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Department of Education
Dr. Brenda M. Davis, Chair

RE: Application for Student Teaching

The time has come to apply for the Spring 2009 Student Teaching Block! The Teacher Preparation Committee will be meeting in late October to consider your application. Shortly thereafter, you will be notified of the Committee's decision.

If you do **NOT** plan to teach this spring, please email me immediately so the Education Department may update its records. Even though you completed a similar application for acceptance to the Teacher Preparation Program, it is still necessary for you to complete and submit this application (and all components) for student teaching.

To apply for student teaching you will need to complete the following:

1. FORM 104 (enclosed) - Student Teaching Application.
2. A **handwritten** statement (of about one page) of your reasons for wanting to teach; why you think you would be a good teaching candidate; evidence of your commitment, sound judgment, and maturity to handle the demands and the responsibilities of student teaching.
3. FORM 102 (enclosed) - Departmental Recommendation Form. Give this form to the chairman of your major department. You may request, through the chair, that the form be completed by the faculty member in the department who best knows you.

The faculty member will need to return this form to my mailbox by **October 15, 2009**. It is **your** responsibility to assure that the recommendation is available for the Committee to review. Make this request of your major department immediately, a good recommendation takes time to write.

4. Your résumé
5. A photocopy of the Praxis I test scores or required SAT scores (at least 1100 – with a minimum of 530 in each verbal and math).
6. Copy of your Fall (current) class schedule (list on back of application or provide a separate copy of your schedule).

All requirements listed above must be returned to me by Friday, October 15. If you need to contact me, please do so at ext.3149 or my office in the Mabry House, 205 Caroline Street.

Seniors

Please return to the Department of Education

Date: _____

**Application for Student Teaching
Randolph-Macon College, Education Department
Ashland, Virginia**

Name: _____ P.O. Box: _____

Major: _____ Advisor: _____

Cumulative G.P.A. _____ 2. G.P.A. in major: _____

G.P.A. in Education courses: _____

Education Minor track: _____ elementary _____ secondary

Standardized Tests: Please attach photocopies of all relevant/required standardized tests taken at this time. The Education Department WILL NOT provide copies for you.

a. Praxis I – have you taken Praxis I? _____ yes _____ no

- Have you passed Praxis I (individual tests or composite)? _____ yes _____ no
- _____ Math _____ Reading _____ Writing
- If no, when will you retake? _____

OR substitution of
SAT (1100 with 530 minimum Math/reading) _____ yes _____ no

OR
ACT (24 composite with minimum 22 mathematics and English Plus Reading score of no less than 46
_____ yes _____ no

b. VRA (elementary only)

- Have you taken VRA? _____ yes _____ no
- Passed? _____ yes _____ no
- If no, when will you take? _____

c. VCLA (elementary and secondary)

- Have you taken VCLA? _____ yes _____ no
- Passed? _____ yes _____ no
- If no, when will you take? _____

d. Praxis II

- Usually taken January or spring of final semester
- If taken, please list content area of Praxis II (ex. Elementary, Spanish, etc.)

- Passed? _____ yes _____ no
- If no, when will you retake? _____

Departmental Recommendation: Please ask your major department chair (or his/her designee) to use Form 102 to write a recommendation for you with regard to your application to student teach. It is your responsibility to take Form 102 to the major department faculty.

- Please ask that the form be returned to the Department of Education by October 15

Preparation to Teach: I will complete prior to the student teaching semester (check (✓) all completed):

- _____ all collegiate requirements for graduation by the end of J-term.
- _____ all requirements for completion of my major by the end of J-term.
- _____ all education courses required before the student teaching block including Speech 210 (dates of semester completed). List here:

Please explain any spaces not checked

Course Work and Transcripts: Do you give the Education Department permission to request and review your transcripts? Yes ____ No ____

On back of this sheet list all course currently taking.

Handwritten statement (one page, double spaced) concerning your reasons for wanting to be a teacher; why you think you would be a good teaching candidate; and evidence of your commitment, good judgment, and maturity to handle the responsibilities of student teaching.

Date Received: _____

Date Reviewed: _____

Admission granted _____ denied _____

Student Notified: _____