



# Teacher Intern Program

Post-Baccalaureate Teacher Certification  
Offered Through Susquehanna University's Education Department

Department of Education  
Seibert Hall, Office 102  
514 University Avenue  
Selinsgrove, Pa 17870-1164  
Phone: 570-372-4251

## **TEACHER INTERN PROGRAM DESIGN**

The Teacher Intern Program focuses on a way of thinking about teaching that includes planning and preparation, classroom management, instruction, and professional responsibilities. With a foundation in liberal arts, teacher candidates engage in studies and experiences about educational theory, research, collaboration, reflection and professional development. Current trends, best practices, and performance assessment are inherent in the program design, with outcomes that satisfy national, state, and local standards of excellence. Academic standards of basic education, program licensure standards, performance standards, and the code of professional conduct are also embedded in the Teacher Intern Program through a study of the regulations, of educational research, and of professional practice.

## **TEACHER INTERN PROGRAM LEARNING GOALS**

In keeping with the mission and professional frameworks of the Susquehanna University Department of Education and the certification standards established by the Pennsylvania Department of Education, Teacher Intern Program candidates will:

- Apply content knowledge, decision-making skills, and sound judgments inherent in the learning and teaching process.
- Develop skills and techniques to both communicate in various contexts and to collaborate with educational partners.
- Exhibit the professional ethics, teaching competencies, and personal behaviors required of aspiring educators.
- Reflect on their professional practice to enhance teaching and learning.
- Synthesize their research-based best practices during field experiences and student teaching, while producing a summative exhibition of their teaching knowledge, skills and dispositions – the professional portfolio.

## Program Description

In an effort to attract teaching talent in individuals not presently certified to teach, the Pennsylvania Department of Education established the Pennsylvania Teacher Intern Program. This program invites holders of baccalaureate degrees to gain teaching credentials by completing professional education courses at an approved Pennsylvania college/university.

Additional information is available at the Pennsylvania Department of Education website: <http://www.education.pa.gov/>.

Susquehanna University is one of the Pennsylvania universities to offer this program. The university's convenient location in east-central Pennsylvania, combined with evening and summer course offerings, enable interested candidates to complete teacher certification requirements according to their own time demands and schedules.

## Fields of Certification

The Teacher Intern Program at Susquehanna University has received approval from the Pennsylvania Department of Education to offer teacher certification in the following areas:

### Initial certification:

Art PreK-12  
Biology 7-12  
Business, Communications, and IT (BCIT) PreK-12  
Chemistry 7-12  
Citizenship Education 7-12  
Early Childhood PreK-Grade 4  
English 7-12  
French PreK-12  
General Science 7-12  
German PreK-12  
Mathematics 7-12  
Music PreK-12  
Physics 7-12  
Social Studies 7-12  
Spanish PreK-12  
Special Education PreK-12

### Add-on certification:

English as a Second Language (ESL) K-12

## Criteria for Admission

The Teacher Intern Program has defined criteria for admission that assess candidates' potential for teaching through the examination of skills, academic preparation, qualifying work experience, and the ability to flourish in a teaching situation.

- Teacher Intern Program candidates must hold a minimum of a baccalaureate degree from an approved college/university, and must satisfy the requirements for the academic major in which they want to certify as described under that department in the current Susquehanna University catalog.
- Candidates entering a Teacher Intern Program must have completed their highest degree with a minimum GPA of 3.0. Candidates with a lower GPA can be provisionally accepted and demonstrate their competence by completing 12 semester hours of coursework with a GPA of 3.0 or higher.

In addition to the course requirements listed below, candidates for the Teacher Intern Program may have to complete additional coursework to qualify for the program or to satisfy state requirements for certification in a specific subject area. A transcript review will determine whether a candidate will be required to take additional coursework.

## Professional Conduct

The Director of Teacher Interns reserves the right to make a judgment on the suitability of students for professional teaching practice and continued enrollment in Susquehanna's Teacher Intern Program. This is consistent with the Director's responsibility in accordance with the PA Dept. of Education's teacher certification process. In addition, practicum students (those in the schools observing and/or aiding a teacher) and student teachers must follow the policies of the host school district. Practicum students and student teachers are held to a professional standard of behavior as specified by the Pennsylvania Code of Professional Practice and Conduct for Educators and will be removed from a school site by a building administrator for unprofessional conduct.

## Continued Enrollment

A student who is not enrolled in coursework for two semesters in a row automatically ends their enrollment in the Teacher Intern Program. The PA Department of Education requires continual enrollment (a minimum of one course per spring and fall semester) for students who hold the Teacher Intern Certification. A lapse in enrollment ends the period of Teacher Intern certification.

## Course Requirements Leading to Secondary (7-12 & PreK-12) Certification

COURSE TITLE	HOURS	COMPLETED
<b>EDUCATION CORE</b>		
EDUC 101 – Introduction to Education and Society	2	<input type="checkbox"/>
EDUC 102 – Historical and Philosophical Foundations	2	<input type="checkbox"/>
EDUC 250 – Educational Psychology	4	<input type="checkbox"/>
EDUC 260 – Introduction to Special Education	4	<input type="checkbox"/>
EDUC 270 – Instruction of Exceptional Children	4	<input type="checkbox"/>
EDUC 330 – Technology in Education	2	<input type="checkbox"/>
EDUC 350 – English Language Learners	4	<input type="checkbox"/>
EDUC 380 – Instructional Design	2	<input type="checkbox"/>
<b>FALL METHODS BLOCK</b>		
EDUC 400-427 – Content Methods	2	<input type="checkbox"/>
EDUC 479 – Principles of Learning and Teaching	4	<input type="checkbox"/>
EDUC 483 – Differ Instruction and Classroom Management	2	<input type="checkbox"/>
<b>STUDENT TEACHING</b>		
EDUC 500 – Student Teaching	12	<input type="checkbox"/>

## Course Requirements Leading to PreK-4 Certification

COURSE TITLE	HOURS	COMPLETED
<b>COGNATE CORE</b>		
PSYC 101 – Principles of Psychology	4	<input type="checkbox"/>
PSYC 238 – Developmental Psychology – Childhood	4	<input type="checkbox"/>
<b>EDUCATION CORE</b>		
EDUC 101 – Introduction to Education and Society	2	<input type="checkbox"/>
EDUC 102 – Historical and Philosophical Foundations	2	<input type="checkbox"/>
EDUC 240 – Cognition and Classroom Learning	4	<input type="checkbox"/>
EDUC 260 – Introduction to Special Education	4	<input type="checkbox"/>
EDUC 270 – Instruction of Exceptional Children	4	<input type="checkbox"/>
EDUC 300 – Arts in Education (Music)	2	<input type="checkbox"/>
EDUC 300 – Arts in Education (Art)	2	<input type="checkbox"/>
EDUC 310 – Math Foundations (Preschool)	4	<input type="checkbox"/>
EDUC 311 – Math Foundations (Elementary)	4	<input type="checkbox"/>
EDUC 330 – Technology in Education	2	<input type="checkbox"/>
EDUC 350 – English Language Learners	4	<input type="checkbox"/>
EDUC 365 – Preschool Language and Emergent Literacy	4	<input type="checkbox"/>
EDUC 366 – Primary Literacy Development	4	<input type="checkbox"/>
EDUC 367 – Literacy Assessment and Interventions	4	<input type="checkbox"/>
EDUC 380 – Instructional Design	2	<input type="checkbox"/>

<b>FALL METHODS BLOCK</b>		
EDUC 389 - Assessment	2	<input type="checkbox"/>
EDUC 400 – Social Studies Methods	4	<input type="checkbox"/>
EDUC 410 – Family and Community	2	<input type="checkbox"/>
EDUC 430 – Science Methods	4	<input type="checkbox"/>
EDUC 490 – Pedagogy and Classroom Environment	4	<input type="checkbox"/>
<b>STUDENT TEACHING</b>		
EDUC 500 – Student Teaching	<b>12</b>	<input type="checkbox"/>

## Course Requirements Leading to Special Education PreK-12 Certification

COURSE TITLE	HOURS	COMPLETED
<b>COGNATE CORE</b>		
PSYC 101 – Principles of Psychology	4	<input type="checkbox"/>
PSYC 238/239 – Developmental Psych. – Childhood. OR Adolescent	4	<input type="checkbox"/>
<b>EDUCATION CORE</b>		
EDUC 101 – Introduction to Education and Society	2	<input type="checkbox"/>
EDUC 102 – Historical and Philosophical Foundations	2	<input type="checkbox"/>
EDUC 240/250 – Cognition and Classroom Learning OR Ed Psych	4	<input type="checkbox"/>
<b>EDUC 260 – Introduction to Special Education</b>	4	<input type="checkbox"/>
<b>EDUC 290 - Instruction: Mild Disabilities</b>	4	<input type="checkbox"/>
EDUC 300 – Arts in Education (Music)	2	<input type="checkbox"/>
EDUC 300 – Arts in Education (Art)	2	<input type="checkbox"/>
EDUC 310 – Math Foundations (Preschool)	4	<input type="checkbox"/>
EDUC 311 – Math Foundations (Elementary)	4	<input type="checkbox"/>
<b>EDUC-320 Instruction: Mod. &amp; Severe Disabilities</b>	4	<input type="checkbox"/>
EDUC 330 – Technology in Education	2	<input type="checkbox"/>
<b>EDUC-340 Behavioral Interventions</b>	4	<input type="checkbox"/>
EDUC 350 – English Language Learners	4	<input type="checkbox"/>
EDUC 365 – Preschool Lang. & Emergent Literacy	4	<input type="checkbox"/>
EDUC 366 – Primary Literacy Development.	4	<input type="checkbox"/>
EDUC 367 – Literacy Assessment and Interventions	4	<input type="checkbox"/>
EDUC 380 – Instructional Design	2	<input type="checkbox"/>
EDUC 430 – Science Methods	2	<input type="checkbox"/>
<b>FALL METHODS BLOCK</b>		
EDUC 400 – Social Studies Methods. <i>Fall only</i>	2	<input type="checkbox"/>
<b>EDUC-415 Assessment in Special Education</b>	4	<input type="checkbox"/>
EDUC 490 – Pedagogy and Classroom Environment. <i>Fall only</i>	4	<input type="checkbox"/>
<b>STUDENT TEACHING</b>		
EDUC 500 – Student Teaching	<b>12</b>	<input type="checkbox"/>

## **Field Experiences and Student Teaching**

### **Field Experience**

Field experiences (Classroom Observations) are an important component of the Teacher Intern Program. These experiences allow candidates to apply principles and theories learned in their academic coursework to actual practice in the classroom setting. Field experiences also provide opportunities for interactions with diverse populations, ages, and school settings.

The Pennsylvania Department of Education requires field experience totaling 190 hours, prior to student teaching. These 190 hours include 40 hours of observation and exploration and 150 hours of pre-student teaching interaction with teachers and students. Some of the 150 hours will take place throughout the required coursework, and will align and integrate with the topics of focus in the course materials, and program goals.

Consideration for field experience credit will be given to recent experience in working with children in an instructional setting, but will still be required in a variety of courses. Candidates will record recent experiences on the Field Experience Log given to the Director of the Teacher Intern Program during the program intake process.

### **Student Teaching**

Student teaching requires a minimum of 12 weeks and is worth 12 credits. These are full-time assignments and are arranged through the Director of the Teacher Intern Program. School sites for student teaching are planned early in the semester prior to the student teaching experience. Additional time may be added to the beginning or end of the 12-week assignment in order to meet the required field experience hours.

School sites for student teaching are selected from school districts within a 50-mile radius of Susquehanna University. The university's teacher intern supervisors will observe the interns a minimum of four times during the student teaching experience, and intern student teachers will attend a minimum of four seminars on the university campus. The development of a professional portfolio is a program exit requirement for those not student teaching in their own classroom.

Prior to student teaching, candidates must have a tuberculosis screening and must secure current clearances and Mandated Reporter Training.

Candidates must achieve satisfactory ratings (from a university supervisor) on the assessments of their student teaching experience. The areas assessed include planning and preparation, instruction, the classroom environment, and professionalism.

Upon successfully completing all program requirements with a GPA of 3.0 or higher, teacher interns are eligible to apply for an Instructional I Teaching Certificate through the Pennsylvania Department of Education.

## Apply to the Teacher Intern Program

To apply, submit the following to the Director of Teacher Interns:

1. Proof of American citizenship (copy of birth certificate or passport), or submit a copy of valid visa with a copy of Declaration of Intent to become a U.S. citizen.
2. Official transcript(s) from former postsecondary institution(s). As part of the application process, the candidate's prior college/university transcripts will be reviewed to identify what courses are transferable and if additional coursework and/or professional experiences may be required to meet program guidelines for the candidate's content and pedagogical knowledge.

*Official transcripts from former college(s)/universities are also required but must be sent electronically to either the Director of the Teacher Intern Program or [regoffice@susqu.edu](mailto:regoffice@susqu.edu) or mailed to:*

*Office of the Registrar  
Susquehanna University  
514 University Ave.  
Selinsgrove, PA 17870-1164*

3. \$50.00 application and transcript review fee, payable to Susquehanna University can be mailed to:  
Susquehanna University  
Christine Tiday  
102 Seibert Hall  
514 University Ave.  
Selinsgrove, PA 17870-1164
4. Three letters of recommendation from former professors and/or recent employers can be completed at this link: <https://forms.office.com/r/P0sxcAuDT9>. The candidate will give this link to the recommenders.
5. A personal statement explaining why you wish to become a professional educator.

6. A professional resume
  
7. Required clearances/training:
  - a. Act 24: [Arrest/Conviction Report and Certification Form](#)
  - b. Act 34: [Request for Criminal Record Check](#)
  - c. Act 114: [Federal \(FBI\) Criminal History Report](#) (use code 1KG6RT)
  - d. Act 151: [Pennsylvania Child Abuse History](#)
  - e. [Mandated Reporter Training](#)
  - f. TB Test (less than 6 months old)

Other than official transcripts, all application materials (email is preferred) should be sent to:

[tiday@susqu.edu](mailto:tiday@susqu.edu)

Christine Tiday, M.Ed.

Director, Teacher Intern Program & Auxiliary Programs

Department of Education

Susquehanna University

514 University Avenue

Selinsgrove, PA 17870-1164

Applicants must also complete a personal interview with the Teacher Intern Program Director. Admission will be determined upon review and assessment of all application materials.

## Registration Information

When registering for any course, always indicate that you are enrolled in the Teacher Intern Program to receive the intern tuition rate. Identify the director of the Teacher Intern Program as your advisor. First-time registration requires completing a form for the Office of the Registrar. The Dir. of Teacher Interns can email you this form.

Except for the “methods block” courses (6-16 credits) and student teaching (12 credits), candidates may meet the above requirements through transfer of similar course work previously earned from other accredited colleges/universities and approved by Susquehanna University. Approved teacher intern candidates who wish to complete some requirements at other colleges must secure approval from the director of the Teacher Intern Program prior to enrolling in “outside” courses. All teacher intern candidates will already hold a baccalaureate degree. Most will have completed a major in an academic field relating to the teaching certification area they are seeking. For those who need additional courses to complete an approved major, the additional course work must meet Susquehanna

University's requirements for the intended major or the Praxis tests must be passed early to substitute for this coursework.

Teacher Interns may enroll in day classes; however, they may not "displace" undergraduate students from available seats. If undergraduate enrollments fill a class to capacity, the class will not be available to teacher interns.

While it is the intent of the university to offer all professional education courses within each 12-month period, availability of classes will depend on individual courses meeting required minimum enrollment levels. Please be advised that classes are offered only when there is sufficient enrollment.

## **Program Acceptance Letter**

Upon acceptance into the Teacher Intern Program, the candidates will receive a Program Acceptance Letter which will specify the courses and requirements needed for Pennsylvania Teacher Certification – Instructional I certificate.

## **Teacher Intern Certificate**

If you have passed the Praxis/PECT and have maintained a 3.0 GPA, the Intern Certification becomes an option. If you become aware of a teaching position that you would like to apply for during the course of your Teacher Intern Program – an Intern Certificate from the PA Department of Education can qualify you for this position while you earn credits towards your Instructional I certification. If this need arises, please contact the program director for Letter of Intern Candidacy that can accompany your job application. You can apply online for the PA Intern Certificate through the TIMS system. This PA Intern Certificate is valid for three years and costs \$200.

## **Fees**

All teacher intern course work will be charged at the teacher intern rate per credit hour (see Admission and Fees tab on the website). Tuition costs are subject to change according to university increases.



NONDISCRIMINATION POLICY: Susquehanna University does not discriminate on the basis of race, religion, national or ethnic origin, age, gender or disability in its educational programs, admission practices, scholarship and loan programs, athletics, other school-administered activities or employment practices. This is in compliance with the requirements of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, regulations of the Internal Revenue Service, and all other applicable federal, state and local statutes, ordinances and regulations. Compliance inquiries may be directed to the Assistant to the President, Susquehanna University, Selinsgrove, Pa. 17870-1025, 570-372-4426; or to the Director of the Department of Education, Washington, D.C.