

**Preparations for Student Teaching**

# Successful Decision Point 2 Interview

Your Decision Point 2 letter contains information and individual goals for your student teaching assignment. Make sure you have this where you can refer to it often to ensure you are working on your goals and turning your weaknesses into strengths.

# Placement Details

Working with the Education faculty to finalize your student teaching placement details. While your preferences are kept in mind, remember that the final placement is determined by the faculty and details of manpower and other students’ placements.

# Background Checks and Other Host School Corporation Requirements

Contact the school corporation to find out their specific requirements on background checks. Some take a considerable amount of time to complete (i.e. Kentucky background checks go to the state capital with fingerprinting) and school personnel are often away on vacation during the summer months.

NOTE: You will not be allowed to begin your student teaching placement without this being completed and electronic confirmation sent to Hanover College Education Student Services Office. THIS IS YOUR RESPONSIBILITY and another strong indicator of certification readiness.

# NEA Membership/Liability Insurance

Hanover College Education Program requires that Student Teachers hold student membership for the appropriate academic year in the National Educators Association (NEA). This membership provides one million dollars of personal liability insurance in the case of legal action every time you step onto school property. Forwarding the confirmation email from NEA will serve as adequate proof of membership. Here is the link for enrollment - <https://ims.nea.org/HowToJoin/stateStudent.do?mbrType=STUDENT&sea=in>

**Spicer-Phillips Grant Applications as appropriate**

Fall Student Teachers should have this completed before leaving campus in May.

Winter Student Teachers should have this completed before leaving on Thanksgiving Break