

**R H O D E
I S L A N D
C O L L E G E**

STUDENT TEACHING FALL 2024

**FSEHD
Office of Partnerships and Placements**

opp@ric.edu

W E L C O M E

Office of Partnerships and Placements (OPP) opp@ric.edu

Celeste Comeau-Mullane, Director

Kathleen Johnson, Coordinator

- OPP sends all communication through **RIC e-mail**
- Make sure your current address and phone number and any name changes are updated in **MyRIC**
- All important information will be posted on the FSEHD Web Page
Office of Partnerships and Placements
- OPP Office is located in Horace Mann (rm 269 / rm 267)



PREPARING FOR STUDENT TEACHING

Application

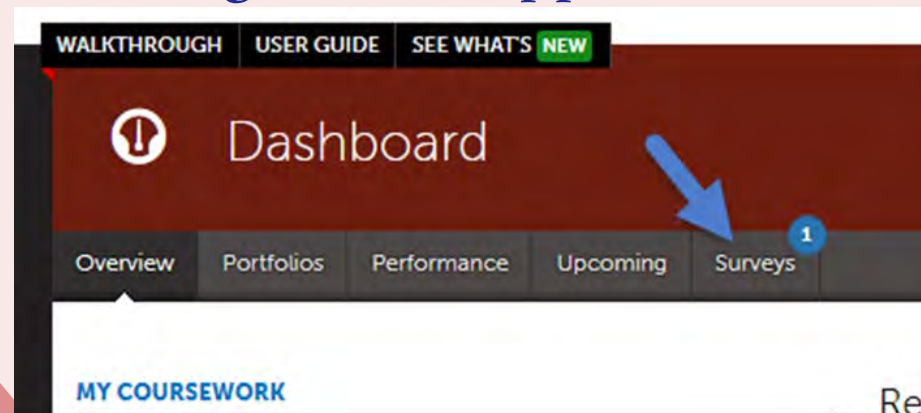
Requirements

Process

STUDENT TEACHING APPLICATION

You must be admitted to the FSEHD to complete the application.

- *Email OPP to request a student teaching application
- *Applications will be sent from Anthology (C&W)
- *Complete the Student Teaching Online Application



BCI REQUIREMENTS

- All teacher candidates must go through a Bureau of Criminal Identification (BCI) criminal background check through the RI Attorney General's Office
- BCI must be clean (expunged of prior charges) and remain **current throughout the entire student teaching experience**
- BCI must be uploaded to your Readiness for Student Teaching Portfolio (RSTI) by **March 15th.**

📄 Readiness for Student Teaching/Internship (RSTI)

📄 BCI DUE MARCH 15TH

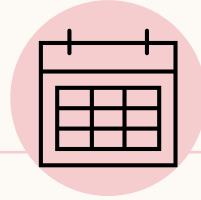


PRAXIS REQUIREMENTS



WHAT EXAMS DO I NEED

- Required Praxis Tests



WHEN ARE SCORES DUE

- **ALL** Praxis Exam Scores (Passing **and** NON-Passing) for the Praxis Tests required for your area of certification must be submitted to the RSTI by **May 10th**
- > Passing scores must be submitted for certification **upon graduation** from RIC



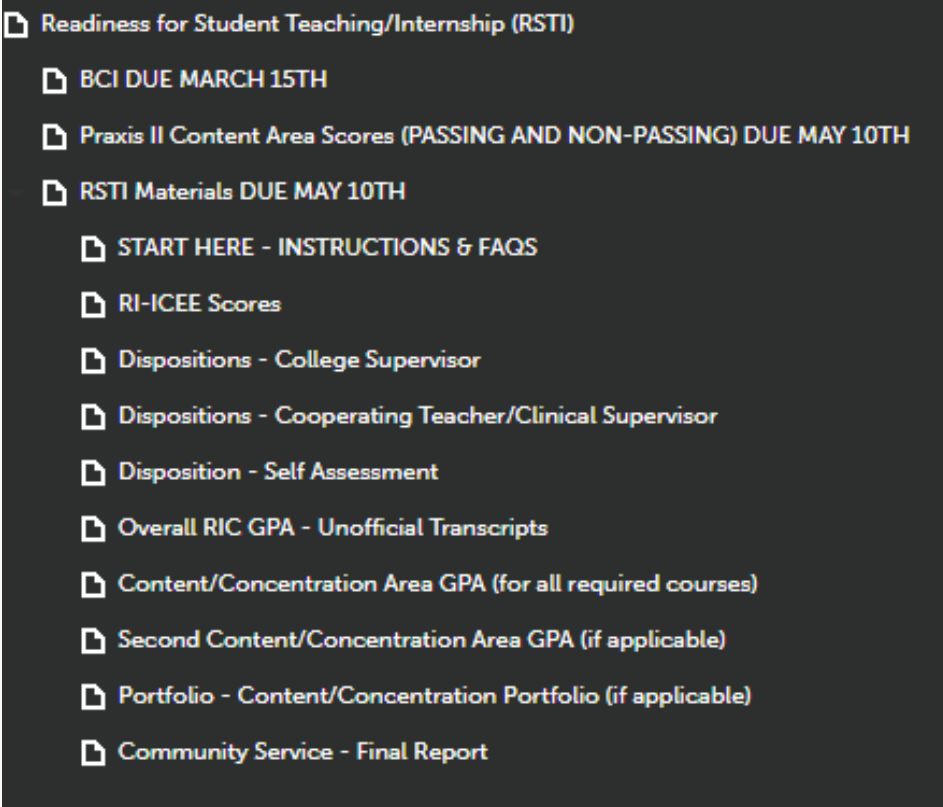
WHAT SUPPORT IS AVAILABLE

- ETS Web Site
- Vouchers for practice Praxis exams though OPP
- RIC Library/Tutoring Ctr.
- OTHER

Readiness for Student Teaching/Internship (RSTI)

The Readiness for Student Teaching / Internship (RSTI) Portfolio can be found on Anthology in the TCs program table of contents:

- **Part 1 Due: March 15th**
 - BCI
- **Part 2 Due: May 10th**
 - RI-ICEE scores for practicum course
 - **Praxis scores for all required exams** (Passing/ Non-Passing)
 - Disposition assessments (CT and CS)
 - Transcripts: content course grades, overall GPA, and content GPA (if applicable)
 - Other Program Requirements
 - Community Service Hours



A screenshot of the Anthology table of contents for the RSTI portfolio. The list is as follows:

- Readiness for Student Teaching/Internship (RSTI)
 - BCI DUE MARCH 15TH
 - Praxis II Content Area Scores (PASSING AND NON-PASSING) DUE MAY 10TH
 - RSTI Materials DUE MAY 10TH
 - START HERE - INSTRUCTIONS & FAQS
 - RI-ICEE Scores
 - Dispositions - College Supervisor
 - Dispositions - Cooperating Teacher/Clinical Supervisor
 - Disposition - Self Assessment
 - Overall RIC GPA - Unofficial Transcripts
 - Content/Concentration Area GPA (for all required courses)
 - Second Content/Concentration Area GPA (if applicable)
 - Portfolio - Content/Concentration Portfolio (if applicable)
 - Community Service - Final Report

COMMUNITY SERVICE

- Undergraduate and second-degree students pursuing teacher certification are required to complete a minimum of **25 hours** of community service
- FNED 246 and SED 407 – Eighteen (18) of these service-learning hours can be used as Community Service
- CCRI transfer students can use the hours from the course that transferred in for FNED 246
- Community Service Hours must be recorded in the ***Community Service Journal*** on Anthology
- Questions regarding the Community Service Requirement should be directed to the Associate Dean of the FSEHD- Dr. Beth Pinheiro **bpinheiro@ric.edu**



Rhode Island Department of Education Student Teaching Permit

- OPP sends required information for each TC Permit to RIDE
- RIDE will e-mail TC (RIC email) with instruction for completing the permit process
- RIDE will require TC to answer series of questions on the e-CERT site
- Completed permits will be available on the RIDE site
- TC responsible for having copy of permit available during student teaching

Placement Information

- OPP **will not** secure a student teaching placement for Teacher Candidates that have not fulfilled all requirements: Updated BCI, Student Teaching Application, RSTI, Permit
- All Teacher Candidates course work must be completed and **graded** prior to Student Teaching. Teacher Candidates cannot student teach with an "Incomplete" on transcript.
- Student Teaching and Seminar are the only courses permitted during student teaching
- Teacher Candidates will not be placed in a school district where there may be a conflict of interest (ex; family member teachers/ TC previously attended).
- Contact / Register with Disability Services if **accommodations** are required for Placement
- Notify OPP of specific placement requirements (ex; on bus route)
- Some school districts may require an interview and/ or a National Background Check in addition to the BCI . Massachusetts requires the CORI
- Teacher Candidates cannot arrange for their own placements. Placements can only be secured through the Office of Partnerships and Placements. Do not contact schools.

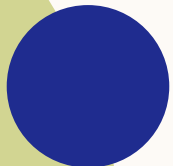
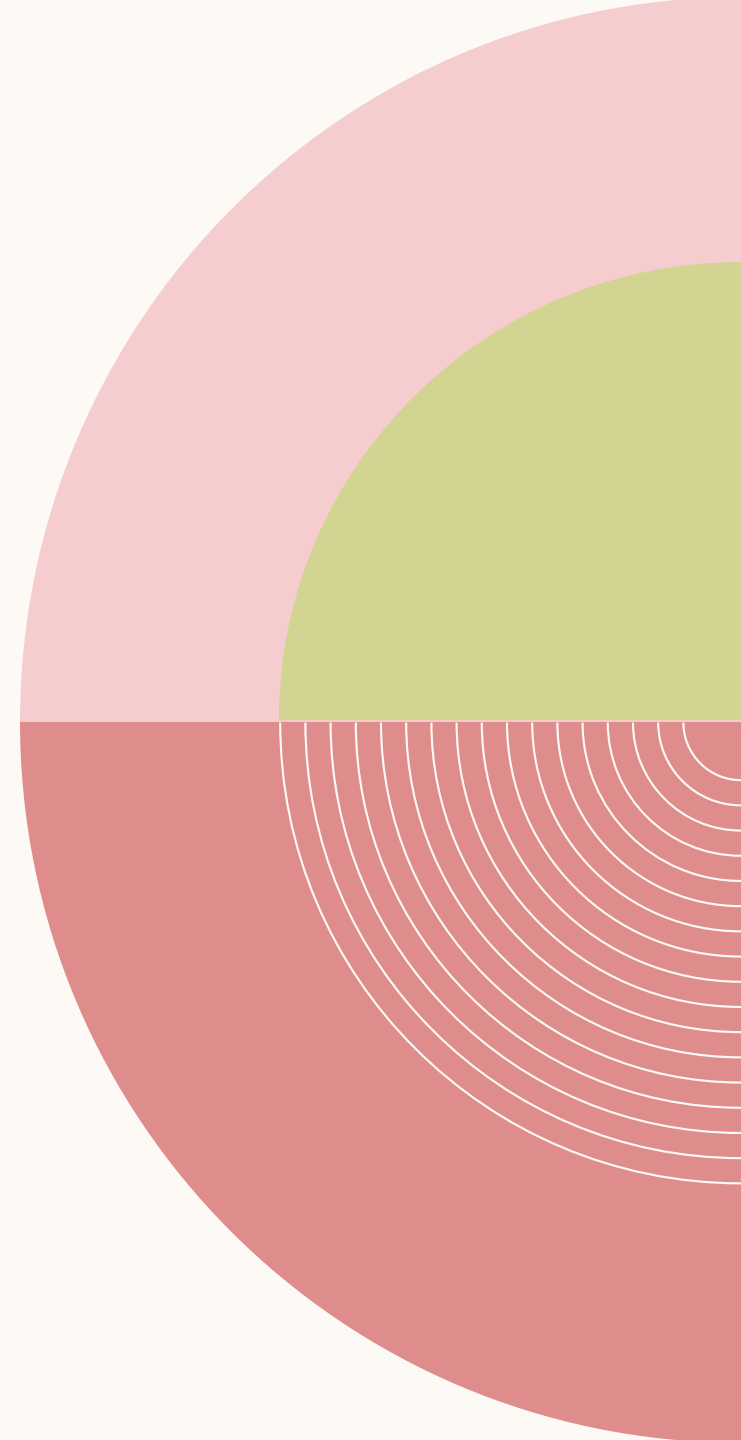
 **Approval time from request to confirmation is 1-2 months.**

PLACEMENT CONFIRMATION

- Teacher Candidates will be notified about their placement via RIC e-mail
- Student Teaching Placements are not confirmed until TC receives the official letter from OPP via RIC e-mail
- Teacher Candidates are permitted to contact and meet with their Cooperating Teacher upon receipt of the confirmation letter and participate in school/professional development activities prior to the official start of school
- Teacher Candidates follow the school district calendar NOT the RIC calendar

CLINICAL PREP ORIENTATION

- OPP will host a mandatory Clinical Prep Orientation for Teacher Candidates prior to the beginning of Student Teaching to familiarize Teacher Candidates with:
 - Mandatory Reporting
 - Student Teaching Expectations
 - Phases of Student Teaching
 - Required Assessments and Timelines
 - Video Analysis
 - Anthology
 - Google Classroom
 - TEAM support
 - Student Teaching Handbook
 - Department / Program Expectations



FINAL DETAILS

Please make sure that you have signed today's attendance sheet

- Be responsible and proactive
- Watch for / respond to OPP E-mails
- Contact your advisor and review requirements for student teaching eligibility
- Contact OPP (opp@ric.edu) with any questions