Armstrong State University
College of Education

EDUC 2130
Field Experience
Orientation
The Office of Field Experiences, Clinical Practice, and Partnerships

- Helps teacher candidates develop the confidence and skills they need to be successful teachers

- Place students in schools where they can demonstrate the research-based strategies they have learned in a focused, real-world setting

- Collaborate with university and public school personnel to ensure Armstrong’s College of Education supports student learning (K-12)

- Works with the public schools through various programs designed to support student learning
Application Process

• *Please* complete an application for field experiences as soon as possible if you have not already done so.

Applications are available on the OFECPP website.
www.armstrong.edu/ofecpp

• Keep in mind most placements take approximately 3 weeks to secure. Some take longer. Also, due to the numbers of students already placed options for schools are currently limited.
Placement Process

• The Office of Field Experiences will work to find a placement in a public school within your requested county.

• You may not be placed in a school where your children attend or a close family member is employed.

• Please direct all questions regarding placement to Erin Hinely (erin.hinely@armstrong.edu)
Placement Process

• Placements will start to be shared via students 907# on the OFECPP: EDUC 2130 webpage www.armstrong.edu/education/educ-2130 Under Quick Links to the left - View Placement (you may have to scroll down)

• Contact your mentor teacher by email and introduce yourself. Offer to meet with the mentor teacher to establish a mutually convenient schedule. Email addresses will be included in your placement information, but are also available on most school web sites.
Expectations

• Dress professionally, wear your Armstrong lanyard and student ID
• Report to the principal’s office, sign in and submit the emergency form
• Communicate the details of your assignments to your cooperating teacher and bring letter(s) from course instructor(s)
• Maintain the attendance log. This will be signed by your cooperating teacher.
• Coordinate with your cooperating teacher when you plan a mutually beneficial schedule for you to complete your field experiences.
• Enter the classroom before instruction begins.
Expectations

• All assessments, activities, and lessons plans must be collaboratively developed with and approved by your cooperating teacher.
• Your cooperating teacher’s first responsibility is to his/her students in the classroom.
• Be proactive!
Professional Standards for Attire

All students from Armstrong State University who participate in field experiences and clinical practices are expected to be professionally dressed to perform their duties.
Policies and Procedures

• If you have to be absent, you must contact the Mentor teacher and your instructor by phone or email prior to the start of the school day.

• Personal business (phone calls, texting, e-mails, etc.) is not to be conducted during your field experience.
Student Privacy

- All information and observations gained about P-12 students are to remain confidential.
- When videotaping or taking pictures, have proper release forms documented/signed.
- Copies of videos should never be shared on Youtube or other public sites.
Integrity

• An educator
  – Acts to improve their personal abilities and their school environment
  – Maintains professional relationships with students and colleagues
  – Protects the psychological, emotional, and physical safety of their students
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