

K-State Music Education

Advising Handbook

Revised September 2020

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Checklist Completion

<u>Event</u>	Date Completed
EDCI 200/230	
ACT/Evidence of Future Success	
Application to Teacher Education	
(Oct. 1/Feb. 15)	
Set up Student Teaching Interview/	
Final Advising Session	
TB Test(s)	
CPR Certification	
Background Check	
Liability Insurance	
40 Professional Hours	
STAR Form (Sep 1/Feb 1)	
Application for Graduation	
PLT	
Content Area Exam	
Application for Licensure	

CRUCIAL MILESTONES

CRITICAL MILESTONES

Check each of the following requirements as you successfully complete it.

Required for Admission to Teacher Education

ACT composite score of 22 or above **OR** Evidence of Future Success.

Expository Writing I and II with a grade of "C" or better in each course.

Public Speaking with a grade of "C" or better.

Completion of Early field experience (EDCI 230).

Six hours of math with a minimum grade of "C" to include College Algebra or a higher level math course and STAT 325 or a higher level statistics course.

50 semester hours for Music Education students.

Overall GPA of 2.75

Teaching field GPA of 2.75

Application for admission to teacher education to be prepared when all of the above are completed.

DEADLINES: October 1 for Spring semester and February 15 for Fall semester.

Required for the Professional Semester (Student Teaching)

"Student Teacher Assignment Request" (STAR) form due September 1 or February 1 — the semester prior to student teaching.

American Red Cross or equivalent First Aid and CPR certification required at the time the STAR form is submitted.

Negative TB Test is required at the time of STAR Form Submission

Professional and Educational Service Hours due April 1 or November 1 of the semester before you student teach.

O All of the above items are submitted to EDCATS Central on Canvas.

Professional Education Courses GPA of 3.0

Admission to the Professional Semester (student teaching). (You will receive a student teaching license prior to student teaching.)

Required for Graduation

Application for Graduation (due in the first four weeks of the semester in which you intend to graduate or first two weeks of summer session).

Required for Licensure

Principles of Learning and Teaching Test (PLT: 7-12) (Test Code – 5624). You can find the passing score on the COE web page: https://www.coe.ksu.edu/student-success/undergraduate/praxis-testing.html

Music Content Knowledge Exam (MCK: Test Code – 5113): You can find the individual passing scores on the COE web page: https://www.coe.ksu.edu/student-success/undergraduate/praxis-testing.html

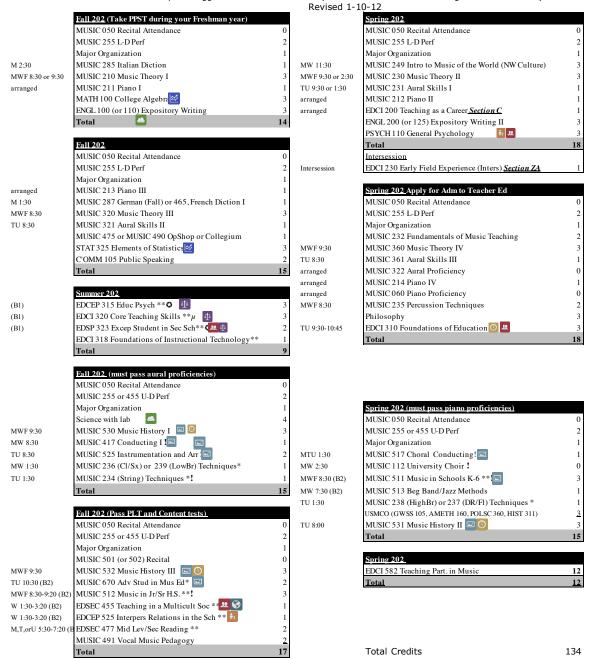
Application for Licensure (submit on-line the semester in which you plan to graduate—**AFTER** December 1, May 1, or August 1).

http://www.ksde.org/Agency/DivisionofLearningServices/TeacherLicensureandAccreditation/Licensure/LicenseApplication.aspx

DEGREE OUTLINE

BACHELOR OF MUSIC EDUCATION Choral Emphasis

 $4.0 \ \text{year Suggested Semester Outline (effective for students entering in fall 11 or later)}$



^{! =} can not alter schedule

Keyboard focus adds 2 creidts of MUSIC 350 Studio Accompanying replacing piano class

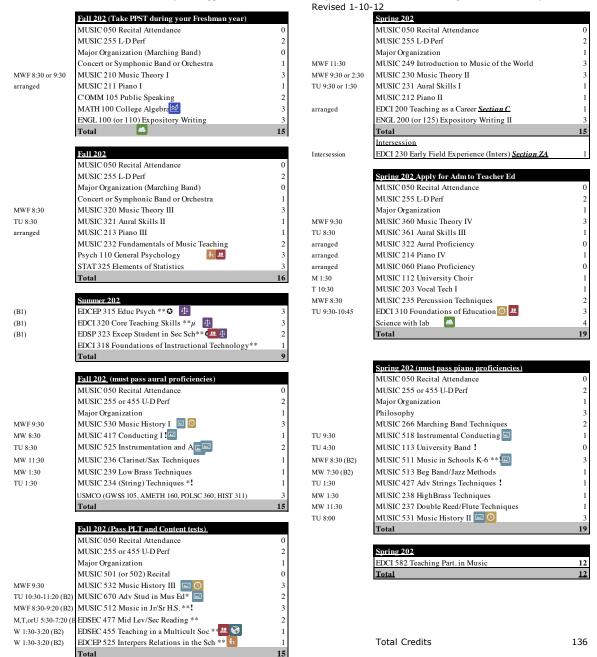
[•] available in summer

^{**-}Admission to COE Required

BACHELOR OF MUSIC EDUCATION Choral Emphasis/Secondary 4.5 year Suggested Semester Outline (effective for students entering in fall 09 or later)

Revised 1-10-12 Fall 202 (Take PPST during your Freshman year) Spring 202 MUSIC 050 Recital Attendance MUSIC 050 Recital Attendance MUSIC 255 L-D Perf MUSIC 255 L-D Perf Major Organization Major Organization MUSIC 285 Italian Diction MUSIC 249 Intro to Music of the World (Non-Western Cul M 2:30 MW 11:30 MWF 8:30 or 9:30 MUSIC 210 Music Theory I MWF 9:30 or 2:30 MUSIC 230 Music Theory II MUSIC 231 Aural Skills I MUSIC 211 Piano I TU 9:30 or 1:30 arranged MATH 100 College Algebra MUSIC 212 Piano II arranged ENGL 100 (or 110) Expository Writing EDCI 200 Teaching as a Career Section C arranged ENGL 200 (or 125) Expository Writing II PSYCH 110 General Psychology Total MUSIC 050 Recital Attendance Intersession MUSIC 255 L-D Perf Intersession EDCI 230 Early Field Experience (Inters) Section ZA Major Organization MUSIC 213 Piano III arranged <u>Spring 202</u> Apply for Adm to Teacher Ed MUSIC 050 Recital Attendance MUSIC 287 German or 465, French Diction I (Spring) M 1:30 MUSIC 255 L-D Perf MUSIC 320 Music Theory III MWF 8:30 MUSIC 321 Aural Skills II TU 8:30 Major Organization MUSIC 232 Fundamentals of Music Teaching STAT 325 Elements of Statistics C'OMM 105 Public Speaking MWF 9:30 MUSIC 360 Music Theory IV TU 8:30 MUSIC 361 Aural Skills III arranged MUSIC 322 Aural Proficiency Fall 202 (must pass aural proficiencies) MUSIC 214 Piano IV arranged MUSIC 050 Recital Attendance arranged MUSIC 060 Piano Proficiency** MUSIC 255 or 455 U-D Perf MUSIC 235 Percussion Techniques MWF 8:30 EDCI 310 Foundations of Education 0 4 Major Organization TU 9:30-10:45 TU 1:30 MUSIC 234 (String) Techniques *! Total MUSIC 530 Music History I MWF 9:30 MUSIC 417 Conducting I 🔄 MW 8:30 Spring 202 EDCEP 315 Educ Psych **♥ 45 U 1:30-3:15 (B1) MUSIC 050 Recital Attendance TU 8:05 - 12:20 (B1 EDCI 320 Core Teaching Skills ** µ MUSIC 255 or 455 U-D Perf EDSP 323 Excep Student in Sec Sch** 💷 🐠 T 1:30-3:15 (B1) Major Organization Science with lab MUSIC 517 Choral Conducting! MTU 1:30 Fall 202 (must pass piano proficiencies) MW 2:30 MUSIC 112 University Choir! MUSIC 050 Recital Attendance MUSIC 531 Music History II 🔤 🕔 TU 8:00 MUSIC 255 or 455 U-D Perf MUSIC 475 or MUSIC 490 Major Organization TU 1:30 MUSIC 238 (HighBr) or 237 (DR/Fl) Techniques * USMCO (GWSS 105, AMETH 160, POLSC 360, HIST 311) EDCI 318 Foundations of Instructional Technology** MUSIC 236 (Cl/Sx) or 239 (LowBr) Techniques* MW 1:30 MUSIC 532 Music History III MWF 9:30 MUSIC 525 Instrumentation and Arr Spring 202 (Pass PLT and Content tests) TU 8:30 MWF 8:30-9:20 (B2) MUSIC 512 Music in Jr/Sr H.S. **! MUSIC 050 Recital Attendance MUSIC 491 Vocal Music Pedagogy Major Organization. Total MUSIC 455 U-D Perf MUSIC 112 University Choir MUSIC 501 (or 502) Recital **Fall 202** EDCI 582 Teaching Part.in Music Philosophy MUSIC 670 Adv Stud in Mus Ed TU 10:30 MUSIC 511 Music in Schools K-6 ** 📧 ! = can not alter schedule MWF 8:30 (B2) • available in summer MUSIC 513 Beg Band/Jazz Method 🔤 MW 7:30 (B2) **-Admission to COE Required W 1:30-3:20 (B2) EDSEC 455 Teaching in a Multicult Soc ** 22 6 *Music 670 is offered both semesters EDCEP 525 Interpers Relations in the Sch ** W 1:30-3:20 (B2) Keyboard focus adds 2 creidts of MUSIC 350 Studio Accompanyin; M,T,orU 5:30-7:20 (1 EDSEC 477 Mid Lev/Sec Reading **

4.0 year Suggested Semester Outline (effective for students entering in fall 11 or later)



^{! =} can not alter schedule

Marching band is not required for a string focus

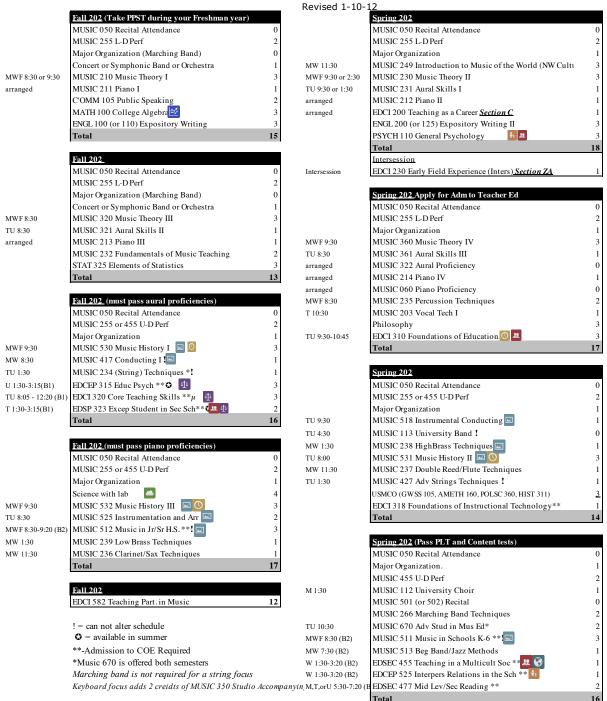
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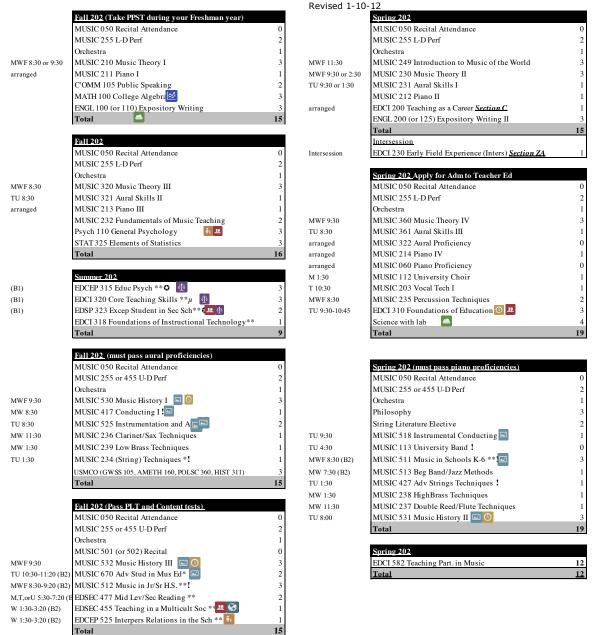
^{**-}Admission to COE Required

^{*}Music 670 is offered both semesters

4.5 year Suggested Semester Outline (effective for students entering in fall 11 or later)



4.0 year Suggested Semester Outline (effective for students entering in fall 11 or later)



Total Credits

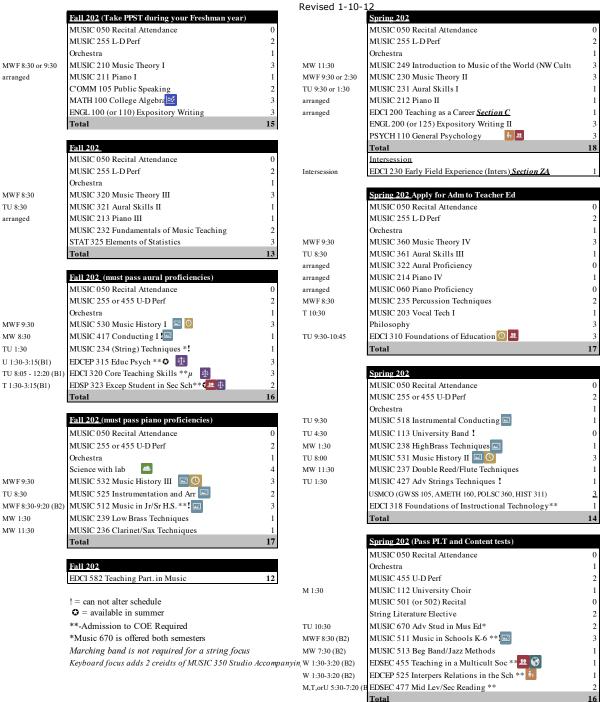
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- ! = can not alter schedule
- available in summer
- **-Admission to COE Required
- *Music 670 is offered both semesters

Marching band is not required for a string focus

Keyboard focus adds 2 creidts of MUSIC 350 Studio Accompanying replacing piano class

4.5 year Suggested Semester Outline (effective for students entering in fall 11 or later)



TIMELINE OF EVENTS

Year 1

September: Attend meeting for all Music Education Majors. Register for NAfME - Collegiate. Attend all NAfME - Collegiate meetings.

January Intersession Course EDCI 230 Early Field Experience. You will register for this when you enroll for spring classes in October, so a placement can be found by the meeting in early December.

January Spring Course EDCI 200 Teaching as a Career (Payne sections) TB test completed, Lafene: 532-6544, or a licensed physician. Must be submitted to the College of Education Dropbox, which will be provided at the first meeting. Background checks and Blood-Borne Pathogens training are also required.

Think ahead and plan your entire college career for courses. If you plan on taking Block 1 during the summer between your Sophomore and Junior year, you must take Statistics during the Summer following your Freshman year or Fall of your Sophomore year. You may transfer in a Statistics course from another school (community college). You are not allowed admission into the Teacher Education Program until your Statistics grade is posted.

Year 2

September: Attend meeting for all Music Education Majors. Register for NAfME - Collegiate. Attend all NAfME - Collegiate meetings.

February 15: deadline for Summer and Fall Courses - **Admission to Teacher Education Program**. (<u>Link to application</u>) *Make application even though some courses may be 'in progress' at the time of application*.

Complete the Aural Skills exam. (it is required to move into the upper level theory courses)

Year 3

October 1 : deadline for Spring - **Admission to Teacher Education Program** (Link to application) Make application even though some courses may be 'in progress' at the time of application.

Year 4

September 1 or February 1: deadline for **Fall Student Teaching Application** (**Star form**) *Make application even though all requirements listed below have not been satisfied at the time of application*.

- o All <u>music courses</u> must be completed or in progress.
- All <u>professional education</u> courses have been successfully completed or are in progress.
- o Aural skills and piano proficiencies have been passed.
- o Overall grade point average of 2.75 in all coursework.
- o All education courses GPA shall be 3.0
- o STAR (Student Teaching Assignment Request) Form for student teacher placement. *Completed On-line*
- Red Cross First Aid/CPR training must be completed (call Red Cross to enroll - cost about \$50.00). Must be submitted to BH 013 prior to completion of the STAR form.
- TB test completed, Lafene: 532-6544, or a licensed physician. Must be submitted to BH 013 prior to completion of the STAR form.
- Background checks and Blood-Borne Pathogens training are also required.
- o Liability insurance purchased through membership in KNEA

Year 5

September 1: deadline for **Spring Student Teaching** (*Professional Semester*) (*American Red Cross or equivalent First Aid and CPR certification required at the time the STAR form is submitted to College of Education, 13 Bluemont Hall.*)

(see requirements above)

Testing: https://www.coe.ksu.edu/student-success/undergraduate/praxistesting.html

You will need to take both the PLT (Test Code: 5624) and the Music Content Exam (Test Code: 5113) prior to Graduation

Required for Graduation and Licensure

Application for graduation (due in the first four weeks of the semester in which you intend to graduate or first two weeks of summer session).

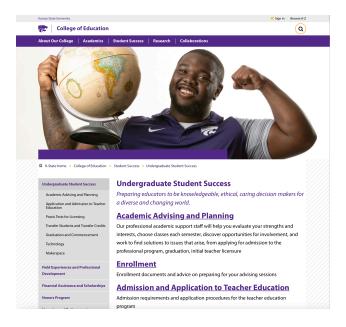
Application for licensure (the semester in which you plan to graduate—November 1 or April 1).

http://www.ksde.org/Agency/DivisionofLearningServices/TeacherLicensureandAccreditation/Licensure/LicenseApplication.aspx

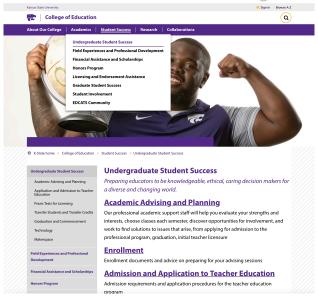
PERSONALIZED CURRICULUM

APPLICATION TO TEACHER EDUCATION

First visit http://coe.ksu.edu



Mouse over Student Success and then click on Undergraduate Student Success



Click on Admission and Application to Teacher Education



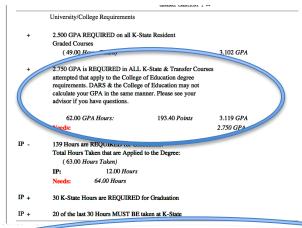
Scroll to bottom of page and Click on Application



Begin the Application:

Kansas	
JNIVER	RSITY
Application for Admi	ission to Teacher Education Program
"On my honor, as a student, i	I have neither given nor received unsurfacteed aid on this scademic work."
Please select which	type of student you are:
Global Campus Onlia regardless of the 200	ne Student - I am a student that planned to take only online courses at K-State 20 COVID Pandemic.
Manhattan Campus Manhattan campus, may select this optic	Student - I have attended courses in-person or plan to attend in-person at K-State's (Even if your courses are all distance learning due to the 2020 COMID Pandemic, you in.)
Personal Information	
Last Name	
First Name	
Middle Initial	
Wildcat ID Number	
K-State Email	

When you get to the DARS Questions here are the Numbers you will need:

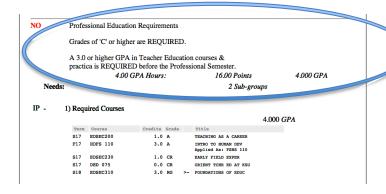


NO reaching Field Requirements - MUSIC EDUCATION
Instrumental Emphasis

Grades of 'C' or higher AND a 2.750 GPA are REQUIRED.

21.00 GPA Hours: 77.00 Points 3.667 GPA

Needs: 5 Sub-groups 2.750 GPA





	Term	Course	Credits	Grade	Title	
((F14	MATH 100	3.0	TB	NEWMAN U: MATH 1043 COLLEGE ALGEBRA	
	S15	MATH 150	3.0	тв	NEWMAN U: MATH 1053	CTATIONE III
	515	MAIN 150	3.0	10	TRIGONOMENA	STAT 325 will be right
						here OR here:
_						
		Unrestricted	Electives 🛹			
		Election Hen		0 T-4-1 1	T d- d C	
			rs complete the 12 fter Basic and Maj			
	Earned:		10.00 Hours	or recqui	irements are met.	
	Lai neu.		10.00110413			
		O-1- 15 hav	CDAC		unt toward the	
			irs of DAS courses			
			needed for the degr			
		will be coun	signed to each cou	rse, ON	LI 13 HOURS	
		will be coul	ileu.			

1.0 TC

3.0 C 3.0 B 3.0 D Title

NEMMAN U: CHEM1012,1013

GENERAL CHEMISTRY 1 ++

PRIN/MACROECONOMICS

INTRO TO STATISTICS

PRIN/MICROECONOMICS

OK

Quantitative Requirement

Term Course F14 CHM EX210

S17 ECON 110 U17 STAT 325 F17 ECON 120

VOLUNTEER HOUR WORKSHEETS

Student Name:		WID:					
K-State Email:		Anticipated Student Teaching Semester:					
Kansas State	Professional Development Hours						
U N I V E R S I T Y College of Education	 5 hours mut 5 hours mut Educational 2 hours mut 	ast be accounted for within ust be accounted for within Service to Youth / F ast be accounted for workin		equired			
Date of Event:		# Contact Hours:					
Select only one:	ofessional Growth	Service to Profession	Educational Service to Y (Diverse Populations		Hrs)		
Event Title / Place	:						
Brief description of wh	hat you did:						
Skill(s)/Knowledge (Gained from experience:						
Signature by event	contact:						
Contact's Email:		Pho	ne:				
Date of Event:		# Contact Ho	urs:				
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Brief description of wh	nat you did:						
Skill(s)/Knowledge G	Gained from experience:						
Signature by event	contact:						
Contact's Email:		Phor	ne:				

Student Name:		WID:					
K-State Email:		Anticipated Student Teaching Semester:					
Kansas State	Professional Development Hours						
U N I V E R S I T Y College of Education	 5 hours mut 5 hours mut Educational 2 hours mut 	ast be accounted for within ust be accounted for within Service to Youth / F ast be accounted for workin		equired			
Date of Event:		# Contact Hours:					
Select only one:	ofessional Growth	Service to Profession	Educational Service to Y (Diverse Populations		Hrs)		
Event Title / Place	:						
Brief description of wh	hat you did:						
Skill(s)/Knowledge (Gained from experience:						
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Contact's Email:		Pho	ne:				
Date of Event:		# Contact Ho	urs:				
Select only one: Pro	ofessional Growth	Service to Profession	Educational Service to ' (Diverse Populations	Youth/Families Y N	Hrs)		
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Brief description of wh	nat you did:						
Skill(s)/Knowledge G	Gained from experience:						
Signature by event	contact:						
Contact's Email:		Phor	ne:				

Student Name:		WID:					
K-State Email:		Anticipated Student Teaching Semester:					
Kansas State	Professional Development Hours						
U N I V E R S I T Y College of Education	 5 hours mut 5 hours mut Educational 2 hours mut 	ast be accounted for within ust be accounted for within Service to Youth / F ast be accounted for workin		equired			
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Brief description of wh	hat you did:						
Skill(s)/Knowledge (Gained from experience:						
Signature by event	contact:						
Contact's Email:		Pho	ne:				
Date of Event:		# Contact Ho	urs:				
Select only one: Pro	ofessional Growth	Service to Profession	Educational Service to ' (Diverse Populations	Youth/Families Y N	Hrs)		
Event Title / Place:	:				1115)		
Brief description of wh	nat you did:						
Skill(s)/Knowledge G	Gained from experience:						
Signature by event	contact:						
Contact's Email:		Phor	ne:				

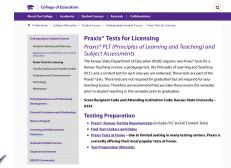
LICENSURE

Licensure Tests

There are several tasks to complete when applying for licensure. Among these steps are to apply for initial licensure with the Kansas State Department of Education (KSDE), get finger printed, and register for and take two tests the PLT (7-12) and the Music Content Exam Test. Once these tasks are completed, the College of Education will send your confirmed degree (Usually 2 weeks after graduation) to the state who will then grant you your initial teaching license. When applying for jobs during this period, you will make that you do not currently have a license. Administrators understand this and take this into consideration.

Below is a simple checklist:

- ✓ Get fingerprinted
- ✓ Find tests here: https://www.coe.ksu.edu/student-success/undergraduate/praxis-testing.html



- ✓ Take the PLT (7-12) Code: 5624
- ✓ Take the Music Content Exam Code: 5113
- ✓ Apply for initial licensure at http://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation/Licensure/License-Application

Supporting Documents

- Letter of Acceptance to College of Education
- Approved 40 Hours
- Student Teacher Confirmation
- Graduation Confirmation