INSTRUCTIONS for COMPLETING
the STUDENT TEACHING FORMS and MODULE

- **FAILURE TO CAREFULLY READ AND FOLLOW INSTRUCTIONS CAN DELAY ACCEPTANCE.**

   Please read through these instructions thoroughly. Incomplete or improperly completed forms will be returned and can delay student teaching acceptance and placement.

- **Application Deadline:** **Semester prior to the intended student teaching semester**

   September 15 for Spring student teaching and February 15 for Fall student teaching.

   Applications received after the deadline will be processed at the end of the semester.

Student Teaching Application

- Go to the https://ysu.edu/student-teaching/application.
- Click on Student Teaching Application, complete and submit.
- Carefully read as you are completing the application so you understand the information and your responsibilities.

Personal & Professional Information - 3 pages
MUST BE TYPED

- **This form will be sent to a school district** to secure your student teaching placement **and will be your first impression with a school district**. Check for typing and spelling errors.
   Page 1 - Be sure to correctly identify the school district and list activities. List your work or volunteer experiences.
   Page 2 - It is STRONGLY recommended to print a blank copy of this page and write the information then type in the responses. Use the information below to guide your responses.
   Page 3 - Sign the Acknowledgement section on page 3.

   (Additional pages WILL NOT BE ACCEPTED. Spaces is restricted; font size and lines available is identified below. **Responses** should be minimally **¾ of the area for each section.)**

   <u>Introduction</u>: Briefly introduce yourself as a learner and professional. Discuss your reasons for pursuing teaching and reference experiences that have contributed to your development as a pre-service teacher. Include what you consider to be your strengths and what you hope to learn in the student teaching experience. (10 font, 17 lines)

   <u>Teaching is</u> …: Summarize your thoughts within the space provided. (10 font, 14 lines)

   <u>As an educator</u>: Write a brief narrative addressing a societal issue that impacts students/family/the school – poverty, disability, diversity, divorce, death, incarceration, deployment, substance abuse, homelessness, suicide, cancer,
   abuse/neglect or any other societal issue. Keep within the space provided. (10 font, 22 lines)
- PROOF READ before printing.
   Print and sign three (3) copies – **ONE** (1) for your records and **TWO** (2) to be submitted.

   SUBMIT to the **Beeghly Hall Field Experience Office, room 3310** by **SEPT 15 for SPRING/FEB 15** for **FALL**

Completion of Module on Blackboard

- Modules Units cover OTES, resident educator, OSTP, OSPD: compliance, and district operating standards. Units will be checked for completion with 80% accuracy. **Must be completed before submitting your student teaching application.**

**Applications received after the deadline will be processed at the end of the semester.
Placement at the start of the semester is not guaranteed for late applicants.**

1) Go to www.ysu.edu, click on the "Penguin Portal" link at top of page.

2) Click on the BlackBoard Login button.
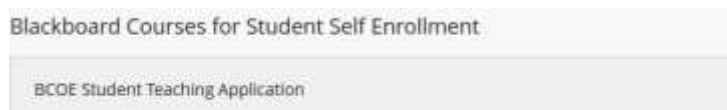

3) Click on YSU Account Login button.

4) Sign in using your YSU login and password.

5) After login you should be on the Institution Page. If you are not, click on the Institution Page link on the left-hand side.

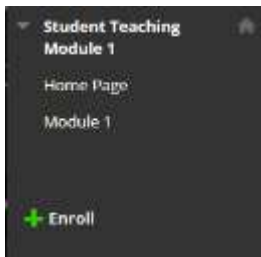6) Scroll down on the Institution Page and click on BCOE Student Teaching Application and click on those.

7) On the next page you will click on "Click here to enroll"
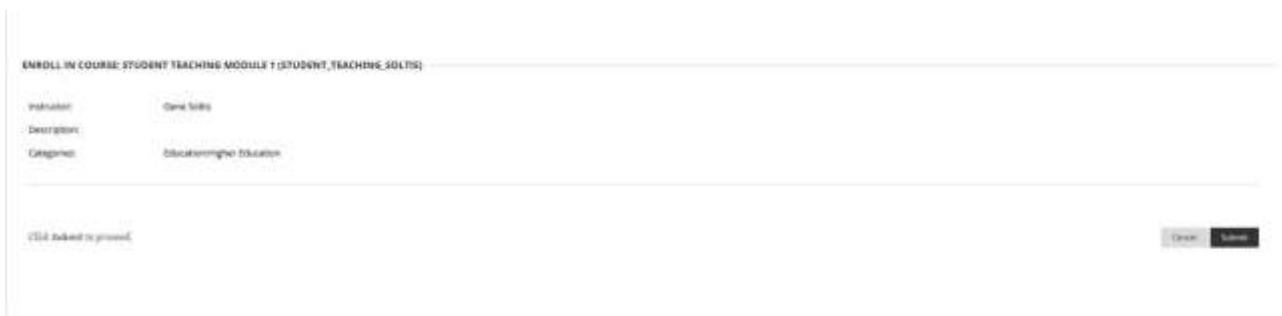
User is not enrolled in course.
Click here to enroll.
Wednesday, January 23, 2019 11:47:37 AM EST

8) Then you will click on "Enroll" next to the green plus.

Student Teaching
Module 1

Home Page

Module 1

+ Enroll

9) Click the "Submit" button on the bottom right corner of the screen.

ENROLL IN COURSE: STUDENT TEACHING MODULE 1 (STUDENT_TEACHING_SOLTIS)

Instructor: Dana Soltis
Description:
Categories: Education/Higher Education

Click Submit to proceed.   Cancel   Submit

10) Then click the "OK" button at the bottom right corner of the screen.

Success: Was enrolled in Student Teaching Module 1 (Student_Teaching_Soltis). Select OK to continue to the course.
Wednesday, January 23, 2019 11:48:55 AM EST

— OK

11) Click on Unit 1 and go through the materials. After you finished Unit 1, you will move onto Unit 2.
At the end of Units 2 to 5 you will need to pass each quiz with an 80% or better to move to the next unit.
There are a total of 5 Units.

Module 1

Student Teaching
Module 1
Home Page   Unit 1
Module 1
Tools
Help   Unit 2