



**2017-2018 PROGRAM REQUIREMENTS**  
**Award: Graduate Certificate in Education**  
**Program of Study: Initial Teacher Licensure - Secondary**

**About This Major . . .**

The Graduate Certificate in Education, ITL - Secondary degree is designed as a dynamic program to meet the needs of education professionals as they seek initial state licensure. The degree is awarded after successful completion of 37 semester hours.

The program is designed using the cohort model with a group of participants completing all requirements in a one-year cycle. New cohorts may begin each year.

Admission to the program follows the stated guidelines for graduate admission procedures outlined in the university catalog. Additionally, students must provide three letters of reference, proof of working with youth, and a statement of purpose.

All CMU Graduate Certificate in Initial Teacher Licensure-Secondary recipients will be able to:

1. Facilitate student learning and address individual learning and developmental patterns in the licensure content area. (Specialized Knowledge)
2. Design a safe and supportive learning environment for secondary education students. (Applied Learning)
3. Apply licensure content knowledge while working with learners to access information in real world settings assuring learner mastery of the content. (Specialized Knowledge)
4. Integrate assessment, planning, and instructional strategies in coordinated and engaging ways through multiple means of communication. (Critical Thinking/Communication Fluency)
5. Engage in meaningful and intensive professional learning and self-renewal by regularly examining practice through ongoing study, self-reflection, and collaboration. (Applied Learning)

**Advising Process and DegreeWorks**

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a certificate. Some courses are critical to complete in specific semesters while others may be moved around. Meeting with an academic advisor is essential in planning courses and discussing the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended certificate.

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a certificate and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

**Graduation Process**

Students must complete the following in the first two months of the semester prior to completing their certificate requirements (for one semester certificates complete in the first week of class):

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If your petition for graduation is denied, it will be your responsibility to apply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.

### **INSTITUTIONAL GRADUATE DEGREE REQUIREMENTS**

The following institutional requirements apply to all CMU graduate-level degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- Graduate certificates consist of a minimum of 5 credit hours. Master's degrees consist of a minimum of 30 credit hours. Doctoral degrees consist of a minimum of 60 credit hours
- All credits in a graduate program must be minimally at the 500-level.
- At least fifty percent of the credit hours must be taken at CMU.
- Students must achieve a 3.00 cumulative GPA or higher in all CMU coursework.
- A course may only be used to fulfill one requirement for each degree/certificate.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Requirements.
- The Catalog Year determines which program sheet and certificate requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Graduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

### **PROGRAM-SPECIFIC REQUIREMENTS**

- 37 for the Graduate Certificate in Education, Initial Teacher Licensure - Secondary.
- Students must earn a "B" in every class at the graduate level.
- It is recommended that students work closely with a faculty advisor when selecting courses and scheduling classes prior to registration.

**GRADUATE CERTIFICATE: EDUCATION, INITIAL TEACHER LICENSURE - SECONDARY REQUIREMENTS** (37 semester hours)

- EDUC 586B - Accommodating Diverse & Exceptional Needs 6-12 (3)
- EDUC 591 - ITL 1: Foundations of Curriculum Instruction & Assessment (9)
- EDUC 592B - ITL Secondary Pre-Internship (4)
- Complete one of the following , based on content area concentration:
  - EDUC 580A – Secondary Instructional Methods for English Language Arts (2)
  - EDUC 580B – Secondary Instructional Methods for Social Studies (2)
  - EDUC 580C – Secondary Instructional Methods for Mathematics (2)
  - EDUC 580D – Secondary Instructional Methods for Science (2)
  - EDUC 580E – Secondary Instructional Methods for Spanish (2)
- EDUC 584 – Secondary Literacy Across the Curriculum (3)
- EDUC 580 – Secondary Instructional Methods Across the Curriculum (3)
- EDUC 599B - ITL 3: Directed Teaching (12)
- EDUC 570 – Classroom Management (1)

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**SUGGESTED COURSE SEQUENCING**

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**Year One, Summer Semester: 12 credits**

- EDUC 586B - Accommodating Diverse & Exceptional Needs 6-12 (3)
- EDUC 591 - ITL 1: Foundations of Curriculum Instruction & Assessment (9)

**Year One, Fall Semester: 13 credits**

- EDUC 592B - ITL Secondary Pre-Internship (4)
- EDUC 580A-E – Secondary Methods (2)
- EDUC 584 – Secondary Literacy Across the Curriculum (3)
- EDUC 580 – Secondary Instructional Methods Across the Curriculum (3)
- EDUC 570 – Classroom Management (1)

**Year One, Spring Semester: 12 credits**

- EDUC 599B - ITL 3: Directed Teaching (12)
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