



Hunter College School of Education • Department of Special Education Early Childhood Special Education

SPEDE 779 or 779.50 Practicum Guidelines and Application

Dear Students,

If you are completing, or have completed your Pre-Student Teaching experience (SPEDE 776 (or 767), you should be eligible to apply for Student Teaching or Practicum (SPEDE 777 or 777.50; SPEDE 778 or 778.50, or SPEDE 779 or 779.50). For that purpose, you need to complete an application for Student Teaching or Practicum, which is due March 1st for the summer and fall semesters; November 1st for the spring semester. In order to assist you in planning future semesters, we have provided a comprehensive description of the various courses and requirements for each. Please refer to the descriptions listed below.

Please note that all students must complete fieldwork at three different age/grade levels: Pre-K (below age 5); Kindergarten; and grades 1 or 2.

Practicum, as supervision on the job, is available as an option for completing your fieldwork; however you must have a Special Education Internship Certificate, or have initial special education certification and be employed as a special education teacher below grade 3.

OPTIONS:

SPEDE 777 (or 777.50): 40- day supervised student teaching in **two** settings (must be different age/grade levels. Pre-K; Kindergarten; grades 1 or 2). 4 credits.

SPEDE 778 (or 778.50): 20- day supervised student teaching in **one** setting at one age/grade level (Pre-K; Kindergarten; or grades 1-2). 2 credits. (Candidates must also take either a second semester of SPEDE 778 (at a different age/grade level), OR candidates must obtain a special education Internship Certificate or already have certification in Early Childhood Special Education *and* take a semester of SPEDE 779.

SPEDE 779 (or 779.50): Supervised practicum on the job in an early childhood special education program or as the special education teacher in a CTT class. A special education Internship Certificate is required to enroll in SPEDE 779, or an initial certification in special education. Candidates must also take either a second semester of SPEDE 779 OR a semester of SPEDE 778 (the 778 placement must be at a different age/grade level).

When enrolled in Student Teaching or Practicum, all candidates must complete 30 hours of Student Teaching/Practicum Seminar each semester.

All candidates must be fingerprinted prior to the start of the student teaching fieldwork. The following website can be accessed to obtain specific information about the fingerprinting process: <http://www.hunter.cuny.edu/school-of-education/current-students>

Please be advised that student teaching requirements cannot be concentrated in a four week period of time (for SPEDE 778) or an eight- week period of time (for SPEDE 777). Candidates should expect to work at their placement site at least two full days (or more) each week they are scheduled to be there. We strongly encourage candidates to speak with their employers well in advance to determine the policies and procedures regarding taking time off to fulfill fieldwork requires. At the first seminar meeting, students will plan their student teaching schedules with the instructor and college supervisor.

Note: Once your application has been reviewed and approved, an Early Childhood Special Education advisor must give you online permission on SIMS in order for you to register for Student Teaching and/or Practicum.

We are looking forward to working with you as you complete your fieldwork experiences, and encourage you to contact the Student Teaching/Practicum Coordinator-Jamie Bleiweiss (jbleiwei@hunter.cuny.edu) if you have any additional questions.



**Hunter College School of Education • Department of Special Education
Early Childhood Special Education
SPEDE 779 or 779.50
Practicum Application**

Deadlines for Application
November 1st (Spring) – March 1st (Summer/Fall)
Application must be submitted the semester before you want to be considered for practicum/student teaching.

Practicum application is for: Semester: Fall _____ Spring _____ Summer _____ Year: _____

Applicant Information:

Name: _____ SS#: _____

Hunter College E-mail: _____
You must have access to your Hunter College e-mail address.

Home Address: _____
Street City State Zip

Daytime Phone: _____ Home/Other Phone: _____

Program: 174(1A) _____ 174(1B) _____ 175(2) _____ 150 (Adv. Certificate) _____

LAST Score: _____ CST Scores: Multi-subject CST: _____ Disability CST: _____
(Attach a copy of your LAST score) (Attach a copy of your CST scores)

Current GPA: _____
(Attach a copy of your current transcript)

Please indicate the course for which you are applying:

Course	Title	Credits
<input type="checkbox"/> SPEDE 779	Practicum in Early Childhood Special Education	2 credits
<input type="checkbox"/> SPEDE 779.50	Practicum in Early Childhood with an Annotation in Severe/Multiple Disabilities	2 credits

Placement site for SPEDE 776/767: _____ Age/grade: _____ Supervisor: _____

Semester in which you took 776/767: _____ Semester in which you took ECC 712: _____

- o Did you use your current job site as your placement in SPEDE 776/767? YES _____ NO _____

Are you currently taking (or have you previously taken) Student Teaching (SPEDE 778) or Practicum (SPEDE 779)?

YES _____ NO _____

If YES, please indicate the following:

- o Course (778 or 779) and semester/year: _____ Supervisor: _____
- o Name of the placement site: _____ Age/grade level: _____

Current Jobsite Information:

School Name: _____ School Phone: _____

School Address: _____
Street City State Zip

Primary Contact Person (e.g., Principal, Supervisor, Director): _____

Contact Person's E-mail: _____



Describe: 1) your role and 2) your students' disability categories/ages/grade levels/service arrangements: _____

Please indicate if you have applied for and are planning to work under an Internship Certificate: _____

You must meet the following requirements in order to qualify for practicum:

- An overall GPA of at least 3.0
- No more than one *incomplete* grade that must be changed to a letter grade before approval of the application
- Completed (or are in the process of completing) **SPEDE 776 OR SPEDE 767** and **ECC 712*** (*applies to candidates in Program 174 (1A) or Program 174 (1B) only)
- Taken **both** NYS Content Specialty Exams (Multi-subject and Disability)
- Current employment as a special education teacher and certification in special education; or preliminary approval for an Internship Certificate

Please attach the following materials to this application:

- A copy of your current transcript (official or unofficial)
- A copy of your LAST & CST (Multi-subject and Disability) scores
- A letter on official school letterhead stating your position, as lead Special Education teacher, grade level, and major teaching responsibilities, OR a letter indicating that you have preliminary approval for an Internship Certificate (if you have been hired under an Internship Certificate).

Applicant Signature: _____ **Date:** _____

TO BE COMPLETED BY ADVISOR			
SPEDE 776 or 767: _____	ECC 712: _____	LAST: _____	CST: <i>Multi-subject</i> : _____
		CST: <i>Disability</i> : _____	
Transcript: _____			

Approved: _____		Approval pending: _____	
Not Approved: _____			
Practicum placement site: _____		Age/grade levels: _____	
Supervisor: _____			