

STUDENT INTERNSHIP

**The Office of Field Experiences (Student Teaching)
is located in Miller Hall Room 206**

Application Deadline: The deadline for student teaching applications comes very early in the program.

Fall/winter semester internships: January 15

Winter/spring internships: April 15

Prior to each deadline, the Office of Field Experiences will conduct information sessions. Information about dates, times and locations for these sessions will be sent via the Secondary Education listserv.

Since you apply early for the internship, it is possible that your plans for student teaching in a given semester may change. It is your responsibility to notify the Office of Field Experiences if this occurs.

Secondary students register for a total of 24 credits to complete a full semester internship. Since public schools are on the semester system and Western is on the quarter system, it is necessary to register for the internship in two quarters. The Fall/Winter semester begins when the public schools start in late August or early September and finish around the end of January. The Winter/Spring semester begins about February 1st and goes until the public schools finish in June. Listed below are the schedules which are most cost-effective in terms of tuition.

Undergraduate and Post Baccalaureate Students

Fall/Winter Semester:

Those on Financial Aid	12 credits Sec 495 each quarter
Those NOT on Financial Aid	Fall: 18 credits Sec 495
	Wtr.: 6 credits Sec 495

Winter/Spring Semester:

Those on Financial Aid	12 credits Sec 495 each quarter
Those NOT on Financial Aid	Wtr.: 6 credits Sec 495
	Spr.: 18 credits Sec 495

Master In Teaching Students

Fall/Winter Semester:

Those on Financial Aid	12 credits Sec 595 each quarter
Those NOT on Financial Aid	Fall: 18 credits Sec 595
	Wtr.: 6 credits Sec 595

Winter/Spring Semester:

Those on Financial Aid	12 credits Sec 595 each quarter
Those NOT on Financial Aid	Wtr.: 6 credits Sec 595
	Spr.: 18 credits Sec 595

It will be your responsibility to see that any education course/program requirement waivers are placed in your student file.

If you are an undergraduate or post baccalaureate student your file will be located in Miller Hall 206 (Admissions and Office of Field Experiences).

If you are a Master In Teaching student, you have two files: a certification file which is located in MH 206, and a graduate file which is in the Secondary Education Department Office (MH 306). Any issues/documents dealing with certification should go in your file in MH 206; those dealing with graduate program requirements will be kept in your graduate file in MH 306.