**Western Carolina University Office of Field Experiences**

**Intern I Program Specific Guidelines**

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| **Elementary Education Initial Licensure** | | **Met/Not Met** |
| Teaching & Reflection Requirements | **10 Lessons**  5 before midterm  5 after midterm  Two of these lessons will be formally observed before the midterm: one lesson by the University Supervisor and one lesson by the Cooperating Teacher with written documentation.  Each lesson will include a written reflection following the teaching of the lesson.  The same procedure is in place after the midterm: five lessons taught with two formal observations--one lesson by the university supervisor and one lesson by the cooperating teacher with written documentation.  -All lesson plans must be approved by the CT at least two days prior to the teaching event.  -CT initials on the top of lesson plan indicate approval to teach.  -All 10 lessons should be written using a template obtained through a WCU Elementary Education course. | **Indicate Dates of Lesson.  Please note which were formally observed as well.** |
| Lesson 1: |
| Lesson 2: |
| Lesson 3: |
| Lesson 4: |
| Lesson 5: |
| Lesson 6: |
| Lesson 7: |
| Lesson 8: |
| Lesson 9: |
| Lesson 10: |
| Diversity of Teaching Experience | Candidates must teach a variety of subjects including, at minimum, 1 formal lesson (of the 10) in each of the main subject areas, including embedding technology into at least 1 of the 4 observed lessons.  If candidate is unable to do this please document the circumstances here: | **Indicate the lesson from above:** |
| English Language Arts |
| Science |
| Math |
| Social Studies |
| Technology |
| Binder | Candidates must keep an 3-ring binder, with appropriately labeled tabs, that includes: OFE Handbook OFE Intern I Checklist & Grade Sheet Elementary Ed Program Specific Guidelines (this sheet) Teaching schedule Formal lesson plans & reflections Written feedback from the CT and US Mid-term and final evaluation forms  Other items that the candidates deems necessary to demonstrate their teaching proficiency may be included.  Binders **must be available** to US on each visit**.** |  |
| Other | If the University Supervisor or Cooperating Teacher deem that more than the minimum requirements need to be demonstrated by the candidate please include documentation here (e.g., an action plan). |  |