



**Special Education Student Teaching Under Contract
Teacher Candidate Agreement Form
(ABS, ASD, DD, EBD, ECSE, LD)**

Student teaching is a full-time experience over a consecutive period in a school setting appropriate to the licensure area of concentration.

Do NOT anticipate getting hired prior to student teaching. If you are hired by a school district prior to the start of your student teaching experience, your application will need to be revised and reapproved at that time to accommodate an on-the-job placement.

Students may be permitted to student teach on-the-job if that position meets the following requirements:

- It is a regular, full-time special education paraprofessional or special education teaching position, with students who have the same primary disability as the licensure area you are pursuing.
- The school district has issued you a regular contract as a special education paraprofessional or special education teacher for that position.
- If working as a special education paraprofessional, the candidate will gradually assume the roles and responsibilities of the special education teacher and serve as the full-time special education teacher for a minimum of two weeks.
- The setting meets the expectations and requirements for teaching performance required of MSU, Mankato's special education program.
- A suitable mentor teacher who holds a MN license in the area of concentration for this student teaching experience can be identified, and agrees to take on the responsibility. The Mentor Teacher Agreement Form must be submitted at the time of application.
- The building administrator agrees to the placement. The Building Administrator Agreement Form must be submitted at the time of application.

Potential Student Teaching Under Contract Placement			
Teacher Candidate (TC) Name		TC Tech ID	
District Number & Name		School	
School Address, City, State, Zip			
Placement Needed	<input type="checkbox"/> ABS <input type="checkbox"/> ASD <input type="checkbox"/> DD <input type="checkbox"/> EBD <input type="checkbox"/> ECSE <input type="checkbox"/> LD	Student Teaching Sem. & Year	
Principal Name		Principal Phone	
Principal Email			
Mentor Teacher (MT) Name		MT Phone	
MT E-mail			
MT Licensure		File #	
MT Current Assignment (caseload makeup, setting level, age/grade etc.)			

- I understand that locating and arranging student teaching placements takes a significant amount of time. Changes in placement for any reason, including changes at my current job site that make the placement inappropriate to the student teaching experience, may result in not being able to student teach in my chosen semester.
- I understand that if for any reason I cannot student teach this semester, I will need to reapply to student teach in another semester in accordance with the OFIE deadlines and policies.

My signature below indicates that I agree to follow and will complete all expectations associated with the student teaching experience.

TC Signature _____

Date _____

**Special Education Student Teaching Under Contract
Mentor Teacher Agreement Form
(ABS, ASD, DD, EBD, ECSE, LD)**

This form is a required part of the Student Teaching Application for students pursuing Special Education Licensure at a site of their own choosing. The individual identified here will be considered as a mentor teacher if he or she meets all requirements and indicates agreement to fulfill the expectations outlined below. Mentor teachers must hold a current MN teaching license in the same area for which the teacher candidate is seeking licensure and have a minimum of three years of experience teaching in this area.

Potential Student Teaching Under Contract Placement			
Teacher Candidate (TC) Name		TC Tech ID	
District Number & Name		School	
School Address, City, State, Zip			
Placement Needed	<input type="checkbox"/> ABS <input type="checkbox"/> ASD <input type="checkbox"/> DD <input type="checkbox"/> EBD <input type="checkbox"/> ECSE <input type="checkbox"/> LD	Student Teaching Sem. & Year	
Principal Name		Principal Phone	
Principal Email			
Mentor Teacher (MT) Name		MT Phone	
MT E-mail			
MT Licensure		File #	
MT Current Assignment (caseload makeup, setting level, age/grade etc.)			

- I acknowledge that I hold a current MN teaching license in the same area as the one this student is pursuing.
- I have a minimum of three years of experience teaching in special education.
- I am currently employed full-time as a special education teacher of students within the building and district listed above and case-manage students with the primary disability associated with this student teaching experience.
- I understand that Minnesota State University, Mankato will hire a supervisor to conduct virtual or on-site observations during the course of the semester. I will meet with the university supervisor to discuss expectations, requirements and the performance of the teacher candidate.
- I understand that my responsibilities as a Mentor Teacher will include conducting at least one live or video recorded observation of the teacher candidate along with providing guidance and feedback as needed on the candidate's student teaching assignments.
- If the candidate is working as a special education paraprofessional, I understand the candidate will gradually assume the roles and responsibilities of the special education teacher and serve as the full-time special education teacher for a minimum of two weeks.
- I will provide mentoring, coaching, and support during normal school hours.

My signature below indicates that I am willing to serve as a Mentor Teacher for this teacher candidate. I will assist in meeting the expectations as indicated in this agreement.

MT Signature _____

Date _____



**Special Education Student Teaching Under Contract
Building Administrator Agreement Form
(ABS, ASD, DD, EBD, ECSE, LD)**

This form is a required part of the Student Teaching Application for students pursuing Special Education Licensure at a site of their own choosing. This form indicates agreement by the building administrator to allow the identified teacher candidate to fulfill their student teaching experience at the site and under the conditions indicated.

Potential Student Teaching Under Contract Placement			
Teacher Candidate (TC) Name		TC Tech ID	
District Number & Name		School	
School Address, City, State, Zip			
Placement Needed	<input type="checkbox"/> ABS <input type="checkbox"/> ASD <input type="checkbox"/> DD <input type="checkbox"/> EBD <input type="checkbox"/> ECSE <input type="checkbox"/> LD	Student Teaching Sem. & Year	
Principal Name		Principal Phone	
Principal Email			
Mentor Teacher (MT) Name		MT Phone	
MT E-mail			
MT Licensure		File #	
MT Current Assignment (caseload makeup, setting level, age/grade etc.)			

- I understand that the above-named teacher candidate will be completing their student teaching experience at this school.
- I understand that the requirements for this experience include: teaching full-time; working with students in the area of licensure listed above on a regular basis; and serving as a paraprofessional or a teacher.
- I understand that to provide an optimal student teaching experience, the teacher candidate will be involved with planning, instructing, assessing, and report writing for students in the area of licensure which will require access to and review of student records.
- I understand that Minnesota State University, Mankato will hire a supervisor to conduct virtual or on-site observations during the course of the semester.
- I understand that the mentor teacher stated above will be assigned to this teacher candidate and that he or she is expected to conduct at least one live or video recorded observations of the teacher candidate along with providing guidance and feedback as needed on the candidate's student teaching assignments.
- If the candidate is working as a special education paraprofessional, I understand the candidate will gradually assume the roles and responsibilities of the special education teacher and serve as the full-time special education teacher for a minimum of 2 weeks.
- The mentor teacher will provide mentoring, coaching, and support during normal school hours.
- I understand that if this teacher candidate is a paid employee of the school district, any redirection or correction of inappropriate behavior or skills deficits will fall to the school district and not MSU, Mankato faculty or university supervisors.

My signature below indicates that I agree to allow this teacher candidate to complete his/her field student teaching experience with the identified mentor teacher, in this school building. Further, I will assist in meeting the expectations as indicated in this agreement.

Building Administrator Signature _____

Date _____