

# Teacher Education Student Email List (TeachEd)

Welcome to your source of information on all of the late-breaking news about Teacher Education at Purdue University! You are part of a select and important group of undergraduates who have come to Purdue to pursue a degree and a license to teach. TeachED is an excellent way for all prospective teachers to stay informed.

Whether you are in the College of Education--or another College such as Agriculture, Health and Human Sciences, Liberal Arts, Science, or Technology--you need to be connected to the best and latest information about earning a teaching license. TeachED will do this for you through updates from me and all of the important offices that support teacher education students on campus. Also, education organizations such as PSEA, PSEC, Kappa Delta Pi, and CEC are welcome to post notices on this list.

Sign up below and be an active partner in Boilermaker teacher education!

Maryann Santos, Dean  
College of Education, Purdue University

The [TeachED@purdue.edu](mailto:TeachED@purdue.edu) email list is for all students enrolled in a teacher education program at Purdue University. All students preparing to be teachers should subscribe to this list for the duration of their preparation program. The TeachED email list will be used to distribute important announcements, due dates, and information related to your teacher education program.

## Guidelines for Submission to the TeachEd Mailing List:

The purpose of the following guidelines is to provide users with suggestions on how to submit professional and successful email messages to this distribution list.

Prior to submitting a message:

- a) Identify target readers.
- b) Review purpose of the message, and state in subject line.
- c) Check for grammatical errors and the appropriateness of message (e.g., do I have all contact information listed, should this only go to candidates, do I need to have permission to publish this information).

Submitting a message to this distribution list:

- a) Send the message directly to the list address ( [TeachEd@lists.purdue.edu](mailto:TeachEd@lists.purdue.edu)).
- b) Retain a copy of the message(s) that you send for your records.

Troubleshooting:

- a) If you did not receive a copy of the sent message:
  - (1) You are not subscribed to the list to which you sent the message.
  - (2) If you are a subscriber to the list, select send/receive in your e-mail account to finish the process.

(3) If you have further problems please contact the College of Education Technology Support at [Edit@purdue.edu](mailto:Edit@purdue.edu).

b) If the message you sent was not sent to the correct list:

(1) Re-submit your message to the appropriate list.

c) Any other questions regarding mailing list utilization, please contact [Edit@purdue.edu](mailto:Edit@purdue.edu) or visit <https://lists.purdue.edu/mailman/listinfo>.

Subscribing or Unsubscribing to the TeachEd mailing list:

Go to the following URL, <https://lists.purdue.edu/mailman/listinfo/teached>

a) To subscribe, see the section on subscribing to TeachEd.

b) To unsubscribe, see the section on unsubscribing to TeachEd.