



CHICAGO STATE UNIVERSITY

COLLEGE OF  
EDUCATION

COMMUNITY OUTREACH & FIELD PLACEMENT SERVICES

[www.csu.edu/collegeofeducation/COFPS](http://www.csu.edu/collegeofeducation/COFPS)

# FALL 2012 STUDENT TEACHING APPLICATION MEETING

FEBRUARY 7, 2012

ED 102

3:30 -4:45PM




# **ELIGIBILITY**

- ◆ OFFICIAL ADMISSION TO COLLEGE OF EDUCATION
- ◆ PROOF OF PASSING SCORES – ILLINOIS TESTS OF BASICS SKILLS AND CONTENT AREA TEST
- ◆ GPA REQUIREMENTS- CHECK WITH DEPARTMENTS




# **ELIGIBILITY REQUIREMENTS**

- ◆ MINIMUM OF 100 PRE-CLINICAL  
CLOCK HOURS
- ◆ CLEARED BACKGROUND CHECK
- ◆ CURRENT TB TEST
- ◆ APPLICATION SIGNED BY  
DEPARTMENT ADVISOR &  
CHAIRPERSON



# **PLACEMENT PROCEDURES**

- ◆ ALL PLACEMENTS ARE COORDINATED BY COFPS
- ◆ GENERALLY PLACED WHERE STUDENTS HAVE COMPLETED INTERNSHIPS/ METHODS FIELD EXPERIENCES
- ◆ STUDENTS MUST NOT CONTACT
- ◆ SCHOOLS WITHOUT PRIOR APPROVAL FROM COFPS



# PLACEMENT PROCEDURES

## **STUDENT TEACHERS ARE NOT ASSIGNED TO SCHOOLS:**



- ◆ where they have worked.
- ◆ where any of their family members currently work.
- ◆ where their children currently attend.
- ◆ where you used to attend school.

## **OPTIONS PROGRAM: Full-Time**

- ◆ Substitute Teachers who have been assigned to the school 3 years or more ~ teaching in their content area (See COFPS for application procedures).



# **ATTENDANCE**

- ◆ STUDENT TEACHERS MUST REMAIN IN SCHOOLS THE SAME NUMBER OF HOURS PER DAY REQUIRED OF TEACHERS IN THE SCHOOLS IN WHICH THEY ARE STUDENT TEACHING
- ◆ THIS INCLUDES CONFERENCES AND OTHER ACTIVITIES RELATED TO STUDENT TEACHING
- ◆ HOURS NOT SPENT IN TEACHING MUST BE SPENT ENGAGED IN SOME EDUCATIONALLY RELATED TASK



# **SUBSTITUTE TEACHING**

- ◆ STUDENT TEACHERS ARE NOT ALLOWED BY THE ILLINOIS STATE BOARD OF EDUCATION (ISBE) TO SERVE AS A SUBSTITUTE TEACHER DURING STUDENT TEACHING EXPERIENCE
- ◆ EXCEPTIONS ARE MADE FOR STUDENTS ENROLLED IN OPTIONS PROGRAM



# COURSE LOAD

- ◆ NO COURSES MAY BE TAKEN WITH STUDENT TEACHING WITHOUT PRIOR APPROVAL
- ◆ STUDENTS SEEKING PERMISSION MUST FIRST FILE A PETITION IN THE COLLEGE OF EDUCATION
- ◆ THE ADMISSIONS AND STANDARDS COMMITTEE WILL REVIEW THE PETITION. (ED 203) STUDENTS ARE THEREAFTER NOTIFIED OF THE COMMITTEE'S DECISION WHETHER A COURSE MAY BE TAKEN WHILE STUDENT TEACHING





# **DISPOSITIONS PROFESSIONALISM**

- ◆ CONFORMING TO COOPERATING SCHOOL'S RULES AND POLICIES
- ◆ EXTENDING BASIC RULES OF COURTESY TO TEACHERS, PUPILS, SCHOOL STAFF, AND THE BROADER SCHOOL COMMUNITY
- ◆ MEETING THE STANDARD PROFESSIONAL DRESS CODE, PERSONAL APPEARANCE, AND PROFESSIONAL BEHAVIOR



# **STUDENT TEACHING APPLICATION PROCEDURE**

- ◆ OFFICIAL ADMISSION TO THE COLLEGE OF EDUCATION
- ◆ MAKE OFFICIAL APPLICATION TO STUDENT TEACH TO COFPS THE SEMESTER PRIOR TO STUDENT TEACHING BY:

**Fall 2012**

**April 1, 2012**



# **STUDENT TEACHING APPLICATION PROCEDURE**

- ◆ APPLICATION SIGNED BY AN  
ADVISOR, APPLICANT &  
DEPARTMENT CHAIRPERSON
- ◆ PROGRAM EVALUATION (2 COPIES)
- ◆ PAY \$55.00 APPLICATION FEE  
RECEIPT: (PAYMENTS MADE AT THE  
CASHIER (ADM 2ND FLOOR)  
ACCOUNT #310461



# **STUDENT TEACHING APPLICATION PROCEDURE**

- ◆ COPY OF CONTENT AREA TEST RESULTS
- ◆ VALID TB TEST- **APRIL 1-JUNE 30**
- ◆ RESUMÉ (2 COPIES)
- ◆ BACKGROUND CHECK-  
**APRIL 1- JUNE 30**



# **STUDENT TEACHING APPLICATION PROCEDURE**

- ◆ COMPLETE THE ILLINOIS DEPARTMENT OF CHILDREN AND FAMILY SERVICES ONLINE TRAINING COURSE.
- ◆ SUBMIT TWO COPIES OF THE ACKNOWLEDGEMENT OF MANDATED REPORTER STATUS FORM AND TRAINING COMPLETION CERTIFICATE

**<https://www.dcfstraining.org/manrep/index.jsp>**



# **STUDENT TEACHING APPLICATION PROCEDURE**

**MANDATORY APPLICATION TO CPS  
ALL APPLICANTS**

**Will Be Open April 1, 2012**

## **ON-LINE STUDENT TEACHER REGISTRATION PROFILE**

- ◆ Basic demographics and contact information
- ◆ University GPA
- ◆ Anticipated certification
- ◆ Acknowledgement of the CPS Confidentiality and Student Teacher Policies
- ◆ Two short open-ended questions

[CpsStudentteachprogram.com](http://CpsStudentteachprogram.com)



# **FALL 2012 STUDENT TEACHING APPLICATION**

**APPLICATION TO CSU/COFPS**

**DEADLINE - April- 01-2012- 5:30PM**

**NO EXCEPTIONS**

**APPLICATION TO CPS**

**APRIL 1-JUNE 30, 2012**

**PASS CERTIFICATION CONTENT TEST BY**

**MARCH -2012**

**Please See Your Advisor If you Do Not Pass the  
Certification Exam**

<http://www.icts.nesinc.com>



# **FALL 2012 STUDENT TEACHING DATES**

**STUDENT TEACHING ORIENTATION MEETING**  
*Wednesday, 8-22-2012*

**FIRST 8 WEEKS**  
*AUGUST 22- OCTOBER 12, 2012*

**SECOND 8 WEEKS**  
*OCTOBER 15 - DECEMBER 7, 2012*

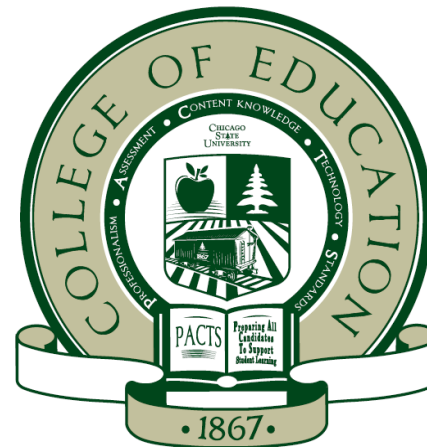
**STUDENT TEACHING INDUCTION CEREMONY**  
*DECEMBER 11, 2012*




**CSU REGISTRATION**

**STUDENT TEACHING IS A  
COURSE!**

**PLEASE REGISTER  
CSU X-PRESS**





# **Submissions Prior to Student Reporting to Student Teaching**

- ◆ SAFETY MODULE
- ◆ Located on the front page of the College of Education webpage.
- ◆ [csu.edu/collegeofeducation/](http://csu.edu/collegeofeducation/)
- ◆ CPS REPORT TO SERVICE FORM
- ◆ CERTIFICATION AUDIT FORM,  
SIGNED BY  
DEPARTMENT CHAIRPERSON



# IMPORTANT STUDENT TEACHER DATES

APPLICATION SUBMITTED TO COFPS

*APRIL 1, 2012 – 5:30PM*

CPS APPLICATION AVAILABLE ONLINE

*APRIL 1, 2012*

STUDENT TEACHER DATES

*TBA*

STUDENT TEACHER ORIENTATION FOR SPRING 2012

*WEDNESDAY, AUGUST 22, 2012*

1<sup>ST</sup> 8 WEEKS: *AUGUST 22 – OCTOBER 12, 2012*

2<sup>ND</sup> 8 WEEKS: *OCTOBER 15 – DECEMBER 7, 2012*

STUDENT TEACHER INDUCTION LUNCHEON *DECEMBER 11, 2012*