# Student Teaching/Internship Application

**Student Teaching/Internship Application Check List:**

The following items, on the checklist below, must be submitted by the specified deadlines. All materials should be submitted directly to the Field Director, Jodi Lusty. **Plan on attending a 15 minute placement meeting to be scheduled with her prior to the application deadline.**

## Student Teaching and Internship Checklist:

- **☐** Student Teaching/Internship Application (see below).
  - **DUE:**
    - To **Intern** **Fall** Semester: Applications due **2nd Friday in February**
    - To **Student Teach** **Fall** Semester: Applications due **1st Monday in March**
    - To **Student Teach** **Spring** Semester: Applications due **1st Monday in October**

- **☐** Praxis:
  - To Intern: You must have the Praxis II passed by the first Friday in February.
  - To Student Teach: You must have Praxis II passed by April 1st.

- **☐** An electronic or hard copy of your **Resume**, complete and up to date
  - **DUE:** With Application

## Internship Only Checklist: (Fall Applicants Only)

- **☐** I would like to be considered for an internship in Granite School District
  - **Internships are only available with Granite School District starting fall semester.**

- **☐** I have a GPA of 3.5 or greater. **Verified by:**
  - Signature from recommending Program Director. **(Sign Below)**

- **☐** I have completed, understand, and signed the internship agreement as part of this application. **(See below)**

## Internship Agreement

**Read and check the box below if interested in an internship:**

1. **Students may NOT** solicit schools and/or principals for possible internship positions. Intern placements are coordinated between the district and Field Director with input from the SOE faculty.
2. Application is **NOT** a guarantee of placement. An internship is not the best option for every student and the SOE cannot guarantee or predict internship availability.
3. Attendance at the Internship Orientation is **mandatory** to be considered for an internship. Notification of the orientation will be sent via email.
4. The SOE reserves the right to impose a limit on the number of internships available. The SOE also reserves the right to impose additional requirements on any proposal for an internship and to modify this policy at any time.
5. The school at which the intern is placed will name a qualified mentor teacher who will be responsible for creating a successful environment for the assigned intern. The mentor teacher will conduct 2 evaluations during the semester: a midterm evaluation and a final evaluation for the semester.
6. The SOE will evaluate their interns 5 times during the fall semester with the fifth evaluation being a summative evaluation of the intern for the semester.
7. If the instance occurs that the intern is not performing satisfactorily during the first semester, the student will be required to undergo more formative evaluations during the second semester.
8. If selected as an intern, the student must teach the entire school year and complete the portfolio before graduating from Westminster College.

- **☐** I have read and understand the above statements.
**Student Teaching/Internship Personal Information**

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<thead>
<tr>
<th>Name:</th>
<th>Date:</th>
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</thead>
<tbody>
<tr>
<td>Address:</td>
<td>Phone(s):</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Cell:</td>
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<td></td>
<td>Home:</td>
</tr>
</tbody>
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I am applying to student teach/intern during _________ of _________

(SEMESTER) (YEAR)

Please select your program from those listed below:

- [ ] MAT: Master of Arts in Teaching
- [ ] MED: Master of Education
- [ ] UG: Undergraduate

This request is for (check all that apply):

- [ ] Elementary
- [ ] Secondary
- [ ] SPED
- [ ] Dual (SPED +...)

- [ ] I will have completed all necessary coursework prior to student teaching/interning.
- [ ] I will not have completed all necessary coursework. I will need to take the following courses while/following student teaching (list course titles & numbers):

Please sign/date below that the information provided is correct. This is for both student teaching and internship applicants. Bring this with you to your placement meeting with the Field Director.

<table>
<thead>
<tr>
<th>STUDENT SIGNATURE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECOMMENDING PROGRAM DIRECTOR SIGNATURE</td>
<td>DATE</td>
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