



Department of  
Education

Application for Admission to the Teacher Education Program  
Primary (P-5) and/or  
Intervention Specialist (K-12): Mild-Moderate Needs

**Application Process**

Applications for admission are due in the Education Department office by September 27<sup>th</sup> for Fall semesters and February 15<sup>th</sup> for Spring semesters and are acted upon before advising week. Complete this form and submit at the Department Office (Blair 119), or via email to: [educ-mail@wittenberg.edu](mailto:educ-mail@wittenberg.edu). Applicants will be informed of their status prior to advising week. For more information, see the Undergraduate Teacher Education Handbook on the website.

**Criteria for Admission**

- Have a cumulative GPA of at least 2.50 at the time of application.
- Demonstrate writing proficiency by earning a grade of C- or higher in English 101 or by placing out of the course.
- Demonstrate mathematics competency by earning a grade of C- or higher in Mathematics 118.
- Earn grades of C- or higher in the following entry-level education courses: EDUC 103 or 104, 105, 120, 203, and 253. Students completing Intervention Specialist Licensure also need a grade of C- or higher in EDUC 213.
- Display knowledge, skills, and dispositions appropriate for teaching, including a satisfactory level of competence on the performance outcomes assessed in the education program.

Candidates should apply for admission during the semester that they are completing the last coursework requirements for admission. Applicants denied admission may reapply once, provided that the circumstances contributing to the initial denial have been addressed. Applicants denied a second time are not permitted to reapply.

**Upon admission to the program, students will be charged a \$180.00 fee for a Student Learning & Licensure account.**

SL&L by Watermark provides cloud-based software and supporting services to plan and manage assessment processes and demonstrate both student learning achievement and institutional effectiveness for continuous improvement and accreditation. A SL&L account is required for program coursework after admission. Further details about acquiring an account will be provided by the department. Should a student drop the program, the fee for SL&L is non-refundable, as it is a third-party software.

Name:	Race:	
Campus Box:	Expected Grad Yr.:	E-mail:
Permanent (Home) Address:		
City:	State:	Zip:
Cell Phone:	Permanent (Home) Phone:	
Name of your Advisor in the Education Department:		

**Area(s) of Teacher Licensure:**

- Primary (P-5)                       Intervention Specialist (K-12): Mild-Moderate Needs

**Please read and initial next to each statement below:**

	I have read the criteria for admission and believe I am eligible.
	I am aware that, if admitted to the program, my student account will be charged \$155.00 for Via.
	I have <b>read and signed</b> the Verification of Good Moral Character and The Release for Transcript/Grade Verification <b>on the next page.</b>

**Applicant Name (please print):**

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**Wittenberg University Education Department  
Verification of Good Moral Character**

Prior to working in schools, and in order to be able to be recommended for licensure, Ohio Code requires that you meet the following conditions related to “good moral character”.

Note: Ohio and most other states prohibit the licensing of teachers who have been convicted of the violations listed in this document. If you have any questions about this provision of Ohio’s teacher education and licensure standards, or if you have a reason to believe you may not meet the criteria, see the Director of Assessment & Licensure.

I verify that I have not pleaded guilty to or been convicted of any felony, any violation of Section 2907.04 (corruption of a minor) or 2907.06 (sexual imposition), or division (a) or (c) of Section 2907.07 (importuning) of the Ohio Revised code, or any offense of violence, theft offense, or substance abuse offense that is not a minor misdemeanor, or any substantively comparable ordinance of a municipal corporation, the laws of another state or of Federal law.

**At the end of your teacher education program when you apply for a teacher’s license, you will be asked to respond to the following questions:**

1. Have you ever been convicted of, found guilty of, or pled guilty to, any misdemeanor other than traffic offenses?
2. Have you ever been convicted of, found guilty of or pled guilty to any felony?
3. Have you ever had a criminal conviction sealed or expunged?
4. Have you ever had a teaching certificate limited, suspended or revoked?
5. Have you ever surrendered a teacher certificate, license or permit?

Some criminal offenses may preclude you from obtaining a teaching license in Ohio. If you answer yes to any of the questions above, we strongly urge you to meet with either the Director of Licensure and Assessment or the Education Department Chair to verify your licensure eligibility (if you are comfortable doing so). If you are not comfortable speaking with someone in the Education Department at Wittenberg, you must contact the Ohio Department of Education Office of Professional Conduct directly. The phone number for the ODE Office of Professional Conduct is 614-466-5638. More information can be found on their website: <http://education.ohio.gov/Topics/Teaching/Educator-Conduct>). They can assist you in determining whether your history will prevent you from obtaining a teaching license in Ohio.

Your signature below indicates to Wittenberg University that you understand the state regulations regarding affirmation of “good moral character.” In addition, you believe you will meet those requirements at the time of licensure and have taken the aforementioned steps to confirm your eligibility.

Signature:	Date:
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**RELEASE OF TRANSCRIPT/GRADE VERIFICATION**

I give the Education Department at Wittenberg University the right to access my official transcript to verify grades, course credits earned, and cumulative grade point averages in order to determine admission to the Teacher Education Program and eligibility for student teaching, special honors, and scholarship awards.

Signature:	Date:
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<b>For Office Use Only:</b>				
Action taken by the Department	Date:	Admit <input type="checkbox"/>	Contingent <input type="checkbox"/>	Deny <input type="checkbox"/>
If contingent, action taken	Date:	Admit <input type="checkbox"/>	Contingent <input type="checkbox"/>	Deny <input type="checkbox"/>

**Notes:**