

# PRACTICUM APPLICATION

## READ THIS THOROUGHLY AND KEEP FOR REFERENCE

Submit the application to **Merryl Crivelli, WH 227**, after you have obtained the signature of your advisor!

IF YOU MISS THE APPLICATION DEADLINE THERE IS A CHANCE YOU WILL NOT BE PLACED UNTIL THE FOLLOWING TERM – PLEASE HAVE IT IN BY THE DUE DATE!

<b>Deadline:</b>	<b>Practicum Term</b>	<b>Application Deadline</b>
	Spring Semester, Spring I or II	October 1
	Summer (Open only to Early Childhood & Spec. Ed)	March 1
	Fall Semester, Fall I or Fall II	March 1

**Contact Hours:** 45 contact hours per credit hour, therefore a 3 credit practicum requires 135 contact hours, approximately 9 hours per week during 16 weeks.

**Level:** Be sure you know which level practicum you are doing.

- EDUC 2000: Beginning Practicum: optional, student is beginning educational coursework, usually taken prior to methods courses, no prerequisites
- EDUC 3000: Intermediate Practicum: required as prerequisite to apprentice teaching (3 credit hours), usually taken the semester prior to apprentice teaching; taken concurrently or following methods courses; many prerequisites.
- EDUC 4000 +: Advanced Practicum: designed for education students who are not pursuing certification. (Special Education and Early Childhood see below)

**Secondary Content (including Art & Foreign Language):** Enroll in 2 credits practicum (90 contact hours) and 1 credit practicum seminar -EDUC 3000.30. Students should plan their hours to extend throughout the semester. The practicum seminar includes assignments that must be completed in your placement.

**Art, Foreign Language & Music:** Placements are made at the middle school level. You will complete the elementary and secondary placements in apprentice teaching.

**Early Childhood:** Enroll in section that corresponds with the early childhood concurrent course. (EDUC 4830 = 4831 & 4832, EDUC 4740=4741), or (ECED 5431, 5461, 5462 for graduate students). Instructors of the corresponding courses and supervisors often arrange for the practicum sites so you may not get a choice of placement location.

**Special Education:** Undergraduates generally enroll in the 3000 level intermediate section for special education. Post-grad students can enroll in SPED 5090. If you are currently teaching in your own special education classroom please indicate that on the application. Please indicate “own classroom” and enter the name of the school in the area under “Placement Request”. You must discuss all placement requests with your special education advisor.

**Diverse Placements:** At least one of the field placements (practicum or apprentice teaching) must be in a diverse setting. Please consult with your advisor about your placement selections.

**Fingerprint Check:** At this point in time you do not have to have your fingerprints done unless a District specifically requests them. If that is the case I will let you know at that time.

**Criminal Check/TB Test:** You must submit a criminal check form and child abuse record check request form. Please see Merryl Crivelli in Webster Hall 227D to obtain the forms. You must also get a tb test done and submit results to Merryl.

**Changes:** Notify Merryl Crivelli, 314-968-7103, merrylc@webster.edu, of any changes in name, address, phone, or schedule, even if you have notified the registrar’s office. You must notify Merryl even if you drop the course through regular processes.

**Register:** You must register for this practicum before you can begin. If you do not register your placement will be pulled.

**YOU MUST BE ACCEPTED INTO THE TEACHER CERTIFICATION PROGRAM BEFORE YOU MAY BEGIN THE 3000 LEVEL OR ABOVE PRACTICUM. SEE THE COORDINATOR OF TEACHER CERTIFICATION FOR ADMISSION CLARIFICATION.**

**APPRENTICE TEACHING REMINDER: APPRENTICE TEACHING APPLICATIONS for FALL 2010 will be due in February 2010. Watch for the signs.** A practicum is required before apprentice teaching. Be sure you are prepared. Applications will be available outside of room WH 232.

This Practicum is for \_\_\_\_\_  
Semester/Term/Year

**WEBSTER UNIVERSITY  
APPLICATION FOR PRACTICUM PLACEMENT  
MAIN CAMPUS**

Name \_\_\_\_\_

Student # \_\_\_\_\_

Local Address \_\_\_\_\_

Phone # \_\_\_\_\_

Street

City

State

Zip Code

E-Mail \_\_\_\_\_

**Certification Area** (circle): Early Childhood      Elementary      Special      Middle School      Secondary

Early Childhood, indicate type of practicum: Infant/Toddler      Preschool/Kindergarten      Primary

Middle or Secondary, list subject area: \_\_\_\_\_

Special Education will be Mild Moderate/Cross Categorical. If not, please specify \_\_\_\_\_

**Placement Level Desired:** (circle) Infant/Toddler PK K 1 2 3 4 5 6 7 8 9 10 11 12

**Practicum Course Number** (circle): EDUC 2000    EDUC 3000    SPED 5090    ECED 5431.5461.5462

Other – list course # \_\_\_\_\_

**# Credit Hours:** \_\_\_\_\_ NOTE: 45 contact hours per credit hour

Note: 3 credit hours intermediate practicum are required before apprentice teaching.

Secondary students enroll in 2 credits field practicum and 1 credit practicum secondary seminar.

**Days/Times Available for Practicum:** You will arrange a set schedule with your teacher after you are placed. Your hours need to be when student are involved in active learning. Be sure to allow enough time in your schedule to be able to complete all of the required hours – 45 contact hours per credit.

**Placement Request:** Please list a geographical area, district, or school for your placement. A reasonable effort will be made to place you as requested, but placements are not guaranteed and students are NOT to contact schools regarding placements. Placements will be made in the St. Louis City or St. Louis County Region, Fox or Francis Howell School District. Early Childhood: instructors of corresponding courses may select sites for practicum so you may be limited in your choices. Post AB Special Education students who are working in their own classroom please indicate that here and list the name and address of the school. Do not request a school where your children attend or where another family member attends, teaches, or works. Remember that at least one of your placements (practicum or apprentice teaching) must be in a diverse setting as defined by the School of Education. Discuss this with your advisor.

I certify that the information provided above is complete and accurate. I give Webster University permission to clear my name & fingerprints through the Child Abuse and Neglect Registry, Missouri Division of Family Services, State of Missouri Criminal Records System, Highway Patrol & FBI. I understand that the information obtained will be treated confidentially and will not be used for other purposes but will be verified for the school district where I am placed. I further verify that I have never been convicted of a felony. I will be accepted into the teacher certification program before beginning this practicum (3000 level or above). I plan to do my apprentice teaching (not practicum: Term \_\_\_\_\_ Year: \_\_\_\_\_ and I will get that application when available and submit it at the mandatory turn in meeting.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

**APPROVED BY:** (You must obtain advisor's signature before submitting application.)

I have reviewed this application and verify that the student is applying for and will register for the appropriate practicum.

**Academic Advisor** \_\_\_\_\_ **Date:** \_\_\_\_\_

Submit this signed application to Merryll Crivelli, room WH 227, by the deadlines (Oct. 1-spring, March 1-summer and fall.)

