Student Teaching/Internship Application

Complete and return the following forms during your 15 minute scheduled appointment with Jamie Tyrrell, Student Teacher Coordinator.

- Student teaching/internship application
- Data form and philosophy statement (1 Hard Copy and 1 copy via email attachment)
- Communicable disease statement
- Student teaching/internship contract
- Orange Program Planning Sheet
- Background Check Form
- TB Skin Test Results

Schedule Your 15-minute meeting in WH 430
University of Wisconsin Green Bay
Student Teaching/Internship Application Instructions

The forms below must be printed and completed to apply for a student teaching or internship placement:

1. Application for Student Teaching/Internship Form,
2. Communicable Disease Statement,
3. Student Teaching Data Information Form,
4. Philosophy Statement, and
5. Student Teaching Contract
6. Background Check Form
7. TB Skin Test Results

It is particularly important to complete the Student Teaching Data Information Form including the Educational Philosophy Statement in a professional manner. It will be forwarded to school districts as part of the student teaching assignment process. All forms, including 1 Hard Copy and 1 Copy via Email Attachment of the Student Teaching Data Information Form and Philosophy Statement, must be completed and returned together to the Education Office, Wood Hall 430 on your scheduled appointment time with Jamie Tyrrell.

Applications received after the deadline will be considered only on a “space available” basis. If you have any questions or require additional information, stop by the Professional Program in Education Office, Wood Hall 430, or call (920) 465-2835.

Eligibility Requirements
- Formal admission to the Professional Program in Education.
- A cumulative grade point average of at least 2.75 for a student teaching placement (or 3.00 for an internship assignment) in all Education courses and in all majors and/or minors for which licensure is sought.
- Completion of all specific requirements in the student’s academic program, including courses, pre-student teaching field experiences, oral proficiency exam, study abroad immersion, etc.
- Written approval from the student’s designated Professional Program in Education advisor.
- A negative response to a TB (tuberculosis) test.
- Passing score on Praxis II content exam.
- Completion of the teaching certification portfolio in compliance with PI 34 Wisconsin Teaching Standards.

NOTE:
- A background check may be required by the requested school district prior to placement at a cost to the student.

Assignment Procedures
All assignments for student teaching are arranged by the Student Teaching Coordinator consistent with policies, procedures, and negotiated agreements mutually developed by participating schools and the UW Green Bay Professional Program in Education. After you have completed the student teaching/internship application process as described above, the Student Teaching Coordinator will begin the process of securing a student teaching assignment for you. Every effort will be made to provide satisfactory assignments for all student teachers.
UNIVERSITY OF WISCONSIN-GREEN BAY
APPLICATION FOR STUDENT TEACHING/INTERNSHIP

Return this Application to Jamie Tyrrell, Student Teaching Coordinator, at your scheduled meeting time

1. Name: ____________________________________________________________

                      Last                         (Former/Maiden)                      First                      Middle Initial

2. Student ID or EMPL No.______________________________________________

3. Present Address ___________________________________________________

                      Valid until ______________________________

                      Telephone No. _________________________________

                      Cell Phone No. _________________________________

                      E-Mail Address: _________________________________

4. Permanent Address _________________________________________________

                      Telephone No. _________________________________

                      Cell Phone No. _________________________________

5. CERTIFICATION LEVEL(S) FOR WHICH YOU ARE PREPARING:

(   ) EDUCATION MAJOR

(   ) Ages 0-8       (   ) Ages 6 12/13       Non-Teaching Minor(s)

Did you complete a teaching minor? (   ) Yes (   ) No

Circle one: French  German  Spanish  ESL

Are you seeking certification in this minor? (   ) Yes (   ) No

(   ) EDUCATION MINOR

(   ) Ages 10-21   (   ) All Ages       Your Major(s)_____________________

Other Minor(s)_____________________

Broad Field _______________________

Concentration(s) ___________________

If you have a second major or minor, are you seeking certification in your second major or minor? (   ) Yes (   ) No

(over)
6. Other pertinent information about you which should be considered including requests for special arrangements and medical or physical limitations.

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

I hereby apply for assignment as a student teacher in accordance with the information provided in this application.

I understand and accept the conditions pertaining to such assignment as described in the instructions for completing the application. Also, I hereby authorize the Education Office to release transcripts, grade information, or other information to those school district offices that require this information for my placement.

Signature of Applicant_________________________________________Date________________

CHECKLIST

☐ Sign the application
☐ Print 1 copy of your Data Form and Philosophy Statement and email one copy to Jamie Tyrrell (frohtyrj@uwgb.edu)
☐ Sign the copy of your Data Form
☐ Sign the Communicable Disease Statement
☐ Sign the Student Teaching Contract
☐ Update the orange Program Planning Sheet
☐ Complete and sign the Background Check Form
☐ Have your TB skin test done