

TEAL OUT-OF-STATE PLACEMENT INFORMATION

Utah State University places student teachers throughout the state of Utah and in Franklin County, Idaho. This policy applies to placements made **outsideof that area.**

Out-of-State Placement applications are due in the Office of Field Experiences (Emma Eccles Jones Education Building Room 330) according to the following schedule:

- For fall student teaching, the application must be submitted by February 1.
- For spring student teaching, the application must be submitted by September 15.

Out-of-State teaching placements are not available for students who are completing a SCED composite or ELED/SPED composite majors; Math Endorsements, ESL or Dual Language Immersion certification.

After submission of the application, the application will go to the Student Teaching Advisory Board (STAB) where the request will be reviewed. If the request is approved, the personnel of the Office of Field Experiences will make every possible attempt to place applicants in the area/district/school requested. However, there can be no guarantee of placement success as school districts are independent entities with their own procedures and policies. ***Students may suggest a placement but may not make formal arrangements. A student-suggested placement cannot be guaranteed.***

When an Out-of-State Placement is secured, the student will be notified via email. A total of \$300 in student teaching fees are applied toward student teaching through differential tuition. Additional fees that are charged by the out-of-state school district, cooperating universities for supervision and local supervisors as well as cooperating teacher participation will be charged to the student's ACCESS/BANNER account.

For further information, contact K. Lea Priestley, Director, Elementary Field Experiences, (435) 797-0371 or at klea.priestley@usu.edu or Sharla Hart, Director, Secondary Field Experiences, (435) 797-0958 or at sharla.hart@usu.edu.

Application for Out-Of-State Placement

Utah State University - School of TEAL

Date Submitted _____ Semester to Student Teach _____

PERSONAL INFORMATION

Name _____ A# _____

Licensing Area _____ Endorsement _____

Address _____

City/State _____ Zip Code _____

Telephone _____ Cell Phone _____

E-Mail Address _____

Where are you presently completing coursework? Check one of the following:

_____ Logan campus

_____ Regional Campus site (name) _____

Qualifications:

_____ Cumulative GPA of 3.5 Current GPA _____

_____ Proficient or Pre-Service Proficient in all of my practicums/4s and 5s in clinical placements.

All my coursework, except student teaching, will be completed before student teaching.

Yes _____ No _____

Graduation and Licensing:

_____ Graduation application submitted.

_____ Licensing application submitted.

_____ Background check will not expire during the student teaching experience.

Please attach documentation for a GPA under 3.5, or a practicum/clinical placement grade lower than stated above.

Please provide the following placement information (if known):

District Name:

School Name:

Street Address:

City/State/Zip:

School Phone: ()

Principal:

Grade/Subject Requested: _____

In order for the personnel in the Office of Field Experiences to facilitate college supervision, please list names (phone numbers if available) of local colleges/universities. The personnel in the Office of Field Experiences will make these contacts.

1. _____

2. _____

3. _____

4. _____

OUT-OF-STATE STUDENT TEACHER CHECKLIST

- _____ Complete a student teaching application.
- _____ Provide all supporting documentation as outlined within the student teaching application.
- _____ Complete an Out-of-State Placement application.
- _____ Register for Utah State University student teaching courses and pay the associated tuition and fees.
- _____ Pay any additional fees associated with this Out-of-State Placement (above the \$300 accounted for in differential tuition). These fees will be charged to my ACCESS account.
- _____ Pursue Background Check in the host state, if required.
- _____ Attend Out-of-State Student Teaching orientation, if required by the hosting public school and/or university.
- _____ Complete all assignments and requirements by the appropriate deadlines.
- _____ Represent Utah State University in an exemplary manner.
- _____ Understand that I will be removed from my student teaching Out-of-State Placement if I should fail to meet any of the student teaching requirements.

Out-of-State Placement Contract

Name: _____

A# _____

Licensing Area: _____ Endorsement: _____

Phone: _____ E- Mail: _____

This is to certify that I agree to the following conditions regarding my student teaching at (school) _____ in (district/state) _____ for the Fall/Spring Semester _____.

1. To register at Utah State University for all course work related to student teaching.
2. To pay the additional \$_____ for Out-of-State Placement at _____. This will be charged to my ACCESS account. This fee pays for student teaching supervision during _____ Semester and is due prior to student teaching.
3. To complete all required district, school and classroom assignments before receiving a passing grade for student teaching courses by _____.
4. To be responsible for understanding, completing and satisfying the items on the checklist at the end of this contract. In addition, I agree to pay the additional costs associated with this Out-of-State Placement. I understand these fees will be posted to my account, and I will be required to pay the balance before my degree can be awarded.
5. To follow all policies and regulations of the hosting university, district, and school where I am assigned. This includes following the applicable school calendar.

Failure to adhere to the terms of this contract by the dates outlined herein will render this approved Out-of-State placement null and void. The student will be removed from the student teaching assignment and, if wishing to complete teacher licensing requirements, must reapply by the appropriate deadline for student teaching. This contract must be signed and returned to the Office of Field Experiences on or before _____, or this contract and Out-of-State placement are null and void.

Student Signature Date

Advisor Signature Date

Director of Field Experiences Date

Department Head Date

Office Use Only

STAB meeting date: _____ Accepted Denied