

**CONFIRMATION  
OF STUDENT TEACHING/INTERNSHIP PLACEMENT**

This is to confirm that a student teaching/internship assignment has been arranged for a student in the UW-Green Bay Teacher Education Program as specified below. **If you approve of this placement, please sign the form and have the student sign the form at your meeting. After we receive the signed form, the placement will be confirmed. Please return the form to Jamie Tyrrell, the Student Teaching Coordinator.**

Student Teacher's Name: \_\_\_\_\_

School District: \_\_\_\_\_ School: \_\_\_\_\_

Semester: ( ) Fall ( ) Spring Year: \_\_\_\_\_ Quarter: \_\_\_\_\_

**\*Dates should be according to the school calendar and decided upon by both the student and cooperating teacher: (Student is expected to attend any in-service, teacher work days, etc.)**

(Please fill in) Beginning date of placement/quarter: \_\_\_\_\_

Ending date of placement/quarter: \_\_\_\_\_

Subject/Grade Level of Placement: \_\_\_\_\_

Name of Cooperating Teacher(s): \_\_\_\_\_

**Signatures**

**Student Teacher:** \_\_\_\_\_ Date: \_\_\_\_\_

**Cooperating Teacher:** \_\_\_\_\_ Date: \_\_\_\_\_

**Cooperating Teacher E-mail Address:** \_\_\_\_\_

***\*We realize many schools are using a trimester calendar while UWGB uses a semester calendar. A student is usually assigned two 9-week placements (two school quarters) for the student teaching experience. It is expected that the student reports on the day arranged with the Cooperating Teacher and finishes with a minimum of 45 contract days per quarter, or 90 contract days per semester, that a teacher would normally complete. This time is not to include holiday/vacation days. If you have any questions, please contact Jamie Tyrrell at (920) 465-2835.***