

PETE Faculty Advising Reference

Declaration a Major in Physical Education	
✓	Complete The Praxis I Exam
✓	2.25 Minimum GPA
✓	Completion Of Natural Science Sequence: BIO 1101 & 1102 Or CEM 1101 & 1102
✓	Completion Of ENG 1000 And 1100.
✓	Submission Of Essay On Teaching, PE And Rationale For Selecting PE As A Major (Submission To Dr. McKethan)
✓	Completion Of Major Declaration Form
Admission of Reich College of Education	
✓	45 Earned Semester Hours
✓	2.5 Cumulative GPA
✓	Passing Scores On The Praxis I Exam (Reading, Writing And Math)
✓	Completion Of CI/SPE 2800 With A "C" Or Better
✓	Proficiencies In: Speech – Speech And Hearing Tests Administered In Communication Disorders Clinic In EDH Reading – Successful Scores On The Praxis I: Reading English – A Grade Of "C" Or Better In ENG 1000 And Successful Scores On Praxis I Writing
✓	Declaration of Second Academic Concentration
✓	Formal Application
Graduation Requirements	
✓	Minimum Of 128 Earned Semester Hours Required
✓	2 Semester Hours Of Electives Outside Of Major Discipline Required
✓	A Minimum Cumulative GPA Of 2.5 Is Required.
✓	A Minimum Grade Of "C" Is Required In All Professional Education Courses
✓	A Minimum Grade Of "C" Is Required In All Major Courses
Residency Requirements	
✓	The Final 30 Semester Hours Must Be Taken In Residence At Appalachian
✓	A Minimum Of 18 Semester Hours In The Major Must Be Taken At Appalachian
Additional Graduation Requirements	
✓	Math proficiency is Required – Passing Math Placement or Completing Math 0010
✓	Special Designator Requirements – See Special Designator Check Sheet
<i>Students are strongly encouraged to have a graduation check (audit) when they have earned 90 semester hours. This check can reveal any shortages well in advance of the expected date of graduation when there is still time to make changes. Students should come to the Dean's office in the College of Fine and Applied Arts.</i>	

GPA and Repeat Policy

- ✓ Credit Hours Earned In A Particular Course Will Not Be Awarded More Than One Time.
- ✓ When A Course Is Repeated, The Grade Earned In The Initial Attempt Can Be Excluded From Computation In The Students GPA
- ✓ A Total Of Five Repeats Are Allowed
- ✓ A Written Indication Of The Course To Be Repeated Must Be Submitted To The Registrar's Office
- ✓ Submission Of Indication Must Be Made No Later Than The Last Day Of The Final Exam Period During The Term In Which The Course Is Repeated.
- ✓ A Course May Not Be Repeated If The Content Has Changed Substantially
- ✓ A Course May Not Be Repeated If The Number Of Credit Hours Has Been Reduced

Probation and Suspension Policy

To Continue At Appalachian In Good Academic Standing, A Student Must Earn, As A Minimum, The Following Cumulative Grade-Point Average (GPA) At The End Of The Semester Indicated:

Semester 1	1.50
Semester 2	1.75
Semester 3	1.90
Semester 4	2.00

Failure to Earn a Grade-Point Average Indicated Above Will Automatically Place The Student on Academic Probation During The Semester That Follows (The GPA at Appalachian is Computed Only on The Basis of Coursework Taken at Appalachian.)

Special Designators

- ✓ If A Course Has More Than One Designator, The Student Receives All Of The Designators
- ✓ The Designators "In The Major" (2 Writing And One Speaking) Must Be Part Of The Major Requirements
- ✓ Students Seeking A 2nd Degree & Students Who Enter (SPR 99) And After With The Common Core Complete
- ✓ Students Will Receive The Designator Retroactively If A Course Receives A Designator After The Student Takes The Course.
A Transferred Course Will Meet A Designator Requirement If It Is Equated To A Specific Appalachian Course With A Designator
- ✓ Contact Joni Petschauer, 262.2167 for questions regarding Special Designators
Special Designator Requirements

Special Designator Requirements

6 Writing (W) Includes ENG 1000 & 1100 2 Courses Must be in the Major	2 Computer (C)
4 Multi-Cultural (MC) Includes HIS 1101 and 1102	2 Numerical Data (ND)
	1 Cross Disciplinary (CD)
	1 Speaking (S) – Major Requirements

Suggestions for Advising

- ✓ Assemble The Tools Of Advising That You Will Need:
 - Student Advisement Folder (Containing Core And Major Check Sheets)
 - Special Designator Check Sheet
 - General Bulletin
 - Schedule Of Classes (See Links Below)
- ✓ Access SIS Or AppalNET To Familiarize Yourself With The Student's GPA, Repeats, Etc
- ✓ Conduct A Quick Review Of The Student's Folder Before He/She Arrives. Familiarize Yourself With The Following:
 - Student Records
 - Courses Completed
 - Grades
 - Advisor Notes Placed In The Students Folder
- ✓ Update The Folder With Latest Grades, The Check Sheet, The Special Designator Check Sheet, Etc
- ✓ In The Advising Session, Spend Time Learning About The Student.
- ✓ Review With The Student, The Current Information In The Advising Folder:
- ✓ If the student is having difficulties, outline strategies for overcoming those difficulties. Common Problems:
 - Low GPA (study skills, allocation of adequate time, setting priorities Use of Repeats, etc)
 - Praxis I Difficulties (Learning Assistance Center, Online resources)
 - Academic Load (Reviewing student Choices)
 - Problems with a class (Address how to approach class instructor)
- ✓ Address the schedule of classes the student plans to take
- ✓ Address the PETE Gateways and Requirements for Admission to the Reich College of Education
- ✓ Address any issues or questions with the Second Academic Concentration
- ✓ For those entering the next-to last semester on campus, discuss the graduation audit
- ✓ During and after the advising session, record significant information disseminated to the student