All materials must be typed.

**Deadlines:** Placement request forms must be submitted by:

- **October 15** for **Spring** placement
- **March 15** for **Fall** placement

Completed applications must be returned to the program director/director of student teaching by the above deadline. If these deadlines fall on a weekend, the materials are due the following Monday.

Students will be placed in our partner schools. It is our policy not to place students in schools where they attended high school or in districts where immediate family members are employed or attending school. Students are responsible for providing their own transportation. For further information on student teaching requirements, please consult the PEP Guide to Teacher Education.

The application packet consists of:

- Student Teaching Placement Request Form.
- New York City Student Teaching Request Form (if applicable). Applications for New York City student teaching should be returned to the program director.
- Resume highlighting relevant experience and showing list of relevant coursework and grades. The Career Center (located on the ground floor of the main library) will provide assistance in writing a resume.
- Autobiographical statement/statement of teaching philosophy: Please submit a brief (2-3 page, double-spaced) statement which gives a sense of who you are, your reasons for choosing teaching as a career, and your approach to teaching. Some of the topics that you may wish to include are:
  1) Background and any experiences you feel have shaped your personal development.
  2) Experiences with children.
  3) Why you want to become a teacher.
  4) Your particular strengths in teaching.
  5) Your teaching philosophy and your long-term goals for yourself and your students.
  6) What were the most significant things which you learned in field experience.
  7) What you hope to achieve during your field experience or student teaching.

You will be notified when your placement has been confirmed.
Student Signature

Student teaching is a full-time commitment, and teacher candidates are expected to be in the building for the entire school day. Therefore, teacher candidates are strongly discouraged from working during this semester. Teacher candidates should try to arrange their finances so that outside employment is not necessary during this semester. If it is absolutely necessary to work, it is important to keep priorities straight and not to jeopardize professional success to meet short-term financial needs.

Student: ___________________________ Date: ____________

Completion of Major Requirements – To be signed by the major advisor.

Please check one:

The above-named student will have completed all course requirements for the major by the end of the current semester (pending satisfactory performances in the courses for which the applicant is currently enrolled).

At the end of the current semester, the above-named student will not yet have completed all course requirements for the major. The student will still need to complete the following courses:

____________________________________
____________________________________
____________________________________
____________________________________
____________________________________

____________________________________

Signature of Major Advisor
# STUDENT TEACHING APPLICATION

**Directions:** Student teaching applications must be submitted by the proper deadline. All materials must be typed.

Name: ___________________________ Stony Brook ID#: ______________________

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Please check one: Undergraduate Graduate

Students in **Foreign Language** or **Science Education** – Please identify the specific language or science in which you are seeking certification: ___________________________

## Home Address

| __________________________________ |
| __________________________________ |

| __________________________________ |

**Phone:** __________________________

**Email:** __________________________

District where you attended high school (if LI/NYC region): __________________________

District(s) where you or your family members are employed or attending school: ____________

District where you currently reside: ___________________________________________

District(s) where you did your field experience: _______________________________

## Geographical Preference

Student teachers will be placed in school districts and with cooperating teachers where we can be confident that students will receive proper mentoring and supervision. We will, however, make an effort to keep commuting time to a minimum and satisfy geographical preferences. Please check the area where you would prefer to student teach:

- Eastern Suffolk County
- Nassau County
- Western Suffolk County
- New York City

Please explain any special requests: ___________________________________________

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To be accepted for student teaching, students must:

1. Meet minimum GPA requirements,
2. It is recommended that you have taken and passed the ALST, EAS and CST tests
3. Complete all courses (major and education) required for certification.
SUNY Stony Brook
New York City Student Teaching Request Form

Student teaching opportunities in New York City are available through SUTEC (SUNY Urban Teacher Education Center). Professional Education Program students requesting a student teaching placement in New York City must complete this form and return it to the teacher education program together with the other parts of the application. Subsidized housing is available for students interested in student teaching in New York City. The cost for such housing will be approximately the same as what you would pay for dormitory housing at Stony Brook.

1. First Name: ________________________________ 2. Last Name: ________________________________

   (optional)

5. College / University: SUNY Stony Brook  6. Expected Graduation Mo.____ Year_______

7. Campus Address: __________________________
   City: _______________________ Zip Code__________

8. Campus Phone: _______ / _______ / ________  9. E-mail: _____________________________

10. Student Teaching Level: All student teachers must divide their time evenly between placements in grades 7-9 and 10-12.

11. Certification Area: _____________________________

12. Student Teaching Term: Fall _____; Spring ____ Year _____

13. Permanent Address: _____________________________
   City: _______________________ State: ________________
   Zip Code: ___________ Phone: _______ / _______ / ________

14a. Are you applying for housing through SUTEC   Yes ________ No ________

14b. Do you need housing subsidy?   Yes ________ No ________
   (If yes, an application will be sent to you.)

15. If No, where do you plan to reside while student teaching in New York City? Provide your address:
   ____________________________________________
   City                                  State                                  Zip Code
   Phone: _______ / _______ / ________

PEP 2, 2014 AS / T.AJ E P 2017
16. Which of the following applies to your interest in student teaching in a New York City school? Check below all that apply to you.

_____ My permanent home near New York City
_____ Want to know more about urban teaching
_____ Would like to obtain a permanent teaching position in a New York City school
_____ Want to teach where “the best” or “good teachers” are needed most
_____ More openings for beginning teachers in New York City school system
_____ Encouraged by faculty or administrator on campus
_____ Other reason(s): ______________________________________________
      (Please fill in)

17. Please indicate which borough you would prefer to teach in:

   Brooklyn      Bronx      Manhattan     Queens      Staten Island

   Reason(s):__________________________________________________________________

18. The Director of Student Teaching on campus is ______________________________
   (Name)
   __ ____/______/_______
   (Telephone)

19. SUTEC requires each applicant to submit his/her resume and a short personal essay of no more than 500 words on the title “Choosing Teaching As A Career.”

Do you have any questions regarding student teaching in a New York City school? Contact Natalie Lukas at the SUTEC office at 917-346-2932 or e-mail to nlukas@nyc.rr.com. Applications should be mailed to: SUTEC, ATTN: Regina Anderson, 111 Livingston St, Suite 400, Brooklyn, NY 11201. Applications may be emailed to: Regina.Anderson@SUNY.edu or Natalie.Lukas@SUNY.edu