

### **Reminders for the Student Teaching Semester**

- All pre-student teaching hours should be accounted for and the form given to your supervisor on his/her first visit. Goals and objectives, as discussed with your cooperating teacher, should be noted on the form “Field Experience Goals and Objectives.” This is an important aspect of planning for a successful student teaching experience.
- Any absences from student teaching must be reported to your supervisor immediately. You may be required to make up missed days.
- There are assignments and expectations associated with student teaching. You are responsible for conveying these to your cooperating teacher, setting up with him/her the timetable for completion and discussing your progress with the Xavier University supervisor. This information is included in the packet at your first seminar class.
- Middle Childhood Education student teachers must pass specialty area tests prior to student teaching.
- Early Childhood Education student teachers must pass Education of Young Children test prior to student teaching.
- Your remaining test, PLT-EC or PLT-MC, should be taken before you complete student teaching. Make sure you have results sent to Xavier. If planning to apply for Kentucky certification, have results sent to Frankfort as well. See the enclosed sheet for the Ohio Dept. of Education requirements. Kentucky has different test requirements.
- There are two occasions this semester when you will receive information regarding your application for licensure and preparation for finding a teaching position. On a Thursday evening, you will attend a presentation with Center for Career and Leadership Development and one Friday Morning you will attend a session on license application, job searches/resumes and school law. It will be helpful if you have already drafted a resume prior to that session. The schedule of these meetings will be announced.
- BCI fingerprinting must be completed before you enter a school.