

Secondary Undergraduate Professional Education Programs

Checklist

Step #1

- Admission to Xavier University

Step #2

- Complete requirements to enter Secondary Professional Education Program
 - ACT/SAT scores submitted
 - 2.7 GPA (must be maintained throughout the program)
 - BCI/FBI and TB test completed
 - Road to Xavier moral character form submitted
 - Meet with your advisor to create your program of study

Step #3

- Declare minor in Professional Education — please see Kim (vanwinklek@xavier.edu)

Step #4

- Follow your program of study
 - Complete all required course work
 - Complete required field observations

Step #5

- Meet with advisors each semester before registration

Step #6

- Register for your OAEs
- Submit proof of OAE registration to be admitted in EDM 411
- Pass your 2 OAEs before Student Teaching placement

Step #7

- Submit your application for Student Teaching
- Follow steps to be placed in Student teaching
- Completion of Student Teaching portfolio
- Receive satisfactory evaluation reports
- Apply for licensure