

Health and Physical Education Student Teaching Application Instructions

Deadlines

To student teach during the Spring semester—Applications are due to your assigned Faculty Reviewer on September 1. The approved student teaching packet (5 copies) is due to the Coordinator of Student Teaching on September 15.

To student teach during the Fall semester—Applications are due to your assigned Faculty Reviewer on February 1. The approved student teaching packet (5 copies) is due to the Coordinator of Student Teaching on February 15.

A. Before Turning in Your Application to Your Faculty Reviewer, You Must Submit the Following 6 Items:

1. A typed application. Field experience refers to PHED 308, PHED 403, PHED 404, HEAL 405, and EDRD 300. List all field experiences that you have had.
2. An unofficial transcript found on patriotweb.gmu.edu.
3. An autobiography, your life story related to how you chose this profession. This should be 2-3 pages.
4. A current resume.
5. Negative TB test results---dated within the past year. If you are an employee of the school district where you are applying to student teach, this test is not required but you must submit proof of current employment (i.e. photocopy of school ID badge).
6. One copy of your passing Praxis I, II and VCLA test scores.

B. After Your Application Has Been Approved by your Faculty Reviewer:

1. Make corrections.
2. Photocopy 5 application packets with individual documents stapled and the packet paper - clipped together in the following order: 1) application, 2) transcript, 3) autobiography, 4) resume, 5) TB test or proof, and 6) Only 1 copy of all score reports.
3. Sign all 5 copies of the application and return the 5 packets to the Coordinator of Student Teaching. Make a packet for your files and be sure and keep your score reports in a safe place as you will need them again when you apply for your teaching license after your successful completion of PHED 415.
4. Register for PHED 415.
5. You will receive your student teaching placements before the end of the semester and you will be expected to contact each of your cooperating teachers and visit them at their schools before you start student teaching.
6. When you receive your student teaching placements, you will also receive the date of the student teaching workshop that you are required to attend. The workshop is 1 day and is scheduled the week before the semester starts.

Questions? Contact Ms. Norden, the Coordinator of Student Teaching at 703 993-2032 or at lnorden@gmu.edu.

