# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pnggraduate COMMITTEE curriculum PROPOSAL FORM

## Cover page Scroll over blue text to see further [instructions](#instructions)

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| --- | --- | --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | **Feinstein School of Education and Human Development faculty of arts and sciences** | | | | |  |
| A.2. [Proposal type](#type) | **Program**: [**revision**](#revision)**of admissions requirements** | | | | |  |
| A.3. [Originator](#Originator) | **Lisa Owen** | | [Home department](#home_dept) | | **FSEHD** | |
| A.4. [Rationale](#Rationale)/Context | The purpose of this proposal is to update the FSEHD Admissions requirements for all Initial Certification Programs at the graduate level. Beginning with fall 2019 admissions, the MAT initial teacher preparation program applicants are no longer required to submit scores for the Scholastic Aptitude Test (SAT), American College Testing (ACT), or Core Academic Skills for Educators (Core). This was a requirement for continued national accreditation by the Council for the Accreditation of Educator Preparation (CAEP) and FSEHD is no longer a member of CAEP.  FSEHD Changes, see: Admission Requirements to Graduate (M.A., M.A.T., M.S., M.Ed., C.A.G.S., and C.G.S.) Programs, see numbers 3 and 5. Also, Elementary, Secondary, and World Languages M.A.T. sections of catalogue.  FAS Changes, see: Art M.A.T. and Music M.A.T. sections of catalogue. | | | | | |
| A.5. [Student impact](#student_impact) | **This will have a positive financial impact on students.** | | | | | |
| A.6. Impact on other programs |  | | | | | |
| A.7. [Resource impact](#Resource) | *[Faculty PT & FT](#faculty" \o "Need to hire new full-time or part-time faculty? This is where you indicate if this proposal will be affecting FLH in your department/program.)*: |  | | | | |
|  | [*Library*:](#library) |  | | | | |
|  | [*Technology*](#technology) |  | | | | |
|  | [*Facilities*](#facilities): |  | | | | |
|  | Promotion/ Marketing needs |  | | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2019** | A.9. Rationale if sooner than next fall | |  | | |

### C. [Program Proposals](#program_proposals)

|  | [Old (for revisions only)](#old_program) | New/revised |
| --- | --- | --- |
| C.1. [Enrollments](#enrollments) |  |  |
| C.2. [Admission requirements](#admissions) | Admission Requirements to Graduate (M.A., M.A.T., M.S., M.Ed., C.A.G.S., and C.G.S.) Programs  Admission to the Feinstein School of Education and Human Development master’s level programs is determined by the quality of the total application. Applicants must submit the materials listed below to the associate dean of graduate studies as a measure of their potential for success in graduate-level studies.  1. **A completed online application form accompanied by a $50 nonrefundable application fee.** Graduate school information and the application are available online at www.ric.edu/graduatestudies/Pages/default.aspx.  2. **Official transcripts of all undergraduate and graduate records.**  3. **A bachelor’s degree with a minimum cumulative grade point average (GPA) of 3.00 on a 4.00 scale in all undergraduate course work.** Applicants with undergraduate GPAs less than 3.00 may be admitted to degree candidacy upon submission of other evidence of academic potential.  4. **A teaching certificate** (for all school-related programs, except school psychology and health education).  5. **An official report of scores on the Graduate Record Examination or the Miller Analogies Test,** except C.G.S. candidates. The M.A.T. applicant is required to submit **passing scores** on either the Graduate Record Examination (GRE), Scholastic Aptitude Test (SAT), American College Testing (ACT), or Core Academic Skills for Educators (Core).  6. **Three Candidate Reference Forms** accompanied by **three letters of recommendation.**  7. **A Professional Goals Essay.**  8. **A Performance-Based Evaluation.**  See individual programs for additional program-specific requirements. | Admission Requirements to Graduate (M.A., M.A.T., M.S., M.Ed., C.A.G.S., and C.G.S.) Programs  Admission to the Feinstein School of Education and Human Development master’s level programs is determined by the quality of the total application. Applicants must submit the materials listed below to the associate dean of graduate studies as a measure of their potential for success in graduate-level studies.  1. **A completed online application form accompanied by a $50 nonrefundable application fee.** Graduate school information and the application are available online at www.ric.edu/graduatestudies/Pages/default.aspx.  2. **Official transcripts of all undergraduate and graduate records.**  3. **A bachelor’s degree with a minimum cumulative grade point average (GPA) of 3.00 on a 4.00 scale in all undergraduate course work.** Applicants with undergraduate GPAs less than 3.00 may be admitted to degree candidacy upon submission of other evidence of academic potential.  4. **A teaching certificate** (for all school-related programs, except school psychology and health education).  5. **An official report of scores on the Graduate Record Examination or the Miller Analogies Test,** except C.G.S. candidates.  6. **Three Candidate Reference Forms** accompanied by **three letters of recommendation.**  7. **A Professional Goals Essay.**  8. **A Performance-Based Evaluation.**  See individual programs for additional program-specific requirements. |
| C.3. [Retention requirements](#retention) |  |  |
| C.4. [Course requirements](#course_reqs) for each program option |  |  |
| C.5. [Credit count](#credit_count) for each program option |  |  |
| C.6. Requirement for thesis, project, or comprehensive exam |  |  |
| C.7. Other changes if any |  |  |

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| **INSTRUCTIONS FOR PREPARING THE CATALOG COPY**: The proposal must include all relevant pages from the college catalog, and must show how the catalog will be revised. (1) Go to the “Forms and Information” page on the Graduate Committee website. Scroll down until you see the Word files for the current catalog. (2) Download ALL catalog sections relevant for this proposal, including course descriptions and/or other affected programs. (3) Place ALL relevant catalog copy into a single file. Put page breaks between sections and delete any catalog pages not relevant for this proposal. (4) Using the track changes function, revise the catalog pages to demonstrate what the information should look like in next year’s catalog. (5) Check the revised catalog pages against the proposal form, especially making sure that program totals are correct if adding/deleting course credits. |

## D. Signatures

* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and relevant dean (e.g. when creating/revising a program using courses from other departments/programs).
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [graduatecommittee@ric.edu](mailto:graduatecommittee@ric.edu) and a printed or electronic signature copy of this form to the current Chair of Graduate Committee. Check Graduate Committee website for due dates.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. may include multiple departments, e.g., for joint/interdisciplinary prposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Lesley Bogad | Chair of Educational Studies |  |  |
| Carolyn Obel-Omia | Chair of Elementary Education |  |  |
| Gerri August or Julie Horwitz | Dean of FSEHD |  |  |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. List all other programs and departments affected by this proposal. Signatures from these departments are required in the signature section. CONCERNS SHOULD BE BROUGHT TO THE GRADUATE COMMITTEE MEETING FOR DISCUSSION.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Douglas Bosch | Chair of Art Department |  |  |
| Ian Greitzer | Chair of Music Department |  |  |
| Earl Simson | Dean of Arts and Sciences |  |  |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. List all other programs and departments affected by this proposal. Signatures from these departments are required in the signature section. CONCERNS SHOULD BE BROUGHT TO THE GRADUATE COMMITTEE MEETING FOR DISCUSSION.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Leslie Schuster | Interim Dean, Graduate Studies |  |  |