

Woodring College of Education
Preparing thoughtful, knowledgeable, and
effective educators for a diverse society.
Department of Educational Leadership

REQUEST FOR INTERNSHIP

EDAD 592 (12 credits total—4 credits per quarter during the Academic Year)

Your Name _____ Today's Date _____
Address _____ Internship Year _____
City/State/Zip _____
E-Mail Address _____
Phone _____

Current School _____ School District _____
Address _____ Address _____
City/State/ZIP _____ City/State/ZIP _____

Principal's Name _____ Supt.'s Name _____
E-Mail Address _____ E-Mail Address _____
Phone _____ Phone _____

Internship Qualifications

Type of Washington State Teaching Certificate: Continuing/Professional Teacher Initial/Residency Teacher ESA
Certificate Number: _____ Expiration Date: _____

Present position/title: _____

Number of years of successful school-based instruction with students: _____ Briefly describe below.

Present administrative responsibilities, if any: _____

Number of years in administration, if any: _____

Principal's Approval

One-year internship is tentatively approved by your mentoring principal, as shown by the signature below.

Mentoring Principal

Date

Internship School

School _____
Address _____
City/State/Zip _____
Phone _____
Position(s) held _____
How long _____
Student population _____

Supervising Principal

Name _____ Years experience as Principal _____
How long at this school _____ Length of time working with this Principal _____

Vice Principal(s)

Name _____ Years of administrative experience _____
Name _____ Years of administrative experience _____
Name _____ Years of administrative experience _____

Internship Setting

1. Anticipated assignment: _____
2. Number of hours/periods per day: _____
3. Extra-contract assignment: _____
4. Time within the contract day available for internship per day: _____
5. Number of release days provided by the district: _____
6. Other available sources of time: _____
7. Additional responsibilities in addition to internship, teaching and extra-contract assignments: _____

8. Are there any unusual factors that might impact your internship? If so, please explain on a separate attachment.
9. Please provide detailed directions/map to your school.