STEPS TO PENNSYLVANIA TEACHER CERTIFICATION

**Step 1: Prior to Enrollment: Required Background Checks**
All enrolled students in any education program at Lebanon Valley College must complete the following background checks prior to the start of freshman year.

1. Pennsylvania State Criminal History Record
   - Fee payable to the Commonwealth of Pennsylvania
   More information can be found at the Pennsylvania State Police website

2. Federal (FBI) Criminal History Report
   - Fee payable to Cogent Systems
   - More information can be found at: www.pa.cogentid.com **(Please see below.)

3. Child Abuse Report
   - Money order, no personal checks accepted
   - Forms can be obtained by schools and the Pennsylvania Department of Public Welfare
   - More information can be found at: Pennsylvania Child Abuse History Clearance Forms

** Be sure to choose the Cogent Systems "Pennsylvania Department of Education (PDE)" fingerprint form. There are 3 choices, BUT ONLY ONE from the Pennsylvania Department of Education. The other two will not be accepted by the Lebanon Valley College Education Department. Registration numbers beginning with “PAE” will be the only registration numbers accepted.

**Step 2: Declare certification intentions**
- Complete required sections of major card
- Receive assignment of an Education adviser

**Step 3: Complete all courses and field experiences as required by the certification programs**
- Students gain important hands-on experience in the content they intend to teach

**Step 4: Prior to Student-Teaching: PDE Chapter 354 requirements**

In alignment with Chapter 354 of the Pennsylvania School Code:

- Admission to teacher certification candidacy is contingent upon:
1. Completion of a minimum of 48 college credits

2. An overall, calculated, cumulative GPA of no lower than 2.8 after having completed the minimum 48 credits. **PREFERRED: A CUMULATIVE GPA OF 3.0 OR HIGHER.** Candidate with a 2.8 calculated, cumulative GPA can be admitted into Teacher Certification when meeting certain specified criteria.

3. Completion of one English composition course:
   - ENG 111  English Communications I
   - ENG 112  English Communications II
   - FYS 100  First Year Seminar

4. Completion of one English or American literature course:
   - ENG 221  Survey of American Literature I
   - ENG 222  Survey of American Literature II
   - ENG 225  Survey of English Literature I
   - ENG 226  Survey of English Literature II
   - ENG 420  African-American Literature

   **Note:** This requirement is waived for post-baccalaureate students.**

   **Post-baccalaureate students – Contact the Office of Graduate Studies and Continuing Education at 717-867-6213 for initial screening for admission to the Teacher Certification Post-Baccalaureate Program.

5. Completion of two college level mathematics courses

   **Note:** This requirement is waived for post-baccalaureate students.

6. Successful passing of the required PECT Pre-service Academic Performance Assessment (PAPA) exams. Student must visit [www.pa.nesinc.com](http://www.pa.nesinc.com) for testing locations, registration and other information. All 3 PAPA modules are on-line only.

   **OR**

   A score of no less than 1550 on SAT at the time of college matriculation with no individual section of less than 500. The scores can be from different test administrations or “sittings.”

   **OR**

   A composite score of 23 ACT PLUS writing test. The composite score of 23 must be accompanied by a combined English/Writing score of 22 and a Math score of 21.

   **Note:** This requirement is waived for post-baccalaureate students.

   **Note:** To access all of the requirements imposed by Ch. 354, please visit the PDE website at: [Pennsylvania Department of Education](http://www.pde.state.pa.us)
7. Click on Teachers and Teacher Certifications, followed by PA Certification, and finally, Important Certification Requirements.

7. Completion of the Application for Admission to Teacher Certification Candidacy Form

**Step 5: PA Act 49-2**

Pennsylvania law, Act 49-2, requires all that certification candidates, regardless of major or grade level, must take 9 credit hours or the equivalent of Special Education and 3 credit hours or the equivalent of English as a Second Language instruction. The Lebanon Valley College certification programs have been designed to include 6 credit hours of Special Education coursework and 3 credit hours of infused Special Education instruction, plus 3 credit hours of English as a Second Language coursework.

**Required Special Education Coursework:**

- SPE 250 Cognitive Development of Diverse Learners
- SPE 255 Special Education Process & Procedures

**Note:** Students transferring credits into the program from other institutions may need to take the following course in addition to the other courses listed:

- SPE 258 Instructional & Behavioral Strategies

**Required ESL Coursework:**

**Early Childhood/Special Education certification candidates** must take:

- EDU 240 Language, Diversity, Achievement: Pk-8

**Secondary Education certification candidates** must take:

- EDU 245 Language, Diversity, Achievement: 7-12

K-12 certification (art, languages, and music) candidates may take either course.

**Step 6: Notify Director of Early Childhood Education, Secondary Education, or Music Education of the intended student teaching semester**

- If seeking secondary education certification, also obtain content department clearance for student teaching

**Step 7: Register for and successfully complete the student teaching semester**
Step 8: Obtain passing scores on all remaining Praxis or PECT exams during or the semester immediately after student teaching

Step 9: Apply for Pennsylvania teacher certification
1. Must have a calculated, cumulative GPA of at least 3.0 upon graduation and completion of all certification requirements above;
2. A completed online application for certification can be accessed at the TIMS site: Teacher Information Management System (TIMS)