**Western Carolina University Office of Field Experiences**

**Intern I Program Specific Guidelines**

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| **Middle Grades Education Initial Licensure** | | **Met/Not Met** |
| Teaching & Reflection Requirements | **10 Lessons**  5 before midterm  5 after midterm  Two of these lessons will be formally observed before the midterm: one lesson by the Field Supervisor (FS) and one lesson by the Cooperating Teacher (CE) with written documentation.  Each lesson will include a written reflection following the teaching of the lesson.  The same procedure is in place after the midterm: five lessons taught with two formal observations--one lesson by the Field Supervisor and one lesson by the cooperating teacher with written documentation.  -All lesson plans must be approved by the CE at least two days prior to the teaching event.  -CE initials on the top of lesson plan indicate approval to teach.  -All 10 lessons should be written using a template obtained through a WCU Middle Grades Education course and approved by FS. | **Indicate Dates of Lesson.  Please note which were formally observed as well.** |
| Lesson 1: |
| Lesson 2: |
| Lesson 3: |
| Lesson 4: |
| Lesson 5: |
| Lesson 6: |
| Lesson 7: |
| Lesson 8: |
| Lesson 9: |
| Lesson 10: |
| Binder | Candidates must keep a binder that includes: OFE Handbook OFE Intern I Checklist & Grade Sheet Elementary Ed Program Specific Guidelines (this sheet) Teaching schedule Formal lesson plans & reflections Written feedback from the CE and FS Mid-term and final evaluation forms  Other items that candidates deem necessary to demonstrate their teaching proficiency may be included. Binders **must be available** to FS on each visit**.** Binders may be digital folders or paper copies. |  |
| Other | If the Field Supervisor or Cooperating Teacher deem that more than the minimum requirements need to be demonstrated by the candidate please include documentation here (e.g., an action plan). |  |