

## Student Teaching Checklist

Fall 2020/Spring 2021

Department of History

Illinois State University

### Department of History Requirements:

\_\_\_\_\_ Attend the August **mandatory pre-student teaching meeting** for all History-Social Science Education majors intending to student teach during the Fall20/Spring 21 semester. Complete the pink **information sheet** and leave it with Sara Piotrowski.

\_\_\_\_\_ Following the meeting, sign up for a **Gateway 2 Interview** with Sara Piotrowski, Coordinator of Student Teaching. Follow the Sign Up Genius Link sent out by Dr. Gifford. **PLEASE SIGN UP BY FRIDAY, SEPTEMBER 6<sup>th</sup>.**

\_\_\_\_\_ Bring the following application materials to your **Gateway 2 Interview** for review/discussion:

<http://history.illinoisstate.edu/education/forms/>

- Student Teaching Preference List (blue sheet),
- History Department Agreement Form (green sheet),
- Transcript Receipt or email confirmation-*TRANSCRIPTS NEED TO BE SENT AT THE END OF THE SEMESTER*
- **Make sure you arrive at your meeting on time (5 minutes early) and in professional dress.**

\_\_\_\_\_ Email your **Resume** and **Gateway 2 Interview Questions** to [scpiotr@ilstu.edu](mailto:scpiotr@ilstu.edu) TWO DAYS BEFORE your schedule appointment. (Email these materials Thursday if your interview is scheduled on a Monday.)

\_\_\_\_\_ Following the Gateway 2 Interview REVISE your **Resume** and submit with your Application for Student Teaching online.

\_\_\_\_\_ Order your **Transcript** to be sent directly to Lauby Teacher Education Center for the end of the semester to be sent directly to LTEC)

\_\_\_\_\_ **Major and Cumulative GPA** requirements. I understand my major AND cumulative GPA must be at least a 3.0 to be admitted into HIS 390 and student teach. The student teaching placement process may not begin until I have a 3.0

\_\_\_\_\_ I plan to register and take the Social Science-History **Content Exam** ASAP. I understand that I must complete Gateway 1 milestones and pass the content exam prior to registering for HIS 290 and student teaching. There is about a 50% pass rate, so allow sufficient time to pass the exam prior to student teaching.

\_\_\_\_\_ Make arrangements for **transportation** during your student teaching semester. You will be commuting to campus and various locations during History 390 and to your student teaching site. Your student teaching commute could be up to an hour.