

## **Procedures for Professional Level Interview (Educational Studies)**

Complete the **Application to be considered for an interview**. The following documents must be submitted to the College of Education, **ECEC 200**, to participate in an interview:

1. **Application for Admission to Teacher Education.** Submit a completed application to the Educational Studies Program.
2. **Personal Background and Professional Goals Statements.** In a few typewritten paragraphs, state important information about your background experiences such as schools attended, special activities, honors received, interests, hobbies, and employment. Describe briefly why you have decided to pursue a degree in Educational Studies.
3. **Letter of Recommendation:** Provided one letter of recommendation from an instructor familiar with your academic abilities.

**The Interview:** The admission interview is an important element toward admission to the College of Education. It is designed to select students prepared as quality professionals in the field of education. It is expected that students will view this as an important beginning to their professional career. Therefore, you are to present yourself in a professional manner appropriate for the interview at the assigned interview time. All interview candidates are required to complete a spontaneous writing sample on a topic provided immediately prior to the interview. This sample is evaluated on the bases of Standard English, Usage, Grammar, Punctuation, Spelling, Introduction, body, conclusion, and cohesive discussion on topic.

- A. Failure to attend a scheduled interview will result in removal from the interview pool for the semester.

**Should the writing sample be deemed unacceptable, you will be required to seek assistance from the Academic Resource Center. Sessions will include a pretest, doing assigned work, a posttest, and completing an acceptable essay. Should the interview be deemed unacceptable, you will be required to seek assistance from the Office of Career Services for assistance with interviewing skills. These steps must be completed prior to admission to the College of Education.**

APPLICATION FOR THE INTERVIEW REQUIREMENT FOR ADMISSION  
TO A COLLEGE OF EDUCATION PROGRAM

**To:** Dean of the College of Education:

**From:** \_\_\_\_\_  
(Name-please print) (Student ID #)

Date: \_\_\_\_\_

Degree Program: EDUCATIONAL STUDIES

I hereby apply to be interviewed: a criterion for admission to one to the Harris-Stowe State University College of Education Programs.

I also hereby authorize all necessary reviewing and assessing of my programs relative to the interview criteria.

Students Signature: \_\_\_\_\_

Students Address: \_\_\_\_\_

City/states/Zip Code: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Work Telephone Number: \_\_\_\_\_

HSSU Email Address: \_\_\_\_\_

**NOTE:** At least 48 college level hours must be completed prior to being considered for an interview. (Degree Seeking Students Only)

**SUBMIT THE FOLLOWING WITH THIS APPLICATION**

- **Personal background and Professional Goals Statement (see details on cover page)**
- **One letter of Recommendation (see details on cover page)**

**The Effective Teacher for a Diverse Society**  
Conceptual Framework

**Application for College of Education Program Interview**

Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

(Please Print)

Degree Seeking

\_\_\_\_ Educational Studies

**Pre-Condition: At least 48 level hours must be completed.**

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**FOR OFFICE USE ONLY**

**Criterion I: List all outstanding general education and program requirement courses: (CE=Currently Enrolled)**

\_\_\_\_\_  
\_\_\_\_\_

**Criterion II: Submitted an application for admission to the College of Education** Yes \_\_\_\_\_ No \_\_\_\_\_

**Criterion III: Cumulative Grade Point Average (at least 2.0)** Yes \_\_\_\_\_ No \_\_\_\_\_

**Criterion IV: ACT/EACT/SAT Score on record: \_\_\_\_\_** Yes \_\_\_\_\_ No \_\_\_\_\_  
(Score)

**To be Eligible to be interviewed, a student must meet criteria I, II, III, VI**

**Student is eligible to be interviewed:** Yes \_\_\_\_\_ No \_\_\_\_\_

**Evaluator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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Comments: