

## \*Admission Requirements for All Students

**\*See additional specific admission requirements for individual degrees.**

Admission to any program in graduate education (degree-seeking or non-degree seeking) is under the direction of the Chairperson of the Education Department. All correspondence concerning admission to the Master of Education, Master of Arts in Teaching, or Alternative Certification programs should be sent to:

Dr. Sue N. Hernandez, Chair  
Department of Education  
Centenary College of Louisiana  
P.O. Box 41188  
Shreveport, Louisiana 71134-1188  
Telephone (318) 869-5066

### **Regular Admission**

In order to be regularly admitted to the Centenary College Graduate Education Program, the applicant:

1. Must have a **bachelor 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. Must be academically eligible to return to his/her previous institutions.
3. Must provide **ONE (1) complete official transcript** (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 degree from a regionally accredited college or university. **(The only exceptions to this requirement are for MAT/Alternative Certification seeking students who must provide TWO (2) official transcripts from every institution attended, and for the transient student, who must provide only a letter of good standing from the institution where the degree is sought.)**

4. Must have a **career grade point average of 2.5** (4.0 system) or better for all work pursued, including graduate and undergraduate grades. In addition to this, the transfer student seeking a degree from Centenary must have at least a 3.0 grade point average on all graduate work.
5. Must have submitted a **completed application form** with a **\$35 non-refundable application fee**. This is a one-time-only charge. Application forms are available in the Department of Education.

## Admission to Candidacy for Graduation

The student should note carefully the distinction between “admission to a graduate program” and “admission to candidacy for graduation.” Admission to a graduate program does not necessarily imply future admission to candidacy for graduation. The former is attained by meeting the requirements listed under Admissions Requirements for All Students. The latter represents an evaluation of the student’s work and furnishes a basis for prediction of success in the degree program. In order to be eligible for admission to candidacy, **the student must have:**

1. Completed twelve (12) semester hours of graduate study.
2. Filed a degree plan prepared by the advisor.
3. Maintained at least a 3.0 grade point average.
4. Made a formal request for candidacy. Registration for additional courses beyond twelve (12) will not be processed until the request for admission to candidacy has been approved.
5. Received approval from the Chairperson of the Department of Education.

## **Graduation Requirements for All Degrees**

To receive a graduate degree from Centenary College, a student must have:

1. Completed all required coursework as stated in this catalog for the degree pursued.
2. Achieved a grade point average of at least 3.0 on all work pursued for graduate credit.
3. Received no more than one “C” in all work pursued for graduate credit.
4. Received no grade lower than a “C” on any course pursued for graduate credit.
5. Passed the Comprehensive Exam (M.Ed.).
6. Passed all required PRAXIS tests for the area of certification pursued (M.A.T.).

## **Master of Education (M.Ed.) Program**

### **Graduation Requirements for the M.Ed Degree**

To receive a graduate degree from Centenary College, a student must have:

1. Completed all required coursework as stated in this catalog for the degree pursued.
2. Achieved a grade point average of at least 3.0 on all work pursued for graduate credit.
3. Received no more than one “C” in all work pursued for graduate credit.
4. Received no grade lower than a “C” on any course pursued for graduate credit.
5. Passed the Comprehensive Exam (M.Ed.).

### **Comprehensive Examination**

Candidates for the M.Ed. will be required to take a comprehensive examination either during their final semester of coursework or during the following semester. Students are encouraged to take the exam during the semester following their coursework. The exam will be graded by the graduate education faculty and will encompass all course work taken for the degree. Students who are unable to successfully pass the comprehensive exam may retake it **at the next regularly scheduled administration.** The degree will not be awarded until the comprehensive exam is successfully passed.

If a student’s grades at the end of the semester when the comprehensive exam is taken deem him/her dismissed from the program (one “D” or “F”, or more than one “C”), the student will be dismissed from the program regardless of the results of the comprehensive exam.

## Admission Requirements for the Master of Arts in Teaching (M.A.T.) Program

A student will not be admitted into the **Master of Arts in Teaching** degree program, nor will the student receive graduate credit for any course taken unless the student has complied with the Admission Requirements for All Students listed on Pages 10-11, and the following additional special requirement:

1. Students seeking the **M.A.T. degree** must provide successful results of:
  - a) the **\*PRAXIS I Pre-Professional Skills Tests in Reading (PPST:R, 0710), Writing (PPST:W, 0720), and Math (PPST:M, 0730)**, with scores of at least **172, 171, and 170**, respectively. Alternatively, the student may take the computer-based counterparts of **CBT Reading (0711), CBT Writing (0721), and CBT Math (0731)**, with scores of at least 319, 316, and 315, respectively, before entering the program.

The only exception to the above requirement is the following: If the student already has a Master degree in anything, the **PRAXIS I PPST is waived**.

- b) the **PRAXIS II Content Area Tests**. The only exception to this requirement is for those seeking the M.A.T. Secondary Degree for K-12 Certification. In that case, the student need only pass the PRAXIS I PPST to enter the program, but must take the PRAXIS II Content Area Test prior to Student Teaching or Internship.

**\* All documents must be received in the Department of Education office by the date printed on the class schedule each semester or the student will not be allowed to register. Schedules are available in the Department of Education.**

<p style="text-align: center;"><b>MASTER OF ARTS IN TEACHING ELEMENTARY</b></p>
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In order to obtain the M.A.T. in Elementary Education degree, the student must complete: A) Thirty-six (36) to thirty-nine (39) hours of graduate credit as listed below, and B) certification requirements as listed below.

- A. Thirty-six (36) to thirty-nine (39) semester hours as follows:
- EDUC 511 - Methods in Elementary Language Arts and Social Studies
  - EDUC 512 – Methods in Elementary Math and Science
  - EDUC 516 – Methods of Teaching Students with Special Needs
  - EDUC 519 – Human Growth and Development
  - EDUC 522 – Classroom Management
  - EDUC 525 – Theories of Learning
  - READ 514 – Foundations of Literacy
  - READ 515 – Reading in the Elementary School
  - READ 516 – Reading Practicum
  - EDUC 530 – Curriculum
  - EDUC 581 – Elementary Internship (**6 hours**)
- OR
- EDUC 577 – Elementary Student Teaching (**9 hours**)

***B. Completion of all certification requirements as follows (Note: Completion of all requirements for certification shall be a prerequisite to awarding the M.A.T. degree. That is, one may become certified without being awarded the M.A.T. degree; however, one may not be awarded the M.A.T. degree without having met all requirements for certification.):***

1. Successfully complete the PRAXIS Principles of Learning and Teaching K-6 examination (0522) with a score of at least 161, **PRIOR to Student Teaching or Internship.**
2. Maintenance of the state-required minimum grade point average (must maintain 3.0 in the graduate program with no grades below C and no more than one C).

<b>MASTER OF ARTS IN TEACHING SECONDARY</b>
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In order to obtain the M.A.T. in Secondary Education degree, the student must complete A) Thirty-six (36) to thirty-nine (39) hours of graduate credit as listed below, and B) certification requirements as listed below.

A. Thirty-six (36) to thirty-nine (39) semester hours as follows:

- EDUC 510 – Testing and Measurement
- EDUC 516 – Special Needs Students
- EDUC 519 - Human Growth and Development
- EDUC 525 - Theories of Learning
- EDUC 529 – Enhanced Secondary Methods
- EDUC 563 – Philosophy of Education
- READ 518 – Reading in the Content Area
- EDUC 530 – Curriculum
- EDUC 531 – Curriculum Innovations
- EDUC 522 – Classroom Management
- EDUC 578 – Secondary Student Teaching (**9 hours**)

**OR**

- EDUC 581 – Secondary Internship (**6 hours**)

***B. Completion of all certification requirements as follows  
(Note: Completion of all requirements for certification, including all certification tests and removal of all course deficiencies, shall be a prerequisite to awarding the M.A.T. degree. That is, one may become certified without being awarded the M.A.T. degree; however, one may not be awarded the M.A.T. degree without having met all requirements for certification.):***

1. Successful completion of the PRAXIS Principles of Learning and Teaching 7-12 (0524) exam with a score of at least 161, PRIOR to Student Teaching or Internship.
2. Maintenance of the state required minimum grade point average (must maintain 3.0 in the graduate program with no grades below C and no more than one C).

<p style="text-align: center;"><b>MASTER OF ARTS IN TEACHING SECONDARY (for K-12 Certifications - [Art, Dance, Vocal Music, Instrumental Music, H&amp;PE])</b></p>
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In order to obtain the M.A.T. in Secondary Education degree (for K-12 Certifications), the student must complete A) thirty-six hours of graduate credit as listed below, and B) certification requirements as listed below.

- A. Thirty-six semester hours as follows:
- EDUC 501 – Educational Research
  - EDUC 502 – Multicultural Education
  - EDUC 510 – Testing and Measurement
  - EDUC 516 – Special Needs Students
  - EDUC 519 – Human Growth and Development
  - EDUC 522 – Classroom Management
  - EDUC 525 – Theories of Learning
  - EDUC 529 – Enhanced Secondary Methods
  - EDUC 530 – Curriculum
  - EDUC 563 – Philosophy of Education
  - EDUC 569 – Integration of Computers into the Classroom
  - READ 518 – Reading in the Content Area

***B. Completion of all certification requirements as follows  
(Note: Completion of all requirements for certification, including all certification tests and removal of all course deficiencies, shall be a prerequisite to awarding the M.A.T. degree. That is, one may become certified without being awarded the M.A.T. degree; however, one may not be awarded the M.A.T. degree without having met all requirements for certification.):***

1. Successful completion of the PRAXIS Principles of Learning and Teaching 7-12 (0524) exam with a score of at least 161 **OR** the PRAXIS Principles of Learning and Teaching K-6 (0522) exam with a score of at least 161.
2. Maintenance of the state required minimum grade point average (must maintain 3.0 in the graduate program with no grades below C and no more than one C).

3. One of the following must be successfully completed in order to earn teacher certification:
  - a) Student Teaching (EDUC 578) (**Must pass all PRAXIS tests for certification BEFORE student teaching**)
  - or
  - b) Internship in Teaching (EDUC 581 and 582) (**Must pass all PRAXIS tests for certification BEFORE internship**)

# **NON-DEGREE PROGRAMS**

## **Non-Master Alternative Certification Programs**

### **Admission Requirements for the Non-Master Alternative Certification Programs**

A student will not be admitted into the **Non-Master Alternative Certification Programs**, nor will the student receive graduate credit for any course taken, unless the student has complied with the **Admission Requirements for All Students** listed on Pages 10-11, **and the following additional special requirements**:

1. Students seeking **Non-Master Alternative Certification** must provide successful results of:

- a) the **\*PRAXIS I Pre-Professional Skills Tests in Reading (PPST:R, 0710), Writing (PPST:W, 0720), and Math (PPST:M, 0730)**, with scores of at least **172, 171, and 170**, respectively. Alternatively, the student may take the computer-based counterparts of **CBT Reading (0711), CBT Writing (0721), and CBT Math (0731)**, with scores of at least 319, 316, and 315, respectively, before entering the program.

The only exception to the above requirement is the following: If the student already has a Master degree in anything, the **PRAXIS I PPST is waived**.

- b) the **PRAXIS II Content Area Tests**.

**\* All documents must be received in the Department of Education office by the date printed on the class schedule each semester or the student will not be allowed to register. Schedules are available in the Department of Education.**

<p style="text-align: center;"><b>NON-MASTER ALTERNATIVE CERTIFICATION ELEMENTARY</b></p>
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In order to obtain Non-Master alternative certification in the Elementary Grades 1-6, the student must complete: A) Twenty-seven (27) to thirty (30) hours of graduate credit as listed below, and B) certification requirements as listed below.

A. Twenty-seven (27) to thirty (30) semester hours as follows:

EDUC 511 – Methods in Elementary Language Arts and  
Social Studies

EDUC 512 – Methods in Elementary Math and Science

EDUC 516 – Methods of Teaching Students with Special  
Needs

EDUC 519 – Human Growth and Development

EDUC 522 – Classroom Management

READ 514 – Foundations of Literacy

READ 515 – Reading in the Elementary School

EDUC 581 – Elementary Internship (6 hours)

**OR**

EDUC 577 – Elementary Student Teaching (9 hours)

***B. Completion of all certification requirements as follows:***

1. Successfully complete the PRAXIS Principles of Learning and Teaching K-6 examination (0522) with a score of at least 161, **PRIOR to Student Teaching or Internship.**
  
3. Maintenance of the state-required minimum grade point average (must maintain 3.0 in the graduate program with no grades below C and no more than one C).

<p style="text-align: center;"><b>NON-MASTER ALTERNATIVE CERTIFICATION SECONDARY</b></p>
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In order to obtain Non-Master alternative certification in Secondary Grades 7-12, the student must complete: A) Twenty-four (24) to twenty-seven (27) hours of graduate credit as listed below, and B) certification requirements as listed below.

- A. Twenty-four (24) to twenty-seven (27) hours as follows:
- EDUC 510 – Testing and Measurement
  - EDUC 516 – Special Needs Students
  - EDUC 519 - Human Growth and Development
  - EDUC 529 – Enhanced Secondary Methods
  - READ 518 – Reading in the Content Area
  - EDUC 522 – Classroom Management
  - EDUC 578 – Secondary Student Teaching (**9 hours**)
- OR**
- EDUC 581 – Secondary Internship (**6 hours**)

***B. Completion of all certification requirements as follows:***

1. Successful completion of the PRAXIS Principles of Learning and Teaching 7-12 (0524) exam with a score of at least 161, PRIOR to Student Teaching or Internship.
2. Maintenance of the state required minimum grade point average (must maintain 3.0 in the graduate program with no grades below C and no more than one C).

## **Post-Baccalaureate Alternative Certification Programs**

(for K-12 Certifications - [Art, Dance, Vocal Music,

Instrumental Music, H&PE])

### **Admission Requirements for the Post-Baccalaureate Alternative Certification Programs**

A student will not be admitted into the **Post-Baccalaureate Alternative Certification Programs**, nor will the student receive graduate credit for any course taken, unless the student has complied with the **Admission Requirements for All Students** listed on Pages 10-11, **and the following additional special requirement:**

1. Students seeking **Post-Baccalaureate Alternative Certification** must provide successful results of:
  - a) the **\*PRAXIS I Pre-Professional Skills Tests in Reading (PPST:R, 0710), Writing (PPST:W, 0720), and Math (PPST:M, 0730)**, with scores of at least **172, 171, and 170**, respectively. Alternatively, the student may take the computer-based counterparts of **CBT Reading (0711), CBT Writing (0721), and CBT Math (0731)**, with scores of at least 319, 316, and 315, respectively, before entering the program.

The only exception to the above requirement is the following: If the student already has a Master degree in anything, the **PRAXIS I PPST is waived**.

- \* All documents must be received in the Department of Education office by the date printed on the class schedule each semester or the student will not be allowed to register. Schedules are available in the Department of Education.**

In order to obtain the Post-Baccalaureate Certification (for K-12 Certifications), the student must complete: A) Fifteen (15) hours of credit as listed below, and B) certification requirements as listed below.

A. Professional Education Requirements

Fifteen semester hours as follows:

PSY 211 – Human Growth and Development

**OR**

EDUC 519 – Human Growth and Development

EDUC 201 – Foundations of Education

**OR**

EDUC 563 – Philosophy of Education

EDUC 202 – Educational Psychology

**OR**

EDUC 525 – Theories of Learning

EDUC 318 – Content Area Reading

**OR**

READ 518 Content Area Reading

EDUC 340 – Secondary Methods

**OR**

EDUC 529 – Enhanced Secondary Methods

***B. General Education Requirements:***

***The student must have a bachelor or master degree in the area of certification with at least a 2.5 career GPA,***

**OR**

the student must have completed all the General Education Requirements for Post-Baccalaureate Certification (i.e., 12 hours of English, 6 hours of math, etc.) as listed in Louisiana State Department of Education Bulletin 746.

**C. Specialized Academic Education**

***The student must have a bachelor or master degree in the area of certification with at least a 2.5 career GPA,***

**OR**

The student must have completed all the specialized requirements listed in Bulletin 746 for the specialized area (e.g., For Health and P.E., the student must have had courses in First Aid, Kinesiology, Anatomy and Physiology, etc.)

**D. Other Certification Requirements**

- 1. PRIOR to Student Teaching or Internship**, successful completion of the PRAXIS II Principles of Learning and Teaching 7-12 (0524) exam with a score of at least 161 **OR** the PRAXIS II Principles of Learning and Teaching K-6 (0522) exam with a score of at least 161.
- 2. PRIOR to Student Teaching or Internship**, successful completion of the PRAXIS II Content Test in the area of certification.
- 3. Maintenance of the state required minimum grade point average** (must maintain 3.0 in the graduate program with no grades below C and no more than one C).

4. One of the following must be successfully completed in order to earn teacher certification:

- a. Student Teaching (EDUC 578) (**Must pass all PRAXIS tests for certification BEFORE student teaching**)

**OR**

- b. Internship in Teaching (EDUC 581 and 582). (**Must pass all PRAXIS tests for certification BEFORE internship**)

**OR**

- c. At least (3) years' successful teaching experience with satisfactory scores on all assessment instruments used by the employer. Centenary College will submit all paperwork for certification to the State Department of Education, including a letter from the employer to document three years' successful teaching experience. (**Must have passed all PRAXIS tests before Centenary College will consider one to be a program completer and before Centenary College will submit paperwork for certification**)