

**ARKANSAS STATE UNIVERSITY
PRE-TEACHER INTERN CHECK FORM
Program of Study (POS) or 2nd BTEC**

Campus (check one): Beebe Jonesboro Mid-South Mt. Home

Teaching Intern Semester: _____

Student: _____ ASU ID# _____

POS/2nd BTEC Area: _____ Advisor: _____

Current Phone #: _____ 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 Degree Evaluation Report and approved POS or 2nd BTEC must accompany this form.

I. Program of Study (POS) or 2nd BTEC	Hours	GPA
Completed POS or 2 nd BTEC Hours (Minimum GPA is 3.0) (Professional Education and Major courses)	_____	_____
Semester hours of current enrollment	_____	
Semester enrollment in last semester before teaching internship	_____	
Summer enrollment	_____	
Total hours excluding internship hours	_____	

II. Major/Professional Education Requirements

Hours completed in the major POS or 2nd BTEC courses: _____

Major GPA: _____
(Prof. Ed courses included)
(Major GPA on POS or 2nd BTEC courses must be 3.0)

List of major & professional education courses remaining: Format – Semester: Prefix and Number

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

Date Filed (office use only): _____

III. List of Departmental, Specialty Area and General Education Requirements Remaining:
Format – Semester: Prefix and Number

IV. Candidates in initial undergraduate programs must take the state approved content assessment(s) and take the state approved pedagogical assessment prior to graduation.

V. 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.

VI. 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
2. Completion of the designated course on the approved Program of Study (POS) and 2nd BTEC
3. Completion of a Pre-Teacher Intern Check form filed with the Office of Professional Education Programs
4. Completion of professional education and major courses for secondary education with the exception of the teaching internship semester (Students must have a ‘C’ or better in professional Education courses including Exceptional Child in the Regular Classroom, Educational Psychology, and Adaptive PE.)
5. Attainment of a minimum overall grade point average of 3.0 in all work taken and a grade point average of 3.0 in courses for your Program of Study (Must be maintained through graduation).
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 session for the teaching internship
9. Verification of no conviction of a felony or crimes (See page 27 & 28 of the Teacher Education Handbook)
10. Verification of no child maltreatment

List any additional requirements you must meet: _____

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.

According to the ADE policies governing programs for educator licensure (Rule 8.04), I must “before entering a classroom to complete a supervised clinical practice”, provide documentation that my Child Maltreatment Central Registry and ASP/FBI fingerprint background checks have been approved at the ADE, AELS Public Site.

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.