

WORLD LANGUAGE  
TEACHER  
CERTIFICATION  
GRADES 7-12  
POST BACC  
STUDENT HANDBOOK

AN OVERVIEW OF *CALL* AND THE FOUR GATES  
SOUTHERN CONNECTICUT STATE UNIVERSITY

Department of World Languages and Literatures  
World Language Teacher Certification Program  
Effective Fall 2008/Revised 2014/2017/2018

## PREFACE

This handbook has been created for those interested in pursuing world language teacher certification at the Post Bacc level in French, German, Italian and/or Spanish in grades 7-12. It contains the information you will need to successfully complete your program. Please keep this handbook in a convenient place. It should be used as a reference to guide you through your program at SCSU. Also, please remember to regularly consult with your advisor and the World Languages Teacher Certification Coordinator if you have questions.

We wish you the best of success in your studies and in your future teaching!

**SCSU's World Language Teacher Certification Program is nationally recognized by the Council for the Accreditation of Educator Preparation (CAEP)**

## CONTACT INFORMATION

Dr. Jesse Gleason  
Assistant Professor of Applied Linguistics & Spanish  
Coordinator of the World Language Teacher Certification Program  
Department of World Languages & Literatures  
Engleman Hall, D170  
New Haven, CT 06515  
203-392-8012  
[gleasonj8@southernct.edu](mailto:gleasonj8@southernct.edu)

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## **CALL: AN OVERVIEW**

CALL is an acronym which stands for Collaborating, Applying, Leading and Learning. This is the School of Education's conceptual framework for teacher preparation. Every certification program at SCSU is guided by this framework and a four-gate program. Each gate addresses each of these four framework categories, and every candidate in the program must meet certain competencies at each gate.

### **CALL COMPETENCIES FOR WORLD LANGUAGE CERTIFICATION**

#### **Collaborating**

This competency is met through your course work, your fieldwork, and your student teaching. More information about these items can be found in the description of each gate later in this handbook.

#### **Applying**

Through your fieldwork, your portfolio, your course assessments and projects, and your student teaching, you will be able to apply knowledge of the theories and methodologies you acquire in your coursework to your teaching practice. More information about these items can be found in the description of each gate later in this handbook.

#### **Leading**

Leadership is demonstrated through your maintaining your GPA in all areas of your coursework, the regular professional dispositions assessment of your instructors, your interaction with peers, teachers and students in your fieldwork and tutoring, and especially in your student teaching. Leadership is also demonstrated by your participation in any on-campus and off-campus groups and organizations, such as SCSU language clubs, ACTFL, CT COLT or an AAT. Your recommendation letters should exemplify this quality in your work and life.

#### **Learning**

Your time as a student in the certification program will provide you with many varied opportunities to learn about your subject area and instructional theories and methodologies. Maintaining a high G.P.A. will demonstrate your progression in your field and your acquisition of the content presented in the program's courses.

## **THE FOUR GATES: AN OVERVIEW**

Each certification candidate, regardless of subject area, must pass through a set of four gates to complete his/her certification program. Every department has developed its own set of gates: In the World Language Teacher Certification Program, the four gates consist of:

1. Entry into the certification program
2. Midpoint evaluation in the program
3. Pre-student teaching in the program
4. Completion of the program

At each gate, every certification candidate will be assessed according to the four CALL categories. Students will not be allowed to proceed to the next gate unless they demonstrate competency in these CALL categories.

In this Handbook, we will explain each of the four gates in detail.

Reminder: Always consult with your advisor or the World Language Teacher Certification Coordinator if you have questions.

## GATE 1: ENTRY INTO THE PROGRAM

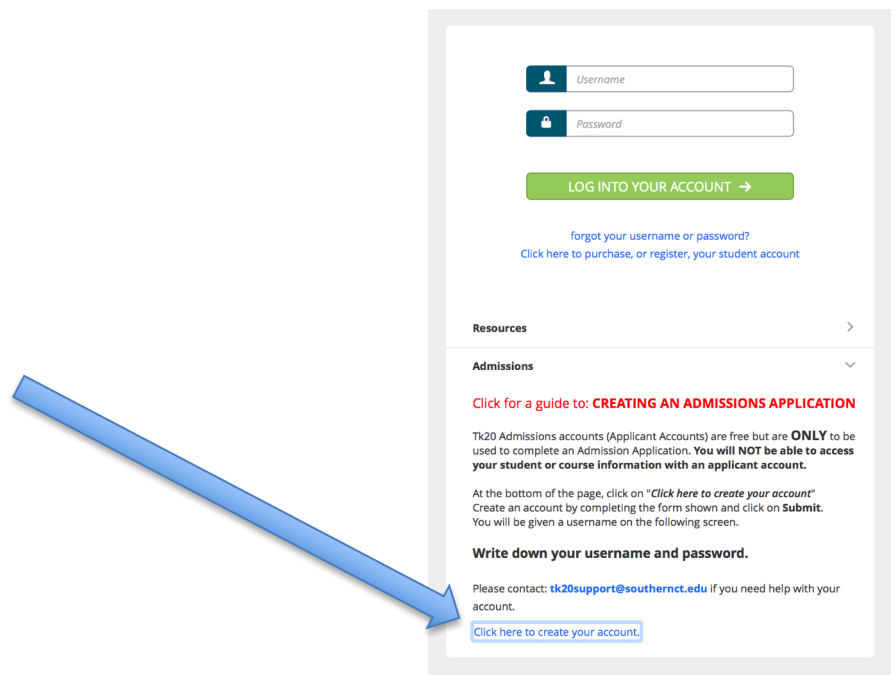
In Gate 1, applicants apply to both the Graduate School (first) and then to the School of Education (second). These applications are required for anyone wishing to become certified in any subject. Here is the outline of the admissions process:

Graduate Admissions Process (EP Cert) Target X & Tk20		
Candidate	<b>Initiation</b>	<ul style="list-style-type: none"> <li>• Candidate initiates the application on Target X. They will be directed to create a Tk20 free application account and to submit additional material.</li> <li>• Candidate creates a Tk20 free account and starts the process (same as UG)</li> </ul>
	<b>Target X</b>	<ul style="list-style-type: none"> <li>• Candidate lists references for letters of recommendation</li> <li>• Grad admissions follow up on application material until the file is complete</li> <li>• Grad admissions email SoE and Teacher Certification Coordinator when applications are ready for review</li> </ul>
	<b>Tk20</b>	<ul style="list-style-type: none"> <li>• Candidate submits the SoE admission Essay (<b>new common essay</b>) to Tk20</li> <li>• Candidate submits program specific additional material (if needed) (<i>e.g. A second essay for English</i>)</li> </ul>

Applications should first begin at the Graduate School application portal (TargetX): <http://southernct.edu/gradadmissions/graduate-application.html> Once you finish your application in the admissions portal in TargetX, you will be prompted to the School of Education's application portal (Tk20).

### Tk20 for Admission into the WL Teacher Certification Program

To fill out the free Tk20 application, visit the following link, and scroll to the bottom where it prompts you to create a new account: <https://southernct.tk20.com/campustoolshighered/start.do>



The following competencies must be met before an applicant can apply to the School of Education and complete this gate (a checklist for Gate 1 is in Appendix A):

## Major Requirements

Each candidate must either have completed 24 credit hours of the target World Language courses or have passed the ACTFL WPT and OPI tests with an *Advanced High* score prior to admission. Please see our statement on the use of Excellence Scores below.

### Use of Connecticut State Department of Education Excellence Scores by Post-Bacc Applicants in French, German, Italian, and Spanish

To qualify for the Connecticut State Department of Education “Excellence Score” for the durational shortage area for World Language certification, prior to admission certification applicants must either have completed 24 credit hours in the target language for which they are pursuing certification or have passed the ACTFL Written Proficiency Test (WPT) and Oral Proficiency Interview (OPI) exams with an Advanced High score or better.

### ACTFL OPI & WPT

The ACTFL OPI (Oral Proficiency Interview) and WPT (Written Production Test) are state-required content examinations for certification. These exams cannot be waived. An applicant who does not pass the ACTFL exams at the required level of proficiency of *Advanced Low* cannot be admitted into the post-bacc program. Information on registering for this exam: <http://www.languagetesting.com/> or by phone: 800-486-8444 or 914-963-7110.

### GPA Requirements

Each candidate must have a minimum of 3.0 GPA (grade point average) at the time of application to the School of Education and Graduate School. **This GPA includes course work taken at all other universities.** If a candidate studied abroad and earned a degree at a University in another country, the candidate must submit an official transcript from that country. The transcript must be translated and evaluated by one of the following agencies:

#### APPROVED FOREIGN CREDENTIAL EVALUATORS

##### Educational Credential Evaluators, Inc.

P.O. Box 514070  
Milwaukee, WI 53203-3470  
Telephone: 414-289-3400  
<http://www.ece.org>

##### Josef Silny & Associates

7101 SW 102 Avenue  
Miami, FL 33173  
Telephone: 305-273-1616  
<http://www.jsilny.com>

##### Global Credential Evaluators, Inc.

P.O. Box 9203  
College Station, TX  
77842-9230  
Telephone: 512-528-0908  
<http://www.gcevaluators.com>

##### World Education Services, Inc.

Bowling Green Station  
P.O. Box 5087  
New York, NY 10274-5087  
Telephone: 212-966-6311  
Toll Free: 1-800-937-3895  
<http://www.wes.org>

### PRAXIS Core/SAT/ACT/GRE

The state requires that applicants wishing to pursue teacher certification in any subject area take one of the following assessments: PRAXIS Core, SAT, ACT or GRE. Information on PRAXIS Core, including when it is offered and how to register, can be found at <http://www.ets.org/praxis/ct/requirements>



### **Letters of Recommendation**

In the graduate application portal (TargetX: <http://southernct.edu/gradadmissions/graduate-application.html>), each applicant must designate two professional references who will be able to submit letters of recommendation on their behalf. In the graduate portal, indicate the names and email addresses of each reference. At least one of these must be a professor or high school teacher of a world language. Letters from friends and/or family members are not permitted.

### **The Admission Essay**

In a concise and carefully crafted essay, explain why you want to become a teacher and discuss what you think makes a good teacher. Make sure to consider the following statements, in no particular order:

- What qualities do you think make a good teacher and why?
- How do teachers influence the motivation, positive learning results, behavior, and achievement of students?
- How can teachers support all students? What do you think they can do to specifically support students who are not initially successful?
- How can teachers promote creativity and curiosity in students?

The essay must be typed using a Times New Roman or similar font, 12-point, single spaced, and two pages long (approximately 1000 words). Do not answer each of the questions separately; rather write one coherent composition. Please note that the essay also serves as a writing sample, so it is important to submit a carefully reviewed paper.

### **The Department Interview – Part 1.**

Each candidate must pass an interview with the World Languages Teacher Certification Coordinator. The interview will only be scheduled once your TK-20 file and Target X file are complete with essay, test results and letters of recommendation. The interview will usually not last more than 30 minutes. This is our first chance to get to know you better. Here are some tips to help you with the interview:

- Review your essay before the interview.
- Be familiar with the four categories of CALL.
- Dress appropriately for your interview. Casual clothing is acceptable, but remember you want to create a good impression.
- Arrive on time for your interview. If you need to cancel the interview for any reason, let us know as soon as possible.

Feel free to ask questions during the interview, and stay relaxed. We are here to help you. Upon completion of the interview, each candidate will be advised either to continue with the program, to continue with conditions, or to withdraw from the program.

### **Acceptance into the School of Education and the Graduate School**

Once you complete the admissions process, the WL Teacher Certification Coordinator will recommend your acceptance into the School of Education and Graduate School. The final decision of your acceptance into the WLT certification program is made by the School of Education. You will be informed by the School of Education regarding your acceptance, conditional acceptance, or rejection.

This will complete Gate 1.

## **GATE 2: MIDPOINT EVALUATION IN THE PROGRAM**

In Gate 2, the candidate's progress in the program is assessed. All admitted teacher certification candidates will now be required to purchase the paid version of the Tk20 assessment system. This will allow you to upload the key assessments which demonstrate your competencies as you move through your certification program.

In the World Language Teacher Certification Program, the first key assessments occur in WLL 403 and WLL 491; therefore, you must purchase Tk20 prior to registering for these courses. Some of your other professional courses (field experiences for instance) may also require Tk20.

The following competencies must be met before a candidate can complete this gate (a checklist for Gate 2 is in Appendix F):

### **Course Requirements**

Each candidate must complete:

1. EDU 200, *Teachers, Schools, and Communities*
2. EDU 316, *Child Development & Psychology for Educators*
3. EDU 470, *Literacy and Content*,
4. HIS 110 or HIS 112, *US History*
5. RDG 471, *English Language Learners in the Classroom*
6. SHE 203, *School Health*
7. SED 482, *Teaching Exceptional Students at the Secondary Level*
8. WLL 211, *Introduction to Linguistics* with a grade of C or higher
9. WLL 403, *Second Language Acquisition* with a grade of C or higher

### **GPA Requirements**

Each candidate must have a minimum of 3.0 GPA, using the same conditions as in Gate 1.

### **GATE 3: PRE-STUDENT TEACHING IN THE PROGRAM**

In Gate 3, candidates apply for Student Teaching. The following competencies must be met before a candidate can apply for Student Teaching and complete this gate (a checklist for Gate 3 is in Appendix G):

#### **Course Requirements**

Each candidate must complete the remaining World Language courses as indicated in the Planned Program. Each candidate must complete (pass) the following course:

1. WLL 491, *World Languages (Secondary School)*

**Please note that WLL 491 is a 4-credit course with a field experience component and can only be taken during the semester directly preceding student teaching. If a candidate enrolls in WLL 491 and does not apply for student teaching for the consecutive semester, he/she will be assigned an Incomplete for WLL 491 and will need to repeat the course.**

#### **GPA Requirements**

Each candidate must have a minimum of 3.0 GPA, using the same conditions as in Gate 1.

#### **Applying for Student Teaching**

Once all of the above conditions have been satisfied, the candidate will apply for Student Teaching. The candidate will complete the Student Teaching Application form located <https://www.southernct.edu/academics/schools/education/student-services/student-teaching/>. The World Language Teacher Certification Coordinator must sign off on the application form.

## **GATE 4: COMPLETION OF THE PROGRAM**

In Gate 4, candidates complete Student Teaching, submit their edTPA portfolio, and are ready to apply for certification. The following competencies must be met before a candidate can apply for certification and complete this gate (a checklist for Gate 4 is in Appendix H):

### **Course Requirements**

Each candidate must pass:

1. WLL 452 *Student Teaching*,
2. WLL 453 *Student Teaching Seminar*

All other required courses for graduation must be completed.

### **GPA Requirements**

Each candidate must have a minimum of 2.7 GPA, using the same conditions as in Gate 1. Additionally, each candidate must have a GPA 2.7 in World Language courses in the major that count toward graduation.

### **Student Teaching**

Each candidate must complete WLL 452, *Student Teaching* or two semesters of *EDU 444* if completing a DSAP.

### **The edTPA Portfolio**

Please, familiarize yourself with the required assessment of edTPA at this website: <https://www.southernct.edu/academics/schools/education/student-services/student-teaching/edTPAResources/edTPA%20Tk20Guide.pdf>

### **Completing the Program**

Upon completion of all the requirements for Gate 4, the candidate has completed the program, and is now eligible to graduate and apply for certification.

### **Getting Certified**

Candidates must apply for certification. An Application for Certification form can be obtained in the Student Teaching Office in Davis Hall. This completed form must be given to the Director of Student Teaching in the School of Education.

## Appendix A

### GATE 1 Checklist for World Language Teacher Certification Candidates at the Post Bacc Level

- Take the Praxis Core, SAT, ACT or GRE test
- Take ACTFL Oral Proficiency Interview (OPI) and Written Proficiency Test (WPT)<sup>1</sup>
- Have an overall Q.P.R. 3.0 in all courses, including courses taken at other universities
- Complete an application to Graduate School on Target X
- Submit the names and email addresses of two professional references who can upload letters of recommendation on your behalf, indicating your potential as a world language teacher. At least one these references must be a world language professor or high school teacher.
- Submit the admissions essay
- Complete a free Tk20 application to the School of Education
- Pass an initial interview with World Language Teacher Certification faculty

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<sup>1</sup> For those candidates without 24 credits of coursework in the world language, they must pass ACTFL OPI and WPT at Advanced High Level or complete content coursework before applying.

## Appendix B

### GATE 2 Checklist for World Language Teacher Certification Candidates at the Post Bacc Level

- Complete EDU 200
- Complete EDU 316
- Complete EDU 471
- Complete RDG 470
- Complete SED 482
- Complete SHE 203
- Complete WLL 211
- Complete WLL 403
- Maintain an overall GPA of 3.0 in all courses, including courses taken at other universities

## Appendix C

### GATE 3 Checklist for World Language Teacher Certification Candidates at the Post Bacc Level

- Complete at least all required courses in the program with an overall Q.P.R. 3.0
- Complete WLL 491 a semester prior to student teaching
- Maintain an overall GPA of 3.0 in all courses, including courses taken at other universities
- Complete the Application for Student Teaching

## Appendix D

### GATE 4 Checklist for World Language Teacher Certification Candidates at the Post Bacc Level

- Pass WLL 452/453 *Student Teaching & Student Teacher Seminar*
- Maintain an overall GPA of 3.0 in all courses
- Prepare, submit, and pass edTPA portfolio
- Apply to the State of Connecticut for an Initial Educator's Certificate through the School of Education Certification Officer