

Washington County School District
Student Intern Program Application / Agreement

Teacher, Administrator, or Counselor – **This form must be submitted to the WCSD HR Department**

Name:		Major:		Cumulative GPA:	
Availability Date:		Program, Check ONE: <input type="checkbox"/> Teacher <input type="checkbox"/> Administrator <input type="checkbox"/> Counselor			
Address:		City:		State:	Zip Code:
Cell Phone:	Home Phone:	Email Address:			
Preferred School and Assignment:					
<p>Agreement: I agree that if I am selected to participate as a Student Intern I will conduct myself professionally and in accordance with all applicable school and WCSD policies. I understand Counselor and Administrator Interns are not compensated as employees of the District, unless specifically selected to participate in a paid internship program according to District Policy. I understand there is no associated expectation of continued employment with this program and that the District may end my Intern relationship (employment or otherwise) at any time at District's sole discretion. If currently employed by the Washington County School District, I understand that failure to comply with the conditions of this agreement may result in termination of my current employment.</p>					
Signature:				Date:	

Eligibility:

“Intern” shall refer to the following three types of experiences:

1. “Student Teacher Internship” means a supervised "hands-on" experience to prepare aspiring teachers, to perform assignments and in doing so act, or work as the “teacher of record.” All university/college course work must be completed prior to participation in the program. If selected, teacher Interns will receive a non-compensated teaching assignment at the start of the school year, under the direction of a school mentor teacher and a collegiate supervising professor. Interns are expected to attend in-service training as scheduled and Professional Learning Community (PLC) training and preparation activities as scheduled, in uncompensated status. Upon successful completion of the minimum 12 week student teaching assignment and all other educational and program requirements for licensure in the state of Utah, Student Teacher Intern may be converted to full time temporary status with salary and benefits according to District Policy through the end of the contract year. This action will be contingent upon receipt of documentation from the candidate's college or university department head verifying that the candidate has completed all requirements and is being recommended for licensure in the State of Utah.
2. "Administrative Internship" means 450 or more hours of supervised clinical experiences to include a minimum of 200 hours in a school setting which offers the opportunity of working with licensed principals, students, faculty, classified employees, parents, and patrons required by [Administrative Rule R277-505-4](#). Administrative Internships are unpaid and must not be completed on District paid contract time unless approved in advance by the Internship Committee. Administrative Interns must complete an Administrative Internship Program Plan and submit it with this application.
3. “Counselor Internship” means the 600 hour field experience required by [Administrative Rule R277-506-5](#). The required hours may be sub-divided into two 300-hour segments at the elementary and secondary level. Counselor Internships are unpaid and must not be completed on District paid contract time unless the applicant is competitively selected for a paid internship. Paid counselor interns receive no more than .5 FTE of the basic first step of the TT schedule for full time employment. Current employees may receive no more than .5 FTE of their current salary and step. A MAXIMUM of 50% of actual time worked may be in paid status, the remaining must be uncompensated.

MANDATORY: to be considered for this program, the APPLICANT must obtain the following eligibility verification:

I certify that the above named individual will complete all required course work in accordance with Utah Administrative Rules, has completed a satisfactory and current background check, holds a temporary intern or student teacher license issued by USOE, and will be eligible for participation according to WCSD Policy and this agreement, by the start of the school contract year or program period.

<i>University Department Approval Signature</i>	<i>Title</i>	<i>Date</i>
---	--------------	-------------

Institution Name College or University:		
Name and Phone number of Collegiate Supervising Professor:	Name:	Phone No:
Name and School for WCSD Mentor Teacher:	Name:	School:
Human Resource Department CACTUS Approval:	Signature:	Date:
Final Committee Approval and Assignment:		
Principal Agreement for School Assignment:		