OSU Check Sheet for Special Education Teacher Certification (Grades P-12)
Certification Only Pathway (18 Hours)

(This check sheet does not apply to nontraditional students who are seeking a M.S.-TLL (Option: SPED), 4+1, or Traditional pathway students.)
(Successful completion of these requirements DOES NOT result in completion of a degree)

LAST ______________ FIRST ____________ MI __________ CWID# ______________

Date Completed Boot Camp: ______________ Current Alternative/Provisional Certification (if applicable): ______________

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**Status**  
**Prerequisites**
- Hold an undergraduate degree from an accredited Institution of Higher Education
- Complete an OSDE approved Boot Camp
- Meet program admission requirements listed in the Special Education Program handbook [https://education.okstate.edu/sped](https://education.okstate.edu/sped)

**Status**  
**Program Requirements**
- Submit App. for Adm. to the M.S. in Teaching, Learning and Leadership, Special Education option at [http://gradcollege.okstate.edu](http://gradcollege.okstate.edu)
- Submit App. for Adm. to OSU’s Professional Education Unit (PEU) as a Special Education candidate at [http://tinyurl.com/osuprofedapp](http://tinyurl.com/osuprofedapp)
- Retain Full Adm. to OSU’s PEU. See OSU’s Office of Professional Education [https://education.okstate.edu/peu](https://education.okstate.edu/peu)
- Maintain Graduate College Academic Standing Minimum Grade Requirements per the current OSU catalog [www.okstate.edu/registrar/Catalogs/Catalog.html](http://www.okstate.edu/registrar/Catalogs/Catalog.html)
- Adhere to all program requirements, guidelines, policies and procedures included in the Special Education Program Handbook
- Passing scores on Certification Exams for Oklahoma Educators (sign up at [http://www.ceoe.nesinc.com](http://www.ceoe.nesinc.com):
  - OGET
  - OSAT-Mild-Moderate Disabilities
  - OPTE
- Complete the following coursework

**Special Education Coursework Requirements**
Students pursuing the nontraditional certification only route must request an annual progress letter to include with their annual renewal application for their one-year provisional certificate (renewable up to two times). Students should request an annual progress letter from the Special Education program coordinator. Letters will only be provided to students who successfully complete a minimum of 6 hours within the 12 months prior the letter request. Only coursework completed at OSU will be included in the letter provided by OSU. The OSDE refers to the yearly progress letter as a plan of study. The yearly progress letter is NOT the plan of study OSU students submit to the Graduate College.

**Status**  
**Required Courses (12 hours needed: no grade below “C”)**
- SPED 5683 Models of Instruction in the Inclusive Classroom
- SPED 5673 Improving Literacy Skills of Individuals with Disabilities OR approved reading course (Must pass OK Reading Test)
- SPED 5743 Planning and Instruction in Special Education
- SPED 5783 Assessing Students with Disabilities

**Status**  
**Area of Emphasis (Mild/Moderate 6 hours needed: no grade below “C”)**
- SPED 5623 Characteristics of Mild-Moderate Disabilities
- SPED 5883 Classroom and Behavior Management
- SPED 4723 Transition into Adulthood for Individuals with Disabilities
- SPED 5123 Characteristics & Teaching Methods for Students with Autism Spectrum Disorders
- SPED 5626 Characteristics of Students with Mild/Moderate Disabilities
- SPED 5993 Culturally Responsive Teaching in Special Education
- SPED 5620 Practicum with Exceptional Learners (permission only)

**Placement in field experiences or clinical practice (student teaching) is not guaranteed. Exhibiting professional dispositions, approval by program faculty, and acceptance by a school are all factors in eligibility for placements.**

**Required Special Education Courses**

**Area of Emphasis (Mild/Moderate)**

**SPECIALIZATION GPA:**

**TOTAL HOURS NEEEDED**

**GRAD RETENTION/CUMULATIVE GPA:**

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Apply for certification through the OK State Department of Education [http://sde.ok.gov](http://sde.ok.gov) (This path does not lead to an OSU recommendation for certification; instead, you apply directly to the OK SDE for your certificate.)

Students should read information at [https://education.okstate.edu/sped/cert](https://education.okstate.edu/sped/cert) regarding becoming a “highly qualified” special education teacher.

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The student appeal process and other policies are available on the Professional Education website.

The following signature indicates the student has read and understands this checklist:

**Name:** ___________________________  **Date:** ___________________________

Office of Professional Education  
Special Education Program Coordinator:

325 Willard Hall  
Dr. Penny Cantley

Stillwater, OK 74078  
405-744-6252  
Email: penny.cantley@okstate.edu  
405-744-9505

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