



**STEPHEN F. AUSTIN
STATE UNIVERSITY**

Department of
Education Studies

MASTERS OF ARTS IN TEACHING SECONDARY EDUCATION (SEED)

2024-25 Graduate Program Handbook

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1. Description Master of Arts in Teaching (MAT) with Teacher Certification

The Master of Arts in Teaching degree is an exciting and innovative graduate program that prepares teachers for leadership positions in the secondary school setting. By exploring the roles of teacher as researcher, scholar-practitioner and educational leader, the Master of Arts in Teaching program cultivates a learning community of faculty and students through dialogue and critical inquiry. All coursework is fully online, with some courses holding regular virtual class meetings.

This 30 credit hour program is designed for students who have earned an undergraduate degree but are **not certified to teach**. In addition to courses that explore educational research, curriculum, and instructional design, students receive certification through a certification sequence. The course hours in this degree program build skills and knowledge for instruction, curriculum design, classroom management and the social and cultural settings of public schools in Texas in order to fulfill the requirements for Texas teacher certification set forth in the Texas Education Code.

Coursework for the MAT program is fully online, however the students must complete hours in public school classrooms required by TEA for certification. This includes 50 hours of observation in a public school classroom.

In addition to completing the 50 graduate hours of course work, you must either:

- a. secure a full-time, paid teaching position, called an internship (SEED 5341/5342) during which you will be supervised by a field supervisor from SFA.
- b. complete the traditional clinical teaching semester (SEED 5344), often called “student teaching,” during which you will work alongside a certified practicing teacher and will also be supervised by a field supervisor from SFA. The student teaching semester is not a paid position, but it could be, depending on the district you choose.

2. MAT Program Admission Requirements:

If you are interested in applying to this program, please follow these steps:

Before you can begin taking certification coursework, you must complete the steps below in order to be accepted into the Alternative Certification Program (ACP) at SFA:

1. HAVE A BACHELOR’S DEGREE

Your GPA must be 2.50 or higher overall or on your last 60 hours

2. APPLY TO THE GRADUATE SCHOOL FOR THE MASTER OF ARTS IN TEACHING

3. Go to the following link to apply: <https://lumberjacks.sfasu.edu/apply/>

4. Pay the Graduate application fee of \$50.00

5. Choose the degree from the dropdown list that says, “Teaching, MAT”

6. COMPLETE STATE REQUIRED CONTENT KNOWLEDGE REQUIREMENTS (you must choose from one of the options below)

OPTION #1 (Content Hours): You must have earned 12 hours (15 hours if you are seeking Mathematics, Life Science, or Physical Science certification) in the in the SFA approved content area and grade level (see below) that you want to teach

OR

OPTION #2 (PACT Exam): Register, take, and pass the appropriate Pre-Admission Content Test (PACT) in the SFA approved content area and grade level (see below) that you want to teach

TO VIEW PACT TEST REGISTRATION AND PREPARATION INFORMATION, VISIT

https://www.tx.nesinc.com/PageView.aspx?f=HTML_FRAG/GENRB_FacultyPACT.html

According to the testing website, the PACT test typically costs \$106; additional fees may apply.

Available Content Areas for Certification at SFASU

Agriculture, Food, and Natural Resources, 6-12	History 7-12
Art EC-12	Languages Other Than English EC-12
Business and Finance 6-12	Life Science 7-12
Chemistry 7-12	Mathematics 7-12
Dance 6-12	Music K-12
English Language Arts and Reading 7-12	Physical Education EC-12
Family and Consumer Sciences 6-12	Theater EC-12
Dance 6-12	

7. PARTICIPATE IN AN ADMISSIONS SCREENING

After submitting your application to the graduate school, you will be sent an email from the Office of Assessment and Accountability that may ask for transcripts or additional documentation, especially if you have already been enrolled in a different educator preparation program.

After you have submitted your additional documentation, you will receive an email that includes a link to the Educator Preparation Admission Survey and Screening Instrument. For full admission, you must complete those items. Any delay in completing those items will result in a delay in admission, since they are required by TEA.

8. MAT Admission

Once you complete and submit all documents required by the state and the Office of Assessment and Accountability, the survey and screening instrument, you will then be admitted to the Educator Preparation Program and our office will notify your graduate advisor that you are eligible to register for coursework.

Upon admission, your tuition bill will be assessed two fees:

EPP Admission Fee - \$100.00

Texas Education Agency Technology Fee - \$35.00

For more information regarding admission, contact ACP Manager at edprep@sfasu.edu

Application Deadlines

Applications are accepted on a rolling basis based on the start dates of the semesters following when all application materials are received, and content tests are taken and results are received at edprep@sfasu.edu.

Admission Status

You can be admitted in two different ways:

1. Clear – this means you have no conditions imposed on your admission; this is the admission status you want.
2. Probationary – You may be admitted on a probationary basis if your GPA is between 2.0 and 2.5. If you have less than a 2.0 GPA then you will not be admitted into the MAT. In this case, you have one semester to bring your GPA up or else you will not be allowed to continue taking classes. Being admitted on a probationary basis may keep you from receiving financial aid. Contact the Financial Aid office with questions at (936) 468-2403, finaid@sfasu.edu of <http://www.sfasu.edu/faid/>

Transfer credit

There are no transfer hours available in the MAT teacher certification program.

Completion timeline

You have six years to complete your graduate program. Courses that were taken more than six years prior will not count towards your degree plan. Please plan accordingly so that you can graduate within the six year window.

Meningitis vaccination requirement

According to Texas state law (SB 1107), all Texas public college students are required to get a meningitis vaccine.

3. Coursework

It is your responsibility to keep track of which courses you have taken and when.

The following coursework is required for the MAT degree and teacher certification.

SEED 5312 - The 21st Century EC-12 Student

SEED 5314 – Curriculum and Instructional Design for All Learners

SEED 5316 – Assessment for Diverse Contemporary Classrooms

SEED 5318 – Motivating and Managing the Active Learning Environment

SEED 5343 – Pedagogical Content Knowledge and the Professional Educator (Content test should be taken during

2 SEED elective course (for 6 hours)

4. Degree Plan and Course Sequencing

3. Scheduled Course Offerings

Please note courses rotate on semester by semester basis.

Fall ODD Yrs	Spring ODD Yrs	Summer ODD Yrs	Fall EVEN Yrs	Spring EVEN Yrs	Summer EVEN Yrs
SEED 5343	SEED 5343	SEED 5343	SEED 5343	SEED 5343	SEED 5343
SEED 5318	SEED 5314	SEED 5318	SEED 5314	SEED 5318	SEED 5314
SEED 5312	SEED 5316	SEED 5312	SEED 5316	SEED 5312	SEED 5316
SEED 5345	SEED 5395		SEED 5345	SEED 5345	
	SEED 5345				

Possible course sequence

For students who are wanting a quick and efficient timeline to certification while utilizing financial aid options and working in a school district full time as a intern, the following course sequences is recommended:

Summer 1 (1st year)

SEED 5343 (take and pass content test, complete 30 hours of observation in public school)

SEED 5318

Summer 2

SEED 5314

SEED 5316

Fall (obtain a paid teaching position at a Texas public school as teacher of record in your content area classroom)

SEED 5141

SEED 5312

SEED 5345

Spring

SEED 5242

SEED 5395

Elective course

Summer 1 (2nd year)

Elective course

Graduate in August of your 2nd year with teaching certification.

5. Registration & Advising Procedures

Secondary Education graduate students do not need to be formally advised individually. The degree plan and coursework are located in this handbook.

Once the course schedule for an upcoming semester becomes available, you log into MySFA and register yourself for the courses you need. Here is a link to a tutorial about how to register for classes using MySFA:

<https://www.sfasu.edu/docs/registrar/tutorial-add-drop-courses.pdf>

For summer and fall semesters, the course schedule typically becomes available in April. For spring semester, the course schedule typically becomes available in November. The [SFASU registrar's office webpage](#) has the official dates for when registration opens for each session. Please register as soon as you can so that we can plan appropriately.

6. Certification Testing Procedures

To become a teacher in Texas you are required to pass a content test showing you know how to teach your content area AND a professional portfolio called EdTPA to show you know how to effectively teach students. Those TWO assessments are the basis for teacher certification, and the courses in the MAT lead you through building the knowledge and skills to complete those assessments.

In SEED 5343 you will get specific coursework related to the content test that you are certifying in. You will be given practice quizzes through an approved SFASU practice test vendor (either 240 tutoring or Certify Teacher), which you must pass. When you are ready to take the Content test and you have passed the practice quizzes, email your instructor and they will be able to send your name in for clearance for you to schedule your content test. This is done by the student, not the program or the staff because the tests are tied to your specific identity and when you test, you will be required to prove your identity at the testing site.

You can register for the TEXES content exams here:

http://www.tx.nesinc.com/PageView.aspx?f=GEN_Tests.html

A student who does not make the minimum required score will be required to work independently with the SEED 5343 instructor. At this time, the student will receive a WH in the course. A student who does not pass on that attempt must complete one or more of the following options:

1. Repeat SEED 5343 with instructor and department chair approval.
2. Demonstrate readiness to test with the program coordinator on a test preparation program assigned by the program coordinator.
3. Other, as determined by the SEED 5343 instructor and the department chair.

EdTPA is the current teacher certification requirement SFASU requires for teacher certification in Texas, this is completed during the SEED 5345 course that is concurrent with clinical teaching

or the first semester of internship. This course will guide you through the steps to create and submit the EdTPA. assessment according to your content handbook. You can register for EdTPA after you are enrolled in the course at the following website. The cost for the assessment is \$311.

http://www.tx.nesinc.com/TestView.aspx?f=HTML_FRAG/edTPA_TestPage.html

7. Practicum / Field-based Requirements

MAT Field-based Experiences (required by the state of Texas: see [TAC 228.35](#)):

- MAT students must have completed 12 hours of coursework before they are eligible for an internship/clinical teaching placement in accordance with TAC 228.35(b)(2) states that (b) a candidate shall complete the following prior to any clinical teaching or internship – (2) 150 clock-hours of coursework and/or training as prescribed in 228.30(d)(4)... Each coursework hour counts as 15 clock-hours. Therefore, university based programs typically require 12 hours since most courses are 3 hours. Our candidates end up with at least 180 clock-hours of coursework (12 hours x 15 clock-hours). The term “training” in code is for ACPs that offer alternative forms of coursework.
- MAT students must have successfully passed their content test before they are eligible for an internship/clinical teaching
- SEED 5343 students must complete 50 hours of observations during this course: 25 face to face and/or 25 virtual/online/video. This is a requirement for teacher certification in Texas.
- SEED 5344 Clinical Teaching—Apply to Clinical Teach in My SFA by September 15th and February 15th of the semester before you plan to clinical teach. The clinical teaching office will place you in a school and communicate with you the requirements of that. This is traditionally an unpaid position.
- SEED 5341 and SEED 5342 Internship. You apply for and obtain a teaching position in your content area in a public school. SFA will not do this for you. This is a paid position where you are an employee of a school as a teacher. You must be teaching in a classroom in a public, accredited K-12 Texas school in order to complete the work associated with this course sequence. Your school must provide the required documentation required by the state.
- If you have a question about your clinical practice placement, contact Ms. Michelle Miller, the Perkins College of Education Certification Officer (edcert@sfasu.edu).

8. Official Program Assessments

Currently, the Secondary Education graduate programs uses each student’s official EdTPA portfolio scores for each of the three different tasks as program assessments to ensure each student is getting the appropriate content required to pass EdTPA and become an effective teacher in a Texas public school.

9. Graduation Checklist

It is the student's responsibility to apply for graduation the semester before you want to graduate. Follow the link from the Graduate School webpage for instructions:

<http://www.sfasu.edu/graduate/109.asp>

Graduation does not guarantee certification. All requirements of certification according to the TEC are required to be met by all ACP candidates.

10. Financial Aid and other Funding Options

If you choose to apply for financial aid, please visit studentaid.gov to fill out FAFSA after you are admitted to the program.

If you are enrolled in the MAT, you may be eligible for the TEACH grant if you are wanting to teach English, Science or Math. The TEACH grant provides money for tuition specifically for teacher certification, with a commitment that you will complete years of service in a public school that is considered "high need".

Here is the link to that information: <https://studentaid.gov/teach-grant-program>

11. FAQs. I have this question. Who do I talk to?

Question	Answer
How do I set up my student teaching / clinical practice placement?	Michelle Miller edcert@sfasu.edu
What test(s) do I need to get into one of the grad programs?	Michelle Miller edcert@sfasu.edu
How do I get a letter saying I am enrolled in your program so I can get hired?	Mel Mercer edcert@sfasu.edu
Can I take courses in the post-certification sequence while taking certification courses?	Yes.

Can I take courses in the post-certification sequence before completing certification?	Yes.
Do I need to be advised?	No. Follow your degree plan, email program coordinator with questions.
How do I know when courses are offered?	See the available course schedule .
Are the courses online or face to face?	All SEED courses are fully online. Courses have regular virtual class meetings.

How do I apply for graduation?	http://www.sfasu.edu/graduate/109.asp
When do I apply for graduation?	http://www.sfasu.edu/graduate/109.asp
When do I get my books?	Preferably before the semester starts.
Other questions?	Contact the program advisor at SEEDGrad@sfasu.edu