Student Teacher Orientation
1/29/2020
Dr. Karin Nolan
Introductions

- Who am I?
- Who are you?
  - Name
  - Major Area
  - What is your ideal student teaching placement?
Contact Information

Dr. Karin Nolan, Director of Field Experiences

- Office: Music Bldg., Rm. 159
- Mailbox: Music Bldg, Rm. 109
- Email: knolan@email.arizona.edu (best)
- Website: www.cfa.arizona.edu/students/office-of-field-experiences/
- D2L Site: “College of Fine Arts Teacher Prep Program”
GPA and Coursework

- All coursework must be completed this semester
  - For fall student teachers, you are allowed to take Pre-session and Summer I.
  - For spring student teachers, all coursework must be completed in the fall semester (no winter session)

- GPA Minimum Requirements:
  - 3.0 major
  - 2.5 cumulative

- Note: all major coursework must be passed with a C or better.
Student Teacher Application Process

- All application materials covered in this presentation are due in **TWO WEEKS** to be considered for student teaching next semester
  - Deadline for Fall 2020 Student Teaching: February 12, 2020
Student teaching is the most important step in your arts education career.
Assuming eligibility, you’re almost there!
3 Parts to ST Semester

1. The day-to-day teaching at your placement site
2. Office of Field Experience meetings (3 meetings within the next year)
3. Regular seminars in the evening on campus within your discipline (between 4-8 meetings)
You’re all going to be teachers, so…

Make sure all materials are submitted completely and on time to be considered for placement at a school next semester.

1. D2L Training Modules
2. Student Teacher application packet
Log in to D2L and make sure you can access our CFA TPP site. If not, contact knolan@email.arizona.edu.
Complete all parts of the D2L training modules

- If you already did this, only upload updated items if necessary.
“Student Teacher Application Packet” will contain PDFs of:

1. your application with professional standards contract signed
2. coursework checklist with NES dates
3. fingerprint clearance card photocopy
4. résumé
5. unofficial transcripts from UAccess
Fingerprint Clearance Card is required for all student teachers

- You will turn in a photocopy of the front and back of your IVP Fingerprint Clearance card with your application packet.
- Current, accurate IVP fingerprint clearance card is required to be with you at all times on school campuses.
  - If your card has the wrong name, you need to order a replacement card through the Arizona Department of Public Safety. This takes a couple of weeks.
  - If your card is not “IVP,” then you need to get a new fingerprint clearance card ASAP.
Step 1: Fill out Application

- Fill out your Application.
- Read all professional standards and then sign the contract (found on last page of your application).
Step 2: Register for NES Test


Assessment of Professional Knowledge: Secondary

- 100 multiple-choice questions, 1 case study written assignment, and 1 work product written assignment
- Test is Required for Certification
- $95, 3 hours long, & computer-based at their testing center
- There is information on our website about this test and how to apply for a fee waiver (if you are receiving financial aid). You will need to apply for the waiver and submit it to UA Financial Aid prior to registering for the test.
Step 3: Coursework Checklist

- Schedule a meeting with your academic advisor to fill out your Coursework Checklist.
- Print out your Coursework Checklist from our [website](#) and bring it with you to the advising meeting.
- Art Education (only): Then, schedule a meeting with your Dr. Ryan Shin to complete the coursework checklist with you.
- Put the scheduled date for your NES test on your Coursework Checklist.
Step 4: Perfect your Résumé

- Update your teaching résumé and make sure it is professional.
- You will submit a ONE-PAGE résumé as part of your application packet.
- (Utilize scheduled or walk-in career counselor feedback on your résumé at UA Career Services in the Student Union.)
Step 5: Unofficial Transcripts

- From Uaccess, save a PDF of your current, unofficial transcripts.
- You will submit this as part of your application packet.
Step 6: Turn In Application Packet to D2L Dropbox:

All items must be PDFs. Combine all PDFs into one packet and save it as “lastname_StudentTeachingApplication.pdf”

- your application with professional standards contract signed
- coursework checklist with NES dates
- IVP fingerprint clearance card front and back
- résumé
- unofficial transcripts from UAccess

Upload the packet to D2L College of Fine Arts Teacher Prep Program assignment dropbox titled “Student Teacher Application Packets”

Deadline: in TWO WEEKS to D2L College of Fine Arts Teacher Prep Program assignments dropbox. February 12th by 3pm!
Go to our website for information and all forms (these are not on D2L):
http://cfa.arizona.edu/students/office-of-field-experience/
Placement Process

- Recommendations come from your major professors. Do not contact teachers directly.

- When approved for placement, you receive an email with: Potential Student Teaching Assignment, Agreement Form, and additional Clearance Forms (only if placed in TUSD or Sahuarita).
After Agreement Form arrives:

- Call your assigned potential cooperating teacher within 2 days and arrange a time as soon as possible to meet and observe him/her teach.
- Observe as many times as needed; get form signed by teacher and principal.
- Drop-off the signed Agreement Form and Student Teacher Clearance Forms by the due date listed on the Agreement Form (approx. 2 weeks after it’s issued).
AZ/US Constitution

- **AEPA Exam** ($90, 2 ½ hours, 100 multiple choice questions)

Or

- Take the class and **get it transferred to the UA transcripts**
Finances

- Start planning now for finances during your student teaching semester

- Expectation is Student Teaching is your ONLY “job” next semester
Future Commitments this semester...

- **2/12/20**: Completed Student Teacher Application Packets due to D2L.
- **5/7/20**: from 2-4 PM, Professional Development Conference, Part I, room 137.