

# Application for Admission to Upper Professional Level Education Courses

Art Education, Music Education, Health and Physical Education, and Workforce Education and Development ONLY;  
 (Elementary Education & Early Childhood Education should use the Elementary Education & Early Childhood Education application; Secondary Education should use the Secondary Education application)



**RETURN TO:** Western Michigan University, College of Education and Human Development, Office of Admissions and Advising, 1903 W. Michigan Ave., 2421 Sangren Hall, Kalamazoo, MI 49008-5275

**PLEASE PRINT**

**NAME:** \_\_\_\_\_ **WIN:** \_\_\_\_\_

**CURRICULUM: (Check one)**

- |  |  |
|--|--|
| <input type="checkbox"/> Health and Physical Education     | <input type="checkbox"/> Art Education   |
| <input type="checkbox"/> Workforce Education & Development | <input type="checkbox"/> Music Education |

**MAJOR(S):** \_\_\_\_\_ **MINOR(S):** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_  
Address/Street City State Zip Code

**PHONE:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

- Complete a background check (\$48) at **CastleBranch** (<https://portal.castlebranch.com/wc48>)\*\* Date completed \_\_\_\_\_
- Pursuant to Public Acts 68 of 1993 and 83 of 1995, please check the following as they pertain to you:

YES\*\* NO

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Do you currently have any outstanding civil infractions, criminal charges, or warrants of arrest pending against you in MI or any state or jurisdiction?       |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Have you ever accepted responsibility in a civil infraction (excluding speeding tickets) or been convicted of (or pled no contest to) a misdemeanor or felony? |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Have you ever had a teaching certificate denied, revoked, nullified, or have you ever surrendered a teaching certificate?                                      |

**\*\*If you answered YES to any of the questions above OR have ever been ARRESTED:**

- Attach a copy of the **Judgment of Sentence, Register of Action, or Case History** from the court where the incident occurred.
- Please refer to the conviction website for additional information: [www.wmich.edu/education/certification/convictions.htm](http://www.wmich.edu/education/certification/convictions.htm).

**NOTE:** If you answered YES to any of the questions above, your application will be referred to the College of Education and Human Development's Academic and Professional Standards Committee and you will be notified of the process and required documentation.

**Please carefully read the following policies and, if you have any questions, contact CEHD Admissions and Advising before signing this form.**

- It is my responsibility to maintain the cumulative GPA required for my program (see your advisor for your GPA requirement) and enroll for my courses in the sequence outlined on my WMU guide(s).
- By signing this application, I understand that my MTTC test results will be shared with CEHD advisors, the Office of Clinical Experiences (OCE), and Teacher Certification and may be used for research purposes within the CEHD and Western Michigan University.
- The deadline for submitting internship applications is one year prior to the semester in which I want to intern.
- I do not have a choice of location, school, or grade level for my teaching internship.
- OCE will assign my intern placement at an established cluster site for intern teaching. The established cluster sites may differ from year to year.

**I have read and have a clear understanding of the grade requirements, deadline dates, and intern teaching placement.**

**Signature** \_\_\_\_\_

**WMU OFFICE USE**

Updated  
3/24/2021

CATALOG YEAR _____	HOURS EARNED (35 min.) _____	WMU GPA (2.5 min.) _____	TGPA _____
C.L. WRITING ED 2500/ES 2000/HPHE 2400 ('C' min.) _____	PE/Health Only: HPHE 1550/1500 _____	BIOS 1120 ('C' min.) _____	
BACKGROUND CHECK? Y N	ARREST /CONVICTION? Y N	JOS/ROA RECEIVED? Y N	N/A
ENTERED ON CONVICTION SPREADSHEET? Y N/A	ADVISOR _____	DATE _____	
ENTERED IN APPLICATION DATABASE? Y N	ADVISOR _____	DATE _____	
ENTERED IN PROVISIONAL DATABASE? Y N/A	ADVISOR _____	DATE _____	
ACCEPT? _____ DENY? _____	REASON? _____		
BANNER CODES CHANGED Y N	ADVISOR _____	DATE _____	

<b>MTTC</b>
R _____
M _____
W _____

