

ARKANSAS STATE UNIVERSITY
CALENDAR OF TEACHING INTERNSHIP
Fall 2017

- August 18 **Teacher Intern Orientation – All Elementary, MAT/MLED (Mid-Level), and Secondary 7-12 and K-12 Education majors attend from 8:30 -11:30 pm** and report back from **1:00 – 4:30 pm.** (Location Building: HPESS 245)
- August 21 **First day of internship for all Elementary, MAT/MLED, and Secondary 7-12 and K-12 majors.** Report to principals of cooperating schools at 7:45 a.m. unless otherwise notified.
- September 15 **Teacher Intern Seminar – All Jonesboro Elementary, and MAT/MLED** (interns without jobs) report to Convocation Center, Hames A from 8:30 - 11:30 a.m. and 1:00 p.m. - 4:00 p.m. for seminar meetings.
- October 6 **Fall 2017 Elementary, and MAT/MLED Teacher Interns without jobs – All Live Text portfolios for these 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 **October 13.****
- October 13 End of 1st 8-week teaching session for Elementary, MAT/MLED (excluding those having a job and/or a 16 week placement), all Secondary 7-12 and K-12 majors who have two placements. Evaluation Packets for all Elementary, Special Education, and Middle Level must be collected and completed by university & clinical supervisors, and submitted by university supervisor to **PEP Electronic Dropbox** by this date! **University Supervisors are responsible for ensuring this occurs and for posting grades at the end of the semester.**
- Items included in submission: Summative Evaluation; University Supervisor Formative Evaluations and Post Conference Reflections in numeric order from 1st evaluation to last evaluation for the 8-weeks; and then Clinical Supervisor’s Formative and Post Conference Reflections in numeric order from 1st evaluation to last evaluation for the 8-weeks. Attendance forms and any other supporting materials should also be submitted.
- October 16 Beginning of 2nd 8-week teaching internship session for Elementary, MAT/MLED, Secondary 7-12 and K-12 majors with two placements. Report to principals of cooperating schools at 7:45 a.m. unless otherwise notified.
- October 25 (Wednesday) **Teacher Intern Seminar - Elementary, MAT/MLED** (those without a job), and Secondary Education Majors report to the Student Union- Mockingbird East and West, 8:30 a.m. - 12:00 p.m. and 1:00 - 4:00 p.m. for seminar meetings. (10:00 a.m. – 12:00 p.m. will be to attend the job fair in the Student Union-Centennial Hall)
- December 1 **Fall 2017 Teacher Interns – 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 **December 8.****
- December 5 **Exit Evaluation and Evaluation of Teaching Internship Experiences - Jonesboro, Elementary and Secondary 7-12 and K-12 majors, 1:00 p.m. - 4:00 p.m. **Location: Education 209 (Specific time schedules are TBA). This does not conclude your internship.****

- December 5 **Exit Evaluation and Evaluation of Teaching Internship Experiences – MAT/MLED majors, 4:00 p.m. – 6:30 p.m. Location: Education 209. This does not conclude your internship.**
- December 8 Evaluation Packets for all Elementary, MAT/MLED, and Secondary 7-12 and K-12 interns must be completed by the university and clinical supervisors, and submitted by the university supervisor to **PEP Electronic Dropbox** by this date.
- Items included in submission: Summative Evaluation; University Supervisor Formative Evaluations and Post Conference Reflections in numeric order from 1st evaluation to last evaluation for the 8-weeks; and then Clinical Supervisor's Formative and Post Conference Reflections in numeric order from 1st evaluation to last evaluation for the 8-weeks. Attendance forms and any other supporting materials should also be submitted.
- December 9 Commencement, Convocation Center – 10:00 am (All graduating interns should report to Hames rooms no later than 9:00 am.)
- December 12 Last full day of teaching internship for Elementary, MAT/MLED, and Secondary 7-12 and K-12 Education.
- December 14 All Final Grades for graduating seniors for Elementary, MAT/MLED, and Secondary 7-12 and K-12 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.**
- December 16 Degree Conferral Date

Mark your calendar! Plan to attend!!

ANNOUNCING!!!!!!!!!!

Arkansas State University's

Campus Wide Career Fair

Student Union – Centennial Hall

October 25, 2017

9:00 a.m. - 2:30 p.m.

Spring Job Fair for

Education Majors

Student Union - Centennial Hall

March 2018 (Date TBA)

9:00 a.m. - 2:30 p.m.