



## Post Baccalaureate Teacher Certification Business (9-12)

revised 8/23/2011

### Career Preparation

Missouri State University's Education Program, the largest and only one of its kind in Missouri, provides experiences that prepare students to become effective teachers. A comprehensive field-based component is part of this exciting program. Teachers who have completed a Missouri State University (MSU) Education program are generally considered to be highly qualified, successful classroom teachers. High-need areas currently include: Special Education, Math, Science, and Foreign Language. Post-Baccalaureate students who have had significant experience either in the classroom or with children are often considered more qualified and are frequently hired before those without the experience.

### Academic Program

The Post-Baccalaureate (Post-Bac) Education programs require satisfactory completion of competencies outlined by the Department of Elementary and Secondary Education (DESE). MSU offers several alternative routes to teacher certification which include: Post-Baccalaureate, Masters, and Provisional certification. All programs rely on coursework completed within an initial Bachelor's degree. Professional Education courses are sequenced to provide both study in the university setting and practical experience in classrooms.

### Courses

Students pursuing Post-Bac Teacher Certification at Missouri State need to submit original official transcripts from all universities, colleges, and institutions previously attended. Prior coursework will be evaluated and credit will be granted and applied for all equivalent certification requirements.

An Individualized Program of Study (IPS) will be provided to the student. The IPS is reviewed during an advising session. If a course was not initially determined to be equivalent, but may have provided the competencies required for certification, the student may submit a course description/syllabus for re-evaluation.

### Faculty and Staff Support

The Teacher Certification and several faculty offices are located in Hill Hall. Faculty members are actively involved in teaching, research, and service activities at the local, state, and national levels. While faculty may informally advise students, the Teacher Certification Advisement staff will provide the support and official advisement for all Post-Bac students pursuing teacher certification.

### Facilities

Missouri State University is fortunate to have Greenwood Laboratory School located on campus. Greenwood, a K-12 facility, provides students in the College of Education with first-hand experience in observing and working with students. The technology labs, located in Hill Hall, have the most recent innovations in instructional technology and are available for use by Education students.

### Special Services

The University and the College of Education are committed to the success of each student. Career Services, in cooperation with the College of Education, takes an active role in assisting Education students by providing information about teaching opportunities. Students are encouraged to meet with Career Services for job search assistance.

### For More Information

Teacher Certification Office  
Missouri State University  
901 S. National Ave.  
Springfield, MO 65897  
Office: 417-836-8772 Fax: 417-836-5008  
email: [teachercertification@missouristate.edu](mailto:teachercertification@missouristate.edu)  
[www.missouristate.edu/certification](http://www.missouristate.edu/certification)

\*Note: If you want to add Business 9-12 certification to an existing certificate by taking the Praxis II exam, you will be certified to teach Keyboarding, Introduction to Business, and Business Math. In order to teach any Vocational Business classes, you will need to take BSE524 in addition to the Praxis II exam.

**Special Requirements**

Course #	Title	Credits
COM115	Fundamentals of Public Speaking	3 hours
PSY121	Introductory Psychology	3 hours
CIS101 or CSC101	Computers for Learning	2 hours
		<b>Total 8 hours</b>

**Professional Education**

Course #	Title	Credits
EDC150	Introduction to Teaching	1 hour
SEC302	General Methods of Instruction in the Middle and Secondary Schools	4 hours
EDT365 or EDT662	Instructional Apps/Technology and Media Educational Applications of Computers for Teachers	3 hours
PSY360 or PSY710	Educational Psychology Psychology of Education	3 hours
SFR486 or PSY486	Management and Assessment in Middle and Secondary Classrooms	3 hours
SPE340	Educational Alternatives for Exceptional Students	2 hours
RDG474	Reading and Writing in the Content Fields	2 hours
EDC350	School and Society	3 hours
BSE503	Teaching of Business	3 hours
BSE493	Supervised Teaching	6 hours
BSE494	Supervised Teaching	6 hours
		<b>Total 36 hours</b>

**Middle School (5-9) Option**

MID421 or MID810	Philosophy and Organization of Middle School Curriculum The Middle School – The Jr. High School	2-3 hours
MID439 or MID725	Middle School Instructional Strategies Advanced Theory and Practice in the Teaching of Early Adolescents	3 hours
MID425	Middle School Curriculum	2 hours
RDG318	Foundations of Reading Instruction	3 hours
EEM305	Field Experiences in Education	2 hours
		<b>Total 12-13 hours</b>

**Content Area**

Course #	Title	Credits
<b><u>Keyboarding</u></b>		
CIS201	Computer Applications for Business	2 hours
<b><u>Accounting</u></b>		
ACC201 or ACC600*	Introduction to Financial Accounting Accounting Concepts for Managers	3 hours
<b><u>Economics</u></b>		
ECO155 or ECO600*	Principles of Macroeconomics Fundamentals of Economics	3 hours
<b><u>Business or Consumer-Related Law</u></b>		
LAW231 or LAW600*	Legal Environment of Business Legal Environment for Business Managers	3 hours
<b><u>Business Communications</u></b>		
MGT286	Business Communications	3 hours
<b><u>Management</u></b>		
MGT340 or MGT600*	Organizational Behavior and Management Administrative, Organizational and Operations Concepts for Managers	3 hours
<b><u>Marketing</u></b>		
MKT350 or MKT600*	Principles of Marketing Marketing Concepts for Managers	3 hours
<b><u>Computer Emerging Technology</u></b>		
CIS195	Intro to Desktop Publishing	3 hours
<b><u>Choose One:</u></b>		
CIS205 CIS260	Website Design and Development Application Development I	3 hours
<b><u>Choose One:</u></b>		
CIS370	Web Application Development for Business	3 hours
CIS223 CIS224	Intro to Cobol Programming Windows Programming with development Tools	
CIS429 or CIS600*	Information Systems in Business Information Systems in Business Organizations	
<b><u>Business Methods</u></b>		
BSE524*	Implementing Vocational Business Education Programs	3 hours
BSE540*	Curriculum Development for Business Education	3 hours
		<b>Total 35 hours</b>
*600 or 700 level with permission of MBA program director		
<b>Praxis II Text #0101 required</b>		