



OKLAHOMA  
**PANHANDLE STATE**  
UNIVERSITY

College of Arts and Education

## Process for Applying to Teacher Education Program (TEP)

- **Items to submit to Ms. Henderson, Field Placement Officer**

1. **TEP Application** (*found at OPSU website, see below or come to HMH122 for printed application*)
2. **Check Sheet** (*provided by advisor*)
3. **Unofficial Transcripts** (*Ms. Henderson will print*)
4. **Distribute three recommendation forms to instructors** – (*any instructor you have had in the past – they do not have to be within the Education Department. Instructors will return these forms directly to Ms. Henderson.*)

- **Must have completed and/or be enrolled in these classes**

1. ENGL 1113 AND ENGL 1213 (*grade of C or above*)
2. COMM 1113 or Public Speaking (*grade of C or above*)
3. EDUC 2113, MUED 2113 OR AGED 3103 (*grade of C or above*)
4. Overall GPA OF 2.50 and a GPA 2.50 in general education courses

- **Application and recommendation forms can be found at**  
[http://www.opsu.edu/dwn/SCED\\_Application\\_form.pdf](http://www.opsu.edu/dwn/SCED_Application_form.pdf)  
[http://www.opsu.edu/dwn/SCED\\_Recommendation\\_Form.pdf](http://www.opsu.edu/dwn/SCED_Recommendation_Form.pdf)

### **Final Steps**

- Mrs. Henderson will contact you through your school email to set up an appointment for your First Portfolio Review (Interview). (*A three-member committee, selected by the Director of Education, will conduct this review.*)
  - a. Copies of interview rubric and sample questions available at Ms. Henderson's office, HMH122.

**Please Note:** Even though one must have a passing score on the OGET for full admittance to TEP, this will not prevent one from applying. One must have registered and scheduled the OGET **before** your 1<sup>st</sup> Interview, though. Email Ms. Henderson with the date.

Ms. Delilah Henderson, Field Placement Officer,  
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