



Field Experience Handbook  
The LeBron James Family Foundation  
School of Education

The University of Akron

A resource for students who are engaged in field experience.

Jennifer J. Morgan, Director

The Office of Student Teaching and Field Experience

[Jjp15@uakron.edu](mailto:Jjp15@uakron.edu)

330-972-6494



## Contact Information

**D** , **FE**  
Jennifer J. Morgan  
330-972-6494  
[Jjp15@uakron.edu](mailto:Jjp15@uakron.edu)

**A** **A**  
Katie Feudner  
330-972-7961  
[Caf44@uakron.edu](mailto:Caf44@uakron.edu)

## Location

**/ A**  
302 Buchtel Common  
Akron, Ohio 44325-4203

**H** ( / )  
8am – 5pm

**/A**  
Suite 238 Zook Hall

**H** ( )  
8am – 4:30pm

## Deadlines and Timelines

Prior to the start of the semester, the Field Office will secure field placements for each course  
Requiring

## What is “field experience” or “clinical” and why are they important?

**Field Experiences** are early and ongoing practice opportunities to apply content and pedagogical knowledge in P-12 settings to progressively develop and demonstrate their knowledge, skills, and dispositions. Field experience placements are secured by The Office of Student Teaching and Field Experience, directed by University of Akron faculty, facilitated by teacher mentors, and are an integral part of education courses leading up to student teaching.

**Clinical experiences** are on and off-campus activities that provide teacher education candidates with opportunities to apply and demonstrate professional knowledge of theory to practice, skills, and dispositions through collaborative and facilitated learning in field-based assignments, tasks, activities, and assessments across a variety of settings. These include, but are not limited to, culminating clinical practices such as student teaching or internship. Clinical experience placements are secured by The Office of Student Teaching and Field Experience, directed by University of Akron faculty, facilitated by teacher mentors, and are an integral part of education courses leading up to student teaching. Activities include, but are not limited to, observing, tutoring, mini-teaching, lesson planning, and developing instructional materials. Clinical experiences may take place in public or non-public schools, or in community agencies approved by the University of Akron.

To support these activities, the OSTFE has developed relationships with local school districts and agencies based on the field experience needs of each course in the teacher education program. Specific prearranged agreements allow the OSTFE to ensure our students receive diverse and appropriate exposure to a variety of educational settings during the field experience portion of the teacher education program. Having pre-assigned placement locations for each course also expedites the matching and placement confirmation process. The timing of placements, however, is dependent upon the availability, response, and needs of our P-12 partner during a given semester. Our policy is to make placements based on the prearranged agreements with schools and agencies in the Greater Akron and surrounding areas.

The University of Akron, School of Education, is committed to providing clinical experiences that are developmental and sequential. This allows teacher candidates to have the opportunity to build upon their foundational base of knowledge, technology, diversity, and ethics and to facilitate their abilities as Educators as Decision Makers at every leery ersit in

**PHASE TWO: LEARNING ABOUT TEACHING:** In Phase II, candidates are provided with the opportunity to learn about how issues such as careful classroom planning, assessment, diversity and social issues, and management impact student learning. In this Phase, candidates are provided with increased opportunities to combine theory and practice under the supervision and guidance of the university faculty person in conjunction with the classroom teacher. Candidates are provided with feedback on their performance and ability to utilize these skills to impact student learning in individualized, small group, or large group instruction.

**PHASE III LEARNING TO APPLY THE PRINCIPLES OF TEACHING:** In this phase, candidates increasingly learn about, apply, and synthesize information specific to their licensure areas. There is increasing emphasis upon connecting theory to practice.

**PHASE FOUR: LEARNING TO TEACH:** In the final phase, candidates are increasingly independent and responsible for application of theory to the day-to-day planning and decisions found in the educational setting. In this phase, they must demonstrate how they positively impact student learning as well as work collaboratively with parents/caregivers and colleagues.

### Key Terms and Definitions

Key Term	Definitions	Use
AYA	Adolescent/Young Adult	When referring to licensure area
BCI/FBI	Bureau of Criminal Identification and Investigation (Ohio) Federal Bureau of Investigation	Background check/report – <b>REQUIRED</b> for onsite experiences at school and agencies
ECITP	Early Childhood Intervention Teacher Program	When referring to licensure area
EC Form	Employed Candidate Form	Form given to instructor if you are working and seeking to do your field/clinical work at your work location during <b>non-paid</b> hours. <b>Must be approved</b> by your instructor (based on age group and type of experience needed for the course) to use this placement
PITP	Primary Inclusive Teacher Program	When referring to licensure area
SPED M/M	Special Education Mild/Moderate	When referring to licensure area
SPED M/I	Special Education Moderate/Intense	When referring to licensure area
OSTFE	Office of Student Teaching and Field Experience	Department name
P-12	Preschool through grade 12	When referring to public/private school partners

## List of Courses That Require Field/Clinical Experience

5100:200	Intro to Ed	10
5200:215	Child Fam School	10
5200:325	Early Childhood Inclusive Practicum	33
5200:352	Teaching Math in Incl Primary Setting	10
5200:454	Inquiry Learning Primary Inclusion	35
5250:300	Middle Level Education	15
5250:333	Teaching Science ML Learner	15
5250:338	Teaching Social Studies ML	15
5250:342	Teaching Math ML Learner	15
5250:350	Teaching Lang. Arts & Media ML Learner	15
5300:330	Teach Adol/ML Lit.	30
5300:420	Instructional Techniques	50
5300:421	Field Tech Secondary	ST
5500:286	Teaching Multiple Texts	10
5500:308	EC/SPED Instr Design/Assess	30
5500:308	AYA Instr Design/Assess	30

Field/Clinica



other transition times. It is understood that students may need exceptions due to conflicts between university time schedules and the field site time schedules. Notify your site and your university instructor/supervisor if you are going to be late. Sign in at the school office.

7. Go to the school only at your assigned times unless you have specific permission for an alternative time approved by





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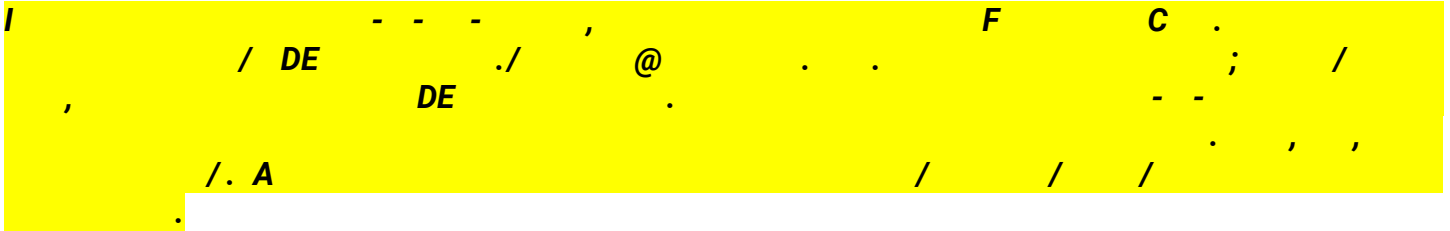
As stated above, the above requirements are not meant to include all possible situations or events that you may encounter when in your field settings. If any situation or event arises which gives you cause for concern, consult with your university instructor and/or field site teacher or administrator for clarification and direction. In addition, if the school setting has policy requirements not listed above, ~~The~~ University of Akron student is expected to comply with those



- We cannot waive this requirement and give you permission to start at the school. Once again, this is a mandated district policy.

If there is a violation on your record:

- If you have a misdemeanor on your record, and ODE says it will not prevent you from obtaining a license, school districts may not accept you in their schools and our office cannot guarantee placement for field and/or Student Teaching.
- If you incur a new violation that will be placed on your BCI and or FBI report once you have started the semester, you must report it to the Director of Teacher Education immediately.



## Field Placement Removal Process

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If a teacher candidate is withdrawn from a clinical/field placement at the request of the school administration, the field site teacher, the course instructor or the Director of the Office of Student Teaching and Field Experiences, decision on how to proceed will be made on an individual basis by the parties involved in the removal. The possibility does exist for the entire experience to be repeated. Please also note that an additional placement is not always an available option. You should contact your instructor and the Field Services Director immediately, if you are in a situation where removal has occurred.

Additionally, all university policies regarding student conduct continue to be in effect during field experiences. Please refer to Code of Student Conduct at [www.uakron.edu/sja](http://www.uakron.edu/sja).

## Frequently Asked Questions

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**Q: What if I am taking more than one course that has field experience requirements?**

A: SOE courses have different requirements (urban vs. suburban, early childhood vs. secondary, etc.), so you will likely have separate placements for each course. It is important for you to experience a wide variety of experiences as you complete your program plan. Additionally, these experiences should be listed on your resume under "Work Experiences." When applying for employment, or in the job interview, you should refer to your various field/clinical experiences and the skills you obtained through those experiences. Be aware of field requirements when making your course schedule as there is additional time, and additional locations you will be responsible for doing for EACH field course.

Remember, too, that you must arrange for your own transportation for your field work.

Q: I have a job. How can I do my field/clinical hours?

A: Unfortunately





