

LINDENWOOD UNIVERSITY

COLLEGE OF EDUCATION AND HUMAN SERVICES

Student Teaching Application Checklist and Seminar Information

Student Teaching applications must be completed and submitted by the following dates:

- **August 1 – October 15** for Spring Semester
- **February 1 – April 15** for Fall Semester

No applications will be accepted after October 15 for Spring Student Teaching and April 15 for Fall Student Teaching.

Please Read Carefully

1. Only completed applications will be accepted.
2. A completed application includes ALL of the following:

NOTE: All students must have been admitted to the Teacher Education Program to be eligible for student teaching. The teacher education application is found in Foliotek and must be completed on line.

- ___ Student Teaching Candidate Information Template (in Foliotek)
- ___ Student Teaching Candidate Resume (see template and sample)
- ___ Philosophy of Education
- ___ Signed Advising/Program Planning Sheet (BINGO)
- ___ MoGEA (Undergraduates Only)
- ___ Passing MO Content Assessment
- ___ Negative TB Test Results – only valid for one year (must be valid for the entire student teaching experience)
- ___ Signed Letters of Recommendation (3)
- ___ Background Clearance (FCSR) – only valid for one year (must be valid for the entire student teaching experience)
- ___ Travel Waiver
- ___ Confidentiality Agreement
- ___ Substitute Certificate
- ___ Professional Liability Insurance
- ___ All transcripts from colleges/universities excluding Lindenwood.

Student teaching requests will not be processed until ALL components are submitted and accepted. While all efforts will be made, we cannot guarantee a student will be placed in his/her first choice of school. We also cannot guarantee any placements if the student teaching application is submitted after the deadlines indicated above.

Student Teacher Mandatory Meeting and Weekly Seminars

There will be a **Mandatory Student Teaching Informational Meeting** during the semester applications are submitted. **ALL STUDENT TEACHERS MUST ATTEND THIS MEETING PRIOR TO THE SEMESTER STUDENT TEACHING BEGINS.**

Student teachers must attend all weekly **Student Teaching Seminar** classes. Seminars typically begin the 2nd week of August for Fall student teaching and the 1st or second week of January for Spring student teaching.