

University of La Verne

Application for Clinical Teaching

New Program

EDUC 497 Introductory Supervised Teaching = 5 weeks

EDUC 498 Advanced Supervised Teaching = 10 weeks

- ◆ This application is for students attending a regional campus. Students attending the main campus should obtain the application form from the Education Department in the Barkley building.

Regional Campus Students

- ◆ **Be on Time!** Submit the application and other prerequisites by the posted deadline.
 - Type on the application form and complete all sections.
 - Print the form to initial and sign in the boxes on the last page.
 - Scan the application in PDF format and e-mail it with the supporting documentation to your lead regional faculty and your academic advisor.
 - Make sure all the prerequisites are completed. You will not be cleared for clinical teaching if the requirements are not completed by the assigned due date.
- ◆ CSET and RICA
 - Download your official PDF score report and e-mail the attachment to your academic advisor. Even if you asked the testing company to report to the University of La Verne, we still need a copy of your official PDF score report with the barcode on it.
 - Keep a copy of your score report in your electronic portfolio.
 - CSET and RICA scores must be used for certification purposes before the scores expire. [CC: 17-01](#)
- ◆ CPR
 - Verification of current hands-on (in-person) CPR training for adults, infants, and children is required prior to student teaching.
 - You must maintain current CPR certification for adults, infants, and children to be recommended for the Preliminary Teaching Credential.
 - **Example:** American Red Cross: <http://www.redcross.org/take-a-class> Look for Adult and Pediatric CPR/AED.
- ◆
 - If we do not receive the application and prerequisites from you by the deadline date, you will not be placed in student teaching for this particular term.
 - If you have questions about clinical teaching prerequisites, please contact your academic advisor.
 - If you have questions about clinical teaching placement policies, please contact your lead regional faculty.



Location	Lead Regional Faculty	Academic Advisor
Bakersfield	Dr. Devin Beasley dbeasley@laverne.edu Phone: 661-861-6809	Marcus Duarte Smith mduarte-smith@laverne.edu Phone: 661-861-6806
College of Canyons	Dr. Joy Springer _____	
High Desert	Dr. Joy Springer _____	Judy Henson jhenson@laverne.edu Phone: 909-448-4992
Ventura	Dr. Joy Springer jspringer@laverne.edu Phone: 805-981-6026	

Application for Clinical Teaching <ul style="list-style-type: none"> EDUC 497 Introductory Supervised Teaching = 5 weeks EDUC 498 Advanced Supervised Teaching = 10 weeks <p>Please complete all three pages of the application fully and submit to your lead regional faculty and academic advisor by the posted deadline.</p>	<b style="color: red;">Application for regional campus students only. <u>Application Deadlines</u> Fall term = August 15 Winter term = November 15 Spring term = February 15 Summer term = May 25 (limited opportunities)
Name:	Cluster:
Address:	ID #:
City:	State, Zip:
Home Ph:	Cell Ph:
E-Mail: _____@laverne.edu	Work Ph:

● **Note: All correspondence will be through your La Verne e-mail account. Please check this account daily.**

Credential Objective	Proposed Terms for Student Teaching		
Multiple Subject	EDUC 497 Term:		Year
Single Subject in:	EDUC 498 Term:		Year

Placement Information. Complete the appropriate column.

Not Under Contract		Teaching Under Contract				
Please enter the following for where you completed the majority of your Early and Pre-Clinical Fieldwork assignments.		Complete this section if you are employed as a full-time teacher.				
		Intern	Pre-Intern	STSP	Charter School	Private School
District		District				
School		School				
Subject		Subject				
Grade		Grade				
Teacher		Principal				
Teacher's E-Mail		School Site Support Provider				
Notes		School Phone				
		School Address				
		City, Zip				
Univ Supervisor		Univ Supervisor				

District Contact Notes:	School Contact Notes:	Student Contact Notes:	Univ Supv Contact Notes:

Name:		ID #:	
	Multiple Subject	Single Subject	Subject:

APPLICATION CHECKLIST

The following documentation must be verified by your academic advisor prior to being cleared to register for student teaching.

Requirements		Date/Term Completed	Grade or score	Anticipated Completion	Verified For Office Use Only
Current TB Clearance					TB
Current Certificate of Clearance					EDCC
CBEST Pass Verification					EDCB
CSET Pass Verification or Subject Matter Competence Waiver Institution:					CSET SMW
RICA Pass Verification - Multiple Subject only ♦ See RICA note at bottom of this page.					RICA
Writing Assessment Passed					EDWR
Current in-person CPR training for adults, infants, and children.					CPR
Current Health Education course or DSST exam (10 year limit on Health Ed course)					TEHL
Speech course or 2 speech evaluations in the Teaching Credential program					CSPH
U.S. Constitution college course or exam					CCON
Multiple Subject	Single Subject				
EDUC 425	EDUC 427				
EDUC 426	EDUC 428				
EDUC 440	EDUC 442				
EDUC 441	EDUC 443				
The following must be completed prior to EDUC 497 or taken concurrent with EDUC 497.					
EDUC 491	EDUC 494			I will take this course concurrent with ED 497.	
EDUC 492	EDUC 495			I will take this course concurrent with ED 497.	
3.0 or better GPA in the pre-student teaching courses.		GPA:			GPA
Cleared for EDUC 497					E497
Cleared for EDUC 498					E498
The above requirements were verified by an academic advisor or credential analyst.		Signature			Date

- All registration holds (academic or financial) from the university must be cleared in order to register in student teaching.
- Students interested in financial aid should confirm they have an award to cover student teaching.

♦ RICA will be waived as a student teaching prerequisite for the Fall 2020 term due to the closure of testing centers in response to COVID-19. This will allow you to take RICA during student teaching in the Fall. A passing score on RICA is still required to be recommended for the Preliminary teaching credential.

Clinical Teaching ~ Policies and Procedures

Placement Policies

1. EDUC 497 and EDUC 498 are full-day supervised teaching experiences conducted over a fifteen-week period.
2. Placement for Clinical Teaching is assigned based on the district, school-site, school-site supervisor, grade, and subject where the majority of Early and Pre-Clinical Teaching was completed.
3. Illness or approved exceptions are the only excuse for not being at your assigned classroom for the entire Clinical Teaching experience. You are not permitted to take any day off from Clinical Teaching to complete TPA assignments.
4. Being removed from a fieldwork or student teaching placement by a district, site, or a supervisor, is a serious concern that is addressed on a case-by-case basis. A student study team of multiple faculty members will meet to hear concerns and come to a consensus on next steps. If it is determined the student was removed for a serious office, the student will not be allowed to continue in the credential program. The team can also determine that the student will receive a new placement in order to demonstrate they have grown in the areas of concern. If the student is removed from the second placement, there will not be a third placement. The student will not be allowed to continue in the program.
5. Please do not make arrangements with your current employer for leave until you have received a confirmed placement from your lead regional faculty.
6. All confirmed district, school, and grade level placements will be final and no changes will be made.
7. If you choose not to accept your confirmed placement, then you have the option of dropping Clinical Teaching for the requested term and reapply for the following term. However, no guarantee can be made that your requested placement will be confirmed. It is always the district's and the school's prerogative to accept or deny your request.
8. Your lead regional faculty is responsible for placement communications. **Please do not contact the school or district for placement.**
9. Working as a long-term substitute does not meet student teaching requirements.
10. Posting of grades: Grades will be posted at the end of the registered term (not earlier) or when all requirements are met.
11. Further policies are provided in the EDUC 497 and EDUC 498 syllabi.

➤ I have read the above policies regarding Placement. Student Initials:

Teaching Performance Assessments

- The CalTPA is a performance task assessment required by the State of California. This assessment is designed to give candidates the opportunity to develop, refine, and demonstrate their teaching knowledge, skills, and abilities during their teacher preparation program.
- TPAs are submitted and scored through Pearson. Both cycles must be passed before applying for the Preliminary credential. Any candidate who does not pass Cycle 1 or Cycle 2 will pay the resubmission fee per task, per submission. The fee is paid directly to Pearson.

EDUC 497 Cycle 1 TPA
EDUC 498 Cycle 2 TPA

➤ I have read the above policy regarding TPAs. Student Initials:

Required Seminars

- All seminars and EDUC 497 and EDUC 498 meetings are **mandatory**.
- If any meeting is not attended, it may result in removal from EDUC 497 or EDUC 498, as well as a failing grade or NCR grade. See syllabus for more information.
- Coaching responsibilities, employment, etc. do not excuse you from attending these required seminars.

➤ I have read the above policies regarding Seminars. Student Initials:

By signing below, you are agreeing that you have read the above policies and procedures for EDUC 497 and EDUC 498 and agree to any consequences related therein.

Signature:		Date:	
Name:		ID #:	

*After you complete this application, scan it in PDF format and email it to your lead regional faculty and academic advisor by the posted deadline.
Please keep a copy of the application for your records.*