University of West Georgia
MUSC 4186, 4187, 4188 Teaching Internship in Music

Dr. Dawn Harmon McCord
Office Hours:
T 8-9:30
R 8-9:30, 2-5:30
F 2-5:30
Appointments are available at other times

Required Materials:
Handbooks for Teacher Candidates, Interns, Cooperating Teachers, and University Supervisors can be found at the following website:
http://www.westga.edu/ofe/
Tk-20
edTPA
Video camera/camera phone/laptop to record and submit EdTPA lessons
Completed Memorandum of Understanding (available through Tk20)
Admission to Teacher Education

Course Description:
Prerequisite: Admission to Teacher Education.
Teaching in the public schools under the supervision of an experienced, qualified classroom teacher on the level of and in the field of intended certification. A seminar is scheduled as an integral part of the student-teaching sequence. Meeting times and places are scheduled by the university supervisor(s). Application for field experience is required prior to enrollment.

Conceptual Framework:
The conceptual framework of the College of Education at UWG forms the basis on which programs, courses, experiences, and outcomes are created.

http://www.westga.edu/coe/index_176.php

Calendar
The following is a tentative and flexible plan and will be amended as necessary. All changes will be announced in class or on CourseDen. It is the student’s responsibility to stay current with changes to the schedule.

Start and end dates are established by the College of Education and shared by communiqués from the Office of Field Experiences and covered at the orientation meeting.

Jan. 8: 10-noon Code of Ethics Seminar - Interns, Ed Ctr 1,2,3
1-3 Music Intern Bootcamp and orientation HUM 235

Jan. 11: Interns report to field placement; ALL Interns assigned to a **Carroll County School** - Orientation with District Superintendents (location of meeting TBD)

Jan. 19, 2-4 PM Tuesday Task 1 workshop, HUM 235

Feb. 2, 2-4 PM Tuesday Task 2 workshop, HUM 235

Feb. 23, 2-4 PM Tuesday Task 3 workshop, HUM 235

Feb. 29-March 3 COE will provide assistance in uploading edTPA portfolio. Day and time TBA

March 1 Upload edTPA portfolio Time and place TBA

March 3 Preferred Deadline for edTPA submission; scores delivered March 24 with limited possibility of retake submission during remaining days in field placement

March 17 Final Deadline for edTPA submission; scores delivered April 7

April 22 Last internship day

April 25-29 Make up days for absences (maximum of 5 days available)

**Common Language Syllabi Information**
It is important that you review and understand the statements that are common to all courses at UWG. These items address the Americans with Disabilities Act, UWG Email Policy, Credit Hour Policy, and the University of West Georgia Honor Code.

These statements may be viewed at [http://tinyurl.com/UWGSyllabusPolicies](http://tinyurl.com/UWGSyllabusPolicies)

**Email, Office Hours, and Expectations:**
Most course materials, correspondence, and all grades will be available is on CourseDen. Email from other accounts may not be answered. Grades will not be discussed through email. Conferences are the appropriate venue for the discussion of grades.

All student teachers must attend mandatory Ethics Training. Please let your supervising teachers know in advance of this conflict. *The Fall 2015 meeting will take place on August 28 from 2:00-4:00 (Classrooms 1,2,3).*

**ALL LESSON PLANS NEED TO BE SUBMITTED TO YOUR COOPERATING TEACHER.** When College Supervisor comes to site for observations and conference, provide lesson plan and materials, e.g., score, handouts, quiz.
It is important that you meet all deadlines for Tk20 and edTPA. Instructions will be shared with you through your my.westga.edu mail account. Check it on a regular basis. This is the semester that you rise to meet professional expectation and that includes promptness and appropriate communication.

*Please note that student teaching is an opportunity to mirror your supervising teacher and work with them in any and all facets of the program. Students choosing a “clock-in, clock-out” approach (leaving after the school bell even though band, chorus, or orchestra events may still be scheduled/taking place, etc.) may receive a failing grade for the course. For example, parent meetings often take place at night and it’s tempting to leave/ask to leave…DON’T DO IT! Learn as much as possible by experiencing everything available to you during this time!!!*

**Evaluation**
You will receive an “S” or “U”. The University supervisor in consultation with the Field Supervisor determines the final grade.

**University Supervisor Visits**
The University Supervisor will visit the school 3-5 times during the semester. If scheduling is difficult, the student may be asked to video tape a lesson for evaluation.
Degreed persons teaching full-time teaching in a P-12 public school music area (band, chorus, general music, elementary, orchestra) will have two (2) observations by the university supervisor per semester.