

ITL Field Placement Application

Please complete **ALL** sections



Candidate Information

Name: _____ Student ID: 700-_____ Today's Date: _____
(if previously admitted to CMU)

Address: _____ City/State/Zip: _____

Home Phone: _____ Cell Phone: _____

Personal Email: _____ ITL Program (May-May) Year: _____

Program: (circle one)

- Elementary
- Secondary English
- Secondary Social Studies
- Secondary Math
- Secondary Science
- Secondary Spanish
- K12 Kinesiology

ALREADY HAVE A DEGREE: _____ (list degree) Year: _____ College: _____

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Predominant Cultural/Ethnic Background: *information requested by state and federal reporting agencies*

- Hispanic African-American American Indian or Alaska Native
 Asian or Pacific Islander Caucasian

Field Placement

The placement process is complicated and not one that is taken lightly. One of the most important factors in making a placement is the quality of the mentor teacher. We consider several factors when making decisions about placements (past placements, letter of interest, placement interview, etc.). Sometimes due to availability of excellent mentor teachers, we may place you in a grade level and school you may not have selected for yourself. You are **NOT** to contact principals or teachers yourself—we work with the school district in making placements.

Based on availability of placements in your local district, some students may be placed in other districts.

Please indicate below which district (in our 14 county areas) you would like to be placed in

Preferred District: _____ (For example: Mesa County - D51)

Preferred
Level:

1. **Elementary** – (circle one) Primary: K - 2nd **or** Intermediate: 3rd – 5th Grade **or** Either
2. **Secondary** – (circle one) Middle School **or** High School **or** Either
• High School Attended: _____

IMPORTANT:

Do you have a relative employed or attending an elementary/secondary school? Yes No

Are you employed or do you volunteer at a school? Yes No If yes, what school _____

You will **not** be placed in a building where a member of your immediate family attends or is employed. You may not be placed at a school where you work, volunteer, or have a relationship. Please indicate any school affiliations (information should be current with the semester/year you will be starting your pre-internship).

School: _____ Name of Relative: _____ Relationship: _____

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Agreement & Signature

All applicants are required to answer the following question, read and initial the following statements, and sign this application to verify the accuracy of their answers.

Have you ever been convicted of a felony or misdemeanor (excluding minor traffic violations)? No Yes

If you have answered YES, please attach, in a sealed envelope, a statement describing the circumstances and documentation of the final disposition of the conviction.

Please read and initial:

- _____ I have read the CTE Intern Handbook and the Graduate handbook that are available online at:
- Graduate Handbook: http://www.coloradomesa.edu/teacher-education/documents/CMU_CTE_Graduate_Degree_Handbook.pdf
 - Teacher Internship Handbook: <https://www.coloradomesa.edu/teacher-education/documents/intern-handbook-2024-20251.pdf>
- _____ I must have a "B" or better in all EDUC classes and overall GPA of 3.0 or higher.
- _____ I must **pass Praxis Content exam/s before I can begin my final semester of student teaching.**
- _____ My student teaching must take place in the 14-county region served by Colorado Mesa University and that CMU pays the mentor and college supervisor stipends only within this 14-county region.
- _____ My pre-internship/internship begins on the first day that my mentor teacher begins and that I am **bound to my host school's calendar, not the CMU calendar.**
- _____ I am expected to work through the last day of my internship, which follows the host school district's calendar.
- _____ Teacher candidates may only work as substitute teachers while completing the last quarter of their internship and only on a limited basis. More information can be found in the Internship Handbook.
- _____ I am not allowed to take personal days during my internship.
- _____ It is **mandatory** that I attend the orientation and colloquia set up by the Center for Teacher Education.
- _____ The internship must be concentrated in my area of licensure. The mentor teacher must be professionally licensed and highly qualified in my area of licensure.
- _____ My university supervisor will evaluate me **at least twice during the pre-internship and four times during the internship.**
- _____ I must be present at all scheduled internship meetings. Dates will be provided by the Program Coordinator.
- _____ I must receive a passing score on the [edTPA](#) assessment to complete my student teaching requirement. Cost is \$300.
- _____ I must apply for licensure within five years of completing my program requirements.
- _____ When applying to the Colorado Department of Education for my *Initial Teacher License*, I am responsible for submitting all paperwork, fees, and supporting documents (including the request of all official transcripts). For more information on the CDE application process, see <http://www.cde.state.co.us/cdeprof>

I attest that I have read and understood all of the application materials and that to the best of my knowledge, all information stated on this application is true and correct. I understand that any misrepresentation will result in my ineligibility for admission and/or suspension from the program. I also authorize the release of information contained in this application and/or in my Center for Teacher Education file to my mentor teacher(s), my principal(s), my college supervisor(s) and other active participants in my internship for all purposes of licensure and/or degree completion.

Student Name (printed): _____ Date: _____

Signature: _____

Return application to:

Center for Teacher Education • Dominguez Hall 109L

(970) 248-1618 • itl@coloradomesa.edu

1100 North Avenue, Grand Junction, CO 81501

<http://www.coloradomesa.edu/teachered>

ITL Program Coordinator: Dr. Cynthia Chovich • cchovich@coloradomesa.edu • (970) 248-1462 • DH 101E