



School of Teacher Education and Leadership (TEAL)

Paraprofessional Principal's Recommendation

Date: _____

Applicant Name: _____

Current Title and Position of Applicant: _____

Principal's Name: _____

School Name: _____

School District: _____

This applicant is applying to Utah State University's Teacher Education program as a currently employed paraprofessional. As part of the application process, we ask paraprofessionals to have their current principal complete this recommendation and program requirements form. Our experience has shown that supportive administration is vital to ensuring the success of paraprofessionals in our program, and we value the expertise and support you are able to provide. We would like to provide information on our program requirements and have your input on the support available for this applicant within your school for these program requirements.

As part of the coursework for this degree, the applicant is expected to spend a significant amount of time each semester *outside of the paid work experience* to complete classroom observations and work with mentor teachers to expand and develop skills. Specifically, over the course of the two to four semesters of the program, the applicant will need the following:

- Each semester, your assistance in identifying one or two mentor teachers who would be willing and able to work with the applicant. Depending on which semester of the program the applicant is completing, this may entail observation in the classroom, working with small groups and individual students, and teaching whole class lessons. (Mentor teachers will be provided a handbook for the practicum experience and a small honorarium for their service.)
- During Level 2, paraprofessionals need to complete 30 hours of practicum outside of their work responsibilities.
- During the Level 3 (pre-student teaching) semester, the ability to be released from other responsibilities for a total of five (5) days to work in a mentor teacher's classroom. It is preferable that the five days are all consecutive; however, this can be split into two consecutive days one week and three consecutive days another week if needed.
- Assistance with completing any potential district requirements for employees completing practicum experiences.

After the completion of Level 3, the applicant will typically complete a traditional semester-long student teaching experience at a school **other than the work location**. This placement is done alongside placements for all student teachers within the school district.

If you have any questions about any of the program requirements that you would like answered before completing this form, please contact Sylvia Read, TEAL Regional Campus Liaison, by email (sylvia.read@usu.edu).

The school listed above DOES _____ DOES NOT _____ have the ability to support the applicant as described above.

Principal's Signature

Please email to: Sylvia.Read@usu.edu