SCHOOL OF EDUCATION AND PSYCHOLOGY
OFFICE OF STUDENT TEACHING/FIELD EXPERIENCES

STUDENT TEACHING APPLICATION

Instructions: Applications are due to the Office of Student Teaching and Field Experiences by April 1 for Fall Semester Internship and October 1 for Spring Semester Internship.

The following policies and guidelines have been adopted by the School of Education and Psychology and the Office of Student Teaching/Field Experiences to govern field experiences of education majors at Alcorn State University.

- **The application must be typed using Times New Roman or Arial fonts. Include the following with the application: Official Passing Scores: <u>PRAXIS II Specialty Area Test; Praxis PLT [Principles of Learning and Teaching]; MS Foundations of Reading Test [Score 229]</u>; a current unofficial transcript; a curriculum sheet signed by your advisor and department chair, verification of teaching liability insurance, and go. alcorn curriculum sheet.**

- **To be eligible for student teaching: 1) the applicants must have secured admission to the Teacher Education Program; 2) completed all general education courses; 3) completed all major department courses; 4) completed 114 semester hours; 5) completed the professional education sequence; 6) a minimum cumulative grade point average of 2.75; 7) removal of all grades of incomplete (I) and a "C" or better in professional courses.**

- **Student may not register for the student teaching experience until they meet the criteria and your application has been approved by the Director of Student Teaching/Field Experiences.**

- **All matters of transportation and housing while on the filed are the responsibilities of the candidate and not the Office of Teacher Education/Field Experiences. The Director will confer with a candidate at any time about student teaching, the candidate can receive assistance in the office located on the first floor of the Walter Washington Administration Building, Office Number 116, and by telephone (601) 877-6489.**

- **Each applicant will be notified of placements during the student teaching seminar which begins the first day of classes of the fall and spring semesters. Students should NOT contact schools for placements.**

- **The Office of Teacher Education/Field Experiences is responsible for evaluating all teacher candidates at the end of the semester in which the application is filed.**

- **Teacher candidates are encouraged not to hold jobs during the student teaching experience.**

- **Cancellation: If the student teaching internship must be postponed or cancelled, the student teaching candidate must notify the Office of Student Teaching and Field Experience immediately.**

CANDIDATE INFORMATION

Name: _____
           (Last)   (First)   (Middle Initial)

Social Security #: _____ **A#:** _____ **Date of Birth:** _____

Race/Ethnicity: ☐ Black ☐ White ☐ Hispanic ☐ Asian ☐ American Indian ☐ Other

Current Address: _____

Phone: _____ **ASU Email Address:** _____

Background Clearance Form Completed: Yes ☐ No ☐ **Internship Course No.:** _____

Semester and Year Student Teaching Internship: ☐ **Fall, 20____** ☐ **Spring, 20____**

Major/Area of Certification:

☐ Agricultural   ☐ Elementary Education   ☐ Music
☐ Biology   ☐ English   ☐ Physical Education
☐ Business   ☐ Mathematics   ☐ Social Science

Areas of Endorsement:
(Elementary Education K-6 must list two areas which require 18 hours each):

☐ Agricultural   ☐ Elementary Education   ☐ Music
☐ Biology   ☐ English   ☐ Physical Education
☐ Business   ☐ Mathematics   ☐ Reading
☐ Special Education   ☐ Social Science

Cumulative GPA: _____ Praxis CORE Scores: Reading _____ Writing _____ Math _____

Praxis II Scores: Specialty Area: _____ **Principles of Learning: _____**

Liability Insurance (Organization): _____

Educational History: Please list the high school from which you graduated and other colleges or universities attended to date (indicate degrees and/or diplomas).

Name of Institution	Location	Dates Attended	Diplomas/Degree

Student Teaching Internship Preference: Please list three preferences for the internship. The first choice indicates the most preferred location of where you would like to student teach. Your choices must include at least two different counties. (Two counties could be the same, but the third one must be different. You must also indicate at least one elementary, middle and high school based on your projected certification. [It is our goal to fulfill all CAEP requirements in regards to student teaching and to support initiatives in collaboration with the Alcorn State Community.]

Criteria	County	City	School District	School	Grade Level
Choice 1					
Choice 2					
Choice 3					

REQUIREMENTS FOR STUDENT TEACHING CHECKLIST		
Admission to Teacher Education	Yes ☐	No ☐
Completion of General Education Courses	Yes ☐	No ☐
Completion of all Major Department Courses	Yes ☐	No ☐
Completion of 95% of course work	Yes ☐	No ☐
A minimum cumulative grade point average of 2.75	Yes ☐	No ☐
Removal of all grades of Incomplete (I) and a "C" or better in professional courses	Yes ☐	No ☐
Verification of Teaching Liability Insurance	Yes ☐	No ☐

Supervised student teaching is required for certification in Mississippi and in most other states. At Alcorn State University, the student teaching process is a minimum of a 16 weeks; full day experience yielding (12) semester hours. Therefore, other courses may not be taken during the semester of student teaching without approval. <u>Signatures below verify that the teacher candidate has completed all eligible requirements.</u>

SIGNATURES:

_____   _____

Student   **Date**

_____   _____

Advisor   **Date**

_____   _____

Department Chair   **Date**

_____   _____

Director, Office of Teacher Education/Field Experiences   **Date**

Office Use Only	Check if the following documents are attached?						
Comments:	**Official Scores:**	Praxis II Specialty	PLT	Foundation of Reading	☐	☐	☐
	Transcript						☐
	Signed Curriculum Sheet						☐
	Receipt for Liability Insurance						☐