

APPLICATION INSTRUCTIONS

1. Print in ink or type all information required on this application. Be as thorough as possible.
2. Be sure the application is signed.
3. Attach to the front of the application a non-refundable \$35.00 application fee, which covers the cost of processing. **DO NOT SEND CASH THROUGH THE MAIL.** All checks or money orders are to be made payable to Centenary College.
4. Mail the application with fee to:
Department of Education
Centenary College of Louisiana
2911 Centenary Boulevard
Shreveport, LA 71104
5. M.A.T. and Non-Masters Alternative Certification Students
 - a) Submit two (2) official transcripts from ALL college institutions previously attended, even if courses are displayed as transferred into institutions attended later. Cumulative GPA on all course-work must be at least a 2.5, including deleted grades on repeated courses. Send transcripts to address in #4. Transcripts must arrive by deadlines listed below.
 - b) Submit passing scores on PRAXIS I (Reading, Writing, and Math) and PRAXIS II (Content Area). Passing scores must arrive by deadlines listed below.
6. All documents must be submitted to the Department of Education prior to registration. The deadline for submitting documents is: Fall – August 1; Spring – December 1; and Summer – May 1. If documents have not been submitted, you will be unable to register.

ADMISSION REQUIREMENTS

The admission requirements for the Master of Arts in Teaching program and the Non-Master's Alternative Certification program are the same. All correspondence concerning admission to the Master of Arts in Teaching, or Non-Master's Alternative Certification programs should be sent to:

Department of Education
Centenary College of Louisiana
2911 Centenary Boulevard
Shreveport, Louisiana 71104
Email: education@centenary.edu
Telephone: (318) 869-5223

To be admitted, applicants must:

1. Have a **bachelor's degree** from a regionally accredited traditional liberal arts college or university. Degrees from non-traditional institutions such as Management Institutes, Online degrees, or Distance Learning degrees will not be accepted.
2. Be academically eligible to return to their previous institutions.
3. Provide **TWO (2) complete official transcripts** (sent from the institution directly to Centenary) from every institution previously attended, including undergraduate and graduate work. Transcripts from at least one of the previously attended institutions should show evidence of completion of a bachelor's degree from a regionally accredited college or university.

4. Have a **career grade point average of 2.5** (4.0 system) or better for all work pursued, including graduate and undergraduate grades.
5. Have submitted a **completed application form** with a **\$35 non-refundable application fee**. Application forms are available in the Department of Education and online.
6. Present passing scores on:
 - a) **PRAXIS I Pre-Professional Skills Tests in Reading (PPST: R, 5710), Writing (PPST: W, 5720), and Math (PPST: M, 5730)**, with scores of at least **174, 173, and 172**, respectively. These minimum scores will increase to **176, 175, and 175**, respectively, effective 7/1/10. Candidates with earned master's degrees are exempt from this requirement.
 - b) **PRAXIS II Content Area Test(s) for area of certification.** For the secondary education candidate seeking certification in social studies, both content tests (0081 and 0083) designated by the Louisiana State Department of Education must be passed. For the secondary education candidate seeking certification in English, only one (0041) of the two English tests designated by the Louisiana State Department of Education must be passed. The other one (0043) must be passed before the candidate may student teach or participate in an internship.
7. Provide Immunization Records including the Meningococcal Vaccination
8. Purchase a subscription to LiveText from the Centenary campus bookstore or online (www.livetext.com)
9. Participate in a successful interview with the Chairperson of the Department of Education or designee.
10. Be interviewed by selected other full-time members of the Department of Education, as deemed necessary by the Chairperson of the Department of Education or designee.
11. Show evidence of the ability to write clearly and think critically by successful performance on: **a)** a formal paper containing a statement of the prospective teacher candidate's professional goals and the education experiences that have led to these goals, and **b)** a proctored timed essay (administered by the Department of Education) in response to a short article from a professional, educational journal.

Note: Although meeting all of the above requirements is necessary to be admitted to the graduate program, it does not ensure admission.

ADMISSION DEADLINES

All documents must be received in the Department of Education office by **August 1, December 1, and May 1** for the fall, spring, and summer semesters, respectively, or the candidate will not be allowed to register until the following semester.

Transcripts must be sent directly from all colleges/universities to:
Department of Education | Centenary College of Louisiana
2911 Centenary Boulevard | Shreveport, Louisiana 71104

GRADUATE INFORMATION FOR ADMISSIONS

FOR OFFICE USE ONLY:

National Teachers' Exam _____ CS _____ GK _____ PK _____

Specify Area _____

Praxis Exam _____ PPST Reading _____ PPST Writing _____

_____ PPST Math _____ PLT K-6 _____ PLT 7-12 _____

Specify Area _____

Indicate Entering Term:

_____ Fall
_____ Summer
_____ Spring

Are you seeking certification? YES NO

In what area of certification are you seeking? _____

PERSONAL INFORMATION

Name _____ Social Security Number _____
LAST FIRST MIDDLE INITIAL

Mailing Address _____
ADDRESS / CITY / STATE / ZIP

Home Phone (include area code for all) _____ Cell _____ Work _____

E-mail _____ Fax _____

Date of Birth _____ Place of Birth _____

U.S. Citizen? YES NO If no, state nationality _____

Legal Residence (State) _____ Years in Residence _____ Parish/County _____

High School attended? _____ Are you registered to vote? YES NO

This information will be used in a nondiscriminatory manner, consistent with applicable civil rights laws.

Which of the following best describes you?

ETHNICITY (please check yes or no)	RACE (please check all applicable)
____ Yes, Hispanic or Latino (please identify below)	____ White
____ Mexican, Mexican American, Chicano	____ Black or African American
____ Puerto Rican	____ Asian
____ Other Spanish / Latino (country _____)	____ Native Hawaiian or other Pacific Islander
____ No, not Hispanic or Latino	GENDER <input type="checkbox"/> Male <input type="checkbox"/> Female

EDUCATION INFORMATION

List all colleges and universities you have attended, will all information:

NAME AND LOCATION	FROM — TO (Semester / Quarter)	DEGREES RECEIVED	DATE AWARDED

Are you eligible to return to the LAST institution you attended? YES NO

EMPLOYMENT RECORD

Present Employer _____
NAME OF SCHOOL OR COMPANY PARISH

ADDRESS / CITY / STATE / ZIP

Telephone Number _____

IF EMPLOYED IN A SCHOOL DISTRICT THEN:

How many years teaching in this school? _____ How many total years of teaching? _____

Name of your principal/supervisor? _____ How long have you taught in the State of Louisiana? _____

Are you certified to teach? YES NO

EMERGENCY NOTIFICATION (in case of emergency, notify)

Name _____ Telephone Number _____

Address (city/state/zip) _____

REFERENCES (please list two academic and/or professional references)

Name _____ Telephone Number _____

Address (city/state/zip) _____

Name _____ Telephone Number _____

Address (city/state/zip) _____

CENTENARY RECORD

1. Have you ever attended Centenary College of Louisiana before?
 YES NO If so, when? _____
2. What is the desired status? Part-Time Full-Time
3. Do you plan to seek a degree? YES NO (If no, proceed to #5)
4. If you plan to seek a degree, please mark the appropriate program.
Master of Arts in Teaching: Elementary Secondary
(area _____)
(For teachers on a Temporary Certificate, or those with an undergraduate degree that does not include teacher certification.)
5. Non-Degree seeking
 Alternative Certification Elementary or Secondary
(area _____)
 Plus Thirty
 Supervision of Student Teaching Course

ESSAY (Your responses should be typed and no more than 500 words)

- Please provide a brief narrative of your career progression, your significant career accomplishments, your professional strengths, and your professional goals.
- And also, attach a recent resume.

PLEASE RETURN THIS APPLICATION TO:

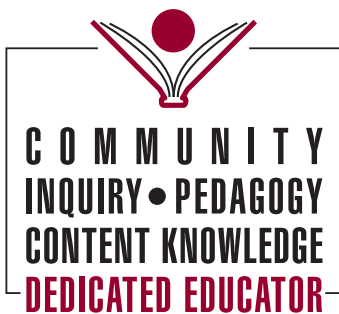
Department of Education
Centenary College of Louisiana
2911 Centenary Boulevard
Shreveport, Louisiana 71104

Centenary College of Louisiana encourages application for admission from all persons and does not discriminate on the basis of gender, race, color, age, religion, disability, sexual orientation, or national or ethnic origin in its admissions policies, loan programs or other college programs, policies and activities. In compliance with section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Centenary College will make every reasonable effort to accommodate the needs of its students with disabilities.

I certify that the foregoing information is true and correct. I agree to be governed by the academic standards and policies of Centenary College of Louisiana, in making application for admission to Centenary College, and in compliance with the provisions of the "Family Education Rights and Privacy Act" of 1974. I affirm that I will be responsible for the payment of all fees and that I will comply with the regulations regarding fees, expenses, and refunds outlined in the current College catalogue.

Signature _____

Date _____



Centenary
COLLEGE OF LOUISIANA

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Shreveport, Louisiana 71104