



Eligibility

Student Teaching Checkout and
Clearance Process



What is eligibility?

The determination of one's preparedness for student teaching based on...

- state standards for teacher education
- program requirements in place at the time you were admitted



How is eligibility determined?

Successful satisfaction of the following:

- all academic course requirements in the liberal arts and your content area
- all education courses leading up to student teaching, including field experiences
- Basic skills in math and verbal areas
- Maintenance of GPA at no lower than 2.75
- Passing score on a state-approved licensure exam



Liberal arts and content area course requirements

What:

- Completed course requirements from your program of studies checklist
- Official copy given to you upon admission.

How:

- Grades of C- or better only
 - No P grades
- All incomplete (IW or IF) grades must be resolved and new grade posted to transcript by **AUGUST 3rd**.
No exceptions.



More liberal arts and content courses

Completed courses:

- Grades on CU transcript
- Grades on other transcript, must be received by checkout

In progress courses:

- Registration for courses that satisfy any remaining requirements.
- Proof required if completing a course at another institution.



Correspondence or online liberal arts and content courses

- Grade on transcript for course(s) by AUGUST 3rd
- No exceptions.
- Allow 4-6 weeks for final work to be graded and for your final grade to post
- This means you should FINISH and SUBMIT all work for grading by JULY 1st.



Education course requirements

What:

- Completed or in progress only
- Associated field experiences must also be completed satisfactorily

How:

- Grades of C- or better only
- No online or correspondence courses
- All incomplete (IW or IF) grades must be resolved and new grade posted to transcript by **AUGUST 3rd**.
No exceptions.



GPA Requirements

Minimum 2.75 in all of the following:

- CU GPA
- Education GPA
- Content GPA (Secondary only)
- Overall GPA

If your GPA is too low, then you must raise it to the minimum **BEFORE** Student Teaching!



Basic Skills

- Both math and verbal areas must be satisfied
- No exceptions

How:

- college course in math or writing with a grade of B- or better,
- passing score on appropriate PRAXIS PPST basic skills exam, or
- score at or above national mean on SAT, ACT, or GRE



Licensure Exam

- Must pass licensure exam: PLACE or PRAXIS II (varies by content area)
- No exceptions.
- If you have not taken one and are not registered for one, then sign up for it now!
- January will be the best time for you to take an exam. You need to give yourself a few re-test dates in case something goes wrong.
- June will be your last chance to pass an exam, but do NOT wait!!



How Student Teacher Checkout Works

- You will be e-mailed the Student Teacher Checkout agreement form.
- You will fill out the form and send it back to Travis.
- Travis will review transcripts and other student records for evidence of eligibility and verify enrollment in remaining requirements.
- Travis will then have you amend the form -if needed- so that you will have a clear understanding of what requirements you have left to be eligible for student teaching.
- You will sign the Student Teacher Checkout agreement form as a commitment to complete any remaining requirements as outlined and with the understanding that you will not student teach if you do not complete them.



When does this process happen?

- You will be sent the form during the last week of November (after the fall break).
- You will have until January 30th, 2012 to sign the completed (and approved) form and return it to Travis.



What happens afterward?

- The Student Teacher Checkout is a contract. If the contract is not fulfilled, then you will not student teach even if you have signed a contract with a school.
- Jill will not process your student teaching application if you have not completed your checkout.
- At the end of the semester, Travis will review your records to verify completion of your Student Teacher Checkout.
- Travis will contact you only if there is a problem.



Quick Review

- If you are taking a liberal arts/content course through another institution, the Director of Advising must have the transcript with grade(s) by AUGUST 3rd.
- Correspondence/online: grade on transcript by AUGUST 3rd. No Education courses.
- C- or better grades only.
- GPAs at 2.75 and no lower.
- Satisfied basic skills.
- Have passed a licensure exam.



If you have any questions about the check-out process or your eligibility, please e-mail Travis at travis.anderson@colorado.edu.