

STUDENT TEACHING TIMECARD

MUST COMPLETE IN BLUE INK

STUDENT NAME (Last, First, Middle):	STUDENT ID:
LOCAL ADDRESS (NO., STREET, APT.):	CELL PHONE:
CITY: STATE: ZIP:	EMAIL ADDRESS:
STUDENT TEACHING PLACEMENT INFORMATION:	SEMESTER ENROLLED IN:
GRADE LEVEL(S): CONTENT AREA:	☐ Fall ☐ Spring Year: _____
SCHOOL SITE(S): DISTRICT:	
MENTOR TEACHER NAME: UNIVERSITY SUPERVISOR NAME:	

RECORD ALL CONTRACT DAYS WORKED ONCE STUDENT TEACHING STARTS

Student Teachers follow their school site academic calendar and teacher contract days, not the U of A academic calendar. 75 Full Contract Days is the minimum required by the state.

Student teachers: put the day's date if you are present or an "X" through the date to indicate an absence. For school holidays, do not put an X, but write which holiday in the square.

Missing half a contract day or more equals a marked absence. Mentor teachers: each Friday, initial at the bottom of that week to verify the student teacher's attendance.

Use Blue Ink	Example:	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19
Monday	<i>Jul 29</i>																			
Tuesday	<i>Jul 30</i>																			
Wednesday	<i>Jul 31</i>																			
Thursday	<i>X</i>																			
Friday	<i>Aug 2</i>																			
Contract days present	<i>4</i>																			
Mentor's Initials	<i>MT</i>																			

This side is to be filled out by University of Arizona Faculty.

Supervisor Classroom Observations	
Date	Supervisor Initials

Midterm/Final Eval. Conferences		
	Date	Supervisor Initials
Midterm		
Final		

University Seminars	
Date	Major Professor Initials

Student Teaching Dates	
	Supervisor Initials
Beginning Date: _____	
Ending Date: _____ (Must be a minimum of 75 full contract days)	

Required Professional Development for All Student Teachers		
	Date	Director Office of Field Experience Initials
Student Teacher Professional Development Conference, Part I		
Student Teacher Professional Development Conference, Part II		

<i>Portfolio Grade:</i>	<i>PASS</i>	<i>FAIL</i>	<i>Final Student Teaching Grade:</i>	<i>PASS</i>	<i>FAIL</i>
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Sign at the end of the student teaching semester to certify the information on this card is true and accurate:

Teacher Candidate _____	Date: _____
Supervising Practitioner _____	Date: _____
University Supervisor _____	Date: _____