## Assessment of the Clinical Practice #1 - #3

All teacher candidates will maintain a log sheet documenting the participation hours. The log should be completed after each visit recording the date, time, and type of involvement. The clinical faculty also signs the log sheet validating each occurrence. Be sure to document your participation and involvement by using the codes at the top of the sheet. At the completion of the clinical practice, the teacher candidate will submit the log sheet to the SCU course instructor according to the instructor’s syllabus.

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The form for the clinical faculty's assessment of the candidate will be sent to each clinical faculty near the end of the clinical practice semester. The clinical faculty should complete the assessment form and share the contents with the teacher candidate. The **clinical faculty** will be responsible for returning the completed electronic assessment form to the Teacher Education Director and to the teacher candidate.

A teacher candidate’s grade will be contingent on the completion of forty (40) hours of involvement as documented by the log sheet submitted by the teacher candidate to the Teacher Education Director’s office. It will expedite the process if teacher candidates submit log sheets to the SCU instructors at the designated time.

**Teacher candidates will receive an "I" (Incomplete) for the course if the clinical practice log sheet is not submitted or complete**.

Clinical faculty will also be expected to complete the assessment form and submit it to the Teacher Education Director and to the teacher candidate in a timely manner. All forms used in the assessment process of the clinical practice hours are part of the official reporting system; therefore, **candidate falsification of any records can result in a failing grade for the course and/or removal from the program.**

**Candidates must submit the log sheet to the professor who submits it to the Teacher Education Director’s office for verification of all hours of involvement.**

**The Clinical Faculty Assessment of the Teacher Candidate should be submitted by the clinical faculty to the Teacher Education office and to the candidate.**

The principal and the clinical faculty from each participating school will receive a program assessment form near the end of the semester. Any suggestions for improvement of the overall process will be appreciated.