

SUNY Cortland  
Department of Childhood/ Early Childhood Education  
EDU 490-491

***Documents to be handed in to the Student Teaching Coordinator***

\*\*\*\*\*Student Teaching Evaluations(STE) are done online. It is not necessary to send copy to the office

**At Midterm:**

If appropriate – Signed contract among student teacher, cooperating teacher, and supervisor stipulating objectives and exact dates said objectives must be met in order to continue in student teaching placement.

**At Final:**

Supervisor Log of Student Teachers

Student Teaching Absence Form

Student Teacher's Assessment Assignment for Student Learning

All of the Evaluation forms-\* All evaluation forms should be submitted in a sealed envelope

Cooperating Teacher Evaluation of Supervisor

Student Teacher Evaluation of Supervisor

Student Teacher Evaluation of Cooperating Teacher

***Documents to be handed in to the Field Placement Office***

**Monthly:**

Mileage forms should be received by the FPO by the 10<sup>th</sup> of each month

**At Midterm (or date designated by FPO):**

College Supervisor's Assessment of Cooperating Teacher (yellow form)

Placement Verification Form (green form)

**At Final (or date designated by FPO):**

College Supervisor's Assessment of Cooperating Teacher (yellow form)

Placement Verification Form (green form)