

PRACTICUM REMINDERS

- **You must have your fingerprint clearance to go into a classroom.**
- **You must make progress on completing your Liberal Studies Degree** to continue into the Multiple Subject Credential Program into the final clinical practice experience. Therefore, keep up with your coursework! Do not forego class to go to your practicum experience!
- **Please, do not make any placement arrangements or changes on your own!** This is the very specific duty of the ICP Field Experience Supervisor. It may appear that you are helping, but keep in mind we have over 400 placements to make in our area districts, and we have worked hard to make our contacts with the best schools and teachers in these districts. If you have special needs, communicate these first to your ICP Field Experience Supervisor.
- You are expected to write and use lesson plans in your assignment and keep them organized in a notebook. These are potential artifacts for your electronic portfolio.
- If you are experiencing any sort of difficulty in your placement, **share this with your ON-SITE COORDINATOR immediately.** Your coordinator is there to facilitate communication. If you need further assistance, contact the ICP Program Coordinator in the College of Education.
- *Always* be the professional: in dress, demeanor, and attitude. You may hear or see things in classrooms with which you do not agree, or you may learn confidential information about a student; keeping these issues confidential is essential.
- You must arrive on time each day. No excuses. Your cooperating teacher is depending on you. If a tragedy occurs and you are unable to go to school, you **MUST** call your cooperating teacher ASAP. This is a professional responsibility. When you return, propose a plan to make the time up.
- Be willing to go the extra mile. Offer to assist with bulletin boards, and take on duties. Become known as a problem-solver not a problem-maker.
- Each time you visit a school site you have the opportunity to make a positive professional impression that might help you obtain your first teaching position. First impressions are often lasting impressions. You have now entered the professional teaching environment. CSUSM and the school sites have high expectations of your conduct and performance. Enjoy your Field Practicum experience!