

**Student Teaching Contract**  
**University of Wisconsin Green Bay**  
**Professional Program in Education**

Student teaching or intern teaching is the culminating clinical experience of the preparation for a career as a professional educator. **Student teaching is an unpaid, 18-week clinical experience under the direction of a cooperating teacher.**

Applications for student teaching are accepted one semester before the student teaching/interning semester.

To be eligible to student teach or intern,

- students must be admitted to the Professional Program in Education,
- students must have completed all of their required professional education courses and all course work in academic disciplines needed for their specific teacher certification program(s),
- students must have completed the required number of pre-student teaching clinical experience hours,
- students must have demonstrated competence in those clinical experiences by providing at least two written evaluations based upon observations by cooperating educators or university supervisors (*field experience evaluations*),
- students must have earned a composite GPA of at least 2.75, a 2.75 GPA in the major, and a 2.75 GPA in any certifiable minor,
- students must receive a negative report on the TB test,
- students must take and pass the Praxis II exam in all content areas of certification, and
- students must complete all requirements of the licensure program for the major or minor (*oral proficiency exam, immersion requirements, etc.*)
- students must complete the e-portfolio demonstrating knowledge, skills, and dispositions for the Ten Wisconsin Teacher Standards. The portfolio will be reviewed by the faculty advisor as arranged at the student teaching checkout meeting.
- students must undergo a caregiver's background check as required by the school district.

Student teacher placements are arranged consistent with policies, procedures and negotiated agreements mutually developed by personnel from participating schools and the University. When applying for student teaching or interning through the UW Green Bay Professional Program in Education, the student understands and accepts the following conditions:

- **The Professional Program in Education will determine where the student teaching placement can be arranged.**
- The student teaching placement will be made within a 30- to 50-mile radius of the University of Wisconsin-Green Bay. If a placement cannot be found within this area, the student will be consulted for alternatives or the placement will be deferred until the next semester.
- The student teaching/internship requirement includes meeting the requirements of EDUC 414 Final Seminar for Student Teaching and Internship.
- The student teaching/internship experience is a commitment to complete a full semester of student teaching according to the school district calendar as arranged by the Professional Program in Education.
- The student teaching or interning experience is a full-day, one-semester commitment following the daily and weekly schedule and semester calendar of the cooperating school in which the student teacher or intern is placed.

I have read this document and understand the conditions of completing the student teaching experience through the University of Wisconsin-Green Bay.

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Printed Name

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Date

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Signature

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## **THE UWGB PROFESSIONAL PROGRAM IN EDUCATION STUDENT TEACHING POLICIES**

- The student teacher/intern is not assigned to schools in which a fiancé, fiancée, spouse, parent or other relative of the student teacher or intern is employed.
- The student teacher/intern is not assigned to schools in which siblings or children of the student teacher or intern are enrolled.
- The placement and supervision of a student teaching assignment outside of the 30- to 50-mile radius may be requested in writing in extenuating circumstances. Any administrative costs that exceed \$300 will be the responsibility of the student.
- The student teacher or intern may not work during school hours of student teaching.
- **The student teacher/intern may not change their placement once the school district has been contacted and has agreed to provide a placement for the student teacher/intern.**
- The student teaching placement may be for two quarter terms or one full semester term depending on the preference of the school district and the cooperating teacher and the major/minor fields of certification.
- The student teacher/intern will follow the calendar of the school in which the placement(s) occur(s). This calendar will differ from the University calendar.
- **The placement will not be changed unless the change is requested by the cooperating teacher and/or the principal.**
- The Student Teaching Coordinator (upon consultation with the appropriate parties) reserves the right to withdraw a student from the student teaching placement if the student is not meeting the program standards.
- The student teacher understands that local education agencies do NOT permit unlicensed student teachers to serve as substitute teachers at any time nor are licensed intern teachers permitted to assume responsibilities beyond the limits of an approved internship design.
- The student teacher understands that paid substitute teaching cannot be substituted for student teaching. If the student teacher is a licensed substitute teacher and wishes to terminate the student teaching experience to work as a substitute teacher, the student will be required to complete student teaching during the next term if the student wished to receive a teacher certification recommendation from the Professional Program in Education at UWGB.
- The student teacher understands that some school districts may require a current background check (within 30-90 days of the beginning of the placement) to be completed prior to student teaching/interning. The cost of this background check is the responsibility of the student.

### **Expectations**

- Student teaching/interning requires the complete immersion of the pre-service teacher into the activities of the school and teacher. This involves any after school meetings, in-services, or other activities expected of a teacher. This may also include any nights or weekends as determined by the school district.
- The student teacher or intern is expected to participate in any professional development opportunities offered by the school district and/or for which release time is given to a teacher.
- The student teacher or intern is expected to participate in EDUC 414 seminar meetings as scheduled during the semester. Attendance is required to receive a passing grade.