

**Out-of-Area and Out-of-State  
Student Teaching Agreement  
and Application**

**Supervision Fee:**

Students who have requested and been approved to student teach out-of-area or out-of-state are required to pay a fee for their supervision of at least \$500.00 (U.S.). The exact amount of the fee will be determined via consultation among the Director of Teacher Advisement & Field Placement, and the person in the other area, state, or province who will be supervising the student teacher. Every effort will be made to locate and identify qualified personnel to handle the supervision; however, the student must understand that their expectations may differ from the faculty at Minot State University.

Payment of the extra fees will be added to the student's tuition. Failure to pay the fee in a timely fashion can result in an administrative withdrawal from student teaching and/or a grade of "Incomplete" until the fee is paid.

**Placement Requests:**

Students who have requested and been approved to student teach out-of-area or out-of-state should be prepared for delays in the placement process. Minot State University has no control over the manner in which requests are handled outside our immediate area. Minot State assumes no responsibility for delays in placement due to a student's failure to follow instructions relative to the placement process or school districts' errors or "red tape" in arranging the placement.

Other areas or states have their own requirements for student teaching in their schools and it is understood that those requirements will have to be satisfied prior to the beginning of a placement (for example: having a background check, etc.).

All arrangements for placement must flow through the Teacher Advisement & Field Placement Office directly to school district administration. Students are not responsible for nor authorized to make agreements or arrangements with school administrators, teachers, and/or other school personnel pertaining to placement for student teaching experience(s). Any such arrangements and/or agreements made by students will be considered unacceptable and may further delay the placement process.

While personal problems and/or logistical constrictions will be taken into consideration to the extent possible (for example: transportation, travel time, leases or other living arrangements, child care, jobs, etc.), they will not dictate nor guarantee placement within any particular locale, setting, or time frame. All student teaching placements are made with the student's professional needs and best interests in mind.

I, \_\_\_\_\_ (please print), have read all of the statements above and understand that my request to student teach out-of-area or out-of-state may result in difficulties that a local placement would not entail. I also understand that if a suitable placement and/or supervision cannot be arranged out-of-area or out-of-state, it may be necessary for me to be placed within the supervision range of Minot State University.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Director, Teacher Advisement & Field Placement: \_\_\_\_\_

Application must include:

Reference letters – from advisor, major department chair, class instructor, clinical teacher professional – two (2)

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List three preferred locations for placement (in order of preference)

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***In order to be approved for an out of area placement, evaluations of your performance during clinicals will be assessed and considered.***