

**Eastern Kentucky University
College of Education
Professional Education Admissions Committee Process**

Membership:

The Professional Education Admissions Committee is comprised of members representing related academic units for the preparation of teachers and related professionals.

In this document the term “Committee” refers to the Professional Education Admissions Committee (PEAC).

Members with continuing status:

Director, Licensure and Certification serves as Chair of PEAC
Associate Director, Licensure and Certification (non-voting)
Director, Model Laboratory School (non-voting)
Director, Clinical Experiences (non-voting)

Elected/appointed for a two year term in consultation with the PEAC Chair:

Two faculty members from Department of Curriculum & Instruction
Two faculty members from the Department of Special Education
One faculty member from Model Laboratory School

Appointed for a one-year term in consultation with the PEAC Chair:

Faculty member(s) selected from the College of Arts and Sciences, Health Sciences, or Business and Technology
Member(s) at the invitation of the Director of Licensure and Certification

Purpose:

To ensure that applicants for admission to Professional Education Programs at Eastern Kentucky University meet and maintain the established requirements for admission. The Director of Licensure and Certification may convene sub-committees for specific topics at his/her discretion.

Confidentiality is maintained throughout the process.

I. Level one – Professional Education Admission Committee (PEAC)

Candidates make application for admission to the Professional Education Program after completing all of the established requirements. Office of Licensure and Certification staff monitor and determine candidate admission eligibility, record admission status in the College of Education management system and report candidate admission status to the Education Professional Standards Board.

Every candidate enrolled in a professional education program must successfully demonstrate that they possess the professional dispositions necessary to support student learning and development. Professional attitudes, values, and beliefs are demonstrated through the verbal and non-verbal behaviors of each candidate as they interact with students, families, colleagues, and communities. These dispositions are

observed and assessed by professors and clinical educators throughout the Professional Education Program.

PEAC Chair meets with individual candidates who present violations noted on the ethics declaration, information obtained through background checks or university records, and faculty/staff reported incidents of behaviors that may affect candidate admission status or eligibility to remain in a professional education program.

Prior to or after admission has been granted, the PEAC Chair may convene the Committee to evaluate a candidate's admission status or eligibility to remain in a professional education program. If the candidate presents a persistent problem, has incurred offenses, and/or if faculty/staff report incidents or behaviors that may affect the candidate's admission status, the Committee may be convened to interview the candidate and decide if the candidate's admission will be granted, rescinded, or to determine eligibility for continuance. In some cases, candidates are required to participate in counseling or other improvement programs prior to the Committee's final decision. A Professional Improvement Plan may be required if additional monitoring is needed.

Candidates must demonstrate acceptable social behavior at the University and in the community-at-large. The Office of Licensure and Certification contacts the ECU Office of Student Rights and Responsibilities to obtain records of infractions by candidates. ECU College of Education requires a state criminal history background check approved by the College of Education as a condition of admission. Under certain circumstances, a national criminal history background check may be required as a condition of admission.

NOTIFICATION

Candidates are notified of their admission status upon completion of all requirements.

Candidates brought before the Professional Education Admissions Committee will be notified within five class days of the Committee decision.

Candidate Compliance:

- Candidates who accept decisions of the Professional Education Admissions Committee must submit a written acceptance to the PEAC Chair within five class days following the decision.
- Candidates who wish to appeal decisions of the Professional Education Admissions Committee must submit a written appeal to the PEAC Chair within five class days following the decision.

Level 2 – Department Chairs – Appeal of decision(s)

The PEAC Chair will convene a meeting of Department Chairs from Curriculum and Instruction, Special Education, and a selected chair from the College of Arts and Sciences, Health Sciences, or Business and Technology within ten class days from receipt of the written appeal.

NOTIFICATION

The candidate, the Professional Education Admissions Committee, and the Dean of the College of Education will be notified within five class days of the Department Chairs decision. If the Department Chairs uphold the PEAC decision, an appeal may be made to the College of Education Dean.

Candidate Compliance:

- Candidates who accept decisions of the Department Chairs must submit a written acceptance to the PEAC Chair within five class days following the decision.
- Candidates who wish to appeal decisions of the Department Chairs must submit a written appeal to the PEAC Chair within five class days following the decision.

Level 3 – College of Education Dean – Appeal of decision(s)

The PEAC Chair will convene a meeting with the College of Education Dean within ten class days from receipt of the written appeal.

NOTIFICATION

The candidate, the Professional Education Admissions Committee, and the Department Chairs will be notified within five class days of the Dean's decision. The decision of the College of Education Dean is final.