Iowa State University
Educator Preparation Program
Policy: Teacher Candidates Removing Self from Student Teaching After Decision Point 2 Meetings and Prior to Start of Student Teaching

Student teaching is a key component to the ISU Educator Preparation Program. It is the culmination and application of the four-year preparation program. Student teaching experiences are only as successful as the university supervisors and mentor teachers Teacher Education Services are able to provide and pair with teacher candidates. Recruiting districts to allow their teachers to act as mentor teachers and recruiting quality mentor teachers is essential work of Teacher Education Services. The relationships that have been and continue to be established with districts and mentor teachers are crucial to the ongoing partnership of these individuals with the ISU educator preparation program.

When pairings between teacher candidates and mentor teachers are made, it is essential for the ongoing relationships of all stakeholders that these placements are successful. When teacher candidates withdraw from the student teaching experience after pairings have been made, this negatively impacts the relationship between ISU TES, the district, and the mentor teacher. It also indicates a lack of professionalism on the part of the teacher candidate.

This policy applies to any teacher candidate in any program that is part of the ISU Educator Preparation Program.

During Decision Point 2, teacher candidates will be asked to read and sign a mini-contract, committing to student teaching the following semester. This mini-contract will be part of the online application for student teaching. The Field Experience Coordinator will also go over the content of this contract with each teacher candidate during Decision Point 2 individual meetings.

The contract will contain the following:

- Importance of ISU’s relationships with partnering districts and mentor teachers
- Impact on ISU’s relationships with partnering districts and mentor teachers when a student teaching pairing has been made and then needs to be withdrawn
- Process the teacher candidate must follow if he/she withdraws from student teaching after Decision Point 2 and prior to the beginning of the student teaching semester if he/she wants to student teach in the future

**Students with Disabilities:** If a teacher candidate withdraws from the student teaching experience because of an identified disability, Iowa State University’s policies for students with disabilities will be followed.

**Student Withdrawal By Choice:** If a teacher candidate chooses to withdraw from student teacher after the Decision Point 2 meeting, the teacher candidate will need to complete an appeal process to the Selection and Retention Committee should the teacher candidate decide to student teach in the future. The appeal process is as follows:

Approved 12-2013
- Teacher Candidate must submit a Special Request Letter to the Selection Retention Committee. This letter must clearly identify what the teacher candidate will do differently in preparing for the student teaching experience and must identify how he/she will display professionalism and leadership in preparing for the student teaching experience.
- Teacher Candidate must submit a Letter of Information (containing what?) from his/her advisor or the program coordinator.
- Teacher Candidate will be interviewed by the Selection and Retention Committee. Questions will include the following:
  - What has changed? Why are you now ready to student teach when you weren’t before?
  - Please describe your plan of action to ensure the successful completion of this experience.

A teacher candidate cannot participate in Decision Point 2 without completing this process and getting approval to student teach from the Selection and Retention Committee prior to the third week of each semester (technically they need to complete the process before Decision Point 2 is over).

**Procedures when Students have an Unsatisfactory Performance in Student Teaching:** If a teacher candidate receives approval to student teach and does not successfully complete a student teaching placement, the teacher candidate will be counseled out of teacher education to a different degree path.

**Appeals to this policy:** Appeals to this policy can be addressed to the Director of Educator Preparation.