Unit Wide Forms: Initial Licensure Programs Only

A thank you to the UTEC Forms Subcommittee for developing Unit-wide forms for implementation in all initial licensure programs. An MS Word version of the forms is available in each program’s Buckeye Box. For improvement and training for the use of forms occurs regularly. University Supervisors (US) are responsible for completing forms and also may be required to undergo training. Monitoring of form completion should be conducted by Program Managers.

Gate I Entrance to the Program

An Entry Disposition Form to be used during admission to the program and is required to be completed for all individuals that are accepted into programs (initial, endorsement or advanced program). The rubric is intended to be flexible, brief and complete. See your program manager or your program Buckeye Box for a copy of the form.

Field Experience Forms

Implemented ONCE per program during a P-12 field experience prior to student teaching. The field experience should have some required teaching. The form is to be a consensus evaluation by the candidate/intern, Cooperating Teacher and University Supervisor. Evaluations are completed by University Supervisors and must be recorded in TK20. Programs should ensure forms are completed before the candidate/intern is accepted into student teaching.

1. Field Experience Pre-CPAST Form
2. NOTE: individual programs may have a program-specific addendum

GATE II Acceptance to Student Teaching

Student Teaching Forms: Candidate Preservice Assessment for Student Teaching (CPAST)

Implemented TWICE during student teaching, at the midterm (about week 7) and as a summative evaluation (about week 14). The midterm includes goals for the remaining experience and the final should have a focus for the candidate/intern to be able to use in the Ohio Resident Educator Program.

For programs that have two placements during student teaching, the form should only be completed twice. For programs with year-long placements, these forms should be completed during the final semester of the experience.

The form is to be a consensus evaluation by the candidate/intern, Cooperating Teacher and University Supervisor. Evaluations are completed by University Supervisors and must be recorded in TK20.

1. CPAST Form
2. NOTE: Individual programs may have a program-specific addendum

Student Teaching Observation Form

University supervisors should observe student teachers minimum of five (5) times, at least three (3) must address the Ohio Standards for the Teaching Profession. A university Supervisor will document each observation.

Last updated January 2017. If you have questions, please contact Erica Brownstein at Brownstein.2@osu.edu.