

## Pre-Student Teaching Application

**Directions:** All students (graduate and undergraduate) must complete this page and then attach the following to this form:

- copy of candidacy acceptance letter,
- current checksheet,
- current copies of the two required PA Child Abuse and PA Criminal clearances (both must be less than 1 year old),
- copy of your FBI clearance\* (must be less than 1 year old)
- TB test results (less than 1 year old),
- Proof of liability insurance (typically a copy of the S- PSEA or CEC membership card indicating current membership) valid at least one month before pre-student teaching begins.

\*All students must apply for FBI clearance fall freshman year (even if he or she has had an FBI clearance in the past.).

Return the completed application with all required attachments to your Program Coordinator **no later than February 15** if you plan to pre-student teach in the fall semester, and **no later than September 15** if you plan to pre-student teach in the spring semester.

Name \_\_\_\_\_ RMU ID # \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone(s) \_\_\_\_\_ RMU E-mail \_\_\_\_\_ (Correspondence through RMU e-mail only)

**Please indicate your intended certification area(s):**

- Biology (7-12)
- Business, Computer & Information Technology (K-12)
- Early Childhood Educ. (PreK-4)
- Early Childhood Educ. (PreK-4)/Special Ed (PreK-8)
- English (7-12)
- English/Communication (7-12)
- Mathematics (7-12)
- Middle Level (4-8)      *Specialization:* Math English/Lang Arts Science Social Studies
- Social Studies (7-12)

**Check one:**

- Undergraduate
- Post-bacc

**Check one:**

- Traditional Format:(15 weeks)
- Post-bacc Format: (3 weeks)

Request for Pre-Student Teaching Placement  Fall 20\_\_\_\_ or  Spring 20\_\_\_\_

Plan to Student Teach in  Fall 20\_\_\_\_ or  Spring 20\_\_\_\_

**NOTE: Pre-student teachers are expected to provide their own transportation to and from their pre-student teaching site.**

**Please indicate three school districts in which you would like to be placed for Pre-student Teaching, if possible.** (You cannot be placed in any school district where you attended K-12)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

High School(s) Attended \_\_\_\_\_

**Do you have interest in Student Teaching internationally (Belize, Aruba, or New Zealand)?**

YES \_\_\_\_\_ NO \_\_\_\_\_

**Do you have an immediate family member (parent, grandparent, sibling, uncle, aunt or cousin) in an administrative role (ex: principal, superintendent, director) at any of the preferred districts noted above?**

Yes \_\_\_\_\_ No \_\_\_\_\_

## Application for Pre-Student Teaching

(to be attached to application by student and reviewed/approved by the Program Coordinator)

	<p><b>Admission to Candidacy in an RMU Teacher Education Program</b>  <b>Attached Documentation Required:</b> A copy of student's letter of acceptance to candidacy.</p>
	<p><b>Content Pedagogy Course Completed:</b> Yes ___ No ___  <b>Will register for Content Pedagogy Course:</b> Yes ___ No ___ (semester: _____)</p>
	<p><b>Copy of Current Checksheet</b>          For any open course slots, indicate when (semester/year) and where course will be taken. Also, note any courses that require checksheet adjustments (ex: transferred courses, courses to be re-classified on checksheet, etc.)  <b>NOTE: All coursework, except Student Teaching Seminar, must be completed before beginning student teaching.</b></p>
	<p><b>TB Test Results (must be less than one year old)</b>  <b>Attached Documentation Required:</b> A copy of TB test <b>results</b> signed by doctor or physician assistant.</p>
	<p><b>NOTE: Proof of Current Liability Insurance documentation is NOT included in the application.</b>          Proof of Current Liability Insurance documentation is submitted to Mrs. Mary Poehlmann, Nicholson 435, no later than one month before pre-student teaching begins.  <b>Documentation Required:</b> A copy of S-PSEA or CEC current membership or private <b>LIABILITY</b> insurance.</p>
	<p><b>Current Clearances</b></p> <ul style="list-style-type: none"> <li>▪ PA Act 34 PA Criminal Record Clearance – <i>must be less than one year old</i></li> <li>▪ PA Act 151 Child Abuse – <i>must be less than one year old</i></li> <li>▪ Act 114 Federal Criminal Record Clearance (FBI) (<i>must be less than one year old</i>) *</li> </ul> <p><i>*All students must apply for FBI clearance fall freshman year (even if he or she has had an FBI clearance in the past.).</i></p> <p><b>Attached Documentation Required:</b> Copies of all three clearances.</p>
	<p><b>Does the candidate have any dispositional checks?</b> Yes ___ No ___  <b>If yes, please provide brief explanation.</b></p>

**Program Coordinator's Recommendation:**

\_\_\_ Requirements **met** ... Student may register for pre-student teaching.

\_\_\_ Requirements **NOT met** (see comments)

**Comments:**

Date: \_\_\_\_\_ / \_\_\_\_\_  
Program Coordinator Signature