

STUDENT TEACHER POLICY

Student Teacher Placement Procedure

- A. Application(s) for student teaching must be sent to the appropriate Director of Education and Curriculum.
- B. Prospective student teachers will be notified when their application(s) for student teaching are received in the office of the appropriate Director of Education and Curriculum. Each prospective student teacher will arrange for an interview with the building principal where the assignment is requested. It is the responsibility of the applicant to call the building principal and arrange for the interview.
- C. After the interview the college or university will be notified of the acceptance/rejection of the assignment.

Cooperating Teacher Requirements

- A. Must have at least five (5) years teaching experience and hold an appropriate teaching certificate or license.
- B. Must exhibit the characteristics documented in the Mentor Schools' Profiles of An Effective Teacher.
- C. Should not have more than one (1) student teacher during any one (1) academic school year. (All exceptions must be approved by the building principal and the Superintendent and his/her designee.)