

Department of  
Early and Middle Grades  
Education

**Master's Degree in  
Elementary Education**

**Leading to Pennsylvania  
Level I Teaching Certificate  
Pre-Kindergarten through Grade 4**

College of Education and Social Work  
West Chester University West Chester, PA 19383 610-436-2944

The Department of Early and Middle Grades Education offers a Master's in Elementary Education leading to Pennsylvania Level I Certification. Certification in Pre-K through Grade 4 is granted by the Pennsylvania Department of Education. The Pre-K through Grade 4 program is designed for candidates who a) have completed a BA or BS degree in an area other than education, or b) hold a teaching certificate in another grade range or in a content area. This is a cohort program. Students begin the program in the Fall semester after their acceptance.

## **Admission**

### **Requirements**

Candidates apply for admission to the Master's in Elementary Education with Early Grades Teacher Certification through The Graduate School at West Chester University. Application forms are available on-line on the West Chester University web page ([West Chester University Website](#)). Click on “**Departments**” then, “**The Graduate School**”, and “Graduate Prospective Students and Applicants **Apply**” [Graduate Admission's Application Webpage](#)

### **Application Fees**

A \$50 fee\* must be paid online when submitting your application. The application fee is non-refundable and cannot be credited toward any charges if you subsequently register as a student. The online application cannot be processed without credit card information.

- Attend any Graduate School Event and the application fee will be waived.

As part of the application process, candidates must submit the following materials:

- a professional goals statement;
- two recommendations; and
- official academic transcript(s) from all colleges and universities attended, demonstrating a minimum GPA of 3.0 on a 4.0 scale.

### **Deadlines**

Applications and accompanying materials for the Early Grades Preparation Program are processed on a rolling admission basis. It is possible to take three courses, nine credits total, as a non-matriculated graduate student, subject to course availability. The applications for the Fall term are due by June 30<sup>th</sup> (some exceptions may be made). Qualified applicants may be waitlisted if the cohort is full. Waitlisted applicants will be considered for late admission if enrollment space is available.

### **Notification**

Once an application is complete, the Dean of Graduate School and the Graduate Coordinator for the Department of Early Grades and Middle Grades Education will evaluate the applicant's credentials.

Applicable courses may be accepted by the Department of Early and Middle Grades Education to meet program requirements. The applicant will receive written notification of their credential evaluation and admission status from the Department. The Approved Program of Study form (APS) is included in the Handbook for the Master's in Elementary Education with Early Grades Teacher Certification Program. This form indicates the necessary courses that must be completed to obtain a master's degree and the initial teacher certification. This form needs to be reviewed and signed as soon as possible after meeting with the program advisor. Please contact the Graduate Coordinator, Dr. Laura Fiorenza ([Dr. Fiorenza's Email](#)) to schedule an appointment to complete this form.

### **Tuition and Fees**

Tuition information is available on the West Chester University web site ([West Chester University Website - Home Page](#); [Graduate Tuition Cost Calculator Webpage](#)). For Additional Information go the [West Chester University Graduate Admission Homepage](#). Contact the Office of the Bursar at (610) 436-2552 or visit 25 University Avenue, Suite 50 West Chester, PA 19383. [The Office of the Bursar](#)

### **Program Requirements**

**Level I Certification Program** requirements are determined on an individual basis. Each candidate will receive an *Approved Program of Study* which will include a checklist of a) previously completed courses accepted by the Graduate Coordinator as equivalent to required courses in the program, b) work experiences accepted by the Graduate Coordinator as equivalent to required courses, and c) courses required to complete the candidate's certification program.

**All M. Ed. Teacher candidates** must complete a professional ethics Online Module found through the West Chester University website [Graduate/Post-Baccalaureate Ethics Module Instructions](#). Follow the instructions for completion and submission of the Ethics Module.

### **Certification Exams**

Those seeking an **Instructional I Certificate** in the Commonwealth of Pennsylvania must have a minimum GPA of 3.0 by program completion and passing scores (as determined by the Pennsylvania Department of Education) on required certification exams. The Pennsylvania Department of Education periodically changes testing requirements and passing scores. Up-to-date information about certification exams is available at

[College of Education and Social Work: PA Teacher Certification Exams Webpage](#) West Chester University Onsite Professional Testing Center Location: Francis H. Green Library, Suite 129 - 25 West Rosedale Avenue - West Chester, PA 19383 Contact: 610-436-2413  
Hours of Operation: Monday - Friday, 8:00 a.m. to 4:30 p.m. (Email [the Professional Testing Center Coordinator](#))

## Field Experiences

All field placements for EGP courses, including student teaching, are arranged in conjunction with the Department of Early and Middle Grades Education and the Office of Clinical Experiences and Candidate Services. The Office of Clinical Experiences and Candidate Services is located in Ehinger's Annex at 700 South Church Street West Chester, Pennsylvania. The phone number is **610 436-3090**.

*Candidates are not to solicit field placements.* While candidate needs are considered in assigning placements, no particular placement can be guaranteed. Transportation to and from field placements is the responsibility of the individual candidate. Students should expect that they will be completing the required field hours during the traditional student school day (ranging from 8:15 a.m. - 3:45 p.m. depending on the instructor's arrangements with the mentor teachers in the field).

### Clearances

*Teacher education candidates must have their criminal background, child abuse, FBI history record, and tuberculosis clearances by the first day of class for the following field experience courses: EGP 520, EGP 522, EDR 523, EGP 551, and EGP 552.*

Information is available at [Office of Clinical Experiences and Candidate Services: Field Clearances](#).

Students should have their field clearances ready for the first Fall semester in the program as one of the first courses in the program, EGP 520, is a field experience course.

### The Professional Semester

Student teaching is an integral part of the Professional Semester (EGP 551, and EGP 552). Candidates are eligible to student teach if they have a) achieved Teacher Candidacy status, b) completed all coursework, and c) maintained the Pennsylvania-mandated GPA 3.0. Candidates must register for the Professional Semester (EDE 575, EGP 551, and EGP 552) through the Graduate Coordinator for Early and Middle Grades Education. Student teaching pre-registration **mandated meetings** occur a year before the student anticipates the student teaching semester. **All student teaching must be completed in the Spring semester only.**

## Program Completion, Certification, and Further Studies

Upon completion of all course work, the professional semester, and the appropriate certification examinations, students file an application for certification online in the Pennsylvania Department of Education's Teacher Information Management System (TIMS) with directions from [The Office of Certification](#). The student's eligibility for certification will be verified. Once verified, the application for certification will be submitted to the Pennsylvania Department of Education.

## **Further Studies at WCU**

Within the College of Education and Social Work, there are many opportunities for certified teachers to continue their education by adding specialized certificates to their resume. See this [CESW Graduate Certificate Programs](#) for a listing of available Certificate Programs that are offered.

The Literacy Department offers Literacy Certificates in Reading or Reading Specialist PK-12. For more information contact the Literacy Department [Literacy Certificate Link](#).

West Chester University also offers a Certificate in Teaching English as a Second Language PK-12. For more information contact the TESOL Program [Certificate in the TESOL Program Link](#).

For more information about the M.Ed. in Elementary Education contact the program coordinator:

Dr. Laura E. Fiorenza

105 D Recitation Hall

[lfiorenza@wcupa.edu](mailto:lfiorenza@wcupa.edu)

Telephone: 1 (610) 436-2411

**Guidance Sheet for Post Baccalaureate Master’s Degree in Elementary Education with Teacher Certification Early Grades Preparation (Pre-Kindergarten through Grade Four)  
(45 credits)**

Admissions Requirements: 3.0 GPA Program Requirements: PECT Exams: Grades PreK-4

*Table 1 Foundation Courses*

<b>Group I Courses: Foundation</b>			
EGP 501: Human Development from Gestation through Adolescence	3 credits	<b>Level I Field</b> <i>(video observations)</i>	Summer Session 2- Prior to fall year one <i>(asynchronous)</i>
EGP 520: Integrating the Arts and Field Experiences in Pre-K-4 Inclusive Classrooms*	3 credits	<b>Level II Field</b> (approximately 30 hours)	Fall year one <i>(hybrid)</i>
EDA 542: Foundations of Special Education	3 credits		Fall year one <i>(hybrid)</i>

*Table 2 Methods Courses*

<b>Group II Courses: Methods</b>			
LAN 569: Teaching English Language Learners (ELLs) PK-12	3 credits		Fall year one
EDR 520-Literacy Development and Foundations of Language Arts Instruction PreK-8	3 credits		Spring year one
MTE 553: Teaching Children Mathematics	3 credits		Spring year one
EGP 522: Prekindergarten Programs and Methods and PK-4 Family Partnerships*	3 credits	<b>Level III Field</b> (approximately 24 hours)	Summer Session 1 – end of year one <i>(hybrid)</i>
SCE 520: PK- 4 Science Instruction	3 credits		Summer Session 2 -end of year one
EDR 523: Literacy Field Experiences PK-4* <i>(PreReq: EDR 520)</i>	3 credits		Summer Session 2 -end of year one
ERM 553: Educational Technology, Evaluation and Assessment in the Elementary Classroom	3 credits		Fall year two
EGP 535: Teaching Social Studies and Health PK-4	3 credits		Winter year two <i>(hybrid)</i>

Students wishing to enroll in the Professional courses must have: a) completed all required coursework and field hours in Group I and II courses; b) achieved Teacher Candidacy; and c) shown evidence of having taken the PDE-mandated Specialty Area PECT test(s) and attended the Pre-Registration meeting one year in advance.

*Table 3 Professional Courses*

<b>Group III Courses: The Professional Courses</b>			
EDE 500: Classroom Management and Engagement	3 credits		Fall year two
EGP 551 (3 credits) and EGP 552(3 credits): Student Teaching *	6 credits	<b>Level III Field</b> Full time/15 weeks with weekly seminar	Spring year two ( <i>in person</i> )
EDE 575: Teaching as Inquiry Master's Capstone	3 credits		Spring year two (with student teaching)

**Key:** \* Course with field component in which clearances are needed: PA Criminal Background, PA Child Abuse, FBI Fingerprinting, and tuberculosis test results; Review class notes for required field times and consult Department materials regarding placements and special conditions for field course sections; Follow procedures for scanning field clearances to remain enrolled in field classes. ( ) Courses listed in parentheses are prerequisites.