

**MEMO OF UNDERSTANDING REGARDING PLACEMENT FOR
PROFESSIONAL STUDENT TEACHING**

Spring Arbor University is committed to producing high quality professional educators for the State of Michigan. The university attempts to place qualified student teaching candidates in schools where they can grow and flourish under the direction of an experienced cooperating teacher and a university supervisor representing Spring Arbor University.

During placement as a **professional mentored guest** in a selected school a student teacher can expect professional guidance and supervision from the Spring Arbor University School of Education via the University Supervisor. However, placement does not guarantee successful completion of the student teaching experience, nor recommendation for certification. Student teachers must demonstrate satisfactory skills and abilities as evidenced by satisfactory evaluations and recommendations by the Cooperating Teacher and University Supervisor. The host school, the cooperating teacher, the university supervisor, and/or the Director of Student Teaching Placement may determine that a particular placement should be terminated before completion.

Once removed from a placement, a further placement may not be feasible based on the circumstances or problems that resulted in the termination. If an additional placement is sought, remediation of problem areas may be required prior to placement, and further tuition and other costs may be incurred by the student. A second, or subsequent placement, also does not guarantee successful completion or recommendation for certification. Student teachers must demonstrate satisfactory skills and abilities as evidenced by satisfactory evaluations and recommendations by the Cooperating Teacher and University Supervisor.

I understand the above stipulations regarding student teaching placement as a professional mentored guest, and that I must abide by the policies and guidelines set forth in the Spring Arbor University School of Education *Student Teacher Handbook*.

Student Signature and ID #

Date

SAU School of Education Witness

Date