

**PROFESSIONAL EDUCATION EVENT SEQUENCE FORM
for OSU Music Education Majors**

Keep this form and check off each step as it is completed. This will help you stay on schedule so that you may student teach and graduate on time.

Date Completed	Event
_____	1. Begin by taking courses in the Pre-Professional Sequence to collect a minimum of 45 observation hours in the public schools (required by the Oklahoma State Department of Education):
_____	A. Intro. to Music Education (MUSI 1723) - All majors - 20 hours
_____	B. Elementary Methods (MUSI 2832) - All majors - 10 hours
_____	C. Intermediate Methods (MUSI 2842) - Vocal majors - 10 hours
_____	D. Teaching Choral Music (MUSI 3732) – Vocal majors - 5 hours
_____	E. Marching Band Methods (MUSI 3842) - Instrumental majors - 10 hours
_____	F. Instrumental Methods (MUSI 3852) - Instrumental majors - 5 hours
_____	2. Maintain a minimum overall G.P.A. of 2.50 or above and a minimum grade of “C” in all Music and Professional Education courses.
_____	3. Take and pass the Oklahoma General Education Test (OGET) after 45-60 hours coursework.
_____	4. Complete your Interview for Admission to Professional Education at the end of your sophomore year. You must pass the OGET , submit your Teaching Portfolio with all documents from Checklist #1 and complete at least 30 of your 45 hours of observation in the public schools.
_____	5. Complete the <u>Application for Admission to Oklahoma State University’s Professional Education Program</u> form (available online). Once you pass the OGET and finish your observation hours, you will be fully admitted to the Professional Education program and eligible for upper division professional education courses.
_____	6. Take and pass the following music and Professional Education courses:
_____	A. Education of the Exceptional Learner (SPED 3202)
_____	B. Child and Adolescent Development (EPSY 3413)
_____	C. All required music methods and techniques classes (vocal or instrumental)
_____	7. Take and pass the following exams. Register online @ www.ceoe.nesinc.com
_____	A. Oklahoma Subject Area Tests (OSAT) - after 90 hours coursework
_____	B. Oklahoma Professional Teacher Exam (OPTE) - at or near completion of all professional education courses (usually during final semester)
_____	8. Apply for Student Teaching Placement: attend the “Intent to Student Teach” meeting the semester before you plan to student teach . (The date will be posted on the Music Education bulletin board.) Submit your Teaching Portfolio for approval with Checklist #2 completed.
_____	9. Take MUSI 4940 (Student Teaching) and MUSI 3743 (Foundations of Music Education) in your final semester. Submit your Teaching Portfolio with Checklist #3 completed.
_____	10. Complete graduation requirements and licensure/certification requirements. Submit an <u>Application for Licensure</u> form to the Office of Professional Ed. (325 Willard).