

## Checklist for Review

I have read and understand the practicum handbook. The following documents were reviewed and/or signed *prior* to the first day of student attendance (check boxes as reviewed and/or signed)

- Dear Colleague Letter
- Practicum Experience Agreement (three signatures required)
- Confidentiality Statement and NAEYC Code of Ethical Conduct (student signature required)
- Attendance and Hours
- Dress Code and Cell Phones
- Letter to the Families and Permission to Observe Form \*\*\*This must be sent *before* the student can begin\*\*\*
- Weekly Emails
- Goal Setting Assignments
- Observation and Lesson Plan Assignments
- Midterm and Final Evaluation
- SBI/DHHS background checks

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Supervising Teacher signature \_\_\_\_\_ Date \_\_\_\_\_

Instructor signature \_\_\_\_\_ Date \_\_\_\_\_