



LUMBERJACKS
MAKE GREAT
TEACHERS

Stephen F. Austin State University
Secondary Education (SEED)
Graduate Program Handbook
MAT

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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-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 30 hours before clinical teaching or internship AND also 15 weeks all day in a public school for clinical teaching OR two full semesters working as a teacher of record all day in public school for a year.

In addition to completing the 30 graduate hours, you must either:

- a. secure a full-time, paid teaching position (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.

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 DEGREE

To apply, visit https://www.applytexas.org/adappc/gen/c_start.WBX

Apply Texas Graduate application fee is \$50.00

Choose the degree from the dropdown list that says, "Teaching, MAT"

3. **COMPLETE 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.

Agriculture, Food, and Natural Resources 6-12

Art EC-12

Business and Finance 6-12

Chemistry 7-12

Dance 6-12

Deaf and Hard of Hearing EC-12

English Language Arts and Reading 7-12

Family and Consumer Sciences 6-12

Health EC-12

History 7-12

Hospitality, Nutrition and Food Sciences 8-12

Human Development and Family Studies 8-12

Journalism 7-12

Languages Other Than English: French EC-12

Languages Other Than English: Spanish EC-12

Life Science 7-12

Mathematics 7-12

Music EC-12

Physical Education EC-12

Physical Science 6-12

Social Studies 7-12

Speech 7-12
Theatre EC-12

4. PARTICIPATE IN AN ADMISSIONS SCREENING

In order to be considered for acceptance, you will be sent an email that includes a link to a screening instrument that you must complete and submit

Once your screening instrument has been reviewed and approved by the faculty program coordinator, you will be sent another email that includes a link to the Educator Preparation Admission Survey

5. COMPLETE AND SUBMIT THE EDUCATOR PREPARATION ADMISSION SURVEY

Once you complete and submit the survey, 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 certification 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

If you completed the PBIC program and then took off from coursework to teach or to pursue some other endeavor, you will have to re-apply. Be sure to choose Master of Arts in Teaching (MAT) (NOT MEd) in Secondary Education as the degree you seek.

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 or <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

Thanks to Texas state law (SB 1107), all Texas public college students are required to get a meningitis vaccine. Read details here: www.sfasu.edu/admissions/docs/meningitis.pdf

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 (3 hours)

SEED 5314 - Curriculum, Instruction and Assessment (3 hours)

SEED 5316 - Responding to Ethical and Legal Issues in Education (3 hours)

SEED 5318 - Classroom Management and Professional Responsibilities (3 hours)

SEED 5320 Contemporary Issues in Secondary Education (3 hours)

SEED 5343 – Pedagogical Content Knowledge and the Professional Educator (3 hours) (Content test should be taken during this course, this course is required before SEED 5341/SEED 5342/SEED5344)

SEED 5341 AND 5342 Internship OR 5344- Clinical Teaching (Field Based Courses)

SEED 5345 Professional Certification and Ethics (concurrent with SEED 5341/SEED 5344) EdTPA course

SEED 5395 Comprehensive Synthesis Seminar (3 hours, should be taken in final semester of coursework)

1 SEED elective course (3 hours)

The learning outcomes of this graduate degree program are based on the National Council for Accreditation of Teacher Education professional standards. Teacher certification is not guaranteed by this

degree, completion of content testing, state testing certification portfolio requirements, and all other state requirements are depending upon the completion of each student and must be done according to the requirements of the Texas Education Code regarding ACP Texas teacher certification.

3. Scheduled Course Offerings

Spring 2022	Summer 1	Summer 1	Fall 2022
SEED 5343 SEED 5195 SEED 5318 SEED 5314 EdTPA course	SEED 5312 SEED 5316	SEED 5343 SEED 5318 SEED 5314	SEED 5343 SEED 5195 SEED 5312 SEED 5316 EdTPA course

Entry Points and Possible Course Work

Program Start	Fall	Spring	Summer 1	Summer 2	Fall	Spring	Summer	Fall	Spring
Fall 2020 Start	5343 5312	5314 5318	5316	Elective	<u>5395</u>	<u>EdTPA</u> <u>5344 or</u> <u>5141</u>	<u>none</u>	<u>5142</u>	
Spring 2020 Start	none	5343 5314	5318 5316	Elective	<u>Elective</u> <u>5395</u>	<u>EdTPA</u> <u>5344 or</u> <u>5141</u>	None	5142	
Summer 2020	None	None	5343 5314	none	<u>5318</u> <u>elective</u>	<u>Elective</u> <u>5395</u>	None	<u>EdTPA</u> <u>544 or</u> <u>5141</u>	5142
Fall 2020 (accelerated or athletics)	5343 5312 5316	5314 5318 Elective	none	none	5341 EdTPA Elective	5342			
Late Hire				5343 5312	5141 5314 5318	5142 EdTPA 5316	Elective Elective Or none	5395 Elective Elective	

5. Registration & Advising Procedures

Secondary Education graduate students do not need to be formally advised individually. Upon admission into the program, you will be given a degree plan you can follow.

Once the course schedule for an upcoming semester becomes available, you log in and register yourself for the courses you need. For summer and fall semesters, the course schedule typically becomes available in April. For spring semester, the course schedule typically becomes available in November. 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, 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.

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. Attend a paid, appropriate professional review session approved by the instructor and department chair.
3. Demonstrate readiness to test on the next regularly scheduled Mastery Exam.
4. Other, as determined by the SEED 5343 instructor and the department chair.

EdTPA is the current State requirement 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](#)):

- SEED 5343 students must complete 30 hours of observations during this course: 15 face to face and 15 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.
- If you have a question about your clinical practice placement, contact Ms. Katie Snyder Martin, the Perkins College of Education Certification Officer (edcert@sfasu.edu).

8. Official Program Assessments

The Secondary Education graduate programs use the LiveText data management system to collect critical assessments for students who are Perkins College of Education majors (undergraduate, graduate, and doctoral) or majors in other colleges seeking educator certification through the Perkins College of Education. Students who do not have an existing LiveText account will receive an access code via the SFA email system within the first week of class. You will be required to register your LiveText account, and you will be notified how to do this via email. If you forward your SFA e-mail to another account and do not receive an e-mail concerning LiveText registration, please be sure to check your junk mail folder and your spam filter for these e-mails.

If you have questions about obtaining or registering your LiveText account, call ext. 1267 or e-mail SFALiveText@sfasu.edu. Once LiveText is activated, if you have technical questions, call ext. 7050 or e-mail livetext@sfasu.edu. Failure to activate the account and/or submit the required assignment(s) within the LiveText system may result in course failure.

The table below indicates which courses include official assessments which must be submitted to LiveText and either via paper submission or via D2L (per instructions from the professor of record of the course):

Learning Outcome	SACS/CAEP	Assessment / Course	Assessment / Course
The candidate will develop and adapt content specific instruction based on the needs of diverse students in a global and digital society.	SACS/CAEP	Content Test Scores (From OAA) Before Clinical Teaching (Benchmark)	Scope and Sequence Unit Plan Lesson Plan Livertext SED 5343
The candidate will develop and adapt data-driven assessment based on the needs of diverse students in a global and digital society.	SACS	<i>Task 3 rubric scores?</i> <i>Could we pick rubrics?</i>	<i>Assessment Results,</i> <i>Assessment Feedback</i> <i>Need Quantitative and</i> <i>Qualitative Artifacts</i> SED 5316
The candidate will design an effective classroom management plan for diverse learner centered educational settings.	SACS	<i>Task 1 rubric Scores?</i> <i>Could we pick scores?</i>	Classroom Management Plan SED 5318
The candidate will demonstrate critical pedagogical strategies and professional dispositions through analyses of contemporary issues in education.	SACS		EDTPA portfolio scores SEED 5343

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

Question	Answer
How do I set up my student teaching / clinical practice placement?	Mel Mercer edcert@sfasu.edu
What test(s) do I need to get into one of the grad programs?	Mel Mercer 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
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

Graduate Degree Plan

The advisor, in consultation with the student, will file a degree plan after all undergraduate deficiencies and required standardized tests are completed and the student has been fully admitted to the program. The degree plan must be aligned with the appropriate catalog term required for the student of record, and include only university approved curriculum. Any desired changes to a degree plan, which deviate from approved curriculum, must include a "petition to change degree plan" form. Candidates for graduate degrees must complete the comprehensive exams or the program's equivalent before graduation. An advisor should not complete a Degree Plan form while the student is under provisional admission, on probation or has a GPA of less than 3.00.

This form will be submitted to the Academic Unit Head and, after approval, will be emailed to coegrad@sfasu.edu for review and approval by the College of Education Graduate Studies Coordinator and Dean. After final approval, the Program Coordinator must provide a final copy to the student.

Student Name: _____ Student ID: _____ Date: _____

Candidate Degree for: _____ Major/Program: _____ Catalog: _____

Total Hours for Degree: _____ Concentration: _____ Minor: _____

*Transfer Courses not to exceed 12 hours. Courses included must be taken within 6 years of graduation date.

List courses required to be completed for the degree. The distribution of courses must comply with the requirements of the Graduate Bulletin under which the student intends to graduate. Any desired changes to a degree plan, which deviate from approved curriculum, must include a "petition to change degree plan" form.

MAJOR COURSES Course Emphasis/Certification: _____

Course #	Course Title	CH			

SPECIALIZATION

Course #	Course Title	CH			

Notes:

*Student is responsible to submit a Graduation Application by required deadline. Degree will not be conferred without application.

REQUIRED APPROVALS:

Program Coordinator Date

Academic Unit Head Date

Graduate Student Date

Dean Date

PCOE Graduate Studies Coordinator Date