Steps for Preparing to Complete an ECU Teaching Degree Through SECU Partnership East (PE)

The following steps are provided a general startup guide for NC Community College students who wish to earn bachelor's degrees in Elementary Education or Special Education- General Curriculum through East Carolina University's State Employees Credit Union (SECU) Partnership East degree completion model. This degree completion partnership is designed specifically for students that transition from a North Carolina community college. All interested students should contact a PE Coordinator for more detailed information about the process, admission requirements, and degree program information.

1. **Apply to a NC Community College***
   If you are already enrolled in a NC community college, skip to Step 2.

   Contact your North Carolina community college to complete the application process for enrollment. Most community college applications require that you have transcripts sent to the college and that you take placement tests prior to registering for classes. You may find out about the process by looking for admissions information online, calling the community college admissions office, or visiting the community college. Partnership East students should request community college advisors from the college transfer associate degree programs. Visit [http://www.nccommunitycolleges.edu/](http://www.nccommunitycolleges.edu/) for more information.

2. **Apply for Financial Aid**
   If you do not need financial aid, skip to step 3.

   The first step in locating financial aid to assist with your college expenses is to complete a FAFSA (Free Application for Federal Student Aid) form. You can access these forms at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Assistance with completing the form is available at 1-800-433-3243 and through community college financial aid offices. Additional Scholarship opportunities may be found at [www.CFNC.org](http://www.CFNC.org).

3. **Register for community college courses**
   Prospective PE students should take courses from the college transfer degree programs. If possible, it is recommended that you begin with ENG 111, PSY 150, and MAT 141 or MAT 161 or MAT 171. **If you need developmental courses (i.e. DMA or DRE sequence) you must take those courses first.** Checklists of community college prerequisite courses for SECU Partnership East students may be found on the PE website. [http://www.ecu.edu/pe/](http://www.ecu.edu/pe/). If you are working toward an associate degree, be sure to choose courses that apply to the PE prerequisite checklist and the associate degree of choice.

4. **Schedule an appointment with a SECU Partnership East Coordinator**
   Partnership East Coordinators are assigned to every county in North Carolina. The PE Coordinator can help you determine what courses are required for your area of interest and assist you in developing a plan of study. Schedule this meeting as early as possible in your college career. If you have completed any college coursework, bring copies of your transcripts to the coordinator for your initial meeting. If you are unsure who to contact, a map of geographic regions is located on the PE website. [http://www.ecu.edu/pe/](http://www.ecu.edu/pe/)

5. **Take the Praxis Core in reading, writing, and math**
   Praxis Core test scores are required for admittance into PE. You should take the tests after completing English and math courses at the community college, if possible. You should plan to take Praxis Core no later than one semester before applying to PE. (Example: Applications for fall cohorts are due in February, so students should take Praxis Core no later than the fall prior to applications being due.) If you have taken the SAT or ACT, check with a PE Coordinator to see if Praxis Core is required for you. Partnership East coordinators have additional information about studying and registering for Praxis Core. [http://www.ets.org/praxis](http://www.ets.org/praxis)
6. **Apply to Partnership East**

After completing the majority of community college prerequisite coursework, taking Praxis Core, and meeting the requirements below, a student should apply to Partnership East. Application deadlines for PE cohorts are posted on the website, [http://www.ecu.edu/pe/](http://www.ecu.edu/pe/). Applications for programs beginning in summer semesters (**full-time Elementary** and **part-time Special Education**) are due in early January. Applications for **part-time Elementary Education** beginning in the fall semester are due in early February. The application portal typically opens in December, so check with your respective recruiting coordinator for more information.

**Requirements for Admission to PE to part-time students (Elementary, Middle Grades, or Special Education):**
- Completion of prerequisite coursework listed on degree checklists
- G.P.A. of 2.5 or higher in all coursework
- Passing Praxis Core scores (must be within 5 points of passing when applications are submitted)
- Conference with a Partnership East Coordinator
- Eligibility for admission to East Carolina University ([http://www.ecu.edu/admissions/](http://www.ecu.edu/admissions/))

**Requirements for Admission to PE to full-time students (Elementary Program Only):**
- Completion of all community college prerequisite coursework listed on degree checklist
- G.P.A. of 3.0 or higher in all coursework
- Passing Praxis Core scores
- Conference with a Partnership East Coordinator
- Eligibility for admission to East Carolina University ([http://www.ecu.edu/admissions/](http://www.ecu.edu/admissions/))

7. **Apply for admission to East Carolina University**

In order to take courses through PE, students must be enrolled in ECU. To apply, join Pirate Port to track your admission status and to apply by
- Visit [www.ecu.edu/admissions](http://www.ecu.edu/admissions)
- Select the Pirate Port icon
- Complete an interest page
- Create your account
- Apply for admission at [www.CFNC.org](http://www.CFNC.org) or select the link on the ECU admissions web page to apply. (You will be automatically directed to [www.CFNC.org](http://www.CFNC.org) to apply to East Carolina University.) A nonrefundable admission fee is required.
- Track your admissions status through Pirate Port (NOTE: Your Pirate Port Log-in and Password will differ from your CFNC log-in and password.)
- Receive information on topics of academic interest
- Learn about news and events at East Carolina
- Allow the admissions office to communicate with you regarding updates, notifications, and events
- Closely monitor the email address you provide for requests

8. **Apply for financial aid as an ECU student**

See step 2 for directions.

Once you begin your coursework at ECU, you will need to list ECU as the institution on the FAFSA. If you will dually enroll in ECU and a community college, you may count hours for both institutions toward total enrollment hours. ECU’s Financial Aid Office will work with you to distribute your funds to community colleges when you are dually enrolled.

*Students must enroll in and complete coursework at a North Carolina community college to be eligible for Partnership East. PE serves students seeking their first four-year degree only. Candidates who have already completed bachelor’s degrees should contact ECU about other alternatives for teacher licensure. For more information, visit [http://www.ecu.edu/cs-educ/alternative_licensure/Index.cfm](http://www.ecu.edu/cs-educ/alternative_licensure/Index.cfm).*

Information provided in this document is subject to change.