George Mason University
College of Education and Human Development
Secondary Education Program (**SEED)**
Program of Study

Students: Please be prepared to share this virtual form at every meeting with your SEED Faculty Advisor.

Student Information	
Student Name	
G-Number	
Content Area	
Content Area Advisor	
Semester Admitted to SEED	
Expected Graduation Semester	
Program Track *NOTE* All SEED classes taken while in undergraduate status may not post to degreeworks until several weeks after you have formally graduated from your undergraduate program.	
☐	**Licensure Only (LO)** Including Graduate Level & Undergraduate Level
☐	**Licensure and Master's Degree (LM)** Including Bachelor's to Accelerated Masters (BAM)
☐	**Master's Degree only (MD)**
Student Contact Information	
Telephone number	
GMU E-mail	
Alternate E-mail	
☐	I give my permission to share my GMU email with SEED faculty, staff, and students to communicate about program matters
☐	I give my permission to share my personal email with SEED faculty, staff, and students to communicate about program matters

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Earning Your Virginia State Teaching License

For every teaching licensure program, there are four requirements that must be completed:

- A state-approved education program (The SEED Program)
- Content Area Review courses (courses that satisfy the basic content for a student's specific licensure area)
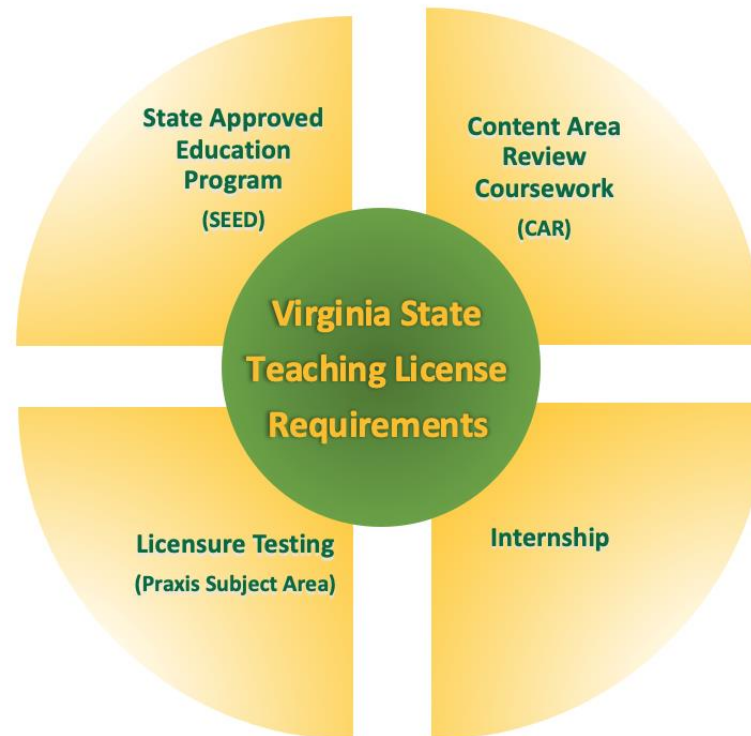- Licensure testing (Praxis Subject Area)
- Internship

State Approved Education Program (SEED)

Content Area Review Coursework (CAR)

Virginia State Teaching License Requirements

Licensure Testing (Praxis Subject Area)

Internship

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New Student Checklist

Task #	Completed	Timeframe	Task Description
1	☐	**As Soon as Possible**	Intake Meeting with SEED Program Advisor
2	☐	**As Soon as Possible**	Email Ms. Jennifer Urban & Ms. Amanda Davis (endorse@gmu.edu) to schedule an Initial Content Area Review • Identify remaining classes required for licensure
3	☐	**As Soon as Possible**	Meet with Subject Area Advisor (English, History/Social Science, Science, Math, Computer Science) • Review Course Map • Review Internship & Licensure Requirements
4	☐	**As Soon as Possible**	Add your page to the SEED Student Directory
5	☐	**As Soon As Possible**	Complete your Licensure Exams Action Form (LEAF)
6	☐	First Semester	Background Check/Fingerprinting
7	☐	Prior to Licensure	CPR/First Aid Training

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Licensure Exam Action Form (LEAF)

All SEED Students must pass the Praxis Subject Area Assessment <u>PRIOR to the Internship Application Deadline.</u>

Traditional Internship	On the Job (OTJ) Internship
Spring Internship Deadline: February 15 Fall Internship Deadline: September 15	Spring Internship Deadline: November 1 Fall Internship Deadline: July 1

| **PRAXIS Subject Assessment** (Formerly Praxis II) | **Registration Link:** Praxis: Virginia (ets.org)
• **History/social sciences**: minimum score of 161 on Social Studies: Content Knowledge (Test Code 5081)
• **Biology**: minimum score of 154 on Biology: Content Knowledge (Test Code 5236)
• **Chemistry**: minimum score of 146 on Chemistry: Content Knowledge (Test Code 5246)
• **Earth Science**: minimum score of 156 on Earth and Space Sciences: Content Knowledge (Test code 5571)
• **Physics**: minimum score of 145 on Physics: Content Knowledge (Test Code 5266)
• **Computer Science**: minimum score of 142 on Computer Science (Test Code 5652)
• **English**: minimum score of 167 on English Language Arts: Content Knowledge (Test Code 5038)
• **Mathematics**: minimum score of 159 on Mathematics: Content Knowledge (on screen graphing calculator provided) (Test Code 5165)

FREE Test Prep Materials: https://education.gmu.edu/assets/docs/teacher/Testing%20Resources.pdf

Additional Test Prep Materials (NOT FREE)
• Study.com
• 240 Tutoring.com | Test Prep Timetable:

Date of First Attempt:

Date of Second Attempt: |

Approval of Subject Area Advisor:

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Course Map				
Courses	**Credits**	**LO/LM/MD** LO = Licensure Only LM = Licensure and Master's Degree MD = Master's Degree only	**Semester/Year Planned/Taken**	**Dated Notes**
SEED 522 Foundations of Secondary Ed	3	**Required for LO, LM, MD**	**F2F** Fall Spring	
Methods I • SEED 566 (computer science) • SEED 567 (history/social sciences) • SEED 569 (English) • SEED 572 (mathematics; Fall Only) • SEED 573 (science education)	3	**Required for LO, LM, MD**	**F2F**	
SEED 540 Human Development & Learning: Secondary Education	3	**Required for LO, LM, MD**	**Online** Summer Fall Spring	
Methods II • SEED 667 (history/social sciences) • SEED 669 (English) • SEED 672 (mathematics; Spring Only) • SEED 673 (science education) • SEED 676 (computer science)	3	**Required for LO, LM, MD**	**F2F**	
EDRD 419/619 Literacy in the Content Areas	3	**Required for LO, LM, MD**	**Online**	

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Courses	Credits	LO/LM/MD LO = Licensure Only LM = Licensure and Master's Degree MD = Master's Degree only	Semester/Year Planned/Taken	Dated Notes
Internship • SEED 792 (English) • SEED 793 (mathematics) • SEED 794 (science education) • SEED 796 (computer science) • SEED 795 (history/social sciences)	6	**Required for LO, LM, MD**	**F2F**	
SEED 677 Action Research in Secondary Education • Recommended Corequisite: EDRD 619 and either SEED 667, SEED 669, SEED 672, SEED 673, or SEED 676 • Requirement: This course should be taken the semester immediately prior to internship; students must consult with advisor to determine course sequence	1	**Required for LO, LM**	**Hybrid**	
SEED 678 Action Research Seminar in Secondary Education • Requirement: This course must be taken concurrently with internship; students must consult with advisor to determine course sequence	2	**Required for LO, LM**	**Hybrid**	

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Courses	Credits	LO/LM/MD LO = Licensure Only LM = Licensure and Master's Degree MD = Master's Degree only	Semester/Year Planned/Taken	Dated Notes
Required "Selective" • Computer Science: EDCI 597, "Special Topics in Education - Project-Based Learning in Computer Science" • English: SEED 502, "Young Adult Literature in Multicultural Contexts" • History/social sciences: EDCI 597, "Teaching and Learning Difficult History" • Science Education: EDUC 547, "Scientific Inquiry and the Nature of Science" • Mathematics: Not Applicable	3	**Required for MD**	**F2F/Hybrid**	
Elective	3	**Required for MD**	?	

SEED Elective courses include the following options (Note: Speak with your advisor to determine when each course is offered and if it is an appropriate elective choice) • SEED 502, "Young Adult Literature in Multicultural Settings" • EDCI 597/SEED 505, "Teaching and Learning Difficult History" • SEED 506, "LGBTQ+ Issues in Education" • EDUC 674/SEED 507, "Assessing Learning and Teaching in the Secondary Classroom" • SEED 509, "Perspectives on Extraordinary Teaching" • EDCI 597/SEED 510, "SEED in Cambridge" • EDCI 617/SEED 512, "Using Digital and Popular Culture Media" • EDCI 597/SEED 513, "Project-Based Learning in Computer Science" • EDCI 597, "Advocacy & Agency with Adolescent Learners" • EDUC 547, "Scientific Inquiry and the Nature of Science"	Additional electives can be found by searching the course catalog for 500/600 level classes with the following heading (approval may be required): • EDUC (Education) • EDCI (Curriculum & Instruction) • EDPO (Education Policy) • EDEP (Educational Psychology) • EDRD (Reading) • MATH (Mathematics) • EDIT (Technology) • EDSE (Special Education)

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Internship and Licensure Requirements

Requirement	Information Regarding Requirement	Due	Completion	
Content Area Review (CAR)	• Email Ms. Jennifer Urban & Ms. Amanda Davis (endorse@gmu.edu) to schedule an Initial Content Area Review • The Content Area Review (formerly known as Endorsement Review), is an evaluation by CEHD's Content Area Team (within the Office of Teacher Preparation) to determine if you satisfy the **coursework requirements** for a specific teaching licensure program, as required by the Virginia Department of Education (VDOE). If you haven't met all the requirements, the Content Area Team will provide you with some possible recommendations. <u>These content area requirements are in addition to your specific teaching licensure coursework.</u>	As soon as possible	**Courses needed**	**Date courses completed**
			Notes:	
PRAXIS Subject Assessment (Formerly Praxis II)	Register: Praxis: Virginia (ets.org) Test Prep Materials**:** https://education.gmu.edu/assets/docs/teacher/Testing%20Resources.pdf • History/social sciences: minimum score of 161 on Social Studies: Content Knowledge (Test Code 5081) • Biology: minimum score of 155 on Biology: Content Knowledge (Test Code 5235) • Chemistry: minimum score of 153 on Chemistry: Content Knowledge (Test Code 5245) • Earth Science: minimum score of 156 on Earth and Space Sciences: Content Knowledge (Test code 5571) • Physics: minimum score of 147 on Physics: Content Knowledge (Test Code 5265) • Computer Science: minimum score of 142 on Computer Science (Test Code 5652) • English: minimum score of 167 on English Language Arts: Content Knowledge (Test Code 5038) • Mathematics: minimum score of 159 on Mathematics: Content Knowledge (on screen graphing calculator provided) (Test Code 5165) Request official test score reports be sent directly to George Mason University, CEHD Admissions, 4400 University Dr., MS: 4D1, Fairfax, VA 22030.	Register during Methods I	**Date of Exam**	
			Score	
			Content Area	

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CPR/First Aid Training (Must complete hands on version of training)	Additional Information: <u>Emergency First Aid, CPR, and Use of AED Certification or Training | School of Education (gmu.edu)</u> • Information provided in SEED 422/522 Foundations of Secondary Education syllabus • Retain certification for Licensure/Internship Application	Methods II	**Location of Training**	
			Certificate Date	
			Notes:	
Child Abuse and Neglect: Recognizing, Reporting, and Responding Training	<u>CWSE5691 Recognizing, Responding, Reporting for Educators (virginia.gov)</u> • Information provided in SEED 522 Foundations of Secondary Education syllabus • Retain certification for Licensure/Internship Application	During SEED 522	**Certificate Date**	
			Notes:	
Dyslexia Awareness Training	<u>VDOE Dyslexia Awareness Module (virginia.gov)</u> • Information provided in SEED 522 Foundations of Secondary Education syllabus • Retain certification for Licensure/Internship Application	During SEED 522	**Certificate Date**	
			Notes:	
Behavior Intervention and Support Training	<u>Restraint and Seclusion - CIEES (cieesodu.org)</u> • Information provided in SEED 422/522 Foundations of Secondary Education syllabus • Retain certification for Licensure/Internship Application	During SEED 522	**Certificate Date**	
			Notes:	

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			Semester/Year SEED 422/522 Completed	
Special Education Training	• Special Education topics taught in SEED 522 Foundations of Secondary Education The following topics are explored in this training: • Understanding the role of general education teachers on the IEP team • Demonstrate proficiency in understanding the role of general education teachers on the IEP teams, including: • Differentiating instruction for students based on need • Understanding the role of general education teachers on the IEP team • Implementing effective models of collaborative instruction, including co-teaching • Understanding the goals and benefits of inclusive education for all students • Demonstrates comprehension of the following: • Key special education laws and regulations • Individual education program development • The roles and responsibilities of special education teachers • Appropriate behavior management practices	During SEED 522	Notes:	
Supporting our Military Connected Children in School Settings Digital Learning Modules	TTAC Online: Register - TTAC Online Once you login, you will be able to access modules via the following links: **Module 1** -Supporting Our Military–Connected Children in School Settings: Moving them from Risk to Resilience - Part 1 - TTAC Online **Module 2** -Supporting Our Military–Connected Children in School Settings: Moving them from Risk to Resilience - Part 2 - TTAC Online • Information provided in SEED 440/540 • Human Development & Learning: Secondary Education syllabus • Retain certification for employment	During SEED 540	**Certificate Date** Notes:	

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			Certificate Date	
Cultural Competency Training	Cultural competency training is in development by VDOE and will be posted online once available. • Information provided in SEED 440/540 • Human Development & Learning: Secondary Education syllabus • Retain certification for Licensure/Internship Application	During SEED 540	Notes:	

			Task:	Date
Background Check & Fingerprinting	• Conducted by each school system • No fee • Follow steps provided by Office of Teacher Preparation	During Methods I	**Application completed**	
			Fingerprinted	
			Background check completed	
			Notes:	

VA Civics Training (ONLY for students enrolled in or applying to a History/Social Science licensure program)	Two options to meet the Virginia Government/Civics Content Area Requirement (Endorsement): • **Option 1:** Take the specific VA Government course suggested (Govt 304 at Mason or PLS 136 at NVCC) and NO online module. • **Option 2:** Take any approved Civics/American Government course and take the free online **Virginia State and Local Civic Education Module** (https://www.civiceducationva.org/). ○ Students that choose this option may contact their Content Area Advisor to see if a Government course on a previous transcript may qualify instead of taking a new class. Please be advised, the content of this course must be related to Civics. • Information provided in SEED 567 (Methods I History/Social Sciences) syllabus • Retain certification for Licensure/Internship Application	Prior to applying for licensure	**Option 1 or Option 2 completed**	
			Completion Date	
			Notes:	

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African American History Training (ONLY for students enrolled in or applying to a History/Social Science licensure program)	Effective June 1, 2022 VDOE will provide online training as of June 1, 2022 • Information provided in SEED 667 (Methods II History/Social Sciences) syllabus • Retain certification for Licensure/Internship Application	During Methods II	**Certificate Date** Notes:
Resume Completion, Professional Goals Statement, Digital Portfolio		Update each semester	Notes:

	Traditional Internship	Registration Opens	Registration Deadline	Task:	Date
Internship Application	**Traditional Internship**	**Registration Opens**	**Registration Deadline**	**Application Submitted**	
	Traditional Internship Application for **Summer and Fall** Placements	December 15	February 15		
				Placement Received	
	Traditional Internship Application for **Spring** Internship	August 1	September 15		
	On The Job (OTJ) Internship	**Registration Opens**	**Registration Deadline**	Notes:	
	OTJ Internship Application for **Fall**	May 1	July 1		
	OTJ Internship Application for **Spring**	October 1	November 1		

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Clinical Experiences		
Course	**Clinical Experience Requirement`**	**School(s)/Grade Level/Mentor**

Methods I ☐ SEED 566 (computer science) ☐ SEED 567 (history/social sciences) ☐ SEED 569 (English) ☐ SEED 572 (math) ☐ SEED 573 (science education)	15 hours (Divided between middle school and high school placements)	**High School Placement**
		Grade Level
		Mentor's Name
		Content Area
		Notes:
		Middle School Placement
		Grade Level
		Mentor's Name
		Content Area
		Notes:
SEED 422/522 Foundations of Secondary Ed	15 hours	**School Name**
		Grade Level
		Mentor's Name
		Content Area
		Notes:
Methods II ☐ SEED 676 (computer science) ☐ SEED 667 (history/social sciences) ☐ SEED 669 (English) ☐ SEED 672 (math) ☐ SEED 673 (science education)	30 hours	**School Name**
		Grade Level
		Mentor's Name
		Content Area
		Notes:
Additional Course:	___ hours	**School Name**
		Grade Level
		Mentor's Name
		Content Area
		Notes:
Additional Course:	___ hours	**School Name**
		Grade Level

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		Mentor's Name	
		Content Area	
		Notes:	

Additional Course:	___ hours	**School Name**	
		Grade Level	
		Mentor's Name	
		Content Area	
		Notes:	

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Important Contact Information

SEED Program General Student Advisor	Internship Coordinator	Faculty Advisor	SEED Program Coordinator	Pre-Education Advising
Andrew Porter, PhD **Aporter7@gmu.edu**	**Lisa Green, MA** **lgreen@gmu.edu**	**Subject Area Dependent**	**Mathilde Speier, MA** **mspeier@gmu.edu**	**Amanda Davis, MA** **&** **Jennifer Urban, MA** **endorse@gmu.edu**
Ask Me About: Navigating the SEED Program in a timely manner General Student support Professionalism Guidance Time Management Liaison to Learning Services Academic Resources Assistive Technology Licensure Requirements CPR Praxis	**Ask Me About:** Clinical Experience Placement Internship Placement Internship Application	**Ask Me About:** Course Selection Choice of Electives Professional Resource Post-Graduation Support Long Term Course Mapping Schedule Mapping	**Ask Me About:** Anything regarding forms, permissions, and administrative matters Registration errors/overrides (Late) Graduation Applications Graduation questions Waivers/Course Substitutions Elective Approvals Degree Works errors BAM Questions and BAM Transition Forms Re-Enrollment Applications Admissions Announcements Schedules and Course Updates Grade Appeals	**Ask Me About:** Content Area Review Undergraduate Courses Licensure Requirements Licensure Application

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