Student Teaching Internship/Practicum Placement Policy

The goal of the student teaching placement is to place each student in an environment where maximum professional growth can occur. While the candidate’s preference is always considered, other critical factors affect the final placement decision, including negotiations between the University and school systems, the availability of a quality clinical educator, adherence to state guidelines, and placement within our partnership schools. Therefore, no assurance will be provided that placement will be in the desired location. Special circumstances should be discussed with the Assistant Dean of School and Community Partnerships at the time of application. The candidate is obligated to accept the placement that is arranged. Transportation is the responsibility of the candidate. Below are additional guidelines regarding the student teaching/yearlong internship placement:

1. The candidate may not seek to influence or arrange his/her school placement by contacting administrators, principals, teachers, or school/district employees about a potential placement.

2. The Office of School and Community Partnerships will make efforts not to place candidates in a school where a son/daughter is a student or where a parent, spouse, or other close relative is employed or where he or she has formerly been employed as a teacher assistant, long-term substitute teacher, coach, volunteered, or previously attended high school unless there are extenuating circumstances.

3. The Office of School and Community Partnerships must be made aware of any special requests that are relevant to eligibility for student teaching (such as taking a course within student teaching or athletic practices that may impact placement).

4. If the candidate fails to meet the placement requirements for the school/district or is dismissed from the student teaching placement, the candidate will be required to complete a remediation plan and may not be guaranteed another placement if the terms of the remediation plan are not met.

5. Candidates seeking out-of-state placements must meet the criteria in the Transient Student Policy. No exceptions to the Transient Student Policy will be made to place candidates in out-of-state schools for student teaching.

Final approval for student teaching is granted immediately before the beginning of the semester. If this final screening reveals that the applicant has become ineligible, the candidate must cancel his/her registration, and the school/school system personnel will be notified. If the candidate learns that he/she is likely to become ineligible, or if the candidate decides not to enter student teaching as scheduled, the Assistant Dean of School and Community Partnerships should be notified immediately. Failure to do so is considered discourteous and unprofessional because of its negative impact on the University and the school.

Placement changes will not be granted unless serious extenuating circumstances exist and documentation provided. Such change requests must be made in writing to the Assistant Dean of School and Community Partnerships.

Questions may be directed to Tisha Greene, Assistant Dean, Office of School and Community Partnerships 704-687-0759.