



## Application for Admission to Candidacy 2025-2026

<b>Students to fill out this portion</b>
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Name \_\_\_\_\_ RMU ID # \_\_\_\_\_

Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone(s) \_\_\_\_\_

RMU E-mail \_\_\_\_\_

Academic Advisor \_\_\_\_\_

***Please check the appropriate box:***

- ☐ I am a traditional RMU undergraduate student, have completed at least 48 credits, and achieved a 3.0 GPA.
- ☐ I am an undergraduate transfer student, have transferred or completed at least 48 credits, and have achieved a 3.0 GPA while at RMU.
- ☐ I am a post-baccalaureate certification student, have transferred or completed at least 48 credits, and have achieved a 3.0 GPA while at RMU.

***Please indicate your intended certification area(s):***

- ☐ Biology (7–12)
- ☐ Early Childhood (PreK–4)
- ☐ English (7–12)
- ☐ Social Studies (7–12)
- ☐ Special Education (PK-12)
- ☐ Early Childhood (PreK-4) and Special Education (PreK-12)

***Please indicate if you are interested in possibly student teaching internationally.***

- ☐ YES (You will be contacted when informational meetings regarding international student teaching are planned.)
- ☐ NO

***List the two RMU faculty (at least one from the Education department faculty) who will be filling out a Faculty Recommendation Professional Behavior Rubric for your candidacy application.***

1. Faculty Member's Name: \_\_\_\_\_

2. Faculty Member's Name: \_\_\_\_\_

***Students:*** You must attach the following to this application (digital and physical copies are both acceptable.)

- Current unofficial academic transcript (from Banner)
- current copies of the two required PA clearances, PA Child Abuse & PA Criminal (both must be less than 1 year old)
- copy of your FBI clearance (must be less than 1 year old)

**Students,** please submit the fully complete application AND documents (in one email or submission) to the Certification Specialist in Wheatley 237 (mailboxes located near the restrooms on the second floor of Wheatley).

**Tech Tip:** If you go to ‘print’ any document, and then select ‘Save as PDF’ from the drop-down menu of printers, it’s a great way to send documents! Additionally, you may choose to take a photo of this application and turn it into a PDF to send it electronically.

**APPLICATIONS WITHOUT APPROPRIATE COPIES ATTACHED MAY BE RETURNED FOR RESUBMISSION.**

2025

***Certification Specialist*** will fill out this portion & keep clearances in the Teacher Education Office Files.

***Academic Advisors:*** you are asked to please review the academic transcripts and two faculty recommendations to ensure the student has met the requirements for candidacy!  
Thank you~

**The following items are required of UNDERGRADUATE STUDENTS ONLY**

**Math and English Requirements – 12 credits**

- Six (6) credits of college-level mathematics courses. (*Note: Math 0900 courses do not meet this requirement.*)
- Six (6) credits of English composition

Course No	RMU Course Name or Transfer Course Name	Grade (C or better required)	Credits

**The following items are required of ALL STUDENTS  
(UNDERGRADUATE and POST-BACCALAUREATE GRADUATE)**

**Minimum overall grade point average (GPA) of 3.0 (ALL STUDENTS):** \_\_\_\_\_

\_\_\_\_\_ total credits of coursework toward teacher education program either at RMU and/or transferred  
(48-60 credits) (ALL STUDENTS)  
**ATTACH COPY OF YOUR ACADEMIC TRANSCRIPT**

**Current Clearances (ALL STUDENTS)**

- PA Act 34 PA Criminal Record Clearance—less than one year old
- **Record:** \_\_\_\_ **No Record:** \_\_\_\_
- PA Act 151 Child Abuse—less than one year old
- **Record:** \_\_\_\_ **No Record:** \_\_\_\_
- Act 114 Federal Criminal Record Clearance (FBI)\*
- **Record:** \_\_\_\_ **No Record:** \_\_\_\_

**Faculty Recommendations (ALL STUDENTS)**

Faculty recommendations indicate appropriate professional behavior for teaching (all 3s):  
**Acceptable** \_\_\_\_\_  
**Unacceptable** \_\_\_\_\_

	Please note any areas with 1s or 2s or areas of concern
	<b>Appropriate Professional Behavior (ALL STUDENTS)</b> Does the candidate have any negative professional behavior checks on file? <b>Yes</b> _____ <b>No</b> _____ If yes, please provide brief explanation. <div style="text-align: right;">August, 2023</div>

**The Certification Specialist has reviewed all requirements**

**Name** \_\_\_\_\_

**Signature + Date** \_\_\_\_\_

  

**Academic Advisor: Please sign below that you've reviewed and approved the student's qualification for candidacy!**

\_\_\_\_\_ *Requirements **met*** ... candidacy status granted.

\_\_\_\_\_ *Requirements **NOT met*** (see comments)

**Comments:**

  
  

**Date:** \_\_\_\_\_ / \_\_\_\_\_

  

**Advisor's Name**
**Signature**

**Academic Advisors:** You may return the signed application to the Certification Specialist in Wheatley 237.