

MTEC/Lakeland Teacher Certification Program Application Checklist

Pre-Admission Requirements

- ❑ Attend an information session and receive an application packet.
- ❑ Complete the MTEC/Lakeland application, and mail or deliver to MTEC (Attention Juanita) along with a nonrefundable check or money order in the amount of \$35 made payable to MTEC to:

Milwaukee Teacher Education Center
Sarah Scott Campus
1017 N. 12th Street, Suite 100
Milwaukee, WI 53233-1307

Applicants from areas outside the United States must possess a **visa and work authorization card**. For additional questions, contact Joe Chiusolo (414) 475-8789 in the Human Resources.

Admission Requirements

- ❑ Praxis I Pre-Professional Skills Tests also known as the “PPST” which assesses basic academic skills in math, reading, and writing. A passing score is required prior to acceptance into the MTEC/Lakeland program.
- ❑ Praxis II Subject Assessments State law requires that new teachers must obtain a passing score on Praxis II, which assesses subject area and principles of learning. A passing score is required prior to acceptance into the MTEC/Lakeland program.
- ❑ Four (4) official sealed transcripts from all universities/colleges attended verifying the coursework and stating the date the bachelor’s degree was conferred. Master’s degree transcripts are not required. All applicants must be graduates of accredited 4-year institutions. **An undergraduate GPA of 2.5 is required for admission to the program.** You can have transcripts sent directly to MTEC office, at John Marshall Campus, 4141 N. 64th Street, Suite 354, Milwaukee, WI 53216-1198 (Attention: Juanita Barnes). Processing of your application will be delayed until transcripts are received.

If degree is not from an accredited international university, the transcripts will need to be evaluated by:

Educational Credential Evaluators, Inc.
P.O. Box 92970
Milwaukee, WI 53202-0970
(414) 289-3400 Fax (414) 289-3411

- ❑ Three (3) letters or Recommendation. (see format)
- ❑ Complete verified successful experience with urban children.

After a review of your application materials, you may be contacted by MTEC staff to schedule an interview.