

APPLICATION FOR STUDENT TEACHING

•PLEASE READ CAREFULLY•

Application materials to be returned:

- 2 Typed Application Forms
- 5 x 7 Application Card
- Eligibility Form
- Verification of TB Test
- Copy of MTTC Test Results

Remember that applications are sent to school districts. Be sure your work is professional. The application form is on the web, but the application may not be submitted electronically. Forms may be accessed by going to TED's home page at: ted.coe.wayne.edu. The application may be typed on-line, but the Adobe reader must be downloaded to your computer. The reader is free.

TO BE ELIGIBLE FOR STUDENT TEACHING ALL PREREQUISITES MUST BE MET

The College of Education requires that you take and pass the appropriate State Certification tests prior to Student Teaching.

1. Application materials must be completed and returned to the Office of Field Experiences by the deadline for the term in which you wish to do your student teaching (see dates below).

For Student Teaching Beginning:

The Application deadline is:

Winter Term 2009-----	Passed
Fall Term 2009-----	September 30, 2008
Winter Term 2010-----	January 31, 2009
Fall Term 2010-----	September 30, 2009
Winter Term 2011-----	January 31, 2010

2. Fill out the application for Student Teaching forms completely and neatly. **Forms must be typed.** These forms are sent to school administrators and supervising teachers to help them in determining your placement.

3. Attach an up to date copy of your Wayne State University Pipeline Transcript.

4. You are encouraged to state a preference for placement in a given school/district, however, when requesting placement on your application, do not list:

- a. schools where a relative is employed by the district or
- b. districts that do not have agreements with the Student Teaching Office (ask if you are uncertain)

Your actual placement will be determined on the basis of availability and Teacher Education Department policies.

If students violate these policies, the placement will be disallowed.

Students do not arrange their own placements. Students may provide the Placement Office with leads for placement opportunities, but students are not to arrange their own placements.

5. Half day placements are made for students who are:

- a. Special Education majors doing their regular elementary placement prior to the full day Special Education assignment. This also applies to Speech Pathology students.
- b. Early Childhood Education students doing their half-day assignment at the Early Childhood Center.

All others must do Student Teaching on a full day/full term basis.

6 If you are required to complete a second Student Teaching contact, you must submit your application to Room 226 Education Building during the appropriate application period.

7. Many school districts require a personal interview before accepting students for placement. The Student Teaching Office or the School District will inform you if an interview is necessary and give you details for making your interview appointment. Please be certain you represent yourself in a professional manner.

8. In addition to criminal back ground checks, many districts require student teachers to submit fingerprint checks. Contact the district for their official policy.

9. If you must withdraw your request for a student teaching assignment between the time you apply and the start of the contact, please call our office.

10. If you have any questions concerning Student Teaching, please call 577-1642 or come to Room 226 Education Building.