

ACADEMIC REGULATIONS: COLLEGE OF EDUCATION

For complete information regarding academic rules and regulations of the University, students should consult the Academic Regulations (<http://bulletins.wayne.edu/undergraduate/general-information/academic-regulations>) section of this bulletin. The following additions and amendments pertain to the College of Education.

Normal Program Load

The normal undergraduate student load is fifteen to sixteen credits per semester. Only in exceptional cases is a student allowed to elect a heavier load. Approval of the advisor and authorization by the Assistant Dean of the Division of Academic Services must be secured in those cases where the student petitions to carry more than eighteen credits within a full semester.

If a significant portion of a student's time is spent in outside work, corresponding adjustments must be made in his/her college schedule.

Admission to Teacher Preparation Programs

College of Education Level 1

Admission to the College of Education is based on two levels. Students are admitted directly into the College of Education Level 1 from high school or other universities or colleges by completing an undergraduate admission application to the University, selection of a College of Education program on the admission application, and acceptance to Wayne State University. Level 1 admission is processed by the:

University Office of Undergraduate Admission, Welcome Center
42 W. Warren Ave., P.O. Box 02759
Detroit, Michigan 48202
telephone 313-577-2100

Level 1 is for newly admitted freshmen, transfer students, and existing Wayne State University students that change their major to Elementary Education or Secondary Education or Special Education or Health and Physical Education. Students already attending Wayne State University from another college who wish to join a teacher preparation program, may complete an online Level 1 Application. (https://waynestate.az1.qualtrics.com/jfe/form/SV_5t2MppxZKaWgm5T)

This level is the beginning of the journey to becoming a certified teacher.

In this level students focus on coursework to meet the university's General Education Requirements and courses to build content knowledge of subjects that one may teach. During this time, students explore the decision to become a teacher by completing 40 hours of group work with children and by completing some coursework in teacher education. This is also a time to meet the requirements for the next level of admission by completing Level 2 admission requirements. For transfer students, careful course selection from Transfer Plans (<http://transfercredit.wayne.edu>) is recommended.

College of Education Level 2

Admission to the College of Education Level 2 program requires a separate online Level 2 Application (https://waynestate.az1.qualtrics.com/jfe/form/SV_3qKtBNQIsMH0zyJ). Students complete the Level 2 application when all Level 2 admission requirements have been fulfilled. These requirements vary by program and students are encouraged to meet with their assigned advisor in Academic Services (Room 489, Education

Building) to review requirements specific to their program. Admission to Level 2 is not competitive and students meeting all requirements will be admitted.

Level 2 is the time of transition from student to professional as the journey to becoming a teacher nears completion. In Level 2 students complete coursework in the Professional Education Sequence to learn how to teach, to differentiate instruction, to assess student learning and to deepen one's knowledge of the profession. At the heart of Level 2 are clinical experiences: Experiences in real classroom contexts that allow the pre-service teacher to see, hear, and reflect on the dynamic character of urban classrooms. By the end of Level 2 students should have completed all coursework requirements, passed the Michigan Test for Teacher Certification exams and completed student teaching. Students should be ready for recommendation to the State of Michigan for teacher certification to begin a career in the teaching profession.

Admission to Other Education Programs

Undergraduate students entering Wayne State University, either from high school or transferring from other universities or colleges, are admitted directly into the bachelor's degree program for Community Health, Exercise and Sport Science, Learning Design and Technology and Sport Management.

Transfer of College within the University

A student in good standing from another college of Wayne State University who wishes to transfer to the College of Education submits an online application (https://waynestate.az1.qualtrics.com/jfe/form/SV_5t2MppxZKaWgm5T) directly to the Division of Academic Services.

Alternative Admission and Reinstatement from Academic Exclusion

Alternative admission or reinstatement from academic exclusion is a process for students meeting any of the three categories listed below:

1. Students currently excluded may appeal for reinstatement to the College of Education after not attending classes at Wayne State University for more than one year.
2. Students that have 30 days to immediately appeal an exclusion notification.
3. Students from another college of Wayne State University that currently have less than a 2.5 GPA and are seeking Alternative Admission into the College of Education.

The application for alternative admission or reinstatement is online (http://coe.wayne.edu/admissions/alternative_admission_and_reinstatement_policy.php).

Not all applicants will be admitted or reinstated. Applications for alternative admission or reinstatement are considered on an individual basis and reviewed by a committee based on academic criteria and merit with the final decision resting with the Assistant Dean of Academic Services.

Readmission Following an Interruption in Residence

Undergraduate students whose attendance at Wayne State has been interrupted for three or more years will be required to apply at the College of Education Division of Academic Services for readmission to the College. Deadline dates for such applications are the same as those for regular admission to the College. In instances of prolonged absences of five years or more, it may be necessary to revalidate credits, either

through examinations or refresher courses, within the student's major and the professional education sequences.

Attendance

Regularity in attendance and performance is necessary for success in college work. Although there are no officially excused absences as far as College policy is concerned, the conscientious student is expected to explain absences to the instructor. Such absences may be due to illness; to participation in inter-college activities certified by the sponsoring faculty member; or other similar types of absence for which the student can present to the instructor evidence that he/she was engaged in authorized University activities. Each instructor, at the beginning of the course, will announce his/her attendance requirements.

Criminal History Check

Michigan Public Act 68 of 1993 Sec. 1230 requires public and nonpublic schools to conduct a criminal history check of new teachers, school administrators, school psychologists and other personnel required to hold State Board of Education approvals. Students interested in becoming certified teachers must supply a statewide criminal history check prior to admission or transfer to the College of Education and again prior to applying for certification. Additional criminal history checks may be required at the discretion of the College. A criminal history check is completed through Castle Branch (http://coe.wayne.edu/pdfs/criminal_history_new.pdf) for a fee.

Any person seeking admission to a teacher certification program who has been convicted of any offense must provide certified copies of all documents relative to his/her conviction, including the Register of Actions from the court(s) in which the matter was adjudicated and a narrative describing each incident from his/her perspective for review by a committee in the College of Education. Persons determined by the criminal history check to have been convicted of any offense and who do not provide required information at the time of application or transfer will have their admission/certification delayed or denied. After review by the College of Education Committee, the applicant will be notified in writing of the Committee's decision.

Note the State Board of Education Teacher Certificate Code: R 390.1201 Certificates; denial, suspension, or revocation.

1. The superintendent of public instruction may refuse to grant or renew, or may suspend for a fixed term, or revoke, or may impose reasonable conditions on, a teaching certificate or state board approval granted pursuant to these rules for the following reasons:
 - a. Fraud, or material misrepresentation, concealment or omission of fact in the application for, or the use of, a teaching certificate or state board approval.
 - b. Conviction of an offense listed in MCL 380.1535a or MCL 380.1539b.
2. The superintendent of public instruction may refuse to grant or renew a teaching certificate or a state board approval for failure or ineligibility of the applicant to meet the criteria for the applicable certification or state board approval.

Dean's List

The College of Education Dean's List is a means of recognizing undergraduate students who have excelled academically in a given semester. The Dean's List will be compiled for each semester in the academic year. Inclusion requires a 3.75 g.p.a. for students enrolled for twelve or more semester credits (full-time). Students registered for six to eleven-semester credits (half-time) must earn a 4.00 g.p.a. Students registered for fewer than six-semester credits are not eligible

and students who receive marks of 'I', 'WN', 'WP', 'WF', 'N', or 'U' are not eligible.

Students will be notified of inclusion in the Dean's List by electronic communication. The Dean's List will be displayed in the College of Education for each semester and posted on its website (<http://coe.wayne.edu/student/deans-list.php>).

Graduating with Distinction

Wayne State University bestows upon students completing the baccalaureate degree three separate designations for scholastic excellence reflected in the cumulative grade point average: Cum Laude, Magna Cum Laude, and Summa Cum Laude. Graduation with distinction will be indicated on the student's diploma and on the transcript.

Graduation with Distinction will recognize at each graduation the top twenty percent of students in each College who have earned the highest grade point average in their Colleges, with the following approximate distribution:

Summa Cum Laude: Top five percent
Magna Cum Laude: Next five percent
Cum Laude: Next ten percent

Specific minimum grade point averages will be determined each year in the following manner: based on the grade point average distributions of the previous year's senior class, the grade point average cutoffs for each College will be established to provide for recognition of the top eighteen to twenty percent of the graduating students. Graduation with distinction will not be awarded in cases of any g.p.a. less than 3.0.

The criteria for Graduation with Distinction include:

1. A minimum of fifty-six credits in residence at Wayne State University.
2. A qualifying minimum grade point average (calculated as explained above) on all course work at Wayne State University must be completed by the end of the semester of graduation. (For notation in the commencement program, the grade point average on coursework completed prior to the semester of graduation will be used.)

Probation Policy and Withdrawal

University Policy

Effective Fall Term 1988, an undergraduate student whose cumulative g.p.a. falls below 2.00 will be placed on Academic Probation. An Academic Probation status is placed on the student's record and the student shall be permitted to register only after consultation with, and approval has been granted by, a designated University advisor.

The probation status, which blocks registration, may be changed up to the day before classes begin for any given term. Registration for students with a probation status will not be permitted by the advising staff once classes have begun. Because such registration is permitted for one term only, if the student continues on academic probation, they must meet with an advisor each term to permit registration for a future term.

A student shall be given two subsequent terms for enrollment on probationary status. At the conclusion of the two terms, a student who has not achieved a cumulative g.p.a. of at least 2.00 shall be excluded from his/her program. A student excluded from the University may not apply for readmission or reinstatement for one calendar year. Reinstatement is not guaranteed and the application may be denied.

Academic Probation indicates that a student needs to reassess his/ her educational priorities, investigate support services, and/or adjust study habits and techniques. It is important to recognize the warning signs of

academic difficulty early in the term so one can seek the appropriate help or make adjustments to their course load or study habits. There are many resources on campus to assist students with academic probation.

College of Education Policy

If, at any time, an undergraduate's overall g.p.a. falls below 2.50, the student is automatically placed on College academic probation. Before registering for the next semester, a student on probation must secure approval from the College Success Coach. The College reserves the right to require a student to withdraw at any time from specific courses or from the College entirely if progress does not warrant a continuance.

Residency Requirement

Applicants for a degree from the College of Education must complete at least thirty credits as a registered student in the College. The student must be in residence (enrolled in courses at Wayne State University) during the semester in which he/she completes requirements for the degree.

Transferred Credits

College credits earned at accredited institutions other than Wayne State University may be transferred by an undergraduate student to meet requirements for the bachelor's degrees in the College, provided:

1. the student has been accepted as a matriculated student in the College;
2. the grades received in courses where transfer is desired have been satisfactory; and,
3. credits so earned are applicable to the student's curriculum.

Students should contact their assigned advisor to discuss transfer of credit.

Students currently enrolled or returning students who have taken courses at another institution, should forward official transcripts to the address below or submitted electronically to admissions@wayne.edu.

Wayne State University
Transfer Credit Evaluation
PO Box 02759
Detroit, MI 48202-0759

Students must consult their advisor prior to registering for any course outside of Wayne State University to discuss the limitations of transferring credits. During the senior year, no more than 10 transfer credits will be accepted.

When the student has a degree from an accredited institution and is meeting the requirements for a Michigan Standard Teaching Certificate, some credits may be applied toward the certificate by transfer but at least fifteen credits must be completed at Wayne State.