

Program Requirements for Initial Licensure and Non-Licensure Graduate Students in the Skills-Based Health Education Program

This form confirms your understanding of the program requirements and policies in Skills-Based Health Education.

To enroll in classes, please read carefully, sign below, and return this form to the graduate admissions department with your completed application.

Coursework Requirements:

- Transfer courses are evaluated at the point of admission. Courses cannot be transferred into the graduate program once a student begins the graduate program.
- The student must earn a grade of B or better in all courses. If a student earns lower than a B, the student must retake the course. A grade of C+ or lower will result in automatic withdrawal from the program.
- All courses must be completed by the time the student completes the practicum unless approved by program director.
- A student enrolled in the non-licensure Skills-Based Health program does NOT earn a license as a skills-based health education teacher issued by MA DESE and is not required to pass the MTELs.

Attendance Policy from Academic Catalog:

- Students are expected to attend all scheduled classes as outlined in the course syllabi. Absences and lack of participation significantly affect learning and, therefore, the final grade.
- The syllabus includes course learning outcomes, assignments, grading information, and policies for attendance, make-up work, late work and related issues. For students who stop attending classes, faculty notify the Registrar's Office in writing of the last date of attendance.

Zoom Attendance Policy:

- The Zoom attendance policy is outlined in the course syllabi.
- Synchronous Zoom etiquette and expectations:
 - Camera View:
 - Maintain a full face in camera view.
 - The camera must always be on unless a break is included.
 - Sidebar conversations are not allowed.
 - Phone calls and texting are not allowed.
 - The student must be fully engaged.
 - No on-screen distractions such as children, pets, or background and no audio distractions.
 - Breakout Room:
 - Breakout rooms are not meant for bathroom breaks, snacking, phone calls, or texting.
 - Students must be present and engage within the breakout room session and demonstrate collaborative learning

Professional Disposition & Commitment Agreement:

- As a teacher candidate in our graduate programs, you are preparing to enter a profession demanding the highest levels of integrity, accountability, and advocacy. Your behavior, communication, and attitude within this program directly reflect your readiness to serve diverse learners, their families, and the community. The core professional dispositions of our licensure programs, aligned to the Council for Exceptional Children, include:
 - **Professional Competence & Integrity:** Commit to maintaining high standards of professional practice, exercising sound judgment, and demonstrating academic and personal honesty in all interactions.
 - **Respect for Diversity & Culture:** Honor the dignity, culture, language, and unique backgrounds of all individuals, ensuring inclusive and asset-based practices for exceptional and multilingual learners.
 - **Safety & Well-being:** Actively protect and support the physical, psychological, and emotional safety of students, refusing to engage in or tolerate any practices that cause harm.
 - **Collaboration & Collegiality:** Practice collegially with peers, faculty, school partners, and families, establishing relationships rooted in mutual respect and shared decision-making.
 - **Evidence-Based Practice:** Dedicate yourself to using data, research, and professional knowledge to continually improve instructional outcomes.
 - **Legal & Ethical Responsibility:** Adhere to all institutional, state, and federal laws, regulations, and professional policies governing educational practices.
- Engagement in this program requires a shift from a student mindset to a professional educator mindset. It is the expectation that all teacher candidates abide by these professional dispositions.

MTEL Information: The student must pass the required Massachusetts Tests for Educator Licensure (MTEL) to be endorsed for licensure by Bay Path University. Students may have 1 outstanding MTEL Subtest or Full MTEL prior to entering the practicum experience. Program Director pre-approval is required.

Teacher Licensure Area	Grade Level	Required MTELs for Endorsement
Comprehensive Health	PreK-8	• Communication & Literacy Subtests (101/201) ○ Candidates may waive the Communication & Literacy test based on meeting one of the following: ■ Obtained certification equivalent to an initial or professional Massachusetts (MA) license in another state or territory in the United States, the District of Columbia, or the Commonwealth of Puerto Rico, as approved by the department; or ■ Obtained a master's degree or doctorate from an accredited institution; or ■ Completed a MA approved preparation program; or ■ Completed two years of full-time equivalent instructional experience in a MA school district with a recommendation from a school or district leader.

		Health/FCS teacher exam in Massachusetts (21)
	5-12	- Communication & Literacy Subtests (101/201) - Candidates may waive the Communication & Literacy test based on meeting one of the following: - Obtained certification equivalent to an initial or professional Massachusetts (MA) license in another state or territory in the United States, the District of Columbia, or the Commonwealth of Puerto Rico, as approved by the department; or - Obtained a master's degree or doctorate from an accredited institution; or - Completed a MA approved preparation program; or - Completed two years of full-time equivalent instructional experience in a MA school district with a recommendation from a school or district leader. - Health/FCS teacher exam in Massachusetts, (21)

Practicum Requirements:

- A student is eligible for a practicum placement when s/he has passed all required components of the MTEL, holds a 3.0 cum grade point average, has a grade of B or better in every course, and has completed the required core coursework. There is an option to delay practicum (pending no DESE regulation changes) or to complete the non-licensure program if these requirements are not met.
- A passing grade in EDU 620 Practicum Readiness is required before beginning the practicum. **PLEASE NOTE:** A student needs to complete EDU 620 in sequence to enroll in a practicum. The practicum is a full-semester field-based experience.
- Students complete a CORI (Criminal Offense Records Investigation) and any other requirements as mandated by a school district if not employed by the placement school. Students are responsible for any required expenses associated with their placements, including fingerprinting.
- Students completing fieldwork or practicum experiences in districts that require medical documentation services are responsible for the cost of the service.
- A student who fails the practicum experience will not be allowed to return to BPU to complete another practicum experience.

Licensure:

- A provisional license is obtained by applying to DESE. The BPU program does not guarantee requirements for provisional licenses.
- It is the student's responsibility to remain informed and comply with all Massachusetts licensure requirements, including MTEL test requirements.

Financial Aid:

- Grades, changes to programs, etc. may have financial aid implications. It is the student's responsibility to monitor the factors that effect financial aid.
- The federal financial aid guidelines limit the number of classes a student is allowed to complete within a program. If a student is switching between program options and/or degrees, or adding certificates to the program of study, it is the student's responsibility to seek financial aid and work with the Office of Student Services to make sure all coursework is eligible for aid.

General Program Information:

- Each student must check the BPU Google email account daily. All Bay Path-related correspondence must be from the student's BPU Google email account. All information about the school (including MTEL information) is posted in the School of Education Group (SOE) on Canvas. The student is responsible for checking the SOE Canvas Group weekly. Check the graduate catalog for additional university/program policies.
- Follow all university policies stated in the online graduate catalog. The student is responsible for ensuring the correct audit is posted and to complete the required courses.
- Requirements in the Skills-Based Health Education graduate program are subject to modification due to changes stipulated by Bay Path University and/or recommendations from the Massachusetts Department of Elementary and Secondary Education.

Shared Google Docs:

- Online communication in academic life presents opportunities for academic honesty and dishonesty.
- The following use of private shared Google folders/docs is not allowed:**
 - Downloading assignments, papers or portions of papers and assignments from a colleague's Google drive sources and presenting the assignments/papers as the student's own work.
 - Sharing your work so others can copy all or part of it.

Academic Dishonesty as it relates to Shared Google Docs:

- Students may not engage in the following:**
 - Submit work that is not original.
 - Allow someone else to submit the student's work, or a modification of that work.
 - Submit someone else's work, or a modification of that work, with or without that person's knowledge, regardless of the circumstances under which it was obtained, copied, or modified.
 - Solve, as a group, a problem in which group work is prohibited, and submitting multiple copies, each as individual work.
 - Use someone else's work, including segments without proper attribution.
 - Use another student's work without the latter's consent or collaboration.
 - Contract coursework out to others.
 - Plan or execute a cooperative subterfuge during an exam.
 - Obtain any privileged course-related information from the instructor's accounts.
 - Make use of unauthorized material during an exam.

Optional Certificate Programs/Concentrations:

- Contact the registrar's office & program advisor if interested in changing programs.

- Contact the Office of Financial Services with questions and/or concerns regarding financial aid related to degree programs or certificates.

Sign below to indicate acceptance of the policies as described above.

Student's Signature: _____ Date: _____

Student's Name: _____