

Program Roadmap

Students need to successfully complete the following checkpoints during their major coursework in order to finish the program in due time. A more complete description of each checkpoint and corresponding requirements can also be found in the **Program Handbook** ([hyperlink here](#)).

<u>Process</u>	<u>Timing</u>
Admission to Professional Education	Pre-Block
Admission to (Continuation of) Blocks	each semester
Application for Graduation	Block 2
Admission to Student Teaching	Block 3
Teaching Licensure Application	upon completion of program

Admission to Professional Education

All students working toward a Special Education: Developmental Disabilities teaching degree must be admitted to Professional Education prior to enrollment in BLOCK 1 coursework (while taking Pre-Block classes). Application to Professional Education should be made when the following requirements have been met:

1. Completion of 40 semester credit hours
2. A minimum 2.75 Cumulative GPA
3. Evidence of completion of the Praxis I (PPST) tests
4. Completion of General Education Pre-Requisite classes

Professional Education Application Procedures

For further information, contact Jill Ryan in the COE Advising Office. 117 Armstrong Hall, 507-389-1215. Email: Jill.ryan@mnsu.edu

Admission to/ Continuation of the Special Education Blocks (1-4)

Students must demonstrate academic performance that meets the minimum expectations set by the program in order to continue to take major Block classes. Specifically, students must maintain a cumulative minimum GPA of 3.0 and earn at least a grade of “C” or higher in all major coursework. Special Education program faculty monitor students’ progress and determine program continuation each semester.

[Back to top of document](#)

[Application for Graduation](#)

In order to graduate (different than participating in Commencement), students must apply for (graduating with) their degree. In order to allow for sufficient time to evaluate an application for graduation, *undergraduate students should apply no later than one calendar year prior to the expected graduation term*. Further, Applications for Graduations are due absolutely no later than two weeks (14 calendar days) prior to the last day of a given term. Applications received after the deadline will not be evaluated for that term and will be moved to the next term.

[Undergraduate Application for Graduation form](#)

Contact the [Office of the Registrar](#) for a paper form
132 Wigley Administration Center
registrars-office@mnsu.edu
(507) 389-6266

[Back to top of document](#)

[Application for Student Teaching](#)

Student Teaching applications are due to the Clinical and Field Office the semester before a student intends to enroll Student Teaching. Students must stay aware of all deadlines, meeting, and requirements about student teaching set by the department as well as the Clinical and Field Office.

[Student Teaching Application Process](#)

For further information, contact Pat Harrington at Clinical & Field Experience, Armstrong Hall 119. Phone: (507) 389-1517 Fax: (507) 389-2270. Email: Pat.Harrington@mnsu.edu

[Back to top of document](#)

[\(Teaching\) Licensure Application](#)

Students need to make application for a Minnesota teaching license at the close of the term in which they graduate in order to obtain a state teaching licensure. The College of Education, 118 Armstrong Hall, coordinates the licensure process.

For further information, contact Gail Orcutt at College of Education Dean's Office at Armstrong Hall 118, Phone: (507) 389-1216. Email: Gail.Orcutt@mnsu.edu

[Back to top of document](#)