

**ARKANSAS STATE UNIVERSITY  
PRE-TEACHER INTERN CHECK FORM  
Secondary**

Teaching Intern Semester: \_\_\_\_\_

Student: \_\_\_\_\_ ASU ID# \_\_\_\_\_

Area: \_\_\_\_\_ Grade level K-12 7-12 Catalog Year: \_\_\_\_\_

Current Phone #: \_\_\_\_\_ Advisor: \_\_\_\_\_

ASU E-Mail Address \_\_\_\_\_

This is a checkpoint that includes the prerequisites to the teaching intern semester. The process has been implemented to assist you in determining your eligibility for the teaching internship. Deficiencies identified at this point can possibly be eliminated between now and the beginning of your internship semester.

**Current transcript(s) must accompany this form. (Unofficial transcripts from all institutions)**

<b>I. Cumulative Degree Hours</b>	<b>Hours</b>	<b>GPA</b>
Current Cumulative Degree Hours	_____	_____
Semester Hours of Current Enrollment	_____	
Semester hours enrolled in last semester before internship	_____	
Summer enrollment	_____	
<b>Total semester hours must equal 90 or more</b>	_____	

**II. Major/Professional Education Requirements**

Hours completed in the major & professional education course requirements: \_\_\_\_\_ Major GPA: \_\_\_\_\_

**List of major courses remaining: Format – Semester: Prefix and Number**

Current Semester: Prefix & Number	Semester: Prefix and Number	Semester; Prefix and Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

List of major courses remaining after internship semester: *Format – Semester: Prefix and Number*

Date Filed (office use only): \_\_\_\_\_

**III. List of Professional Education Courses Remaining:**

*Format – Semester: Prefix and Number*

---

---

**IV. List of Departmental and General Education Courses Remaining**      *Format – Semester: Prefix and Number*

---

---

V. Starting fall 2015, candidates in initial undergraduate programs must pass the state approved content assessment(s) and pass the state approved pedagogical assessment prior to graduation.

VI. Technology requirement: All interns are required to have access to an iPad or iPad mini during their internship for supervision/communication and access to important documents.

**VII. I, \_\_\_\_\_, understand that I will meet the minimum requirements for teaching internship if I have met the following criteria:**

1. Formal admittance to the Teacher Education Program (As of **August 24, 2015**, all students must attain a minimum overall **GPA of 2.70 for admission**.)
2. Attainment of senior standing – 90 semester hours
3. Completion of a Pre-Teacher Intern Check form filed with the Office of Professional Education Programs
4. Completion of professional education courses for secondary education majors and professional education/major courses for early childhood, early childhood/special education, and middle level majors with the exception of the of the teaching internship semester (Students must have a ‘C’ or better in the Professional Education courses including Exceptional Children in the Regular Classroom and Ed Psychology.)
5. Attainment of a minimum overall grade point average of 2.5 in all work taken and a grade point average of 2.50 in the major area. This must be maintained through graduation. (However, all students admitted after **August 24, 2015**, will be required to maintain a **2.70 overall and for the major area**.)
6. Completion of prescribed department requirements
7. Completion of Intent application forms for teaching internship eight weeks before the end of the semester or one week before the pre-registration date of the semester preceding teaching internship
8. Attendance at the mandatory orientation and seminar sessions for the teaching internship
9. Verification of no conviction of a felony or crimes (See page 35 & 36 of the Teacher Education Handbook)
10. Verification of no child maltreatment

Remaining department requirements: \_\_\_\_\_

I understand that I must meet all requirements specified in the undergraduate Teacher Education Handbook and the Undergraduate Bulletin when the actual assignment for teaching internship experience takes place. Furthermore, my advisor will complete an admission validation form at the beginning of the internship semester and if I do not meet all internship admission requirements, I must postpone my teaching internship semester.

I further acknowledge that during the internship semester I am not permitted to enroll in other university/college courses including correspondence, web, distance learning, or courses at other universities/colleges. I will only be enrolled in the internship courses.

\_\_\_\_\_  
Teacher Intern’s signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor’s signature

\_\_\_\_\_  
Date

**A copy is retained by the advisor, a copy by the student, and the original copy is to be submitted to the office of Professional Education Programs, Education Building, room 213.**