

Institution:

Date:

# Missouri Standards for Teacher Education Programs ANNUAL REPORT FORM

## Institutional Data

**You may submit your institution's completed *AACTE/NCATE 2003 PEDS Part A* in place of this MoSTEP Annual Report Part A.**

**General Directions:** Please type the responses. Words and phrases in *bold italics* are defined in the Glossary. Please read the definitions of the bold italicized items before answering.

**Submit electronically to:** [DAVID.ADAMS@dese.mo.gov](mailto:DAVID.ADAMS@dese.mo.gov)

You may also submit an additional paper copy to:

Education Preparation Section  
Missouri Department of Elementary and Secondary Education  
PO Box 480  
Jefferson City, MO 65102

**Submit by: February 2, 2004**

A-1) Institution (include complete address and phone number). This information will be used in all official references to the institution.

Institution:			
Address 1:			
Address 2:			
City:		State:	Missouri
ZIP:		Phone:	
FAX:			

A-2) **Chief executive officer of institution:** (Include complete address and phone number)

CEO of Institution:			
CEO Title:			
CEO Address:			
CEO City:		CEO State:	Missouri
CEO ZIP:		CEO Phone:	
CEO FAX:			

A-3) Name of **professional education unit:**

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A-4) Designated head of **professional education unit:** (include complete address and phone number)

PE Designated Head Name:			
Title:			
Address:			
City:		State:	Missouri
ZIP:		Phone:	
FAX:		Email:	

Institution:	Date:
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A-5) If the head of the **professional education unit** differs from the person on the last MoSTEP Annual report, when did his/her term begin?  
 (Month \_\_\_\_\_ Year \_\_\_\_\_)

A-6) **Programs**/degrees offered by the institution/consortium that prepare education personnel (P-12): (check beside all degrees and recognized programs offered by the institution)

- Bachelors*
- Post-Bachelor's*
- Five-year: BA/MAT*
- Fifth-year: MAT*
- Masters of Arts in Teaching*
- Certification Endorsement*
- Master's*
- Specialist or C.A.S.*
- Doctoral*
- Other (please describe) \_\_\_\_\_*

A-7) Control: (check only one)

- Public
- Private or Independent

A-8) Type of Institution: (check only one)

- A single-campus institution
- A **branch campus** of a parent institution  
 \_\_\_\_\_
- A main campus (parent institution with one or more branch campuses and/or other campuses)
- An administratively equal campus of a multi-campus institutional system (please give the name of the system)  
 \_\_\_\_\_

A-9) Unit of credit awarded for completion of coursework:

- Semester Hour
- Quarter Hour
- Other (please describe) \_\_\_\_\_

Institution:	Date:
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A-10) Institutional Accreditation and Affiliations

- AABC - American Association of Bible Colleges
- Council of Independent Colleges
- North Central Association of Colleges and Schools
- Other:

A-11) If the Institution is a member of any of the following organizations, check the appropriate blank(s):

- ACSESULGC/APU: Association of Colleges and Schools of Education in State Universities and Land-grant Colleges and Affiliated Private Universities.
  - AACTE: American Association of Colleges for Teacher Education
  - AILACTE: Association of Independent Liberal Arts Colleges for Teacher Education
  - NAFEO: National Association for Equal Opportunity in Higher Education
  - NCATE: National Council for Accreditation of Teacher Education
  - TEAC: Teacher Education Accreditation Council
  - TECSCU: Teacher Education Council of States Colleges and University
  - Holmes Partnership
  - HACU: Hispanic Association of Colleges and Universities
  - Other:
- 

A12) The predominant calendar system at the institution:

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> Semester   | <input type="checkbox"/> Quarter       |
| <input type="checkbox"/> Trimester  | <input type="checkbox"/> Four-one-four |
| <input type="checkbox"/> Continuous | <input type="checkbox"/> Other         |

A-13) Contact person for the MoSTEP Annual Report Form (i.e., the individual with responsibility for preparing this report)

Name:		
Title:		
Address:		
City:		State: Missouri
ZIP:		Phone:
FAX:		Email:

Institution:	Date:
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## Missouri Standards for Teacher Education Programs ANNUAL REPORT FORM

**Submit by: February 2, 2004**

**You may submit your institution's completed *AACTE/NCATE 2003 PEDS Part B* in place of this MoSTEP Annual Report Part B.**

**General Directions:** Please type the responses. Terms in *bold italics* are defined in the **Glossary**. Please read these definitions before providing answers.

Preparer's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit electronically to:** [DAVID.ADAMS@dese.mo.gov](mailto:DAVID.ADAMS@dese.mo.gov)

You may also submit an additional paper copy to:  
 Education Preparation Section  
 Missouri Department of Elementary and Secondary Education  
 PO Box 480  
 Jefferson City, MO 65102

**Institutional Undergraduate Enrollment**

B-1 A: Institutional total undergraduate enrollment (CIP 99.000) by gender and racial/ethnic categories as of the institution's official fall reporting date or as of **October 15, 2002**

**Source: IPEDS Web-based Spring Data Collection**

<b>Undergraduate Students</b>		
<b>MEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Men		
<b>Undergraduate Students</b>		
<b>WOMEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		

Institution:	Date:
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Total Women		
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Institution:

Date:

**Institutional Graduate Enrollment**

B-1 B: Institutional total graduate enrollment (CIP 99.000) by gender and racial/ethnic categories as of the institution's official fall reporting date or as of **October 15, 2002**

Source: IPEDS Web-based Spring Data Collection

<b>Graduate Students</b>		
<b>MEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Men		
<b>Graduate Students</b>		
<b>WOMEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Women		

Institution:	Date:
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## Teacher Education Enrollment

### UNDERGRADUATE STUDENTS

**Students whose major field of study is Education (CIP 13.000)**

B-2A: Undergraduate program enrollment (CIP 13.0000) by gender and race/ethnicity as of the institution's official fall reporting date or as of **October 15, 2002**

Please indicate race, ethnic and gender information for full-time and part-time undergraduate students whose major filed of study is education based on the IPEDS (CIP 13.000) for education majors. List only those students who have been formally admitted into your program.

**Source: IPEDS Fall Enrollment Survey, EF-1, Education enrollment (13.0000)**

<b>Undergraduate Students</b>		
<b>MEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Men		
<b>Undergraduate Students</b>		
<b>WOMEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Women		

Institution:	Date:
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## Teacher Education Enrollment

**UNDERGRADUATE STUDENTS**  
 Students whose Major Field of study is **NOT Education**, But who are Formally admitted and enrolled in Education Programs

B-2B: Undergraduate program enrollment of students that have been formally admitted in professional education programs by gender and race/ethnicity as of the institution’s official fall reporting date or as of **October 15, 2002**

Please indicate race, ethnic and gender information for full-time and part-time undergraduate students that have been formally admitted and enrolled in professional education programs who **will not receive** an award/degree in education upon completion.

<b>Undergraduate Students</b>		
<b>MEN</b>	<b>Full-time</b>	<b>Part - time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Men		
<b>Undergraduate Students</b>		
<b>WOMEN</b>	<b>Full-time</b>	<b>Part - time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Women		

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

## Teacher Education Enrollment

### GRADUATE STUDENTS

**Students whose major field of study is Education (CIP 13.000)**

B-2C: Graduate program enrollment (CIP 13.0000) by gender and race/ethnicity as of the institution's official fall reporting date or as of **October 15, 2002**

Please indicate race, ethnic and gender information for full-time and part-time undergraduate students whose major field of study is education based on the IPEDS (CIP 13.000) for education majors. List only those students who have been formally admitted into your program.

**Source: IPEDS Fall Enrollment Survey, EF-1, Education enrollment (13.0000)**

<b>Graduate Students</b>		
<b>MEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
<b>Total Men</b>		
<b>Graduate Students</b>		
<b>WOMEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
<b>Total Women</b>		

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

**Teacher Education Enrollment**

**GRADUATE STUDENTS**

Students whose Major Field of study is **NOT** Education, But who are Formally admitted and enrolled in Education Programs

B-2D: **GRADUATE** program enrollment of students that have been formally admitted in professional education programs by gender and race/ethnicity as of the institution’s official fall reporting date or as of **October 15, 2002**

Please indicate race, ethnic and gender information for full-time and part-time undergraduate students that have been formally admitted and enrolled in professional education programs who **will not receive** an award/degree in education upon completion.

<b>Undergraduate Students</b>		
<b>MEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Men		
<b>Undergraduate Students</b>		
<b>WOMEN</b>	<b>Full-time</b>	<b>Part-time</b>
Non-resident aliens (international)		
African American/non-Hispanic		
American Indian or Alaskan Native		
Asian or Pacific Islander		
Hispanic		
White, non-Hispanic		
Race/ethnicity unknown		
Total Women		

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

### Bachelor's Level Degrees

Number of Degrees 2001-2002

B-3A: Postsecondary completions in Education Programs (CIP 13.000) – Awards/Degrees conferred between **July 1, 2001 and June 30, 2002** by gender and race/ethnicity. Indicate bachelor's level education degrees conferred by gender and race/ethnicity. (Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered) **Source: IPEDS Completers Survey, Fall 2002**

IPEDS-CIP Code	Program Title	Do you offer this program?		Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/ethnicity unknown		Grand Total All Students	
		YES	NO	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
13.1302	Art Teacher Education	◇	◇																
13.0201	Bilingual/Bicultural Education	◇	◇																
13.1322	Biology Teacher Education	◇	◇																
13.1323	Chemistry Teacher	◇	◇																
13.1321	Computer Education Teacher	◇	◇																
13.0301	Curriculum and Instruction	◇	◇																
13.0101	Education, General	◇	◇																
13.1202	Elementary Teacher Education	◇	◇																
13.1305	English Education Teacher	◇	◇																
13.1307	Health Education Teacher	◇	◇																
13.1328	History Education Teacher	◇	◇																
13.1311	Mathematics Education Teacher	◇	◇																
13.1312	Music Teacher Education	◇	◇																
13.1314	Physical Education & Coaching	◇	◇																
13.1329	Physics Education Teacher	◇	◇																
13.1204	Pre-Elementary/ Early Childhood/ Kindergarten Teacher Education	◇	◇																
13.1315	Reading Education Teacher	◇	◇																
13.1316	Science Education Teacher	◇	◇																
13.1205	Secondary Education Teacher	◇	◇																
13.1318	Social Studies Teacher Education	◇	◇																
13.1001	Special Education, General	◇	◇																
13.1401	Teaching English as a Second Language / Foreign Language	◇	◇																
13.XXXX	All other CIP 13.0000 education programs	◇	◇																
<b>TOTAL Degrees</b>																			

◇ Check here if the numbers above reflect individuals receiving credentials in more than one program area.

If so specify the total number of individuals that received awards/degrees at the bachelor's level.

Institution:

Date:

## Post-Bachelor's or Master's Level Degrees

Number of Degrees 2001-2002

**B-3B:** Postsecondary completions in Education Programs (CIP 13.0000) – Awards/Degrees conferred between **July 1, 2001 and June 30, 2002** by gender and race/ethnicity (Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered) **Source: IPEDS Completers Survey, Fall 2002**

IPEDS-CIP Code	Program Title	Do you offer this program?		Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/ethnicity unknown		Grand Total All Students	
		YES	NO	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
13.1302	Art Teacher Education	◇	◇																
13.0201	Bilingual/Bicultural Education	◇	◇																
13.1322	Biology Teacher Education	◇	◇																
13.1323	Chemistry Teacher	◇	◇																
13.1321	Computer Teacher Education	◇	◇																
13.1101	Counselor Education Counseling & Guidance Service	◇	◇																
13.0301	Curriculum and Instruction	◇	◇																
13.0401	Education Administration & Supervision, General	◇	◇																
13.0101	Education, General	◇	◇																
13.0802	Educational Psychology	◇	◇																
13.0501	Educational/Instructional Media Design	◇	◇																
13.1202	Elementary Teacher Education	◇	◇																
13.0405	Elementary, Middle & Secondary Education Administration	◇	◇																
13.1305	English Teacher Education	◇	◇																
13.1307	Health Teacher Education	◇	◇																
13.1328	History Teacher Education	◇	◇																
13.1311	Mathematics Teacher Education	◇	◇																
13.1312	Music Teacher Education	◇	◇																
13.1314	Physical Education & Coaching	◇	◇																
13.1329	Physics Teacher Education	◇	◇																
13.1204	Pre-Elementary/ Early Childhood/ Kindergarten Teacher Education	◇	◇																
13.1315	Reading Teacher Education	◇	◇																
13.1316	Science Teacher Education	◇	◇																
13.1205	Secondary Teacher Education	◇	◇																
13.1318	Social Studies Teacher Education	◇	◇																
13.1001	Special Education, General	◇	◇																
13.1401	Teaching English as a Second Language / Foreign Language	◇	◇																
13.132	Trade & Industrial Teacher Education (Vocational Education)	◇	◇																
13.XXX X	All other CIP 13.0000 education programs	◇	◇																
<b>TOTAL Degrees</b>																			

Institution:

Date:

## Doctorate Level Degrees

Number of Degrees 2001-2002

B-3C: Postsecondary completions in Education Programs (CIP 13.000) – Awards/Degrees conferred between **July 1, 2001 and June 30, 2002** by gender and race/ethnicity (Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered) **Source: IPEDS Completers Survey, Fall 2002**

IPEDS-CIP Code	Program Title	Do you offer this program?		Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/ethnicity unknown		Grand Total All Students	
		YES	NO	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
13.1302	Art Teacher Education	◇	◇																
13.0201	Bilingual/Bicultural Education	◇	◇																
13.1322	Biology Teacher Education	◇	◇																
13.1323	Chemistry Teacher	◇	◇																
13.1321	Computer Teacher Education	◇	◇																
13.1101	Counselor Education Counseling & Guidance	◇	◇																
13.0301	Curriculum and Instruction	◇	◇																
13.0401	Education Administration & Supervision, General	◇	◇																
13.0101	Education, General	◇	◇																
13.0802	Educational Psychology	◇	◇																
13.0501	Educational/Instructional Media Design	◇	◇																
13.1202	Elementary Teacher Education	◇	◇																
13.0405	Elementary, Middle & Secondary Education Administration	◇	◇																
13.1305	English Teacher Education	◇	◇																
13.1307	Health Teacher Education	◇	◇																
13.1328	History Teacher Education	◇	◇																
13.1311	Mathematics Teacher Education	◇	◇																
13.1312	Music Teacher Education	◇	◇																
13.1314	Physical Education & Coaching	◇	◇																
13.1329	Physics Teacher Education	◇	◇																
13.1204	Pre-Elementary/ Early Childhood/ Kindergarten Teacher Education	◇	◇																
13.1315	Reading Teacher Education	◇	◇																
13.1316	Science Teacher Education	◇	◇																
13.1205	Secondary Teacher Education	◇	◇																
13.1318	Social Studies Teacher Education	◇	◇																
13.1001	Special Education, General	◇	◇																
13.1401	Teaching English as a Second Language / Foreign Language	◇	◇																
13.132	Trade & Industrial Teacher Education (Vocational Education)	◇	◇																
13.XXX	All other CIP 13.0000 education programs	◇	◇																
<b>TOTAL Degrees</b>																			

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

**2003 Initial Teacher Preparation Program Completers  
Bachelor's Level**

**Program Completers in Teacher Education Programs between July 1, 2001 and June 30, 2002 that is NOT included in CIP 13.0000**

B-4A: Students by gender and race/ethnicity who completed a professional education program at the initial teacher preparation level, but **did not receive a degree in education**. Indicate Bachelor's level initial teacher preparation program completers by gender and race/ethnicity.

(Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered)

Program Title	Do you offer this program?		Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/ethnicity unknown		Grand Total All Students	
	YES	NO	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
Art Teacher Education	◇	◇																
Bilingual/Bicultural Education	◇	◇																
Biology Education	◇	◇																
Chemistry Teacher	◇	◇																
Computer Education	◇	◇																
Elementary Education	◇	◇																
English Education	◇	◇																
Health Education	◇	◇																
History Education	◇	◇																
Mathematics Education	◇	◇																
Music Education	◇	◇																
Physical Education	◇	◇																
Physics Education	◇	◇																
Pre-Elementary/ Early Childhood/ Kindergarten Education	◇	◇																
Reading Education	◇	◇																
Science Education	◇	◇																
Social Studies Education	◇	◇																
Special Education, General	◇	◇																
Teaching English as a Second Language / Foreign Language	◇	◇																
Trade & Industrial Teacher Education	◇	◇																
All other education programs	◇	◇																
<b>TOTAL Completers</b>																		

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

**2003 *Initial* Teacher Preparation Program Completers  
Post-Bachelor's or Master's Level**

Program Completers in Teacher Education Programs between July 1, 2001 and June 30, 2002 that is **NOT** included in CIP 13.00

B-4B: Students by gender and race/ethnicity who completed a professional education program at the *initial teacher preparation* level, but did not receive a degree in education. (Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered)

Program Title	Do you offer this program?		Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/Ethnicity unknown		Grand Total All Students	
	YES	NO	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
Art Teacher Education	◇	◇																
Bilingual/Bicultural Education	◇	◇																
Biology Education	◇	◇																
Chemistry Education	◇	◇																
Computer Education	◇	◇																
Curriculum and Instruction	◇	◇																
Elementary, Middle & Secondary Education Administration	◇	◇																
Educational Psychology	◇	◇																
Educational/Instructional Media Design	◇	◇																
Elementary Education	◇	◇																
English Education	◇	◇																
Health Education	◇	◇																
History Education	◇	◇																
Mathematics Education	◇	◇																
Music Education	◇	◇																
Physical Education	◇	◇																
Physics Education	◇	◇																
Pre-Elementary/ Early Childhood/ Kindergarten Education	◇	◇																
Reading Education	◇	◇																
Science Education	◇	◇																
Social Studies Education	◇	◇																
Special Education, General	◇	◇																
Teaching English as a Second Language / Foreign Language	◇	◇																
Trade & Industrial Teacher Education (Vocational Education)	◇	◇																
All other CIP 13.0000 education programs	◇	◇																
<b>TOTAL Completers</b>																		

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

## 2003 Advanced Teacher Preparation Completers

### Post-Bachelor's or Master's Level

Postsecondary completions in Professional Education Programs between July 1, 2001 and June 30, 2002 that is **NOT** included in CIP 13.000

B-4C: Students by gender and race/ethnicity who completed a professional education program at the **advanced teacher** preparation level, but **did not receive a degree in education**. (Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered)

Program Title	Do you offer this program? YES NO	Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/Ethnicity unknown		Grand Total All Students	
		M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
Art Teacher Education	◇ ◇																
Bilingual/Bicultural Education	◇ ◇																
Biology Education	◇ ◇																
Chemistry Education	◇ ◇																
Computer Education	◇ ◇																
Curriculum and Instruction	◇ ◇																
Elementary, Middle & Secondary Education Administration	◇ ◇																
Educational Psychology	◇ ◇																
Educational/Instructional Media Design	◇ ◇																
Elementary Education	◇ ◇																
English Education	◇ ◇																
Health Education	◇ ◇																
History Education	◇ ◇																
Mathematics Education	◇ ◇																
Music Education	◇ ◇																
Physical Education	◇ ◇																
Physics Education	◇ ◇																
Pre-Elementary/ Early Childhood/ Kindergarten Education	◇ ◇																
Reading Education	◇ ◇																
Science Education	◇ ◇																
Social Studies Education	◇ ◇																
Special Education, General	◇ ◇																
Teaching English as a Second Language / Foreign Language	◇ ◇																
Trade & Industrial Teacher Education (Vocational Education)	◇ ◇																
All other CIP 13.0000 education programs	◇ ◇																
<b>TOTAL Completers</b>																	

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

## 2003 Advanced Teacher Preparation Completers CAS/Specialist

Postsecondary completions in Professional Education Programs between July 1, 2001 and June 30, 2002 that is **NOT** included in CIP 13.000

B-4D: Students by gender and race/ethnicity who completed a professional education program at the advanced teacher preparation level, but did not receive a degree in education. **NOT INCLUDED IN CIP 13.0000** (Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered)

Program Title	Do you offer this program?		Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/Ethnicity unknown		Grand Total All Students	
	YES	NO	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
Art Teacher Education	◇	◇																
Bilingual/Bicultural Education	◇	◇																
Biology Education	◇	◇																
Chemistry Education	◇	◇																
Computer Education	◇	◇																
Curriculum and Instruction	◇	◇																
Elementary, Middle & Secondary Education Administration	◇	◇																
Educational Psychology	◇	◇																
Educational/Instructional Media Design	◇	◇																
Elementary Education	◇	◇																
English Education	◇	◇																
Health Education	◇	◇																
History Education	◇	◇																
Mathematics Education	◇	◇																
Music Education	◇	◇																
Physical Education	◇	◇																
Physics Education	◇	◇																
Pre-Elementary/ Early Childhood/ Kindergarten Education	◇	◇																
Reading Education	◇	◇																
Science Education	◇	◇																
Social Studies Education	◇	◇																
Special Education, General	◇	◇																
Teaching English as a Second Language / Foreign Language	◇	◇																
Trade & Industrial Teacher Education (Vocational Education)	◇	◇																
All other CIP 13.0000 education programs	◇	◇																
<b>TOTAL Completers</b>																		

Institution: \_\_\_\_\_

Date: \_\_\_\_\_

## 2003 Advanced Teacher Preparation Completers Doctorate Level

Postsecondary completions in Professional Education Programs between July 1, 2001 and June 30, 2002 that is **NOT** included in CIP 13.000

B-4E: Students by gender and race/ethnicity who completed a professional education program at the advanced teacher preparation level, but did not receive a degree in education. **NOT INCLUDED IN CIP 13.0000** (Please enter '0' if there were no degrees in an offered program. Leave blank if a program is not offered)

Program Title	Do you offer this program?		Non-resident aliens		African American/non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White, non-Hispanic		Race/Ethnicity unknown		Grand Total All Students	
	YES	NO	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W
Art Teacher Education	◇	◇																
Bilingual/Bicultural Education	◇	◇																
Biology Education	◇	◇																
Chemistry Education	◇	◇																
Computer Education	◇	◇																
Curriculum and Instruction	◇	◇																
Elementary, Middle & Secondary Education Administration	◇	◇																
Educational Psychology	◇	◇																
Educational/Instructional Media Design	◇	◇																
Elementary Education	◇	◇																
English Education	◇	◇																
Health Education	◇	◇																
History Education	◇	◇																
Mathematics Education	◇	◇																
Music Education	◇	◇																
Physical Education	◇	◇																
Physics Education	◇	◇																
Pre-Elementary/ Early Childhood/ Kindergarten Education	◇	◇																
Reading Education	◇	◇																
Science Education	◇	◇																
Social Studies Education	◇	◇																
Special Education, General	◇	◇																
Teaching English as a Second Language / Foreign Language	◇	◇																
Trade & Industrial Teacher Education (Vocational Education)	◇	◇																
All other CIP 13.0000 education programs	◇	◇																
<b>TOTAL Completers</b>																		

Institution \_\_\_\_\_

Date \_\_\_\_\_

**Professional Education FACULTY**

B-5A: Please report number of professional education faculty members in each category for as of November 1, 2002.

Faculty category	Fulltime	Part time, not adjunct	Adjunct Faculty
Non-resident aliens (international)			
African American/non-Hispanic			
American Indian or Alaskan Native			
Asian or Pacific Islander			
Hispanic			
White, non-Hispanic			
Total Professional Education Faculty			
Total women			
Total men			
Total doctorate degrees earned			
Total master's degrees earned			
Total bachelor's degrees earned			

B-5B: Faculty counts and teaching loads for faculty members appointed full-time in professional education, Fall, 2002.

Fall, 2002	Full-time faculty in professional education who are:		
	Teaching <b>only</b> undergraduate courses	Teaching <b>only</b> graduate courses	Teaching both undergraduate and graduate courses
Number of fulltime faculty			
Total number of credit hours taught			
Total number of courses taught (count each section of a course separately)			

Institution \_\_\_\_\_

Date \_\_\_\_\_

B-5C Tenure of full-time instructional faculty in schools, colleges or departments of education, academic year 2002-2003

Does this school of education have a tenure track system?

Yes  No  Have tenure but no tenure track

Academic Rank	Number of faculty with tenure	Number of non-tenured faculty	
		On tenure track	Not on tenure track
Professors			
Associate professors			
Assistant professors			
Instructors			
Lecturers			
No academic rank			
Total			

B- 6: Selected fiscal revenues and expenditure (for the Fiscal year that ended June 30, 2002)

***To the extent possible, the financial data requested in this report should be provided from your institution's audited General Purpose Statements (GPFS). Data are from the IPEDS finance survey, Part A and B as collected in Spring.***

Fiscal Year Calendar

Beginning: Month \_\_\_\_ Year \_\_\_\_

Ending: Month \_\_\_\_ Year \_\_\_\_

Item	Institutional Total	School, College, or Department Education portion of the total
<b>Revenue From:</b>		
Private gifts, grants and contracts		
Endowment Income		
<b>Expenditures</b>		
Instruction		
Research		
Public Service		
Academic support		
Student Services		

Institution \_\_\_\_\_

Date \_\_\_\_\_

**B 7: Technology Education and Distance Learning**

1. Which of the following best describe the technology requirements for teacher candidates in your program(s)?
  - ◇ In order to complete the teacher education program, teacher candidates must demonstrate that they can deliver instruction using various technologies.
  - ◇ Teacher candidates use various technologies as course requirements.
  - ◇ There are no specific technology requirements for students in the education program.
  - ◇ Other (please specify):
  
2. Which of the following best describe the technology used by education facility members at your institution?
  - ◇ All education faculty members at our institution are required to incorporate various technologies into their courses
  - ◇ Most faculty members at our institution incorporate various technologies into their courses.
  - ◇ Some faculty members at our institution incorporate various technologies into their courses.
  - ◇ Other (please specify):
  
3. How closely does your Department of Education (SCDE) partner with K-12 school districts in preparing teachers in technology use for instruction?
  - ◇ Our institution has a formal arrangement with one or more K-12 schools to provide professional development opportunities in the area of technology to teachers.
  - ◇ Our institution provides occasional training in the area of technology to teachers in one or more K-12 schools, but it is not part of an ongoing professional development program.
  - ◇ Our institution does not provide training in the area of technology to teachers in the K-12 schools.
  
4. Did your School, College, or SCDE offer any college-level, credit-granting courses by means of distance education\* in 2002-2003 academic year?
  - ◇ Yes - if so, please answer 5 below
  - ◇ No
  
5. Please report the following data for your undergraduate and graduate distance education courses in the 12-month 2002-2003 academic year.

	Undergraduate	Graduate
Number of distance learning courses		
Total enrollment in distance learning courses		
Number of distance learning programs offered		

\*Distance education refers to courses delivered to off-campus locations via live or prerecorded video, or computer technologies. Distance education **excludes**:

- Courses conducted exclusively on campus
- Courses conducted by written correspondence
- Courses for which the instructor travels to an off-campus site to deliver instruction in person.

Institution \_\_\_\_\_

Date \_\_\_\_\_

<b>Missouri Standards for Teacher Education Programs</b> <b>Missouri Addendum – 1</b> <b>Report for Academic Year 2002-2003</b>
---

Preparer's Name:			
Title:			
Address:			
City:		State: Missouri	
ZIP:		Phone:	
FAX:		Email:	

**Submit electronically to:** [DAVID.ADAMS@dese.mo.gov](mailto:DAVID.ADAMS@dese.mo.gov)

You may also submit an additional paper copy to:

Education Preparation Section  
 Missouri Department of Elementary and Secondary Education  
 PO Box 480  
 Jefferson City, MO 65102

<b>Submit by:</b>	<b>February 2, 2004</b>
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**General Directions:** All Missouri Teacher Education Institutions must complete Missouri Addendum - 1

Please type the responses. Words in ***bold italics*** are defined in the ***Glossary***.

Please read the definitions of the ***italicized*** items before providing answers.

Please use additional pages.

\* If your Professional Education Unit has under gone a MoSTEP site review during the Fall semester of 2003 or will under go a MoSTEP site review during the Spring semester of 2004 **ONLY RESPOND** to Items 2, 3, 10 and 11..

1. Define your Professional Education Unit.
2. Identify any additions or deletions of certification programs within the unit, which occurred during the report year.
3. Describe any changes made in specific certification programs during the ***report year (Academic Year 2002-2003)***. Including Innovative and Alternative Professional Education Programs.
4. Describe any changes, additions, and deletions to the implementation of your assessment system. Provide a brief rationale for actions taken.
5. Provide an update on your unit's/program's development/redesign of a formative and/or summative portfolio process.
6. For each MoSTEP standard (Standards 1-8), describe any changes, additions, deletions to your implementation of the standard. Provide a brief rationale for actions taken. Be sure to indicate how your institution is implementing Quality Indicator 1.2.11 (Technology). ***Descriptions and rationales are not anticipated to require more than a one-page narrative per standard.***

Standard 1: Performance Standards for Education Professionals. (Initial and Advanced) The professional education unit ensures that candidates for professional certification possess the knowledge, skills, and competencies defined as appropriate for their area of responsibility.

Standard 2: Program and Curriculum Design. (Initial and Advanced) The professional education unit has high quality professional education programs that are derived from a conceptual framework that is knowledge-based, articulated, shared, coherent, consistent with the unit and/or institutional mission, and continuously evaluated.

Institution \_\_\_\_\_

Date \_\_\_\_\_

Standard 3: Clinical Experiences. (Initial and Advanced) The professional education unit ensures that clinical experiences for programs are well-planned, of high quality, integrated throughout the program sequence, and continuously evaluated.

Standard 4: Composition, Quality, and Competence of Student Population. (Initial and Advanced) The professional education unit has and implements plans to recruit, admit, and retain a diverse student population who demonstrate potential for professional success in schools.

Standard 5: Qualifications, Composition, Assignments, and Development of Professional Education Faculty, and Quality of Instruction. (Initial and Advanced) The professional education unit has and implements plans to recruit, employ, and retain a diverse faculty who demonstrate professional qualifications and high quality instruction.

Standard 6: Governance, Organization, Authority. (Initial and Advanced) Governing boards and administrators shall indicate commitment to the preparation of educational personnel, as related to the institution's mission and goals, by adopting and implementing policies and procedures supportive of programs for the preparation of professional educators.

Standard 7: Professional Community. (Initial and Advanced) The professional education unit and the professional education community collaborate to improve programs for the preparation of school personnel and to improve the quality of education in the schools.

Standard 8: Resources for Operating Unit and For Supporting Teaching and Learning. (Initial and Advanced) The professional education unit has sufficient facilities, equipment, and budgetary resources to fulfill its missions and offer quality programs. The unit has adequate resources to support teaching and scholarship by faculty and candidates.

7. Describe any other major changes occurring during the **report year** that affect the **professional education unit**. Examples of major changes might be an increase in student enrollment, resource enhancement or reduction, changes in student ethnic/racial compositions, faculty load requirements, or shifts in administration.
8. Describe any external or internal evaluations of professional education **units** or major component, which were conducted during the **report year**.
9. Student and Post-Graduate Assessment Data Tables (by instrument and disaggregated by program) including surveys of graduates and their employers.
10. During the 2002 Legislative session the General Assembly established Section 170.014 the "Reading Instruction Act". **Please detail how your institution is meeting the requirements** of this law as it pertains to teacher education (section 1). The "Reading Instruction Act" indicates that all new teachers who teach reading in kindergarten through grade three shall receive adequate training in essential components of phonemic awareness, phonics, fluency, vocabulary, and comprehension.  
The full context of the law can be found at: <http://www.moga.state.mo.us/statutes/c100-199/170000014.htm>
11. During the 2002 Legislative session the General Assembly modified paragraph 4 of Section 168.400 by adding the following:  
The department of elementary and secondary education shall promulgate rules to allow all preservice teacher education students who have been employed for at least two years as teacher assistants to utilize their teacher assistant experience to bypass the practice teaching evaluation and observation process. These rules shall allow the certified teacher working with the teacher assistant to observe and evaluate the teacher assistant's practice teaching.

**Please detail how your institution is meeting the requirements of this new section of the law.**

The full context of the law can be found at: <http://www.moga.state.mo.us/statutes/c100-199/1680000400.htm>

## Missouri Standards for Teacher Education Programs

Institution \_\_\_\_\_

Date \_\_\_\_\_

**Missouri Addendum – 2  
Report for Academic Year 2002-2003**

Preparer's Name:			
Title:			
Address:			
City:		State: Missouri	
ZIP:		Phone:	
FAX:		Email:	

**Submit electronically to:** [DAVID.ADAMS@dese.mo.gov](mailto:DAVID.ADAMS@dese.mo.gov)

You may also submit an additional paper copy to:

Education Preparation Section  
Missouri Department of Elementary and Secondary Education  
PO Box 480  
Jefferson City, MO 65102

**Submit by: February 2, 2004**

**General Directions:** Please type the responses. Words in ***bold italics*** are defined in the ***Glossary***.

Please read the definitions of the ***italicized*** items before providing answers.

**Addendum 2-1.A. Enrollment in Professional Education Programs:**

Indicate the number count of students who have been both formally admitted to **AND** enrolled in professional education ***programs*** as of October 15, 2002.

	Undergraduate program	Graduate Program
Missouri Residents		
Non Missouri Residents		
Total		

**PROGRAMS FOR WHICH APPROVAL IS SOUGHT**

Addendum 2-1.B. Program enrollments and Program completers

**For each category below, please supply the total number of individuals enrolled in certification programs and the number of individuals completing certification *programs* at your institution during the reporting year. If an individual completed programs in more than one area, count the individual in each area; some individuals may be counted more than once.**

**ACADEMIC YEAR 2002-2003 (Fall, Winter, Summer)**

If a student completes a ***Bachelor's degree*** but does not become eligible for ***certification*** until completion of a ***Post-Bachelor's*** or ***Master's program***, the individual should be **counted as a completer** only upon completion of the certification program, not at the Bachelor's degree level.

NOTE: If a program is **offered** but there were no ***program completers*** during the ***report year***, record **"0"** in the space provided. If a program is not offered, please leave the space blank.

Certification Subject Area	Basic Program			Advanced Program			
	Bachelor's	Post Bachelor's or Master's	Completers	Post Bachelor's or Master's	CAS/ Specialist	Doctoral	Completers
Early Childhood (B-3)							

Institution \_\_\_\_\_

Date \_\_\_\_\_

Certification Subject Area	Basic Program			Advanced Program			
	Bachelor's	Post Bachelor's or Master's	Completers	Post Bachelor's or Master's	CAS/ Specialist	Doctoral	Completers
Early Childhood Special Education (B-3)							
Elementary (1-6)							
<b>Additional Area of Teaching</b>							
Art (K-9)							
French (K-9)							
German (K-9)							
Health (K-9)							
Hebrew (K-9)							
Italian (K-9)							
Latin (K-9)							
Russian (K-9)							
Spanish (K-9)							
Other: (K-9)							
Physical Education (K-9)							
<b>Middle School (5-9)</b>							
Agricultural Education							
Business Education							
Family/Consumer Sciences							
Industrial Technology							
Language Arts							
Mathematics							
Science							
Social Studies							
Speech & Drama							
<b>Secondary (9-12)</b>							
Agricultural Education							
Business Education							
English							
Family/Consumer Sciences							
Health							
Industrial Technology							
Journalism							
Mathematics							
Physical Education							
Science - Biology							
Chemistry							
Earth Science							
General Science							
Physics							
Social Science							
Speech & Theatre							
Unified Science: Biology							
Unified Science: Chemistry							
Unified Science: Earth Science							
Unified Science: Physics							
Voc. Family/Consumer Sciences							
<b>Additional Area of Teaching</b>							
Drivers Education							
<b>K-12 Programs</b>							
Art							
French							
German							
Health Education							

Institution \_\_\_\_\_

Date \_\_\_\_\_

Certification Subject Area	Basic Program			Advanced Program			
	Bachelor's	Post Bachelor's or Master's	Completers	Post Bachelor's or Master's	CAS/ Specialist	Doctoral	Completers
Hebrew							
Italian							
Latin							
Library Media Specialist							
Music - Instrumental							
Music - Vocal							
Physical Education							
Russian							
Spanish							
Other							
<b>K-12 Programs - Additional Area of Teaching</b>							
ESOL							
Gifted							
Special Reading							
<b>Special Education (K-12)</b>							
Blind/Partially Sighted							
Deaf/Hearing Impaired							
Speech Language Specialist							
Severely Developmentally Disabled							
Mild/Moderate: Behaviorally Disordered							
Mild/Moderate: Learning Disabled							
Mild/Moderate: Mentally Handicapped							
Mild/Moderate: Physical and Other Health Impairments							
Mild/Moderate: Cross Categorical							
<b>Guidance</b>							
Counselor (K-9)							
Counselor (7-12)							
Counselor (K-12)							
Counselor (non-teaching)							
Advanced Counselor (K-12)							
School Psychological Examiner							
School Psychologist							
<b>Administration</b>							
Principal (K-9)							
Principal (5-9)							
Principal (9-12)							
Superintendent							

**Addendum 2-1.C** Number of students who were counted more than once \_\_\_\_\_

**Addendum 2-1.C1** Do you have a stand alone Middle School Education Program?

- ◇ Yes
- ◇ No

Institution \_\_\_\_\_

Date \_\_\_\_\_

**Addendum 2-1.D** For **ACADEMIC YEAR 2002-2003 (Fall, Winter, Summer)** please supply the total number of individuals enrolled in your approved **Innovative or Alternative Professional Education Program** and the number of individuals completing your **Innovative and Alternative Professional Education Program**.

<b>Certification Subject Area</b>	<b>Enrolled</b>	<b>Completers</b>
Early Childhood (B-3)		
Early Childhood Special Education (B-3)		
Elementary (1-6)		
Physical Education (K-9)		
Middle School (5-9) Agricultural Education		
Middle School (5-9) Business Education		
Middle School (5-9) Family/Consumer Sciences		
Middle School (5-9) Industrial Technology		
Middle School (5-9) Language Arts		
Middle School (5-9) Mathematics		
Middle School (5-9) Science		
Middle School (5-9) Social Studies		
Middle School (5-9) Speech & Drama		
Agricultural Education, grades 9-12		
Business Education, grades 9-12		
English , grades 9-12		
Family/Consumer Sciences, grades 9-12		
Health , grades 9-12		
Industrial Technology, grades 9-12		
Journalism, grades 9-12		
Mathematics, grades 9-12		
Physical Education, grades 9-12		
Science - Biology, grades 9-12		
Chemistry, grades 9-12		
Earth Science, grades 9-12		
General Science, grades 9-12		
Physics, grades 9-12		
Social Science , grades 9-12		
Speech & Theatre , grades 9-12		
Unified Science: Biology , grades 9-12		
Unified Science: Chemistry , grades 9-12		
Unified Science: Earth Science, grades 9-12		
Unified Science: Physics, grades 9-12		
Voc. Family/Consumer Sciences, grades 9-12		
Art, grades K-12		
French, grades K-12		
German, grades K-12		
Health Education, grades K-12		
Hebrew, grades K-12		
Italian, grades K-12		
Latin, grades K-12		
Library Media Specialist, grades K-12		
Music - Instrumental, grades K-12		
Music - Vocal, grades K-12		
Physical Education, grades K-12		
Russian, grades K-12		
Spanish, grades K-12		
Blind/Partially Sighted , grades K-12		
Deaf/Hearing Impaired, grades K-12		

Institution \_\_\_\_\_

Date \_\_\_\_\_

Certification Subject Area	Enrolled	Completers
Severely Developmentally Disabled, grades K-12		
Mild/Moderate: Behaviorally Disordered, grades K-12		
Mild/Moderate: Learning Disabled, grades K-12		
Mild/Moderate: Mentally Handicapped, grades K-12		
Mild/Moderate: Physical and Other Health Impairments, grades K-12		
Mild/Moderate: Cross Categorical, grades K-12		

**Addendum 2-1.D2** Do you have an  Innovative or  Alternative Professional Education Program?

**Addendum 2-1.D3** During what calendar year was your Innovative/Alternative Professional Education Program first approved? \_\_\_\_\_

**Addendum 2-1.D4** During what calendar year did you make your last modification to your Innovative/Alternative Professional Education Program? \_\_\_\_\_

**Addendum 2-1.E Characteristics of Students:** For each category below, please supply the number of individuals completing professional education programs in the institution during the **report year**. (July 1, 2001 and June 30, 2002)

<i>Professional Education Program Completers</i>				
	Initial Program		Advanced Programs	
	MEN	WOMEN	MEN	WOMEN
Non-resident aliens (international)				
African American/non-Hispanic				
American Indian or Alaskan Native				
Asian or Pacific Islander				
Hispanic				
White, non-Hispanic				
Race/ethnicity unknown				
Total				

**INFORMATION ABOUT THE FACULTY OF COLLEGE/SCHOOL/DEPARTMENT OF EDUCATION**

**Addendum 2-2.A. Student Teaching Supervision** – [ACADEMIC YEAR 2002-2003 (Fall, Winter, Summer)]

a. How many teacher candidates participated in a **student teaching** experience during the academic year?

Fall Semester	
Winter/Spring Semester	
Summer Semester	
Other	
Total	

b. How many faculty members (FTE) were assigned to the supervision **of student teachers** during the **academic year**? \_\_\_\_\_

c. Of this number, how many faculty (FTE) are:

University based	
University based/Adjunct	
School based	
School based/Adjunct	



Institution \_\_\_\_\_

Date \_\_\_\_\_

## Student Teaching

**Addendum 2-3.A.** Number of students who completed student teaching by field of education, **July 1, 2002-June 30, 2003**

Please carefully review each of the categories below before responding to the questions. If an individual completed student teaching in two or more areas, count the individual in each and enter the number of individuals counted more than once in Question **Ad 2-3.B** below.

Preparing to teach in:	Number
Elementary Education	
Middle School Education	
Early Childhood Education	
<b>Content Specific Programs:</b>	
Agricultural Education	
Art	
Business Educating	
English	
Family and Consumer Sciences	
Foreign Language	
Health	
Industrial Technology	
Journalism	
Library Media Specialist	
Mathematics	
Music	
Physical Education	
Science	
Social Studies	
Special Education	
Speech and Theatre	
All other teaching fields	
<b>Total</b>	

**Addendum 2-3.B.** Number of students who were counted more than once \_\_\_\_\_

Institution \_\_\_\_\_

Date \_\_\_\_\_

**FISCAL RESOURCES**

**Addendum 2-4.A Budgeted Funds (round to nearest dollar)**

a. What was the amount budgeted (regular budget from the institution) for the professional education unit, including salaries? \$ \_\_\_\_\_

b. What was the **total** amount budgeted for **faculty professional development** (including travel) during the **report year**? (Do not include student teaching supervision) \$ \_\_\_\_\_

**Addendum 2-4.B External Funds**

a. Approximately what amount for professional education programs was funded from sources outside the institution (e.g., grants, foundation support, and governmental support)? \$ \_\_\_\_\_

b. Approximately what amount for professional education programs was funded from other institutional sources not included in 2-4.A.b (B-12 b)? \$ \_\_\_\_\_

**Addendum 2-4.C Library Expenditures**

How much was spent for each of the following during the **report year**? (Include computer software in non-print. Round to nearest dollar.)

		<b>Institutional Library</b> Total Institution	<b>System Expenditures</b> Education Resources	<b>Professional Education Unit Expenditures</b>
a. Print:	Books			
	Periodicals			
b. Non print				

**Certification Official**

**Addendum 2-5.A Official Certification Officer of institution:**

Certification Officer's Name:			
Title:			
Address:			
City:		State:	Missouri
ZIP:		Phone:	
FAX:		Email:	

**Addendum 2-5.B** Is this person the contact for all grade levels and subject areas of certification (Elementary/Middle School/ Secondary/Counseling/Administration)?  Yes  No

**Addendum 2-5.B1** If the answer to *Addendum 2-5.B* is "No", please list the contact information for **all** of the individuals responsible for recommending your program completers for certification.

Name:			
Title:			
Grade level/Subject area of responsibility :		Phone:	
FAX:		Email:	

Duplicate the table as necessary.