COHORT APPLICATION PROCESS TIMELINE

**October**
- Attend cohort application info session.
- Register to take GACE Program Admission Assessment (if applicable).
- Work on identifying references.
- Make contact with references.
- Focus on courses to ensure a successful semester.

**November**
- Fill out application paperwork.
- Take the Educator Ethics Program Entry Assessment.
- Work on application documents.

**December**
- Work on application documents.
- Make contact with references.

**January**
- Turn in completed application and documents.
- Prepare for interview.

**February**
- Complete interview.

**March**
- Cohort Decision letters sent out.
- Register for summer/fall classes.
APPLICATION CHECKLIST

- Cohort Application Packet Checklist
- Information Sheet
- TranGuide Printed (With Circled Exemption)
- Sealed Professional Recommendation Form (3)
- Applicant Questionnaire
- Record of Experience with Young Children
- Ethics Exam Certificate
- GAPSC Pre-Service Certificate Application
- Printed Copy of Driver’s License or Passport
- Affidavit (Notarized)
Cohort Application Checklist Sheet

All documents in the application packet should be returned by the priority date of January 21st, 2019. Your application packet must contain all the documents.

Incomplete application packets WILL NOT be considered

This checklist is to help you complete the requirements for the admission packet for the College of Education Cohort Program. If you have questions regarding the cohort application, please contact the Georgia College (GC) pre-education advisor, David Dingess (david.dingess@pain.edu) (478) 445-4298.

The following items complete the application packet for the cohort program. All documents in the application packet should be returned to the Department of Teacher Education by the priority date of January 21st, 2019.

1. Cohort Application Checklist (This Document)
2. Information Sheet for Application
3. Official copy of transcript(s) from most recent semester
4. GCCE Program Admission Application
5. Copy of your GC admission application
6. Three (3) Professional Reference Letters
7. Applicant Questionnaire
8. Record of Experiences with Children
9. Early childhood applications must submit an essay: "What is the difference between early childhood and elementary education?"
10. Testing document showing ACT/SAT scores
11. Verification of lawful presence
12. Campus notaries do not charge a fee.

Applicant’s Signature

Date

01/10/2019

FOR DEPARTMENT USE ONLY:

Program Application:

Application No.

Date Received:
Currently Enrolled GC Applicants: Complete the Early Childhood, Middle Grades and Special Education section of the three EDUC courses indicated and indicate your grade. (Note: A grade of “C” or higher is required in each area F course listed below.)

Grade  Course  
A  EDUC 2110 Critical Issues in Education  
A  EDUC 2120 Multiculturalism & Diversity  
A  EDUC 2130 Exploring Teaching & Learning

Early Childhood Applicants:
Grade  Course  
A  JSCI 2001 Life/Earth Science  
A  JSCI 3002 Physical Science  
MATH 2009 Foundations of Numbers & Operations

Middle Grades Applicants: Indicate your concentration area:  
- Mathematics  
- Science  
- Social Studies

Grade  Course  
B  ENGL 2200 Writing about Literature (or equivalent)  
B  A  Course to support 2nd concentration (List prefix, number and title: MATH 2009: Fund & Int of  
A  A  Course to support 2nd concentration (List prefix, number and title: MATH 1112: Pre-Calculus

Special Education Applicants:
Grade  Course  
A  Math 2009 Foundations of Numbers & Operations  
A  Math 2210 United States History to 1877 or  
A  Communication Development course: (Indicate the course you completed  
A  MUST 2010 Elementary Sign Language for Therapists

TRANSFER APPLICANTS:
- Include official copies of Transcript(s) including the current fall semester degree, your transcript must state “AA in Education Awarded.”  
- Include a copy of your GC transcript.

Overall GPA:  
(2.75 minimum required)

Note: A grade of “C” or higher is required in each area F course listed below. Transfer students must send ACT/SAT scores to GC if they plan to earn an Exemption criteria can be found at: 

List grade for each area F course (or your institution’s equivalent) below:
Grade  Course  
A  EDUC 2110 Critical Issues in Education  
A  EDUC 2120 Multiculturalism & Diversity  
A  EDUC 2130 Exploring Teaching & Learning

List other courses in area F at your institutions with grade:
Grade  Course Prefix  Number  Title

Program Admission Assessment:
A. Provide an official copy of passing scores for the GACE program admission assessment. OR  
B. Provide evidence for exemption of the GACE program admission assessment which must be on the official GC Banner Site (Printed copy of transcript in PAWS).
**PERSONAL INFORMATION**

- GCID: 123-45-6789
- Name: Doe, Jane
- Address: 1234 Fake Place, Notreal, GA 30111
- Birth Date: 09-JAN-1999
- Phone: 555-555-5555

**TEST TYPE**

- SAT: 500 + SATM: 510
- ACT: 22 + ACTM: 21
- GRE: 600 + GREQ: 630
- GREVR: 500 + GREVR: 560

**LEARNING SUPPORT STATUS**

- English: French: German:
- Math: Reading: Writing:
- ERRW: 610
- SAT: 800
- ACT: 46

**PLACE OF EXAMINATION**

- Circled: Examined verbal + math scores and write "EXEMPT"

**TEST TYPE**

- SAT: 500 + SATM: 510
- ACT: 22 + ACTM: 21
- GRE: 600 + GREQ: 630
- GREVR: 500 + GREVR: 560

**TEST STATUS**

- English: Math: Science: Social Science:
- Regents Reading: Regents Writing: US History: GA History: US Const: GA Const: Senior Exit Exam:
- MUST BE COMPLETED

**LEGISLATIVE/NON-COURSE REQUIREMENTS STATUS**

- Will Complete Spring

**COLLEGE PREPARATORY CURRICULUM**

- English: Math: Science: Soc Science:

**ACADEMIC INFORMATION**

- College: Major: Second Major:
- Hours Transferred:
- Hours earned at GCSU:
- Overall GPA: 2.75 or Higher
- Current Status: Continuing
- Second Major:

**PROGRAM ADMISSIONS ASSESSMENT**

- IF EXEMPTED
- Write how you intend to satisfy the requirements prior to the start of the cohort (August)

**If Legislative Reqs Not Completed:**

- Write how you intend to satisfy the requirements prior to the start of the cohort (August)
GEORGIA COLLEGE & STATE UNIVERSITY
PROFESSIONAL RECOMMENDATION FORM
FOR APPLICANTS SEEKING ADMISSION TO
THE JOHN H. LOUNSBURY COLLEGE OF EDUCATION

Each form is to be filled out by a person who knows the applicant as a potential educator. Letters from friends, relatives, or social acquaintances are inappropriate. Each recommending individual places the completed form in a sealed envelope and signs his/her name across the sealed flap. The envelope is then returned to the applicant who includes it in the application packet.

Applicant's Name: Thunder Bopcat

SS# or GC ID#: 911-123-456

Intended Major (check one): ☐ Early Childhood ☐ Middle Grades ☐ Special Education

Name of person completing this form:

Address:

How long and in what capacity?

Please give your candidate's name and grade level in the following boxes. Rate him/her on a scale of 1 to 4 on the following:

4 = Excellent

3 = Above average

2 = Average

1 = Below average

N/O = Not observed

☐ Ability to work with children

☐ Language

☐ Proficiency in craft/arts

☐ Critical thinking / Problem solving

☐ Sports

Do you believe that this person has the potential to become a successful educator?

Why or Why not?

Signature

It is my understanding that in accordance with the Family Education Rights and Privacy Act, I authorize the Executive Office of the University to release to me any information in this recommendation.

A candidate may waive his or her right to inspect and review confidential letters and confidential statements of recommendation provided:

1. The student is upon request notified of the names of all individuals providing the letters or statements;

2. The letters or statements are used only for the purpose for which they were originally intended; and

3. The waiver is not required as a condition of admission to or receipt of any other service or benefit from the University.

YOU NEED 3 OF THESE INCLUDED IN APPLICATION
Applicant Questionnaire
UNDERGRADUATE TEACHER EDUCATION COHORT PROGRAM

NAME (Please print)
First: Thunder  Mi:  Last: Bobcat

Please provide thoughtful responses to the series of seven questions and statements below. Your responses will provide a sample of your writing and descriptive information on your background and experiences. Please give yourself ample time to complete this form. Submit it as part of your completed application packet, and bring a copy with you to the interview.

1. Individuals aspire to be teachers for a variety of reasons. What are some of your reasons for wanting to be a teacher?

- Respond thoughtfully to each question.
- Handwritten or typed is your choice.

2. Describe one of your most effective teachers or best experiences in school and explain why he/she or it was so.
# Record of Experience with Young Children

(To be completed as a part of the application process for the Early Childhood Field Based Program. Make additional copies as needed.)

<table>
<thead>
<tr>
<th>Position</th>
<th>Start Date/End Date</th>
<th>No. of Days &amp; Hours Per Week</th>
<th>Responsibilities and Duties</th>
<th>Demographics of Children (age, ethnicity, abilities/disabilities, language, socioeconomic level, etc.)</th>
<th>No. of Children</th>
<th>Volunteer, Paid, or Course Requirement</th>
</tr>
</thead>
</table>

- **COMPLETE**
- *Recommended for ECE, ECE, and MSE*
- Include EDU hours if you would like.
EXAMPLE COMPLETED ETHICS EXAM CERTIFICATE

REFER TO "ETHICS EXAM GUIDE"
INSTRUCTIONS FOR COMPLETING VERIFICATION OF LAWFUL PRESENCE AFFIDAVIT

In order to obtain a certificatemittance from the Georgia Professional Standards Commission (GaPSC), Georgia law requires every applicant to complete an affidavit (sworn written statement) before a Notary Public that establishes that the applicant is lawfully present in the United States of America. This affidavit is a material part of your GaPSC certification/credential application and must be completed truthfully. Your application may be denied or your certificate may be revoked by the GaPSC if it is determined that you have made a material misstatement of fact in connection with your application. Please follow the instructions listed below.

You must submit the following with your Pre-Service Application and GCIC Consent Form:

1. Notarized Affidavit (page 3 of this document)
2. A copy of an acceptable ID (see below)

ATTACH A LEGIBLE COPY OF EITHER YOUR DRIVER’S LICENSE OR PASSPORT

1. Select the ONE option that best describes your status:
   - Option 1 is to be used by a U.S. citizen;
   - Option 2 is to be used by an alien or non-immigrant (but not a U.S. citizen) or an unexpired United States Permanent Resident Card;
   - Option 3 is to be used by an alien or non-immigrant (but not a U.S. citizen or resident) who is lawfully present in the United States of America;

2. Select an acceptable ID:
   - Acceptable IDs consist of certain U.S. territories
     - Acceptable IDs for Option 1 (citizen) or resident of the United States. you must use one of the following:
       - A U.S. passport;
       - A birth certificate; or
       - A state-issued driver’s license or ID card

   - Acceptable IDs for Option 2 (legal permanent resident) is a copy of the front and back of your unexpired United States Permanent Resident Card.

   - Acceptable IDs for Option 3 (qualified alien or non-immigrant) are:
     - A valid passport;
     - A valid I-94 document reflecting the I-94 number and expiration date AND a valid foreign passport

Fill in the type of ID (e.g., Georgia driver’s license, U.S. passport, etc.) that you are using in the affidavit on the line after “The secure and verifiable document provided with this affidavit can best be classified as.”

3. Print out the affidavit (page 4 of this document).

4. Find a local Notary Public. Check the yellow pages, the internet, or with a local business such as a bank.

5. Bring your affidavit and the ID you selected from the list in Step 2 to apply before the Notary Public.

6. Show the Notary Public your ID and state under oath in the presence of the Notary Public that you are who you say you are and that you are in the United States lawfully. Then sign your name.

7. Make certain that the Notary Public signs and dates the affidavit and lists when their notary commission expires.

8. Make a copy of the affidavit and the ID that you presented to the Notary Public for your own records.

9. Submit the following with your Pre-Service Application and GCIC Consent Form:
   - A copy of the signed and notarized affidavit;
   - A copy of the ID you presented to the Notary Public.
O.C.G.A. § 50-36-1(e)(2) Affidavit

By executing this affidavit under oath, as an applicant for a Georgia Educator Certificate/License, as referenced in O.C.G.A. § 50-36-1, from the Georgia Professional Standards Commission, the undersigned applicant verifies one of the following with respect to application for a public benefit:

1) [ ] I am a United States citizen.

2) [ ] I am a legal permanent resident of the United States.

3) [ ] I am a qualified alien with an alien immigrant or alien immigrant.

The undersigned applicant is at least one secure and verified individual.

In making the above representation, the undersigned applicant who knowingly and willfully makes a false, fictitious, or fraudulent affidavit shall be guilty of a violation of this statutory.

Executed in _____________________________________________ (city), _____________________________________________ (state).

Signature of Applicant

____________________________________________________

Printed Name of Applicant

____________________________________________________

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

_ _ DAY OF __________, 20__

NOTARY PUBLIC
My Commission Expires:
FOR ANY AND ALL QUESTIONS PERTAINING TO COHORT APPLICATIONS, PLEASE CONTACT

DAVID DINGESS

ACADEMIC ADVISOR FOR PRE-EDUCATION

(478)445-6298  DAVID.DING@GSU.EDU