

Professional Education Programs

SPECIAL PLACEMENT AND RECOMMENDATION AUTHORIZATION FORM

This form must be completed by students requesting a student teaching placement for International Student Teaching, Out-of-State Student Teaching, or the Student Teaching Intern Certificate program.

These individual program options may not be available to all student teacher candidates. Make sure to ask your advisor for more details.

Please indicate which type of placement you are requesting:

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Consortium of Overseas Student Teaching (COST)/International Student Teaching

This is a highly competitive program. Requesting COST/International Student Teaching does not guarantee a placement. Arizona districts are the only alternate option for International candidates. The following are some of the requirements for COST/International Student Teaching:

- Candidate must have a cumulative NAU GPA of at least 3.00 at the time of application.
- Candidate will provide a rationale for consideration about why they would like this type of placement.
- All meetings are required and must be attended.
- Candidate will interview with the COST/International Student Teaching Committee, providing all requested information.
- Candidates will pay all travel and living costs, plus additional fees for this program.

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Student Teaching Intern Certificate (STIC)

- This special program should only be followed if you plan on pursuing a teaching position for
- your program of study. PEP does not assist with the search process nor provide insight into districts for teaching positions. Finding, interviewing and securing a teaching position is the candidate's responsibility. If this is the candidate's intention, it would appropriate to begin the process of obtaining a STIC program certificate.
- Go the website: <https://nau.edu/Provost/PEP/StudentTeaching/Resources/> Click on Student Teaching Intern Certificate and read through the information to better understand all parts. The procedure in the documents must be followed.

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Out-of-State (OOS) Program

All Teacher Candidates: To be eligible for an OOS placement, the following requirements must be met:

- Candidate must have a cumulative NAU GPA of at least 3.00 in all coursework at the time of application.
- OOS placement requests must be included in the original Student Teaching Application or submitted to the Professional Education Programs Office by the Student Teaching Application deadline (March 15 for spring applications or October 15 for fall applications).
- All meetings are required and must be attended.
- The Statement of Understanding for OOS student teacher candidates must be completed and submitted at the initial meeting.
- The candidate will adhere to any district policies regarding student teaching placements (these may be in addition to NAU standard guidelines).
- Candidates will pay any additional costs that exceed the allocated amount for NAU cooperating teachers or university supervisors.
- Arizona districts are the only alternate option for OOS candidates.

Elementary, Special Education, and Early Childhood majors.

Candidate must provide a rationale for consideration to student teach out of state. Approved rationales are:

- that the candidate is returning home, their spouse or significant other has a job or military duties in another state, or their department has an agreement with an out of state district.

ALL Secondary Education majors (including NAU Teach). Department must give written approval before candidates can proceed with the OOS process. (Secondary programs: Art, English, Social Studies, Spanish, Science, Math, Music, and P.E.)

- On or before the Student Teaching Application deadline (spring: **March 15**, or fall: **October 15**), the student must:
 - Submit Rationale:
- Email the department lead to the corresponding NAU email address (for NAU Teach send request to NAUTeach@nau.edu) with a rationale for student teaching out of state. The rationale can be the same as the PEP rationale request. Approved reasons include:
 - Returning home for a substantial personal reason.
 - Spouse/significant other has a job or military duties in another state.
 - GPA Requirement: Minimum 3.0 cumulative NAU GPA in all coursework AND major requirements (to be verified by the Academic Advisor).
 - Teacher Candidate must have positive disposition reports across the program and no pending or unresolved alerts.

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NAME: _____

ID#: _____

PHONE#: _____

EMAIL: _____@NAU.EDU

Student Teaching Term and Year: _____

MAJOR(S):

Early Childhood

Elementary Education

Special Education

Secondary Education

As part of the evaluation process for a possible *International Student Teaching, Out-of-State or Student Teaching Intern Certificate* placement, references will be requested from the NAU faculty members you have listed [below] and your NAU advisor.

Under the Federal Family Rights and Privacy Act of 1974, you are entitled to review your records, including letters of recommendation. It is your option to waive the right of access to these recommendations or to decline to do so. Please be aware that some faculty members may not complete a recommendation form unless it is a confidential recommendation. Providing a recommendation is optional for faculty.

Please mark the appropriate phrase below, indicating your choice of option, and sign your name. A copy of this authorization will be given to each person from whom a recommendation is requested.

RECOMMENDATION AUTHORIZATION

I DO waive my right to review this recommendation
[This means you choose NOT to review the recommendation]

I DO NOT waive my right to review this recommendation
[This means you DO choose to review the recommendation]

Applicant's Signature: _____

Professional Education Programs

NAU FACULTY (Please provide 2 names with all information)

1.

NAME: _____

DEPARTMENT: _____

EMAIL: _____

2.

NAME: _____

DEPARTMENT: _____

EMAIL: _____

NAU PROGRAM ADVISOR

NAME: _____

DEPARTMENT: _____

EMAIL: _____

RETURN ALL PAGES TO THE PROFESSIONAL EDUCATION PROGRAMS

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