

## Pre-Professional Checklist

Essential steps towards successful completion of the *student teaching* process...

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|  | 1. Gain Admission to the Teacher Education Program                              |
|  | 2. Complete 100% of professional education coursework with a C or better        |
|  | 3. Meet all eligibility requirements for student teaching                       |
|  | 4. Attend a student teaching application meeting                                |
|  | 5. Turn in paper and electronic application materials                           |
|  | 6. Complete a senior check with the recorder                                    |
|  | 7. Attend a pre-professional meeting  |
|  | 8. Apply for graduation   |
|  | 9. Register for student teaching coursework                                     |
|  | 10. Open an IU EdCareers account  |
|  | 11. Contact your supervising teacher before your placement begins               |
|  | 12. Complete the Orientation Assignment   |
|  | 13. Contact the school/corporation about the criminal history check requirement |
|  | 14. Complete criminal history check prior to the start date of your placement   |
|  | 15. Start student teaching on the same day as your supervising teacher          |
|  | 16. Complete all seminar requirements (if applicable)                           |
|  | 17. Complete the midterm conference   |
|  | 18. Complete the final conference   |
|  | 19. Complete final surveys about student teaching                               |
|  | 20. Complete all remaining coursework (if applicable)                           |
|  | 21. Complete and pass the Praxis II   |
|  | 22. Apply for your license  |
|  | 23. Finalize materials in your IU EdCareers account                             |
|  | 24. Get a job!  |
|  | 25. Stay connected!   |