Dear Graduate Student:

If you are planning to complete your Clinical Practice / Student Teaching during Spring I term of 2009, please complete the attached Application for Clinical Practice and return it to me no later than October 1, 2008. The Application for Clinical Practice is also available online under Academics, Graduate, and Downloadable Forms. The form can be saved, completed, and e-mailed to me at mpickwor@muskingum.edu. I expect to have the majority of placements for Spring I term of 2009 completed by the end of December.

There will be a required seminar orientation meeting for ALL Graduate Fall 2008 Clinical Practice students on Monday, December 8, 2008 from 5:30 – 8:30 p.m. You will need to invite your cooperating teacher(s) to the orientation meeting also. An invitation will be sent to you with the confirmation of placement letter. We will also be inviting the college supervisors. The location of the orientation meeting, held on the Muskingum College campus, will be included in the confirmation of placement letter.

When completing the application, please make certain that the information you submit is clearly legible and specific, (especially e-mail addresses). The information that you provide is the basis for making placements and contacting you. Also, please be aware that you need to make arrangements, as soon as possible, for a graduation audit with Mrs. Nancy Bradley, who can be contacted in the Graduate and Continuing Studies at (740) 826-8038 or email: nbradley@muskingum.edu. This will ensure that you have indeed completed all required classes and are ready to complete your Clinical Practice.

Important Information: All students who will be completing Clinical Practice must submit to Marjorie Pickworth proof of current (within a year) BCI and FBI checks prior to beginning your Clinical Practice. Please see the application for details.

Students Not Currently Teaching: For placement purposes, please note that placements outside of the counties surrounding Muskingum College will be dependant upon the availability of qualified college supervisors.

MAT students: Please remember that you must have taken and passed your Content Area Praxis II test(s) before you will be permitted to begin Clinical Practice in any given term. Please do not wait until the last opportunity to register for and take the test(s). Please contact www.ets.org/praxis for registration information. Middle Childhood students, please note that you must have passed both of your content area tests prior to beginning your Clinical Practice.

MAT Students must also have taken and passed the Praxis Principles of Learning and Teaching before you can apply for licensure and graduate. MAE students must have taken and passed the appropriate Praxis Content test before applying for licensure.

MAE, MAT, MAP and Post Bac Students: Please be aware that there are required Clinical Practice Seminars for all students participating in Clinical Practice. MAT, MAP, and Post Bac students register for EDUC 627 (2 credits). MAE students register for EDUC 547 (1 credit). All students in the MAE IS, ECIS, and EEH programs must register for EDUC 547. Registration for these seminars is in addition to registering for the appropriate Clinical Practice section. You will be notified about the Seminar Schedules at a later date.
All MAT, MAP, and Post Bac (unless you participate in the North Carolina experience) Clinical Practice students must complete a day of active observation in a diverse, urban school, different from the one(s) in which you completed your EDUC 529 requirements.

This observation day will count as one of your 50 clinical practice days. For those of you not already teaching, it is suggested that you plan to complete this requirement prior to the beginning date of your clinical practice. Those who are completing clinical practice as part of your regular employment will need to work with your building principal in order to arrange the best day for this observation. If appropriate, so as to not interrupt your clinical practice, I would suggest visitations be made on days you are not in session with students—parent/teacher conference comp days, vacation days, etc.. If your district has scheduled professional development days, you should plan to attend those. Professional development days are considered part of your Clinical Practice and are a part of the required 50 days.

If you would like possible contacts for the diversity visits, or if you would like to check to see if any contacts you may have are appropriate, please contact me. Please do not schedule any visits without checking with me first. Additional information will be provided at the orientation meeting.

In order to document the above observation, as part of the Seminar Class (EDUC 627), you will be asked to submit a 2-3 double spaced, typed reflection in which you share your observations of how a diverse, urban school and the observed instructional strategies compare and contrast to your clinical practice placement. You are also required to reflect on how teachers in the diverse, urban settings “Encourage, Equip, and Empower All Students.”

If you have any questions about completing the application, please contact me at (740) 826-8037 or email: mpickwor@muskingum.edu. Thank you for your prompt submission of the requested information.

Sincerely,

Marjorie Pickworth
Clinical Practice and Field Experience Coordinator

PLEASE NOTE:
The application form can be accessed with the attached PDF. The form can be completed, printed and/or submitted (via e-mail) online. Once the form is completed, click the “Submit by e-mail” button at the top of the first page.