

Please use use a black or blue pen (NO PENCIL or LIGHT COLORED INK)

- 1. Circle appropriate semester, Fall or Spring
- 2. Initial box
- 3. Complete personal information include correct MAILING address
- 4. **Initial** in the box <u>if you are interested in International Student Teaching</u> / You will be placed on an email list to be invited to the informational meeting held approximately 2 weeks after the application deadline.
- 5. Circle YES or NO for PRAXIS II
- 6. Circle YES or NO for R.E.A.P. / R.E.A.P. is a hiring tool used by many school districts
- 7. **List** THREE (3) school <u>DISTRICTS</u> in the <u>WKU Service Area</u> in the order you wish to student teach (WKU Service Area map can be found in the S.T. Instruction Packet online)
- 8. Initial box
- 9. **List** ALL specific <u>SCHOOLS</u> you <u>ARE NOT ABLE</u> to student teach (any school in which you have been employed, have close ties with administration, faculty, staff or students, and/or a graduate from (less than 10 years)
- 10. Sign and date

Read, sign and date <u>STUDENT TEACHER CONTRACT</u>
Complete <u>STUDENT TEACHER DATA FORM</u>

RETURN STUDENT TEACHING APPLICATION / STUDENT TEACHER CONTRACT / STUDENT TEACHER DATA FORM TO THE STUDENT TEACHING OFFICE PRIOR TO SEPTEMBER 15TH FOR SPRING SEMESTER, FEBRUARY 15TH FOR FALL SEMESTER

Complete PROMOTING POSITIVE BEHAVIOR in SCHOOLS training on-line / **SUBMIT** copy of certificate to the Student Teaching Office by November 1st for spring applications, April 1st for fall applications

Placement letters will be MAILED approximately TWO (2) MONTHS after the application deadline.

Placement information will not be given in person or via telephone.



STUDENT TEACHING SEMESTER (CIRCLE ON	•	ALL		SPRING	
I understand while student teaching I will be	following the caler	ndar of my assig	gnea schoo	ol(s) every day of the (entire semester.
					PLEASE INITIAL IN BOX
Major: ELEMENTARY MIDDLE GRAD (CIRCLE ONE)	ES SECONDAF	RY 5-12	P-12	SPECIAL EDU	I.E.C.E
CERTIFICATION AREA 1		CERTIFICATION A	AREA 2		
WKU ID # 800 S	SOCIAL SECURITY # DATE OF BIRTH				
GENDER: MALE FEMALE ETHN	ETHNIC GROUP: Non Resident/Alie		·		
(CIRCLE ONE) (CIRCLE	E ONE) Asia	n/Pacific Islande	er Nativ	ve American/Alaska N	lative White
NAME:					
(Last)	(First)			(Middle/Maiden)	
WKU EMAIL:			EMAIL 2:		
CELL PHONE:	HOME PHONE:			OTHER PHONE:	
MAILING ADDRESS:		PERMANENT	T ADDRESS	S:	
		(6)			
(Street)		(Street)			
(City, State, Zip)		(City, State, 2	Zip)		
High School	<u> </u>	ate of H.S. Gra	duation (r	mo/yr)	
Date Entered WKU (mo/yr)	E	xpected WKU 6	Graduation	n Date (mo/yr)	
I AM INTERESTED IN AN INTERNATIONAL ST					•
PLEASE INITIAL THE BOX TO RECEIVE AN EMA	AIL INVITATION TO	THE INFORMAT	TONAL ME	ETING FOR INTERNAT	TIONAL S.T.
					PLEASE INITIAL IN BOX
I have taken PRAXIS II YES or NO	(CIRCLE ONE)	I have comp	leted the	R.E.A.P. YES or	NO (CIRCLE ONE)
I WILL ACCEPT AN ASSIGNMENT IN ANY OF THE THREE (3) SCHOOL DISTRICTS LISTED BELOW.					
					PLEASE INITIAL IN BOX
List three (3) school DISTRICTS in order of pr					nty district they are
located with the preferred placement reque		Bowling Green			Co/Bowling Green
1	2		3	,	
I am NOT ABLE to student teach in any of the been employed, or have close ties with the a	_		_	(less than 10 yrs.) or I	have family, have
1	2	•	3	3	
4	5		6	i	
STUDENT SIGNATURE			DATE		

出WKU. STUDENT TEACHER CONTRACT

IMPORTANT: READ COMPLETELY AND CAREFULLY BEFORE YOU SIGN

- I WILL NOT RECEIVE A STUDENT TEACHING ASSIGNMENT unless I have completed my teacher admission file, been committee approved, and have completed all of the required professional education courses listed under the certification category on my degree program (iCAP) with minimum grades of "C" or higher and a minimum grade point average of 2.75 or higher. All of this will be completed PRIOR TO THE SEMESTER I PLAN TO STUDENT TEACH.
- **Elementary, Middle Grade, & SKyTeach Math Majors:** I have completed or will complete all required certification subject area (major) courses with a minimum grade of "C" and a minimum grade point average of 2.75 or higher.
- I understand that schools and school systems have a defined procedure to follow in arranging placements for student teachers. Changes in assignments and late placements are not permitted.
- I, therefore, will not attempt to arrange my own placement by contacting the school board, the principal, or the supervising teacher.
- I also understand that I <u>cannot</u> student teach in a school where there might be a conflict of interest, such as; family, close friends attending/working; have been employed as a coach.
- I *cannot* student teach in the high school from which I graduated (less than 10 yrs).
- I understand that failure to adhere to these regulations could result in **withdrawal** from student teaching until the following semester.

My signature	reflects my	understanding	of and co	ompliance v	vith the a	above
statements.						

Signature	 Date



STUDENT TEACHER DATA FORM

STUDENT:				
(LAST)	(FIRST)		(MIDDLE / MAIDEN)	
MAILING ADDRESS:		PERMANENT ADDRESS:		
(STREET)		(STREET)		
(OLTY OTATE ZIP)		(OLT) OTATE 7(D)		
(CITY, STATE, ZIP)		(CITY, STATE, ZIP)		
CELL PHONE:		HOME PHONE:		
NAUZII EAAA II				
WKU EMAIL:				
DEDOCMAL EMAIL				
PERSONAL EMAIL:				
GENDER:	HIGH SCHOOL:		YEAR OF H.S. GRADUATION	

AUTOBIOGRAPHICAL STATEMENT

IN THE SPACE BELOW WRITE AN AUTOBIORGRAPHICAL STATEMENT ABOUT YOURSELF AND RESPOND TO THE FOLLOWING QUESTIONS
Please use attach typed response or use a <u>black or blue pen</u> in the space provided (<u>NO PENCIL or LIGHT COLORED INK</u>)

- 1. WHY DID YOU CHOOSE TEACHING AS A CAREER?
- 2. WHAT PREVIOUS TEACHING EXPERIENCE HAVE YOU HAD? (BE SPECIFIC)
- 3. WHAT SPECIAL SKILLS DO YOU HAVE THAT MIGHT ALLOW YOU TO MAKE SPECIAL CONTRIBUTIONS DURING STUDENT TEACHING?
- 4. WHAT GOALS DO YOU HOPE TO ACHIEVE DURING YOUR STUDENT TEACHING SEMESTER?

This is an important message regarding your student teaching assignment. Please read the entire (abbreviated) email from KYEPSB and follow the instructions provided.

"On February 1, 2013, 704 KAR 7:160 Use of Physical Restraint and Seclusion in Public Schools was enacted. As the 2014-2015 school year will soon begin in many Kentucky P-12 school districts, we are mindful of this new regulation. ALL Kentucky certified and non-certified school personnel are now required to have annual training in the use of positive behavioral supports and interventions. The Kentucky Department of Education (KDE) has deemed for the purposes of 704 Kentucky Administrative Regulation (KAR) 7:160, that student teachers will be considered "school personnel."

Therefore, it is imperative that all student teachers have completed the required training necessary in fulfilling the requirements of this regulation prior to the beginning date of their placement in a P-12 classroom this school year.

The Kentucky Department of Education has developed online training modules: *Promoting Positive Behavior in Schools II*, produced by KET and made available through PBS TeacherLine, addressing the regulation requirements. Completion of these training modules satisfies this requirement.

The training modules can be accessed through the link below:

 $\underline{http://ket.pbslearningmedia.org/resource/f59f2458-0214-4b35-b8b9-44582b0e0f30/promoting-positive-behavior-in-schools-ii/}$

The User's Guide will provide instructions for enrolling in the free online course.

(Note: Some individuals have experienced difficulty in attempting to access the modules when not completing all modules in one setting, and have found it necessary to create a new password each time when attempting to access the online course.) "

Complete the online KET Self-Paced Course for Promoting Positive Behavior in Schools II <u>PRIOR</u> to beginning your student teaching assignment. You will receive instructions to download/print a certificate of completion when you finish. Please submit one copy of this certificate to the Student Teaching Office (as an email attachment cindy.white@wku.edu, fax 270-745-3342, in person GRH 2052).

Fall student teacher candidates may be invited by their assigned school district to participate in a face-to-face training with their staff. You are still required to complete the online training and provide your certificate of completion to the WKU Student Teaching Office.

Your certificate of completion can be submitted with your student teaching application or must be submitted to the Student Teaching Office by Friday, April 1, 2016.

Completion Certificate from online training, PROMOTING POSITIVE BEHAVIOR IN SCHOOLS – DUE DATE: FRIDAY, April 1, 2016