

Student Teaching Approval

Checklist for: _____

ID: _____



Submitted

	Letter of Intent submitted by deadline (Dec 1 for fall student teaching / May 1 for spring student teaching) (<i>upload in CougarTeach</i>)	
Included in packet	Student Teaching Packet items to submit by deadline (<i>Jan 15 for fall student teaching / Sept 15 for spring student teaching</i>)	Reviewed by:
	Student Teaching Application form	staff
	Coursework Completion Plan - A plan must accompany the student teaching packet to show when any remaining Professional Education and/or content area courses will be completed prior to student teaching [See (*) below]	clinical director
	Student Profile - see guidelines on Ed Dept website	staff
	Resume' - see guidelines on Ed Dept website	staff
	Content Assessment (Praxis [beginning July 2024]) Must be at least attempted by ST Packet submission deadline; MUST be passed by April 30 for fall student teaching or Nov 30 for spring student teaching.	staff

Completed

	Tasks to be completed before registering for student teaching course:	Reviewed by:
	Has been formally admitted the TCP	staff
	Professional Education GPA meets the program requirement of 3.0	staff
	Content Area GPA meets the program requirement of 2.5	staff
	Valid Substitute Certificate for the state of Missouri - must be valid during the entire student teaching experience. (<i>This will include your DESE Educator ID Number.</i>)	staff
	Valid fingerprinting background clearance - must be valid during entire student teaching experience	staff
	Synthesis Paper submitted (with supporting artifacts) and approved (This paper is completed in EDUC 400)	clinical director
	*Has completed all Professional education courses listed on certification checklist	clinical director
	*Has completed all content area courses listed on certification checklist	clinical director
	Once all of the above tasks have been completed, contact the Education Dept Office for review. Failure to contact the department may result in postponed student teaching.	

Date:

Staff review:		
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