

Project: Teaching! Checklist for Student Teaching



This list is designed to provide you with a checklist of items that must be completed prior to your application for student teaching. Please use it to plan ahead for a positive student teaching experience.

- _____ 2 Official transcripts sent and received by the Project: Teaching! office.
- _____ Additional subject area courses, if any, identified on the admission agreement.
- _____ Copy of DPI Substitute License or a copy of the application sent to Project: Teaching! office.
- _____ Praxis I & II tests taken. Passing scores received at Project: Teaching!
*You must prove your competencies to teach in Wisconsin, which means you cannot become licensed unless you have passed all sections of Praxis I and your Praxis II exam in area(s) of desired certification. **Use recipient code #1390 for Norda, Inc.*
- _____ Course fees must be paid in full. (*Student Teaching fees will be billed after placement is confirmed*)
- _____ 20 hours pre-student teaching verified and included in portfolio. Pre-student Teaching Portfolio must be completed and evaluated with a score of 30 or higher. All coursework and assignments completed.

To become licensed, you must successfully complete an approved student teaching experience. Student teaching is a developmental process: you grow as you learn to teach. Yet the process is carefully regulated and these are the major requirements you must meet prior to student teaching.

The rules for teaching with a 2-year permit are different. If you believe you are eligible to teach with a 2-year permit contact the Placement Officer.

Please address additional questions to:

Placement Officer
Project: Teaching!
503 Miner Avenue
P.O. Box 129
Ladysmith, WI 54848
Email: info@projectteaching.com 715-532-6084