

# **Benchmark I:**

## **Preparation for Candidacy**

### **School of Education Requirements**

High school graduates who desire to become teachers through this program at Wiley College must, like all other students, meet the general admission requirements of the College and enter as a freshman and become recognized as an education major. In addition to the courses required of all freshmen and sophomores, education majors during those first two years, must meet the qualifying requirements for admission to the EPP by the end of the sophomore year.

#### **Organizations, Clubs, Societies**

Education majors are encouraged to join the campus Teacher Education Club. Additionally, students may sign up for an account at Region 7 Education Service Center. This organization offers high-caliber professional development opportunities for its members through interactive sessions on a variety of current topics. Membership in at least one additional educator associations is required (see **Admission Policies to the Educator Preparation Program**).

#### **Release of Student Records**

Based on FERPA (Family Educational Rights and Privacy Act) laws, all candidates will be presented with the option to sign off on the FERPA form. Candidates may have completed this during registration or orientation. This signature allows faculty to talk with and discuss various issues with candidate's parents and potential employers. Until this form is signed, faculty are not allowed to discuss any aspect of a candidate's academic record.

#### **Statement of Professional Behavior**

Appropriate professional behavior is expected of all Education majors. Teacher candidate professionalism in the Education Department must be of the highest standards. Included within the realm of professionalism is the ability to interact appropriately with other students and the professor in class and online. Confidentiality of K-12 student records is also of the utmost concern. Unprofessional behaviors (including inappropriate behavior regarding confidentiality) will be addressed by the Education faculty and may result in a decreased letter grade in the course in which the behavior is displayed.

#### **The School of Education Attendance Policy**

Attendance is mandatory. Teaching strategies and activities will be integrated into the class schedule; therefore, it is imperative that all Education majors attend class. Additionally, all Education majors are expected to actively participate in each class session. Attendance in every class session, arriving on time and being prepared are among the Wiley College School of Education's desired dispositions for future teachers. The term 'class session' includes field experience weeks, online courses, and online weeks in blended/hybrid courses.

If the student is absent more than three class sessions without an excuse or is tardy more than three times, a note will be placed in the student's permanent EPP files citing the disposition of poor attendance or chronic tardiness; a copy of this documentation will be given to the student who has the right to respond in writing. Each student will be allowed one absence per class credit hour. Every subsequent unexcused absence will result in a reduction of a letter grade per absence. *For example, a student taking a three (3) hour class who has a "B" average and has been absent four times will now have a "C", or the student maybe administratively withdrawn.*

Those taking a night class will be allowed one unexcused absence with every subsequent absence resulting in a reduction of a letter grade per absence. Those taking a class that only meets once a week will be allowed one unexcused absence with every subsequent absence resulting in a reduction of a letter grade per absence. Three tardies equal one absence.

Absences due to participation in Wiley College sports events will be excused, but student athletes are responsible for all in-class notes, discussions, and assignments. Wiley College student athletes are responsible for providing instructors with a game schedule. Students who have problems with absences or completing assignments should contact the professor immediately. *See the Wiley College Academic Catalog for further description of attendance policy.*