

Fall 2024 Student Teaching Assignments Checklist For Student Teachers Seeking **Two or More Licenses**

Assignment	Actor(s)	Target Date	Completion Date	Notes
Journal Entry 1	ST & US			ST completes 6 journal entries for the initial licensure placement and 2 journal entries for the second placement. US will verify that journals entries have been completed by checking a checkbox in SL&L (journal entries will not be uploaded to SL&L).
Journal Entry 2	ST & US			
Journal Entry 3	ST & US			
Journal Entry 4	ST & US			
Journal Entry 5	ST & US			
Journal Entry 6	ST & US			
Journal Entry 7	ST & US			
Journal Entry 8	ST & US			
edTPA Zoom Session 1	ST	Monday, September 16 th		ST attends by Zoom on scheduled evenings from 5:00-6:00 PM. Attendance is required.
edTPA Zoom Session 2	ST	Monday, September 23 rd		
edTPA Zoom Session 3	ST	Monday, September 30 th		
edTPA Zoom Session 4	ST	Monday, October 7 th		
edTPA Zoom Session 5	ST	Monday, October 14 th		
edTPA Due Date	ST	Thursday, October 24 th		ST uploads into SL&L.
edTPA Pearson Score Report	ST	Thursday, November 14 th		ST uploads the score report into SL&L.
edTPA Remediation (if needed)	ST & Faculty Member			ST and faculty member (assigned by Clinicals Team) work together to resolve edTPA issues, if any.
Standards Attainment Checklist	ST	Due by last day of Student Teaching		ST uploads the Checklist into SL&L.
Exit Survey	ST			Directions for completing survey sent via email.
CT Observation 1	ST & CT			ST schedules 5 observations with at least one observation per placement. ST must provide a lesson plan to CT before each observation. CT will complete a fillable form in SL&L to document each observation.
CT Observation 2	ST & CT			
CT Observation 3	ST & CT			
CT Observation 4	ST & CT			
CT Observation 5	ST & CT			
CT (12 Week) Letter of Rec.	CT			CT uploads into SL&L.
CT (4 Week) Letter of Rec.	CT			CT uploads into SL&L.
US Observation 1	ST & US			ST schedules 5 observations with at least one observation per placement. ST must provide a lesson plan to US before each observation. US will complete a fillable form in SL&L to document each observation.
US Observation 2	ST & US			
US Observation 3	ST & US			
US Observation 4	ST & US			
US Observation 5	ST & US			
US (12 Week) Letter of Rec.*	US			US uploads into SL&L.
US (4 Week) Letter of Rec.*	US			US uploads into SL&L.
Key Assessment	US			US completes a fillable form in SL&L.
Triad Team Meeting 1	ST/CT/US			ST schedules 4 group meetings (at least one per placement) throughout the semester with ST, CT, & US. US will complete a fillable form in SL&L to document the meeting.
Triad Team Meeting 2	ST/CT/US			
Triad Team Meeting 3	ST/CT/US			
Triad Team Meeting 4	ST/CT/US			

*If the US supervises the ST for both placements, one letter will suffice provided that the letter addresses both placem
ST = Student Teacher • CT = Cooperating Teacher • US = University Supervisor