



REQUIREMENTS FOR ADMISSION TO STUDENT TEACHING

PEC Approved February 14, 2018

Student teaching is the capstone experience of your professional semester which denotes a transition from “student” to “practicing professional.” The demands of student teaching are equivalent to full-time work. Therefore, additional coursework (as delineated below) during student teaching should not be a consideration; employment and personal obligations should be minimized so as not to interfere with a successful student teaching experience.

1. **ENROLLMENT IN OTHER COURSEWORK**

- Students should not be enrolled in any coursework other than student teaching and the related seminar course during the professional semester.
- Students must coordinate their program of studies by working with their adviser so that all prerequisite coursework is completed prior to student teaching.
- If additional coursework is required, every effort must be made to complete the coursework in a timeframe other than during the student teaching semester (i.e., summer session).
- Prior to enrollment in any other coursework during the professional semester, the student must obtain written consent. Such requests should be submitted in writing for review (including the nature of the extenuating circumstance that would merit consideration of such a request) to the Director of Professional Educator Services. If approved, students may then enroll in the approved coursework.

2. **ADMISSION TO PROFESSIONAL EDUCATION ONE YEAR PRIOR TO STUDENT TEACHING SEMESTER**

- Fall deadline for admission – December 1
- Spring deadline for admission – May 1

3. **APPLICATION FOR STUDENT TEACHING**

- Deadline for Fall semester – February 15
- Deadline for Spring semester – September 15

4. **GRADE POINT AVERAGE**

- a. Overall – **2.75**
- b. Certification Subject(s) – Major(s) & Minor (Health) - **2.75**
- c. Professional Education - **2.75**

5. **DISPOSITION AVERAGES**

Disposition Scores - Disposition Averages of 3 or higher in all areas

6. **COMPLETION OF PREREQUISITES**

- a. Successful completion of ALL professional education courses with grades of “C” or higher and an overall GPA of 2.75. (except student teaching and EDU 489, SMED 489, or SPED 434)
- b. Met all prerequisites for ELED 490, MGE 490, SEC 490, SPED 490, or IECE 490. (Consult academic adviser with any questions)
- c. At least 75% of the major area or area of concentration must be completed.
- d. Submit KFETS detailed summaries verifying completion of a minimum of 200 approved field observation hours.

- e. At least one full semester of courses completed at Western Kentucky University. (Graduate students who are completing certification requirements must have the equivalent of one summer session - 6 semester hours.)
7. **SENIOR STANDING** - completion of at least 90 semester hours
8. **VALID AND CURRENT** MEDICAL EXAMINATION, including tuberculin assessment.** ***Not older than one year from the end of the semester you plan to student teach***
9. **Adhere to the MORAL, SOCIAL, AND ETHICAL BEHAVIOR** as defined in the Professional Code of Ethics for Kentucky School Certified Personnel. Any reported allegations will be reviewed by the Office of Professional Educator Services.

Note: **Kentucky and Federal Criminal Records checks** will be conducted by the student's assigned school districts *AFTER* the student teaching placement has been made.

PLACEMENT

(IMPORTANT: READ COMPLETELY)

- ◆ I understand that schools and school systems have a defined procedure to follow in arranging placement for student teachers. I therefore will not attempt to arrange or influence my own placement in any way.
- ◆ I also understand that I **cannot** student teach in a school where there might be a conflict of interest, such as family connections, close friends attending/working, etc.
- ◆ I cannot student teach in the high school from which I graduated (less than 10 years).
- ◆ I understand that failure to adhere to these regulations will result in my being withdrawn from student teaching until the following semester.

I have reviewed and received a copy of the "Requirements for Admission to Student Teaching." My signature reflects my understanding of and compliance with all requirements and the above statements.

Signature

Date Signed