College of Education Glossary for Teacher Candidates (Important terms and forms)

<u>Dispositions:</u> In Brenau's College of Education, disposition is defined as the student's attitude and commitment to the teaching profession. It covers a wide range of behaviors that demonstrate this attitude and commitment. They include such areas as meeting obligations, demonstrating ethical behavior, demonstrating high expectations, professional behavior, and modifying behavior. You will also see a focus on professional, personal, and interpersonal behaviors. These dispositions will be assessed early and often. These help keep you focused on expectations of not only Brenau, but potential employers as well.

<u>Field Experience</u>: a 48 contact-hour experience in a school assisting with students and teaching up to three lessons. Each teacher candidate will do three field experiences over their time at Brenau. Field Experiences are simultaneous with embedded courses and allow opportunities for students to teach lessons required for the embedded course(s).

<u>Student Teaching</u>: a semester of full-time teaching where the student begins to take over classes one at a time and, within four to six weeks, is the teacher of all classes. Classes are gradually relinquished back to the mentor teacher as the semester concludes.

<u>Internship</u>: For students who are already employed as a lead teacher in a school, they may do a one-semester internship, while continuing to be paid for their position. The internship is supervised by a mentor teacher in the school as well as Brenau College Supervisors. This is in lieu of quitting their job to student-teach for one semester.

<u>Academic Advisor:</u> Brenau faculty member assigned to you throughout your time at Brenau. They advise you each semester and answer any question you might have.

<u>Clinical Experiences Office-</u> They assist you with clinical placements, student teaching/internship placements and general day-to-day questions regarding clinical experiences. The Clinical Assistant works with school systems to secure placements and the Clinical Coordinator works with the college supervisors as they observe and assist students.

Mentor Teacher: School level teacher who is hosting you in their classroom.

<u>College Supervisor</u>: One of eight faculty members assigned to observe you teaching and conference with you after lessons to improve your teaching. They also score your work in Livetext as part of your completion of Field Experience/Student Teaching/Internship. This person may change from semester to semester. All are veteran teachers/administrators with supervisory experience.

<u>Embedded Course:</u> a course which requires a lesson to be taught to a group of students. The lesson/lessons is/are taught during field experience visits.

<u>Residency:</u> Ideally, the third Field Experience and student teaching would be done in the same classroom, in consecutive semesters (Fall, Spring). This is called a Residency. Sometimes, that is not possible and the candidate will do Field Experience 3 and then Student Teaching. A different form should be completed at the time of the application for FE 3 if a residency is the goal (school systems like to have consistency such as this for the sake of the students and mentor teachers when

possible). Your advisor can help you decide if you should apply for a Residency or apply for Field Experience 3.

<u>College of Education</u>: Division of Brenau University where teacher education classes are taught and where students are guided towards certification.

<u>Teacher Education Program</u>: Program through which students work towards certification. Students may only be admitted after meeting certain qualifications/criteria. Admission to this program allows students to continue to take the classes needed to graduate and become certified. This program assures that students have completed requirements of the State of Georgia and Professional Standards Commission to receive a certificate to teach in Georgia. Failure to be admitted to this program would lead to a non-certification degree or a change of major to a non-education degree.

<u>Methods Courses</u>: Courses where candidates learn strategies for HOW to teach in the various subject areas of schools. (Example: ED 383-Teaching Math; ED 625 Adv. Social Studies Methods)

<u>Liability Insurance</u>: Insurance required for any candidate to visit schools. This covers the candidate in case of issues that might require legal counsel.

<u>Georgia Professional Standards Commission (PSC):</u> The entity that verifies and certifies teachers in the state of Georgia. They are the ruling body for all public educators and preparatory programs in the state. Website: www.gapsc.com

<u>Pre-Service Certificate:</u> Certificate issued to candidates verifying that they have been cleared by a background check and are enrolled in a teacher preparatory program in Georgia. Verification of application required for admission to Teacher Education. Certificate required prior to assignment of Field Experiences and Student Teaching.

<u>GACE Content Tests:</u> Test(s) required for students to participate in Student Teaching. Students must pass at the Induction Level prior to student teaching beginning.

<u>Diversity Requirement (PSC)</u>: Teacher candidates spend three 48 hour clinical experiences in schools. The three categories for types of schools are: rural, suburban and urban. Candidates must spend an experience in at least two out of the three types of schools.

<u>Grade Band Requirement (PSC):</u> For the candidate's chosen major, there are grade bands. The candidate must spend the three clinical experiences satisfying the state requirements for each band.

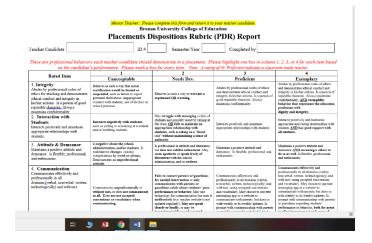
Major	Band	Band	Band	
Elementary Education (PreK-5)	PreK-K	Grades 1-3	Grades 4-5	
Middle Grades (4-8)	Grades 4 or 5	Grades 6 or 7	Grade 8 (in concentration areas)	
Secondary (6-12)	Grades 6-12	Grades 9 or 10	Grades 11 or 12	

PreK-12	Music & Special Ed: PreK-12	PreK-2 or 3-5	Grades 6-8	Grades 9-12
---------	--------------------------------	---------------	------------	-------------

Important Forms

There are a LOT of forms involved in the steps to get you to teacher certification. This guide will help you as you move along. Below are screenshots of what various forms look like for your reference. It would be wise to keep a notebook of these forms as you fill them out and upload them as well as having them stored in Livetext.

<u>Professional Dispositions Rubric (PDR):</u>Rubric used to assess teacher candidates throughout their time at Brenau. This rubric scores 24 areas of competency and is used to self-assess, as well as to gather information from Mentor Teachers and College Supervisors. Candidates will use information from the PDR after each Field Experience to identify areas of strength and weakness and improve their practice. Assigned with field experiences and student teaching/internship. You will have SEVERAL filled out on you as you moved towards your degree. (This is a picture of page 1 of the rubric---it is several pages in length).



<u>Program Plan (given to you upon your admission to Brenau)- Fill this out as you finish classes.</u> You will be asked to upload it several times over the years. This shows you the courses you need to graduate based on the major you chose.



Course Rotation (given to you upon your admission to Brenau)—THIS IS A SAMPLE

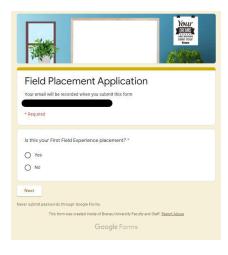
This tells you which courses you need BY SEMESTER. Very helpful!!!

Courses not	ed with double asterisks	include embedded Field	Experiences			
Com	rses must be taken as the		ation			
	(4	F)				
Fall	Fall (17 hrs)		Spring (16 hrs)			
AS 100		EH 102				
MC 101 o		MS 101 PS 100 or PS 104				
BY 105 (1	x/Lab)(4)					
HY	201	EH 103 or SP 108 Foreign Language				
Lifetime			Lifetime Fitness			
Zilidilih	Limite	Littom	- 1 MACO			
Fall (18 hrs)	◆ Pass GACE PAA(Basic Skills)	Spring (13 kgs)				
FD 200	◆ GPA 2.78	ED 250	GACE PAA			
FD 206	♦ Submit TE Application	ED 301	MUST BE Successfully Passed!			
ED 208	Appacation ♦ Ethics Entry Test	ED 311				
MS 203	· Lunci Luniy Ten	SE 300				
EH 201,220 or 221		Lifetime Fitness				
Foreign Language						
Fall (15 hrs)	Take GACE ETS	Spring (15 hrs)	Take GACE ETS			
PS 105	Content ECE 02	ED 345**	Content ECE 01			
MS 207	Exam Math/Science	ED 389	Exam			
ED 383**	Math/Science	ED 328	Social Studies/LA			
ED 384**		GY 201				
ED 350		ED 308				
Fall (18 hrs) See Field Exp./Residency Semester	Take GACE ETS Content ECE 01 Ex					
ED 213	SS/LA	ED 429				
ED 318	All	ED 415				
ED 413**	Courses and					
ED 385**	GACE Content		100			
ED 420** ED 377	Assessments		109			
EU 3/7	MUST	[- 4-			
	Be successfully comp					

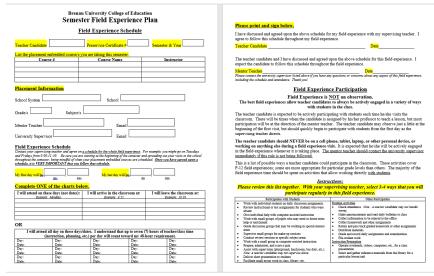
<u>Clinical Experiences Course and Placement Plan (outlines clinical experiences all the way to student teaching/internship)</u> You will complete this for ED 100/501. This plan puts your courses needed together WITH the field placements that go with them. This helps us make sure you cover the grade band requirements associated with your major.

1	ou must have the	program plan you	er advisor complete	d for you and the	course rotation for	your major in ord	ler to complete this	form.
Name			Stud	lent ID #		Advisor		
		_			Areas of			
Degree	adergrad or MAT	Program Early C	hildhood, Middle Grades.	Special Education, Secon	Concentra		ades, Special Ed. and Seco	endary majors only
			Art, Music, Dan				, -,,	,,,
	6	6		6	f	6	6	C
Course	Semester:	Semester:	Semester:	Semester:	Semester:	Semester:	Semester:	Semester:
Course								
Course								
Course								
Course								
Course								
n.								
Placement Grade								
Band								
Apply								
	the plan liste	d above: sion to Teache	r Education in	month and year	ex.: April 2018)].		
2. My firs	t field experier	nce will be in	semester and year	(ex.: fall 2019)].			
		st field experie	maa in					

Application for Field Experience Placement-You complete one of these for each semester to request a Field Experience Placement.



Semester Field Experience Schedule (different each semester-planned by candidate & mentor teacher after placement is confirmed)



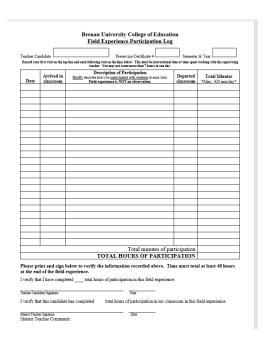
Experience Participation
"timesheet" for the 48
spend in a classroom. You

hours you

Field

Log -- Your

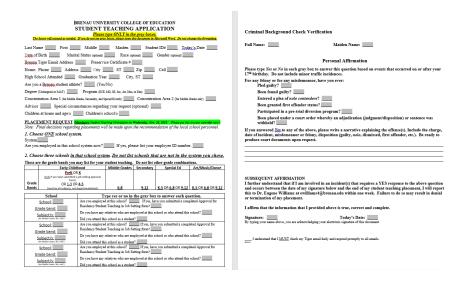
will complete one each semester and upload it to Livetext.



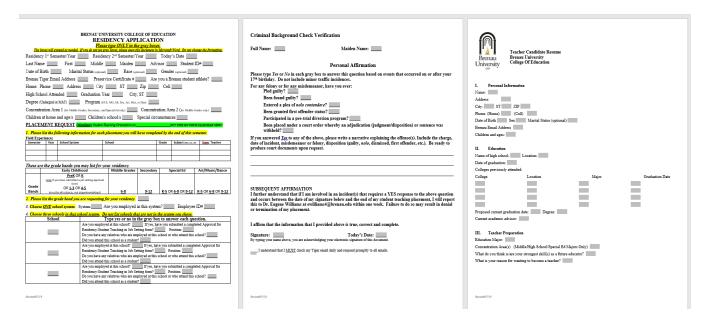
Application for Pre-Service Certificate-you will be given specific instructions on how to do this.



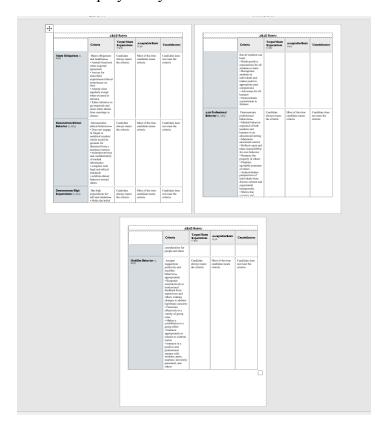
Application for Student Teaching (Uploaded to LiveText)



Residency Eligibility Form



<u>ABAD Rubric:</u> Used by instructors in Education courses to assess a teacher candidate's performance as it relates to employability.



Brenau Release Form (Required prior to each Field Experience) This form releases Brenau from liability in case of illness/injury related to Clinical Experiences.

Brenau University Experiential and Field Learning Relea	ise Form
Name of Participant	
Date of Birth Type of Activity	
I hereby agree to terms as follows:	
1. Bias of External Activity Participation, I understand that participation as a centernal activities (including but not limited to field experiences, clinical role other community based activities a spiral or attending fleman unlimited; for flex other community based activities a spiral or attending fleman unlimited; for found in study in residence at the "University". These risks include, but are nully or harm unity are when they to have but causes outside of exposed to infections and community students and support the first order to participate and complete my fleed of study. Understand that ACU voluntary but will likely result in deleyed graduation due to accreditation and participation of the participation of the community of the participation of activities. I community and the participation of activities of the participation of activities.	tions, service-learning, and tiniversity") involves risk no to limited to, risk of physic if the campus, and being willing to accept these risk RENITLY, participation is all idensure requirements. It there is an additional risk in service and in a reasonable thempts there is an additional risk ons reasonable attempts stible for any injury, damag I further understand, the
as a result with interaction with members of the community in care of person 3. Health and Safety.	ns.
I certify that there are not health-related reasons or problems that preclud participate in the external activity set forth by my degree program.	de or restrict my ability to
☐ I am aware of all applicable personal medical requirements or needs. I reo obligated to attend to any of my medical or medication needs and I assume a therein. If I require medical treatment or care, the University is not responsible such treatment.	all risk and responsibility
4. Standards of Conduct.	
A. I will comply with the University's rules, standards, and instructions for co- professional behavior. I waive and release all claims against the University to not under such direct supervision of the University or that are caused by my such supervision or to comply with such rules, standards, and instructions.	at arise at a time when I a
B.I agree that the University has the right to enforce its standards of conduct it will impose sanctions, up to expulsion, for violating these standards or any incompatible with the interests and welfare of the University.	behavior that is
5. Assumption of Risk and Release of Claim. Knowing the risks and in consid to participate in the external activity, I release the University and its trustees agents from any present and future claim, loss of liability to person and/or produring my participation in such activities.	s, officers, employees, and
I have carefully read this Release Form before signing it. No other statemen	
been made. The agreement will be effective upon receipt in my degree prog	gram's office.
Signature (not typed)	Date