Procedures & Deadlines

1. Fill out a Field Experience Application. (One application per student, even in multiple classes.) http://www.angelo.edu/dept/ceducation/stfe_resources.php
2. Apply for a University /College position with SAISD which will provide a criminal background clearance. (If you are doing your field experience outside of SAISD, you do not have to complete this step, but you do need to contact your district and follow their procedures for clearance. Let us know to remove your name from SAISD's list.)
3. Submit Application to EPI Center in CARR 287.
4. Check your course Blackboard on Monday, September 18 for Campus Assignments and Mandatory Principal Meeting Dates.
5. Attend your Mandatory Principal Meeting on Wednesday, September 20 or Thursday, September 21, at assigned time. (At the Principal Meeting, you will receive your Cooperating Teacher assignment and work out your observation schedule for the semester.)
6. Begin Field Experience the week of Monday, September 25. (It is your responsibility to keep up with your hours & show documentation of your time in the classroom.)
7. Attend one (1 hour) Mandatory Clinical Teaching Application Meeting if you plan to clinical teach in Fall 2017: Tuesday, October 3 @ 11:00 a.m. or 3:30 p.m. or Wednesday, October 4 @ 3:30 p.m. in CARR 124.

Other Requirements for Field Experience

You must arrive at least 10 minutes earlier than your scheduled observation time.
(You may not include travel time as part of your observation time.)
You must sign in at the office & classroom for each visit.
You must keep documentation of your hours so that your professor can verify your attendance.
You must go in with a positive attitude.
You must always use appropriate language.
You may not have firearms or ammunition in your car, purse, bag, anywhere.
You may not have tobacco products of any kind.
You may only use your cell phone for course requirements.
You may not chew gum.
You may not post anything in social media regarding any part of your field experience.
You must always dress professionally and conservatively.

1. Any attire or grooming that is perceived by the campus administrator or university supervisor as being detrimental to the education process will not be allowed.
2. Candidates' hair will be clean and well groomed at all times and shall not obstruct vision.
3. Candidates must wear appropriate shoes at all times. (Flip Flops/ House slippers are not allowed.)
4. All forms of headgear (hats, caps, hoodies, bandanas, etc.) are not acceptable.
5. Shorts are not permitted.
6. Proper under garments must be worn and not be visible.
7. Any attire related to negative group behavior (gangs, etc.) will not be permitted.
8. Candidates may not wear slogan buttons or clothing with inappropriate or violent slogans or advertising.
   (An example would be an alcoholic beverage or tobacco advertisement.)
9. Visible body piercing shall be limited to ear piercing. All other visible piercings, including retainers or spacers, are prohibited.
10. Over-sized style pants that would give the appearance of being baggy or saggy will not be permitted.
11. Shirts and Blouses must be tucked in unless they are shorter in length than the candidate's extended fingertip.
12. Sunglasses may not be worn in the buildings on the eyes, head, around the neck.
13. Candidates may not wear unusual costumes that attract attention and detract from the learning atmosphere. This includes unusual hairstyles or hair coloring.
14. Tattoos are not allowed to be visible.
15. Holes and/or shredding on jeans/pants are not permitted.
16. Female Candidates:
    * Nothing may be worn that shows/ bares the midriff (front or back.)
    * Skirts must not be shorter than the candidate's extended fingertips.
    * Divided skirts, hemmed above the knee, are considered shorts and may not be worn.
    * No spaghetti straps, tank tops or visible under-clothing will be permitted.
    * All tops must be at least 3 fingers wide on the shoulder.
    * Low-cut tops may not be worn.
    * Skintight attire is not acceptable. (This includes bike shorts and spandex.)

FOR MORE INFORMATION
Contact
EPI Center
(325) 942-2209