

10SPED Student Teaching Placement Criteria

1. Requirements prior to student teaching:
 - a. Students complete the instructional phase of 10SPED. Students need to attend the required number of hours and complete all coursework satisfactorily.
 - b. Students need to pass all Praxis I and II exams.
 - c. Students need to obtain a score of 30 or higher on their portfolio rubrics.
 - d. Students need to pay all fees.
2. The Field Placement Officer visits classes to present information in the 10SPED Student Teaching Handbook including the expectations of the student teacher, cooperating teacher, and 10SPED supervisor. Students meet with the Field Placement Officer individually to discuss their area of concentration, declared certification level, and district preferences. If applicable, current teaching licenses and emergency-licensed positions are discussed as well.
3. The Field Placement Officer contacts the preferred school districts; staff are contacted in the following order:
 - a. District Administrator: A letter is sent that explains our request to place a student in the district. An optional Student Teacher Placement contract is sent as well. The District Administrator can approve or deny the request.
 - b. Special Education Director/Human Resources Director/Principal: A letter is sent that explains our request to place a student teacher in a specific building or with a specific age level. These staff members are encouraged to recommend qualified cooperating teachers; they can approve or deny the request.
 - c. Cooperating Teacher: A letter is sent that asks the potential cooperating teacher if he/she is interested in working with the student teacher. In addition, it explains the requirements of cooperating teachers as per DPI requirements. They can approve or deny the request.
4. The Field Placement Officer assigns a 10SPED Supervisor to the student teacher.
5. The student teacher receives a Final Placement Notification and Student Teaching Agreement/Memorandum of Understanding from the Field Placement Officer when the placement is finalized. The student teacher, cooperating teacher, and designated administrator sign and date two copies of the Student Teaching Agreement. One of these copies is sent back to the Field Placement Officer prior to student teaching. The student keeps the other copy.