Clinical Practice Placement Letter

FROM: Patricia Parsons, Director of Field Experiences and Clinical Practice
DATE: Monday, April 30, 2018
RE: Student Teaching/Internship II Assignment for Fall 2018

CONGRATULATIONS! Your student teaching/internship placement has been confirmed and can be located at http://coe.georgiasouthern.edu/student-teaching/placements/.

It is highly encouraged that you contact your clinical supervisor (classroom teacher) in your assigned school prior to May 23. As a developing professional, it is in your best interest to make a strong first impression by contacting your clinical supervisor. If appropriate, arrange a time to meet your clinical supervisor and make a school visit.

On Friday, August 10, there will be a mandatory orientation on each campus for all teacher candidates. Statesboro campus sign-in will begin at 8:00 a.m. in the College of Education, with orientation beginning at 8:30. Armstrong campus orientation sign-in will begin at 12:30 p.m. in University Hall, with orientation beginning at 1:00 pm. Orientation on each campus will consist of a general session, lasting approximately one and a half hours, followed by a meeting with your university supervisor for approximately two hours. Orientation is an important step in preparing for your final field experience. Wear your name tag because your University Supervisor may not know you at this time.

All student teachers/interns, except BSED Middle Grades, must purchase Clinical Practice Guidelines and a Program Packet. On the Statesboro campus these will be purchased from the University Bookstore. On the Armstrong campus these will be purchased at Printing & Postal Services in Annex 2. Please purchase these prior to orientation. Middle Grades teacher candidates should not purchase the above documents as they will be provided to you electronically by the program director.

Teacher preparation program faculty recommend and encourage teacher candidates to begin working in their assigned classroom the week of pre-planning. The official date for reporting to your school site is Monday, August 13, 2018. The time for reporting to and leaving from school on a daily basis is to coincide with the expectancies for teachers in that school. Get this information from your clinical supervisor prior to August 13, 2018. Your final day of student teaching in your school will be Friday, November 30, 2018.

August 10 .................. Mandatory Orientation
August 13 .................. First day in Student Teaching site
November 15 .............. Statesboro Campus Education Career Fair
November 16 ............ Armstrong Campus Education Career Fair
(This day is an excused absence for teacher candidates, if attending Education Career Fair.)
November 30 ............... Last day at the school site
December 7/8 ............. Graduate/Undergraduate Commencement

If you begin your student teaching/internship experience prior to August 13, 2018, it is required that you complete and sign the Off-Campus Student Participation Agreement and submit it to the appropriate person. Statesboro campus submit it electronically to Carol Fox, cfox@georgiasouthern.edu and Armstrong campus to Erin Hinely, ehinely@georgiasouthern.edu, prior to your first full day in your assigned school. You must have approval from your clinical supervisor to begin in the classroom early. You may obtain the form at the following address http://coe.georgiasouthern.edu/student-teaching/placements/.

The staff from Career and Professional Development requires that you create and bring a hard copy of your resume with you to orientation, as it will be collected by a Career Services Specialist to review and offer feedback. If you need assistance in creating a resume, you can find samples in the Resume Guide on the Career and Professional Development website at: http://students.georgiasouthern.edu/career/students/resumes/. Feel free to contact Amy Rowell, Career Services Specialists via email or by phone at 912-478-5197, for resume assistance.

All student teacher/internship assignments are tentative until the semester begins. Occasionally, an assignment change is necessary. If a change occurs, you will be notified by e-mail of the change. If you choose to withdraw from student teaching/internship before the beginning of fall semester 2018, please notify me immediately by email at pparsons@georgiasouthern.edu. It is very important that this information be communicated to your assigned clinical supervisor and principal.