



The University of Alabama at Birmingham

STUDENT TEACHING APPLICATION

Revised 01/15/21

INSTRUCTIONS

Applications are due to the Office of Clinical Experiences via email to vevega@uab.edu by January 31st, one semester (not including summer) prior to the fall internship; two semesters prior to the spring internship. Visit the Student Teaching Website (<http://www.uab.edu/education/studentteaching>) for pertinent internship information.

INFORMATION

1. General Student Teaching Eligibility Requirements – Criteria *must* be met at time of entry into the student teaching semester, not by student teaching application deadline**

- Formal admission to the Teacher Education Program or 5th Year Alternative Master's Program
- Minimum GPA, as provided by academic advisor (in general 3.0 or higher)
- Successful completion of *all* necessary coursework in a student's program of study (to include all education courses)
- Passing score on the Praxis Core Academic Skills for Educators (Core)
- Passing score(s) on the appropriate Praxis II Subject Assessment and *all* other required Praxis tests (including the Praxis Reading test for ECE/ELE interns) - (<https://www.ets.org/praxis/al>)
- Criminal history background check status shown as "cleared" on the Alabama Department of Education database

** NOTE: There are additional program prerequisites to be eligible to student teach that are specific to each individual program. It is the student's responsibility to be aware of and complete these prerequisites (<http://www.uab.edu/education/studentteaching/eligibility-requirements>).

- 2. Notification of Placement:** Students will be notified of internship placements at least two weeks prior to the internship start date.
- 3. Special Considerations:** Special considerations are defined as extenuating circumstances that may impact the internship, not preferences for specific schools and/or districts. Special circumstances noted on this application will be given consideration in an impartial manner, on a case-by-case basis. Concerns received after placements have been secured may not be resolved prior to the internship.
- 4. Cancellation:** If the student teaching internship must be postponed or cancelled, the student teaching candidate must notify the Office of Clinical Experiences immediately.

Note: "Student teaching" and "internship" are used interchangeably

CANDIDATE INFORMATION

Name: _____ Student ID No.: **B**
(Last) (First) (Middle)

Current Address: _____
(Street) (City) (State) (Zip)

Phone: (____) _____ UAB Email Address: _____ Personal Email Address: _____

Background Clearance TCH/ALSDE# (<https://tcert.alsde.edu/Portal/Public/Pages/SearchCerts.aspx>): _____

Internship Course No.: _____ Credit Hours: _____

Expected Degree: Undergraduate 5th Year (AMP) Dual Middle School Endorsement

Semester and Year of Student Teaching Internship: Fall, 20____ Spring, 20____

Major/ Area of Certification Sought:

<input type="checkbox"/> Art	<input type="checkbox"/> French	<input type="checkbox"/> Secondary General Science
<input type="checkbox"/> Collaborative Teaching (K-12)	<input type="checkbox"/> Middle School Math	<input type="checkbox"/> Secondary History
<input type="checkbox"/> Early Childhood	<input type="checkbox"/> Music (Band)	<input type="checkbox"/> Secondary Math
<input type="checkbox"/> Elementary	<input type="checkbox"/> Music (Choral)	<input type="checkbox"/> Secondary Social Science
<input type="checkbox"/> Early Childhood Special Education	<input type="checkbox"/> Physical Education	<input type="checkbox"/> Spanish
<input type="checkbox"/> English as a Second Language	<input type="checkbox"/> Secondary Biology	<input type="checkbox"/> Visually Impaired
	<input type="checkbox"/> Secondary English Language Arts	<input type="checkbox"/> Other: _____

High School and Year of Graduation: _____

Name of School(s) where your Children Attend: _____

Name of School(s) where any Relatives are Employed: _____

Have you ever been or are you currently employed at any school(s)? Yes No Title of Position: _____

Date of resignation: _____ School Name(s): _____ Grade level(s) Taught: _____

Subject(s) Taught: _____

List the schools and grade levels you have visited for prior course requirements:

Special Considerations for Placement (i.e., extenuating circumstances, not preferences):

Strengths as a teacher candidate:

Areas for growth as a teacher candidate:

**I have read all of the information contained in the application (including the Student Teaching Policies and Responsibilities), I have provided truthful information, and I agree to accept the placement assignment that is arranged for me.*

*Applicant Signature: _____ Date: _____

STUDENT TEACHING INTERNSHIP POLICIES

Student teachers are responsible for being aware of and adhering to all policies and responsibilities specified below and located within the Student Teaching Handbook (<http://www.uab.edu/soestudentteaching/>).

Student Teaching Placements:

- Student teachers are not permitted to arrange or influence their internship placement by contacting administrators, principals, or teachers. Placements are arranged solely through the Office of Clinical Experiences.
- To meet Alabama State Department of Education standards, the grade level placement for student teaching should be based on prior grade level field experiences (e.g., if most field hours have been completed within lower grades of a certification program, it is desirable that the internship placement be in an upper grade level).
- Placement sites are selected based on established partnerships with schools and school districts, availability of qualified teachers, availability of grade levels (based on prior grade level field placements), and the willingness of the school administrators and faculty to host student teachers. All placements are within 50 miles of UAB.
- Address and name changes must be submitted to the Office of Clinical Experiences as soon as possible.
- Secondary education student teachers will not be placed at the high school they graduated from for a minimum of 10 years after they have graduated (i.e., there is a ten year grace period).
- Student teachers are not placed in schools where they have relatives employed or children attending.

Completing the Internship as a Full-Time Hired Teacher:

- Per state regulations, Undergraduate students are not permitted to complete the internship as hired teachers.
- If an Alternative Master's Program (AMP) student is seeking a full-time teaching position, the school must be SACS accredited. This may be verified by asking the administrator of the school or calling the Office of Clinical Experiences. The school must be within 50 miles of UAB. The student must be hired to teach, full-time, within his/her area of certification every day, all day.
- After the initial Student Teaching Orientation, AMP student teachers can only accept employment if it leads to an Interim Employment Certificate and:
 - a. The student teacher is hired to take over his/her cooperating teacher's current teaching schedule, and the student teacher seeks approval from the Director of Student Teaching; OR
 - b. The student teacher is hired to take over a teaching position at the existing internship placement site, the position is a full-time teaching position within the student teacher's field of certification, and approval has been granted by the Director of Student Teaching

Student Teaching Meetings:

- The Student Teaching Orientation is counted as the first day of the internship – attendance is mandatory. A separate orientation for hired student teachers (i.e., AMP interns hired as full-time teachers) will be held the same day.
- An edTPA Academy will be required of all student teachers.
- Several mandatory edTPA student teaching seminars will occur throughout the internship semester.

Condensed edTPA Submission Policy:

- edTPA portfolios will be submitted through the group submission process on the UAB official submission date, as stated on the first day of the internship at the edTPA Academy.
- Official submission to Pearson is not complete until the "Submission Acceptance Email" is sent to the edTPA Coordinator.
- Failure to meet all of the criteria on the "edTPA Submission Policy for UAB" form will result in a final student teaching grade of incomplete, delayed graduation, and edTPA submission during the following semester.

Clarification of Student Teaching Requirements for Undergraduate and Alternative Fifth-Year Students

Background:

Many UAB students are employed by school systems **prior** to earning full certification. These students either work as paraprofessionals OR are employed through emergency certification routes. If you are currently working as a paraprofessional or teaching via an emergency certificate, please read the cautionary statements below.

Cautionary Statements:

The Alabama State Department of Education has very specific requirements regarding student teaching. The 2007 Alabama Administrative Code (*Teacher Education Chapter*, 2009, p. 254) specifically states:

The internships in Class B and Alternative Class B programs shall be full-time in the schools for a full semester which may include more than one classroom or grade level, with experiences of the intern progressing to the full responsibilities of the teacher for at least 20 full days including at least 10 consecutive days."

Additionally, student teachers must teach in the field in which certification is sought, literally, from bus duty to bus duty each day during the 15-week internship period. Student teachers may not teach ANY subject or course that is not directly approved in their area of certification. For example, it is not acceptable for a student teacher seeking certification in Spanish to teach a course in French or English Language Arts. Finally, the student teaching experience **MUST** occur during the 15 weeks of the **same** semester, and the student teaching experience **cannot** be divided over two semester terms.

If you are currently working as a paraprofessional or teaching aide, you will **not** be allowed to continue in this position while simultaneously completing your student teaching. In your situation, it is simply impossible for you to assume the full responsibilities of a teacher as required by certification law. In the past, some students have been granted a leave of absence by their school systems during the student teaching semester so that their benefits can be retained. This has worked out well when school systems have agreed to permit a leave of absence. However, please be aware that most students will have to discontinue employment during the student teaching semester.

If you are currently teaching under emergency certification, you will need to consult with Ms. Vanessa Vega (vevega@uab.edu; 934-8369) **prior** to applying for student teaching to make sure that you are teaching only those subjects or content that are covered by the area in which you are seeking certification. For example, if you are pursuing "A" level certification in English Language Arts, Ms. Vega will need to evaluate your teaching schedule to make sure that you are teaching only those courses covered by your area of certification. For example, it would **not** be acceptable if you taught two blocks of English and one block of Cultural Arts.

Please be aware that you must be teaching **full-time** in the area in which you are seeking certification during the entire semester you are completing certification. If you are teaching courses/subjects in areas outside of your area of certification, UAB will **NOT** approve your student teaching experience at the school where you are currently employed because this would be in violation of certification law in Alabama.

As a final note, please understand that the School of Education is clarifying these requirements to **protect you** from certification complications. The UAB School of Education is committed to assisting you in completing a successful student teaching experience and also, to secure certification as mandated by state law.

_____ I have read this document. My signature means that I understand its contents.

Student's Signature

Date of Signature