

Arts Education Student Teaching Application Information

Priority #1: Maintain IVP Fingerprint Clearance

One requirement for teacher certification in Arizona is an IVP fingerprint clearance card; therefore, applicants to the teaching preparation program must receive IVP level one fingerprint clearance **before** they student teach. ***If any student is unable to provide the College of Fine Arts with evidence of fingerprint clearance, eligibility for student teaching will be revoked.***

The Application Process

1) **Student Teaching Application**

Complete all portions of the “Application for Student Teaching.”

2) **Teacher Preparation Program Professional Standards Contract**

Read the standards and sign the contract found in this document to verify you have read them and agree to abide by the standards throughout the teacher preparation program, including student teaching.

3) **Coursework Checklist**

Applicant needs to schedule an appointment with the academic advisor who will complete the Coursework Checklist with the student. Then, the student needs to make an appointment with the major professor to finish and verify information on form.

4) **Résumé**

Attach a hard copy of your résumé printed on nice paper with this Application packet (please do not staple your résumé). Please remember that this is an important document that will be viewed by professionals in the College of Fine Arts, school principals, and your mentor teachers. Professionalism, grammar, format, and accuracy are important.

5) **Submit entire Application Packet by the Due Date**

Submit your application, signed professional standards contract, signed coursework checklist, copy of fingerprint clearance card or IVP application, NES test results or confirmation of test scheduling, and résumé to Dr. Nolan’s mailbox (MUS109). Your application will not be considered for review if ***any*** required information is not completed or if you have not brought your paperwork to the CFA Office of Field Experiences by the due date announced during orientation and listed on CFA Office of Field Experiences website.



Application for Student Teaching

Identification

Last Name: _____ First Name: _____ Middle Initial: _____

Street Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

University E-mail (write clearly): _____

Permanent (non-UA) E-mail (write clearly): _____

Student Major: _____ Student ID Number: _____

Desired Term to Student Teach: **SPRING** **FALL** Year: _____

Background

Have you ever been convicted or pled “No Contest” for any violation of the law other than *minor* traffic offenses? **YES** **NO** If “YES” please explain below:

Student Teacher Placement Options

Preferred Area and Grade Level for Student Teaching placement (ex: High School Choir)

Mentor Teacher Suggestions? (Is there someone specific you would like to student with? List names, schools, and email addresses.)

To ensure the widest breadth of experiences, student teachers may not be placed with former teachers, at schools where they currently work (e.g., as a substitute or on staff), or at a location where family members may be attending or employed. List any Tucson schools or teachers that you cannot be placed at due to this reason:

IVP Fingerprint Clearance

All potential student teaching placements are contingent on eligibility and fingerprint clearance. All student teachers must have an IVP fingerprint clearance card before beginning student teaching. Do you have a current IVP Fingerprint Clearance Card: **YES** **NO**

Card Number: _____ IVP Number: _____ Expiration Date: _____

If you answered “**NO**” (or if your card does not have an IVP number at the bottom of the front of the card), you need to set up an appointment immediately to get a card from an authorized AZ DPS Fingerprinting location.

Attach a copy of your IVP Fingerprint Clearance Card (front and back) or a copy of your IVP application (which contains your IVP application number and the date submitted to the Arizona Fingerprint Office).

Required NES Certification Test (National Evaluation Series Test)

This test is required for Teacher Certification (costs: \$95, 3 hours long, and computer-administered at a testing center, Website: <http://www.aepa.nesinc.com/>). You need to take and pass this exam prior to student teaching. The exam needed is the “Assessment of Professional Knowledge: Secondary.” *Attach your NES Test results or the test scheduling confirmation page to this application.*

NES Test Date completed or scheduled

Student Teacher Applicant, please read and sign:

- I understand that there is a minimum required Major GPA of 3.0 (and minimum cumulative GPA of 2.5 in Art and 3.0 in Music)
- I understand that all major coursework must be passed with a grade of C or higher. This includes all required Art/Music Education and all required College of Ed coursework.
- I understand that all coursework (with the exception of student teaching credits) must be completed the semester prior to student teaching.
- I understand that I may not take any courses or additional credits while student teaching.
- I understand that I must carry a current and valid IVP Fingerprint Clearance Card at all times while on school premises and at school events.
- I understand that providing inaccurate information, failing to complete any outstanding courses prior to student teaching, and/or not following the standards listed on the following page may result in my removal from student teaching.
- I understand that I will follow the school site’s calendar during student teaching, not the UA calendar.

All the information in this application is accurate. I understand that if any information contained in this application changes, I will inform the College of Fine Arts Office of Field Experiences immediately.

Student Signature: _____ Date: _____

The University of Arizona

Teacher Preparation Program Professional Standards

The University of Arizona has a responsibility to the educational community to ensure that individuals who are recommended to the State of Arizona for teaching certification merit acceptance into the teaching profession. As a student in a University of Arizona teacher preparation program, you are expected to meet a number of professional standards, policies, and requirements.

Academic Standards

The Arizona State Board of Education has adopted the InTASC and ISTE NETS-T standards for teachers. You are required to review these standards:

- InTASC Standards (<https://cfa.arizona.edu/?ddownload=3398>)
- ISTE NETS-T Standards (https://id.iste.org/docs/pdfs/20-14_ISTE_Standards-T_PDF.pdf).

All University of Arizona certification programs have aligned their curricula and assessments to these standards. Throughout your teacher preparation program, there will be a series of benchmark assignments, including the capstone experience of student teaching, to assess your progress in meeting them.

Behavior Standards

You are expected to behave professionally during the program, both as a student and a teacher, while on the UA campus, school district campuses, and related field experience events. There are three categories of behavior standards to which you must adhere:

- State of Arizona Standards:
 - *Arizona State Board of Education Professional Practices for Certificate Holders* (page 4 of: <https://cms.azed.gov/home/GetDocumentFile?id=57a4d90caadebe130c51857a>)
- University of Arizona Standards:
 - *Student Code of Conduct* (<https://public.azregents.edu/Policy%20Manual/5-308-Student%20Code%20of%20Conduct.pdf>)
 - *Threatening Behavior Policy* (<http://policy.arizona.edu/education-and-student-affairs/threatening-behavior-students>)
 - *Non-Discrimination and Anti-Harassment Policy* (<http://policy.arizona.edu/human-resources/nondiscrimination-and-anti-harassment-policy>)
 - *Academic Integrity Policy* (<http://deanofstudents.arizona.edu/policies-and-codes/code-academic-integrity>)
 - *Professional Expectations for UA Teacher Candidates* (page 41 of <https://cfa.arizona.edu/?ddownload=1363>)
- School District Standards:
 - District codes of conduct for faculty and staff. (Faculty codes of conduct can be found in the faculty handbook at your assigned school(s). It is your responsibility to obtain these from your site.)

Adherence to Standards

Successful completion of the teacher preparation program is dependent upon a student's ability to meet the academic and behavior standards. If a student's performance raises concerns about their ability to successfully complete the program, University, or field-based professional educators in the program may initiate a *Performance Concern Form*. Depending on the severity of the issue, the student may be placed on a *Professional Growth Plan*, which identifies steps for remediation, provides support, and establishes expectations that must be met within a given timeline. Possible consequences for not meeting the expectations in the *Professional Growth Plan* include removal from a course or clinical placement, failing grade in a course, withdrawal from the program with the right to petition for re-admission, or dismissal from the teacher preparation program. It is important to note that severe violations of the standards may lead directly to consequences listed above in lieu of a *Professional Growth Plan*.

Student Teacher Agreement

- I have read the state and University standards distributed to me in this document and via the online links provided.
- I will read the school district standards before I begin my clinical placement(s).
- I agree to abide by these academic and behavior standards. I understand these criteria will be used to evaluate my progress throughout the program, and that failure to successfully meet the standards may result in removal from a course or clinical placement, failing grade in a course, withdrawal from the teacher preparation program with the right to petition for re-admission, or dismissal from the teacher preparation program.

Printed Student Teacher Name: _____ Date: _____

Student Teacher Signature: _____