Clinical Practice Placement Letter

FROM: Mrs. L. Loving, Coordinator of Field Experiences and Clinical Practice
DATE: December 4, 2018
RE: Student Teaching/Internship II Assignment for Spring 2019

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 December 14th. 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, January 11, 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 hour, 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, are provided with an electronic copy of the Clinical Practice Guidelines. Information concerning Program Packets will come from your Program Director. 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, January 14, 2019. 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.

January 10 ......................... Mandatory Orientation
January 14 ......................... First day in Student Teaching site
March 28 ............................ Statesboro Campus Education Career Fair
April 10 ............................. Armstrong Campus Education Career Fair
(This day is an excused absence for teacher candidates, if attending Education Career Fair.)
May 3 ............................... Last day at the school site
May 10/11 ......................... Graduate/Undergraduate Commencement

If you begin your student teaching/internship experience prior to January 14, 2019, it is required that you complete and sign the Off-Campus Student Participation Agreement and submit it electronically to Mrs. Loving, 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 spring semester 2019, please notify me immediately by email at lloving@georgiasouthern.edu. It is very important that this information be communicated to your assigned clinical supervisor and principal.