



COLLEGE OF FINE ARTS



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

Congratulations

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)

How to Apply



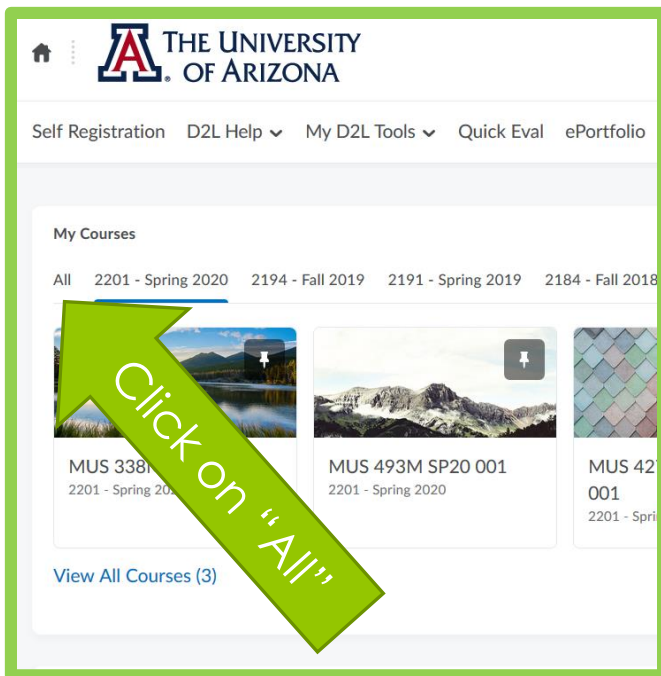
You're all going to be teachers, SO...

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

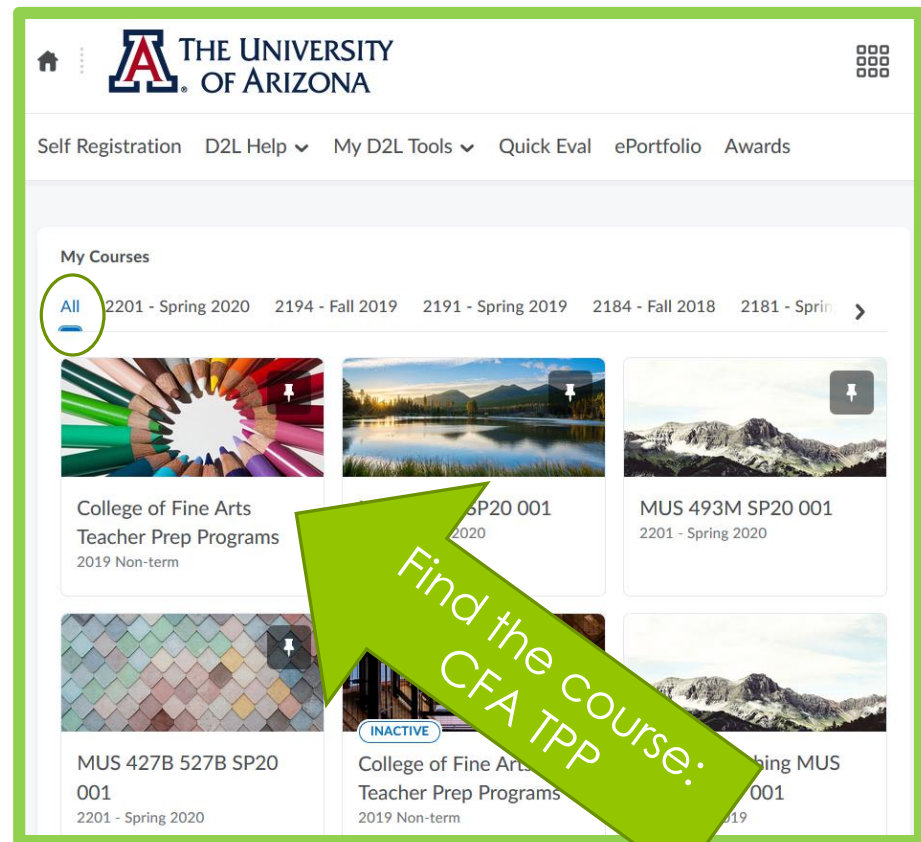
1. D2L Training Modules
2. Student Teacher application packet

Log in to D2L and make sure you can access our CFA TPP site.

If not, contact knolan@email.arizona.edu.



The screenshot shows the D2L interface for The University of Arizona. At the top, there is a navigation bar with links for Self Registration, D2L Help, My D2L Tools, Quick Eval, and ePortfolio. Below this is the 'My Courses' section, which includes a filter bar with 'All', '2201 - Spring 2020', '2194 - Fall 2019', '2191 - Spring 2019', and '2184 - Fall 2018'. A green arrow points to the 'All' link, with the text 'Click on "All"' written inside the arrow.



The screenshot shows the D2L interface for The University of Arizona. At the top, there is a navigation bar with links for Self Registration, D2L Help, My D2L Tools, Quick Eval, ePortfolio, and Awards. Below this is the 'My Courses' section, which includes a filter bar with 'All', '2201 - Spring 2020', '2194 - Fall 2019', '2191 - Spring 2019', '2184 - Fall 2018', and '2181 - Spring 2019'. The 'All' link is circled in green. A green arrow points to a course card for 'College of Fine Arts Teacher Prep Programs 2019 Non-term', with the text 'Find the course: CFA TPP' written inside the arrow.

Complete all parts of the D2L training modules


- If you already did this, only upload updated items if necessary.

Action Items: Complete and submit the following forms:

After reading all the slides and incorporated links within this presentation, submit the following as PDFs to D2L Assignment Dropbox found within the D2L Course: "College of Fine Arts Teacher Prep Programs." Label each of these four items with your last name and the short title for each item (i.e., Lastname_MandatoryReporting; Lastname_FERPA; Lastname_StandardsContract; Lastname_Fingerprint):

1. [Mandatory Reporting Note-Taker](#)
2. [FERPA Certificate](#)
3. [Professional Standards Contract](#)
4. Photocopy of front/back of IVP [Fingerprint Clearance Card](#) or a copy of your IVP card application.

Any questions? Ask Dr. Karin Nolan (knolan@email.arizona.edu)



THE UNIVERSITY OF ARIZONA COLLEGE OF FINE ARTS OFFICE OF FIELD EXPERIENCE
WWW.FEA.ARIZONA.EDU/INSTRUMENTS/PEP/PE/DIR/EXPERIENCE/ Dr. Karin Nolan, director
knolan@email.arizona.edu

Application Packet

Due to D2L Dropbox in 2 weeks

“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

THE UNIVERSITY OF ARIZONA College of Fine Arts Teacher Prep Pro

Office of Field Experience Announcements Classlist Content Assignments

Assignments

New Assignment Edit Categories More Actions ▾

Bulk Edit

<input type="checkbox"/>	Assignment
	No Category
<input type="checkbox"/>	Teacher Prep Program Training Documents ▾
<input type="checkbox"/>	Student Teacher Application Packets

Reminder:



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).

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/?download=1328>)
- 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=57e4d90c5adebe130c51857a>)
- University of Arizona Standards:
 - Student Code of Conduct (<https://public.azregents.edu/Policy%20Manual%20-%20Student%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/?download=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*.

Teacher Candidate 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 Name: _____ Date: _____

Student Signature: _____

Step 2: Register for NES Test

- <http://www.aepa.nesinc.com/>
- **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/>

THE UNIVERSITY OF ARIZONA
College of Fine Arts

APPLY | GIVE | PROGRAMS | UNIVERSITY OF ARIZONA HOME

STUDENTS | DIRECTORY | SUPPORT | NEWS & EVENTS | SCHOOLS | FACILITIES | ABOUT

Home > Students > Office of Field Experience

Office of Field Experience

The College of Fine Arts Office of Field Experiences is dedicated to professional arts educator preparation and practical student teacher placement of our music and art education students. Once all coursework is completed for the degree (BFA, BME, or MFA), our arts teacher preparation programs culminate with a semester-long student teaching placement in the relevant content area.

If you are not currently enrolled at The University of Arizona and would like to more information or to apply online, please visit the [Fred Fox School of Music or the School of Art](#).

CONTACT INFORMATION

Dr. Karin K. Nolan
Assistant Professor of Music Education, UA Fred Fox School of Music
Director of Field Experiences, UA College of Fine Arts
P.O. Box 210004, Tucson, AZ 85721
Email: knolan@mail.arizona.edu
Mailbox: Music Building, Room 109
Office: Music Building, Room 124
Phone: (520) 621-7470

Students

- ▶ CFA Student Engagement
- ▶ For Our Students
- ▶ Prospective Students
- ▶ Undergraduate Degrees
- ▶ Graduate Degree Programs
- ▶ Admissions
- ▶ Scholarships & Financial Aid
- ▶ Project Funding
- ▶ Advising Information
- ▶ Academic Student Progress
- ▶ Office of Field Experience
- ▶ Internships
- ▶ Graduation Convocation

Office of Field Experience

Karin Nolan
Assistant Professor, Fine Arts / Assistant Professor, Music
knolan@mail.arizona.edu
Music Bldg, Room 124
520-621-7470
Harvill Bldg, Room 126B
520-626-5656

Student Teacher Resources

- ▶ University Supervisor Resources
- ▶ Meetings, Dates, and Deadlines
- ▶ Applying to be a Student Teacher
- ▶ International Student Teaching Program
- ▶ Student Teaching in Spring 2019
- ▶ Student Teaching in Fall 2018
- ▶ Student Teaching in Spring 2019
- ▶ Teacher Certification

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.

