



Dear Teachers,

All teacher candidates from the University of Alabama in Huntsville are required to complete observation/practicum experiences during each of their semesters of study. The purpose for this letter is to describe the observation/practicum requirements for **ED 301, ED 308, and EDC 311. The candidate should alert you to which course(s) they are enrolled.**

For this block, the candidates are required to:

- 1) Learn from a professional in the field (YOU) about good teaching practice and strategies for at least 70 hours per semester (unless special circumstances);
- 2) Arrange a schedule for observation times twice a week (3 hours minimum per visit) with respective cooperating teacher(s) (CT) based upon their course schedule. With the approval of the CT, the candidate should have an active, *participatory* role in the classroom.
- 3) Observe, reflect, and evaluate overall teaching practices and strategies used in the class based on ideas and theories discussed in UAH classes working with students and you as the CT.
- 4) Keep a dated record of time in the classroom and have CT(s) sign and/or initial this form and certify the time log with an e-signature on TK20.
- 5) Complete field placement assignments for which the candidate is enrolled.
- 6) Have CT(s) complete a midterm and a final evaluation of the student’s professional dispositions and potential as a teacher educator.

Course	Field Placement Assignment
ED 301	Collect demographic information about the school, classroom, and students to complete a “Context for Learning” assignment.
ED 308	Develop a case study of one identified “study buddy” of which they will write two reflective papers. This will require the candidate working with a student one-on-one and observing him/her in another environment within the school. or within the classroom. The teacher candidate may also work with a small group of students (of which their study buddy is a part).
EDC 311	Teach and video-record a content specific lesson using a variety of instructional strategies.

If the candidate is assigned to more than one teacher, the CT with whom the candidate spends the most time will be responsible for the evaluation. Our teacher candidates understand and will respect the rules of confidentiality regarding the students. **Each has completed the background check and has been fingerprinted, which will allow the candidates to view IEP’s and other relevant confidential documents under your supervision.**

Thank you for your assistance and cooperation with our future teachers. The time they spend with you in the school setting is a valuable part of their pre-service experiences. If you have any questions, please feel free to contact any of us at (256) 824–6180.

Sincerely,

Drs. Monica L. Dillihunt, Fran Hamilton, and Derrick Smith

Field Experience Contract
(ED 301, ED 308, and EDC 311)

The candidate, _____, has arranged to be at your school and has been assigned to Mr./Ms. _____ class from (time) _____ to _____ on (day(s) of week) _____ of each week between the weeks of January 25, 2019 and April 19, 2019.

They will also be expected to be in your class full-time (*excluding outside class for secondary candidates only*) during the week of March 4-8, 2019. UAH's Spring Break is March 18-22. If they need to make up hours, they may do so with consultation with the cooperating teacher.

Each visit shall be a **minimum** of **2-3 hours** in length and the candidate will complete a **minimum** of **70 hours** of observation, mentoring, reflecting, evaluating, teaching, and participation.

Cooperating Teacher Signature: _____ Date: _____

Teacher Candidate Signature: _____ Date: _____

Teacher Candidate: Submit a copy of this signed form on TK20 within "Artifacts" as a "College of Education Field Experience Contract" by February 15, 2019.



Dear Teachers,

All teacher candidates from the University of Alabama in Huntsville are required to complete observation/practicum experiences during each of their semesters of study. The purpose for this letter is to describe the observation/practicum requirements for **ED 501, EDC 511, and ED604. The candidate should alert you to the course(s) in which they are enrolled.**

For this block, the candidates are required to:

- 1) Learn from a professional in the field (YOU) about good teaching practice and strategies for at least 70 hours per semester (unless special circumstances);
- 2) Arrange a schedule for observation times (3 hours minimum per visit) with respective cooperating teacher(s) (CT) based upon their course schedule. With the approval of the CT, the candidate should have an active, **participatory** role in the classroom.
- 3) Observe, reflect, and evaluate overall teaching practices and strategies used in the class based on ideas and theories discussed in UAH classes.
- 4) Keep a dated record of time in the classroom and have CT(s) sign and/or initial this form and certify the time log with an e-signature on TK20.
- 5) Complete field placement assignments for which the candidate is enrolled.
- 6) Have CT(s) complete an overall evaluation of the student’s professional dispositions and potential as a teacher educator.

Course	Field Placement Assignment
ED 501	Collect demographic information about the school, classroom, and students to complete a “Context for Learning” assignment.
EDC 511	Teach and video-record a content specific lesson using a variety of instructional strategies.
ED604	Study the developmental needs and interest of an at-risk student and develop an alternative project for that student based on the developmental needs and interest of the student. (This can be done in groups as long as the student is a part of the group).

If the candidate is assigned to more than one teacher, the CT with whom the candidate spends the most time will be responsible for the evaluation. Our teacher candidates understand and will respect the rules of confidentiality regarding the students. **Each has completed the background check and has been fingerprinted, which will allow the candidates to view IEP’s and other relevant confidential documents under your supervision.**

Thank you for your assistance and cooperation with our future teachers. The time they spend with you in the school setting is a valuable part of their pre-service experiences. If you have any questions, please feel free to contact any of us at (256) 824–6180.

Sincerely,

Drs. Monica L. Dillihunt, Fran Hamilton, and Derrick Smith

Field Experience Contract
(ED 501, EDC 511, and ED 604)

The candidate, _____, has arranged to be at your school and has been assigned to Mr./Ms. _____ class from (time) _____ to _____ on (day(s) of week) _____ of each week between the weeks of January 25, 2019 and April 19, 2019.

They will also be expected to be in your class full-time (*excluding outside class for secondary candidates only*) during the week March 4-8, 2019. UAH's Spring Break is March 18-22. If they need to make up hours, they may do so with consultation with the cooperating teacher.

Each visit shall be a **minimum** of **2-3 hours** in length and the candidate will complete a **minimum** of **70 hours** of observation, mentoring, reflecting, evaluating, teaching, and participation.

Cooperating Teacher Signature: _____ Date: _____

Teacher Candidate Signature: _____ Date: _____

Teacher Candidate: Submit a copy of this signed form on TK20 within "Artifacts" as a "College of Education Field Experience Contract" by February 15, 2019.



Dear Teachers,

All teacher candidates from the University of Alabama in Huntsville are required to complete observation/practicum experiences during each of their semesters of study. The purpose for this letter is to describe the observation/practicum requirements for **ED 371/ED671, ED 372/672, ED 375/575, ED 405/615, and ED 309/609**. **It must be noted that this candidate might be enrolled in some or almost all of these courses (ED 375/575 and ED405/615 are not taken concurrently). The candidate should alert you to the course(s) in which they are enrolled.**

For this block, the candidates are required to:

- 1) Learn from a professional in the field (YOU) about good teaching practice and strategies for at least 70 hours per semester (unless special circumstances);
- 2) Arrange a schedule for observation times (3 hours minimum per visit) with respective cooperating teacher(s) (CT) based upon their course schedule. With the approval of the CT, the candidate should have an active, **participatory** role in the classroom.
- 3) Observe, reflect and evaluate overall teaching practices and strategies used in the class based on ideas and theories discussed in UAH Classes.
- 4) Keep a dated record of time in the classroom and have CT(s) sign and/or initial this form and certify the time log with an e-signature on TK20.
- 5) Complete field placement assignments for which the candidate is enrolled.
- 6) Have you complete an overall evaluation of the student’s professional dispositions, and potential as a teacher educator.

Course	Field Placement Assignment
ED 371 ED 671	Write a lesson plan, video-record teaching the lesson with a class, and analyze assessment data from the lesson. In addition, collect a writing assignment (this can be taught by the classroom teacher), grade the assignment providing feedback, then analyze the data and feedback that was provided.
ED 372 ED 672	Collect anonymized demographic data to use in a written report regarding social science instruction and assessment. If possible, candidates are encouraged to teach any social studies content either during a direct lesson or as part of another lesson.
ED 309 ED 609	Observe one student as a “case study” within the classroom and in another academic setting to focus on behavior in multiple environments. Candidates will need to collect some basic demographic information about students, but all will be kept anonymous.
ED 375 ED 575	Candidates are asked to work with one student and conduct an Informal Reading Assessment (IRI).
ED 405 ED 615	Candidates are asked to administer a <i>Bader Reading and Language Inventory</i> with a struggling reader. Then they are to develop and deliver three (3) lessons to the student addressing areas in which the student struggles. They are to discuss each of these lessons with you so that you can provide them feedback and/or suggestions. Candidates are also required to administer a reading interest survey to the class.

If the candidate is assigned to more than one teacher, only one evaluation is required from the cooperating teacher with whom the candidate spent the most time. Our teacher candidates understand and will respect the rules of confidentiality regarding the students. **Each has completed the background check and has been finger printed, which will allow the candidates to view IEP’s and other relevant confidential documents under your supervision.**

Thank you for your assistance and cooperation with our future teachers. The time they spend with you in the school setting is a valuable part of their pre-service experiences. If you have any questions, please feel free to contact any of us at (256) 824–6180.

Sincerely,

Drs. Jason O'Brien, Fran Hamilton, Wolfram Verlaan, and Ms. Denise Shipley

UAH Department of Curriculum and Instruction
College of Education

Field Experience Contract
(ED 371/671, ED 372/672, ED 375/575, ED 405/615, and ED 309/609)

The candidate, _____, has arranged to be at your school and has been assigned to Mr(s) _____ class from (time) _____ to _____ on (day(s) of week) _____ of each week between the weeks of January 25, 2019 and April 19, 2019.

They will also be expected to be in your class full-time (*excluding outside class for secondary candidates only*) during the week of March 4-8, 2019. UAH's Spring Break is March 18-22. If they need to make up hours they may do so with consultation with the co-operating teacher.

Each visit shall be a **minimum of 3 hours** in length and the candidate will complete a **minimum of 70 hours** of observation, mentoring, reflecting, evaluating, teaching, and participation.

Co-operating Teacher Signature: _____ Date: _____

Teacher Candidate Signature: _____ Date: _____

Teacher Candidate: Candidates should submit a copy of this signed form within TK20 within their "Artifacts" as a "College of Education Field Experience Contract" by February 15, 2019.



Dear Teachers,

All teacher candidates from the University of Alabama in Huntsville are required to complete observation/practicum experiences during each of their semesters of study. The purpose for this letter is to describe the observation/practicum requirements for **ED 410, ED 408, ED 309/609, and ED 421/521 (for secondary English majors only)**. **The candidate should alert you to the course(s) in which they are enrolled.**

For this block, the candidates are required to:

- 1) Learn from a professional in the field (YOU) about good teaching practice and strategies for at least 70 hours per semester (unless special circumstances);
- 2) Arrange a schedule for observation times (3 hours minimum per visit) with respective cooperating teacher(s) (CT) based upon their course schedule. With the approval of the CT, the candidate should have an active, **participatory** role in the classroom.
- 3) Observe, reflect, and evaluate overall teaching practices and strategies used in the class based on ideas and theories discussed in UAH classes.
- 4) Keep a dated record of time in the classroom and have CT(s) sign and/or initial this form and certify the time log with an e-signature on TK20.
- 5) Complete field placement assignments for which the candidate is enrolled.
- 6) Have CT(s) complete an overall evaluation of the student’s professional dispositions, and potential as a teacher educator.

Course	Field Placement Assignment
ED 408	Teach two lessons that require student work using a “before, during, or after reading strategy.”
ED 410	Assess student learning with a formative and summative assessment, preferably ones they have developed or co-developed. Candidates will then analyze results (using copies of the assessments/student work) and reflect on the experience in a paper.
ED 309 ED 609	Observe one student as a “case study” within the classroom and in another academic setting to focus on behavior in multiple environments. Candidates will need to collect some basic demographic information about students, but all will be kept anonymous.
ED 421 ED 521	Teach two lessons , with at least one of them being a minimum of 45-minutes long. Both lessons will include a non-formatted reflective response from the candidates.

If the candidate is assigned to more than one teacher, the CT with whom the candidate spends the most time will be responsible for the evaluation. Our teacher candidates understand and will respect the rules of confidentiality regarding the students. **Each has completed the background check and has been finger printed, which will allow the candidates to view IEP’s and other relevant confidential documents under your supervision.**

Thank you for your assistance and cooperation with our future teachers. The time they spend with you in the school setting is a valuable part of their pre-service experiences. If you have any questions, please feel free to contact any of us at (256) 824–6180.

Sincerely,

Drs. Jason O’Brien, Sarah Roller, Dana Skelley, and Ms. Sue Verlaan

UAH Department of Curriculum and Instruction
College of Education

Field Experience Contract
(ED 401, ED 408, ED 309/609, ED 421/521*)

The candidate, _____, has arranged to be at your school and has been assigned to Mr./Ms. _____ class from (time) _____ to _____ on (day(s) of week) _____ of each week between the weeks of January 25, 2019 and April 19, 2019.

They will also be expected to be in your class full-time (*excluding outside class for secondary candidates only*) during the week of March 4-8, 2019. UAH's Spring Break is March 18-22. If they need to make up hours they may do so with consultation with the cooperating teacher.

Each visit shall be a **minimum of 3 hours** in length and the candidate will complete a **minimum of 70 hours** of observation, mentoring, reflecting, evaluating, teaching, and participation.

Cooperating Teacher Signature: _____ Date: _____

Teacher Candidate Signature: _____ Date: _____

Teacher Candidate: Candidates should submit a copy of this signed form on TK20 within their "Artifacts" as a "College of Education Field Experience Contract" by February 15, 2019.