

**Student Teaching Checklist**

Name: \_\_\_\_\_ Dragon ID: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

1. \_\_\_ I have printed my DARS transcript and have reviewed the requirements for student teaching and believe that I have met those requirements. **I have highlighted my GPA on my DARS transcript.**

Cumulative GPA requirements for Student Teaching: ELEM/EC/SPED: 2.80, All Others 2.5, Liberal Studies GPA requirements for Student Teaching: 2.25

2. \_\_\_ I have met with the appropriate Field Experience faculty to complete additional paperwork if I intend to student teach out of the Fargo Moorhead area. If not applicable, write "NA".

3. \_\_\_ **Student Teaching Area:** Please check all that apply:

\_\_\_ Secondary; Major: \_\_\_\_\_ Plus TESL Yes\_\_\_ No\_\_\_ SPED Yes\_\_\_ Area: \_\_\_\_\_

\_\_\_ K-12; Major: \_\_\_\_\_ Plus TESL Yes\_\_\_ No\_\_\_ SPED Yes\_\_\_ Area: \_\_\_\_\_

\_\_\_ Elementary Inclusive Education

\_\_\_ Elementary Inclusive Education PLUS SPED Area: \_\_\_\_\_

\_\_\_ Early Childhood

\_\_\_ Special Education **2+2 PROGRAM ONLY**; Area: \_\_\_\_\_

4. \_\_\_ In consultation with my advisor, my transcript has been reviewed and it has been determined that I have (a) successfully completed all necessary coursework and (b) verified that I have the appropriate GPA to apply for student teaching. Please complete:

a. I still need this course(s): \_\_\_\_\_ credits: \_\_\_\_\_

(This course and the credit load MUST be accurate on your online application as well, so if you are not SURE, please check PRIOR to completing it.)

b. Liberal Arts GPA \_\_\_\_\_ Cumulative GPA \_\_\_\_\_

**Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

5. \_\_\_ I have/will the required Liability Insurance and Background Check. Renew Sept. 1<sup>st</sup> each academic year.
6. \_\_\_ I have completed the ONLINE application.
7. \_\_\_ I have uploaded my Professional Letter of Introduction in DIARY.
8. \_\_\_ I have uploaded a photograph of myself in DIARY in which my appearance is professional.
9. \_\_\_ I have completed SARTE and am fully admitted into the Teacher Education Program.
10. \_\_\_ Student teaching location: I have requested to teach: (circle one)

Local area (you may need to drive up to 60 miles)      Out of Area-Where?    Twin Cities    Aldine, TX    Abroad

**Bring a copy of your transcript along with this checklist once all above requirements are completed to the Field Experiences office.**

By signing your name, you are verifying that you have completed the needed paperwork and requirements for student teaching.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Office Use Only: Received by: \_\_\_\_\_ Date: \_\_\_\_\_