

Lindenwood University School of Education

Student Teaching Online Application Instructions

1. Visit Lindenwood University's Homepage at <http://www.lindenwood.edu>
2. Click on the Academic link.
3. Click on the Academic Schools link.
4. Then, click on the Education link.
5. Finally, click on the Student Teaching link.

Please Read Carefully

1. Students who submit completed student teaching applications by deadlines will be first priority for a student teacher request. (February 1 for Fall Student Teaching, September 1 for Spring Student Teaching)
2. A completed student teaching application includes the following:
 - a. __Student Teacher Candidate's Information Form (1 copy)
 - b. __Student Teaching Application (4 copies)
 - c. __Philosophy of Education Paper (4 copies)
 - d. __Signed Advising Form (1 copy)
 - e. __CBASE Test results (1 copy-only undergraduates)
 - f. __Praxis Test results (1 copy)
 - g. __TB test results (1 copy)
 - h. __Letters of Recommendation (2 references)
 - i. __Letter stating when background checks will be completed (1 copy-for those students teaching in fall)
 - j. __Foliotek Receipt (1 copy)
3. Incomplete student teaching applications ***will not*** be processed for placement until all components are submitted.
4. If a student is missing any one component (example – passing Praxis scores), the student will have until the Student Teaching Informational Meeting in May (APR/MAY for Fall Student Teaching or NOV/DEC for Spring Student teaching) to submit missing components. ***ALL STUDENT TEACHER CANDIDATES MUST ATTEND THIS MEETING PRIOR TO SEMESTER STUDENT TEACHING BEGINS.***
5. Students who submit all information by the Student Teaching Information Meeting (which takes place the semester prior to student teaching), will be put on a list for placement upon receipt of information. While all efforts will be made, there is ***no guarantee*** that desired placement can be made in time for desired semester. ***Students who have been approved to student teach, but are awaiting placement, must attend all seminar classes. Classes begin the 2nd week of August for Fall Student Teaching, 1st week of January for Spring Student Teaching. Please contact advisor for more information.***
6. If all documents have not been submitted by the Student Teaching Informational Meeting (the semester prior to planned student teaching semester), students may re-apply to student teach during the following semester.