

DEPARTMENTAL REQUIREMENTS FOR STUDENT TEACHING

Students must be approved by the Education Department; the major department; and the minor department before being allowed to student teach, along with other requirements such as having a minimum major and minor GPA of 2.5. The following departments have specified criteria that students must meet before they will be approved for student teaching. Students should also check the current college catalog for other departmental requirements.

I. SCIENCE DEPARTMENTS - ELEMENTARY AND SECONDARY

In order to be admitted to student teaching in one of the sciences (Biology, Chemistry, Physics, etc.), or with an integrated science major or minor, a student must be approved by the department representing that discipline. Secondary student teachers should do their student teaching in their major, although in rare cases they may be allowed to do their student teaching in their minor. Departments are encouraged to consider factors such as the student's maturity, responsibility, interpersonal skills and communication skills in their decision-making process. In addition, the following minimum standards must be met:

- A. Non-transfer students
 1. Completion of at least 5 courses in the sciences toward an approved science studies major or minor, with a minimum grade of C- (1.7) in each of those 5 courses. Passing grades lower than C- are permissible in other courses in the discipline that are part of the major or minor but are not part of the 5 chosen to satisfy this requirement.
 2. Cumulative GPA within the sciences of at least 2.5.
- B. Transfer students
 1. Completion of 5 courses in the sciences, 1 of which must be a junior or senior level course taken at Calvin, and which:
 - a) feature no grades lower than C- (1.7). Passing grades lower than C- are permissible in other courses in the discipline that are part of the major or minor but are not part of the 5 chosen to satisfy this requirement.
 - b) are part of a science studies major or minor, which has been approved by the Science Division Education Committee or the Elementary Education Science advisor.
 2. Cumulative GPA within the sciences of at least 2.5 for transfer courses and Calvin courses separately.
- C. Students in the Post-BA Program
 1. Completion of at least 5 courses in the sciences which:
 - a) feature at least 6 courses with grades of C- (1.7).
 - b) have been approved by the Science Division Education Committee or the Elementary Education General Science Studies advisor.
 2. Cumulative GPA within the sciences of at least 2.5 for Calvin and non-Calvin courses separately.

II. HISTORY AND THE SOCIAL STUDIES - ELEMENTARY AND SECONDARY

This area consists of majors and minors in history, economics, political science, sociology, psychology, geography, and social studies, and applies to those in the elementary and secondary teacher education programs. Students with any of these majors and/or minors must meet the following qualifications:

- A. The student must have completed at least 6 courses toward an approved major or minor with grades of C- (1.7) or higher and a cumulative GPA in the major or minor of at least 2.5; for transfer students, at least one of these courses must be an upper-level course taken at Calvin.
- B. History faculty consider each prospective student teacher, and favorable recommendations from two professors with whom the student has taken courses in the major or minor (transfer students: one professor) must be granted for the student teacher to be approved. This recommendation process is completed by the History department; students do not need to solicit recommendations themselves. Recommendations assess intellectual ability as well as the following personal qualities: self-discipline and motivation (e.g. ability to meet deadlines), interpersonal skills (e.g. ability to relate to peers and faculty), and communication skills (e.g. ability to speak and write effectively).
- C. The department chairperson will approve all requests for student teaching on the basis of the above criteria. A student may appeal the chairperson's decision to a departmental appeals committee consisting of the supervisor of student teaching and two additional members of his or her choice.

III. SPANISH DEPARTMENT - ELEMENTARY, SECONDARY, AND BILINGUAL EDUCATION

Students in any of these programs with major and/or minors must meet the following qualifications before being approved by the Spanish Department:

- A. A cumulative GPA of 2.5 in the courses required for the major and/or minor.

- B. Successful completion of all three portions of the Spanish Department Proficiency Exam: Grammar, Composition, and Oral. The Proficiency Exam is offered by the Spanish Department four times each year, twice in the fall and twice in the spring. For dates and details, see Nora Koster in the Spanish Department. Candidates need a minimum of 80% on the Grammar Exam and need to attain a rating of Advanced Low for both the Composition and the Oral tests.
- C. The other factors to be considered in determining approval for student teaching will be evaluated in cooperation with the Education Department.
- D. Candidates not approved for student teaching have the right of appeal and should see the Education Department for instructions.

IV. PHYSICAL EDUCATION - ELEMENTARY AND SECONDARY

- A. Students majoring in Physical Education must have a cumulative GPA of 2.5 or higher in Physical Education to student teach in Physical Education.
- B. Students who minor in Physical Education must have a cumulative GPA of 2.5 in Physical Education even though they may not be student teaching in Physical Education.

V. MATHEMATICS AND COMPUTER SCIENCE

- A. Standards for Admission to student teaching:
All students with elementary or secondary majors or minors in mathematics or computer science must meet the following standards to be approved for Student Teaching. These standards apply to transfer students and to post-baccalaureate students as well as to non-transfer students.
 1. Completion of at least 24 semester hours in the approved major or 16 semester hours in the approved minor, with a minimum grade of C- in each course included to meet the 24-hour or 16-hour total. (Passing grades lower than C- are permissible in courses that are part of the major or minor but are not part of the 24 or 16 hours chosen to satisfy this requirement.) At least 4 of these hours must have been taken at Calvin College.
 2. Cumulative GPA of at least 2.5 within the approved major or minor, both overall and within Calvin courses in the major or minor.

In addition to these academic standards, the appropriate department, Mathematics or Computer Science, will also consider factors such as the student's maturity, responsibility, interpersonal skills, and communication skills. The appropriate department, Mathematics or Computer Science, shall provide a written explanation each time a student is denied approval. Students not meeting the standards or who are denied approval may appeal in writing to the appropriate department.

- B. Monitoring the Progress of Secondary Education Mathematics Majors:
The Mathematics Department has instituted the following policy to monitor the progress of secondary education students with mathematics majors. At the time that such a student's curriculum is brought before the department, the faculty shall discuss any concerns that might jeopardize admission into Student Teaching. In addition to academic standards, the department will also consider factors such as the student's maturity, responsibility, interpersonal skills, and communication skills. If there are sufficient concerns, the department shall take the following actions:
 1. Appoint a faculty mentor to work with the student and to keep the student apprised of his or her progress until the department acts on the eventual application for admission to Student Teaching or until the student withdraws from the teacher education program in mathematics. At the time that the student's application to Student Teaching is brought before the department, the mentor will report back to the department on the student's progress.
 2. Notify the student by letter of the department's concern and of the appointment of a mentor.

At the beginning of each semester, the dept. shall distribute a list of students whose approved curricula involve admission to Student Teaching. Any time prior to the application for admission to Student Teaching by the student, the dept. may choose to declare the student in jeopardy of not being admitted to Student Teaching. If so, the dept. shall follow procedures 1 and 2 above.

VI. MUSIC DEPARTMENT - ELEMENTARY AND SECONDARY

Students must have met the following minimum requirements:

- A. Be accepted into the BME program.
- B. Complete all coursework for the BME major (except MUSC 359 which is taken in conjunction with student teaching).
- C. Complete the Level III Piano Proficiency Test.
- D. Perform a ½ recital.
- E. Meet the requirements of the Teacher Education Program. Details regarding these requirements can be found at <http://www.calvin.edu/academic/education/students/stuteach/>

VII. FRENCH DEPARTMENT - ELEMENTARY AND SECONDARY

Students must have met the following minimum requirements:

- A. Cumulative GPA of at least 2.5 in courses taken in the department.
- B. Successful completion of departmental oral & written proficiency exam with a minimum of 75% for majors & 70% for minors.

VIII. GERMAN DEPARTMENT - ELEMENTARY AND SECONDARY

Students must have met the following minimum requirements:

- A. Cumulative GPA of at least 2.5 in courses taken in the department.
- B. Successful completion of departmental oral & written proficiency exam with a minimum of 75% for majors & 70% for minors.

IX. ENGLISH DEPT-SECONDARY

Students must pass all five sections of the English Department Screening Exam. Student teachers must pass all five sections by October 1 of the semester prior to student teaching. Information about this test is available in the English Department.