



*Department of Family, Nutrition, and Exercise Sciences*

Dear Prospective Student:

Thank you for your recent request for information concerning New York State Initial Certificate in Physical Education and the Master of Science in Education/Physical Education program offered by the Department. Enclosed is a description of the program and course requirements for your review. This program of study is designed for students who have completed a baccalaureate degree, either majoring in Physical Education without the required course work in Education for New York State Teaching Certification, or having completed an undergraduate degree without a major in Physical Education. Be advised that for those who are certified and are teaching in another subject area, this program requires 25 hours of observation in both elementary and secondary (including middle school) levels.

The applicant must, in addition to meeting the entrance requirements for graduate study at the College, complete all entrance requirements for the Initial Certificate program. Firstly, considering that prospective students are coming from a variety of academic experiences, the Department requires that each candidate submit a Letter of Intent. This letter must include the individual's: (i) academic and life-experience background in Physical Education and Sport; (ii) teaching and coaching experiences with groups especially at preK-12<sup>th</sup> grade level (letters of recommendation from supervisors are required); (iii) future teaching plans and goals based upon completion of this academic program; and (iv) a philosophical statement of the role of physical education in society. Secondly, the Department feels that the undergraduate academic performance of the student is an important factor in the selection process; include transcripts from all post-secondary schools, and make sure that your baccalaureate degree is posted. Finally, in addition to the above materials, a matriculant application must be completed. The application must be processed electronically at:

[http://www.qc.cuny.edu/admissions/graduate/which\\_application](http://www.qc.cuny.edu/admissions/graduate/which_application)

The review process begins when the completed application with the supporting documents has been submitted. The Department's Admissions Committee will evaluate the application and student will be notified of the committee's findings shortly following the application is complete. If additional questions arise, please feel free to contact Dr. Bernstein at [eve.bernstein@qc.cuny.edu](mailto:eve.bernstein@qc.cuny.edu)

Sincerely,

Eve Bernstein, Ed. D.  
Graduate Adviser

## Application Check List

### **1. Letter of Intent**

- Academic and life experience background in Physical Education and Sport including participation in varsity sports.
- Teaching and coaching experiences with groups especially at preK – 12<sup>th</sup> grade level.
- Future career plans after completing program.
- A philosophical statement of the role of physical education in society.

### **2. Letters of Recommendation**

- Three letters of recommendation must be submitted;  
At least two letters must be from instructors who are in a position to attest to the applicant's capacity to successfully complete a program of graduate studies.

### **3. Transcripts**

- All Post Secondary Schools including one showing baccalaureate degree awarded. (High school transcript may be required to support language requirement, see below)

### **4. Other Requirements (complete form on page 4)**

- Language Other Than English (passing the 3<sup>rd</sup> Year Regents Exam (provide school transcript), or six semester hours of a foreign language at the College level.
- The applicant must hold a bachelor's degree with a General Education core in the liberal arts and sciences.
- Provide Liberal Arts and Sciences, and Foreign Language Assessment Form. (see page 4)

### **5. Interview (if required)**

### **6. Application for Matriculation for the Graduate Division**

- The application must be processed electronically at:  
[http://www.qc.cuny.edu/admissions/graduate/which\\_application](http://www.qc.cuny.edu/admissions/graduate/which_application)
- Applicants must write and submit a 500-word essay explaining their objectives in applying for graduate study and including a brief personal statement. Recommend that the essay be written prior to the Letter of Intent.

*Department of Family, Nutrition, and Exercise Sciences*  
*Queens College of the City University of New York*

**Program of Study: Advanced (Post-Baccalaureate) Initial Certificate in Physical Education (PreK-12), and the Master of Science in Education leading to the Professional Certificate**

This sequence of courses prepares students for the New York State Initial Certificate to teach Physical Education PreK-12. It is designed for individuals who have completed an undergraduate major other than in teacher preparation in physical education, want to teach physical education, and wish to complete a Master of Science in Education degree in Physical Education. Course requirements will vary depending on courses taken in undergraduate program.

**Requirements for Admissions and Maintenance for the Advanced Initial Certificate in Physical Education (PreK-12)**

Admission to the program begins with submission of an application for matriculation. In addition to the application, a student must submit a letter of intent, (in addition to the application essay) which includes the student's background in sport and physical education, experiences working in sport, recreation or physical education settings with children and young adults, any teaching experience, a philosophical statement on the role of physical education in society, and career plans upon completion of the program. The applications are reviewed by an Admissions Committee which considers among other factors, the letter of intent, the graduate application with particular attention to performance in undergraduate work and in writing courses, and letters of reference.

The applicants must hold a bachelor's degree with a general education core in the liberal arts and sciences. Applications who majored in physical education but do not hold an initial certificate may be required to take additional courses (deficiencies) in the undergraduate level offerings to assure compliance with the New York State Education Department's regulations for preparing teachers of Physical Education PreK-12.

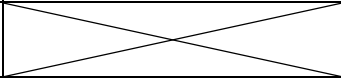
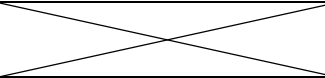
Applicants are also required to have at least six semester hours, or its equivalent, of a language other than English. They must meet, as well, the general admissions requirements for graduate study at Queens College, including a cumulative and academic major grade point average of B (3.0 GPA) or better. Students must maintain a B average to be retained in the program, and to graduate.

*Department of Family, Nutrition, and Exercise Sciences  
Queens College of the City University of New York*

**Advanced Initial Certificate Program in Physical Education  
Liberal Arts and Sciences, and Foreign Language Assessment Form**

**Applicant:** \_\_\_\_\_

**Complete Sections I, II or III, and submit with Graduate Application for Matriculation:**

<i>Requirements for Entrance</i> <b>A</b>	<i>Course of Degree/ School</i>	<i>Date of Completion</i>
I. Foreign Language <b>B</b>		
II. Liberal Arts and Sciences degree <b>C</b>		
III. Liberal Arts and Sciences <b>D</b>		
A. Scientific and Mathematical Processes		
B. Historical and Social Scientific Awareness		
C. Artistic Expression and the Humanities		
D. Communication		
E. Written Analysis and Expression		

**A** Evidence must be provided.

**B** Satisfied by passing grade on Foreign Language – 3<sup>rd</sup> Year Regents Exam (include high school transcript), or six semester hours of a language other than English at the college level.

**C** Satisfied by completion of an associate of Arts Degree (**AA**) (Liberal Arts and Sciences), or Bachelor of Arts (**BA**), or Bachelor of Science Degree with a General Education core curriculum (**BS-GEC**). Indicate degree in the box above.

**D** Completion of a degree other than listed in Section II – identify courses and the College in the appropriate box for each of the areas listed (A-E); if no courses were taken, write “none”. Deficiencies will be added to the conditions of admissions.