ADMISSION CRITERIA AND CHECKLIST
Educator Preparation Institute

Admission to the Educator Preparation Institute is limited to eligible applicants only (minimum 2.5 GPA) who have a bachelor's degree (non-education) from a regionally accredited or approved institution and a valid Statement of Eligibility and/or a valid Temporary Certificate from the Florida Department of Education.

All EPI documents listed are located on www.valenciacollege.edu/epi , click on the dropdown menu found on the word "Resources" and "How to Enroll".

EPI Application Approximate Deadlines:
Fall Term: August 1st **Spring Term**: December 1st **Summer Term**: April 15th

Application requirements: **ALL listed steps and documents are necessary for program acceptance review.**

_____ **1.** Statement of Eligibility and/or a valid Temporary Certificate from the Florida Department of Education. You may request an eligibility statement at http://www.fldoe.org/edcert/steps.asp. Cost is $75 and is the responsibility of the student. The DOE application process takes approximately 60 days.

_____ **2.** Submit a completed college application for admission by the College Application Deadline http://valenciacollege.edu/admissions-records/. This process takes 3-5 business days.

_____ **3.** After acceptance to the College, submit a completed Florida Proof of Residency application for tuition purposes http://valenciacollege.edu/admissions-records/florida-residency/status-prove.cfm. Returning Valencia students must complete a re-classification form and provide 3 types of documentation for proof. This process takes 3-5 business days.

_____ **4.** Attend a group enrollment session about the Educator Preparation Institute. See https://valenciacollege.edu/academics/programs/educator-preparation-institute/how-to-enroll.php for dates of group enrollment sessions or contact the EPI office for individual session options at 407-582-5473 or ecostello1@valenciacollege.edu.

_____ **5.** Submit official, sealed college transcripts to Admission and Records/EPI, Valencia College, P.O. Box 3028, Orlando, FL 32802-3028 **OR** PDF electronic transcripts should be sent directly from the institution to Transcripts@valenciacollege.edu

_____ **6.** Complete and submit a brief biographical statement with your name and contact information at the top and 3 brief paragraphs explaining "Why I Want to be a Teacher" and include experiences, motivations, and characteristics you may contribute as an educator.

_____ **7.** Complete and submit the FEAPs Pre-Assessment form.

_____ **8.** Complete and submit the EPI Education Plan.

_____ **9.** Complete and submit the EPI application.

_____ **10.** Take and pass the General Knowledge Test (GKT); submit a test score report.

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