

**University of Delaware
Student Teaching Resource Guide
Program-Specific Requirements**

Name of Program:	Secondary English Education				
Program has a manual that includes student teaching requirements:	Yes	X	No		
Program-specific manual is accessible at—	URL:	English Education Student Teaching Handbook			
	Canvas/Sakai site for course #:				

	Student Teaching Resource Guide requirements	Program-specific requirements
Methods course(s) entry requirements	Clearances	<ul style="list-style-type: none"> • Minimum Cumulative GPA – 2.75 • Minimum Major/Concentration Courses GPA – 3.0
Student teaching entry requirements	Clearances UCTE Minimum GPA Policy College Ready Scores	
Professional responsibilities in student teaching	Responsibilities Dispositions Personal Safety Dress Code	<ul style="list-style-type: none"> • Wear UD identification every day. • Maintain a Google folder containing all lesson planning materials, including daily reflections on each lesson plan, as well as a log of family/guardian contact and professional meeting participation. Completion of the Google folder is a requirement for a passing grade in ENGL492.
Formative and summative evaluations in student teaching	Three-Way Conference Form Formative Observation Form Capstone Clinical Experience Evaluation	<ul style="list-style-type: none"> • Capstone Clinical Experience Evaluation has an addendum specific to English Education (measurement of 4 National Council of Teachers of English/SPA standards)

10% Waiver Policy		<ul style="list-style-type: none"> Should an English Education teacher candidate not meet the university-wide GPA requirement and not be able to pass a college-ready test with the required score, they have the right to appeal to the English Education faculty for a waiver (allowable for up to 10% of the cohort). The intention of this policy is to make allowances for promising teachers to get additional support and to remove barriers for them. This policy is NOT intended to assist teacher candidates who demonstrate serious academic, dispositions, or other issues. Please note that a waiver for entry to student teaching is not guaranteed. Full policy will be available at https://www.english.udel.edu/undergraduate/english-education-major/admission-advisement
Performance Assessment:		
Program performance assessment		<ul style="list-style-type: none"> None
Process for arranging to take a different performance assessment		
Performance assessment requirements	Purchasing the Performance Assessment Release Forms Video Recording Performance Assessment Submission	
Performance assessment requirements for passing student teaching		<ul style="list-style-type: none"> None
Student teaching exit requirements	Capstone Evaluation Performance Assessment	
Student teaching placement requirements:		

Minimum number of observations for field instructor (not including the midpoint three-way conference and the final conference)		<ul style="list-style-type: none"> • 5, and 1-2 of these visits may be unannounced.
Passing criteria for the Capstone Clinical Experience Evaluation		<ul style="list-style-type: none"> • A majority of 3s or 4s in each domain.
Attendance policy	<ul style="list-style-type: none"> • Teacher candidates/interns are considered professional staff and are required to adhere to the district calendar and to the program-specific student teaching schedule. • Teacher candidates follow the teacher hours in their school. Absences from the field will be considered excused only in accordance with University Policy. 	<ul style="list-style-type: none"> • Teacher candidates follow the same schedules, rules, procedures, and policies with regard to the hours of arrival and departure, as their clinical educators. • Only excused absences are permissible: job fairs, job interviews, or for severe illness/injury (with doctor's note). • The teacher candidate, clinical educator and field instructor should discuss at the beginning of the semester what method of communication should be used in case of emergency.
Policy for making up missed time in placement		<ul style="list-style-type: none"> • Not needed unless absences are excessive and excused (due to severe illness or injury, for example)
Grounds for removal from placement	<ul style="list-style-type: none"> • Misconduct by teacher candidates will be reported to the University's Office of Student Conduct. Teacher candidates found in violation of UD's Student Code of Conduct may be removed from their field placement and/or prohibited from future field placements. • If a teacher candidate does not pass a student teaching placement, then they can request a new placement. If this is denied, the student can appeal the decision, in writing, to the University Council on Teacher Education. 	<ul style="list-style-type: none"> • Up to the discretion of the Student Teaching Coordinator/XEE Faculty. • Possible grounds include non-compliance with professional obligations, ethical violations, gross violation of dispositions policy