

ACADEMIC ADVISING - Every graduate student admitted to CISL, CIFL, or CIMM programs is assigned an Academic Advisor. It is the responsibility of each student to consult with his/her Advisor *on at least an annual basis* to determine whether plans to take courses are realistic and feasible. If you don't know the name of your Advisor, please contact the office of the Associate Dean for Student & Faculty Services, Dr. Mark Goor at mgoor@gmu.edu. **ADVANCE PLANNING** is essential. In addition, please **REGISTER EARLY FOR PREREQUISITE COURSES**.

ELECTIVE for M.Ed. - Electives need to be approved by your Advisor **PRIOR TO TAKING THE COURSE**. Upon completion of the course, take your advisor a copy of your transcript with the grade you received. Complete a **COURSE SUBSTITUTE** Your advisor needs to sign this form in order for the elective to be applied to your degree program.

ELECTRONIC REGISTRATION - Does not guarantee admission to any course if you have not yet **COMPLETED THE PREREQUISITES** for that course or if you don't pay tuition by the deadline.

EXCEPTIONS to Course Sequence and Prerequisites- May be made at the professor's discretion if the course has not yet reached **MAXIMUM ENROLLMENT**.

EXTENDED STUDIES: No more than 4 courses or 12 credit hours taken through Extended Studies (Non-Degree Programs) can be applied to an M.Ed.. Each student must request transfer of these courses to his/her degree program by completing a form and obtaining the advisor's signature. Once admitted to a degree program, a graduate student is no longer eligible to take courses through **EXTENDED STUDIES** or **OALPD** (Office of Adult Learning and Professional Development) offered by school systems.

OFF-CAMPUS COURSES: Must obtain approval of **ADVISOR** before taking courses off campus.

PRAXIS: Total Combined Score of 532 required for **CISL/CIFL** candidates prior to **EDCI 790, Teaching Internship**.

PROVISIONAL LICENSE: Candidates holding a **PROVISIONAL TEACHING LICENSE** should enroll in the **CIMM Program**, which does not require a Teaching Internship.

Why must the LICENSURE courses be completed prior to the M.Ed. courses? For several reasons:

- First, the M. Ed. courses are **ADVANCED** and **OPTIONAL** (for practicing teachers) while the licensure courses are **BASIC** and **REQUIRED** (for pre-service teachers).
- Second, the M. Ed. courses have been designed with the practicing teacher in mind. Course projects will be conducted with your own students so that they can become meaningful learning experiences for you.
- Third, we have made an agreement with local school districts to prepare licensed teachers as soon as possible to meet a severe teacher shortage. Upon completion of the Teaching Internship, teachers can apply for a position with any local school system and continue with M. Ed. courses at GMU.
- Finally, we have submitted a program plan to the National Council for Accreditation of Teacher Education (NCATE) that justifies course work in the sequence presented here and requires assessment evidence of candidate performance prior to and after the Internship and again after all M.Ed. coursework has been completed.

Why can't I take M.Ed. courses concurrently with my TEACHING INTERNSHIP? For the same reasons as those stated above, plus:

- Traditional teaching internships do not allow you to have your own class to try out course projects. Instead, you "borrow" your Cooperating Teacher's class for a few weeks. You are also limited by your teacher's approach to instruction and assessment, which may not reflect the content of your GMU preparation.
- Teaching internships are emotionally and physically demanding. Taking graduate courses at the same time can increase the risk to your health and academic standing.