Student Teacher Responsibilities

1. Meet with the cooperating teacher prior to each placement.
2. Complete all assignments required by UTM.
3. Submit assignments to LiveText and/or Blackboard, as indicated on Student Teacher Requirement page.
4. Participate as prescribed by the cooperating teacher.
5. Attend out-of-class activities as prescribed by the cooperating teacher.
6. Assume a period of full-time teaching according to the preferences of the cooperating teacher.
7. Coordinate lesson plans with cooperating teacher and obtain approval before implementation.
8. Prior to evaluation, submit lesson plans requested by university supervisor.
9. IF requested, submit a weekly schedule to the university supervisor.
10. Dress professionally.
11. Use standard grammar in speaking and writing.
12. Be punctual and attend school regularly.
13. Provide contact information for the student teacher, university supervisor, and Coordinator of Field Placements to the cooperating teacher and principal.
14. Assist cooperating teachers in submission of their forms to the Coordinator of Field Placements.
15. Read all emails from Education Student Services thoroughly.

All forms are on the Education Students Services website under the Student Teaching Forms tab.

www.utm.edu/ess