



GETTING STARTED

A Checklist to Begin Earning a Degree at Fort Hays State University in Elementary Education

TO BEGIN IN FALL/SPRING

- February/September** **Transfer students only, gather your transcripts from all institutions attended. Request one to be sent to FHSU.** Official transcripts must be sent from the Registrar's Office of the school you attended to the Registrar's Office, Fort Hays State University, 600 Park Street, Hays, KS 67601.
- February/September** **Apply for admission to FHSU.** Request an application by calling 800-628-FHSU or apply online at www.fhsu.edu/admissions. Required for admission is a \$30 fee and all college transcripts. Allow two weeks for processing.
- February 15** **Final Deadline for Scholarship Applications.** To be eligible you must be a full-time student (taking a minimum of 12 hours) at FHSU. All applications must be submitted online at www.fhsu.edu/finaid.
- March/October** **If financial aid is desired, contact the FHSU Financial Assistance Office** at 785-628-4408 to request a Free Application for Federal Student Aid (FAFSA) form; apply on-line at www.fafsa.ed.gov/ or request a form at your local high school counselor's office. In section H, include FHSU's title IV Code: 001915.
- March/October** **Send a letter requesting a degree analysis** for your major, i.e. Elementary Education or Elementary Education degree with a minor in Special Education. Include copies of your transcripts if official transcripts have not been sent. Address the letter to: Degree Analyst, Registrar's Office, Fort Hays State University, 600 Park Street, Hays, KS 67601.
- April/November** **Register for Fall/Spring classes.** Call the Admissions Office at 785-628-FHSU to make an appointment with an advisor and a campus visit. When registering for classes, bring your degree summary or an unofficial transcript if you have not been admitted to FHSU.

Registration for the next semester begins in late March/October.

PLANNING GUIDE

The purpose of this planning guide is to aid you in planning your schedule prior to speaking with your advisor. Regular communication with your advisor is essential.

REQUIREMENTS FOR ADMISSION TO TEACHER EDUCATION

- 36 semester hours of general education credits completed including a grade of C or higher in the following:
 - o English Composition I
 - o English Composition II
 - o Fundamentals of Oral Communications
 - o College Algebra or higher
 - o Elements of Statistics

- Preprofessional education courses completed with a grade of C or higher in:
 - o Foundations of Education
 - o Human Growth & Development
 - o Children's Literature
 - o Professional Practice & Observations

- Cumulative GPA of 2.75 or higher (If you hold a bachelor's degree, 2.75 GPA on the last 60 hours of college credit)

- Passing score on the PPST (Reading 173, Math 172, Writing 172, OR ACT score of 22 in Reading, Math and English OR hold a bachelor's degree)

- After consulting with your FHSU advisor complete the [application form](#)

- Satisfactory answer to Student Background Form (completed in clinical experience classes)

You should complete the application as soon as the requirements are met or you are enrolled the required classes.

COURSES THAT CAN BE TAKEN WITHOUT ADMISSION TO TEACHER EDUCATION

ART 300	Elementary Art Methods
HHP 415	Health & Physical Education Methods & Curriculum for Elementary Educators
CIS 101	Intro to Computer Info Systems or CSCI 163
IDS 350	Multiculturalism in U.S.
IDS	Upper level Integrative Course 300, 325, 326, 390, 400, 401, 402, 405, 411, 440, 499
MUS 366	Elementary School Music
SPED 601	Educating Exceptional Students
TECS 290	Intro to Instructional Technology
TEEL 230	Diverse Learners

General Education courses per your degree summary

RESTRICTED COURSES (ADMISSION TO TEACHER EDUCATION REQUIRED)

- TECS 390 Instructional Technology for Elementary Teachers (TECS 290 is a prerequisite)
- TEEL 362 Mathematics and Science Methods
- TEEL 363 Elementary School Social Studies Methods
- TEEL 365 Reading and Language Arts Methods
- TEEL 377 Internship 1 (taken with TEEL 363)
- TEEL 378 Internship 2 (taken with TEEL 365)
- TEEL 431 Educational Psychology
- TEEL 478 Internship 3 (taken with TEEL 362)
- TEEL 480 Correction of Reading Disabilities Internship (taken with TEEL 481)
- TEEL 481 Correction of Reading Disabilities (TEEL 365 is a prerequisite)

DIRECTED TEACHING APPLICATION