

**ARKANSAS STATE UNIVERSITY
CALENDAR OF TEACHING INTERNSHIP
Spring 2017**

- January 12 **Teacher Intern Orientation – All Elementary, Special Education, Middle Childhood, and Master of Arts in Teaching (MAT)** majors report to the Library Computer Lab next to the Education Building, 9:30 a.m. - 11:30 p.m. and 1:00 – 4:30 for general information.
- January 13 **Teacher Intern Orientation – Secondary and K-12 Education majors** report to report to the Library Computer Lab next to the Education Building for general information from 8:30 a.m. - 11:30 p.m. and report back to the Convocation Center (Hames Rooms A,B, & C, lower red ticket entrance) from 1:00 - 4:30 p.m. for seminar.
- January 13 **Teacher Intern Seminar – Jonesboro and Mid-South** Elementary, Special Education, Middle Childhood, and MAT/MLED majors report to the Museum room 157 in the Library Building next to the Education Building; 8:30 a.m. -11:30 a.m., for seminar. Elementary, Special Education, and Middle Childhood Education majors report back to the Convocation Center (Hames A, B, & C, lower red ticket entrance) for seminar meetings 1:00 - 4:00 p.m. **Beebe and Mountain Home Elementary and Middle Childhood interns report to branch campuses for seminar meetings.**
- January 17
(Tuesday) **First day of internship for all Elementary, Special Education, Middle Childhood, Master of Arts in Teaching (MAT), Secondary, and K-12 Education majors.** Report to cooperating schools at designated beginning time of teachers.
- Note: Program of Study – Secondary Education majors** will register and take the following online class during your internship: ELCI 4013 Curriculum and Assessment Instructional Theory and Practice as a part of your internship.
- March 3 All Live Text portfolios for all majors are due and should be submitted to your university supervisors on this day in order for the supervisors to have enough time to review and grade them prior to grades being due **March 8**.
- March 10 End of 1st 8-week teaching session for **Elementary, Special Education, Middle Childhood, and MAT majors**. Evaluation Packets must be completed by the university and clinical supervisors and submitted to the PEP Dropbox by this date. **University Supervisors are responsible for ensuring this occurs and for posting grades at the end of the semester.**
- Items to be submitted: Summative evaluations, University Supervisor’s Formative forms and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks, Clinical Supervisor’s Formative and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks, and all attendance forms, and any other supporting materials.
- March 13
(Monday) **Teacher Intern Seminar - ALL Elementary, Special Education, Middle Childhood, and MAT** majors report to Jonesboro campus in the Convocation Center (lower red entrance), 9:30 – 11:30 a.m. and 1:00 – 4:00 p.m. for seminar meetings.
- March 13 Beginning of 2nd 8-week teaching internship session for Secondary 7-12 and K-12 education majors with two placements report to cooperating schools at designated beginning time of teachers.
- March 14 Beginning of 2nd 8-week teaching internship session for Elementary and MAT/MLED (without jobs) education majors report to cooperating schools at designated beginning time of teachers.
- April 28 All Live Text portfolios for all majors are due and should be submitted to your university supervisors on this day in order for the supervisors to have enough time to review and grade them prior to grades being due **May 11**.

- May 2 Evaluation of teaching internship experiences and Exit Evaluation for **All Beebe, Jonesboro, Mountain Home, and Mid-South Elementary, Special Education, Middle Childhood, MAT/MLED, Secondary, and K-12 Education majors** report to the Jonesboro campus from 8:00 a.m. – 12:00 noon and 1:00 p.m. – 4:00 p.m. Location: Education 209 - Specific times TBA. **This does not conclude your internship.**
- May 5 Evaluation Packets for all interns must be completed by the university and clinical supervisors and submitted by the university supervisor to the PEP electronic Dropbox. **University Supervisors are responsible for ensuring this occurs and for posting grades at the end of the semester.**
- Items to be submitted: Summative evaluations, University Supervisor's Formative forms and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks, Clinical Supervisor's Formative and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks, and all attendance forms, and any other supporting materials.
- May 9 Last full day of teaching internship for Elementary, Special Education, Middle Childhood, MAT, Secondary, and K-12 Education majors.
- May 11 Grades for all graduating seniors for Elementary, Special Education, Middle Childhood, MAT/MLED, Secondary, and K-12 Education majors must be submitted by 12:00 noon by the University Supervisor on this date. **University Supervisors are responsible for ensuring this occurs and for posting grades. Please keep a copy for your records.**

Mark your calendar! Plan to attend!!

ANNOUNCING!!!!!!!!!!

**Arkansas State University's
Spring Annual Career Fair
for
Education, Nursing & Health Professions
Student Union: Centennial Hall
March 1, 2017
9:30 a.m. - 2:30 p.m.**