**Western Carolina University Office of Field Experiences**

**Intern I Program Specific Guidelines and Checklist**

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| Requirement | Description | Date and Initial when Completed |
| Program Name | **Health and Physical Education** |  |
| Required Number of Lessons to Teach | This internship may be completed at a  middle school or a high school.  Because of the time differences in their schedules (usually 40 minute periods at the middle school level  vs. 80 minute periods at the high school level), the number of classes taught may vary.  The time allotted for this internship is Monday, Wednesday, Friday from eight a.m. until noon.  We usually recommend that the interns teach two classes at the high school level (80 minutes) and four at the middle school level (40 minutes).  This internship is usually done with a partner so that the teaching is shared. |  |
| Lesson Plan Requirements | Full lesson plans are required for all classes taught throughout the entire semester. |  |
| Reflection Requirements (including journaling) | Students are required to complete daily reflections throughout the entire semester. |  |
| Other | Notebooks that contain lesson plans and reflections are required and are turned in to the university supervisor approximately every two weeks throughout the semester. |  |