



Procedure and Policy for Out of State Student Teaching Placements
Department of Education Teacher Licensure Programs

The field experiences for all licensure programs in the Department of Education are structured to align with Vermont Agency of Education requirements. The College of Education and Social Services recommends education preparation candidates for educator licensure in one or more endorsement areas after completion of all requirements including a 13-week minimum full-time (or equivalent) student teaching internship. This student-teaching internship is the capstone experience for all educator licensure programs. The semester-long for undergraduate candidates and year-long for graduate candidates, student teaching experience provides the opportunity to link theoretical knowledge with practical experience while working with experienced professionals in the field.

Consideration for internship requires successful completion of all program benchmarks as identified in the handbook. A successful interview or meeting with the prospective mentor and or site administrator is required prior to final assignment.

Eligibility for Internship

The semester before internship, student needs to:

- Attend the student teaching orientation,
- Complete all required forms,
- Demonstrate completion of all program benchmarks.

Successful completion of student teaching placement and licensure recommendation

- Satisfactory scores on the midterm and final programmatic assessments (as determined by program supervisors)
- No scores of “Acute Concern” and the majority of scores being “Satisfactory” on the final Professional Attributes and Dispositions Assessment (PADA)
- Completion of 13 weeks of full-time teaching with solo experience or equivalent
- No scores of “Undeveloped” and the majority of scores being “Target or Advanced” on the Summative Teaching Assessment
- Grade of “B” or better
- Overall GPA of 3.0 or higher
- Passing scores on the Vermont Licensure Portfolio

Out of State/Distance Model

- Candidate will apply to their program faculty for the option to Student Teach in their home state or a distance location in Vermont (one that is a location which would require remote supervision)
- The Director of Field Site Coordination will work with the candidate and site administration to determine if the placement is appropriate for the candidate.
- Requirements for selection of mentor teacher would be in line with our Department of Education Policy

- Minimum of three years of teaching experience
- Must be endorsed in the area in which the candidate is seeking their license
- Is identified by the administration as a suitable mentor based on their level of leadership, communication skills, performance and a suitable role model
- Willingness to mentor a teacher licensure candidate after being made aware of all UVM program requirements
- Candidate and mentor teacher will meet remotely to determine if there is compatibility
- Confirmation of the placement will occur when both parties agree
- Memorandum of Understanding will be sent to the school district or agency from the UVM to be signed by the appropriate parties
- Mutual Agreement will be sent to the administration, mentor, UVM supervisor and signed to ensure that the placement is confirmed
- Supervision (Director of Teacher Education will serve as the UVM supervisor along with the mentor teacher)
 - The candidate will be observed every 10 days to remain in compliance with Rule 5924.4
 - Candidates may be observed by the mentor teacher utilizing the observation forms that are required in each program and will provide feedback to the candidate in person or remotely.
 - Candidates may be observed by the UVM supervisor using remote platforms such as Swivel, Zoom or through videos that are submitted to the UVM supervisor
 - The assessments currently being used for evaluation of candidate performance, program improvement, accreditation and mentor performance will be completed on TK20 as is the current practice