Teacher Education Services

OBSERVATION/PRACTICUM REQUEST FORM
TELETECHNET

All students who intend to enroll in one of the courses listed below are expected to complete a field-based practicum experience as part of the course. Due to the different expectations in each course, the actual number of field-based practicum hours will vary from course to course. During the field-based practicum experience, students will be expected to observe, assist, and at times teach in a classroom during the semester. Please complete the following information to help arrange for these experiences. If you have any questions, please contact Carol McIntyre at Old Dominion University, (757) 683-3231.

Semester Requesting Placement: FALL _______, SPRING _______, SUMMER _________

Name _________________________________ Site Name and #________________________
Address ___________________________ City _______________ State ______ Zip ________________
SSN _____________________ Phone (work) _______________ Phone (home) ____________________
Student’s E-mail Address ____________________________ Licensure Area: __________________

1. Request for Observation Placement - Course: ECI 301 Instructor______________________
   (No Praxis I scores required for Observation in ECI 301 ONLY)
   Subject _____________________ Grade ______________ Hours ______________________

2. Attach Praxis I Scores

3. Practicum Course Requesting Placement for: (please circle all that apply)

<table>
<thead>
<tr>
<th>Course</th>
<th>Instructor</th>
<th>Course</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECI 436/536 (PreK-6)</td>
<td></td>
<td>ESI 621 (ED)</td>
<td></td>
</tr>
<tr>
<td>ECI 469 (MCTP Only)</td>
<td></td>
<td>ESI 623 (MR)</td>
<td></td>
</tr>
<tr>
<td>ECI 569 (MCTP Only)</td>
<td></td>
<td>ESI 624 (LD)</td>
<td></td>
</tr>
<tr>
<td>ESSE 679 (PreK-6)</td>
<td></td>
<td>ESI 626 (LD)</td>
<td></td>
</tr>
<tr>
<td>ESSE 618 (ED)</td>
<td></td>
<td>ESI 628 (MR)</td>
<td></td>
</tr>
<tr>
<td>OTHER COURSE</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

NOTE: If you are planning to work in a school division as an aide or other paraprofessional and would like to do your practicum experience in this school, please note that below. Indicate the school, appropriate contact person in authority, and the name of the teacher with whom you would like to work. (Remember that formal negotiation of these arrangements is the responsibility of Old Dominion University; you do not have this authority.)

4. Preferred School District _______________________________________________________

5. Preferred School (optional) ____________________________________________________

6. Days and Times Available (be specific) ___________________________________________

School Division _________________________________________________________________
Person in Authority ______________________________________________________________
Telephone __________________________________________________________________________
Cooperating Teacher ______________________________________________________________

Students are responsible for asking the school district if they require a specific district request form, and if so, for sending this form to the Old Dominion University Teacher Education Services Office. Please inform Teacher Education Services of any district deadlines.

Revised: 5/13/04