



Early Childhood, Elementary, Secondary Teacher Education Programs *Expectations and Professional Responsibilities for Student Teachers*

University students enrolled in the Teacher Education Programs are considered student teachers. It is extremely important to display characteristics of professionalism in all aspects of your field experiences. The following are expectations and professional responsibilities of the student teachers. The student teacher will:

1. be familiar with stated program goals and expectations of the cooperating teachers and university supervisor, as well as all other program participants.
2. be punctual, regular in attendance and participate in all instructional classes; complete assignments as outlined in each syllabus.
3. follow building and classroom rules.
4. inform current cooperating teacher when the university supervisor or other program participants are scheduled to make a classroom visit.
5. be punctual and regular in attendance for classroom participation. Each current cooperating teacher will determine time to arrive and leave school. In case of illness or emergency, you will notify your current cooperating teacher and university supervisor immediately; you will provide all materials needed to teach assigned lessons.
6. ask for feedback about progress and try to implement suggestions immediately.
7. dress in professional manner and appropriateness, which includes proper physical hygiene.
8. guide your conduct in terms of professional ethics.
 - treat children with respect.
 - treat cooperating teachers and all other school personnel with respect.
 - treat all project participants with respect.
 - always honor confidentiality regarding students, parents, teachers, and all other project participants.
9. openly ask questions of appropriate participants for clarification.
10. use your best judgment in sharing classroom concerns/problems as to the proper protocol. Proper communication is the key to successful relationships. Determine who should be the first line of communication- cooperating teacher, building representative, supervisor, OCE. If a satisfactory resolution is not reached, the issue will be referred to the Program Director in the Office of Clinical Experiences.
11. keep accurate time cards for approval by cooperating teachers and university supervisors.
12. complete midterm and final evaluation forms.
13. keep informed about the actions and decisions of the Advisory Committee. Remember, all participants in the program are welcome to attend Advisory Committee meetings or send messages via student representatives.