

STUDENT TEACHER CHECKLIST

| WHAT | Submit to | WHEN | Completed |
|---|--------------------------------|--|------------------|
| 1. UNIT PLAN (Must earn a passing score of 3 on all rubric items) | TaskStream | MUS 238 Revisions due semester prior to student teaching | |
| 2. APPLICATION for STUDENT TEACHING | Coordinator of Music Education | (One year prior to student teaching) October 1 for next fall student teaching February 1 for next spring student teaching | |
| 3. APPLICATION for STUDENT TEACHER'S CERTIFICATE (Rhode Island Department of Education License) | Coordinator of Music Education | (One semester prior to student teaching) | |
| 3. *PRAXIS II: Principles of Learning and Teaching (K-5 passing score 160, 7-12 passing score 157) | Office of Teacher Ed | Prior to applying to student teach | |
| 4. *PRAXIS II: Music Content Knowledge (160 passing score) | Office of Teacher Ed | Prior to student teaching | |
| 5. TB TEST: Documentation of negative result from family physician or URI Health Services (Must be within 6 months of student teaching) | Office of Teacher Ed | Semester prior to student teaching | |
| 6. BCI check (Background Criminal Investigation by RI Attorney General's Office or URI police department; BCI checks good for 1 year from | Office of Teacher Ed | Semester prior to student teaching | |
| 7. GPA 2.75 or higher (overall and music content) | | Transcripts are screened at the end of the semester prior to student teaching | |
| 8. Attend Health Workshop given by URI School of | | Occurs in first weeks of student teaching | |
| 9. Audit of course work by URI Music Department | Associate Chair Music Dept. | | |
| 10. Register for EDC 484 (12 credits) and EDC 485 (3 credits) | | | |
| 11. Register for MUS 480 (2 credits) | | | |

*(See www.ets.org for PRAXIS II test dates & when scores will be available.)

MUSIC EDUCATION CHECKLIST

1. Application and successful audition to the URI Department of Music

- _____ Completion of required coursework as listed in the URI Music Handbook (Undergraduate only)
- _____ Transfer from University College into Degree Granting College
- _____ Completion of an application for admission into the URI Teacher Education Program
- _____ Recommendations from faculty and others who have knowledge of the candidate's experience or interest in working in education
- _____ A writing sample expressing career goals, experience in working with children, and expectations as a teacher
- _____ Passing scores on the Praxis I: Test (Pre-Professional Skills Test in Reading, Writing and Mathematics) or documentation of a score of 1000 or above combined verbal and math on SATs, or a Reading score of 21, Math score of 20, and English score of 20 on the ACTs.
- _____ Cumulative GPA of 2.50 or better, and GPA in the academic major of 2.5 or better
- _____ Design and development of a portfolio showing professional knowledge, degree coursework, and career achievements
- _____ Successful interview in Spring of sophomore year with Music Education Screening Committee.

2. ENTRY Level – Application and successful admission to URI School of Education Teacher Preparation Program

- _____ School of Education application form
- _____ Passing scores on the Praxis I: Test (Pre-Professional Skills Test in Reading, Writing, and Mathematics) or documentation of a score of 1000 or above combined verbal and math on SATs or ACTs.
- _____ Cumulative GPA of 2.75 or better, and GPA in the academic major of 2.75 or better (unofficial transcript acceptable)
- _____ Recommendations from faculty and others who have knowledge of the candidate's experience or interest in working in education
- _____ A writing sample expressing experience working with children, expectations as a music teacher, philosophy of music education and career goals
- _____ Successful interview in Spring of sophomore with Music Education Screening Committee.

3. MID-Level – Application and successful clearance for student teaching in music

- _____ Application for student teaching. This form must be signed by the Coordinator of Music Education verifying that you have completed all the prerequisites as stated in the URI Music Handbook and all of the piano proficiencies.
- _____ Application for a student certificate (semester prior to student teaching, signed by the Coordinator of Music Education – this certificate must be with you during your student teaching. It can be used following successful completion of student teaching as your authorization to substitute teach during the months of January through

the balance of the school year for fall semester student teachers, and May and June for spring semester student teachers)

_____ Submit passing scores of Praxis II: Principles of Learning and Teaching test. Either K-6 test #5622 (passing score 160) or 7-12 test #5624 (passing score 157).

_____ Submit passing scores of Praxis II: Music: Content Knowledge test #5113 (passing score 160).

_____ Complete Piano Proficiency Requirement (Option I or II).

_____ Successful completion of Unit Plan (MUS 238) linked to Rhode Island Professional Teacher Standards.

_____ Audit of coursework by the Dean's office and by the Music Education Advisor of the Department of Music.

_____ Documentation of a negative result of TB test within 6 months of the beginning of student teaching: (Free to full time students at Health Services) Keep the results of your TB test and Student Teacher Certificate with you during the student teaching experience. One photo copy of the TB test results must be filed with the Office of Teacher Education

_____ Criminal background check (BCI)

_____ Report for the Health Workshop during the student teaching experience. This is typically during the first two weeks of student teaching on the URI campus and is required for state certification

4. EXIT-Level – Student teaching

_____ Register for the Music section of EDC 484 (12 credits), EDC 485 (3 credits) and MUS 480 (2 credits)

_____ Contact your cooperating teacher no less than one month prior to the beginning of the student teaching experience to discuss orientation procedures

_____ Normally, student teaching begins before the first day of classes at URI and may begin as early as the first day of the public school calendar. The school district calendar is adhered to in all other cases. See Coordinator of Music Education for start and end dates; see <http://www.ride.ri.gov/> for district calendars.

_____ Give the Student Teaching in Music Handbook to each of your cooperating teachers prior to the beginning of student teaching.

_____ Have the cooperating teachers complete an Interim Progress Report (found in the Student Teaching in Music Handbook), discuss it with you and submit it to the Coordinator of Music Education.

_____ Facilitate the scheduling of on-site observations by your URI supervising teacher(s). Ideally the supervising teacher should visit early in the student teaching experience to evaluate and discuss the setting, midway through the student teaching experience to offer feedback, and late in the student teaching experience to help to evaluate the student teacher's progress.

_____ Complete benchmark assessment for School of Education through Taskstream.

5. Exit student teaching; successful completion of student teaching and outcomes assessment tasks

_____ Have your cooperating teachers complete final evaluations including RIPTS and music content addendum (See student teaching handbook)

_____ Request written letters of recommendations from your cooperating teachers and others

_____ Apply for Substitute Teaching for the remainder of the semester (remember that following successful completion of student teaching, your student teaching certificate authorizes you to substitute teach during the months of January through the balance of the school year for fall semester student teachers, and May and June for spring semester student teachers). This can lead to increased networking possibilities for your job search and reference building

_____ Confirm that transcript includes NCATE statement; this occurs when all benchmark assessments show successful completion and course work is audited

Date: National Council for Accreditation of Teacher Ed – NCATE

Milestone Status: Complete

This student has completed a state-approved educator preparation program under the terms of the Interstate Agreement for the Qualifications of Educational Personnel. The education programs at the University of Rhode Island are accredited by NCATE.

Date - Completed

_____ Apply for initial teaching certification through Rhode Island Department of Education (See <http://www.ride.ri.gov/>)

_____ Land a job! Use the Career Services resources at URI as well as internet job services, newspaper, and Rhode Island Music Educators Association list serve (www.rimea.org) to stay on top of the job market. Watch the paper—many schools are only required to advertise openings once in the newspaper. (Be patient – many first-year teaching jobs are found in August and even September)

ADMISSION TO TEACHER EDUCATION

(See Music Education Checklist)

Students majoring in music education are required to apply for admission to the URI School of Education teacher education program. Application deadlines are approximately February 1 in spring semesters. **In order to complete the program of study within four years, this application must be made during the second semester of the sophomore year.** Students should consult the URI School of Education (SOE) webpage for information regarding requirements and the application process at <https://web.uri.edu/education/admissions/>. Applications are submitted first to the Office of Teacher Education. After screening by the Office of Teacher Education, students may schedule interviews and portfolio assessments with the music education screening committee through the Coordinator of Music Education. Students receive a letter from the Office of Teacher Education notifying them of admission status upon completion of the interview and portfolio assessment. Questions regarding the undergraduate teacher education program should be addressed to the Coordinator of Music Education.

The URI Council determines standards of admission to teacher education for Teacher Education and the Department of Music. A Department of Music screening committee will review applicants according to criteria that appear below. The screening committee shall be comprised of faculty who teach music methods courses or are involved with supervision of music education students and will include the Coordinator of Music Education. Admission to teacher education will be based on the following criteria:

1. Completed SOE application form available form available at <https://web.uri.edu/education/admissions/>.
2. Passing scores of a standardized test of basic skills (PRAXIS I: PPST), which shall consist of Reading, Writing and Mathematics sections. This requirement can also be satisfied with a minimum SAT score of 1000 in combined verbal and mathematics
3. The applicant's academic record (unofficial transcript is acceptable) including a cumulative grade point average of 2.75 or better and grades in the academic major (music) averaging 2.75 or better.

4. Current Criminal Background check (BCI).

Requirements 1-4 must be submitted to the Office of Teacher Education by registering on the URI School of Education Admissions Sakai site prior to scheduling screening interview and portfolio presentation. The Coordinator of Music Education schedules entry to SOE interview and portfolio presentation. Interview with the Department of Music screening committee includes a portfolio presentation.

Portfolio requirements include:

- a) Recommendations from faculty and others who have knowledge of the candidate's experience or interest in working in education, related to RIPTS.
- b) A writing sample (essay) expressing experience working with children, expectations as a music teacher, and philosophy of music education and career goals, related to RIPTS.
- c) Portfolio as developed and designed in MUS 280 (or equivalent for transfer/TCP students) showing professional knowledge including lesson plans and field experience, journals, degree coursework including juries and academic music work of theory or history and career achievements, related to RIPTS.

Applicants who fail to gain admission should seek counsel from the Coordinator of Music Education and/or their academic advisor. Students may reapply for admission to a teacher education program but should understand that this may delay their anticipated graduation date.

STUDENT TEACHING

Student teaching is the culminating event in undergraduate teacher training. Music education majors typically enroll in student teaching (EDC 484) and Seminar in Student Teaching (EDC 485) during their last semester at URI. Each student must meet with the Coordinator of Music Education a year prior to student teaching in order to discuss his or her plans and submits the necessary application form. Application deadlines are October 1 for next fall student teaching and February 1 for next spring student teaching. The application form is available on the Department of Music's website and from the Coordinator of Music Education. Additional forms and documentation is required to gain clearance for student teaching, once the initial application has been accepted. See **Music Education Checklist** for more information.

All levels of the piano proficiency examination and all courses required in the Bachelor of Music in Music Education Program, with the exception of MUS 480, Graduation Portfolio in Music, must be completed before Supervised Student Teaching (EDC 484) and Seminar in Student Teaching (EDC 485) are permitted. Prospective student teachers must pass the PRAXIS II: Principles of Learning and Teaching test for either Grades K-6 with a passing score of 160, or Grades 7-12 with a passing score of 157. Prospective student teachers must also pass the PRAXIS II: Music Content Knowledge Test with a passing score of 160. Confirmation of passing both the Principles of Learning and Teaching and Music Content Knowledge tests must be delivered to Coordinator of Music Education to gain clearance to student teach.

Information concerning the Praxis II: PLT test can be found at <http://www.ets.org/praxis/>. Questions concerning tests may be directed to the Coordinator of Music Education or the Office of Teacher Education.

Students are advised not to take on outside work during the semester they student teach. Student teachers are placed in elementary and secondary must teaching settings with experienced cooperating teachers in public schools in Rhode Island.