

**APPLICATION DEADLINE: Tuesday, February 12, 2019**



## Application to Student Teaching Elementary Education Program

Complete information concerning your application to Student Teaching is contained in the *School of Education Undergraduate Education Student Handbook* available on-line at:  
<http://resources.css.edu/academics/EDU/undergrad/Handbook/UndergradHandbook2015.pdf>

Student Information			
Name: _____		Permanent Address: _____	
CSS ID #: _____		City: _____	
CSS Box _____ School Phone: _____		State: _____ Zip: _____	
School E-mail: _____		Phone #: (____) _____	
Cell Phone: _____			
Education Advisor: _____			
Previous field experiences			
<b>EDU 2275</b>	Teacher: _____	School: _____	Grade(s): _____
<b>EDU 3615</b>	Teacher: _____	School: _____	Grade(s): _____
<b>EDU 3715</b>	Teacher: _____	School: _____	Grade(s): _____

Student Teaching Preferences	
<b>Semester</b>	<input type="checkbox"/> Fall 2019 <input type="checkbox"/> Spring 2020
<b>Grade Span</b>	<input type="checkbox"/> K - 1 <input type="checkbox"/> 2 - 3 <input type="checkbox"/> 4 - 6
<b>School</b>	<input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Charter
<p><b>If you have preferred schools or teachers, indicate them here. Placements are limited to school sites within a 30 mile radius from campus. Please don't presume this will be your placement and please do not contact the teacher.</b></p>	

Licensure Areas	Additional Programs/Majors/Minors
<input checked="" type="checkbox"/> K-6 Elementary Education	<hr/> <hr/>

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<b>Pre-requisite Courses Completion Plan <i>(Must be completed in full)</i></b>		
<b>Courses</b>	<b>Grade (if completed)</b>	<b>Semester you expect to complete course or title of transferred course</b>
EDU 1540/1505: Introduction to Teaching & Field Experience		
EDU 2210/2215: Ed Psych/Needs of Learners & Field Exp.		
EDU 2240: Elm Phy. Ed./Health/Drug Education		
EDU 2260: Visual & Performing Arts Methods		
EDU 2270: Science/Technology Methods		
EDU 2271: Social Studies/Technology Methods		
EDU 2275: Methods Field Experience I		
EDU 2300: Human Relations		
EDU 3000: Undergrad Capstone		
EDU 3250: Special Needs & Inclusion		
EDU 3610: Mathematics Teaching Methods		
EDU 3615: Methods Field Experience II		
EDU 3620: Classroom Assessment		
EDU 3720: Reading/Language Arts Methods		
EDU 3715: Methods Field Experience III		
EDU 3725: Children's Literature		
PSC 1201: Concepts of Physics		
PSC 1202: Cosmic Systems		
BIO 1104: Life Science		
MTH 1113: Mathematical Ideas I <b>and</b>		
MTH 1114: Mathematical Ideas II or		
<i>MTH 1210 &amp; MTH 1211 (prior approval needed)</i>		

### Application Checklist

I meet all of the minimum requirements for admission to the Elementary Education Student Teaching, including:

- I have READ and UNDERSTAND the contents of the School of Education Undergraduate Student Handbook. (See URL on pg 1)
- I will have senior standing and full admission to the appropriate Education Program at the start of my student teaching experience.
- My CSS cumulative GPA of \_\_\_\_\_/4.0 is equal to or higher than the required 2.8 GPA.
- I have received a minimum of a "C" in all coursework required for the ELEP licensure program (EDU, MTH, BIO, PSC courses) (Incompletes 'I', In Progress "IP", and Not Recorded "NR" are NOT acceptable).
- I have attempted all Basic Skills exams (Math, Writing, and Reading) and successfully passed two. (ACT Plus Writing or SAT scores at passing levels meet this requirement.)
- I will take the MTLE Content and Pedagogy exams before the start of Student Teaching. I realize I may be removed from student teaching if I do not provide documentation to the SOE of my registration for or completion of the MTLE content and pedagogy exams. I plan on taking these exams on:  
Exam Date(s): \_\_\_\_\_.
- I know it is my responsibility to ensure my MTLE scores are on file in the School of Education office.
- I have attached a letter of introduction and my resume to this application.
- I will adhere to the MN Teacher Code of Ethics in all my work during student teaching.

The information I have provided in this application is accurate and truthful.

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

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Date

(Turn in applications to Deb Castle, SOE, T3101)

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## Release of Information Student Teaching Placement

We ask that you give the College of St. Scholastica School of Education permission to share your contact information with the cooperating teacher you are assigned to for student teaching to facilitate communication between the two of you.

I, \_\_\_\_\_, give permission to the College of St. Scholastica's School of Education to release the following information to my assigned cooperating teacher for my student teaching placement:

<b>Yes</b>	<b>No</b>	
<input type="checkbox"/>	<input type="checkbox"/>	Name
<input type="checkbox"/>	<input type="checkbox"/>	CSS Box #
<input type="checkbox"/>	<input type="checkbox"/>	School Phone Number
<input type="checkbox"/>	<input type="checkbox"/>	Summer Address
<input type="checkbox"/>	<input type="checkbox"/>	Summer Phone Number
<input type="checkbox"/>	<input type="checkbox"/>	School e-mail address
<input type="checkbox"/>	<input type="checkbox"/>	Summer e-mail address

This permission is granted from the date signed below.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

**Student: Detach and keep for your reference**

**Minnesota Teachers Code of Ethics**

(from Minnesota statute 8700.7500)

Subpart 1. Scope. Each teacher, upon entering the teaching profession, assumes a number of obligations, one of which is to adhere to a set of principles which defines professional conduct. These principles are reflected in the following code of ethics, which sets forth to the education profession and the public it serves standards of professional conduct and procedures for implementation. This code shall apply to all persons licensed according to rules established by the Minnesota Board of Teaching (BOT).

Subpart 2. Standards of Professional Conduct. The standards of professional conduct are as follows:

- A. A teacher shall provide professional education services in a nondiscriminatory manner.
- B. A teacher shall make reasonable effort to protect the student from conditions harmful to health and safety.
- C. In accordance with state and federal laws, a teacher shall disclose confidential information about individuals only when a compelling professional purpose is served or when required by law.
- D. A teacher shall take reasonable disciplinary action in exercising the authority to provide atmosphere conducive to learning.
- E. A teacher shall not use professional relationships with students, parents, and colleagues to private advantage.
- F. A teacher shall delegate authority for teaching responsibilities only to licensed personnel.
- G. A teacher shall not deliberately suppress or distort subject matter.
- H. A teacher shall not knowingly falsify or misrepresent records or facts relating to that teacher's own qualifications or to other teachers' qualifications.
- I. A teacher shall not knowingly make false or malicious statements about students or colleagues.
- J. A teacher shall accept a contract for a teaching position that requires licensing only if properly or provisionally licensed for that position.