

## **GENERAL PROCEDURE FOR A PRACTICUM SESSION**

1. No later than August, the College practicum coordinator obtains from the principal or his/her designate a list of teachers willing and able to serve as associate teachers for a given school year.
2. Before each practicum session, the College practicum coordinator assigns each student teacher to an associate teacher and confirms this placement with the principals and associate teachers.
3. The student teacher spends two, three, or four weeks in a placement depending on his/her college year and/or program (see overview on page 2). The College supervisor assigned to that student visits at least once during the session.
4. The associate teacher provides feedback and assesses the student's performance using the appropriate forms provided by the College. At the end of the session, the associate teacher fills in final evaluation forms which are returned to the College with the student teacher.