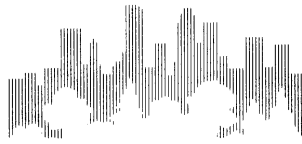


# AUGSBURG



C • O • L • L • E • G • E

## APPLICATION FOR SECONDARY STUDENT TEACHING

Program: DAY \_\_\_\_\_ WEC \_\_\_\_\_ GRAD \_\_\_\_\_

Name \_\_\_\_\_ I.D.# \_\_\_\_\_ Date \_\_\_\_\_

Present Address \_\_\_\_\_ e-mail \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell \_\_\_\_\_

Licensure goal \_\_\_\_\_ Licensure Grade Level: 5-12 \_\_\_\_\_ 9-12 \_\_\_\_\_ K-12 \_\_\_\_\_

Major: \_\_\_\_\_ High School Attended \_\_\_\_\_

### I. REQUIREMENTS PREREQUISITE TO STUDENT TEACHING:

#### A. Acceptance into the Education Department Licensure Program

- Have you been accepted in the Education Department? Yes \_\_\_\_\_ No \_\_\_\_\_
- Do you have a minimum 2.5 GPA in your major and Education courses? Yes \_\_\_\_\_ No \_\_\_\_\_
- Do you have a minimum 2.5 GPA in your major? Yes \_\_\_\_\_ No \_\_\_\_\_
- Do you have a minimum 2.5 cum GPA for all coursework? Yes \_\_\_\_\_ No \_\_\_\_\_
- Are any of your required courses in Educ. or your major below 2.0?  
(3.0 minimum if grad student) Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you passed all portions of the PPST or MTLE? Yes \_\_\_\_\_ No \_\_\_\_\_

#### B. Completion of the prerequisite courses: (See list of courses later in this application)

- Have you completed your general education courses? Yes \_\_\_\_\_ No \_\_\_\_\_
- Will you complete all requirements for graduation before  
the term of your student teaching? Yes \_\_\_\_\_ No \_\_\_\_\_
- Have you taken both portions of the MTLE Tests? Yes \_\_\_\_\_ No \_\_\_\_\_

**\*\*NOTE\*\*** If you will not complete all coursework before student teaching, please do not continue in this process. Contact Barbara West or your Education advisor.

**II. List the Clinical/Fieldwork/Classroom Experiences already completed.**

If you are currently enrolled in one of these courses and are not sure what grade level you will receive, it is your responsibility to provide that information to the Education Department secretary so that this application can be updated. It is the sole responsibility of the pre-service teacher to complete adequate hours in the two levels required for secondary licensure: middle school (5-8) or secondary (9-12).

**Field Experience Hours - Secondary & K-12**

Course	School Site	Grade Level	No. of Hours
EDC 200/522	_____	_____	_____
EDC 310/533	_____	_____	_____
ESE 325	_____	_____	_____
ESE 300/500 (as appropriate)	_____	_____	_____
EDC 410/544	_____	_____	_____
5-12 or K-12 Methods	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Field Experience Logs & Teacher Evaluation for each course listed above are present in the applicant's file:

Education Advisor check      \_\_\_\_\_ yes      \_\_\_\_\_ no

Education Advisor signature \_\_\_\_\_

**NOTE: It is the student's responsibility to inform the Director of Student Teacher Placement immediately if you fail to complete current coursework for any reason.**

**Placement Details**

**Student teaching grade levels:** Please indicate the grade level at which you would like to student teach. Be aware that you must meet the state requirement for classroom experience at all grade levels of your licensure.

5-8 \_\_\_\_\_ 7-9 \_\_\_\_\_ 9-12 \_\_\_\_\_ K-6 & 9-12 \_\_\_\_\_

**Starting Dates:** Fall student teachers usually begin their assignment during Teacher Workshop Week, the last week of August for most districts. Winter/Spring student teachers begin student teaching the first week of Spring semester and Winter Trimester. **For any other starting date you must petition the Student Teaching Committee. This request must be made in writing and addressed to the Student Teaching Committee. Do not attach such letter to this application, hand in separately to Barbara West.**

**Placement Location:** Because of intense competition for student teaching placements and BOT/NCATE regulations, we cannot offer you complete freedom in your choice of districts/schools for student teaching. For example, you may not student teach in the same school where your children attend, or where a family member is employed. Please be assured that we will work with you to find the best possible setting for you. Also, please understand that your request does not ensure automatic placement at that site. Occasionally, it is the professional role of the Education faculty to recommend a particular placement that would ideally match your specific strengths/needs with the long-established pool of seasoned, master cooperative teachers who consistently work with Augsburg in developing future teachers. **As well, colleges and universities in the metro area have been assigned specific cluster sites where the majority of each institution's teacher candidates will be placed.**

**Please circle your placement preference:** If your choice is suburban, indicate the direction from Augsburg, i.e., north, south, east or west. This will be a **first ring suburb**. Indicate a first or second choice.

Urban	Suburban	
Minneapolis	<b>North/Northwest</b> Anoka-Hennepin Robbinsdale Osseo	<b>East/Northeast</b> NE Metro Mounds View North St. Paul
St. Paul	<b>South/Southwest</b> Bloomington Rosemount/Apple Valley Edina	<b>West</b> Orono Wayzata

**Please state any special needs you may have in regards to placement location:**

**Student Teaching and Working**

Because student teaching is a full-time job in itself, the Augsburg College Teacher Education faculty discourages employment during student teaching. How will you comply with this expectation?

**IV. Student Teaching Registration**

The required number of student teaching courses varies with individual requirements. Most Secondary student teachers need 2 courses (12 weeks of student teaching); K-12 licensure candidates need 3 (14 weeks); double majors need 4 (18 weeks). If you register for 2 courses only, and are a DAY student, you will be considered a part-time student. **Consult with your financial aid advisor to learn how this will affect the aid you receive.** If you need to qualify as a full-time student, you can register for an additional course of student teaching. An additional course means you will student teach for 2 extra weeks. **Please note: You cannot register online for student teaching; there must be a faculty signature. All student teachers will register in a group meeting to be announced later by Barbara West.**

**Courses in Student Teaching:**

<b>5-12 Licensure:</b>	ESE 481	ESE 483		
<b>K-12 Licensure:</b>	EED 481	EED 483	ESE 483	ESE 485

**This application CANNOT be accepted without your Education Department faculty advisor's signature and your signature.** The Education Department advisor's signature below indicates that the advisor has reviewed this application with the student for student teaching prerequisites. It is the student's responsibility to represent their coursework/program and grades accurately. **The student's signature indicates that all coursework and grades listed in this application are accurate and true, and that the student understands the requirements that need to be fulfilled in order to be licensed by the State of MN.**

\_\_\_\_\_ Date \_\_\_\_\_  
Augsburg College Education Department Faculty Signature

\_\_\_\_\_ Date \_\_\_\_\_  
Student Signature

**AUTHORIZATION BY STUDENT FOR RELEASE OF TRANSCRIPT(S)**

I, the undersigned, hereby authorize the Augsburg College Education Department Chairperson and/or field placement coordinator to forward a copy of my transcript(s) for all courses completed at Augsburg College and/or elsewhere to any school district which might require this record as a prerequisite for consideration of student teaching placement.

\_\_\_\_\_ Date \_\_\_\_\_  
Student Signature

**PLEASE NOTE: IMPORTANT INFORMATION !**

- The remaining parts of the application will be sent to the school district(s) where your placement is requested.
- It will be seen by principals and teachers.
- It represents YOU! This form is used to tell the principals/teachers about you. Fill it out in such a way that it describes who you are and those experiences you have had which will make you a good student teacher.
- Please see that it is thoughtfully filled out and word-processed. Make sure that you copy each question and then provide an answer, just as this form models.

**HIGHLY IMPORTANT!**

Please be aware that it is the student's responsibility to accurately provide evidence of all courses required for graduation and licensure.

# AUGSBURG



C • O • L • L • E • G • E

*The mission of the Augsburg College Education Department is to develop knowledgeable, responsive teachers committed to educating all learners in a diverse and changing world.*

## STUDENT TEACHER EDUCATIONAL BACKGROUND

Name \_\_\_\_\_ Date \_\_\_\_\_

Local Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone \_\_\_\_\_

Major /Licensure Goal \_\_\_\_\_ E-mail \_\_\_\_\_

<b>LICENSURE COURSES REQUIRED</b>	<b>Where/When Taken</b>	<b>Grade</b>
Chemical Dependency	_____	_____
MN American Indian Studies	_____	_____
Diversity in Education	_____	_____
Educational Technology	_____	_____
Orientation to Education	_____	_____
Learning & Development	_____	_____
Reading/Writing in Content Area	_____	_____
Creating Learning Environments	_____	_____
Learners with Special Needs	_____	_____
School & Society	_____	_____
5-12 Special Methods	_____	_____



## BIOGRAPHICAL ESSAYS

**Directions:** Please word-process your responses to the following questions, double spacing your answers. Type each question as it appears below, following each question with your response. Your responses should generate 2-3 pages; **no more than 3 pages TOTAL please! Remember that this is the only representation of yourself that is sent to the school where your placement is being requested. Let these represent you well!**

**SECONDARY STUDENT TEACHING**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

1. What goals and/or expectations have you established for your student teaching experience? Be specific and include:

- Your skills and knowledge applicable to student teaching.
- What you most want to learn from your student teaching experience.
- Teaching techniques/methods you have had some experience with and would like to use during your student teaching, e.g. cooperative learning, direct instruction, inquiry learning, concept learning, authentic assessment, etc.
- Teaching techniques/methods you are currently least skillful with and would like to develop further during student teaching

**(DELETE THESE BULLETS BEFORE WORD PROCESSING)**

2. Briefly describe experiences (paid/volunteer) you have had working directly with young people/children. Include previous field/classroom experience connected with teacher education coursework. How will these experiences contribute to your success as a teacher candidate?

3. Briefly describe experiences you have had that may not have been working directly with young people/children, but you feel will contribute to your success as a teacher.

4. From your coursework and field experiences at Augsburg, what have you learned about working with people of diverse cultural and ethnic backgrounds? How will these experiences contribute to your success as a teacher candidate?

**Augsburg College Education Department  
Department Clearance and Recommendation for Student Teaching**

**(THIS FORM IS TO BE TAKEN TO YOUR CONTENT ADVISOR FOR COMPLETION)**

Student Name: \_\_\_\_\_ ID# \_\_\_\_\_

Major: \_\_\_\_\_

The above person has been considered by his/her major department or by a delegated committee representing the department. We have considered this applicant's academic record and have attempted to bring together evaluations of department members as to the applicant's personal qualities appropriate for secondary school teaching. (The applicant's file is available in the Education Department office)

The following is our response:

_____	The department confirms that this student has successfully completed all courses required for the major.
_____	The department recommends the candidate's acceptance for student teaching.
_____	The department recommends the candidate's acceptance on probation. (Reasons or conditions should be listed below or on the back of this page)
_____	The department withholds its recommendation. (Reasons should be listed below or on the back of this page)

\_\_\_\_\_

Faculty signature

\_\_\_\_\_

Date

**Please list any courses remaining to complete the major:**

**Comments:**

**Please return form to the Augsburg College Education Department - Campus Box #312**