

The University of Tennessee at Chattanooga  
College of Health, Education, and Professional Studies  
School of Education

APPLICATION FOR  
STUDENT TEACHING OR INDUCTION EXPERIENCE

\_\_\_\_\_ Undergraduate      \_\_\_\_\_ Post-baccalaureate      \_\_\_\_\_ Graduate

Indicate the semester and calendar year you plan to do student teaching \_\_\_\_\_

**DEADLINES FOR APPLICATIONS**

Fall semester: Preceding March 1<sup>st</sup>

Spring semester: Preceding September 1<sup>st</sup>

**EVEN IF YOU HAVE NOT COMPLETED ALL THE STUDENT TEACHING PREREQUISITES YOU MUST STILL SUBMIT THIS APPLICATION BY THE DEADLINE**

**FINGERPRINTING**

- The State of Tennessee and the UTC Teacher Education Program require a fingerprint-based background check prior to any field experiences including student teaching, and prior to entry into the Teacher Education Program. Instructions on how to complete this requirement are on the TPA website [www.utc.edu/tpa](http://www.utc.edu/tpa) in the category of "fingerprinting." You can apply for student teaching, but cannot register or receive a placement until you have provided documentation that you have completed fingerprinting. Please answer the questions below:

1. **Have you completed fingerprinting?**

Yes \_\_\_ No \_\_\_

2. **Is this documentation on file with Sandra Jones in SOE office?**

Yes \_\_\_ No \_\_\_

**CHECKPOINTS**

3. **Are you currently under the checkpoints?**

Yes \_\_\_ No \_\_\_

If you completed EDUC 201 in the fall of 2004 or later, you are under the checkpoints.

If you completed EDUC 520 in the fall of 2006 or later, you are under the checkpoints.

- If you fall under the checkpoints you can apply for student teaching, but you cannot register or receive a placement until you have provided documentation that you have passed all required PRAXIS exams for your licensure. Scores must be received by UTC at least 3 weeks prior to the start of student teaching.

**PROFESSIONAL LIABILITY INSURANCE**

- Student teachers are required to have current professional liability insurance while they are completing their practicum experience. Insurance can be purchased in one of three ways: 1) join PET-Professional Educators of Tennessee [www.teacherspet.org](http://www.teacherspet.org) 2) join TEA-Tennessee Education Association [www.teateachers.org](http://www.teateachers.org) or 3) purchase insurance at the UTC Bursar's office.

**PRAXIS EXAMS**

1. *List all of the PRAXIS II exams you have taken and passed*

\_\_\_\_\_

2. *List the PRAXIS II exams you will take in the future and the dates of those exams*

\_\_\_\_\_

**ALL PRAXIS SCORES MUST BE RECEIVED BY UTC AT LEAST 3 WEEKS PRIOR TO THE START OF STUDENT TEACHING**

**APPLICATION**

**PROVIDE THE FOLLOWING INFORMATION AS IT APPLIES DURING YOUR STUDENT TEACHING**

Name (Last name first) \_\_\_\_\_

Former last name(s) \_\_\_\_\_ UTC ID \_\_\_\_\_

Address during student teaching \_\_\_\_\_

If you participated in the PDS I Program, please list site \_\_\_\_\_

Your phone numbers (include area codes) home \_\_\_\_\_ cell \_\_\_\_\_

UTC e-mail address (**you will only be contacted by UTC e-mail**) \_\_\_\_\_

Please check your area of licensure:

Elementary/Middle

\_\_\_\_\_ Early Childhood Pre K 3

\_\_\_\_\_ Middle grades 4-8

Concentration \_\_\_\_\_

Emphasis \_\_\_\_\_

Secondary 7-12

\_\_\_\_\_ English

\_\_\_\_\_ Mathematics

\_\_\_\_\_ Earth Science

\_\_\_\_\_ Biology

\_\_\_\_\_ Chemistry

\_\_\_\_\_ Physics

\_\_\_\_\_ Economics

\_\_\_\_\_ Geography

\_\_\_\_\_ Government

\_\_\_\_\_ History

\_\_\_\_\_ French

\_\_\_\_\_ Latin

\_\_\_\_\_ Spanish

K-12

\_\_\_\_\_ Exceptional Learning Spec Ed

\_\_\_\_\_ Health Promotion

\_\_\_\_\_ Exercise Science

\_\_\_\_\_ K-12 Health/ Ex Science

\_\_\_\_\_ Art

\_\_\_\_\_ Theatre

\_\_\_\_\_ Music

\_\_\_\_\_ Vocal

\_\_\_\_\_ Instrumental

\_\_\_\_\_ K-12 Foreign Lang (specify)

List schools in which you should not be placed because of relatives on the staff or in the student body: \_\_\_\_\_

***Attach a separate sheet explaining any special circumstances or needs pertaining to your student teaching.***

**ADVISOR'S APPROVAL**

In my judgment, this student will be able to fulfill all prerequisites and be eligible for student teaching.

Advisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

**SUBMIT A CURRENT UNOFFICIAL TRANSCRIPT AND UP TO DATE COURSE PROGRAM CHECKSHEET WITH THIS APPLICATION. YOU MUST NOTIFY THE TEP OFFICE IN WRITING IF:**

- you change your name, address, phone; change the semester when you will do student teaching; or decide not to do student teaching

**STATEMENT OF COMPLIANCE**

- The information provided in this application is accurate; I understand that intentional misinformation OR omission of information is grounds for removal from student teaching.
- I understand that I am required to attend all student teaching meetings and seminars.
- I understand that if I fall under the checkpoints as described previously in this application, passing scores on all of my required PRAXIS tests must be received in the TEP Certification office before I can receive a student teaching placement.
- I understand that if I do not fall under the checkpoints all Praxis II requirements must be completed before a passing grade can be given for student teaching.
- I understand that if I fail to complete all prerequisites, I will not be eligible for student teaching.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**APPLICATION SHOULD BE RETURNED TO**

UTC Teacher Education Program  
ATTN: Field Placement Coordinator  
Hunter Hall 312F, Dept. 4154

5/01/2011