

**THE UNIVERSITY OF IOWA - COLLEGE OF EDUCATION**  
**Teacher Education Program**

**Application Minimum Criteria:**

1. Admission to The University of Iowa. Go to: <http://www.uiowa.edu/admissions>
2. Completion of a minimum of 33 semester hours of earned college course work.
3. For undergraduate admission, UI and Cumulative grade point averages (g.p.a.) of **2.70** (See Special Consideration Policy, below). For graduate admission a grade point average of **3.00** (cumulative on all post-secondary course work, or on at least 12 semester hours of graduate course work) is required (See Graduate Admission Grade Point, below).
4. Praxis I (PPST or C-PPST) official score report showing minimum scores: 522 cumulative (**an average of 174**) and no score below 170 on Reading, Writing, and Mathematics tests; or substitute of a GRE General Test official score report showing a minimum composite score of **900** on the Verbal and Quantitative sections, and **3.0** on the Analytical Writing section.
5. Completion of 10 hours of qualifying volunteer experience (verified on form provided; see form for criteria)
6. Signed Non-Law Enforcement Record Check Request (form provided)
7. Student Consent for Release of Records (form provided)
8. Copies of all transcripts of transfer college-level course work. Applicants who have earned a degree at another institution and applicants who have not yet completed a semester at The University of Iowa must submit transcripts of all college-level work to the Office of Teacher Education and Student Services. Submitting transcripts to The University of Iowa Office of Admissions is not sufficient. It is not necessary to submit transcripts from The University of Iowa.

**Additional Program Area Application Requirements:**

- Art Education (K-8 and 5-12) Twelve (12) semester hours of Art and Art History Courses completed with a minimum g.p.a. of 3.00.
- Mathematics Education (5-12) Successful completion of Calculus I and II with a g.p.a. of 2.5.
- Music Education (K-8 and 5-12) Admission to the School of Music, successful completion of Music Theory I and II, and a minimum g.p.a. of 3.00 on Music course work.
- English Education (5-12) Completion of 12 semester hours of English courses with a minimum g.p.a. of 3.00.
- Foreign Language (5-12) Completion of 12 semester hours of course work in language of program.

Information about requirements and course content of Teacher Education Program areas can be found at: [www.education.uiowa.edu/tess/tep](http://www.education.uiowa.edu/tess/tep)

**Consideration of Applications:** Applications are reviewed twice each year: following a deadline of March 15 for Summer or Fall admission, and following a deadline of October 15 for Spring admission. **Admission to Teacher Education programs is competitive. Meeting the minimum criteria does not ensure program admission.** Selection is determined by academic achievement as reflected in grade point averages and test scores, aptitude as reflected by recommendations and personal statements, and the ability of the given program area to provide quality instruction and clinical and field experiences.

All applicants will be notified of the admission decision by letter within 5 weeks after the application deadline.

**Limited Number of Applications Allowed:** Applicants who are not admitted may reapply no more than twice (total of 3 applications) and to reapply must have substantive change in application (such as a higher grade point average, new recommendations, or more hours of volunteer experience). Applicants who previously have not been admitted are encouraged to consult with program faculty about their plans to reapply.

-----Please keep this sheet for your reference-----

**Special Consideration Policy:** Undergraduate and post-baccalaureate undergraduate applicants with UI and cumulative grade point averages above 2.30 who meet all other Application Minimum Criteria may apply for admission under the Special Consideration Policy if it is determined the applicant:

- 1) Has a documented disability for which the applicant is already receiving academic accommodations. Applicants in this category must supply appropriate documentation from Student Disability Services as part of their application; and/or
- 2) Can show evidence of successful experience (three years or more full-time) with students in a pre-school or school setting; and/or
- 3) Will add to the diversity of the teaching profession.

Applicants must indicate they are applying under the Special Consideration Policy and explain in a supplemental essay how they qualify under one or more of the categories.

**Graduate Admission Grade Point:** Graduate applications with grade point average between 2.50 and 3.00 will be considered by program faculty. Program faculty may elect to petition the Graduate College to admit applicants with grade point average below 3.00 who demonstrate exceptional promise for graduate study and teaching.

### **Testing Requirement, Praxis I (or GRE):**

The Praxis I: Pre-Professional Skills Tests (Reading, Writing, and Mathematics) are required for Teacher Education Program admission. Post-baccalaureate and graduate applicants may substitute the Graduate Record Examination (GRE). See Application Minimum Criteria for minimum score requirements.

- **Plan Ahead:** Allow at least **six weeks** from test date for score reports to reach score recipients. Appointments for testing should be made 1-2 weeks in advance of the desired testing date (one month for Saturday testing).
- **To Register:** For Praxis I or GRE testing in Iowa City, call **(319) 335-2480** to schedule an appointment. For testing outside the Iowa City area, go to <[www.ets.org](http://www.ets.org)> for registration information.
- **Test Site:** Computer-based Praxis I and GRE are administered at the Prometric Testing Center, 30 S. Dubuque St. (Take elevator to second floor) in downtown Iowa City, and can be scheduled for Monday through Saturday. See: <[http://www.uiowa.edu/~examserv/Prometric\\_Testing.html](http://www.uiowa.edu/~examserv/Prometric_Testing.html)>.
- **Praxis I:**

**The Test:** The computer-based PPST (C-PPST) is offered as a combined testing session of 4.5 hours; or individual tests of 2 hours each. For an additional fee, appointments may be canceled or re-scheduled no later than 3 business days prior to the testing date. If needed, each Praxis I test may be re-taken once per calendar month, up to 6 times in a 12-month period.

**Score Recipients:** When entering background information at the testing session, remember to select "Univ of Iowa Education" (recipient code **6681**) as a score recipient.

**Fees:** The latest published fees are \$80 for one test, \$120 for two tests, \$160 for 3 tests, or \$130.00 for the combined 4.5 hour test, payable when tests are scheduled.

**Test Preparation:** Tests at a glance are free at <[www.ets.org/praxis](http://www.ets.org/praxis)>; follow the link labeled "Prepare for a Test." Study guides and practice tests can be purchased at <[www.ets.org/store](http://www.ets.org/store)>.

**Paper-Based Praxis I:** In some areas on certain dates paper-based Praxis I (PPST, test codes 0710, 0720, and 0730) may be an option. Go to <[www.ets.org/praxis](http://www.ets.org/praxis)> for more information.

- **GRE**

**The Test:** For test preparation and other information about the GRE, go to: <[www.ets.org/gre](http://www.ets.org/gre)>.

**Fees:** The latest published fee for the GRE General Test (taken in the United States) is \$140.

**Score Recipients:** To report scores, remember to select "Univ Iowa" (recipient code **6681**) as a score recipient. For the Department code, use any code in Education, or use Education-other.

### **Criminal Background Checks:**

As part of standard admission procedure, the College of Education will conduct background checks. The practice of performing background checks of all students enrolled in the Teacher Education Program developed in response to requirements in the professional practice environment to provide the results of such checks to third parties, school or school district administrators, prior to placement in a required field placement, that is, for internship, practicum or student teaching. To allow the College of Education to conduct the background check, please review, complete as directed, sign, and date the enclosed State of Iowa Non-Law Enforcement Record Check Request Form A of the Iowa Division of Criminal Investigation. Please provide this form to the Office of Teacher Education and Student Services as part of your application.

Background checks are only conducted on admitted applicants. Background check information will be confidentially maintained in a secure place. In the event that a criminal record appears in the results of the background check, a copy of the report will be given to you. With your consent, as necessary while you are enrolled in the Teacher Education Program, a copy of the results of the Iowa criminal history record check with the Division of Criminal Investigation will be provided to third parties, school or school district administrators, who are making a determination whether you will be accepted for field placement, internship, practicum or student teaching. The consent form allowing for this release is enclosed for your review and signature. Please provide this form to the Office of Teacher Education and Student Services as part of your application.

Criminal background checks also will be conducted as part of the student teaching placement process.

Anyone convicted of a felony cannot be licensed to teach in the State of Iowa unless the conviction has been successfully appealed.

### **Teacher Education Program policies:**

Visit N310 Lindquist Center or go to: [www.education.uiowa.edu/tess/policy/tepstandards.html](http://www.education.uiowa.edu/tess/policy/tepstandards.html)

Teacher Education Program policies are subject to change, and students are encouraged to maintain regular contact with their Teacher Education Program advisor.

### **Application Checklist:**

All application items must be received by the deadline (March 15 or October 15).

- Praxis I official score report (or Graduate Record Examination official score report)
- Verification of 10 Hour Pre-Admission Volunteer Field Experience form
- Two recommendations
- Transcript(s) of college transfer work (See **Application Minimum Criteria**)
- Essay (For topic, see **Application for Admission.**)
- Resume of Paid or Volunteer Work Experience
- Non-Law Enforcement Record Check Request form (**Do not send to Division of Criminal Investigation**)
- Student Consent for Release of Records
- (If applicable) Supplemental essay on reasons for applying under the Special Consideration Policy
- Completed, signed original Teacher Education Program Application for Admission

### **Submit application materials and inquiries to:**

Office of Teacher Education and Student Services  
The University of Iowa  
N310 Lindquist Center  
Iowa City, IA 52242-1529  
[www.education.uiowa.edu/tess](http://www.education.uiowa.edu/tess)  
(319) 335-5360

Faxed application materials  
will not be accepted.

-----**Please keep this sheet for your reference**-----

---

The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information contact the Office of Equal Opportunity and Diversity, (319) 335-0705.



**THE UNIVERSITY OF IOWA - COLLEGE OF EDUCATION**  
**Verification of 10 Hour Pre-Admission Volunteer Field Experience**  
**Office of Student Field Experiences**

**Volunteer experience required:**

Applicants to the Teacher Education Program are required to complete a 10 hour volunteer field experience or its equivalent (which could be paid work), prior to consideration of their application. This experience should be: **a) in a regular classroom setting in the K-12 grade range, b) under the supervision of a licensed teacher, and c) during the school day.** Please use this form to document where, when, and with whom the experience was completed.

**Where to do your volunteer experience:**

This field experience may be completed in any school district, including districts near The University of Iowa campus, as well as those in other communities and other states. Due to the large number of student teaching and practicum placements in the local area, applicants are strongly encouraged to complete this field experience outside of the immediate area, which is heavily used for other field placements. Information on districts near The University of Iowa campus can be found at: <http://www.aea10.k12.ia.us/eadist/index.html>.

**How to set up your volunteer experience:**

Identify a district, look up their phone number on their web site, call them, and ask how to go about volunteering in one of their schools. Some districts may require a criminal background check or have other procedures for approval. Districts near The University of Iowa campus include:

- **Cedar Rapids Community School District (CRCSD):** Submit an "Application for Field Experience Placement" to the CRCSD Volunteer Services Office, which will find a placement for you. Contact the Office of Teacher Education and Student Services, N310 Lindquist Center, for the CRCSD volunteer application.
- **Iowa City Community School District (ICCS),** contact the ICCSD administration office at 509 S. Dubuque St., (319) 688-1000, for the volunteer application, or download the application at: <http://www.iowa-city.k12.ia.us/hr/forms.html>, and contact a school where you would like to volunteer.
- **Solon Community School District:** Visit: [http://www.solon.k12.ia.us/district/community\\_resources/](http://www.solon.k12.ia.us/district/community_resources/) and click "Volunteer Information."

**Verification of experience:**

Complete this form and submit to N310 Lindquist Center with your application materials by the application deadline.

-----

Applicant's Name: \_\_\_\_\_ UI ID#: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Major: \_\_\_\_\_

Name of School: \_\_\_\_\_

School District: \_\_\_\_\_ City/State: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_ Grade level of children involved: \_\_\_\_\_

Inclusive dates of experience: \_\_\_\_\_ Total number of clock hours involved: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b><i>"The applicant named above volunteered in my classroom for the indicated number of hours."</i></b>		
Teacher Signature: _____	Date: _____	Number of Hours: _____
Teacher Signature: _____	Date: _____	Number of Hours: _____
Teacher Signature: _____	Date: _____	Number of Hours: _____
Teacher Signature: _____	Date: _____	Number of Hours: _____

**THE UNIVERSITY OF IOWA - COLLEGE OF EDUCATION**  
**Recommendation for Applicant to a Teacher Education Program**

**To Be Completed by Applicant** (Please type or print clearly):

Applicant's Name: \_\_\_\_\_ University of Iowa ID Number: \_\_\_\_\_

Program area to which you are applying: \_\_\_\_\_

Recommendation writer's name: \_\_\_\_\_

Under the Family Educational Rights and Privacy Act of 1974 ("FERPA," Public Law 93-380) students have the right to inspect their educational records. If you do not sign below, you may view this recommendation once you are admitted to the program. Your signature below waives your right to view this recommendation.

*"I waive my right to view this recommendation."*

Applicant signature (optional for the applicant): \_\_\_\_\_

**Recommendations must be received by the application deadline (  March 15 or  October 15 ).**

**Directions to Recommendation Writer:**

The applicant named above is applying for admission to a Teacher Education Program at The University of Iowa. You are asked to rate the applicant on five traits. With respect to each trait, compare the applicant to all individuals with whom you have been associated at a similar stage in their life. Then, mark an "X" in the column which you feel best describes the applicant's status within your reference group. If you have had insufficient opportunity to form an opinion on any given trait, please place your "X" in the Insufficient Evidence column. Your candid appraisal of the applicant's characteristics is a crucial element in our decision process. Your assistance is appreciated.

	Top 5%	Next 20%	Middle 50%	Bottom 25%	Insufficient Evidence
Academic Strength					
Work Habits					
Communication Skills					
Interpersonal Skills					
Leadership Qualities					

On the back of this sheet or on an additional sheet please add any comments which you feel would enhance the above assessment of the applicant's characteristics.

The University of Iowa requests this information for the purpose of making an admission decision. No persons outside the University are routinely provided this information. Applicants are required to obtain two recommendations in order to be considered.

The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information contact the Office of Equal Opportunity and Diversity, (319) 335-0705.

**Return to:**

Office of Teacher Education and Student Services  
 The University of Iowa  
 N310 Lindquist Center  
 Iowa City, IA 52242-1529  
 Phone (319) 335-5360  
<http://www.education.uiowa.edu/tess>

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

\_\_\_\_\_  
Position

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Address

**THE UNIVERSITY OF IOWA - COLLEGE OF EDUCATION  
Recommendation for Applicant to a Teacher Education Program**

**To Be Completed by Applicant** (Please type or print clearly):

Applicant's Name: \_\_\_\_\_ University of Iowa ID Number: \_\_\_\_\_

Program area to which you are applying: \_\_\_\_\_

Recommendation writer's name: \_\_\_\_\_

Under the Family Educational Rights and Privacy Act of 1974 ("FERPA," Public Law 93-380) students have the right to inspect their educational records. If you do not sign below, you may view this recommendation once you are admitted to the program. Your signature below waives your right to view this recommendation.

*"I waive my right to view this recommendation."*

Applicant signature (optional for the applicant): \_\_\_\_\_

**Recommendations must be received by the application deadline (  March 15 or  October 15 ).**

**Directions to Recommendation Writer:**

The applicant named above is applying for admission to a Teacher Education Program at The University of Iowa. You are asked to rate the applicant on five traits. With respect to each trait, compare the applicant to all individuals with whom you have been associated at a similar stage in their life. Then, mark an "X" in the column which you feel best describes the applicant's status within your reference group. If you have had insufficient opportunity to form an opinion on any given trait, please place your "X" in the Insufficient Evidence column. Your candid appraisal of the applicant's characteristics is a crucial element in our decision process. Your assistance is appreciated.

	Top 5%	Next 20%	Middle 50%	Bottom 25%	Insufficient Evidence
Academic Strength					
Work Habits					
Communication Skills					
Interpersonal Skills					
Leadership Qualities					

On the back of this sheet or on an additional sheet please add any comments which you feel would enhance the above assessment of the applicant's characteristics.

The University of Iowa requests this information for the purpose of making an admission decision. No persons outside the University are routinely provided this information. Applicants are required to obtain two recommendations in order to be considered.

The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information contact the Office of Equal Opportunity and Diversity, (319) 335-0705.

**Return to:**

Office of Teacher Education and Student Services  
The University of Iowa  
N310 Lindquist Center  
Iowa City, IA 52242-1529  
Phone (319) 335-5360  
<http://www.education.uiowa.edu/tess>

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

\_\_\_\_\_  
Position

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Address

Complete Last Name, First Name, Middle Name, Date of Birth, Sex, and Social Security Number. Sign and Date at bottom. Do not sign "Signature of Requestor." Submit this form to N310 Lindquist Center with your application.

**STATE OF IOWA  
NON-LAW ENFORCEMENT RECORD CHECK REQUEST  
FORM A**

ACCOUNT NUMBER : \_\_\_\_\_

**TO:** Iowa Division of Criminal Investigation  
Bureau of Identification, 1st Floor  
215 E 7th St  
Des Moines, Iowa 50319  
(515) 725-6066  
(515) 725-6080 (fax)

**FROM:** The University of Iowa  
Office of Teacher Education and Student Services  
N310 Lindquist Center  
Iowa City, Iowa 52242  
(319) 335-5359  
(319) 335-5364 (fax)

I am requesting an **IOWA CRIMINAL HISTORY** check on:

(Type or Print Legibly)

REQUEST

_____ Last Name (mandatory)	_____ First Name (mandatory)	_____ Middle Name (recommended)
____/____/____ Date of Birth (mandatory)	_____ Sex (mandatory)	____-____-____ Social Security Number (recommended)
_____ Signature of Requester (leave blank)		

*There is a separate Form "A" required for each last name submitted*

(DCI Use Only)

RESULTS

As of \_\_\_\_\_, a Name and date of birth check revealed:

CCH record attached                       No CCH record found

DCI initials \_\_\_\_\_

WAIVER

I hereby give permission for the above requesting official to conduct an Iowa criminal history record check with the Division of Criminal Investigation. Any information maintained by the DCI may be released as allowed by law.

_____ Signature	_____ Date
--------------------	---------------

*Complete and submit this form to N310 Lindquist Center with your application.*

**THE UNIVERSITY OF IOWA - COLLEGE OF EDUCATION**  
**Student Consent for Release of Records**  
**Office of Student Field Experiences**

Under Federal legislation, namely the Family Educational Rights and Privacy Act of 1974, I understand that my educational records cannot be released without my written permission. I further understand that students who have been admitted to the Teacher Education Program are required to participate in field placements with third parties, schools and school districts. I, therefore, authorize the Office of Student Field Experiences, as necessary while I am enrolled in the Teacher Education Program, to release a copy of the results of the Iowa Criminal History record check with the Division of Criminal Investigation to third parties, school and school district administrators, for purposes of evaluating my application for acceptance into or continued participation in a required field placement, internship, practicum or student teaching assignment with the third party.

The University of Iowa requests this information for purposes of gaining approval from third parties, school and school district administrators, for field placements. If I fail to provide the required information, I understand that The University of Iowa may not further consider my application for a required field placement, internship practicum or student teaching assignment and I may not be able to participate in a required field placement, internship, practicum or student teaching assignment.

I have read and understand the above authorization and acknowledgement.

---

Signature

---

Date

---

Printed Name of Student