

College of Saint Mary
Rule 24 Section 1c, 1d and 1e
Contextual Information

Endorsement: Business, Marketing and Information Technology 6-12

1c. Describe all field experiences required for the endorsement, including the number of hours for practicum experiences and the number of hours/weeks of clinical experience or internships.

Each student requesting a clinical placement must have completed at least 100 hours in field experience. At the undergraduate level, these experiences are required and provided within course structures that meet field experience/clinical practice requirements. At all levels, some coursework is tied to field experience placement. It is the responsibility of the student to log hours and have the sheet signed by cooperating teachers or administrators for each field experience they complete. A complete list of all field experience school sites, cooperating teachers, and hours must be submitted at the time a student applies for clinical practice. At the end of each field experience the student is evaluated by the cooperating teacher using one of two evaluations common to the undergraduate program. Field experiences are an essential element in teacher development. A poor performance evaluation or dismissal from a field experience site may also result in dismissal from the Teacher Education Program/MAT program and College of Saint Mary.

At the graduate level, students are expected to maintain a practicum portfolio. Within the portfolio, students are held accountable for making direct connections to practicum and each MAT course. The portfolio also houses each evaluation and students are required to document a reflection in response to each evaluation ([link to sample portfolio](#)).

Endorsement specific unique field experiences:

Crestview Homework Club is a service learning field experience between College of Saint Mary and Mercy Housing. The mission is to serve children from diverse backgrounds and help them through tutoring. CSM students go to Crestview, a Mercy Housing site, for an afterschool program. Tutoring is provided for elementary and middle school children in the areas of reading and mathematics, as well as other enrichment activities. Students enrolled in Guidance and Classroom Management and Human Relations complete a total of 30 hours over two terms with this experience.

Table 1c Field Experiences for Initial Candidates

Endorsement Program – BMIT 6-12				
Course Name		Credits	Type of Field Experience*	Total Number of Hours
EDU 101	Intro to Education	3	P	10 hrs.
EDU 312	Educational Psychology and Measurement	3	P	20 hrs.
EDU 351	Teaching Reading: Middle and Secondary Schools	3	P	40 hrs.
EDU 360	Teaching Middle School and Secondary Students	3	P	40 hrs.
EDU 375	Human Relations in a Multicultural Society	3	P	10 hrs.
SPE 101	Intro to Special Education	3	P	10 hrs.
SPE 240	Guidance and Classroom Management	3	P	20 hrs.
EDU 472	Clinical Practice: Secondary	10	C	

Endorsement Program – MAT in Middle/Secondary Education				
Course Name		Credits	Type of Field Experience*	Total Number of Hours
EDU 560	Middle/Secondary Methods	3	P	50 hrs.
EDU 552	Writing in the Content Area	3	P	30 hrs.
EDU 512	Educational Psychology and Assessment	3	P	20 hrs.

1d. Provide information about program completers for two academic years.

Program Completers and Level – Content Area: BMIT 6-12										
Academic Year					Number of Endorsement Program Completers					
					Bac	Post Bac	Alternate Route	Masters	Ed. Specialist	PhD
20	14	to	20	15	0	0	0	0	0	0
20	15	to	20	16	0	0	0	3	0	0

1e. Appendix A

Appendix A1: Academic Advising Worksheet

Appendix A2: Sample Plan of Study