



**NOTE: This is an UNOFFICIAL "working" Program of Study document.**  
**Official JSU Program of Study checklists with official information can be obtained from the TSC.**

Students majoring in an education degree program (i.e. Health Education or Physical Education) are required to make a "C" or better in all Professional Studies and Majors Courses.

\*If you are a Health Education or Physical Education Major, BY 263 Human Anatomy & Physiology can substitute for BY 102/104, but the grade must be a "C" or better.

\*\*A requirement for being admitted to Teacher Education includes making a "C" or better in the following classes. Any potential TEP candidate not meeting the standards below will be required to attempt or re-attempt the required course(s) prior to completing courses requiring TEP admission.

EH 101 & 102 (English Compo 6 Hrs)

EH Literature (3 Hrs)

MS 102 (College Algebra 3 Hrs)

Natural Science Sequence with Labs (8 Hrs)

\*\*\*If two Literature classes are taken in sequence then only one History is class is required OR if two History classes are taken in sequence only one Literature class is required. However, the total number of hours in that Area Block MUST be met. (Example: Area 11 = 12 total hours & Area IV = 12 total hours)

**JSU Add-On Certification Polic**

Jacksonville State University offers programs designed for current teachers desiring to obtain additional areas or levels of certification. The add-on certification program requirements range from 14 to 30 semester hours of additional coursework. Upon completion of the required courses the student is eligible for recommendation for Alabama certification (Caution should be taken when advising students seeking add-on certification in other states).

The basic requirements for admission to the Add-On Certification program are:

- \* Provide evidence of a clear-renewable teaching field certificate
- \* Complete a minimum of 75% of the required courses though Jacksonville State University (An official transcript is required for courses not completed at Jacksonville State University).
- \* Complete all required courses with a "C" or better
- \* Apply for appropriate certification upon completion of the program

Due to the minimal number of courses required and the Alabama State Department of Education program requirements, no course substitutions will be allowed in any add-on certification program.

**TEP Candidate Checklist**

**Processes to be completed before admission to the Teacher Education Program (TEP):**

**Date Completed**

- \_\_\_\_\_ 1. Complete an application for admission to the TER
- \_\_\_\_\_ 2. Successfully complete the following course requirements (C or better):  
EH 101 & 102 (English Comp 6 Hrs)                      EH Literature (3 Hrs)  
MS 102 (College Algebra 3 Hrs)                      Natural Science Sequence with Labs (8 Hrs)
- \_\_\_\_\_ 3. Complete classroom observation.
- \_\_\_\_\_ 4. Submit three letters of recommendation from general studies instructors.
- \_\_\_\_\_ 5. Complete a minimum of 60 semester hours.
- \_\_\_\_\_ 6. Achieve an overall GP A of 2.50 in all hours attempted (including transfer courses).
- \_\_\_\_\_ 7. Complete "Letter of Understanding."
- \_\_\_\_\_ 8. Complete an inter-view for admission to the TER

**Processes to be completed before graduation:**

**Date Completed**

- \_\_\_\_\_ 1. Successfully complete the English Competency Exam.
- \_\_\_\_\_ 2. Complete the College Base Exam (senior status).
- \_\_\_\_\_ 3. Complete an undergraduate application for degree.
- \_\_\_\_\_ 4. Complete all certification requirements (application for certification, fingerprint card(s), required fees, and transcript request form).
- \_\_\_\_\_ 5. Complete program and course requirements (see DARS).

*All TEP correspondence will be sent to your campus mailbox.*