

## English Education Resources & 4-Year Planning Sheet

Name \_\_\_\_\_

Catalog Year \_\_\_\_\_

### You have English Department requirements and OPS requirements.

- **English resources** are at the bottom of the Student Resources page of the English website: <http://www.longwood.edu/english/student-resources>. Use the Advising Checklist and Timelines to Consider for English Majors Seeking Teaching Endorsement to help you fill out the 4-year planning form. Since you may need to make changes, use pencil or type the form and save it.
- **OPS (Office of Professional Services)** requirements and applications are in two places: the OPS Canvas course and the OPS section of MyLongwood. Enroll yourself in the OPS Canvas course: <https://canvas.longwood.edu/enroll/XHDFLT>. OPS deadlines in the OPS Canvas course will be most up to date.
- ***Bring this 4-year planning document form with you every time you meet with your advisor to discuss scheduling.***
- Some courses are offered only in the fall or spring, some have prerequisites and co-requisites. Include tests, applications, and other important deadlines on your plan. Few courses are offered in the summer or winter session.
- Maintain 2.5 gpa in major and 2.5 overall gpa

### You have three important applications to complete for OPS; each has its own requirements and deadlines—some a year in advance:

- Admission to Teacher Preparation
- Application and requirements for Practicum II (in Summer 1 session only)
- Application and requirements for Student Teaching









**ADDITIONAL SEMESTER \_\_\_\_\_**

**Deadlines:**

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**Fall Semester \_\_\_\_\_ (year)**

<b>Courses</b>	<b>Credits</b>	<b>Grade</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total Credits:	_____	_____

**Winter Intersession \_\_\_\_\_ (year)**

<b>Courses</b>	<b>Credits</b>	<b>Grade</b>
_____	_____	_____
_____	_____	_____
Total Credits:	_____	_____
Cumulative Credits:	_____	_____

**Spring Semester \_\_\_\_\_ (year)**

<b>Courses</b>	<b>Credits</b>	<b>Grade</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total Credits:	_____	_____
Cumulative Credits:	_____	_____

**Summer Session \_\_\_\_\_ (year)**

<b>Courses</b>	<b>Credits</b>	<b>Grade</b>
_____	_____	_____
_____	_____	_____
Total Credits:	_____	_____
Cumulative Credits:	_____	_____