



SECONDARY EDUCATION APPLICATION WOODRING COLLEGE OF EDUCATION

*Teacher Education Admissions • Miller Hall 206 • 516 High Street • Bellingham, WA 98225-9090
Phone 360.650.3313 • Fax 360.650.6583 • www.wce.wvu.edu*

PLEASE PRINT OR TYPE ALL INFORMATION

PART ONE • PERSONAL INFORMATION

Application Quarter: _____ Year: _____

WWU Student ID#: _____ Birth Date: _____ SSN: _____
(Optional) *(Optional)*

Name: _____ Former Name (if any): _____
Last *First* *MI*

Contact Address: _____
Street *City* *State* *Zip*

Contact telephone: _____ email address: _____
(Current WWU students update address/phone changes at the Registrar's Office at 360/650-7773 or online at WWU's Web4U)

Academic Major/Endorsement: _____
(i.e. the subjects you wish to teach)

Program Level: Undergraduate Post-Baccalaureate *(Do not use this application for the Master's in Teaching Program)*

Enrollment Status: I am currently enrolled at WWU I am also applying to WWU for the same quarter

NOTE: If you are a **post-baccalaureate student**, your application to Western Washington University must be submitted for **the same quarter** as your Secondary Education application. Community college **transfer students** should not apply to Secondary Education until they have consulted an academic department major adviser.

Prior College(s) – You **MUST** list **ALL** prior colleges and submit a transcript from each with this application. We cannot use transcripts sent to other offices nor your Transfer Equivalency Report. Unofficial transcripts are acceptable.

Name of Institution	Dates Attended	Degree Earned	Mo/Yr Completed

APPLICATION DEADLINES

All requirements must be completed and application materials received (not postmarked) by the Teacher Education Admissions Office in Miller Hall 206 on or before these deadlines.

Fall – April 1 • Winter – October 1 • Spring – January 15

There is no admission for summer quarter.

Deadlines for WWU may differ; consult with WWU Admissions

PART TWO • ADMISSION

Admissions to Western Washington University and to Secondary Education are both required before a student may begin taking courses in education. Post-baccalaureate students must apply to WWU and Secondary Education for the same quarter. Community college transfer students are advised to concentrate on major endorsement courses their first quarter at WWU and not apply to Secondary Education until they have met with a major adviser to determine the best time to apply.

APPLICATION REQUIREMENT CHECKLIST

Complete this checklist prior to submitting your application:

- Admitted** to or have **applied** to WWU (see note on page 1).
- Completion of a minimum of **75 graded credits**.
- Grade point average of **2.75** or higher overall or for the last 45 graded quarter credits.
- Completion of an **English composition** course with a grade of B or higher.
- Copies of all college transcripts enclosed** (except for WWU coursework taken after Fall 1986).
- Two letters of recommendation** from individuals addressing your potential as an educator and/or your ability to be successful in a teacher education program. One letter must be from someone who can attest to your academic ability and knowledge (e.g. university professor).
- Signed Student Conduct Requirements and Agreement (on back of this application).
- Official **WEST - B test** scores that meet state-determined minimums. (*Scores must be sent directly to WWU by the vendor, Evaluation Systems, Pearson.*) Please indicate your test date(s): _____

WASHINGTON EDUCATOR SKILLS TEST-BASIC (WEST-B):

Students must provide passing WEST-B scores prior to the application deadline for a teacher education program. The WEST-B is administered by Evaluation Systems, Pearson and is offered several times a year at various sites in Washington State. The WEST-B contains three separate subtests: Reading, Mathematics, and Writing. **You must pass all three subtests.** The results for each subtest are calculated on a scale ranging from 100 to 300. A passing score is 240. To register, view a **study guide** (which includes sample test questions and answers), or for additional information, please visit the WEST-B website at www.west.nesinc.com. To register by telephone or request registration materials, call 800-784-4999.

ENROLLMENT:

Enrollment restrictions apply in all teacher education programs. Meeting the above criteria makes the applicant eligible for admission, but does not guarantee admission. Applications will first be reviewed to determine that they meet admission requirements and are then forwarded to the appropriate academic department for further evaluation and recommendation regarding acceptance.

DOCUMENTATION:

Because of the large number of applications to the teacher education programs, Teacher Education Admissions cannot retrieve documentation from other departments, nor should you rely on other departments to forward materials to this office.

It is your responsibility to make sure your application is complete.

PART THREE • DESCRIPTION OF EXPERIENCES

DIRECTIONS:

Please respond to questions 1-3 on a separate sheet of paper and submit two (2) copies with your application. Your name and student number must be at the top of each page. Your answers should be word-processed. **These essays will be reviewed as a sample of your writing competence and should not be edited by others.**

1. Description of experiences with adolescents.

Describe your experience(s) with adolescents and your background as it applies to the teaching profession. Experiences may include, but are not limited to volunteering in a school, tutoring, coaching, teaching (public or private school), counseling for youth organizations (camp, scouts, church), or community service organizations. Include in your response how these experiences with adolescents helped to develop your potential to become an educator? What were the challenges you faced? What did you learn?

2. Description of multi-cultural experiences.

Describe your experiences with diverse, multi-cultural populations. Experiences may include, but are not limited to ethnicity, race, gender, age, ability, sexual orientation, language, socio-economic status, and religion. Include in your response how these experiences with diverse populations helped to develop your potential to become an educator? What were the challenges you faced? What did you learn?

3. Academic Major/Endorsement Essay

In an essay of 500-1000 words, explain why you believe your academic major/endorsement (i.e. art, social studies, science, English, etc.) is an important subject to teach in the high school/middle school classroom? How do you think you can foster an appreciation for this subject among **ALL** learners in a diverse society? Why do you think you are the right person to accomplish this?

**If you have specific academic or departmental questions, please contact:
Secondary Education Department
Phone 360.650.3327 • Fax 360.650.7516
<http://www.wce.wvu.edu/depts/sec>**

**Please address all correspondence, applications, and supporting materials to:
Teacher Education Admissions, MH 206
Woodring College of Education
Western Washington University
516 High Street
Bellingham, WA 98225-9090**

Remember to include your Western Washington University student number on all correspondence.

PART FOUR • STUDENT CONDUCT

STUDENT CONDUCT REQUIREMENTS AND AGREEMENT

Students accepted into teacher certification programs at Western Washington University will have opportunities to work in public or private schools with students, teachers, administrators and parents. Our students are expected to conduct themselves in a professional manner in all interactions with all individuals. As a means of emphasizing the importance of appropriate behavior, the following policies apply to all Woodring College Secondary Education students.

Secondary Education students may be denied admission or required to withdraw from a course or practicum / field experience, the student internship, or the certification program for any of the following reasons:

1. a guilty plea or conviction of any felony crime involving the physical neglect of or physical injury to a child;
2. exhibiting unprofessional or unethical conduct or behavior;
3. failure to maintain a **2.75 quarterly GPA**.

I understand that information concerning students may be shared with school district personnel to determine if a placement can and should be made, or if a placement should continue; and that the Woodring College of Education cannot override the decisions of school districts. Practicum placements are dependent on school district approval.

I understand that final admission will be based on a Washington State Patrol and federal fingerprinting and character and fitness checks and completion of workshops on prevention of sexual harassment and blood borne pathogens.

I also understand that acceptance into the program and completion of the program does not guarantee granting of a Washington State teaching certificate.

I agree to abide by the above policies and certify, to the best of my knowledge, that all statements contained in this application are true and accurate.

Student Signature

Date of application

Print Name

Student Number

Information contained within this application is accurate at the time of its preparation; however, such information may change, and it is the responsibility of the student to check on current validity at the time of application.

Western Washington University is committed to ensuring that all programs and activities are readily accessible to all eligible persons without regard to race, color, religion, national origin, sex, age, disability, marital status, sexual orientation, Vietnam-era veteran, or disabled veteran status. Persons with disabilities needing assistance in the application process or requiring alternate formats of this application should contact the Teacher Education Admissions Office at 360-650-3313.