

**ARKANSAS STATE UNIVERSITY
CALENDAR OF TEACHING INTERNSHIP
Spring 2018**

- January 11 **Teacher Intern Orientation – All Elementary, Special Education, Middle Childhood, and Master of Arts in Teaching (MAT)** majors report to Arkansas State University (**Convocation Center, lower red entrance-Auditorium and Hames A, B and C**) 9:30 a.m. - 11:30 p.m. for general information and report from 1:00 p.m. - 4:30 p.m. for seminar meetings.
- January 12 **Teacher Intern Orientation – Secondary 7-12 and K-12 Education majors** report to Arkansas State University (**Convocation Center, lower red entrance - Auditorium**) for general information; 8:30 a.m. - 11:30 a.m. **Secondary 7-12 and K-12 Education majors** report back from 1:00 p.m. - 4:30 p.m. for seminar.
- January 12 **Teacher Intern Seminar – Jonesboro and Mid-South** Elementary, Special Education, Middle Childhood, and MAT/MLED majors report to Arkansas State University (**Convocation Center, lower red entrance-Auditorium and Hames A, B and C**) 8:30 a.m. - 11:30 p.m. and 1:00 p.m. – 4:00 p.m. for seminar and university supervisor meetings.
- Beebe and Mountain Home Elementary and Middle Childhood interns report to branch campuses for seminar meetings.**
- January 16
(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 2 All Live Text portfolios for **Elementary, Special Education, Middle Childhood, and MAT 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 to the PEP Dropbox on **March 9**.
- March 9 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 12
(Monday) **Teacher Intern Seminar - ALL Elementary, Special Education, Middle Childhood, MAT, Secondary, and K-12 education** 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 **Elementary, MAT/MLED (without jobs), Secondary 7-12, and K-12** education majors with two placements report to principals of cooperating schools at 7:45 a.m. unless otherwise notified.
- April 27 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 10**.

- May 1 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 4 Evaluation Packets for all sixteen week and second eight week 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 8 Last full day of teaching internship for Elementary, Special Education, Middle Childhood, MAT, Secondary, and K-12 Education majors.
- May 10 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.**
- May 12 **Spring 2018 Commencement – Convocation Center, 10:00 am or 2:30 pm (See Registrar's Office for specific times for all majors) All graduating seniors should arrive 1 hour prior to start time at Hames Rooms A, B, and C.**

Mark your calendar! Plan to attend!!

ANNOUNCING!!!!!!!!!!

**Arkansas State University's
Spring Annual Career Fair
for
Education, Nursing & Health Professions
Student Union: Centennial Hall
February 22, 2017
9:30 a.m. - 2:30 p.m.**