RE: Student Assisting 2017-18

Dear Principal and Teacher,

Thank you for your willingness to share your expertise and classroom with a teaching candidate from William Jessup University (WJU). This Candidate has passed the CBEST, has a CTC Certificate of Clearance (attached) and several hours of observation and/or assisting experience.

The Teaching Candidate is not a student teacher. The Candidate is not expected to have full day, whole class responsibilities. This semester, under your supervision, the Candidate needs 30 (thirty) hours of educational experiences that assist in student learning. These experiences might include, but are not limited to:

1. Reviewing student information related to learning needs
2. Assisting in developing and planning lessons
3. Developing and preparing lesson materials
4. Assisting students one-on-one
5. Facilitating small group instruction
6. Assisting special needs and/or English learners
7. Teaching a targeted whole group lesson(s)
8. Reflecting on and analyzing the effectiveness of lessons
9. Evaluating student progress

Some of the most valuable experiences for the candidate will be participating with you in the planning, preparation, and implementation of instruction, and then debriefing those experiences.

If you have any questions, comments or concerns, please contact me.

Sincerely,

Cynthia Nunes-Taijeron
Field Experience Instructor
cnunestaijeron@jessup.edu
www.jessup.edu

WJU School of Education
Ph.: 916-577-8060

Enc: Certificate of Clearance

Assisting Letter - Approval & Signature

I have read and approve of

_____

"Assisting" at

_____

_____ _____

Principal or Dept. Chair *Date*

WJU student will return signed original(s) of this Agreement Letter to his/her WJU classroom Professor