

**ARKANSAS STATE UNIVERSITY
CALENDAR OF TEACHING INTERNSHIP
Spring 2016**

- January 14 **Teacher Intern Orientation – All Early Childhood, Early Childhood/Special Education, Middle Level, and Master of Arts in Teaching (MAT) majors report to Convocation Center, Auditorium and Hames A, B, and C, (lower red entrance), 9:30 a.m. - 11:30 p.m. and 1:00 – 4:30 for general information.**
- January 15 **Teacher Intern Orientation – Secondary Education majors report to Convocation Center (Auditorium, lower red entrance) for general information; 8:30 a.m. - 11:30 p.m. Secondary Education majors report back to the Convocation Center (Hames Rooms A & B, lower red entrance); 12:30 - 4:30 p.m. for seminar.**
- January 15 **Teacher Intern Seminar – Jonesboro and Mid-South Early Childhood, Early Childhood/Special Education, Middle Level, and Master of Arts in Teaching (MAT) majors report to Convocation Center (Hames Rooms A & B, lower red entrance); 8:30 a.m. -12:30 a.m., for seminar. Early Childhood, Early Childhood/Special Education, and Middle Level majors report back to the Convocation Center (Auditorium, lower red entrance) for seminar meetings 1:30 - 4:30 p.m. Beebe and Mountain Home Early Childhood, Early Childhood/Special Education, and Middle Level interns report to branch campuses for seminar meetings.**
- January 19
(Tuesday) **First day of internship for all Early Childhood, Early Childhood/Special Education Middle Level, Master of Arts in Teaching (MAT), and Secondary 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.**
- February 8
(Monday) **Teacher Intern Seminar – Jonesboro and Mid-South Early Childhood, Early Childhood/Special Education, Middle Level, and Master of Arts in Teaching (MAT) interns report to Convocation Center, (lower red entrance), 8:30 – 11:30 a.m. and 1:00 p.m. – 4:00 p.m. for seminar meetings.**
- February 8
(Monday) **Teacher Intern Seminar – Beebe and Mountain Home Early Childhood, Early Childhood/Special Education, and Middle Level interns report to branch campuses for seminar meetings.**
- March 4 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 11.
- March 11 End of 1st 8-week teaching session for **Early Childhood, Early Childhood/Special Education, Middle Level, and MAT majors.** Evaluation Packets must be completed by the university and clinical supervisors and submitted by the university supervisor to Mary Elizabeth Spence in the **PEP office, Education 213** by this date. (Beebe and Mt. Home faculty should give their evaluation forms to either Dr. Tonja Fillippino or Dr. Paula Stewart for a group submission to the PEP Office.) **University Supervisors are responsible for ensuring this occurs and for posting grades at the end of the semester.**
- Format for packet submission: Summative form on top; University Supervisor’s Formative forms and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks; and then Clinical Supervisor’s Formative and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks all stapled together. **Attendance forms and any other supporting materials should be turned in separately.**

- March 14 Beginning of 2nd 8-week teaching internship session for Early Childhood, Early Childhood/Special Education, Middle Level, MAT, Art, PE/Health, Vocal Music, and some Instrumental Music majors (with two placements). Report to cooperating schools at designated beginning time of teachers.
- April 8 (Friday) **Teacher Intern Seminar - ALL Early Childhood, Early Childhood/Special Education, Middle Level, and MAT majors report to Jonesboro campus in the Convocation Center (lower red entrance), Jonesboro and Mid-South 8:30 – 11:30 a.m. and 1:00 – 3:00 p.m. and Beebe and Mt. Home 9:30 - 11:30 a.m. and 1:00 - 4:00 p.m. for seminar meetings.**
- April 29 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 12.
- May 3 Evaluation of teaching internship experiences and Exit Evaluation for **All Beebe, Jonesboro, Mountain Home, and Mid-South Early Childhood, Early Childhood Special Education, Mid-Level, and MAT Education majors** report to the Jonesboro campus from 8:00 a.m. – 12:00 noon and **Secondary majors** report from 1:00 p.m. – 4:00 p.m. Location: Education 209 - Specific times TBA. **This does not conclude your internship.**
- May 6 Evaluation Packets for all interns must be completed by the university and clinical supervisors and submitted by the university supervisor to Mary Elizabeth Spence in the **PEP office, Education 213** by this date. (Beebe and Mt. Home faculty should give their evaluation forms to either Dr. Tonja Fillippino or Dr. Paula Stewart for a group submission to the PEP Office.) **University Supervisors are responsible for ensuring this occurs and for posting grades at the end of the semester.**
- Format for packet submission: Summative form on top; University Supervisor’s Formative forms and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks; and then Clinical Supervisor’s Formative and Post Conference forms in numeric order from 1st evaluation to last evaluation for the 8-weeks all stapled together. Attendance forms and any other supporting materials should be turned in separately.
- May 10 Last full day of teaching internship for Early Childhood, Early Childhood Special Education, Middle Level, MAT, and Secondary Education majors.
- May 12 Grades for all graduating seniors for Early Childhood, Early Childhood/Special Education, Middle Level, Master of Arts in Teaching (MAT), and Secondary 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 2, 2016
9:30 a.m. - 2:00 p.m.**