

AUGUST 2021 INFORMATION GUIDE

Outreach and Continuing Education

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Special Note for Spring 2020:

Due to COVID-19, testing has been suspended for Alternate Route. In order for the suspension to apply, a candidate must complete TMI 1 and have all materials to MDE to apply for the TMI 1 license by 12/31/2021. Candidates that complete TMI 1 prior to 12/31/21 will have until the TMI 1 license expires to complete TMI 2 and teach for one year (internship) in order to upgrade to the standard license, and will NOT be required to take the exams. In order to complete TMI 1, you must have either the hours in a subject area (page 7) or a passing Praxis Subject Assessment (from the list on page 6 if the candidate does not have the hours in any of the endorsement areas on page 7). In this brochure, text that does not apply because of the suspension will be ~~marked out (like this)~~, with additional notes in this red font.

Alternate Route General Information

Selecting a Program: Overview of the Alternate Route

From the Mississippi Department of Education website: www.mdek12.org/OTL/OEL/Alternate

The **Alternate Route** is for teachers with a non-teacher education bachelor degree from an accredited college/university. Currently there are four methods to obtaining certification through the Alternate Route. The Alternate Route Teacher programs are listed below:

These are the steps you need to take for alternate route certification:

1. Decide what subject and age level you want to teach. This decision will help you choose which alternate route program will work for you.
2. All programs require testing:
 - ~~Twenty-one (21) ACT equivalent or achieve the nationally recommended passing score on the Praxis Core Academic Skills for Educators examination~~ **Suspended**
 - ~~Praxis II: Subject Assessment in the area you want to teach~~ **Suspended with hours in endorsement area**
 - Each program offers specific subject areas
3. You need to choose an alternate route program. Many candidates choose a program based on these criteria:
 - geographical location of the program
 - subject areas offered

- cost and time commitment
- internship requirements
- grade level
- your personal academic skills and professional background

4. ~~Once you have successfully completed your testing~~ you must enroll in an alternate route program and complete the training or coursework required. You will then be ready for your initial alternate license and internship.

5. The internship is your first full year of teaching at an MDE accredited school (in TMI, that is concurrent with your enrollment in TMI 2). Mentoring will be provided during the internship. You will be paid based on your bachelor's degree status as a first year teacher. The internship period will be provisional based upon successful completion of the school year.

6. Upon completion of the internship, you are ready to apply for your five-year standard teaching license.

Note: There is no alternate route for Elementary Education K-3. You must complete an approved program in Elementary Education K-3 to earn that endorsement on a license.

- **Teach Mississippi Institute (TMI)** – This is the category that contains the TMI Online program. Two additional unrelated programs in the state also use the name.
- **Master of Arts in Teaching Alternate Route (MAT)** – Twelve programs, each unrelated to the others
- **American Board for the Certification of Teacher Excellence (ABCTE)** – One program, though it requires additional third party interaction with a MAT program or other.

All Alternate Route program types have the following requirements:

- Testing
- Training program or coursework
- Teaching internship

Selecting a Program: Overview of TMI

Teach Mississippi Institute (TMI) is an MDE-accredited alternate route program for college graduates seeking certification to teach in Mississippi (a full list of subject areas and grade levels is included in the Testing Requirements section). It is broken into two components, TMI 1 and TMI 2, both of which are taught online. TMI requires some comfort with online learning as well as self-motivation and inquisitiveness.

Available subjects and grade levels:

- TMI accepts all K-12 Praxis Subject Assessments approved for initial Alternate Route certification: Art, Chinese, French, German, Health, Latin, Library/Media, Music, Physical Education, Spanish, and Special Education.
- TMI accepts all 7-12 Praxis Subject Assessments approved for initial Alternate Route certification: Biology, Business Education, Chemistry, Economics, English, Family and Consumer Science, Marketing Education, Mathematics, Physics, Social Studies, and Speech Communications.
- TMI cannot accept the 4-6 Elementary Education Praxis Subject Assessment. Only MAT programs may accept this Praxis.
- Additional endorsements can be added to both the three-year license received after TMI 1 and the standard five-year license received after TMI 2. For more information on supplemental endorsements to a teacher license, visit: <https://www.mdek12.org/OEL/How-to-Add-an-Endorsement-to-your-license>

Required exams for licensure (~~Exams Suspended~~):

- ~~To complete TMI 1 and receive a recommendation for a license requires passing scores on the Praxis Core examination OR an ACT composite score of 21. See Testing Requirements section of this brochure for additional information on Praxis or ACT.~~
- To complete TMI 1 and receive a recommendation for a license also requires a Praxis Subject Assessment (formerly Praxis II) in a subject area you want to teach (**or hours in one of the areas on page 7**). The list of Praxis Exams TMI can accept along with the specific score requirements for each exam can be found in the Testing Requirements section on page 6.
- TMI will conditionally admit a candidate without passing Praxis (or ACT) scores once, but scores are required for completion. This means you can be enrolled in TMI 1, though you can't complete TMI 1 and obtain a license without passing scores on the referenced exams. A candidate who does not provide passing scores within a preset time period after completing coursework will fail the program and is not allowed back in until all exams are completed, at which point TMI 1 coursework must be repeated.

Geographical, financial, and time commitments

- TMI coursework is done online; field experience is done at a nearby school you select (**during COVID crisis, we have been utilizing online recordings of educators in action for field experience**). Only the live seminars, two in each component, require travel to specific locations on specific days (**one in Oxford, one in Raymond, both events are on Saturdays, we do expect those to occur live in Fall 2021**).
- TMI Online is about 20 percent of the cost of the least expensive MAT program; it is a non-credit certification program so there are no graduate courses for which you will pay tuition. TMI 1 is \$1,000 and TMI 2 is \$1,500 (textbook is not included in this amount).
- TMI 1 (TMI 1) is not the shortest initial license program in the state. However, since two terms of each component are offered each year, it is possible to complete both components and secure the standard, renewable license more quickly with TMI than with other programs. You should be prepared to commit 6 to 8 hours per week to TMI.

Internship requirements

- All alternate route programs require an internship. In TMI, the internship is associated with the full-time job you must secure in order to enroll in TMI 2. Any MDE-accredited public or private school is allowed (no limit on distance

from UM campus). You must teach a full academic year at an MDE accredited school in order to be eligible for the standard, renewable license. You must be enrolled in TMI 2 concurrent with your employment.

Salary information

- The salary scale is available at:
www.mdek12.org/OSF/TeacherSalarySchedule
- Once you have received your five-year standard license, higher degrees will be recognized (master's degree = AA pay, specialist = AAA pay, doctorate = AAAA pay). You are also allowed to begin moving up the salary scale. Each year of teaching experience increases your salary. Your district has the option of accepting previous teaching experience, in-state or out-of-state, public or non-public, when setting your position on the salary scale.

Fall 2021 TMI 1 Terms

Term	Application Due	Background Due	Orientation Seminar	End Date
July 2021	July 7, 2021	July 16, 2021	July 24, 2021	October 18, 2021
August 2021	August 11, 2021	August 20, 2021	August 28, 2021	November 22, 2021

Alternate Route Required Tests

Exams are suspended. However, follow the directions below if you take an exam (for example, if you don't have the hours in an endorsement area on page 7, so you need one of the exams from page 6)

Praxis Attending Institution and Designated Score Recipients

When registering for any Praxis exam, you will be prompted to provide an attending institution (where training is being done) and designated score recipients (where your Praxis score report should be sent). Enter TMI Online's institutional code (**1806**) into both of these sections. If you are taking a Praxis exam outside the state of Mississippi, you should include the Mississippi Department of Education's institutional code of (**7599**) in the designated score recipient section.

Your score report will be posted to your "My Praxis Account" section of the Praxis website. The score report is made available to you in the form of a locked PDF. Be sure to save the locked PDF score report before it is removed (TMI online can accept this file as an official score report).

Praxis Testing Windows and Additional Attempts

The Praxis Core is given on a continuous basis. If the testing center is open, it is offering the Praxis Core. The Praxis Subject Assessments (formerly Praxis II) is offered in testing windows. This means there are only certain dates available to sign up for an exam. Visit www.ets.org/praxis/register/centers_dates to view testing window dates.

The Praxis Core, or individual sections of the Praxis Core, can only be taken once every 21 days. The Praxis Subject Assessment can be taken only once in any single testing window.

Praxis Scores

Your test results become available 10-16 business days after a testing window closes (not 10-16 business days after you take the exam). Score reports are posted to candidates' ETS account first, normally about a week before any institution (such as the MDE or TMI) is permitted access. The score report can be

saved from the candidate's ETS account as a "locked PDF." This score report is both the candidate's copy, and if emailed as a "locked PDF," can be used as an official score report. Candidates should be sure they save the file as it will disappear from their ETS account page after one year.

ACT Test

If you have a 21 composite score on the ACT, you are exempt from taking the Praxis Core. TMI Online can accept scores listed on an official high school transcript (sent directly from the school) or official electronic scores (**ACT Code 1432**). Official scores must also be sent to the Mississippi Department of Education (**ACT Code 9072**). Sending ACT scores can be slow; so we advise sending scores to TMI and MDE during the application process to prevent delays in getting licensed. Please note that if scores are sent by ACT to UM, TMI Online cannot access the scores until the scores are entered into the UM campus management system (this can take up to six weeks), so please use TMI code (1432) instead of the UM code.

If you prefer, you are allowed to attempt the ACT instead of taking the Praxis Core. You must take the ACT on a national test date (not a residual testing) and you do not need to sign up for the Writing portion.

SAT score of 1060 (on the new 1600 point ERW+M SAT) can be substituted for the ACT. The SAT has changed twice in recent years (new concordance values reported by CollegeBoard in Spring 2016). Email tmi@olemiss.edu for directions on getting SAT scores to TMI Online and the MDE for a ruling if you believe your scores may be good (for example, the current 1060 score equates to about 980 on the old 1600 point SAT or about 1450 on the old 2400 point SAT).

Alternate Route Required Tests

Praxis Core (test code to take all three sections in one sitting is 5752)

Content Area	Test Code	Min. Score	Praxis Testing Locations
Reading	5713	156	
Writing	5723	162	
Mathematics	5733	130	

Ellisville, MS
(601) 578-3389

Flowood, MS
(601) 664-9960

Praxis Subject Assessment (formerly Praxis II)

Approved Subject Area	Test Code	Min. Score	Praxis Testing Locations
Art (K-12)	5134	158	
Biology (7-12)	5235	150	
Business Education (7-12)	5101	153	
Chemistry (7-12)	5245	151	
Chinese (K-12)	5665	164	
Economics (7-12)	5911	150	
English (7-12)	5038	167	
Family & Consumer Science (7-12)	5122	153	
French (K-12)	5174	153	
German (K-12)	5183	154	
Health (K-12)	5551	149	
Latin (K-12)	5601	152	
Library/Media (K-12)	5311	143	
Marketing Education (7-12)	5561	151	
Mathematics (7-12)	5161	152	
Music (K-12)	5113	161	
Physical Education (K-12)	5091	145	
Physics (7-12)	5265	139	
Social Studies (7-12)	5081	150	
Spanish (K-12)	5195	160	
Speech Communications (7-12)	5221	143	
Special Education (K-12)	5354	152	

Hattiesburg, MS
(601) 266-6123

Memphis, TN
(901) 678-1457

Memphis, TN
(901) 756-1425

Meridian, MS
(601) 484-8724

Metairie, LA
(504) 834-2155

Mobile, AL
(251) 345-1704

Monroe, LA
(318) 345-9246

Monticello, AR
(870) 460-1454

New Orleans
(504) 280-8378

Oxford, MS
(662) 915-6501

Starkville, MS
(662) 325-6610

Acceptable Coursework for Academic Subject Area Endorsement

If you do not have a passing Praxis Subject Assessment from the list on the previous page, you will need to meet the requirements for one of the endorsements listed below. To count, the coursework must have a prefix in the specific endorsement area (from the list below) and the course must be completed with a grade of "C" or higher. A minimum of 18 college credit hours is required. Please note, the list below is defined by MDE and your university, TMI cannot substitute hours.

Endorsement	Acceptable Coursework
ART	Coursework must have Art prefix.
BIOLOGY	Coursework must have a prefix from: Botany, Zoology, Biology, Microbiology, or Human Anatomy and Physiology (<i>Biochemistry may be counted toward biology or chemistry</i>)
BUSINESS EDUCATION	Coursework must have a prefix from: Marketing, Typewriting, Finance, Keyboarding, Accounting, Business Education, Management, Business Law, or General Business Administration (Note: Real Estate courses are not counted toward business)
CHEMISTRY	Coursework must have a Chemistry prefix (<i>Biochemistry may be counted</i>)
CHINESE	Coursework must have a Chinese prefix
ENGLISH	Coursework must have a prefix from: English, Literature, Journalism Newswriting, or Journalism Editing
ECONOMICS	Coursework must have an Economics prefix
FAMILY & CONSUMER SCIENCE	Coursework must have Family & Consumer Science or Home Economics prefix
FRENCH	Coursework must have a French prefix
GERMAN	Coursework must have a German prefix
LATIN	Coursework must have a Latin prefix
MARKETING	Coursework must have Marketing prefix
MATH*	Coursework must have a Math prefix or equivalent. *21 hours is required instead of 18 hours
MUSIC EDUCATION	Coursework must be music education instrumental course. Courses in music theory and music history may be counted
PHYSICAL EDUCATION	Coursework must have a prefix from: Physical Education, Kinesiology, Exercise Science, Coaching, or Sports Administration
PHYSICS	Coursework must have Physics prefix
SOCIAL STUDIES	Coursework must have a prefix from: History, Geography, Psychology, Political Science, Economics, Humanities, Sociology, Anthropology, Southern Studies, or Government
SPANISH	Coursework must have a Spanish prefix
SPEECH	Coursework must have Speech prefix or relate specifically to Oral Communication

TMI 1 General Information

What is Teach Mississippi Institute Online?

TMI Online is an MDE-accredited alternate route program for college graduates seeking certification to teach in Mississippi (a full list of subject areas and grade levels is included in the Testing Requirements section). It is broken into two components, TMI 1 and TMI 2, both of which are taught online.

What is the difference between a license and an endorsement?

A teaching **license** allows you to be employed as an instructor. It is not subject specific; rather the subjects you are allowed to teach are listed on the license as endorsements. To get a license, a candidate must have the following: a bachelor's degree from an accredited college/university, a recommendation from a teacher education program or alternate route program (such as TMI), passing Praxis Core (or acceptable ACT or SAT scores), and a passing Praxis Subject Assessment in an initial license area (listed in the testing information of this document). You will automatically receive an endorsement in the subject area that corresponds to the Praxis Subject Assessment you passed (regardless of the number of college credits you have in that area).

Listed on your license, **endorsements** are the subjects and grade levels you are certified to teach. Your first endorsement will be in the subject area corresponding to the Praxis Subject Assessment you passed to get your license. Additional endorsements can be added using college credit (21 hours, "C" or higher, in an endorsable area), additional approved Praxis Subject Assessments, or completion of an approved program, module, or workshop. For more information (including lists of acceptable Praxis exams and acceptable coursework), visit the Supplemental Endorsement page on the MDE website at: <https://www.mdek12.org/OEL/How-to-Add-an-Endorsement-to-your-license>.

In order to teach a course, you must have a license, and at least one of the endorsements required to be the

teacher of record for the course. For example, an educator with the "181" endorsement will see "Biology (7-12)" listed on their license. With the 181 endorsement, that educator can teach any biology course in grade 7-12, any science elective grade 7-12 (like physical science), 5th or 6th grade science (science only, not all subject teacher), and the Elementary STEM position.

TMI 1 Coursework and Requirements

TMI 1 is a 13-week (11-unit) online program. The online course covers classroom instruction, effective teaching strategies, classroom management, Mississippi College and Career-Ready Standards (MSCC-RS), planning and instructional methodologies, and use of testing as formative and summative evaluation tools. During the course, candidates will be required to participate in online discussions, take weekly unit quizzes, and submit weekly written assignments or lesson plans. Candidates should anticipate spending six to eight hours per week on the course.

In addition to completing all coursework, candidates are required to:

- **Complete 60 hours of field experience/ observation in a school** (participants already teaching in a Mississippi public school district or a MDE-accredited private school may apply for a 30 -hour reduction in field experience hours) **-AND-** submit a **reflective summary of the field experience**
- **Attend mandatory orientation**
- **Attend other Zoom meetings as required**
- **Provide proof of non-education bachelor's degree from a regionally or nationally accredited institution of higher learning** (certain international institutions may not be acceptable)
- **~~Provide passing scores on the Praxis Core (or 21 ACT composite) and a Praxis Subject~~**

Assessment (formerly Praxis II) exam
Suspended, so long as candidate has
endorsement area from list on page 7

Upon completion of TMI 1 (all items included above), candidates receive a certificate of completion and are recommended to the Mississippi Department of Education for a temporary, non-renewable teaching license (valid for up to three years, depending on initial date of certification). Additional endorsements may be added to the license. Once the candidate has secured a teaching position, he or she may then join TMI 2.

What is field experience, how much must I complete, and where can I do it?

To complete TMI 1, candidates are required to complete sixty hours (60) of field experience in a classroom (public or private) setting and write a reflective essay. Program participants who are concurrently teaching in a Mississippi public school district or a MDE-accredited private school may apply for a reduction of the requirement, to thirty hours (30) of field experience.

The first goal of field experience is to learn the teaching profession through observation of, and assistance to, licensed teachers. Candidates may observe as many teachers and schools as they wish, (grades levels and subjects being observed should be the same as the grade level of the license being sought). The second goal of field experience is to impress teachers, principals, and others involved in the hiring process. Applicants for a position who are a known quantity.

A TMI Field Experience Packet will be mailed and emailed to a candidate once admitted to the program. The packet includes the expectations and the professional guidelines candidates should abide by as well as instructions on requesting an introduction letter to set up a field experience opportunity. Discussion of the Field Experience component is also a major topic of the Orientation.

During the COVID crisis, we have been utilizing

recordings of educators in action in lieu of having candidates enter schools.

Will I earn college credit in TMI?

TMI Online is a non-credit certification program. This means no college credit is awarded for course completion (please note that you will never need to request a transcript from The University of Mississippi for your TMI coursework, as no credit will be listed). The benefit of being a non-credit program is that our program is much more affordable than a college credit-based program (TMI Online is about 20 percent of the cost of the least expensive MAT program). The drawback of a non-credit program is that because the program does not provide college credit, candidates are not eligible for FAFSA-based student aid (loans) through The University of Mississippi.

What are “Critical Shortage Areas” and what does that mean to me?

The critical shortage subject areas in Mississippi are math, science (biology, chemistry, and physics), foreign language (French, Spanish, and German), and special education. As these are the subject areas in the highest demand by Mississippi school districts, candidates with endorsements in these areas will have greater employment opportunities. The phrase “Critical Shortage Area” also applies to 48 school districts across the state that have difficulty filling all positions. Seeking employment in one of these districts may entitle you to moving assistance and home buying/closing cost assistance. For list of schools, view the Critical Shortage Area list on the MDE website at www.mdek12.org/OTL/OTC.

TMI Online Program Costs & Financial Aid

TMI Online Program Costs

Listed below are the cost breakdowns of each component as well as some additional alternate route expenses you should be prepared to cover. Please note that the total cost is a constant, even if you choose not to eat at the seminars, the charges will remain the same.

TMI 1 2021 Fees and Payment Dates

Standard Payment Option (\$1,000)

- \$40 due with Application
- \$200 due one week before orientation to hold your spot
- \$760 due on or before orientation
- Student switched to Deferred Payment Option if balance is not \$0 by orientation.
- \$35 returned check fees
- \$150 extension fee (if needed, for candidates not finished with Praxis/ACT by a certain date)

Deferred Payment Option (\$1,060)

- \$40 due with Application
- \$340 due at orientation
- \$340 due on second payment date
- \$340 due on third payment date
- \$20 late fee (added monthly to payment due if not paid by the deadline)

Additional expenses of alternate route not covered by the TMI Online program

- Textbook (TMI 1 between \$50-\$100, TMI 2 between \$75-\$125)
- \$46 ACT (National Test Date, no writing section)
- \$150 Praxis Core (combined test, all 3 sections)
- \$90 Praxis Core (individual subtest in math, writing, or reading)
- \$120 to \$160 Praxis Subject Assessment (formerly Praxis II; price varies by exam)
- \$40 castlebranch.com fee (the background check TMI uses, see background check section for substitution information)
- Transportation to and from your field experience site
- Internet Access (this is an online program, you are expected to check emails daily and spend between 6 and 8 hours per week on the course)

Teach Mississippi Institute a non-credit/non-degree seeking program, as such federal financial aid (i.e. student loans) WILL NOT cover the tuition and fees of our program. TMI does not offer program financial aid, though you may be eligible to apply for financial assistance from third parties (such as using an award from Americorps if you were an Americorps volunteer).

TMI Fee Payment Information

Both TMI 1 and TMI 2 candidates will make their payment(s) online. Instructions for accessing the payment system will be included on page two of each TMI 1 and TMI 2 acceptance letter.

TMI 1 Admission Requirements

What are the TMI 1 Admission Requirements?

TMI 1 has two admissions categories: Full Acceptance and Conditional Acceptance (requirements detailed below). Full acceptance applies to an applicant that provides TMI all supplemental completion materials (bachelor's degree transcript, Praxis Core or ACT, and Praxis Subject Assessment). A fully accepted candidate is eligible for a license as soon as all coursework and field experience is completed. Conditional acceptance is for an applicant in the final undergraduate semester or missing one of the MDE required tests. A conditionally accepted candidate cannot obtain a license until coursework and field experience are completed and all missing supplemental completion materials (bachelor's degree transcript, Praxis Core or ACT, and Praxis Subject Assessment) are provided to TMI. Moreover, a conditionally accepted candidate must submit these materials by the posted deadline or fail the program. A one-time extension of three months can be purchased to provide additional time to complete testing requirements.

Conditional Acceptance

- **Bachelor's degree** -OR- second -semester senior-standing (within 15 hours of a degree) from a nationally/regionally accredited university/college
- A minimum **2.75 GPA on the TMI Core Curriculum** (listed below)
- **Background check** with castlebranch.com (or district substitution, see below)

Full Acceptance

- **Bachelor's degree** from a nationally/regionally accredited university/college
- A minimum **2.75 GPA on the TMI Core Curriculum** (listed below)
- **Background check** with castlebranch.com (or district substitution, see below)
- **Passing Praxis Core** score (or 21 ACT composite)
- **Passing Praxis Subject Assessment** score in an MDE-approved subject area (see testing information section)

2.75 GPA required on the TMI Core Curriculum

We will use the course with the highest grade that fits in each category, other grades will NOT be used, only grades from the 42-44 hour core curriculum description listed below

6 hours of Composition: course must have English or Writing Department course prefix

6 hours of Social/Behavioral Science: anthropology, economics, geography, history, journalism, political science, psychology, or sociology

6 hours Humanities: African American studies, classics, ethics, gender studies, history, linguistics, literature, modern foreign language, philosophy, religion, Southern Studies, speech

3 hours Fine Art: appreciation course in Art, Art History, Dance, Music, Theatre, etc.

3 hours Math: any college (not developmental) level math except "Real Number System" or "Geometry, Measurement, and Probability"

6-8 hours Lab-based Science: both courses must include or be accompanied by lab credit; astronomy, biology, chemistry, geology, physical science, physics

12 hours Restrictive Elective Credit: any college credit (not already counted above) that would fit into one of the categories listed above

Background Check Information

All Teach Mississippi Institute candidates must submit to a background check. Candidates have two options to satisfy the background check requirement (no substitutions allowed). These options are:

- **Option 1:** Visit www.castlebranch.com, select “Place Order”, initiate a background check using the package code **TB23**, and pay the \$40 fee.
- **Option 2:** If you work at an MDE-accredited school (and plan on doing all your observation hours at that school), you can request the district office/principal mail/email a memo on district/school letterhead stating that you have:
 - **passed the background search administered by your school district -AND-**
 - **have permission to complete your observations at the district/school.**

Transcript Information

TMI requires an official college transcript showing a bachelor’s degree (or senior status) from an accredited college or university -AND- **all** undergraduate coursework (most colleges no longer list transferred coursework on a student’s transcript, thus community college transcripts need to be sent as well). Master’s degree transcripts are not required. University of Mississippi graduates do **NOT** need to request a transcript. Institutions can send electronic transcripts to tmi@olemiss.edu to the attention of Jason Wilkins –OR- a sealed envelope bearing the seal or signature of the registrar and mailed by the institution directly to TMI Online, -OR- issued to you in a sealed envelope (do not open the sealed envelope as the transcript will no longer be deemed official, thus we cannot accept it). Please make sure you are sending transcripts to TMI either electronically (above) or by mail (to our address), do not send to The University of Mississippi.

Transcripts must also be sent to MDE before license can be issued (transcripts are usually pretty quick, so for most people there isn’t an issue with waiting for TMI completion before sending transcripts to MDE)

ATTENTION: If you have attained senior status and are within one semester of your degree, TMI Online will need a copy of your transcript for admission - AND- a copy of the transcript once the degree has been conferred and posted (on the transcript).

Conditional Acceptance Information

Candidates may be granted a one-time conditional acceptance into the Teach Mississippi Institute without Praxis Core or Praxis Subject Assessment scores. However, in order to complete TMI 1, conditionally accepted candidates must turn in the above items to TMI Online by the date specified on their acceptance letter.

Notification of Admission

When an application is received, an email is sent confirming receipt and providing background check instructions. Throughout the admission process, emails may be sent to prompt applicant for materials or notify applicant of receipt of materials.

Applicants are admitted on a rolling basis. Candidates are notified of their admission via emails: one with an admission letter, one with an invoice, one with field experience information, and if admit is conditionally accepted, an email with an “orientation agreement” which lists all items needed before TMI 1 can be completed. **It is important that the candidate application indicates a working email address.**

After Completing TMI 1 - Information on TMI 2 and obtaining the standard renewable license

Completing TMI 1 and Applying for License

Upon successful completion of the first component (TMI 1), including passing scores on the Praxis Core (or ACT) and Praxis Subject Assessment, candidates may apply to the Mississippi Department of Education for a non-renewable temporary license good for up to three years (all license years expire on June 30 each year, so if you apply for a license at Christmas, your license will expire on June 30, two and a half years later). Candidates receive license application instructions via email upon completion of TMI 1. Candidates DO NOT complete TMI 1 and get a recommendation for licensure until with completion of coursework, Praxis Core/ACT, and Praxis Subject Assessment.

Does TMI assist with job placement or recommendations?

No, not directly. Included in the materials emailed and mailed to candidates upon completion are instructions on accessing existing MDE employment resources, including job postings and getting added to the database of available certified teachers. TMI instructors and staff cannot write letters of recommendation for candidates. If a letter of recommendation is needed, a candidate should rely upon instructors/school officials who observed him/her during field experience. However, TMI can write letters of good standing or completion that detail your enrollment or completion of the TMI program to assist you in the job search while the MDE is reviewing your application.

During TMI, candidates will have the option to participate in a career services course to improve their resume, cover letter, social media, and interview skills. Most importantly, candidates will use the Field Experience requirement to become a known quantity to at least one school. Impressing personnel during

field experience hours is the surest way to gain employment as an educator.

Who is eligible to enroll in TMI 2?

Only candidates who successfully complete all of TMI 1, including completion of coursework, Praxis Core/ACT, and Praxis Subject Assessment., may enroll in TMI 2. Candidates with special, non-renewable licenses, or who have previously completed the first component of another MDE approved alternate route program, may not transfer directly into TMI 2. All candidates must complete TMI 1 and secure a teaching position before entry into TMI 2.

How do I enroll in TMI 2?

The first step in enrolling in TMI 2 is to secure an appropriate teaching position. Once employed, a candidate may sign up for the next session of TMI 2 by completing a web form to provide employment information. The link to this web form is included in the TMI 1 completion materials (email with directions on applying for the initial license) AND it is listed on the TMI website (in a location we will point out during TMI 1 orientation). Candidates should update TMI Online anytime their email address changes to ensure the link can be completed (information entered must match our system). Candidates may also email tmi@olemiss.edu at any time to request the link.

TMI 2 Coursework and Requirements

TMI 2 is a 13-week (11-unit) online course taken during the first, second, or third year of employment. The online course takes an in-depth view into the teaching profession. It covers inclusion teaching, effective classroom management, differentiated instruction, instruction for special needs, and more. The format of the TMI 2 course is similar to TMI 1 in that candidates will participate in online discussions, take unit quizzes, submit written assignments, and complete a comprehensive final exam.

In addition to coursework, candidates are required to:

- **Attend the first live seminar in Oxford, MS**
- **Attend the second live seminar in Raymond, MS** (alternate assignment in hardship situations)
- **Work with a veteran teacher** (at least five years' experience preferred) **who serves as a mentor and completes evaluations on candidate progress**
- **Complete a one (academic) year “internship” in a MDE accredited school.**

Upon completion of TMI 2, candidates are recommended to the Mississippi Department of Education for a five-year standard, renewable teaching license. Reciprocity with other states and upgrading license with higher degree(s) is not available until this point.

TMI 2 Internship

In order to receive a standard five-year renewable Mississippi teacher's license, a candidate must complete a teaching internship. For candidates seeking licensure through TMI, the internship is the teaching position secured with the license obtained from TMI 1. During this first year of employment, candidates are paid the same as any first year teacher.

TMI 2 Mentor

Once a job has been secured and a candidate has enrolled in TMI 2, the candidate (along with the guidance of the candidate's principal) will select a mentor teacher from their school. This mentor will serve as a resource to the TMI 2 student as well as submit evaluations of the candidate's progress. TMI Online compensates the mentor.

TMI 2 Completion

Successful completion of the second component and a year of employment (the internship) will result in a standard five-year renewable Mississippi teacher's license.

TMI 2 Total Fees: \$1,500

- **\$1,300 tuition**
- **\$200 mentor fee**

textbook not included, expect to spend \$75-\$125 (you may be able to secure it for much less if you know a TMI 2 completer)

TMI 1 Summary of Dates & Application Information

Application Summary:

- The application must include a handwritten signature.
- **Application deadlines for the 2021 Fall Sessions** (submission of an application does not guarantee acceptance):

Term	Application Due	Background Due	Orientation Seminar	End Date
July 2021	July 7, 2021	July 16, 2021	July 24, 2021	October 18, 2021
August 2021	August 11, 2021	August 20, 2021	August 28, 2021	November 22, 2021

- The non-refundable **\$40 application** fee should be made payable to The University of Mississippi/TMI and can be send via check/MO (can't pay app fee online)
- Applicants must submit a background check (must be completed by deadlines above, see background check section on page 12 of this brochure for more information).
- All transcripts must be submitted (see transcript section on page 12 of this brochure for more information).
- Applicants will NOT receive notification of acceptance into the program until TMI Online **calculates GPA -AND- receives an acceptable background check.**
- Test scores must be submitted as originals. Select the Teach Mississippi Institute Recipient Code (**1806**) when you register for your Praxis exams (add **7599** also if taking Praxis outside of Mississippi) –OR- e-mail the locked PDF of your official Praxis scores to **tmi@olemiss.edu**.
- If you have not taken both Praxis Exams, make sure you put these institutional codes in when you register for your next exam; scores from the first exam will be included with the second. No printed copies will be accepted. ACT scores should be sent to TMI (ACT Code **1432**) as well as the MDE (ACT Code **9072**) in place of a Praxis Core score. Do not wait to send scores! Scores should be sent to TMI and MDE during the process of applying to TMI, not upon completion of TMI.
- All candidates in the TMI program must attend the **MANDATORY** orientation on Zoom. There will be **NO EXCEPTIONS** granted.
- Please make all checks or money orders payable to “**University of Mississippi**” and mail the completed application to:

**Outreach and Continuing Education
Teach Mississippi Institute
P.O. Box 1848
University, MS 38677**

- You may also fax the application or upload it to the secure file transfer folder below. You may then mail your application fee to the address above (or pay online after admission). The secure folder can be accessed using the short link: <https://tinyurl.com/y5cn5faz> (full link is: <https://olemiss.app.box.com/f/46dfdcd308684c8db47dc1ecb6c82e35>)

Teach Mississippi Institute

Please print legibly; application must include Non-Refundable Application Fee of \$40, payable to The University of Mississippi

TMI 1 Candidate Application Page 1

Select the TMI 1 term for which you are applying (send an email to tmi@olemiss.edu to change terms):

☐ August 2021

Name: Last First Middle "Preferred"

Former Names (including Maiden)

()
Cell Phone Number

Mailing Address: Number & Street Apt.#

()
Home / Alternate Contact Number

City State Zip Code

/ /
Date of Birth (DOB): Month/Day/Year

Ethnicity: ☐ American Indian ☐ Alaskan Native ☐ Asian
☐ Black, non-Hispanic ☐ White, non-Hispanic ☐ Hispanic
☐ Pacific Islander ☐ Other

Military Experience: ☐ Army ☐ Air Force
☐ Navy ☐ USMC ☐ Coast Guard
☐ Reserve ☐ MS Nat'l Guard

**Social
Security
Number**

Gender: ☐ Male ☐ Female

Email

Enter your primary email address above. TMI is an online program, thus most correspondence is via email. The email you enter **should belong to you alone and should not be one that can be shut off by a third party (employer or college)**. You should add tmi@olemiss.edu to your email address book to prevent messages from going to your junk mail folder.

Which Praxis Subject Assessment have you passed (or will take)? (see brochure or website for exam codes and passing scores; if undecided, select the most likely exam, you can change later; do not select more than three areas)

- ☐ Art (K-12) ☐ Biology (7-12) ☐ Business Education (7-12) ☐ Chemistry (7-12) ☐ Chinese (K-12) ☐ Economics (7-12)
☐ English (7-12) ☐ Family Consumer Science (7-12) ☐ French (K-12) ☐ German (K-12) ☐ Health (K-12) ☐ Latin (K-12)
☐ Library/Media (K-12) ☐ Marketing Education (7-12) ☐ Mathematics (7-12) ☐ Music (K-12) ☐ Physical Education (K-12)
☐ Physics (7-12) ☐ Social Studies (7-12) ☐ Spanish (K-12) ☐ Speech Communications (7-12) ☐ Special Education (K-12)

List Bachelor Degree, granting institution, graduation date or expected date (i.e. B.A. in History from MS State, May 2002):

List all graduate level degrees and granting institutions (i.e. M.A. in History from Rice University, J.D. from Ole Miss):

List **ALL INSTITUTIONS** from which you have college credit (i.e. NEMCC, MSU, Ole Miss, Rice):

Teach Mississippi Institute

Please print legibly; application must include Non-Refundable Application Fee of \$40, payable to University of Mississippi

**TMI 1 Candidate
Application
Page 2**

Character Determination:

<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you a US Citizen or hold a valid work authorization (green card)?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you hold the standard, renewable educators license for Mississippi (not a temp license)?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you currently addicted or currently dependent on alcohol?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you currently addicted or currently dependent on other habit-forming drugs?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you a habitual user of narcotics, barbiturates, amphetamines, hallucinogens, or other drugs having similar effects?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you been convicted, pled guilty, or entered a plea of nolo contendere to a felony as defined by federal or state law?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you been convicted, pled guilty, or entered a plea of nolo contendere to a sex offense as defined by federal or state law?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you had a teaching certificate/license denied, suspended, and/or revoked by another state?

I understand that a "Yes" answer on any of the questions will require a hearing before the Commission on Teacher and Administrator Education Certification and Licensure and Development when I submit my application for a license and could result in denial of a license. I acknowledge that the answers to the above questions are true and correct. I understand that submission of this application does not guarantee my acceptance into the TMI program. I understand that I must submit to a background check through castlebranch.com to be eligible for acceptance (pending the results of the check). I understand that I need to complete all components of the TMI program to be licensed and will utilize my license to teach the students of the state of Mississippi.

FERPA Release

I understand that some of my records may be protected under the Family Educational Rights and Privacy Act of 1974 and cannot be released without my written consent. I hereby waive all provisions of the law and privilege relating to my academic transcripts and standardized exams. The purpose of this release is allow Teach Mississippi Institute to receive described records, discuss those records openly with and the Mississippi Department of Education (MDE), and share with MDE any record it may lack. TMI may not disclose the information received as a result of this disclosure unless specifically authorized in the "purpose" section of this release. I certify that this consent has been given freely and voluntarily. I may revoke this consent at any time by providing written notice of such revocation to TMI. This authorization is good for one year from the date I sign this release. Electronic or paper copies of this release form may be distributed as needed.

Date of Signature

Signature of Applicant

Date of Birth

Printed Name of Applicant

Previous/Maiden Name

tmi@olemiss.edu

**Terms for which applications are currently being accepted:
July 2021 deadline: 7/7/21 * August 2021 deadline: 8/11/21**

P.O. Box 1848, University, MS 38677
Phone: 662.915.7314
Fax: 662.915.5138