writing Requirement
- Compliance with credit limitations established for practicum, physical education, continuing education, and community college transfers
- Completion of the 24 credit hour foreign language requirement if the Bachelor of Arts degree is selected

The MUD degree **requires**:

- Completion of all specific lower division course work, other competencies, and upper division requirements listed on the MUD checklist (see the end of this handbook)
- **Completion of all required courses with the grade of “C-” or better and maintenance of a GPA of 2.75 or higher**

SECTION 2.5 - OTHER PROGRAM REQUIREMENTS: Academic Minor or Course of Study

Due to the need for highly qualified teachers, all CUESTE candidates are expected to complete a course of study that emphasizes literacy, English language learning, or mathematics. Each of the sites has a course of study tailored to meet this need. Copies can be obtained from site advisors.

Students who have strong rationale may request approval of the option to obtain an academic minor or an individual course of study, which will augment the content preparation appropriate to the elementary classroom. These requests should be made to an education advisor, who will confer with the Chair of Teacher Education.

Students who already possess a baccalaureate degree in an academic area that would be taught in an elementary classroom are not required to complete an academic minor or course of study.

SECTION 2.6 - OTHER PROGRAM REQUIREMENTS: Foundational Experiences

During the Freshman and Sophomore years, students interested in becoming Primary or Elementary teachers must learn about the education program options and requirements to set a course that will lead to an efficient and successful culmination of study. All students must participate, for a minimum of 30 clock hours, in a volunteer or paid position working with students of the age they plan to teach. Students will need a letter of recommendation from the supervisor of their experience and will submit a summary of and reflection on this experience when applying to CUESTE.

During the Freshman year, students must learn the requirements of CUESTE and plan an academic program that satisfies licensure requirements. To facilitate this learning, **ED 142, the Education Orientation seminar**, is available to students. This seminar helps students learn the details of Eastern's CUESTE program and assists them in developing a personal plan for program completion. **ED 142 is recommended** for all incoming students interested in becoming teachers. **Students must have a planned program when they formally apply to the CUESTE program.**

Prior to admission, students must acquire basic information about school, classrooms, children, school law, finance, basic psychology, history, and philosophy. ED 242, Education Concepts, is designed to help students acquire this information through study and discussion groups. Students must pass this course with a "B-" or better as a prerequisite for applying to CUESTE.

SECTION 2.7 - ELEMENTARY EDUCATION MINOR: Eligibility and Admission

As early as the end of the Sophomore year, eligible students may consider formal admission to the Elementary Education Minor of CUESTE. An application process will be held at least once a year. A separate Admissions Packet is published prior to each admissions cycle and has the most current EOU admissions information.

Admissions is a two-step process. Student must first prove eligibility to be considered. Second, additional criteria are then scored using scaled criteria. Students are then rank-ordered by point total. In any one cycle of admissions to the CUESTE program there may be limitation of space at a particular

site. Meeting eligibility requirements and submitting additional criteria for evaluation does not guarantee admission to the program. Invitations to participate are made on a space-available basis, giving those with the highest point totals admission to the program. Although the general requirements for admissions are given below, please see the current *Admissions Packet* for the specific eligibility and competitive requirements of the program.

Eligibility: Only complete Admissions Files submitted on time will be accepted. A student may apply to the CUESTE program when he or she:

1. Is within 100 quarter hours of completion of all program and graduation requirements. With their application form, students must submit check sheets listing courses, dates and grades, and a detailed plan for program completion signed by an advisor.
2. Provides an unofficial copy of all transcripts. Please provide transcripts from the Registrar's office, not from the Web. If the student is post-baccalaureate, the transcript must post the degree.
3. Obtains an advisor's signature confirming total cumulative grade point average of 2.75 or higher. All courses applied toward program completion must show grades of "C-" or higher.
4. Has completed ED 242 (or equivalent) with a grade of "B-" or better. ED 242 will be made available both on Eastern's campus and at regional locations. ED 342 is the equivalent offered through Eastern's Division of Distance Education.
5. Submits passing score reports for the CBEST (or Praxis PPST).
6. Has completed at least 30 hours experience with students of the age they intend to teach and received a recommendation letter from his or her supervisor. Students will also need to submit a brief summary of and reflection on their experience (see *Admissions Packet*).
7. Has an additional letter of recommendation from an individual who is in a position to attest to their positive character and potential as a classroom teacher. Applicants may use the recommendation form in the *Admissions Packet*.
8. Submits the PA-1 form (Character Questions).

Complete applications must be submitted by the date listed in the Admission Packet. Upon application, those students who have met the initial criteria will be invited to complete an interview and submit an essay. Applicants should carefully follow admissions procedures and dates for information submission.

SECTION 2.8 - COMPETITIVE CRITERIA

All eligible applicants' files will be assessed and scored on four criteria: GPA, standardized basic skills test score, essay, and interview. The point total of these scaled criteria forms the competitive basis for admission to the program. In each admissions cycle only the most qualified students (those with the highest point totals) will be invited to participate in the CUESTE program. Point totals are rank ordered. Limitations in numbers of students accepted to the program may be applied in any one term or location within the Eastern program. When there are more eligible applicants than spaces, the scaled point criteria will be used. Those with the highest numbers of points will be invited to take first choice of the lim-

ited spaces in the program. If there are numerical ties in the point assessment, the Admission Committee will adjudicate this evaluation and make recommendation concerning the most qualified applicant.

Eastern Oregon University and the College of Education recognize that protected classes of people may receive special consideration. Further, it is also recognized that certain endorsements, gender, and marketing pressures can also have significant bearing on the nature of candidates that Eastern plans to advance in order to better serve its regional mission.

Candidates admitted to CUESTE must confirm their plans with the program coordinator and commit to a placement of specific Cores (Student Cohorts) within their schedules. When candidates are admitted to CUESTE, future Cores will be specifically assigned and arranged at the discretion of the College of Education. If at any point the candidate is unable to participate for any reason in the planned Core, completion of the program may be delayed until space becomes available in successive Cores. Candidates must give written notification to the Admission Coordinator that they are withdrawing or delaying their participation. A written request must also be made when the candidate wishes to enter a new cohort.

SECTION 2.9 – GPA POLICY

To be admitted to the CUESTE program, students must have a total cumulative grade point average of 2.75 or higher. All courses counted toward program requirements must have grades of “C-“ or better.

Students whose total cumulative GPA is lower than 2.75 may be admitted to the program if the GPA for all coursework that applies to the Multidisciplinary Studies degree, all minor (or course of study) courses, and any of the "other requirements" for MUD is 2.75 or higher. Documentation of the calculation of this alternate GPA must be provided at the time of the admission process.

Students whose cumulative or alternate GPA is below 2.75 are not eligible for the CUESTE program.

Students admitted to CUESTE must maintain a cumulative or alternate GPA of at least 2.75 as well as receive grades of “C-“ or higher in all required coursework. Students whose GPA falls below the 2.75 between the time of admission to program and the beginning of the first core will not be allowed to begin Primary Core of the CUESTE program. Students whose cumulative or alternate GPA falls below a 2.75 after they have begun Primary Core must meet with a faculty member to develop a Plan of Assistance. Those who do not meet the terms of their plan of assistance will be removed from the CUESTE program. They may reapply for the program at a later time and will be evaluated for admission under the prevailing guidelines/requirements in force at the time of reapplication.

SECTION 3.1 - REAPPLICATION FOR ADMISSION

Students who are **not** accepted in one admission cycle may reapply:

- After consultation with an Education Advisor;
- After improvement in at least one scored criteria, either by repeating course work or by retaking examinations; and
- By submitting a new application.

Students who were fully admitted but chose to withdraw or delay must apply in writing to join a new cohort.

SECTION 3.1 - FINGERPRINTING

Students admitted to the CUESTE program must complete the PA-1, “Student Teaching or Practicum Report” form and **complete fingerprinting before any field placement may commence**. Information packets for these processes may be obtained from, and fingerprints must be returned to, the College of Education Office.

SECTION 3.3 - CURRICULUM

The Elementary Education Minor is a multi-step program that, when successfully completed, culminates in qualifications for teacher licensure. The minor may be transcribed only in conjunction with successful completion of the MUD degree. For a complete description of course titles and requirements, see the Elementary Education Minor checklist (provided in this handbook).

The Elementary Education Minor is composed of four sequential elements:

- 1) ED 309: Structured Practicum,
- 2) Primary Core: Primary Core,
- 3) Elementary Core: Elementary Core,
- 4) Student Teaching: Student Teaching.

Each of these elements is described in detail below.

Please note: No other courses may be taken between 8:00 AM and 4:00 PM, Monday through Friday during a Core.

1. **Structured Practicum.** Students are required to participate in the ED 309, Structured Practicum. This experience is designed to give students a 3-week practical look at the theory and practice associated with the variety of curricula found in the elementary school. **The Structured Practicum must be completed satisfactorily before students may begin their first Core.**
2. **Primary Core:** The Primary Core is an intensive, integrated learning experience. The overall focus of the experience is on Primary curriculum, standards, assessment, early childhood development, and classroom dynamics. The philosophical orientation is toward developmentally appropriate practice for young students and learning cycles for this age group. Direct instruction, discovery and constructivist theory and practice will be demonstrated. Integrated curriculum is an essential outcome. Students must pass all course work in Primary Core with a “C-” or better before progressing to Elementary Core.
3. **Elementary Core:** The Elementary Core continues the intensive, integrated pattern of Primary Core, with an extension to students in the upper elementary grades. Emphasis will be placed on development, classroom dynamics, curriculum design, assessment, and content specific methods. Students must pass all course work in Elementary Core with a “C-” or better before progressing to Student Teaching.

- 4. Student Teaching Core:** Prior to Student Teaching, candidates must complete a *Placement Request Form*. (See the College of Education *Student Teaching Handbook* for complete descriptions and requirements of Student Teaching.)

Student Teaching is arranged through cooperation with approved schools in the region. Although students can request specific geographic areas for potential Student Teaching placements, the University, with recommendation from the school partner, makes the final decision. To complete the Student Teaching portion of the program, students may be required to travel outside the immediate vicinity of the University. Fall term Student Teaching typically starts in August and ends in December. Winter term Student Teaching starts in January and ends at the public school calendar Spring Break. Spring Student Teaching starts after EOU's spring break and proceeds to the end of the public school calendar year. **Student teachers follow the calendar, holidays, hours, and all other teacher requirements of the public school during the duration of the experience.**

Student Teaching represents the “capstone” experience in the Elementary Education Minor. If successful in the beginning of the Student Teaching placement, students phase into the role of full-time teacher, assuming all of the duties and responsibilities of a professional teacher. **A grade for Student Teaching will not be transcribed until two complete work samples have been taught, approved by the University Supervisor and submitted to the College of Education.**

Because Student Teaching is the capstone demonstration of the cumulative knowledge, skills, an professional and personal attributes of the candidate, it requires a great deal of dedication and commitment from the candidate. Although most candidates rise to the demanding expectations of the profession, there are some, for a variety of reasons, who do not. The Cooperating Teacher, school principal or site administrator, and the University Supervisor all have a role in assessing the progress of the candidate in Student Teaching. If, for any reason, the Student Teacher's progress is considered unsatisfactory, the placement can be terminated. Students not passing their initial attempt at Student Teaching may be given **only one additional opportunity** to successfully complete Student Teaching. This additional term will require the full term experiences as described above. For a full discussion of all the rules and regulations regarding Student Teaching, please see the *Student Teaching Handbook*.

Professional Traits. At five-week intervals in both initial Cores, students will be assessed on their academic, professional, and personal attributes. Students will be informed of the specific criteria at the beginning of each Core. Students who fail to meet the criteria in any area will be placed on a Plan of Assistance, that is, they will be required to meet with faculty to discuss a time line and criteria for improving deficit attributes. Students who do not improve within the designated time frame will not be allowed to complete the Core.

Field Experiences (Sometimes referred to as “a practicum” or “a lab”). Both Primary and Elementary Cores require students to apply theory by developing real solutions in field situations. During each of the initial Cores, there are field experiences which are part of the total field preparation during the CUESTE program. Field placements are an important part of the Core experience. These serve as both a final assessment of pedagogical learning and a transition to the next Core. All field experiences in Cores are assessed as “S/U.” All field experiences must be passed with an “S” prior to advancement to the next Core.

SECTION 4.0 – GRADUATION REQUIREMENTS

Students are eligible for graduation with a baccalaureate degree when all of the following have been met:

- Completion of all MUD degree requirements with a “C-” or better
- General Education requirements satisfied
- Minimum of 180 quarter hours of course credits
- Minimum of 60 quarter hours of upper division course credits
- Successful completion of the Elementary Education Minor (ED 309, Primary Core, Elementary Core, Student Teaching)
- Completion of an approved minor or course of study
- Application for Graduation, Recognition of Elementary Education Minor, and Recognition Form for any additional minors are signed by the advisor and submitted to the Registrar no later than the second Friday two terms before anticipated graduation date
- Meet University Writing Requirement
- All other EOU institutional graduation requirements (See EOU catalog)

SECTION 5.0 – LICENSURE REQUIREMENTS

Students must complete the following requirements if licensure in Oregon is desired.

- Completed Primary and Elementary CUESTE Program - All course work within CUESTE must be completed with a grade of “C-” or better
All labs must be completed with a grade of “S”
- Passing score on a standardized basic skills test (CBEST or Praxis PPST or CBT)*
- Passing score on ORELA*
C-1 I and C-2 Licensure Forms are completed. Licensure requests to TSPC will only be conducted at the conclusion of an Eastern term, after:
All Student Teaching forms are submitted (See *Student Teaching Handbook*)
All work samples are completed (See *Student Teaching Handbook*)
All course work is successfully completed (within CUESTE, major and minor)
All baccalaureate degree requirements have been met and graduation has been posted.

The student will submit to TSPC:

- The completed **C-1 I** application form, and
- A money order or check for \$100.00 payable to TSPC.

Eastern Oregon University will submit to TSPC:

- The completed C-2 form after verifying
 - Official test score reports*,
 - Coursework and degree,
 - Civil Rights workshop,

*Passing scores determined by Teacher Standards and Practices Commission (TSPC)

SECTION 6.0 – GLOSSARY

Authorization

TSPC licenses teachers in specific grade ranges. The levels of authorization are:

- Early Childhood (Primary) – Pre-K through Grade 4
- Elementary – Grades 3 through 8 in an Elementary School
- Middle Level – Grades 5 through 10 in a Middle School
- High School – Grades 7 through 12 in a High School

Endorsement

The ability to teach specific subject matter is an endorsement. Endorsements are add-ons to licensure and authorization that allow a candidate to teach specific subjects such as mathematics, science, social studies, language arts, health, physical education, technology, art, or music.

Licensure

The basic requirement for teaching in Oregon. Controlled by the Teacher Standards and Practices Commission, licensure identifies one as a “teacher.” Grade level and subject is not part of this overarching requirement.

Program Completer

Any student who has met all of the University graduation requirements and minimum Oregon licensure requirements for the Initial Teaching License.

SECTION 6.1 – STUDENT CONDUCT CODE

Students in the CUESTE program are expected to meet the academic and behavior standards set forth in the EOU Student Handbook found at: <http://www.eou.edu/saffairs/handbook/handbook.html>. Students should also follow professional guidelines expected of teachers in the school district where they are student teaching. Students who violate the conduct code may be removed from the program.



Multidisciplinary Studies Degree Guidelines For Elementary Teacher Licensure candidates

Name: _____ ID# _____

All courses should be taken for letter grade.

With proper planning Eastern's General Education requirements will be met simultaneously.

Requirements (Courses for each requirement are listed on specific site check lists)

- Intro to Literature
- Philosophy
- Intro to Psychology
- Descriptive Science
- Lab/Physical Science sequence
- Foundations of Elementary Math sequence
- World Geography
- US History
- World Civilizations
- Survey of Art
- Artistic Creation
- Basic Music

MUD Electives: Choose additional courses to complete 90 credit hours. Up to 5 credits may be counted in skill-based Music or PE classes (such as basketball, fencing, golf, racquetball, skiing, social dance, softball, swimming, tennis or volleyball). Classes should be supportive of teaching at the elementary level and involve a life-long activity. Up to 15 minor credits may be counted if they are not counted elsewhere in MUD. These courses may not be counted: Weight training, football, writing below 121 and classes unrelated to elementary school curriculum.

TOTAL MUD CREDITS

(90 credit hours required)

Other Requirements or Competencies

- Health/Wellness
- Writing
- Speech
- Cultural Awareness

UPPER DIVISION REQUIREMENTS for Teacher Licensure Candidates

(Must be **completed** prior to Student Teaching)

- Expanded Arts
- Linguistics or Grammar
- Math in Elem. Schools

Academic Minor or Endorsement Course of Study

A minimum of 30 credits total; no more than 15 credits of a minor may be double counted as MUD General Ed requirements or electives. (Attach checksheet.)

Minor:

or Course of Study (for teacher licensure candidates only):

- Elementary Education Minor** (46 credits) Attach Elementary Education minor check sheet.

These ED courses may be taken prior to program admission:

- Education Orientation ED 142, 1 credit (optional)
- Education Practicum ED 209, 1-15 credit/s (optional)
- Education Concepts ED 242, 3 credits (required, grade of B- or better)

If no Elementary Education minor

- Education Capstone ED 499, 3 credits (required)
- Minor to replace Elem Ed. (attach checksheet)

- Univ. Writing Req. met** or Writing Proficiency Exam (Score)

EOU Graduation Requirements

- Total Credits - 180 credits**
- Upper Division (300/400 level) - 60 credits**

See EOU Catalog for other requirements!



ELEMENTARY EDUCATION MINOR CHECK SHEET

College of Education CUESTE Education Program

	<u>Foundational Education Experiences</u>	Term/Yr	Grade
ED 142	Education Orientation (1 cr, optional/course not required)		
ED 209	Practicum (course not required)		
ED 242	Education Concepts (3 cr, required - grade of B- or better)		

Admission to Program

ED 309	Structured Practicum (0-3 cr)		
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Primary Level Authorization Core

ED 354	Reading & Language Arts: Primary Grades (3 cr)		
ED 480	Primary Learning Cycle (2 cr)		
ED 481	Curriculum & Standards: Art & Music (1 cr)		
PES 481	Curriculum & Standards: PE & Health (1 cr)		
ED 482	Primary Classroom Dynamics (2 cr)		
ED 483	Individual Differences & Issues in Primary (1 cr)		
ED 383	Individual Differences & Issues in Elementary (2 cr)		
ED 485	Primary Assessment (2 cr)		
LIB 387	Literature for Primary Grades (2 cr)		
LIB 490	Educational Technology (1 cr)		
ED 480L	Primary Core Lab (0 cr)		

Elementary Authorization Core

ED 355	Elementary Reading & Language Arts (3 cr)		
ED 380	Elementary Learning Cycle (2 cr)		
ED 381	Curriculum & Standards: Science (1 cr)		
ED 381	Curriculum & Standards: Social Studies (1 cr)		
ED 382	Elementary Classroom Dynamics (2 cr)		
ED 384	Exceptionality: Elementary (2 cr)		
ED 484	Exceptionality: Primary (1 cr)		
ED 385	Elementary Assessment (2 cr)		
LIB 388	Literature for Elementary Grades (2 cr)		
ED 380L	Elementary Core Lab (0 cr)		

Student Teaching Core

ED 412	Student Teaching Seminar (2 cr)		
ED 415	Student Teaching: Primary (5 cr)		
ED 415	Student Teaching: Elementary (5 cr)		

Authorized signature in minor

Date