

# Saint Louis University

## School of Education

### Student Teaching Guidelines

#### Overview:

I am familiar with the requirements for admission to student teaching as stated during the orientation. To the best of my knowledge I have fulfilled these requirements. I may request a conference with the Clinical Coordinator of Field Experiences to discuss my student teaching situation. The School of Education at Saint Louis University will work with me on any unique circumstances, but will make my placement(s) according to the following guidelines:

I must clear all incomplete grades in education courses prior to student teaching.

LOCAL student teaching placements are made in accredited Missouri/ Illinois public and private schools, programs, and agencies within approximately one hour's driving distance from campus. Other local and non-local placement sites may be assigned in accordance with individual program and/or student needs. All placements are based on availability and efficiency of appropriate supervision.

I may not request positions in specific school divisions, at specific schools, or with specific teachers. Under no circumstances will I try to secure my own placement(s).

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#### Authorization:

I authorize the School of Education at Saint Louis University to secure and send a copy of my Saint Louis University transcript to a school division as part of my student teaching application. I will supply a copy of my transcript if I completed my undergraduate coursework at an institution other than Saint Louis University.

All school divisions have a different TB test policy or require an additional application form, a personal interview, or a background or security check. The School of Education at Saint Louis University can provide information about specific school division policies, but I am responsible for completing these extra requirements.

#### Placement:

My student teaching placement(s) will not be requested or will be withdrawn if I do not meet the requirements and criteria. If I wish to student teach in a subsequent semester, I must notify the Clinical Coordinator (vossja@slu.edu) in writing; my application will not be automatically reactivated.

The Clinical Coordinator will make every effort to secure my placement(s) on a timely basis; however, the Clinical Coordinator cannot always predict when those placements will be confirmed. I will be notified as soon as information about my placement is available.

I understand that my preference for placement may not be possible, and I agree to accept the student teaching position(s) assigned to me by the School of Education at Saint Louis University.

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