

## Teacher Education

### Admission Policy

- Prior to admission to the teacher education baccalaureate degree program candidates will be assessed on the following points:

#### Criteria for the Admission to B.S. in Elementary Education Program

The student who intends to pursue a program in teacher education must apply to the Teacher Education Department and be approved for admission into the program. An applicant must meet the following criteria to be considered for admission:

1. A minimum cumulative grade point average of 2.50
2. Satisfactory academic performance in ENG 110, ENG 120 and COMM 110
3. Academic performance of C or better in MATH 103 – College Algebra (an A or B grade, if completing a B.S. in Elementary Education with an Endorsement in Middle School Math)
4. Successful completion of the Praxis I exam, known as the Core Academic Skills for Educators, with a satisfactory score required by the state of North Dakota. Candidates can be admitted provisionally with notification in writing that Praxis I needs to be completed by the beginning of their junior year and with the understanding that they must successfully complete EDU 235 Praxis I Preparation (1 credit).

#### Required Tests

	Core Skills Test Code	Qualifying Score
Reading	5712	156
Writing	5722	160
Math	5732	150

**Core Academic Skills:** Applicants must meet individual qualifying scores in Reading, Writing, and Math or meet qualifying scores on 2 of the tests and have a composite score of 466.

Retakes can be completed once every 21 days.

5. Written recommendations from three professionals
6. Essay on why the student would like to enter the teacher education program
7. Work in progress on the electronic portfolio
8. Professional resume'
9. Demonstrate a commitment to the learning community model
10. Agree to fulfill service to education or a related field on Fort Berthold, upon graduation
11. Exhibit suitable character necessary to teach

The Teacher Education Department and a committee consisting of faculty and staff will interview the applicant, review the documentation, and make a recommendation. If the applicant is denied admission due to a condition that can be corrected, the applicant may reapply when the deficiency is removed, or may be put on interim probation.

## **Continuance in B.S. in Elementary Education**

In order to continue in the teacher education program, the candidate must:

1. Maintain a minimum cumulative grade point average of 3.0 and earn a grade of a B or better in courses taken after admission to the program.
2. Exhibit suitable character and evidence of good conduct, physical and mental health.
3. Continue to obtain satisfactory recommendations from faculty, staff, and field experience supervisors.
4. Prepare to pass the Praxis II exams with a satisfactory score required by the state of North Dakota for Principles of Learning and Teaching and Curriculum, Instruction and Assessment, Grades 1-6.

If requirements are not maintained, the Teacher Education Department and a committee consisting of faculty and staff may recommend probation or suspension from the program. Any such action would be reflected in a letter from the Teacher Education Department to the candidate.

## **Student Teaching**

Student teaching is the concluding experience of the Teacher Education Program at Nueta Hidatsa Sahnish College. It is completed during the candidate's final semester and requires at least 16 full-time consecutive weeks. During this time, candidates apply what they have learned through their college course work and field experiences. Student teaching allows the pre-service teachers a time to plan and carry out lessons that follow our four core merits: culture, constructivism, comprehension and CREDE. They also use a variety of assessment techniques to determine suitability of the lessons, success of instruction and understanding of their own students. During this time, it is expected that the pre-service teachers will experience and learn additional decision making skills, instructional approaches, classroom management courses of action, and general competence.

## **Criteria for Admission to Student Teaching**

A candidate must meet the following criteria to be considered for admission to student teaching:

1. Senior standing or equivalent with a minimum cumulative grade point average of 3.0 or better since admission to the teacher education program.
2. Maintain excellent attendance in classes and field experiences.
3. Successful completion of the Praxis I and Praxis II exams as per qualifying state scores.
4. Continued satisfactory performance on all criteria for admission and retention in the teacher education program.
5. Completion of the professional education sequence before student teaching. The Teacher Education Department in consultation with a committee of faculty and staff may make exceptions to this criterion if circumstances warrant.
6. Submission of student teaching application to the Teacher Education Department during the semester preceding student teaching.
7. A criminal background investigation including the Bureau of Criminal Investigation and Federal Bureau of Investigation must be completed prior to student teaching.
8. During student teaching, students will not be allowed to take more than three semester hours of credit during the 16 weeks of student teaching without approval from the Teacher Education Department. Classes cannot be taken during the daily full time student teaching assignment block.

Nueta Hidatsa Sahnish College reserves the right to have the candidates meet additional requirements that may be established by the Teacher Education Department.

### **Criteria for Graduation and Licensure Recommendation**

The Teacher Education Department makes the recommendation for graduation and teacher licensure. In order to graduate and be endorsed for licensure, a candidate must meet the following requirements:

1. Cumulative grade point average of 3.0 or better since admission to the Teacher Education Program.
2. Completion of all program requirements, as defined by the Teacher Education Department.
3. Successful student teaching experience.
4. Successful completion and presentation of an electronic portfolio.
5. Successful completion of Praxis I, Praxis II, and all ND licensure requirements.

The Registrar sends the application to the North Dakota Education Standards and Practices Board (ESPB) for issuance of a teaching license.

- Academic Performance: Candidates apply for the program during the spring of their sophomore year. At this point in their academic career, they are expected to already have taken approximately 70 credits including Introduction to Education, Pre-professional Experience, and Classroom Management. Applicants will be expected to have a cumulative GPA of 2.50 at this point, with a C or better in all courses, except for college algebra in which they are required to have a B or better.
  - Academic Commitment: Nueta Hidatsa Sahnish College instructors are required to enter attendance into the college data system for every class period. The Data Manager collects and evaluates this information for the purpose of retention and assessment. Candidates applying to the program will have their attendance scrutinized as a measure to their commitment to education.
  - Teacher Potential and Interest: At this point in a candidate's academic career, it should be clear whether he/she has the aptitude to be an elementary teacher, in part due to the pre-professional experience course. Part of the application process into the program includes viewing and assessing the candidate's e-portfolio, in which reflection is an important piece. The majority of the e-portfolio is completed during student teaching, but there are important reflections on growing as a teacher that should be in place by the end of the second year of the candidate's education. The e-portfolio will be assessed by the Teacher Education Department using a rubric that objectifies items such as completeness, passion for teaching, North Dakota state standards, and four core merits. Essays and an interview will also be used to measure a candidate's teacher potential and interest. Admittance to the program will be a decision made by a committee made up of administrators, faculty, and staff.
- Admission to the Teacher Education Cohort/Learning Community: The candidate who intends to pursue a program in teacher education must apply to the Teacher Education Department and be approved for admission into the program. A candidate must meet the following criteria to be considered for admission:
    - A minimum cumulative grade point average of 2.50

- Satisfactory performance in ENG 110, ENG 120 and COM 110
- Academic performance of an A or B grade in Math 103 – College Algebra
- Written recommendations from three professionals
- Essay on why the candidate would like to enter the Teacher Education Program
- Work in progress on the electronic portfolio
- Professional resume
- Demonstrate a commitment to the learning community model
- Agree to fulfill service to education or a related field on Fort Berthold upon graduation
- Exhibit suitable character necessary to teach

The Teacher Education Department and a committee consisting of administrators, faculty, and staff will review the documentation and make a recommendation. If the applicant is denied admission due to a condition that can be corrected, the applicant may reapply when the deficiency is removed, or may be put on interim probation.

#### *Continuance in Teacher Education Program*

In order to continue in the Teacher Education Program, the candidate must:

- Maintain a minimum cumulative grade point average of 3.0 and earn a grade of a C or better on credits taken after admission to the Teacher Education Program.
- Exhibit suitable character and evidence of good conduct, physical and mental health.
- Continue to obtain satisfactory recommendations from faculty, staff, and field experience supervisors.
- Pass the Praxis I exam with a satisfactory score required by the state of North Dakota: a composite score of 516 based on the Current Qualifying Scaled Scores for PPST Reading, Writing, and Mathematics, provided the candidate has met the passing score currently in place for two of the three tests.

If requirements are not maintained, the Teacher Education Department and a committee consisting of faculty and staff may recommend probation or suspension from the program. Any such action would be reflected in a letter from the Teacher Education Department to the candidate.

#### *Attendance Requirements*

Teaching is an inspiring career and also a very demanding one. One must be committed to the ideals and be scrupulous in following school regulations such as punctuality and preparedness. These indicators foretell how well candidates are prepared for the rigorous schedules that are a hallmark of the education profession.

The NHSC Teacher Education Program has a 95% attendance rate policy. This means that candidates cannot have more than 1.5 unexcused absences per class per 15-week semester. If you know ahead of time that you will miss class, you **MUST** contact the instructor **BEFORE CLASS**. Failure to do so will result in an unexcused absence. The following are the consequences for breaches in the attendance policy:

- One (1) unexcused absence in a class during a 15 week semester will result in a verbal or written warning from the instructor or from the Director of Teacher Education.
- Two (2) unexcused absences in a class during a 15 week semester will result in a written warning and a loss of stipend for the next month.

- Three (3) or more unexcused absences in a class during a 15 week semester will result in loss of all financial support from the *Mada Maagarishtauro Awa Hee Aadsa Maa Aru Maa Giguckiigash* (The ones that teach our children how everything on this earth works) program. Candidates may still be in the Teacher Education Program, but will no longer be financially supported.
- Two (2) excused absences will be counted as one (1) unexcused absence.
- Two (2) unexcused tardies will be counted as one (1) unexcused absence.
- Two (2) excused tardies will be counted as one (1) excused absence.
- In order to avoid unexcused absences, it is up to the candidate to notify their *instructor before class*. Every instructor has an email account and a telephone number on the class syllabus where he/she can be reached, so this cannot be used as justification.
- In case of financial dismissal from the program, candidates may be allowed to complete the semester of courses without the monthly stipend only, or may be asked to repay the tuition, fees, and books to the Teacher Education Department for the semester.

### *Discipline*

See **NHSC Student Handbook** at [www.nhsc.edu](http://www.nhsc.edu)

### *Probation/Suspension*

The Nueta Hidatsa Sahnish Teacher Education Program has a responsibility to the communities it serves to graduate reliable, ethical, and highly qualified teachers.

- Academic Probation: Academic probation in the Teacher Education Program can result from two different scenarios:
  - Candidates do not maintain a minimum GPA of 3.0 on credits taken after admission to the Teacher Education Program. In this case, candidates will be given one semester to raise their GPA to the required 3.0 level.
  - Candidates get below a C in a required course. In this case, the candidate will have to retake the course in order to remain in the cohort. The course may not be offered the following semester, so the candidate will remain on academic probation until the course is successfully completed.

In either case, candidates will receive a written notice of academic probation status and removal from academic probation status.

- Suspension: Academic suspension from the Teacher Education Program will result if a candidate fails to raise their GPA to the required level the following semester OR fails to pass the required course with a C or better after the second attempt.

### *Grievance Policy*

Candidate grievances concerning grades or suspension may be appealed if the candidate feels he/she has valid reasons for appeal.

- Unsatisfactory Grade Appeal:
  - A candidate, who believes an unsatisfactory final grade does not represent fairly the quality of work done, may appeal, in writing, the grade to the instructor no later than three weeks after the end of the semester in which the grade occurred.

- The instructor may uphold or deny the appeal and must respond to the candidate in writing within 72 hours. It is up to the candidate to ensure that the instructor receives the appeal in hand in order to get a response in 72 hours.
- If the appeal to the instructor does not resolve the issue, the candidate may appeal to the Director of Teacher Education. Such an appeal must be made within five work days of the instructor's reply to the appeal.
- Suspension Appeal:
  - If a candidate is suspended from the program for reasons other than failing grades and wishes to appeal, she/he can follow the Student Grievance Policy found in the NHSC Academic Catalog/Student Handbook. This may be found at: [www.nhsc.edu](http://www.nhsc.edu)

#### *Failure/Withdrawal/Readmission*

- Candidates who fail to meet progression requirements will be allowed to repeat education courses one time only.
- Candidates who withdraw and have a passing average in all education courses may request readmission at the next term the courses are offered. He/She will be readmitted.
- Candidates who leave the program for any reason and are requesting readmission for the following year will be required to send a letter to the Director of Teacher Education. Each request for readmission will be evaluated on an individual basis by the Director of Teacher Education.
- Candidates who withdraw from or fail education courses twice, or have any combination of failures/withdrawals twice, will not be readmitted to the program for the third time.

#### *Procedure:*

- A formal, written request for readmission must be made:  
The candidate must notify the Director of Teacher Education, **IN WRITING**, of her/his desire to re-enter the program; the letter needs to address the previous reason for discontinuance.
- The candidate will have a minimum GPA of 3.0 in all courses taken after admittance to the program.
- The candidate must have a personal interview with the Director of Teacher Education.
- Each candidate will be permitted only one re-admittance to the Teacher Education Program.