



Statement of Understanding of UNC Student Teaching Placement Requirements, Policies and Procedures

Print this form and submit with your Checkpoint paperwork. This is a required form in order to pass EDFE 130/Application for Student Teaching Checkpoint.

By signing this form you are indicating that you understand UNC's requirements and accept the policies and procedures regarding applying to student teach listed below:

- *I am enrolled in EDFE 130 or Application for Student Teaching Checkpoint for the current semester.*
- *I have completed the on-line Request for Student Teaching Placement, and will submit the checkpoint paperwork to the School of Teacher Education Office (McKee Hall, Room 216), by the indicated deadline.*
- *I understand that if I do not pass the PLACE or PRAXIS (or any test required by your program) by the 2nd Friday of September (for spring student teaching) or 2nd Friday of February (for fall student teaching), I will have to delay my planned student teaching and will not be able to student teach until I provide proof of passing the required test(s).*
- *I have and will maintain the GPA required by my program to student teach. I understand that if my GPA falls below the requirement I will have to delay my student teaching.*
- *I understand that all required PTEP courses must be successfully completed prior to student teaching and that no other non-PTEP courses may be taken during student teaching.*
- *I have completed and submitted any additional on-line applications required by specific districts and/or information needed for an out of state or international placement.*
- *I understand that I MAY NOT be placed in a school where a relative works or is a student or in a district where a relative is employed in the District Administration Office. I also understand that secondary candidates may not be placed in a High School they attended.*
- *I understand that placements will be made in the grade level corresponding to the licensure sought. Elementary candidates must be placed in a grade level classroom where all elementary content is taught.*
- *I understand that every effort will be made to honor my placement preferences, however UNC cannot guarantee preferences will be available.*
- *I understand that upon receiving my confirmation via UNC Bear Mail, I will contact my assigned cooperating teacher immediately and arrange for a visit to the assigned classroom and school. Prior to beginning placement, I will provide my mentor teacher a copy of my student teaching handbook.*
- *I understand that I must register for the appropriate student teaching course and credit hours for my program prior to beginning my student teaching.*
- *I understand that my student teaching experience begins the day my mentor teacher reports to work for the appropriate semester and concludes the Friday before UNC finals week (minimum of 16 weeks). I may choose to stay in my placement after program requirements are fulfilled as a guest in my host school.*

Name (Print Please): _____ Date: _____

Signature: _____