



PRELUDE TO THE PROFESSION

What is the Office of Professional Services (OPS)?

- Placement office (_____ and _____)
- Teacher Prep admission (_____)
- Licensure

Who is OPS?

- Dr. Connie Ballard - _____
- Ms. Alissa Baldwin - _____
- Ms. Judy Allen - _____

Where is OPS?

- _____ <http://www.longwood.edu/professionalservices>
- _____ <http://www.facebook.com/pages/Teacher-Prep-and-the-Office-of-Professional-Services-OPS/214901691873236>
- _____ OPS@longwood.edu
- _____ ["OPS Teacher Preparation"](#)
- _____ Monday-Friday, 8:30 a.m. – 5:00 p.m.

Glossary of Terms

- Catalog Year
 - Usually the year you enrolled at Longwood
 - Your catalog is your contract with Longwood
- Clinical Experience
 - Student teaching (undergraduate)
 - Professional semester (graduate)
- Cooperating Teacher
 - Teacher who is licensed in the same area and has at least three years of experience
 - Serves as mentor during the placement, provides feedback for professional growth
- DOE
 - Virginia Department of Education
 - Sets standards for Longwood's teacher education programs
 - Issues initial licensure when all requirements have been fulfilled
- Endorsement
 - Additional area that can be added to your license
 - Additional courses may be required
 - Additional testing is usually required (Praxis 2)
 - \$25 for each add-on endorsement
- Field Experience
 - Early internship placements in public school classrooms
 - Practicum I or Practicum II
 - Observe and reflect; teach and reflect
- Licensure
 - Granted by the DOE to candidates who apply and have met all requirements for program completion and graduation



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- \$50 in-state teacher candidate, \$75 out-of-state candidate
- Application with supporting documentation required (completed using Wrap-Up Day Workshop)
- MOU
 - Memorandum of Understanding
 - Signed agreement between Longwood, OPS, and the partnering school division
- NCATE
 - National Council for the Accreditation of Teacher Education
 - Sets standards for Longwood's teacher education programs
- Partnering School Divisions
 - School division has met criteria for placement
 - Accreditation
 - Signed MOU
 - OPS visits each school level
 - Full list on the OPS website with diversity noted (urban, suburban, rural)
- Program Area
 - The grade level(s) or subject area(s) for which you seek initial licensure
- Teacher Candidates
 - Longwood students who have been (or will be) admitted to Teacher Prep
- Teacher Prep
 - Requires meeting admissions criteria for the Teacher Preparation Program (program areas are different but OPS processes all applications on behalf of the program areas)
 - Criteria is listed on the application itself and on the OPS website
- University Supervisor
 - Faculty or adjunct faculty assigned to mentor, observe, provide feedback, and ultimately, assign a grade based on your performance in a given placement
 - Hired by OPS with input of the Department of Education & Special Education
 - Assigned to teacher candidates by OPS with the approval of program areas
 - Receive training from OPS and the program areas (on rotating basis)

Teacher Preparation Program

- Start early!
- Application deadline:
- Overall GPA:
- ENGL 150 grade:
- Other course prerequisites:
- Faculty Recommendations:
- Qualifying Test Scores:

Field and Clinical Experience Placements

- Orientation
- Application
- Requirements
- Deadline
- Handbook
- University Supervisor



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Diversity

- Urban
- Suburban
- Rural

Initial Virginia Teaching License

- Admission:
- Field Experience Placements
- Partnership (if applicable)
- Clinical Experience Placements
- Child Abuse Recognition & Intervention Training Module:
- Application & Fees
- Assessments
 - VCLA
 - <http://www.va.nesinc.com/>
 - Reading Score:
 - Writing Score:
 - Composite Score:
 - RVE
 - <http://www.ets.org/praxis/register/computer/>
 - Required for Elementary and Special Education
 - Teacher Score:
 - Reading Specialist:
 - Praxis II
 - <http://www.ets.org/praxis/va/requirements>
 - Longwood's listing:
http://www.longwood.edu/assets/professionalservices/Longwood_Assessments_for_Teacher_Prep_and_Licensure.pdf

Communication Tips

- Name, L#, Program Area, Status in Program
- Questions/Concerns/Feedback

HOMEWORK

- Due:
- Blackboard OPS-Teacher Prep course
- Course Documents
- Prelude to the Profession folder
- Test – Covenant Agreement
- Password:
- Answers: