

March 20, 2020

Dear Teacher Education Students:

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www.atu.edu/education

Please be advised that as of today, 3/20/2020, field experiences, including Internship I, and Internship II have been ended. **You are not to report to a school for the rest of this semester.**

For classes with field experiences, including Internship I, your professors/instructors will work with you since these experiences ended during the middle of the semester. They will be in contact with you in the next few days for your individual courses. Please do NOT contact them as to allow them time to determine their course of action in each respective course. You will not be penalized for being unable to complete your field experiences, including Internship I, but you may be asked to do an alternative assignment of some type. **Again, your professors/instructors will be in touch with you when they have had time to consider this.** Everyone, including students, university faculty, school faculty, and various administrators are having to adjust on a daily, if not hourly, basis. Please be patient.

For Internship II students, the number of hours you have completed will be sufficient for licensure purposes. However, you must still complete your exit portfolio and any additional course assignments for those courses offered in conjunction with your internship experience since courses are still meeting online. For your exit portfolio, here is what you need to do in order to meet expectations.

- Fully complete **Task 1** involving the planning of a unit and assessments.
- For **Task 2**, please scan in the evaluation for one of your observed teaches of your choosing, and use this one for your reflection purposes following the TESS Reflection included with the Task 2 directions. Any previous reflections you have completed for the lesson you choose to use are not available. **You must complete the TESS Reflection for this task included in the Exit Portfolio Handbook.** We realize you may not have a video to submit. We will not penalize you for this. You will be evaluated upon the evaluation you submit (the one you choose) and your reflection upon the lesson taught and evaluation received. In addition, be sure to submit your lesson for the teach you have chosen to include. **Again, if you are missing a video, you will not be penalized for this.**
- For **Task 3**:
 - You may or may not have received student pre and post learning data. If you received these data, you may complete this task as outlined. If not, you may complete a two- to three-page reflection on how a school could collect student learning data if there is not face-to-face coursework due to a disruptive event (e.g., weather, natural disaster, virus, etc.) and briefly describe how your placement site is presently attempting to accomplish this goal without face-to-face interaction.
 - For the community service efforts, if you have completed these, complete the task as outlined. If you have not been able to complete these, please complete a two to three-page reflection on what types of community service might be completed following a disruptive event (e.g., weather, natural disaster, virus, etc.).

Please look for announcements on Arkansas Tech News and other ATU media for further information concerning graduation, the COE Pinning Ceremony, applying for licensure, and so forth. Thank you for your efforts this semester. It has been a trying time, but we appreciate your diligence and grit exhibited.



Dr. Linda Bean, Dean