

GUIDELINES FOR WAIVING STUDENT TEACHING



Mild/Moderate Disabilities Program GRADUATE LEVEL

Who can consider waiving student teaching (EST 587)?

1. **Students Seeking a Second License** (i.e., those who currently hold a teaching credential).
 - a. In order to petition to waive student teaching, you must have been employed:
 - i. as a lead teacher with a minimum of 1 year of successful full-time teaching in the capacity of :
 1. An Intervention Specialist in Mild/Moderate Disabilities, on a special education temporary license; **OR**
 2. A Long-term Substitute Teacher working with students who have Mild/Moderate Disabilities; **OR**
 3. An Individual/Small Group Instructor (tutor) for children with Mild/Moderate disabilities; **OR**
 - ii. as a general classroom teacher who had
 1. students with mild/moderate disabilities included in your classroom for at least 2 years; **AND**
 2. more than one student who had an IEP and was included in your classroom for each of those years.
2. **Students Seeking a First License** (i.e., those who do NOT currently hold a teaching credential).
 - a. In order to petition to waive student teaching you must have:
 - i. Taught at kindergarten to 12th grade level;
 - ii. Must have been a head teacher in a special mild/moderate classroom for a minimum of one year by the time that student teaching would start; and
 - iii. Must have had this experience within the last five years.

Note: First licensure majors who have no teaching experience with students with mild/moderate disabilities will need to complete their student teaching experience during the Fall or Spring semesters.

What do you do to waive a field experience?

1. Prior to applying for a student teaching waiver, students must have taken all required sections of the Ohio Assessment for Educators (OAE) exams. Attach documentation to your petition to verify this.
2. Obtain a College of Education and Human Services petition from the Education Student Services Center in JH 170.
3. Fill it out with all the specific details of your experience(s), including your position title, the age group you taught, the types of disabilities student in the classroom had, and where, when, and for how long you taught.
4. Attach two letters from individuals who are (or were) directly responsible for supervising you, on official letterhead and signed with the writers' titles. The letters should include the following:
 - a. Your position
 - b. Length of time in position
 - c. Responsibilities
 - d. Age range of children
 - e. Disability range of children
 - f. A statement of your competencies in the following areas:
 - i. Using appropriate teaching methods, strategies, and materials
 - ii. Planning on both a long-term and daily basis
 - iii. Developing and implementing curriculum
 - iv. Evaluating children using both traditional and authentic assessment
 - v. Establishing warm, supportive relationships with children which facilitate the growth of competence
 - vi. Adapting teaching strategies to meet learners' diverse needs
 - vii. Guiding children's behavior appropriately, individually and in groups
 - viii. Interacting professionally and positively with other professionals and parents
 - ix. Writing and implementing Individualized Education Plans (IEP's)
 - x. Developing and implementing behavior management plans

5. Submit the petition to your advisor by **August 15 or January 15** of the semester before you would complete student teaching if you were not waiving it. You should also apply for student teaching in case your petition is declined. (Online applications can be submitted between January 15 and February 15 for fall field experiences and between August 15 and September 20 for spring and summer internships.) Indicate on the application that you are petitioning to waive the experience. You can always withdraw your application later, but you will not be permitted to late apply.

What else should I keep in mind?

1. Remember to complete all applicable portfolio requirements; You must have a Checkpoint #3 TaskStream Review completed (see your advisor) since passing Checkpoint 3 is required for your license.
2. In addition, you must complete all OAE exam requirements.
3. If you are also getting a Master's Degree in addition to your licensure, check with your advisor to make sure you have the sufficient number of credits to graduate. You must have a minimum of 32 hours.