

## GUIDE TO FRENCH/GERMAN/SPANISH TEACHER EDUCATION

Languages, Literatures, and Cultures  
(revised August 2011)

This guide is designed to help you progress smoothly toward the completion of a complicated degree program. **Please read it, your Undergraduate Catalog, and the websites below with care since timing is extremely important and neglecting any requirement can considerably delay the completion of your degree.**

### Important websites

Languages, Literatures, & Cultures Teacher Education Program  
[http://lan.illinoisstate.edu/teacher\\_education\\_program/index.shtml](http://lan.illinoisstate.edu/teacher_education_program/index.shtml)

College of Education, Teacher Education Requirements  
[http://coe.ilstu.edu/teacheredcenter/cecp/teacher\\_ed\\_reqs/](http://coe.ilstu.edu/teacheredcenter/cecp/teacher_ed_reqs/)

After you have read and understood this guide, please contact Laura Edwards, the department's Academic Advisor ([FORADVISOR@ilstu.edu](mailto:FORADVISOR@ilstu.edu)), with any scheduling or LAN course questions.

**Declaring the Teacher Education major:** You may apply for the teacher education major in French, German or Spanish at any time by filling out a form on iCampus under Plan A Major Change, or in person in STV 114. However, you will not be admitted to Teacher Education/Professional Studies until you have completed Gateway 1 below. After you have declared your interest in becoming a language teacher education major, you must still meet requirements to be admitted to Professional Studies and student teaching.

\* Students applying for their initial teaching certification or additional endorsements as of 2/1/2012 must have a grade of C or above IN ALL REQUIRED COURSEWORK that is part of their program. This includes endorsement areas, major courses, and professional education.

\* Currently, only one repeat of an LAN course is permitted without raising a disposition concern.

### **Gateway 1: Admission to Professional Studies**

Once you have **completed at least 30 hours** of college level work (including a C or better in English 101 and Com 110 or their equivalents) and you are currently IN C&I 212, you should:

- Attend a meeting for prospective Teacher Education majors in French, German and Spanish (held each September and February)
- Interview for Departmental Approval
  - Interviews with program candidates are scheduled only once per semester (generally in February and September). Please turn in your Interview Form (found on the last page of this Guide) by mid-September if you wish to be admitted for the spring or by mid-February if you wish to be admitted for the fall.
  - Schedule an interview by turning in the Interview Form at the end of this packet to the LAN Department Office (Stevenson 114). The interview is designed to help you clarify your goals and to discuss the program and the profession. **To be considered for admission to the LAN Teacher Education Program, you must meet the following criteria:**
    - **ISU cumulative GPA of 2.75 or higher and major GPA of 3.0** or higher at the time of program admission. You must maintain those levels of performance throughout your time in the program. If your cumulative or major GPA falls below these levels, you should contact Nancy Ferrill as soon as possible.
    - Pass an initial oral proficiency check by the LAN Department (speech sample)
    - Demonstrate a positive disposition toward teaching via your interview and feedback provided by your professors in your major.

- Begin Performance Based Assessments (PBA), as described at <http://www.teacheredcenter.ilstu.edu/requirements/>
  - **EXCEPTION: Basic Skills Test - Take your freshman year. Best to take as early as possible!** If English is not your first language, you may request extra time by registering for alternative testing arrangements.

Note: While you can take C&I 210 and C&I 212 before you are admitted to Professional Studies, you must be admitted to Professional Studies before you can register for C&I 214, C&I 216 or 289.75 and LAN 319.11.

### **SPECIAL NOTES FOR TRANSFER STUDENTS & SECOND BACHELOR'S CANDIDATES**

If you have a significant number of transfer hours (or have completed an Associate's Degree), course planning and sequencing is extremely important. Check with the LAN Academic Advisor as soon as possible. The transition between community college and ISU is not always easy and your schedule will be quite demanding. You must make a special effort in your classes since your GPA will be defined by the relatively few classes you take at ISU.

The case of second bachelor's candidates and certification only candidates is complicated, as well, by the fact that the computer will not accurately reflect your records. To gain clearance to take classes with prerequisites (e.g., C&I 214+), allow sufficient time to provide proof of completion of prerequisites to the appropriate departments. Second bachelor's candidates should also take special care to inform the Teacher Education Center and the Languages, Literatures & Cultures Department of their status and to be sure that they are included in mailing lists.

### **ADDING ENDORSEMENTS**

Upon successful completion of all parts of the Professional Studies program, you will be certified to teach your language at the K-12 level. However, you can also add endorsements to your certificate to teach other areas by completing a 2<sup>nd</sup> major (or a minimum of 32 hours in the subject) or 20-25 hours of relevant coursework and passing the applicable content-area test. Both ways meet the Illinois criteria for being "highly qualified" (per NCLB). Endorsements also make you more "marketable." Common endorsement areas for foreign language majors are: a second foreign language (Spanish is particularly useful), English, Speech, and Social Sciences. There are many endorsement areas. Contact Nancy Ferrill or the Teacher Education Center for specifics.

While you will receive a special K-12 teaching certificate (type 10), there are currently few elementary schools which include foreign languages. It is highly recommended that you **consider a Middle Level Teacher Education endorsement**, which involves taking two specialized education classes, C&I 233.01 and Psych 302. This endorsement would designate you "highly qualified" to teach grades 5-8. (Note that Psych 110 or 111 is a pre-requisite for Psych 302; Psych 110 also fulfills a general education requirement [MC-IS]). C&I 233.01 is currently offered as an online course during the summer only. It is very rare to be able to take these courses during the fall or spring semesters.

### **CLINICAL HOURS**

A total of at least 100 hours must be documented before you can student teach. These are hours outside of regular class time when you will go to a local school and observe classes or complete other activities. You will accrue these hours as you complete your professional education courses. **You should be prepared to dedicate considerable amounts of time to your professional education courses, especially C&I 216 or 289, LAN 319 and LAN 320.** Before you can complete any clinical hours, you must pass a **Criminal Background Check**. Be sure to use the forms provided by the College of Education so that you don't have to repeat the background check every semester.

### **Gateway 2: Admission to Student Teaching**

In September, 1 to 1½ years before you plan to student teach, you will receive notification from the College of Education to apply for student teaching. (Transfer students and second bachelor students need to contact the Teacher Education Center to verify that their name is on the mailing list to assure that they receive this and other

notifications.). **You should be admitted to Professional Studies (transfer students may still be working on this) in order to request a placement for student teaching.** Questions concerning student teaching should be directed to Nancy Ferrill via e-mail ([nferril@ilstu.edu](mailto:nferril@ilstu.edu)).

**To be admitted to Student Teaching you must complete the Gateway 2 PBA requirements the semester before you student teach. Deadlines are **July 15th for fall or Dec. 15 for spring. NO exceptions!** See [http://www.coe.ilstu.edu/teacheredcenter/cecp/teacher\\_ed\\_reqs/](http://www.coe.ilstu.edu/teacheredcenter/cecp/teacher_ed_reqs/) for information.**

- **State Content Test** (French, German or Spanish) - Take as early as possible the semester prior to student teaching to allow for opportunities to retake the test. Plan to complete the required civilization and culture course(s) BEFORE you take the Content Test.
- **Apply for Graduation the semester before student teaching**, which will give you time to address any unexpected problems that might arise. Contact Academic Records and Evaluation Services (Moulton 107).
- **Departmental Approval for Student Teaching**
  - Cumulative GPA at or above 2.75 and major GPA at or above 3.0
  - Passed the state content test in your content area
  - Advanced-Low or above on **Oral Proficiency Interview (OPI)** by the end of the semester before you anticipate student teaching.
    - There is a 90-day waiting period between tests. **Plan to take the OPI within a week or two after returning from Study Abroad.**
    - Students who have received the vast majority of their elementary and secondary schooling in a French/German/Spanish-speaking country are exempt from taking the OPI.
  - **The department will withhold departmental approval for student teaching for any prospective student teacher whose qualifications are in doubt.** This would include GPA requirements, the content area test, the OPI, and dispositions necessary to be an effective teacher. In some instances, we may recommend additional coursework or study abroad to improve your skills.

### **Gateway 3: Exit from Student Teaching**

In order to Exit from Student Teaching and graduate, you must complete the Gateway 3 PBA requirements (<http://www.teacheredcenter.ilstu.edu/requirements/>). ITPS I and the Multicultural/Diversity assessments are completed in LAN 320.

- **Complete a Student Teaching Portfolio** (*Realizing the Democratic Ideal*).
- **Complete the Student Teaching Work Sample Assessment.**
- **Assessment of Professional Teaching (APT K-12) test.** This is not a graduation requirement but it is required by the state for certification. We recommend you take this test prior to student teaching.
- **Apply for Certification.** You will receive a letter from ISU with detailed information to apply for a teaching certificate after student teaching grades have been posted. Students who are not U.S. citizens may receive a certificate but must attain American citizenship within six years in order to remain certified. Order a transcript in advance to be mailed to you after student teaching grades are posted.

### **PLANNING YOUR COURSES**

Your guide to all your requirements is the Undergraduate Catalog for your catalog year. (If you are in doubt about what your catalog year is, contact your advisor.) Please note that **changes in state law which affect teacher certification may not be indicated in your catalog** so you should always check with the Academic Advisor to be up-to-date. Always work closely with your advisor and check your progress regularly on iCampus. You may request an “Academic Progress Summary” from Moulton 107 at any time by presenting a photo ID.

The University-Wide Teacher Education Program consists of three parts:

A. Professional Education      B. General Education      C. Field of Study or Area of Specialization

You must successfully complete all these parts in order to become certified. A discussion of each part follows.

### A. Professional Education

The following courses are required. You must pass each with a grade of C or better. The professional education courses are often very oversubscribed. If it is at all possible, try to finish all requirements through C&I 216 before your senior year. Because C&I 216 carries 55 clinical hours and the required foreign language pedagogy course (LAN 319.11) carries 35 hours, **it is advisable not to try to do both in the same semester** (exception: students participating in Professional Development Schools). The following chart shows the recommended order for these courses as well as their prerequisites. Don't forget the prerequisites as you plan your schedule!

<u>Course</u>	<u>Hours</u>	<u>Prerequisite</u>
☐ C&I 210 (Take C&I 210/212 together)	3 hrs	Sophomore standing; PSY 110 or 111 highly recommended
☐ C&I 212 (GPA 2.75)	2 hrs	C or better ENG 101& COM 110; 45 hours
☐ EAF 228 or EAF 231 or EAF 235	3 hrs	Take any time after 60 hours of college credit.
☐ C&I 214	3 hrs	C or better ENG 101, COM 110 & C&I 212; Admission to Professional Studies; 45 hours
☐ C&I 216 and lab (sec. 07, 13, or 17)* <b>OR</b> C&I 289.75 and lab=C&I 214+216+lab	3 hrs	Admission to Professional Studies; 45 hours; C&I 210 & 212; pass Basic Skills Test
☐ Student Teaching 399.12 FR, 399.13 GER, 399.15 SP	4+4 hrs (sec. 01 & 02)	Completion of all course work + “Admission to Student Teaching” requirements met

\* Students who need a German C&I 216 lab may need extra time to set it up. Please contact Adrian Lyde ([arlyde@ilstu.edu](mailto:arlyde@ilstu.edu)) in the Teacher Education Center if this affects you.

### B. General Education

The Illinois State Board of Education requires a General Education component (I.G.E.) for teacher certification. This is met through completion of an approved AA, AS, BA, or BS degree, Illinois State University's General Education Program or the Illinois Transferable General Education Core (IAI). All of these options must include at least one global perspective course (Non-Western studies). **Check your catalog for specific requirements.**

### C. Field of Study or Area of Specialization

This is the foreign language part of your program. Again, **your guide is your Undergraduate Catalog.** The following course requirements and recommended electives are based on the 2010-12 catalog year. Your catalog may be different! For all languages, if you do not have 111.xx and/or 112.xx or equivalent proficiency, you must take those courses in addition to those listed below.

This list of required courses can also be access at <http://lan.illinoisstate.edu/french/FrenchMajor.shtml>

<b>French 2010-12 Catalog</b>	<b>Comments</b>
115.12 4.0 2ND YR FR(PART I)	
116.12 4.0 2ND YR FR(PART II)	
213.12 3.0 ADV TECH WRITTEN FR	The best course to take after 116
214.12 3.0 ADV CONV & CONTEMP CULTURE	Another good course to take after 116
209.12 3.0 FR PHONETICS	FR 116 required; best after at least one 200-level course
220.12 3.0 ADV FR READ&VOC SKILLS	Take after two 200-level courses.
223.12 3.0 INTRO TO FRENCH LIT IN CONTEXT	FR 220 required
235.12 3.0 ADV FRENCH GRAMMAR	Recommended after 213 & 220; B or better in 235 required for LAN 319.11
305.12 3.0 FRENCH CIVILIZATION	Recommended after 220; take before French Content Exam for certification.
314.12 or	
325.12 3.0 Francophone Lit. or Culture	Required.
elective 3.0 300-level elective in French	recommended: 335, 340 or any 300-level French literature or culture course
319.11 4.0 PRIN FOR LANG LEARN	(fall only) Admission to Prof. Studies required; B or better in FR 235; C or better in C&I 210 & 216 or concur.
320.11 2.0 FOR LANG TCH K-12	B or better in LAN 319.11 (spring only—first 6 weeks)

321.11	2.0	Integrating Tech. into FL Classroom	also recommended elective (spring only—first 6 weeks)
This list of required courses can also be access at <a href="http://lan.illinoisstate.edu/spanish/SpanishMajors.shtml">http://lan.illinoisstate.edu/spanish/SpanishMajors.shtml</a>			
Spanish 2010-12 Catalog		Comments	
115.15	4.0	2ND YR SPA (PART 1)	
116.15	4.0	2ND YR SPA (PART 11)	B or better
213.15	3.0	SPANISH GRAMMAR	Take after SPA 116; B or better in SPA 213 required for LAN 319.11 & to continue in Spanish classes*
215.15	3.0	INT SPAN LINGUISTICS	B or better in SPA 213 required
223.15	3.0	ADV SPAN COMPOSITION	B or better in SPA 213 required
233.15	3.0	INTRO HISPANIC LIT	B or better in SPA 213 required
243.15	3.0	CULTURA ESPANOLA	SPA 213 required
244.15	3.0	CIVIL HISPANOAMERICA	SPA 213 required
Electives	9.0	ELECTIVES IN SPANISH	2 of the 3 electives must be at the 300-level
recommended: 214, 305, 310, 311, 323, 324, 325, 360, LAN 321			
319.11	4.0	PRIN FOR LANG LEARN	(fall only) Adm to Prof. Studies req; B or better in SPA 213; C or better in C&I 210 and C&I 216 or concur.
320.11	2.0	FOR LANG TCH K-12	B or better in LAN 319.11 (spring only—first 6 weeks)
321.11	2.0	Integrating Tech. into FL Classroom	recommended elective (spring only—first 6 weeks)
* See continuation requirement in Spanish.			

This list of required courses can also be access at <http://lan.illinoisstate.edu/german/GermanMajors.shtml>

German 2010-12 Catalog		Comments	
115.13	4.0	2ND YR GER (PART I)	
116.13	4.0	2ND YR GER (PART II)	
211.13*	3.0	INTRO GERMAN LIT.	A good course to take after GER 116
213.13*	3.0	ITM GER COMPOSITION	A good course to take after GER 116
217.13*	3.0	GER CULT & CIVIL	If possible, take after GER 211 and GER 213
310.13**	3.0	ADV. STUDY OF GER LANG	GER 213 required + at least one additional course at the 200-level recommended; B or better in GER 310 required for LAN 319.11
317.13**	3.0	CONTEMP. ISSUES...	GER 217 required
322.13**	3.0	SURVEY OF GER LIT	recommended after 211, 213 + 217
Electives	9.0	ELECTIVES IN GERMAN	recommended: 385, LAN 321
319.11	4.0	PRIN FOR LANG LEARN	(fall only) Adm to Prof. Studies req; B or better in GER 310; C or better in C&I 210 and C&I 216 or conc
320.11	2.0	FOR LANG TCH K-12	B or better in LAN 319.11 (spring only—first 6 weeks)
321.11	2.0	Integrating Tech. into FL Classroom	recommended elective (spring only—first 6 weeks)
* Offered only in fall			
** Offered only in spring.			

### **PLANNING FOR YOUR UNIVERSITY GRADUATION REQUIREMENTS**

In order to graduate with your BA degree, there are several components to consider. Your reference is, as always, your Undergraduate Catalog. **R**=Required of Everyone (no exceptions) **O**=Optional.

<b>R</b>	120 hours of coursework (maximum of 66 hours can be transferred from a community college)
<b>R</b>	42 hours out of the 120 must be at the 200-level or higher (Comm. College credit is not counted as 200-level)
<b>R</b>	your Foreign Language/Teacher Education Major
<b>R</b>	your Professional Education courses and clinical hours
<b>R</b>	your Global Studies requirement
<b>R</b>	your General Education Program requirement
<b>R</b>	3.0 minimum GPA in your major (LAN courses)
<b>R</b>	2.75 minimum GPA in your professional education courses and overall at ISU
<b>R</b>	the constitution requirement (U.S. Constitution & Illinois Constitution)
<b>R</b>	Advanced-Low rating on the OPI
<b>O</b>	<b>study abroad</b> (strongly recommended to help meet OPI requirement)
<b>O</b>	your second major, if any

**O** your minors and/or your endorsement areas, if any

### **PLANNING FOR STUDY ABROAD**

To perform well during the Oral Proficiency Interview, an **extended immersion experience in the target language and culture is highly recommended**. It usually takes place during the junior year when students have a more solid foundation in their language. Summer study (6 hours) and semester programs (12-15 hours) are available, but a full semester program is recommended. Find out now about your possibilities.

For Canada and Angers, France, contact Dr. Reid ([jhreid@ilstu.edu](mailto:jhreid@ilstu.edu)) about the semester/year programs in Angers or the program in Quebec.

For Grenoble, France, contact Lorie Heggie ([lheggie@ilstu.edu](mailto:lheggie@ilstu.edu)) about the summer program.

For Germany, contact Dr. van der Laan ([dlvan@ilstu.edu](mailto:dlvan@ilstu.edu)) about the program in Bonn.

For Mexico, contact Dr. Alstrum ([jjalstr@ilstu.edu](mailto:jjalstr@ilstu.edu)) about the summer program in Taxco.

For Spain, contact Dr. Shively ([rshivel@ilstu.edu](mailto:rshivel@ilstu.edu)) about the semester and year program in Granada.

Study abroad requires planning--both academic and financial. Application for study abroad is often completed one semester before you plan to leave. At the very least, you should apply in the first few weeks of the semester before you plan to go abroad or by early March for the summer. The International Studies Office (Fell 308) handles much of the administration but you should contact the faculty advisor early in the process.

Although our programs are reasonably priced, you will need to plan for some additional cost and you may well want to save up for travel on your own before, during or after your program.

### **KEEPING YOUR RECORDS UP TO DATE**

Your progress toward your B.A. is kept on the mainframe. The computer automatically adds the required courses for your major to your progress report. However, **you are responsible for adding electives to your major plan**. Email the LAN Academic Advisor ([FORADVISOR@ilstu.edu](mailto:FORADVISOR@ilstu.edu)) to add an elective. Provide your name, your university ID number and the course(s) to be added in order to update the computer records.

Progress for students pursuing second bachelor's degree and certification-only is tracked by hand and NOT on the mainframe. You will not be able to see your progress unless you go to Moulton 107, present your photo ID, and request a print-out. You will need to contact Judith Webster ([jawebst@ilstu.edu](mailto:jawebst@ilstu.edu)) in Evaluations to inform her when they will complete your studies.

Whenever you move, be sure that the university has your current address on file. The easiest way of doing this is to update the record yourself using iCampus.

### **TRACKING YOUR PROGRESS**

Except for Second Bachelor and Certification Only candidates, you can check your "Progress Toward Your Degree" on iCampus. You can check your professional studies status by following the instructions at [http://www.coe.ilstu.edu/teacheredcenter/pba/check\\_status.shtml](http://www.coe.ilstu.edu/teacheredcenter/pba/check_status.shtml). You can also go to Moulton 107 at any time and request an "academic progress report." Simply present a photo ID. It is not a bad idea to do this once a year.

### **PROGRAMS AND ACTIVITIES OF INTEREST**

Take advantage of the activities offered in your major:

- ❖ Coffee/conversation hours (see schedule by language on LAN web site)
- ❖ Club events throughout the year (see schedule by language on LAN web site)
- ❖ Honor Society (open to those with high grades in the major)
- ❖ Foreign Language films at the Normal Theatre, the Capen Cinémathèque and the International House
- ❖ Tutoring (Julia Visor Center – Hewitt Hall Basement; private tutoring—list in LAN department office)

You should also seek out any kind of experience in which you work with children, adolescents, and native speakers of your target language.

# Course Planner

**Fall** \_\_\_\_\_

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**Spring** \_\_\_\_\_

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**PERFORMANCE ASSESSMENT SIGN-OFF LIST**  
**Demonstrating ACTFL Standards for Second Language Teaching**

As you move through the Teacher Education Program in Languages, Literatures & Cultures, you will be required to demonstrate your competency in the field of Foreign Language Teaching via a number of performance-based assessments. Some of these will take place in your content courses (French, German, Spanish), and others will take place in your methods courses or during clinical experiences. As you complete these assignments, you will be submitting them via an electronic portfolio. To help you keep track of progress in completing these assessments, we are providing you with this sign-off list. As you complete an assessment, please have your professor fill out the rubric and sign off by the assessment on this list (rubrics will be provided). You will then write a brief rationale statement explaining how the assessment meets your professional standards and submit the assessment via your electronic portfolio. You may find additional information about the ACTFL standards and the competencies that they reflect at the ACTFL web site:

<http://actfl.org/files/public/ACTFLNCATEStandardsRevised713.pdf>

**Content Assessments**

Assessment of Interpretive Competence (Listening): \_\_\_\_\_

Assessment of Presentational Competence: \_\_\_\_\_

Linguistics Assessment: \_\_\_\_\_

Literary and/or Cultural Research Paper \_\_\_\_\_

**Assessments Specific to Teaching Profession**

Assessment of Professional Preparedness (319 & 320) \_\_\_\_\_

Comprehensive Unit Plan (320) \_\_\_\_\_

Assessment of Impact on Student Learning  
(Student Teaching Work Sample) \_\_\_\_\_

Evaluation of Student Teaching \_\_\_\_\_

**Other Assessments:**

OPI \_\_\_\_\_

Content Test \_\_\_\_\_

APT Test (K-12) \_\_\_\_\_

