



STUDENT TEACHING ATTENDANCE CONTRACT

I have read and understand the following policy statement:

Teacher candidates are required to attend all meetings scheduled by the university and follow university policy during the student teaching experience.

While student teaching, the teacher candidate is required to follow the same schedule and attendance standards and/or school policy as the cooperating teacher to which assigned for the duration of the placement. To receive full credit for student teaching, the teacher candidate must attend school for the complete assignment with no less than **520-600 contact hours**, including **150-200 actual teaching hours**. In addition to responsibilities during the day, the teacher candidate will attend or participate in such after-school or evening activities as are deemed appropriate by the cooperating teacher or the administration. If, at any time, the teacher candidate finds it necessary to be absent because of illness or an emergency, the teacher candidate must notify the cooperating teacher or principal, and the university supervisor. If a teacher candidate needs to be absent for any other reason, arrangements must be made in advance with the university supervisor.

ALL ABSENCES REQUIRE MAKE-UP AS PER SUPERVISOR'S DISCRETION IN CONJUNCTION WITH THE ACADEMIC DEPARTMENT OF CERTIFICATION AREA.

Placement: _____

Dates of Placement: From _____ to _____

Signature of Teacher Candidate _____ Date _____

Signature of Cooperating Teacher _____ Date _____

Signature of Principal _____ Date _____

Signature of University Supervisor _____ Date _____