

Semester:

☐ Fall 20_____

☐ Spring 20_____



Single Course Self-Placement Field Request Form

You are eligible if you meet one of the following criteria:

- ☐ 1. I currently teach on an practitioner license in a public or private school.
- ☐ 2. I am currently employed as an educational assistant in a public or private school.
- ☐ 3. I am currently working on an Advanced Degree (Select one below).

☐ Master's ☐ Ed.S. ☐ Doctorate (in the department of _____)

Undergraduate students are not eligible for self-placement, and must be placed by the Office of Educator Preparation.

Note: Candidates who self-place must attach a letter from the principal/agency director stating that he/she agrees to allow candidate to complete the field experience/practicum requirements in their school/agency. Attach a copy of current work identification (if not attached student will be required to do a background check through TSU/TBI).

In addition to the letter, the course professor must approve the placement site.

Please Print

Student Name: _____ Email: _____

Course: (prefix & number) _____ (title) _____

Name of Instructor: _____ Email: _____

Name of School/Agency: _____ County: _____

Placement Address: _____

Name of Principal/Director: _____ Phone: (____) _____

Student's Signature: _____ Date: _____

Professor's Approval Signature: _____ Date: _____

Return this completed form and supporting documents to:
The Office of Educator Preparation; teachercertification@tnstate.edu

You may not begin your placement until your self-placement request is approved.

Your Professor will be notified of your status once all required documents are reviewed.

OEP

☐ Clear Background Check on File

☐ TSU Consent Form on File

Date of request _____

☐ Approved or ☐ Denied

(OEP) / Date