MED CLINCAL EXPERIENCE FORM

Name (Last, First)

ID 774xxxxxx

MyCU Email

Phone Number

Work Email

Employment County

Supervising Administrator Name

Employment School

Supervising Administrator Email

Placement School (if different from employment school)

Supervising Administrator Title

County BOE Office (EDEL580 Only)

EDEL580 candidates must complete this course during the summer term at a BOE Office

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- Candiates taking multiple courses that require a clincial experience must complete the minimum number of hours for each course. Hours for one course can not be used towards hours for another course (no "double dipping").
- Candidates are responsible for reading and following all policies within the Guidelines for Clinical Experience outlined in the Department of Education Handbook (available at concord.edu/education).
- Candidates are responsible for ensuring that all required evaluations/assessments are submitted by the mentor via Watermark, and that their time-log has been approved by the mentor in Wattermark for all courses that have a clinical experience requirement.
- Candidates must report to the school's office prior to going to their assigned locations each time they visit the school, and complete the visitor sign-in/out log for every visit.
- Candidates must contact the appropriate school personnel in advance to notify them of an absence. Failure to maintain a consistent attendance at placement, or failure to notify the appropriate personnel can result in cancelation of the field experience. Candidates must inform Mrs. Conner, in the CU Department of Education Office, if there is an expectation of the mentor being absent for more than one week.
- Candidates are subject to all policies, rules, and regulations of the county school system and placement school itself. A candidate's placement may be terminated by the principal or the University if their performance is unsatisfactory. This includes following all visitor rules, faculty rules/ professional standards, and following the faculty/school dress code.
- Our department must manually create placements in Watermark, it's not an automated process. Placements will not automatically appear just because a student has enrolled in a course.

I verify the information above is correct, and that I have read and understand the clincial experience requirements & expectations above.

Violation of the above listed items will result in an Educator Disposition Assessment, and possible dismissal from the program.

Digital Signature

Today's Date