

**DEWAR COLLEGE OF EDUCATION and HUMAN SERVICES  
VALDOSTA STATE UNIVERSITY  
CERTIFICATION EVALUATION REQUEST**

Students who have a bachelor's degree may wish to pursue a "certification-only program" rather than pursue a second bachelor's degree in education. By pursuing a "certification-only program," students will take only the coursework needed in order to be recommended for a renewable teaching certificate in Georgia. The "certification-only" process is begun by evaluating a student's previous coursework in order to determine what additional coursework is needed to complete the certification requirements in a specific teaching field. All students wishing to enroll in the MAT program in Middle Grades Education or in a field in Secondary Education (Biology, Chemistry, Earth and Space Science, Physics, Mathematics, English, Political Science, or History) must complete this request form prior to admission to the graduate program. Students who wish to be evaluated for certification must complete the following form and provide copies of transcripts from ALL colleges or universities previously attended in order for a certification plan to be developed.

Student Name \_\_\_\_\_ SSN \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email address \_\_\_\_\_ VSU ID (if appl.) \_\_\_\_\_

Race \_\_\_\_\_ Gender (circle one)    M        F

Ethnicity (circle one): Latino/Hispanic    Non-Latino/Non-Hispanic

List ALL colleges attended (all copies must be included) \_\_\_\_\_

Certification-only students must meet all requirements for admission to Teacher Education in order to enroll in professional education course work. The requirements for admission into Teacher Education are:

- Meet cumulative undergraduate GPA at time of admission to program (GPA of 2.5 to 2.75 [2.75 for ARE; 2.75 for ECE] for individuals beginning programs Summer 2014; GPA of 2.75 for individuals beginning programs Fall 2014)
- GACE Program Admission Assessment (or Praxis I or GACE Basic Skills Assessment) (or exemption—SAT, GRE, ACT) (Note: No Praxis I score for a test taken after September 1, 2006, may be accepted)
- Completion of appropriate "2999" course
- Criminal background check
- Liability insurance

Each teacher education program has a "2999" course (ACED 2999, ARED 2999, COMD 2999, ECED 2999, FLED 2999, KSPE 2999, MGED 2999, MUE 2999, SEED 2999, and SPEC 2999). The title of this course is "Entry to the Education Profession." The "2999" course is required of all teacher education majors as well as certification students; the course is a prerequisite to the professional education course work in all teacher education programs. A student seeking certification (or completing undergraduate prerequisite coursework must be admitted to VSU as a post-baccalaureate teacher certification undergraduate student with a major in his/her selected certification field.

The certification plan is developed by an advisor in the department of the student's selected certification area. The plan is developed after reviewing a student's college/university transcripts. If the student has only attended VSU, the transcripts will be obtained by the Certification staff. However, **transcripts from all colleges/universities other than VSU must be attached to this form when it is returned.**

Please select ONE certification area from the list below for which to be evaluated:

- \_\_\_\_\_ Art Education
- \_\_\_\_\_ Early Childhood Education
- \_\_\_\_\_ Foreign Language Education--Please specify: \_\_\_\_\_ French OR \_\_\_\_\_ Spanish
- \_\_\_\_\_ Health and Physical Education
- \_\_\_\_\_ Middle Grades Education--Middle Grades majors must have two concentration areas.  
Please specify TWO of the following: \_\_\_\_\_ Language Arts/English  
\_\_\_\_\_ Science  
\_\_\_\_\_ Social Studies  
\_\_\_\_\_ Mathematics
  
- \_\_\_\_\_ Media Specialist (master's level only certification)
- \_\_\_\_\_ Secondary Education--Select ONE of the following:
  - \_\_\_\_\_ English
  - \_\_\_\_\_ Mathematics
  - \_\_\_\_\_ Biology
  - \_\_\_\_\_ Chemistry
  - \_\_\_\_\_ Physics
  - \_\_\_\_\_ History
  - \_\_\_\_\_ Political Science
  - \_\_\_\_\_ Earth and Space Science
- \_\_\_\_\_ Technical, Trade and Industrial Education

Note: Certification-only is NOT available in Special Education, Communication Disorders, or School Counseling.

After a certification plan is developed, a copy will be mailed to the student at the address shown on this form. It will take approximately 3-4 weeks for the certification evaluation to be completed. **A non-refundable fee of \$35 is charged for a certification evaluation.** Please attach a check or money order made payable to "Valdosta State University."

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please mail completed form to: Ms. Renee Whitmer  
Educator Certification  
Dewar College of Education and Human Services  
Valdosta State University  
Valdosta, GA 31698

**Note: Materials which are not complete (i.e. no payment included, all necessary transcripts not attached, form not completed) will NOT be processed after a 90 day time period from the date of the request. Please initial to acknowledge that you have read and understand \_\_\_\_\_**

Office use only:
Evaluation fee paid: Date _____ Collected by _____ Receipt # _____