

Student Teaching Application Checklist - 2023

—This checklist is for your information and does not need to be turned in with application—

DIRECTIONS: All requirements on this checklist must be submitted by the deadlines to the Center for Teacher Education (CTE) before you will receive your placement for student teaching. **QUESTIONS:**



LOCATION: Center for Teacher Education | 1100 North Ave, Grand Junction, CO 81501 | Dominguez Hall, 101M or 109L

IMPORTANT: Placement communication is carried out through your **Colorado Mesa University** email account.

Submit the following to CTE by **March 1st for fall-semester start**; **October 1st for spring-semester start**

- Completed [Student Teaching Application](#)**
- Resume** - This should be a one-page document and include the following:
 - Personal Data: name, address, email, phone#
 - Field Experiences (include your 200 and 300 level observations), work experiences, background information (who, where, when, what) and/or teaching-type jobs, volunteering, etc.
- One-page Letter of Interest – approx. 4 paragraphs**
 - Address your letter to: School Administrator/Mentor
 - Sign your letter—you *may use an electronic, cursive-font signature*

What to Include:

 - Why you want to become a teacher and your experiences working with youth.
 - Your vision of an ideal school, mentor teacher, and classroom.
 - Professional learning goals & how your strengths and skills will benefit the students and school.
- Copy of [Graduation Planning Sheet](#) OR DegreeWorks Report or Plan (*advisor signatures NOT required*)**
 - All coursework must be completed prior to internship. CTE Department Head must approve exceptions.
 - Teacher candidates must have a **minimum GPA of 2.80** overall and in academic major and education coursework. A "B" or better is required in all education classes.
-  **Music Majors (ONLY) Field Hours Log** – all music majors must submit a log of field hours with the application. 
--This may be a copy, or an emailed image, and you may submit the original, completed log at the end of the term.--
- CPR/First-Aid Certification - adult and child**
 - TCs are required to provide proof of CPR/FA certification **prior to the start of internship**.
 - [CPR/FA Certification](#) must be valid through the end of student teaching. Interns must submit proof of certification via email or hardcopy by August 1st for fall start; January 1st for spring start.
- Completed/verified 3-step CDE Fingerprinting & Background Check**—(*Check Profile & Programs section of COOL account.*) See [Verifying CDE Background Check for Student Teaching](#) instructions.
- [Praxis Licensure Exam Testing Date](#)**
 - Teacher candidates are required to take their Praxis licensure exams **PRIOR** to the start of pre-internship.
 - Interns are required to pass their Praxis licensure exams **prior** to the start of internship.

Questions: See April Chandler
achandler@coloradomesa.edu,
(970) 248-1732. DH 101M

Elementary Education Exams - 4	Secondary Content Exams	K-12 Content Exams
Teaching Reading: Elementary (5205)* required score: 159 Mathematics, code: 5003 or 5903 required score: 157 Social Studies, code: 5004 or 5904 required score: 155 Science, code: 5005 or 5905 required score: 159 --Must pass <i>all 4 subject exams</i> . --Can take or retake exams separately *Elem. & EC SPED take 5205 by two	English Language Arts , code: 5038 ; required score: 167 <hr/> Mathematics , code: 5165 required score: 159 5161 w/ 152 <hr/> General Science , code: 5435 ; required score: 152 <hr/> Social Studies , code: 5081 ; required score: 150 <hr/> Spanish , code: 5195 ; required score: 163	Art: Content and Analysis K-12 , code: 5135 ; required score: 158 <hr/> Music Grades K-12 , code: 5113 ; required score: 161 <hr/> Physical Education Grades K-12 , code: 5091 ; required score: 148
months prior to end of pre-internship Early Childhood Education Exams	Education of Young Children , test code 5024 ; required score 160 & Teaching Reading: Elementary (5205)* required score: 159 & Special Education: Preschool/Early Childhood (5691) required score: 159	

Praxis Website - <https://www.ets.org/praxis/co/requirements>

Praxis Resources & Registration Guides - <http://www.coloradomesa.edu/teacher-education/required-testing.html>