Procedures for student and program evaluation are available in *Performance-Based Assessment Plan for Programs in School Psychology*. A Table of the necessary decision points for the Ed.S. degree is provided in Appendix E. Evaluation of students begins during the admissions procedure when students are carefully selected based upon the expectation that they can successfully complete the program and function as school psychologists. Evaluation continues throughout the program using rGrade, a university-wide assessment system.

The rGrade system makes it possible for the student, program and university to chart the effectiveness of the program and monitor the strengths and weaknesses of students. Students can access data on the series of decision points and their status on completing key aspects of the program. Decision points are essentially a set of progress markers accounting for the professional progress of students in their chosen fields.

Successful completion of the program is based on students’ demonstration of academic, professional, and personal effectiveness related to professional objectives related to NASP Standards of Practice and recorded in rGrade.

M.A. students must maintain a cumulative G.P.A. of at least 3.0 and Ed.S. students, a G.P.A. of at least 3.2. Assessment in courses takes many forms including examinations, case studies, simulations, and performance appraisals of skills in authentic settings.

Students must earn a minimum grade of “B” in school psychology core courses: EDPS 653, EDPS 651, EDPS 687, and EDPS 612 that are prerequisite to practica EDPS 688 and EDPS 689. If a grade of B- or less is attained, the Core Committee institutes a remediation plan before the student may proceed with practicum.

**Portfolio Requirements**

Students are required to develop electronic portfolios and professional web pages. Guidelines and rubrics for the portfolio are included in the *Performance-Based Assessment Plan*. Portfolios are a means by which students can reflect on their progress as professionals in professional standards (i.e., NASP) and offer examples of their capacities to perform professionally in the setting of the school. (See sample of rubric, Appendix G.)

**Committee Review**

School psychology faculty meet annually to review all students enrolled in the programs. Selected committee members review portfolios. The full core committee considers evaluations and information from field-base supervisors and departmental faculty concerning performance in field placements and assistantships in the yearly review.

Students are given feedback on the quality of their work and their perceived dispositions (professional characteristics) via rGrade. The committee may offer comments that range from distinguished performance to a recommendation for “probation or termination.” Complete procedures are available in the *Performance-Based Assessment Plan*. 
Selective Retention

Praxis II Examination

All Ed.S. candidates are required to pass the School Psychologist Specialty Examination (5402) from the Educational Testing Service (ETS). Complete information about registering for the test, a test blueprint, and sample questions may be found at www.ets.org/praxis. This test has been approved as an appropriate exit criterion for the program. To be considered for candidacy, students must achieve a score of 147 as of September 2014 or the currently approved passing score for obtaining National Certification as a School Psychologist (NCSP) as determined by NASP. Students should request from ETS that official results be sent directly to Ball State University.

Approval for Graduation and Licensing

After students have demonstrated that they satisfactorily meet all program criteria, the Ed.S. committee files a signed approval form with the graduate school office. Master’s students are not required to pass a formal examination; however, their programs must be on file at the graduate school and approval obtained from the program director two weeks before (or as posted) the intended graduation date deadline.

Applying for Graduation

Graduation does not automatically occur once course work is completed. Students must apply to the Graduate School to receive their degrees. The graduate school must receive the Application for Graduation within the first four weeks of the semester in which the student wishes to graduate. If the student plans to graduate in the summer, he/she must apply for graduation within the first two weeks of the summer semester.

A complete and accurate final Ed.S. checklist (see Appendix H) must be signed by the Ed.S. committee and submitted to the Graduate School in order to graduate. The best way to insure that this happens is to complete a preliminary checklist during the first year, post it on one’s web page and keep it update during subsequent years. A final paper version with all courses and grades except the internship grade should be submitted it to the student’s program advisor early in the internship year.

Graduate students apply for graduation online through the university’s self-service Banner (SSB) system. Instructions and links for graduation application can be found at http://cms.bsu.edu/academics/collegesanddepartments/gradschool/preparingforgraduation

Deadlines and any changes to the process are available at http://www.bsu.edu/gradschool.

As part of the application process, students are urged to complete the Graduate School Survey. A link to the survey may be found at the Graduate School website.