

Student Teaching Checklist

Fall 14 /Spring 15

Department of History

Illinois State University

Department of History Requirements:

_____ Attend the August **pre-student teaching meeting** for all History-Social Sciences Education majors intending to student teach next year. Complete the pink **information sheet** and leave with Fred Walk at the meeting.

_____ While at the meeting, sign up for a **Gateway 2 Interview** with Fred Walk, Director of Student Teaching, Department of History, SH 306C, fhwalk@ilstu.edu, phone: 438-7212.

_____ Review the list of **Geographic Student Teaching Options** found on the History Department website. List District names as you request your student Teaching placements. <http://history.illinoisstate.edu/undergraduate/social-sciences-education/student-teaching.shtml>

_____ Bring the following application materials to your **Gateway 2 Interview** for review/discussion: Application, Student Teaching Preference List (blue sheet), History Department Agreement Form (green sheet), Gateway 2 Interview Questions (yellow sheet), Transcripts, and the Lauby Teacher Education Center (LTEC) Student Teaching Agreement Form. Materials can be found at the following web sites:
<http://history.illinoisstate.edu/undergraduate/social-sciences-education/student-teaching.shtml> &
http://education.illinoisstate.edu/teacher_education/clinical/application.shtml

_____ Place your **Portrait Essay** and **Resume** in the box outside of SCH 306C **two days before** your scheduled interview.

_____ Following the Gateway 2 Interview revise your **Portrait Essay** and submit **three** copies of it with your Application for Student Teaching to Gary Higham at the Teacher Education Center (Degarmo 56).

_____ Following the Gateway 2 Interview revise your **Resume** and submit **three** copies of it with your Application for Student Teaching to Gary Higham at the Teacher Education Center (Degarmo 56).

_____ Following the Gateway 2 Interview submit **three** copies of your **Application for Student Teaching**, 1 current **Transcript** (and one ordered for the end of the semester to be sent directly to LTEC and one signed copy of the LTEC **Student Teacher Agreement Form** to Gary Higham at the LTEC (Degarmo 56).

_____ **Major and Cumulative GPA** requirements. I understand my major and cumulative GPA must be at least a 3.0 to student teach and be admitted into His 290, 390, and to student teach.

_____ I plan to take the **Content Exam** soon. I understand that I must pass the exam prior to student teaching and entering History 290. There is about a 50% pass rate so allow sufficient time to pass prior to student teaching. You will be registering for the Social Sciences/History Exam.

_____ Make arrangements to have a **car** during your student teaching semester. You will be commuting to various sites during History 390 and to your student teaching placement. Your student teaching commute could be up to an hour.