

Requirements for Student Teachers, Cooperating Teachers, & University Supervisors

Student Teacher Requirements

- 16 Weeks for students seeking (1) certification
- 12/4 Weeks for students seeking dual certification or K-12 certification
- Prepare and teach lessons in cooperation with University Supervisor and Cooperating Teacher
- Keep a journal and log of events
- Write Thank You cards to Principal(s) and Cooperating Teacher(s)

All Pre-Service Teacher Candidate Requirements (including students receiving CPL Credit for Student Teaching)

- Demonstrate a high skill level in planning and teaching
- Attend Student Teaching Seminar
- Complete an action research inquiry-based project to demonstrate instructional impact. Students will select a focus, identify research questions, collect and analyze data, and report results with informed actions.
- Complete Professional Development Profile—must be signed by the student, cooperating/mentor teacher, and university supervisor and returned to Kathleen Wendt before the end of the semester
- Complete Student Self-Assessment of Diversity Proficiencies and Student Evaluation of Educator Preparation Program Surveys (will be emailed to MBU email address near the end of the semester)

Cooperating Teacher Requirements*

- 16 Week Field Experience
 - (3) Formative Evaluations (Pink Forms)-one to be completed in conjunction with the University Supervisor
 - (1) Summative Evaluation (Blue Form)
 - (1) Evaluation of Educator Preparation Program (Green Form)
- 12 Week Field Experience
 - (2) Formative Evaluations (Pink Form)-one to be completed in conjunction with the University Supervisor
 - (1) Summative Evaluation (Blue Form)
 - (1) Evaluation of Educator Preparation Program (Green Form)
- 4 Week Field Experience
 - (1) Formative Evaluation (Pink Form)
 - (1) Evaluation of Educator Preparation Program (Green Form)

****Please return all completed evaluation forms to the University Supervisor.***

University Supervisor Requirements*

- 16 Week Field Experience
 - Initial Visit
 - Visit 2-Formative Evaluation (Pink Form)
 - Visit 3-Formative Evaluation (Pink Form)
 - Visit 4-Formative Evaluation (Pink Form)
 - Visit 5-Formative Evaluation (Pink Form)
 - **One Formative Evaluation must be completed in conjunction with the Cooperating Teacher
 - Complete Summative Evaluation (Blue Form)/Conference with Student Teacher (no observation of lesson required)
 - Collaborate with cooperating teacher regarding student's final grade
 - Collect all evaluation forms from the Cooperating Teacher

- 12 Week Field Experience
 - Initial Visit
 - Visit 2-Formative Evaluation (Pink Form)
 - Visit 3-Formative Evaluation (Pink Form)
 - Visit 4-Formative Evaluation (Pink Form)
 - **One Formative Evaluation must be completed in conjunction with the Cooperating Teacher
 - Complete Summative Evaluation (Blue Form)/Conference with Student Teacher (no observation of lesson required)
 - Collaborate with cooperating teacher regarding student's final grade
 - Collect all evaluation forms from the Cooperating Teacher

- 4 Week Field Experience
 - Initial Visit
 - Visit 2-Formative Evaluation (Pink Form)
 - Collaborate with cooperating teacher regarding student's final grade
 - Collect all evaluation forms from the Cooperating Teacher

**Please return all evaluation forms to Angela McGowan, FLD-313.*

CPL Observation Requirements

University Supervisor Requirements

- Visit 1-Formative Evaluation (Pink Form)
- Visit 2-Formative Evaluation (Pink Form)
- Visit 3-Formative Evaluation (Pink Form)
- Complete Summative Evaluation (Blue Form)/Conference with CPL Candidate (no observation of lesson required)
 - Collect the Summative Evaluation form from the Cooperating Teaching/Mentor

Cooperating/Mentor Teacher Requirement

- (1) Summative Evaluation (Blue Form)

**Please return to the University Supervisor upon completion.*