

**Semester to start Student Teaching:**

**LSSU Department of Education Form F355-c  
INTERN REQUIREMENTS CHECKLIST**

Dear Potential Interns, please complete all sections and sign. Check each item completed

**Attend the Student Teaching Orientation Meeting**

**Register/Complete MTTC tests: Elementary, Major and/or Minor**

**All degree requirements should be fulfilled. If any degree requirement is outstanding, you must have an approved plan. (see policy statement below)**

**Schedule Exit Interview with School of Education – review Form F365**

Name \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_  
(you must regularly check your LSSU email account)

Circle One: Elementary/ Secondary

Major \_\_\_\_\_ Minor(s) \_\_\_\_\_

Current GPA: \_\_\_\_\_ Michigan Resident (Y/N): \_\_\_\_ Ethnicity: \_\_\_\_\_ (for Title II reporting)

Based upon your audit sheet, what courses are needed to complete your degree requirements **after** the current semester? Graduation date \_\_\_\_\_

Course \_\_\_\_\_ will take when \_\_\_\_\_ Dept. approval signature \_\_\_\_\_

Course \_\_\_\_\_ will take when \_\_\_\_\_ Dept. approval signature \_\_\_\_\_

MTTC tests completed successfully: (Please submit copies for your permanent file)

Basic Skills Test: Results: \_\_\_\_\_ Date \_\_\_\_\_

Elementary Education: Results: \_\_\_\_\_ Date \_\_\_\_\_

Major \_\_\_\_\_ Results: \_\_\_\_\_ Date \_\_\_\_\_

Minor \_\_\_\_\_ Results: \_\_\_\_\_ Date \_\_\_\_\_

Minor \_\_\_\_\_ Results: \_\_\_\_\_ Date \_\_\_\_\_

The above information is correct to the best of my knowledge.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Effective for the Fall 2007 all individuals placed into the student teaching internship MUST meet ALL of the following criteria prior to placement in a K-12 classroom:

- a) Completion of all required EDUC courses with grade of B- (2.70) or higher
- b) Completion of required courses in the education cognates, teaching major and/or teaching minor(s) with GPA of 2.70 or higher and no grade below a "C" (2.0).
- c) Completion of elementary planned program requirements with GPA of 2.70 or higher and no grade below a "C" (2.0) - elementary candidates only.
- d) A candidate rating of 1, 2 or 3 on LSSU Form F365 the Pre-Internship Exit Interview

This policy establishes the criteria for placement independent of graduation, but clarifies the necessity of adequate preparation in both pedagogy and academic content as prerequisite to teaching.