



DEPARTMENTAL APPROVAL FOR APPLICATION TO EDUCATION PREPARATION PROGRAM (EPP)

PREREQUISITES and REMINDERS

- Must have completed PED 161 or TED 100 with a grade of C or better
- Department Approval for Admittance to EPP should be completed the semester prior to application to EPP
- EPP admission application deadlines are:
 - October 1
 - February 15

ELECTRONIC PORTFOLIO CHECKLIST (Anthology/Chalk & Wire)

- Current photo (Add under tab, "Teacher Learning Portfolio")
- Educational Autobiography (completed in PED 161) (Add under tab, "Teacher Learning Portfolio") OR Why Teach essay (Completed in TED 100)
- Include reflection from attendance at a professional workshop, seminar, convention or clinic. (Add under Tab, "Teacher Learning Portfolio")

SUBMISSION PROCESS

- Email the electronic portfolio URL to HHP Program Assistant – (Create a "Secure Sharing URL" on the right hand side of your portfolio page in Chalk and Wire.)
- Electronic portfolio must submitted to HHP Program Assistant ONE WEEK BEFORE DEPARTMENT MEETING. (See Program Assistant for meeting dates).
- Schedule a meeting with the Department Chair to discuss the department's decision. The Chair will complete the Department Recommendation Form for Application to the Education Preparation Program.
- After departmental approval is obtained, you must complete requirements to apply to EPP which are available on the teacher education website (<http://www.uwrf.edu/CEPS/EPP/EppAdmission/UndergradApp.cfm>)

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