

PLACEMENT IN STUDENT TEACHING

All requests for placement in student teaching are made by or under the supervision of the Director of Teacher Education through the Education office.

After the student's application form has been processed and approved by the Teacher Education Faculty, the student should have a conference with the departmental advisor and the Clinical Placement Coordinator regarding the grade level and school in which the student desires a student teaching placement. No student should make any arrangements on his/her own with any school or school personnel to complete a student teaching assignment. After receiving recommendations concerning placement from appropriate personnel, and noting the student's qualifications and preferences, a contract will be completed by Olivet and mailed for approval to the school district.