

Student Teaching Intern Checkout List

Student Teacher: _____

Number of seminar absences _____

Seminar Assignments

- _____ Number of journal entries _____
- _____ Completes lesson plans/unit plans including MA Visual Arts Standards and Assessment
- _____ Develops philosophy, resume, school/community descriptor and artist statement
- _____ Shares portfolio with seminar class
- _____ Hands portfolio and digital copy in on due date
- _____ Returns books and materials borrowed
- _____ Begins Professional Development
 - Attends additional workshops, lectures, educational events
 - Event: _____
 - Date of attendance: _____
- _____ Completes Student Teaching Practicum Seminar Assessment
- _____ Writes Thank You Notes

Observations

- #1 Date _____
- #2 Date _____
- #3 Date _____
- #4 Date _____
- #5 Date _____

Exhibition and Portfolio Day

- _____ Submits work for consideration for invitation
- _____ Completes task assignment for show
- _____ Hangs show in Arnheim Gallery
- _____ Attends exhibit reception
- _____ Participates in Portfolio activities
 - ___ Career Services Workshop
 - ___ Meeting with Portfolio Reviewer
- _____ Picks up work and returns to site

Art Education Department Awards Ceremony

- _____ Attends Art Education Department Awards Ceremony (May)

Additional Requirements to Complete Art Education File

- _____ One complete lesson plan/unit plan, includes MA Visual Art Standards and assessment strategies
- _____ Observations #1, #2, #3, #4, #5 Additional: #
- _____ Progress Evaluations after Observation #2 and #4
- _____ Resume
- _____ Photo of you teaching
- _____ Documented Hours Log Sheet
- _____ Total # of hour's _____ # for assuming full responsibility _____
- _____ Portfolio Review
- _____ Digital copy of Portfolio (exact)
- _____ Open account with MA DOE for Certification
- _____ Complete and submit paperwork for MA Initial Teaching License