

Clinical Experience Placement Flow Chart

Students List Preferences

Students will complete an online application and meet with Strategic Partnerships Specialist (SPS) to discuss grade level and geography of requests. Note: SPS meeting should be completed after preceptor meeting.

- The semester includes 50 hours of fieldwork with associated assignments.
- Students must turn in a criminal history review and Mantoux test results (or a substitute certificate) prior to their first placement experience.
- Additional requirements include Core Praxis Test or appropriate SAT/ACT scores, HIB test, and State Code Exam.
- Students in Clinical Experience must have urban diverse placement.
- It is recommended that all students try a middle school placement at least once.



SPS Reviews Preferences

The SPS reviews the student preferences to ensure equitable distribution of requests among districts based on grade level, subject, and number of placement requests. Placement request forms are compiled and sent to the Chief School Administrator or his/her designee within a district. SPS follows up on placement request a few weeks after initial request is sent out if there is no response.

- **State code determines that the CSA or his/her designee shall make all final placement decisions** regarding candidate and cooperating teacher pairings (6A:9A-4.4 i2).



Chief School Administrators Consider Placements

The CSA or his/her designee consider the placements based on the students' preferences. CSA may interview the candidates before accepting the placement. According to state code (6A:9A-4.4 h), cooperating teachers must meet the following requirements:

A school district cooperating teacher assigned to guide and direct candidates shall:

1. Be approved by the chief school administrator or his or her designee with input from the teacher candidate's CEAS educator preparation program;
2. Have a minimum of three years of teaching experience, including one within the school district;
3. Possess a standard instructional certificate;
4. Have appropriate certification that coincides with the area of instruction for which the candidate is being prepared;
5. Be a full-time school district faculty member with demonstrated expertise in the field of mentoring/supervision; and
6. Be rated, beginning August 1, 2016, as effective or highly effective on his or her most recently received summative evaluation, pursuant to N.J.A.C. 6A:10-4.

i. A cooperating teacher in a school or school district not required pursuant to N.J.A.C. 6A:10-1 to issue summative evaluations shall demonstrate at least one year of effective teaching on his or her most recent evaluation as determined by his or her supervisor.



Rejected

District rejects placement when appropriate placement cannot be made. Although districts do not have to disclose why they reject a candidate, some districts have cited teachers that do not meet state criteria or teachers have not volunteered to work with a candidate because of testing, new curriculum, or time commitment.

Return to Step 2- this step may be repeated several times.



Further Negotiations or Approved

District negotiates change of grade level/teacher when necessary and approves placement of student. Placement is approved at monthly Board of Education Meeting. District returns signed placement form to SPS.



Placements Approved/Announced to Students

Students are notified of district placements to introduce themselves to their mentor teachers and set up their observation schedule.

Clinical Practice I Placement Flow Chart

Students List Preferences

Students will complete an online application and meet with Strategic Partnerships Specialist (SPS) to discuss grade level and geography of requests.

- The semester includes 80 hours of fieldwork with associated assignments.
- For students seeking **Spring** Clinical Practice I placement, applications should be filled out not later than **October 1st**.
- For students seeking **Fall** Clinical Practice I placement, applications should be filled out not later than **April 1st**.
- It is recommended that all students try a middle school placement at least once.

SPS Reviews Preferences

The SPS reviews the student preferences to ensure equitable distribution of requests among districts based on grade level, subject, and number of placement requests. Placement request forms are compiled and sent to the Chief School Administrator or his/her designee within a district. SPS follows up on placement request a few weeks after initial request is sent out if there is no response.

- **State code determines that the CSA or his/her designee shall make all final placement decisions** regarding candidate and cooperating teacher pairings (6A:9A-4.4 i2).

Chief School Administrators Consider Placements

The CSA or his/her designee consider the placements based on the students' preferences. CSA may interview the candidates before accepting the placement. According to state code (6A:9A-4.4 h), cooperating teachers must meet the following requirements:

A school district cooperating teacher assigned to guide and direct candidates shall:

1. Be approved by the chief school administrator or his or her designee with input from the teacher candidate's CEAS educator preparation program;
2. Have a minimum of three years of teaching experience, including one within the school district;
3. Possess a standard instructional certificate;
4. Have appropriate certification that coincides with the area of instruction for which the candidate is being prepared;
5. Be a full-time school district faculty member with demonstrated expertise in the field of mentoring/supervision; and
6. Be rated, beginning August 1, 2016, as effective or highly effective on his or her most recently received summative evaluation, pursuant to N.J.A.C. 6A:10-4.

i. A cooperating teacher in a school or school district not required pursuant to N.J.A.C. 6A:10-1 to issue summative evaluations shall demonstrate at least one year of effective teaching on his or her most recent evaluation as determined by his or her supervisor.

Rejected

District rejects placement when appropriate placement cannot be made. Although districts do not have to disclose why they reject a candidate, some districts have cited teachers that do not meet state criteria or teachers have not volunteered to work with a candidate because of testing, new curriculum, or time commitment.

Return to Step 2- this step may be repeated several times.

Further Negotiations or Approved

District negotiates change of grade level/teacher when necessary and approves placement of student. Placement is approved at monthly Board of Education Meeting. District returns signed placement form to SPS.

Placements Approved/Announced to Students

Students are notified of district placements to introduce themselves to their mentor teachers and set up their observation schedule.

Clinical Practice II & Final Clinical Practice Placement Flow Chart

Students List Preferences

Students will complete an online application and meet with Strategic Partnerships Specialist (SPS) to discuss grade level and geography of requests.

Students must have completed resumes and a philosophy of education to send to districts for two semester CP2/Student Teaching. Additional requirements include Praxis II for initial certification area.

Clinical Practice II	Final Clinical Practice
<p>For students seeking Spring CP2 placements, applications should be filled out not later than October 1st.</p> <p>For students seeking Fall CP2 placements, applications should be filled out not later than April 1st.</p>	<p>If you are applying for the first time or are requesting a change of placement all Student Teaching Applications, supporting materials, and additional Praxis II scores (for elementary students wishing to student teach in a middle school grade) are due by:</p> <ul style="list-style-type: none"> ○ Fall placements: April 1 ○ Spring Placements: October 1st

SPS Reviews Preferences

The SPS reviews the student preferences to ensure equitable distribution of requests among districts based on grade level, subject, and number of placement requests. Placement request forms are compiled and sent to the Chief School Administrator or his/her designee within a district. SPS follows up on placement request a few weeks after initial request is sent out if there is no response.

- **State code determines that the CSA or his/her designee shall make all final placement decisions** regarding candidate and cooperating teacher pairings (6A:9A-4.4 i2).

Chief School Administrators Consider Placements

The CSA or his/her designee consider the placements based on the students' preferences. CSA may interview the candidates before accepting the placement. According to state code (6A:9A-4.4 h), cooperating teachers must meet the following requirements:

A school district cooperating teacher assigned to guide and direct candidates shall:

1. Be approved by the chief school administrator or his or her designee with input from the teacher candidate's CEAS educator preparation program;
2. Have a minimum of three years of teaching experience, including one within the school district;
3. Possess a standard instructional certificate;
4. Have appropriate certification that coincides with the area of instruction for which the candidate is being prepared;
5. Be a full-time school district faculty member with demonstrated expertise in the field of mentoring/supervision; and
6. Be rated, beginning August 1, 2016, as effective or highly effective on his or her most recently received summative evaluation, pursuant to N.J.A.C. 6A:10-4.

i. A cooperating teacher in a school or school district not required pursuant to N.J.A.C. 6A:10-1 to issue summative evaluations shall demonstrate at least one year of effective teaching on his or her most recent evaluation as determined by his or her supervisor.

Rejected

District rejects placement when appropriate placement cannot be made. Although districts do not have to disclose why they reject a candidate, some districts have cited teachers that do not meet state criteria or teachers have not volunteered to work with a candidate because of testing, new curriculum, or time commitment.

Return to Step 2- this step may be repeated several times.

Further Negotiations or Approved

District negotiates change of grade level/teacher when necessary and approves placement of student. Placement is approved at monthly Board of Education Meeting. District returns signed placement form to SPS.

Placements Approved/Announced to Students

Students are notified of district placements to introduce themselves to their mentor teachers and set up their observation schedule.